

7:00pm Public Hearing on FY2015 Budget

AGENDA

City of University Heights, Iowa
City Council Meeting

Tuesday, March 11, 2014

Location: University Club- east entrance

7:00 – 9:00 P.M.

Meeting called by Mayor Louise From

Time		Topic	Owner
7:00	Call to Order	Roll Call -Approval of Minutes-February 11, 2014 -Approval of Work Session Minutes-Feb. 19, 2014	Louise From
	Open the Public Hearing on FY2015 Budget	Public Hearing on <u>FY2015 Budget</u>	
	Close Public Hearing on FY2015 Budget Return to Regular Meeting		
7:10	Public Input	Public Comments	
7:30		Council discussion of proposed site plan for redevelopment of St. Andrew Presbyterian Church property and property to the east.	
	<u>Administration</u>		
	Mayor	<u>Mayor's Report</u> -2014 University Heights Farmers Market	Louise From
	City Attorney	<u>Legal Report</u> -Consideration of <u>Resolution No. 14-04</u> Authorizing Certain Trees to be planted in City Right-of-Way at Specified Addresses. -Consideration of <u>Resolution No. 14-05</u> Authorizing Payment of Additional Rent for City Office in Accordance with Lease. -Consideration of <u>Resolution No. 14-06</u> Authorizing Guidelines for Public Input at City Council Meetings.	Steve Ballard
	City Clerk	<u>City Clerk Report</u>	Chris Anderson
	<u>Committee Reports:</u>		
	<u>Finance</u>	Committee Report -Discussion and Consider Adoption of <u>FY2015 Budget</u> .	Jim Lane Steve Kuhl/Jim Lane
		<u>Treasurer's Report/Payments of Bills</u>	Lori Kimura
	<u>Community Protection</u>	<u>Committee Report</u>	M. Haverkamp/Z. Nampala
		Police Chief Report	Ron Fort

Time		Topic	Owner
	<u>Streets and Sidewalks</u>	<u>Committee Report</u> -Consider No Parking between driveways at 136 Golfview. <u>Community Relations Report</u> -Written report submitted <u>Engineer Report</u>	Virginia Miller Josiah Bilskemper
	<u>Building, Zoning & Sanitation</u>	<u>Committee Report</u> -Consider plastic bag recommendation to MPO-JC Urbanized Area Policy Board	Silvia Quezada
	<u>e-Government</u>	<u>Committee Report</u>	Mike Haverkamp
	Announcements		Anyone
9:00	Adjournment		Louise From

Next Regular Council Meeting: Tuesday, April 8th , 2014 – Location: To Be Announced.

NOTICE OF PUBLIC HEARING BUDGET ESTIMATE

FISCAL YEAR BEGINNING JULY 1, 2014 - ENDING JUNE 30, 2015

City of University Heights, Iowa

The City Council will conduct a public hearing on the proposed Budget at 1360 Melrose Ave., Iowa City, IA

on 3/11/2014 at 7:00 PM
(Date) xx/xx/xx (hour)

The Budget Estimate Summary of proposed receipts and expenditures is shown below.
Copies of the the detailed proposed Budget may be obtained or viewed at the offices of the Mayor,
City Clerk, and at the Library.

The estimated Total tax levy rate per \$1000 valuation on regular property \$ 10.88143

The estimated tax levy rate per \$1000 valuation on Agricultural land is \$ 0

At the public hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget.

319-337-6900
phone number

Christine Anderson, City Clerk
City Clerk/Finance Officer's NAME

		Budget FY 2015	Re-estimated FY 2014	Actual FY 2013
		(a)	(b)	(c)
Revenues & Other Financing Sources				
Taxes Levied on Property	1	668,903	631,551	611,574
Less: Uncollected Property Taxes-Levy Year	2	0	0	0
Net Current Property Taxes	3	668,903	631,551	611,574
Delinquent Property Taxes	4	0	0	0
TIF Revenues	5	0	0	0
Other City Taxes	6	8,561	28,562	130,926
Licenses & Permits	7	23,890	23,890	22,181
Use of Money and Property	8	5,000	3,000	4,654
Intergovernmental	9	107,141	270,700	172,939
Charges for Fees & Service	10	1,000	1,000	364
Special Assessments	11	0	0	0
Miscellaneous	12	87,250	87,250	105,372
Other Financing Sources	13	0	74,056	13,892
Total Revenues and Other Sources	14	901,745	1,120,009	1,061,902
Expenditures & Other Financing Uses				
Public Safety	15	423,942	412,738	484,165
Public Works	16	251,188	293,450	255,257
Health and Social Services	17	0	0	0
Culture and Recreation	18	43,946	41,993	38,328
Community and Economic Development	19	15,000	5,000	4,221
General Government	20	110,908	100,445	129,855
Debt Service	21	32,564	32,685	32,784
Capital Projects	22	0	178,175	93,720
Total Government Activities Expenditures	23	877,548	1,064,486	1,038,330
Business Type / Enterprises	24	0	0	0
Total ALL Expenditures	25	877,548	1,064,486	1,038,330
Transfers Out	26	0	74,056	13,892
Total ALL Expenditures/Transfers Out	27	877,548	1,138,542	1,052,222
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	28	24,197	-18,533	9,680
Beginning Fund Balance July 1	29	489,381	507,914	498,234
Ending Fund Balance June 30	30	513,578	489,381	507,914

March 2014- Mayor's Report

2014 University Heights Farmers Market- The market location was approved and will be held again at the St. Andrew Church Parking Lot. **It will be held the First Tuesday of each month (June-Oct). The dates are: June 3, July 1, Aug. 5, Sept. 2, Oct. 7 from 5:00pm-7:00pm. I have begun contacting vendors to participate. Contact me if you are interested in being a vendor. Call: Louise @ 354-1433. Mike Haverkamp is looking for music for all the 5 markets.**

-I attended the following meetings as the City's representative. I have listed some highlights. Please feel free to contact me if you want more information.

Feb. 11th –Conference Board Meeting- This board is made up of mayors, school boards and Johnson County supervisors. Each group has one vote for a total of three votes. This group discusses the budget of the county assessor's office. There was an overall increase of 9.2% for their budget which includes a 2.5% merit increase and cost of living for the county assessor. This was approved. The next meeting is March 12 for Budget adoption vote.

Feb. 19th – E911 Meeting. The FY15 budget was adopted. New radios for the first responders and paramedics in the area was discussed.

Feb. 20th- Sertoma Meeting. Area mayors are asked to attend to observe the awards of this service organization to essay finalists from 8th graders in area schools of Johnson County. Five finalists read their civic essays and were awarded scholarship money and awards. This is a wonderful event for area students and their parents. I look forward to attending this event every year.

Feb. 26th- Emergency Management Meeting. The FY2015 Budget was adopted. This budget has a reduction of 300,000 from the FY14 Budget. The reduction is due to renegotiation of employees healthcare contract. 102 people signed up for the Weather spotter class on Feb. 27th held in Coralville.

March 6th- MPO-JC Orientation Meeting. I attended with council member, Silvia Quezada, as she would be my alternate if I am unable to attend any MPO meetings.

MPO-JC asked for work requests for their FY2015 Work Program List. I sent two requests for the City:

1. To assist with the redevelopment of the St. Andrew Church Property. **2.** To assist with evaluation of Melrose Avenue corridor through University Heights including Sunset Street to east Koser Avenue to Melrose Avenue to determine options and recommendations for implementing on-street bike facilities such as dedicated bike lanes, sharrows, combination of both or other suggestions.

University Heights Single-Use Plastic Bag Response to the MPO-JC Urbanized Area Policy Board. The sub-committee from the MPO encourages local governments to pursue a threestep process over a period of 6 to 12 months: Step 1 Education and encouragement campaign; Step 2: Require a fee for plastic and paper bags; Step 3: Ban plastic bags and continue to require a fee for paper bags. Feedback is needed for the March 26 MPO meeting. I will resend the memo from John Yapp that I sent council/staff for the Feb. 11 meeting.

March '14 – City Attorney's Report

1. **IDOT Title VI Non-Discrimination Policy.** City Clerk Anderson, City Engineer Bilskemper, and I met with a representative of the Iowa Department of Transportation December 17, 2013. The purpose of the meeting was to review the City's IDOT Title VI policies. Those policies, some of which were formally adopted by the Council in 2013, concern nondiscrimination with respect to City transportation contracts and projects.
 - The meeting in December was informative and beneficial for City staff. The IDOT representative was very reasonable and helpful.
 - IDOT issued its report from the site review February 28, 2014; **a copy is attached.**
 - The report concludes that “the Title VI procedures and processes in the City of University Heights are being carried out in accordance with governing regulations, policies and procedures as they relate to transportation activities”.
 - If the Council or Staff believes a response to the IDOT report is appropriate, such a response may be submitted. Otherwise, no further action needs to be taken now.
2. **Guidelines for Public Input at Council Meetings.** Jim Lane has circulated at least a couple of iterations of proposed guidelines for public input at Council meetings. I have added some language to the most-recent draft (to address profane and disrespectful language), and I have reformatted Jim's document. I also drafted a resolution, No. 14-06, adopting these guidelines in the event the Council desires to take action on them at the March meeting.
3. **Additional Rent for Insurance Increase.** The City's office lease with Paul and Janet Moore provides that the City will pay, as additional rent, an amount equal to 10 percent of the increase in premium for insurance on the building over and above the base premium amount for the initial year of the lease. The 10 percent multiplier comes from the approximate square footage that the City represents in relationship to the entire building. Paul Moore has provided an accounting (supported by premium delineation) that indicates the additional amount owed by the City is \$203.10 for the year 2014. **Those documents are attached.** The request is in accordance with the City's lease, and the Council will consider Resolution No. 14-05 approving payment of the amount requested, \$184.40, to the Moore's.
4. **Planting Trees in City ROW.** Council Member Miller circulated a list of property owners and trees to be planted in the City right-of-way. City Ordinance No. 52 requires the Council to approve planting of trees on City property, including the right-

of-way (parking or boulevard area). Resolution 14-04, permitting certain trees to be planted at specific locations is attached.

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Leff/SEB/UH/UH Atty Reports/UHAttyRept March '14 legal report

RESOLUTION NO. 14-04

**RESOLUTION AUTHORIZING CERTAIN TREES
TO BE PLANTED IN THE CITY RIGHT-OF-WAY
AT SPECIFIED ADDRESSES**

BE IT RESOLVED by the City Council of University Heights, Iowa, that the following varieties of trees are authorized to be planted in the City right-of-way at the addresses set forth, all in accordance with University Heights Ordinance No. 52(2) and at the recommendation of the Streets and Sidewalks committee chair:

- 1440 Grand – Oak – Clemons ‘Heritage’
- 114 Highland - Little leaf Linden, "Shamrock"
- 233 Highland - River Birch "Heritage"
- 1424 Grand - White Oak "Midwest Prairie Stature"
- 220 Koser - Ginko "Presidential Gold"
- 1456 Grand - American Hornbeam "Native Flame"
- 255 Koser - Red Oak

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

	AYES:	NAYS	ABSENT
Haverkamp	_____	_____	_____
Lane	_____	_____	_____
Miller	_____	_____	_____
Nampala	_____	_____	_____
Quezada	_____	_____	_____

Upon Roll Call thus recorded, the Resolution is declared adopted this 11th day of March, 2014.

Louise From, Mayor
City of University Heights

ATTEST:

Christine M. Anderson, City Clerk

Steve/UH Resolutions/Resolution 14-__ authorizing trees in ROW 031414

RESOLUTION NO. 14-05

**RESOLUTION APPROVING PAYMENT OF ADDITIONAL
RENT FOR PROPORTIONATE INCREASE IN LANDLORD'S
INSURANCE PREMIUM**

RESOLVED that, pursuant to the City of University Heights' lease with Paul and Janet Moore for the City Office, the University Heights City Council hereby approves and authorizes payment to the Moores of \$203.10, representing the City's proportionate share of increased insurance premium for the building.

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

	AYES:	NAYS	ABSENT
Haverkamp	_____	_____	_____
Lane	_____	_____	_____
Miller	_____	_____	_____
Nampala	_____	_____	_____
Quezada	_____	_____	_____

Upon Roll Call thus recorded, the Resolution is declared adopted this 11th day of March, 2014.

Louise From, Mayor
City of University Heights

ATTEST:

Christine M. Anderson, City Clerk

01/29/2014

3771 Cottage Reserve Road NE
Solon, Ia., 52333

City of University Heights
1004 Melrose Avenue
Iowa City, Ia., 52246

RE: Insurance increase as per stated in the current lease:

Dear Mayor, Council Members, Staff, and Steven E. Ballard:

Enclosed is the billing information to support the yearly insurance increase for the year 2014.

2014 to 2015	Insurance	\$3,873.00
2009 Lease base price of insurance		<u>-\$1,842.00</u>
	Increase	\$2,031.00
As per Lease, University Heights pays 10% of increase		<u>x .10</u>

University Heights share of the insurance increase is \$203.10

Please write a separate check to Paul J. Moore, Melrose Avenue Building.

Sincerely,

MELROSE AVENUE BUILDING



Paul J. Moore

Review and approval by Steven E. Ballard

Date approved _____ signed _____

Steven E. Ballard

**Nate Moore Wiring Service, Inc.
 1000 Melrose Avenue
 Iowa City, IA 52246
 Premium Breakdown
 2014 - 2015 Policy Term**

Paul Moore

Building

Location	Limit	Premium
1-1	\$1,122,000	\$3,366 ✓
1-2	\$47,000	\$204
1-3	\$1,100	\$6
1-4	\$1,100	\$6

Business Income

Loc 1-1	\$84,000	\$256
Terrorism (50%)		\$25 ✓

Total \$3,863

General Liability

Classification	Exposure	Premium
Apartment	2 Units	\$135
Building	7,900 Sq Ft	\$282 ✓
Vacant Lan	1 Acre	\$3
Bodily Injury Exception		\$50 ✓

Total \$470

Umbrella

20% of annual premium **\$150 ✓**

Total \$4,483

103 6500 +
 25 400 +
 102 400 +
 5 100 +
 15 400 +
 5 473 400 0
 -
 2 031 400 0
 2 031 400 x
 10 10 =
 2 03 10 *

MELROSE AVENUE BUILDING FUND

PAUL J. MOORE
 3771 COTTAGE RESERVE RD. NE
 SOLON, IA 52333

3784

DATE 01/03/2014 72-123-739

PAY TO THE ORDER OF

A. W. WELT AMBRISCO INSURANCE INC. \$ 4,483.00

FOUR THOUSAND FOUR HUNDRED EIGHTY THREE DOLLARS & 00/100 DOLLARS



www.midwestone.com

FOR 2014-2015 POLICY

Paul J. Moore

⑈003784⑈ ⑆073901233⑆ 02843269⑈



SMARTER | SIMPLER | CUSTOMER DRIVEN

www.iowadot.gov

Office of Employee Services/Civil Rights

800 Lincoln Way | Ames, Iowa 50010

Phone: 515-239-1304 | Email: nikita.rainey@dot.iowa.gov

February 28, 2014

Ms. Christine M. Anderson
City Clerk/Title VI Coordinator
City of University Heights
1004 Melrose Avenue
University Heights, Iowa 52246

Dear Ms. Anderson:

Enclosed is the final report resulting from the Title VI Sub-recipient Site Review processes, conducted on December 17, 2013.

The report documents that the City University Heights' Title VI transportation programs and activities meet Iowa DOT and FHWA minimum requirements.

Overall, the Title VI procedures and processes in the City of University Heights' are being carried out in accordance with governing regulations, policies and procedures as they relate to transportation activities.

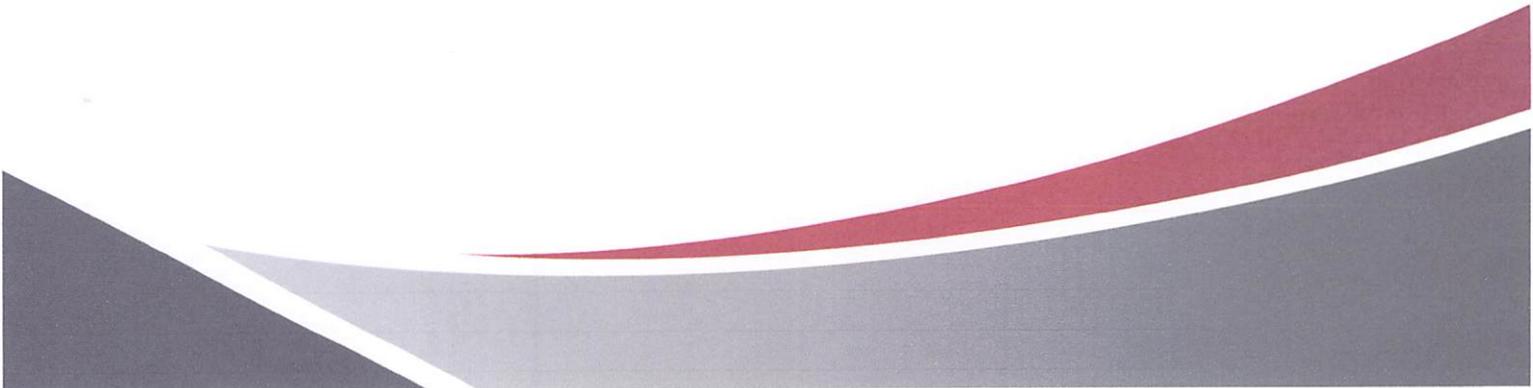
I thank you for the cooperation and courtesies extended during the review process.

Sincerely,

A handwritten signature in blue ink that reads 'Nikita Rainey'.

Nikita M. Rainey
Title VI Compliance Officer

NMR:nmr
Enclosures





TRANSPORTATION TITLE VI PROGRAM REVIEW

City of University Heights

February 21, 2014

Introduction

It is the responsibility of the Office of Employee Services – Civil Rights Team (OES-CRT) to conduct Title VI Program reviews of its sub-recipients of federal financial assistance as required by Title VI requirements of Federal Authority 23 CFR 200.9 (4)(b), (5), (6), and (7).

On December 17, 2013, the Iowa Department of Transportation (Iowa DOT) met with the City of University Heights to conduct a Title VI Program review of the city's transportation program and activities.

Goals

The primary goals of Title VI reviews are as follows:

- Ensure compliance with Title VI;
- Provide technical assistance in the implementation of the Title VI program; and,
- To correct deficiencies, when found to exist.

Each of these goals is addressed throughout the review report.

Participants

Those participating in the review were:

Christine Anderson	City Clerk/Title VI Coordinator
Josiah Bilskemper	City Engineer
Steve Ballard	City Attorney
Nikita Rainey	Office of Employee Services – Civil Rights Team, Iowa DOT

Review Process and Findings

The Title VI review process focuses on, but is not limited to, compliance with 10 major components of Title VI as listed below:

1. Developing Title VI Assurances;
2. Developing a Title VI Policy Statement;
3. Identifying a Title VI Liaison;
4. Developing procedures for processing external discrimination complaints;
5. Providing the Iowa DOT with a list of external discrimination complaints;
6. Providing accommodations for Limited English Proficient (LEP) persons;
7. Ensuring nondiscrimination in the City of University Heights' public participation process;
8. Collecting and analyzing data to ensure nondiscrimination in the City of University Heights' programs and activities;
9. Ensuring that contracts contain the appropriate Title VI contract provisions; and

10. Ensuring nondiscrimination in the awarding of contracts.

In order to expedite the review process, provide structure to the review, and assure thorough consideration of the major components, the Iowa DOT's reviewer provided a Title VI compliance review tool prior to the on-site review. The following summarizes the questions, written responses and discussions of issues.

Written Response:

A. AGENCY INFORMATION:

Recipient: City of University Heights, Iowa

Administrative Head: Ms. Louise From Mayor
 Name Title

Address: 1004 Melrose Avenue

City/State: University Heights, Iowa Zip Code/County: 52246 / Johnson

Phone: (319) 354-1433 (home) Fax: N/A

Email: louise-from@university-heights.org

Discussion/Comments:

Title VI Coordinator: Christine M. Anderson Title: City Clerk
 Phone: (319)337-6900 Fax: (319)337-6900 Email: uhclerk@yahoo.com

Ms. Anderson, as City Clerk, has a responsible position with the city and easy access to the Mayor. (23 CFR § 200.9(b)(1)(2))

B. SUB-RECIPIENT PROJECT OVERVIEW

PROJECT DESCRIPTION	FUNDING AMT
Sunset Street Wide Sidewalk STP-E-7855(607)—8V-52	\$215,000

C. Please list the Program (s) or Service (s) receiving financial assistance from the Iowa Department of Transportation and the amount received for the current year.

PROGRAMS/SERVICES	FUNDING AMT (YES/NO)	RECURRING
Sunset Street Wide Sidewalk STP-E-7855(607)—8V-52	\$215,000	NO

Written Response:

III. TITLE VI CERTIFICATIONS AND ASSURANCES

- A. Has the agency signed and submitted its Title VI Assurances? Yes No _____
- B. Has the sub-recipient submitted its Title VI Program plan to the Iowa Department of Transportation? *Note: Agencies with population over 250,000 are required to have a Title VI Plan. Agencies with a population under 250,000 are required to have Title VI Nondiscrimination Agreement.* Yes No _____

Discussion/Comments:

The city submitted its Standard DOT Title VI Assurances and Title VI Nondiscrimination Agreement to the Iowa DOT on November 15, 2013. It was executed on behalf of the Iowa DOT by Todd Sadler, Director, OES – Civil Rights November 18, 2013 and a copy returned to the city to be implemented.

- C. Does the agency complete an annual Title VI Accomplishment and Goals report? (Please provide a copy) *Note: Agencies with populations over 250,000 must submit to the Iowa DOT by September 1st. Agencies with populations less than 250,000 must prepare and retain on file for 3 years.* None completed to date.

Discussion/Comments:

The reviewer discussed the elements of a Title VI Accomplishments and Goals report (as described in the nondiscrimination agreement) and recommends the city develop and implement the process of generating its annual A&G report. The review team will provide technical assistance to the city.

- D. Does the agency have a Title VI Policy? Yes No _____

Discussion/Comments:

Title VI Policy was submitted to the Iowa DOT on November 15, 2013 (page 7 of the non-discrimination agreement).

- E. What is the process used by sub-recipients to assure Title VI compliance? Please explain:

The implementation procedures in the Title VI Agreement is the framework to guide compliance.

Discussion/Comments:

Requests for proposals & bidding documents include statements of nondiscrimination. Contract documents include Appendix A of the Assurances. More in depth discussion included the responsibilities regarding the standard assurances, the implementation procedures of the elements in the non-discrimination agreement as well as documenting those procedures. The city has posted the agreement on its website.

- F. Are the Title VI Assurances appendixes included in all contracts? Including deeds, permits, and leases. Yes No **(Note: No recent contracts; will include in future)**

Discussion/Comments:

Contract between the City of University Heights and Vieth Construction was reviewed. Johnson County Project STP-E-7855(607)—8V-52, let March 19, 2013, through the Iowa DOT’s letting process. The Title VI language is referenced on the front of the contract through the Standard Specifications of the Iowa DOT plus the following Supplemental Specifications FHWA-1273.05 and GS-12001. Also noted the complete contract included the FHWA-1273.05 attached to it. Also reviewed a Professional Services Agreement for Sunset Street Wide Sidewalk Project between the city and Shive-Hattery, Inc., a consultant engineering firm. Reviewer noted Title VI nondiscrimination language in the agreement. Also discussed including Title VI non-discrimination language in transportation related contracts without federal financing.

- G. Are planning manuals, directives, guidelines, operational procedures, and policies reviewed for Title VI compliance purposes? (Example: Contractor selection procedures and appraisal process for ROW.) Yes No **(Note: Under review; city does not have many of these)**

Discussion/Comments:

The planning of transportation related project is done through the MPO.

Written Response:

IV. SUB-RECIPIENT DEMOGRAPHIC INFORMATION

A. CITY/COUNTY POPULATION & DEMOGRAPHIC INFORMATION:

RACE/ETHNICITY

RACE	NUMBER	%	HISPANIC	NUMBER	%
White	983	93.5	White	983	93.5
Black or African American	11	1.0	Non-White		
Am. Indian/Alaskan Native	0	0	Other/Unknown		
Native Hawaiian/ Other Pacific Islander	3	0.3	Hispanic or Latino	29	2.8
Asian	35	3.3			
Other/Unknown	19	1.8			

***Source:**

<http://factfinder2.census.gov/faces/tableservices/jsf/pages/productview.xhtml?src=bkmk>

SEX

SEX	NUMBER	%
Male	532	50.6
Female	519	49.4

***Source :**

<http://factfinder2.census.gov/faces/tableservices/jsf/pages/productview.xhtml?src=bkmk>

MINORITY/NON-MINORITY

STATUS	NUMBER	%
Minority	93	8.8
Non-Minority	958	91.2

***Source :**

<http://factfinder2.census.gov/faces/tableservices/jsf/pages/productview.xhtml?src=bkmk>

LOW-INCOME/NON-LOW INCOME

	Number	%
Low-income	Not available*	5.1
Non Low-income		

***Source:**

http://factfinder2.census.gov/faces/tableservices/jsf/pages/productview.xhtml?pid=ACS_11_5YR_DP03

AGE

AGE	NUMBER	%
0-39 years	652	62.1
40-85+ years	399	37.9

***Source :**

<http://factfinder2.census.gov/faces/tableservices/jsf/pages/productview.xhtml?src=bkmk>

DISABILITY

TYPE	NUMBER	%
Low-income	NA	NA

Non Low-income	NA	NA
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***Source:**

http://factfinder2.census.gov/faces/tableservices/jsf/pages/productview.xhtml?pid=ACS_11_5YR_DP02

Written Response:

V. PUBLIC NOTIFICATION OF RIGHTS & ACCESSIBILITY

- A. Is Title VI (i.e. Policy and/or Title VI Plan) information publicly displayed and accessible to staff and service beneficiaries? Yes No If yes, please describe mechanism:

Title VI Policy and Title VI Complaint Form (Iowa DOT Form 107009) are available on city website, along with description of Title VI requirements. Hardcopy binder available at city office.

- B. Does all Title VI related information and materials identify the name and contact information to whom complaints should be referred? Yes No

- C. Does the sub-recipient disseminate Title VI information to employees, clients and constituents? Yes No If yes, please describe process:

Discussion/Comments:

No response provided, however, Iowa DOT reviewer provided the city with a template of the Title VI Notice to the Public which the city is posting on its website and on the front entrance bulletin board of City Hall. The employee manual contains the non-discrimination policy statement.

- D. Does the sub-recipient provide Title VI training to agency staff? (Please provide documentation as to when, to whom, and what was presented.) Yes No

Discussion/Comments:

No response provided, however, the city engineer attended the Iowa DOT sponsored spring training in 2013 which included Title VI and ADA training. Also discussed the training resources provided on the Iowa DOT's Civil Rights website. Another resource for the city discussed is the City of Iowa City's Human Rights Commission. The Iowa DOT reviewer recommended the city develop and implement a training plan that encompasses all employees and to document the training in its annual Accomplishments & Goals report.

Written Response:

VI. LIMITED ENGLISH PROFICIENCY (LEP) PLAN

- A. Does the sub-recipient have a Limited English Proficiency (LEP) plan? Yes ___ No ___
If yes, when was the self-assessment? _____
- B. What steps has the sub-recipient taken to ensure meaningful access to the benefits, services, information, and other important components of its programs and services to persons with Limited English Proficiency? Please describe:

Discussion/Comments:

No response provided, however, the agenda is posted on the website. It was discussed the translation of the city's website using Google translate (as an example). Notifications are also posted in city hall and venues where public meetings are held. It is recommended the city place on those agendas information as to where and to whom reasonable requests for accommodations can be made. It is noted the Title VI Coordinator does speak Spanish and the University of Iowa Hospitals is in close proximity to the city. Resources are also available at the language lab located at the University of Iowa. The Iowa DOT reviewer also provided information regarding CTS language service the Iowa DOT utilizes. It is recommended the city complete an LEP assessment and develop and implement its LEP plan. Discussed the steps the city needs to undertake beginning with the 4-factor analysis.

Written Response:

VII. TRANSPORTATION (BOARDS AND COMMISSIONS)

- A. List transportation-related appointed board(s), commission(s), or advisory board(s), if any: We work closely with MPOJC in Johnson County

Discussion/Comments:

The city doesn't have a transportation board/commission. The Mayor sits on the MPO board and the city has a 28E agreement w/City of Iowa City for bus service and a 28E agreement w/Johnson County for SEATS service (paratransit).

RACIAL/ETHNIC BREAKDOWN OF THE TRANSPORTATION-RELATED BOARD(S) AND/OR COMMISSION(S):

GROUP	NUMBER
White	
Black or African American	
Am. Indian or Alaskan Native	

Asian	
Native Hawaiian or other Pacific Islander	
Other	

Written Response:

VIII. PUBLIC PARTICIPATION AND OUTREACH

- A. Please provide documentation/evidence describing efforts to identify and involve minority and low-income residents and communities within your service area in the decision-making process:
- B. Please describe the methods used to inform low-income, and minority populations of planning efforts for transportation-related services and/or improvements:
- C. List minority and/or community media utilized to ensure notification of public meetings or public review of agency documents for residents in minority and low-income communities:

Discussion/Comments:

No response provided, however, the city does have a process where information can be obtained electronically. Notices are published in the Iowa City Press Citizen. The city also does direct mailings and does community surveys (mailings & online). In addition to posting notifications and information on the website and at city hall, the city does post flyers at every residents homes. There is an annual city newsletter which is delivered by hand to all residents of the city. Major issues such as zoning, etc., mailings are done to each resident. Assistance is available should residents not be able to read English.

Methods of informing low-income and minority populations of planning efforts for transportation-related services and/or improvements include postings on the website and at city hall. The city works with the MPO on the public hearings and utilizes the resources of the MPO of Johnson County of which the Mayor is the Chairperson of the MPO board.

- D. List adverse social, environmental, economic or demographic impacts identified on any planned or programmed transportation-related projects during the last two years:

Discussion/Comments:

None the city is aware of.

- E. Are accessible locations and translation services considered or provided during public outreach sessions? Do you notify the public of available accessibility services? (Please provide a copy.) Please describe: *No response provided.*

Discussion/Comments:

The Iowa DOT reviewer recommended reasonable accommodation language be included on the city's agenda and city website.

- F. Is the data collected and retained on the attendance at public sessions? Is the information broken down by race, color, national origin and sex? (Please provide a copy of data or voluntary data collection form.) Yes _____ No _____

Discussion/Comments:

At public hearings there are sign-in sheets but it does not ask for demographic information. Discussed the use of the Iowa DOT's voluntary survey cards as an example of collecting demographic information. The Iowa DOT reviewer recommended the city develop and implement a method of collecting data on from its public meetings.

Written Response:

IX. INVESTIGATION AND COMPLAINT PROCESSES

- A. Does your agency have written procedures for responding, recording, and resolving Title VI and ADA investigations complaints, lawsuits? Yes X No ___ Please provide a copy of procedures. **(Note: Title VI Agreement)**
- B. Has your agency made the public aware of the right to file a complaint? Yes X No ___
If so, by what mechanism? Information published on the city website.
- C. Please list any Title VI complaints on the basis of race, color and national origin in your agency in the past two years: None

Were the complaints investigated? Yes N/A No ___ By whom? N/A

Discussion/Comments:

The city does have a complaint process (included in their non-discrimination agreement). The city posted its Title VI Notice to the Public on the city's website. The Iowa DOT reviewer recommends the city continue to develop and implement process for responding, recording and resolving Title VI and ADA complaints, investigations, and/or lawsuits (i.e. complaint log). As a resource it was recommended the city contact Iowa City's Human Rights Commission.

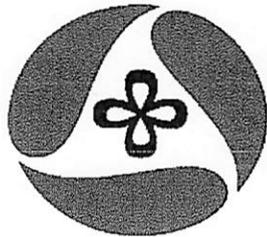
Recommendations:

- It is recommended the city develop its reporting mechanism for generating their annual Accomplishments & Goals Report.
- It is recommended the city develop and implement a training plan for all employees to ensure they are informed of the city's Title VI responsibilities and to document the with agendas and sign in sheets and record the training sessions in its Accomplishments & Goals Report.

- It is recommended the city develop and implement a written LEP plan.
- It is recommended the city develop and implement a data collection method for collecting statistical data of participants in, and beneficiaries of, the programs and activities conducted by the city.
- It is recommended the city develop a means for notifying the public of available accessibility services (i.e. reasonable accommodation language to be included on agendas and the city's website).
- It is recommended the city develop, implement and document its complaint procedures, including developing the forms to be utilized (i.e. complaint log, complaint forms, etc).

Conclusion:

The City of University Heights meets the Iowa DOT and FHWA minimum requirements in ensuring nondiscrimination in its transportation activities. Overall, transportation activities in the City of University Heights are being carried out in accordance with governing regulations, policies and procedures.



Iowa Department of Transportation

TITLE VI COMPLIANCE SITE REVIEW TOOL



SUB-RECIPIENTS - LOCAL PUBLIC AGENCIES

RECEIVED - CIVIL RIGHTS

DEC 12 2013

IOWA DEPT. OF TRANSPORTATION

Iowa Department of Transportation
800 Lincoln Way
Ames, IA 50010

Revised 12-06-2011

I. TITLE VI SITE REVIEW INFORMATION

Review Date: _____

Agency: City of University Heights, Iowa

Location: 1004 Melrose Avenue, University Heights, Iowa 52246

A. IOWA DEPARTMENT OF TRANSPORTATION REVIEWER:

Nikita M. Rainey Title VI Compliance Officer
Name Title

Address: 800 Lincoln Way

City/State: Ames, Iowa Zip Code/County: 50010

Phone: (515)239-1304 Fax: (515)239-1175

Email: Nikita.Rainey@dot.iowa.gov

B. SUB-RECIPIENT REPRESENTATIVES:

Name	Title

C. LPA's TITLE VI COORDINATOR:

Name: Ms. Christine M. Anderson Title: City Clerk

Phone: (319) 337-6900 Fax: (319) 337-6900

Email: uhclerk@yahoo.com

II. SUB-RECIPIENT PROFILE

A. AGENCY INFORMATION:

Recipient: City of University Heights, Iowa

Administrative Head: Ms. Louise From Mayor
Name Title

Address: 1004 Melrose Avenue

City/State: University Heights, Iowa Zip Code/County: 52246 / Johnson

Phone: (319) 354-1433 (home) Fax: N/A

Email: louise-from@university-heights.org

B. SUB-RECIPIENT PROJECT OVERVIEW

PROJECT DESCRIPTION	FUNDING AMT
Sunset Street Wide Sidewalk STP-E-7855(607)—8V-52	\$215,000

C. Please list the Program (s) or Service (s) receiving financial assistance from the Iowa Department of Transportation and the amount received for the current year.

PROGRAMS/SERVICES	FUNDING AMT	RECURRING (YES/NO)
Sunset Street Wide Sidewalk STP-E-7855(607)—8V-52	\$215,000	NO

III. TITLE VI CERTIFICATIONS AND ASSURANCES

A. Has the agency signed and submitted its Title VI Assurances? (Please provide a copy)

Yes No

B. Has the sub-recipient submitted its Title VI Program plan to the Iowa Department of Transportation?

Note: Agencies with population over 250,000 are required to have a Title VI Plan. Agencies with a population under 250,000 are required to have Title VI Nondiscrimination Agreement.

Yes No

- C. Does the agency complete an annual Title VI Accomplishment and Goals report? (Please provide a copy)
Note: Agencies with populations over 250,000 must submit to the Iowa DOT by September 1st. Agencies with populations less than 250,000 must prepare and retain on file for 3 years.

None completed to date.

- D. Does the agency have a Title VI Policy? (Please provide a copy)

Yes No

- E. What is the process used by sub-recipients to assure Title VI compliance?
 Please explain:

The implementation procedures in the Title VI Agreement is the framework to guide compliance.

- F. Are the Title VI Assurances appendixes included in all contracts? Including deeds, permits, and leases.
 (Please provide a contract with the Title VI provisions.)

Yes No (Note: No recent contracts; will include in future)

- G. Are planning manuals, directives, guidelines, operational procedures, and policies reviewed for Title VI compliance purposes? (Example: Contractor selection procedures and appraisal process for ROW.)

Yes No (Note: Under review; city does not have many of these)

IV. SUB-RECIPIENT DEMOGRAPHIC INFORMATION

A. CITY/COUNTY POPULATION & DEMOGRAPHIC INFORMATION:

RACE/ETHNICITY

RACE	NUMBER	%	HISPANIC	NUMBER	%
White	983	93.5	White	983	93.5
Black or African American	11	1.0	Non-White		
Am. Indian/Alaskan Native	0	0	Other/Unknown		
Native Hawaiian/ Other Pacific Islander	3	0.3	Hispanic or Latino	29	2.8
Asian	35	3.3			
Other/Unknown	19	1.8			

*Source : <http://factfinder2.census.gov/faces/tableservices/jsf/pages/productview.xhtml?src=bkmk>

SEX

SEX	NUMBER	%
Male	532	50.6
Female	519	49.4

*Source : <http://factfinder2.census.gov/faces/tableservices/jsf/pages/productview.xhtml?src=bkmk>

MINORITY/NON-MINORITY

STATUS	NUMBER	%
Minority	93	8.8
Non-Minority	958	91.2

*Source : <http://factfinder2.census.gov/faces/tableservices/jsf/pages/productview.xhtml?src=bkmk>

LOW-INCOME/NON-LOW INCOME

	Number	%
Low-income	Not available*	5.1
Non Low-income		

*Source:

http://factfinder2.census.gov/faces/tableservices/jsf/pages/productview.xhtml?pid=ACS_11_5YR_DP03

AGE

AGE	NUMBER	%
0-39 years	652	62.1
40-85+ years	399	37.9

*Source : <http://factfinder2.census.gov/faces/tableservices/jsf/pages/productview.xhtml?src=bkmk>

DISABILITY

TYPE	NUMBER	%
Low-income	NA	NA
Non Low-income	NA	NA

*Source: http://factfinder2.census.gov/faces/tableservices/jsf/pages/productview.xhtml?pid=ACS_11_5YR_DP02

V. PUBLIC NOTIFICATION OF RIGHTS & ACCESSIBILITY

A. Is Title VI (i.e. Policy and/or Title VI Plan) information publicly displayed and accessible to staff and service beneficiaries?

Yes No

If yes, please describe mechanism:

Title VI Policy and Title VI Complaint Form (Iowa DOT Form 107009) are available on city website, along with description of Title VI requirements. Hardcopy binder available at city office.

- B. Does all Title VI related information and materials identify the name and contact information to whom complaints should be referred?

Yes No

- C. Does the sub-recipient disseminate Title VI information to employees, clients and constituents?

Yes No

If yes, please describe process:

- D. Does the sub-recipient provide Title VI training to agency staff? (Please provide documentation as to when, to whom, and what was presented.)

Yes No

VI. LIMITED ENGLISH PROFICIENCY (LEP) PLAN

- A. Does the sub-recipient have a Limited English Proficiency (LEP) plan?

Yes No If yes, when was the self-assessment? _____

- B. What steps has the sub-recipient taken to ensure meaningful access to the benefits, services, information, and other important components of its programs and services to persons with Limited English Proficiency?

Please describe:

VII. TRANSPORTATION (BOARDS AND COMMISSIONS)

- A. List transportation-related appointed board(s), commission(s), or advisory board(s), if any:

We work closely with MPOJC in Johnson County.

RACIAL/ETHNIC BREAKDOWN OF THE TRANSPORTATION-RELATED BOARD(S) AND/OR COMMISSION(S):

GROUP	NUMBER
White	
Black or African American	
Am. Indian or Alaskan Native	
Asian	
Native Hawaiian or other Pacific Islander	
Other	

VIII. PUBLIC PARTICIPATION AND OUTREACH

A. Please provide documentation/evidence describing efforts to identify and involve minority and low-income residents and communities within your service area in the decision-making process:

B. Please describe the methods used to inform low-income, and minority populations of planning efforts for transportation-related services and/or improvements:

C. List minority and/or community media utilized to ensure notification of public meetings or public review of agency documents for residents in minority and low-income communities:

D. List adverse social, environmental, economic or demographic impacts identified on any planned or programmed transportation-related projects during the last two years:

E. Are accessible locations and translation services considered or provided during public outreach sessions? Do you notify the public of available accessibility services? (Please provide a copy.) Please describe:

F. Is the data collected and retained on the attendance at public sessions? Is the information broken down by race, color, national origin and sex? (Please provide a copy of data or voluntary data collection form.)

Yes _____ No _____

IX. INVESTIGATION AND COMPLAINT PROCESSES

A. Does your agency have written procedures for responding, recording, and resolving Title VI and ADA investigations complaints, lawsuits?

Yes No _____ Please provide a copy of procedures. (Note: Title VI Agreement)

B. Has your agency made the public aware of the right to file a complaint?

Yes No _____ If so, by what mechanism?

Information published on the city website. _____

C. Please list any Title VI complaints on the basis of race, color and national origin in your agency in the past two years:

None _____

Were the complaints investigated? Yes N/A _____ No _____

By whom? _____ N/A _____

1. If "yes" provide a summary of the findings of the investigation, include a copy of the complaint and any correction action taken by the agency.

X. DECLARATION OF THE RESPONDENT

I declare that I have provided information as part of the Title VI Site Review to the best of my knowledge and believe it to be true, correct, and complete.

Christine M. Anderson 12-10-13
Respondent Date

XI. DECLARATION OF THE ADMINISTRATIVE HEAD

I declare that I have reviewed and approved the information provided in the Title VI Site Review and to the best of my knowledge believe it to be true, correct, and complete.

Louise A. From 12/10/2013
Administrative Head Date

RESOLUTION NO. 14-06

**RESOLUTION ADOPTING GUIDELINES
FOR PUBLIC INPUT AT CITY COUNCIL MEETINGS**

BE IT RESOLVED, pursuant to University Heights Ordinance No. 53(4) and Iowa Code § 372.13(5), that the Guidelines for Citizen Participation and Input at City Council Meetings attached hereto as Exhibit "A" are hereby adopted.

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

	AYES:	NAYS	ABSENT
Haverkamp	_____	_____	_____
Lane	_____	_____	_____
Miller	_____	_____	_____
Nampala	_____	_____	_____
Quezada	_____	_____	_____

Upon Roll Call thus recorded, the Resolution is declared adopted this 11th day of March, 2014.

Louise From, Mayor
City of University Heights

ATTEST:

Christine M. Anderson, City Clerk

Guidelines for Citizen Participation and Input at City Council Meetings

The City Council of University Heights encourages input from members of the public at its monthly city council meetings. The following guidelines are in place so that input from the public can be communicated in a civil atmosphere and so the meetings can be conducted in an efficient manner. Additionally, these guidelines ensure that all who are present, whether Council member, staff or member of the public, are treated with respect.

1. A member of the public who wishes to speak at a Council meeting shall sign up to speak before the start of the meeting, stating his or her name, address, group affiliation (if any) and the topic on which he or she desires to speak.
2. Each speaker will be called upon by the mayor at the appropriate time during the meeting.
3. Comments shall be related to matters of public concern.
4. Comments or expressions that are abusive, harassing, bullying, discriminatory, or lewd are prohibited. Speakers shall refrain from making personal verbal attacks on Council members, staff, the mayor, or other members of the public, as well as using vulgar, obscene or profane language during remarks. Speakers violating this rule may be barred from further participation in the meeting.
5. Each meeting will normally start with a period for public input lasting 45 minutes.
 - a. Each person signed up to speak will be limited to five minutes speaking time during the public input period.
 - b. Members of the public are encouraged to try not to repeat similar comments made by others; rather, when appropriate, they should acknowledge that they agree with comments previously made.

- c. Based upon the number of persons signed up to speak, if there will not be enough time during the public input period to accommodate all speakers, the mayor may lengthen public input time or reduce individual speaking time to three minutes each.
 - d. Council members may ask questions of speakers during the public input period but should avoid getting into drawn out discussions. The mayor may grant additional time for the speaker if questions from Council members cause the speaker to go over his or her allotted time.
 - e. After 45 minutes, the mayor can decide to move remaining public input to later in the meeting or allow it to continue up to one hour.
- 6. During the Council's discussion of agenda items, the mayor, staff, or Council members will decide if public input will be permitted. If public input is permitted, individuals who have not spoken previously in the meeting about the agenda item may speak for five minutes. Those individuals that have previously spoken in the meeting about the agenda item will be permitted to answer questions from the mayor, Council members, or staff.
- 7. The mayor shall be responsible for enforcing these guidelines during meetings. The mayor, in his or her discretion, may make adjustments to the guidelines during meetings where he or she deems appropriate given the facts and circumstances of each situation.
- 8. Members of the public are encouraged to submit any written comments to Council members prior to the meeting. If members of the public wish to discuss issues outside of the monthly meeting, Council members can be reached by email, telephone, or personal meeting.
- 9. From time to time, the Council may need to schedule a work session when more public input or interaction is required for an agenda item than is feasible at a monthly Council meeting.

**City Clerk Report
March 2014**

- **Two building permits received since the last meeting:**

**104 Birkdale Court – Finish bedroom in basement
1212 Melrose Avenue – Install bedroom & bath in basement**

- **Two rental permits received since the last meeting:**

**117 Grandview Court
307 Grandview Court**

- **Received \$600 reimbursement for tree removal at 114 Highland Drive.**

City of University Heights, Iowa

	FY 12/13 Actual	FY 13/14 Budget	FY 14/15 Budget	Current Budget Comments
Income				
PROPERTY TAXES				
Transit Levy	41,939.91	43,338.00	44,001.00	amount needed
Library Services Levy	15,059.02	15,855.00	16,809.00	levy is \$0.27/1,000 txbl
Emergency Levy	22.53	0.00	0.00	
Regular Property Tax	452,446.27	475,648.00	504,296.00	levy is \$8.10/1,000 txbl
Debt Service Levy	32,373.23	32,685.00	32,564.00	amount needed
Insurance Levy	11,667.28	13,400.00	13,800.00	amount needed
Benefits Levy	58,066.31	59,187.00	65,993.62	amount needed
Total PROPERTY TAXES	611,574.55	640,113.00	677,463.62	
OTHER CITY TAXES				
Local Option Sales Tax	122,283.81	20,000.00	0.00	
Utility Excise Tax	8,642.47	0.00	0.00	included in Property Taxes
Total OTHER CITY TAXES	130,926.28	20,000.00	0.00	
LICENSES & PERMITS				
Beer/Wine/Liquor/Cig Permits	390.00	390.00	390.00	
Building/Equipment Permits	6,390.98	10,000.00	10,000.00	
Misc. Licenses/Permits	1,000.00	1,000.00	1,000.00	
Rental Permits	14,400.00	12,500.00	12,500.00	
Total LICENSES & PERMITS	22,180.98	23,890.00	23,890.00	
USE OF MONEY & PROPERTY				
Interest on Cash Investments	4,653.92	3,000.00	5,000.00	
Total USE OF MONEY & PROPERTY	4,653.92	3,000.00	5,000.00	
INTERGOVERNMENTAL/SHARED REVENUE				
Federal Shared Revenues				
IDOT funds - sidewalk project	48,291.06	165,700.00	0.00	
IDOT stimulus	3,606.31	0.00	0.00	
	51,897.37	165,700.00	0.00	

State Shared Revenues			
Road Use/Street Construction	100,649.96	105,000.00	105,000.00
Commercial Property Tax Replacement	0.00	0.00	2,141.00
Traffic Safety Incentive	20,392.06	0.00	0.00
	<u>121,042.02</u>	<u>105,000.00</u>	<u>107,141.00</u>
Total INTERGOVERNMENTAL/SHARED REVENUE	<u>172,939.39</u>	<u>270,700.00</u>	<u>107,141.00</u>
CHARGES FOR SERVICES			
Rental inspections/police reports	<u>364.00</u>	<u>1,000.00</u>	<u>1,000.00</u>
SPECIAL ASSESSMENTS	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
MISCELLANEOUS REVENUES			
Cable TV Franchise	8,970.04	15,000.00	15,000.00 need clarification of amount - 9K/15K
Fines			
Parking Fines	4,520.00	7,000.00	7,000.00
Traffic Fines-Clk of Ct	73,301.42	63,000.00	63,000.00
Misc. Income/Contributions	250.00	250.00	250.00
Misc Income/Other	1,652.00	1,000.00	1,000.00
Legal Fees Reimbursement	15,031.26	0.00	0.00
Olive Ct. developer contribution	0.00	0.00	0.00 taking out of 2014/15 year
Refunds and Reimbursements	1,647.65	1,000.00	1,000.00
Sale of Property & Merchandise	0.00	0.00	0.00
Total MISCELLANEOUS REVENUES	<u>105,372.37</u>	<u>87,250.00</u>	<u>87,250.00</u>
Total Income	<u>1,048,011.49</u>	<u>1,045,953.00</u>	<u>901,744.62</u>
OTHER FINANCING SOURCES			
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Income and Other Financing Sources	<u>1,048,011.49</u>	<u>1,045,953.00</u>	<u>901,744.62</u>

Expense

CAPITAL PROJECTS

Wide Sidewalk Project

Sunset St. sidewalk	57,983.54	178,175.00	0.00	
Olive Ct. reconstruction	0.00	0.00	0.00	taking out of 2014/15 year
Property easements/acquisitions	25,070.80	0.00	0.00	
Engineering fees	10,666.13	0.00	0.00	

Total CAPITAL PROJECTS

93,720.47	178,175.00	0.00
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PUBLIC SAFETY

Crossing Guard

Wages	4,700.00	4,500.00	4,500.00
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Employee Benefits & Costs

FICA	272.52	279.00	279.00	6.20%
Medicare	63.75	65.00	65.25	1.45%
IPERS	81.29	0.00	404.10	8.98%
SUTA	33.29	10.00	30.00	
Total Benefits & Costs	450.85	354.00	778.35	

Supplies	143.45	200.00	200.00
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Total Crossing Guard

5,294.30	5,054.00	5,478.35
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Police

Holiday and Other Pay	41,516.08	16,000.00	16,000.00	
Vacation Pay Allowance	0.00	0.00	12,000.00	
Misc Payroll	160.73	0.00	0.00	
Reserves/Special Events payroll	6.00	24.00	24.00	
Police Gross Wages	226,149.83	198,260.00	188,800.00	
Total Police Gross Wages	267,832.64	214,284.00	216,824.00	base 3% increase

Police Benefits & Costs

Police FICA	16,313.21	13,284.00	13,443.09	6.20%
Police Medicare	3,853.13	3,107.00	3,143.95	1.45%
Police IPERS	25,151.92	21,726.00	21,985.95	10.14%
Police Health Insurance	8,420.17	8,800.00	8,433.00	
Police Workers Compensation	15,107.00	9,500.00	15,000.00	
Police SUTA	1,505.70	250.00	900.00	

Total Police Benefits & Costs

70,351.13	56,667.00	62,905.99
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Staff Development**Regular Officer Training**

Academy training	5,335.00	7,000.00	7,000.00
Officer/Skills Training	1,507.00	4,000.00	4,000.00
Training Supplies	2,551.59	2,000.00	2,000.00
Total Staff Development	9,393.59	13,000.00	13,000.00

Repair/Maint/Utilities**Vehicle Operations**

Fuel	15,345.77	16,000.00	16,000.00
Washes	282.00	700.00	700.00
Other	0.00	500.00	500.00
Total Vehicle Operations	15,627.77	17,200.00	17,200.00

Maintenance and Repairs

Bicycle Maint/Repair	0.00	200.00	200.00
Car Maint/Repair	11,132.98	9,000.00	9,000.00
Total Maintenance and Repairs	11,132.98	9,200.00	9,200.00

Telecommunications Expense

IT Support	0.00	1,000.00	1,000.00
Pager Fees/Verizon	1,401.61	2,600.00	2,400.00
Racom Radio Fees/Cellphones	1,114.00	0.00	0.00
Total Telecommunications Expense	2,515.61	3,600.00	3,400.00

Total Vehicle, Repairs and Maintenance and Telecommunications

29,276.36	30,000.00	29,800.00
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Contractual Services

Police Insurance-Car/Liability	4,463.00	4,800.00	4,800.00
Special Events staff	0.00	0.00	0.00
Payments to Other Agencies			
Technology Services/Iowa System	0.00	500.00	500.00
Johnson Co. Sheriff - jail fee	420.00	300.00	300.00
Evidence testing	0.00	150.00	150.00
Total Payments to Other Agencies	4,883.00	5,750.00	5,750.00

Printing/Copying	0.00	1,000.00	1,000.00
Garage Rental	3,600.00	2,400.00	2,400.00
Prof Serv-Psych Testing-Physica	194.00	500.00	500.00
Total Contractual Services	8,677.00	9,650.00	9,650.00

included in wages

Commodities			
Car Purchase	32,044.36	15,000.00	16,000.00
Minor Equipment			
Regular Officer Uniform	3,275.52	3,500.00	3,500.00
Operating Equipment	1,268.88	1,500.00	1,500.00
Total Minor Equipment	4,544.40	5,000.00	5,000.00
Major Equipment			
Light Bar	0.00	0.00	0.00
Radar	0.00	0.00	0.00
Other Equipment	564.25	0.00	0.00
Car Equipment	0.00	3,000.00	3,000.00
Total Major Equipment	564.25	3,000.00	3,000.00
Supplies			
Office Supplies	1,725.58	3,000.00	3,000.00
Operating Supplies	1,097.98	3,000.00	3,000.00
Ammunition	3,210.72	3,500.00	3,500.00
Postage/Shipping	38.10	300.00	300.00
Other Supplies	374.13	2,000.00	2,000.00
Total Supplies	6,446.51	11,800.00	11,800.00
Total Commodities	43,599.52	34,800.00	35,800.00
Total Police	429,130.24	358,401.00	367,979.99
Animal Shelter			
Contractual Services			
Contractual services	0.00	0.00	1,200.00 100.00/month
Fire			
Contracts w/Other Agencies			
Coralville Fire Dep't	29,718.00	31,820.00	31,820.00 paying 29718.00 in FY6/30/13
Hydrant Flush-City of Iowa City	3,520.00	2,000.00	2,000.00
Total Fire	33,238.00	33,820.00	33,820.00
Hazmat-Johnson County	262.75	263.00	263.00
Building Inspections			
Building / Rental Inspection	16,240.00	15,200.00	15,200.00
Total PUBLIC SAFETY	484,165.29	412,738.00	423,941.34

PUBLIC WORKS

Roads, Bridges, & Sidewalks

Storm water permit/administration	162.50	3,000.00	3,000.00	
Contractual Services				
Engineering Fees	64,254.62	45,000.00	50,000.00	
Repairs/Improvements				
Street Repairs				
Misc street and sidewalk repairs	1,684.00			
Melrose West storm sewer		0.00	0.00	deleted \$64,000 project from 2014-15
Traffic sign assessment/mgmt	1,000.00	3,000.00	3,500.00	
Melrose panels - city office area	34,470.60	0.00	0.00	
Melrose panels - Athletic Club	9,280.62	0.00	0.00	
Oakcrest storm intake	32,788.88	0.00	0.00	
Curb ramp projects		61,500.00	0.00	
Arterial panel replacements		20,000.00	0.00	
Local panel replacements		16,250.00	0.00	
Pavement management		1,000.00	1,000.00	
Asphalt patch projects	521.00	3,000.00	4,000.00	
Arterial panel replacements	6,356.98			
Overhead wire relocation			0.00	taken out for 2014/15
ADA Transition Plan			10,000.00	reduced original estimate of \$30,000
Oakcrest Storm Sewer			10,000.00	
Panel Replacements			37,000.00	
Capital improvement plan			5,000.00	
Striping	5,422.00	5,500.00	5,500.00	
Street Lighting Electricity	7,822.61	8,125.00	8,125.00	
Traffic Controls and Safety				
Traffic Light Electricity/Street Signs	1,400.05	875.00	1,000.00	
Snow Removal-Contractual	16,875.00	30,500.00	30,500.00	
Street Sweeping-Contractual	2,394.00	2,000.00	3,000.00	
Total Roads, Bridges, & Sidewalks	<u>184,432.86</u>	<u>199,750.00</u>	<u>171,625.00</u>	

Transit

Contracts-Other Agencies				
IC Bus Service	31,420.62	34,894.00	35,557.00	
SEATS Service	8,444.00	8,444.00	8,444.00	
Total Transit	<u>39,864.62</u>	<u>43,338.00</u>	<u>44,001.00</u>	

Sanitation				
Contractual				
Trash/Recycling	20,959.88	20,862.00	20,862.00	
Grandview recycling	0.00	0.00	1,200.00	
Leaf Bag pick up/dump fees	0.00	0.00	0.00	
Leaf Vacuuming	10,000.00	10,000.00	13,500.00	
Total Sanitation	<u>30,959.88</u>	<u>30,862.00</u>	<u>35,562.00</u>	
Total PUBLIC WORKS	<u>255,257.36</u>	<u>273,950.00</u>	<u>251,188.00</u>	
CULTURE & RECREATION				
Library	36,911.00	39,593.00	42,646.00	
Community support projects	721.77	500.00	500.00	
Resident guide printing	0.00	1,100.00	0.00	
Parks				
Park Expenses	694.92	800.00	800.00	
Total CULTURE & RECREATION	<u>38,327.69</u>	<u>41,993.00</u>	<u>43,946.00</u>	
COMMUNITY & ECONOMIC DEV.				
Tree Trimming/Plantings/Management	4,220.50	5,000.00	15,000.00	
Total COMMUNITY & ECONOMIC DEV.	<u>4,220.50</u>	<u>5,000.00</u>	<u>15,000.00</u>	
GENERAL GOVERNMENT				
Mayor/Council Operations				
Salaries-Regular Part Time				
Council	4,000.00	4,000.00	4,000.00	
Mayor	1,967.00	1,967.00	1,967.00	
Total Salaries-Regular Part Time	<u>5,967.00</u>	<u>5,967.00</u>	<u>5,967.00</u>	
Employee Benefits & Costs				
FICA	371.45	370.00	369.95	6.20%
Medicare	86.52	87.00	86.52	1.45%
IPERS	69.36	0.00	89.80	Mike H.
SUTA	41.76	15.00	40.00	
Total Employee Benefits & Costs	<u>569.09</u>	<u>472.00</u>	<u>586.28</u>	
Total Mayor/Council Operations	<u>6,536.09</u>	<u>6,439.00</u>	<u>6,553.28</u>	

Clerk/Treasurer & Finance Admin**Salaries-Regular Part Time**

Clerk and Treasurer

8,982.009,500.009,500.00**Employee Benefits & Costs**

FICA

580.70

589.00

589.00

6.20%

Medicare

135.81

138.00

137.75

1.45%

SUTA

65.72

20.00

60.00

IPERS

855.85

824.00

853.10

8.98%

Total Employee Benefits & Costs1,638.081,571.001,639.85**Staff Development****Dues & Memberships**

MPOJC Assessment

2,049.14

1,612.00

2,000.00

1612.00+366.80 (MPOJC and ECICOG)

IA League of Cities

612.00

555.00

612.00

Chamber of Commerce

482.00

325.00

500.00

Other Dues and Memberships

461.21

250.00

500.00

Professional Development0.000.000.00**Total Staff Development**3,604.352,742.003,612.00**Contractual Services**

Printing/Copying

1,158.60

500.00

500.00

Bank/CC fees

5.00

50.00

50.00

Notary Fees

38.93

0.00

0.00

Council meeting setup fees

90.00

0.00

0.00

Technology Services

722.34

750.00

750.00

Total Contractual Services2,014.871,300.001,300.00**Commodities**

Minor Equipment/Supplies/Techno

231.25

700.00

700.00

Hardware/software

1,145.00

1,000.00

1,000.00

Taping meetings

563.83

1,000.00

1,000.00

Office Supplies and Postage

903.68

1,000.00

1,000.00

Total Commodities2,843.763,700.003,700.00**Total Clerk/Treasurer & Finance Admin**19,083.0618,813.0019,751.85**Election Expenses**0.001,800.000.00**Legal Services**74,797.4142,000.0050,000.00

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

Accounting/Audit Fees	2,760.00	3,200.00	3,200.00	
Legal Publications	2,483.58	3,200.00	3,000.00	
City Hall & General Buildings				
Salaries-Regular Part Time				
Facilities Assistant	384.00	750.00	500.00	
Employee Benefits & Costs				
FICA	0.00	47.00	31.00	6.20%
Medicare	0.00	11.00	7.25	1.45%
IPERS	0.00	65.00	44.90	8.98%
Total Employee Benefits & Costs	0.00	123.00	83.15	
Repair/Maint/Utilities				
Utilities	1,656.31	1,600.00	1,700.00	
Repairs	51.76	1,000.00	1,000.00	
City Hall Upgrades	0.00	0.00	2,500.00	
Telecommunications	1,674.74	1,700.00	1,700.00	
Total Repair/Maint/Utilities	3,382.81	4,300.00	6,900.00	
Contractual				
City Hall rental	11,008.40	10,600.00	11,300.00	
Garage rental	0.00	420.00	420.00	
Total Contractual	11,008.40	11,020.00	11,720.00	
Commodities				
Supplies	28.70	200.00	200.00	
Total City Hall & General Buildings	14,803.91	16,393.00	19,403.15	
Contribution to Comm Foundation of Johnson County	500.00	0.00	0.00	
Tort Liability Insurance	8,892.00	8,600.00	9,000.00	
Total GENERAL GOVERNMENT	129,856.05	100,445.00	110,908.28	
DEBT SERVICE				
Interest - G.O. bond	5,784.12	4,685.00	3,564.00	
Principal - G.O. bond	27,000.00	28,000.00	29,000.00	
Total DEBT SERVICE	32,784.12	32,685.00	32,564.00	
Total Expense	1,038,331.48	1,044,986.00	877,547.62	
NET SURPLUS OR (LOSS)	9,680.01	967.00	24,197.00	

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
2013/14	58,721,966
2014/15	62,258,787

Levy rate

11.04972

10.90074

10.88141

Treasurer's Report

February 2014

Our total revenue for the month of February was \$26,531.14 comprised of the following amounts:

Property Taxes	\$ 2,871.67
Parking fines	\$ 80.00
Rental permits	\$ 200.00
Traffic Fines from Clerk of Court	\$12,713.27
Interest on bank accounts	\$ 76.88
Road Use Funds	\$ 9,977.80
Building permits	\$ 453.90
Governors Traffic Safety Grant	\$ 150.70
Police Reports	\$ 6.92

Balances in the bank accounts as of 2/28/14:

MidwestOne Bank Checking Account	\$295,924.07
Hills Bank Money Market Account	\$ 1,040.21
Forfeiture Fund	\$ 2,304.16
Acct at Hills Bank w/CD funds	\$ 22,873.00
CD at UICCU (due 5/25/14)	\$ 51,264.46
CD at UICCU (due 2/28/14)	\$ 42,760.46
CD at UICCU (due 8/22/15)	\$ 75,940.38
CD at UICCU (due 9/8/14)	\$ 51,272.64

In addition we received a reimbursement of \$600 from the owners of 114 Highland Dr. There was a tree that was removed in the city right of way and the city paid the entire bill and sent the owners an invoice for ½ of that bill. The \$600 was recorded as a credit on the Tree Trimming line item to offset the expense.

The CD at the UICCU that came due on 2/22/14 was rolled over to an 18 month CD at an interest rate of 1.25%.

We got our quarterly interest deposit on our Time account at Hills Bank in the amount of \$25.92. The interest rate is 0.45%. The balance is \$22,873.00.

City of University Heights		Cash Receipts and Disbursements by Fund							TOTAL	
July 1, 2013 to February 28, 2014		STREET CONSTRUCT PROJECTS	CAPITAL PROJECTS	GENERAL FUND	DEBT SERVICE	POLICE FORFEITURE	ROAD USE TAX	EMPLOYEE BENEFITS	TOTAL	
Receipts										
Local Option Sales Tax				\$ 30,325.81					\$ 30,325.81	
Property Tax				\$ 301,412.06	\$ 17,969.10			\$ 32,540.95	\$ 351,922.11	
Other City Taxes				\$ 3,633.96	\$ 216.63			\$ 392.32	\$ 4,242.91	
Licenses and Permits				\$ 22,531.56					\$ 22,531.56	
Use of Money and Property				\$ 2,301.65		\$ 2.40		\$ 183.60	\$ 2,487.65	
Intergovernmental		\$ 146,259.98		\$ 6,788.50			\$ 63,817.96		\$ 216,866.44	
Charges for Services				\$ 361.00					\$ 361.00	
Special Assessments									\$ -	
Miscellaneous				\$ 75,428.53					\$ 75,428.53	
Other Financing Sources									\$ -	
Total Receipts	\$	\$ 146,259.98	\$ 442,783.07	\$ 18,185.73	\$ 2.40	\$ 63,817.96	\$ 33,116.87	\$ 704,166.01		
Disbursements										
Capital Projects		\$ 170,953.22							\$ 170,953.22	
Public Safety			\$ 194,827.72					\$ 30,682.46	\$ 225,510.18	
Public Works			\$ 90,135.42				\$ 19,472.61		\$ 109,608.03	
Culture & Recreation			\$ 36,839.37						\$ 36,839.37	
Community & Economic Dev.			\$ 2,377.65						\$ 2,377.65	
General Government			\$ 79,251.45					\$ 1,233.89	\$ 80,485.34	
Principal/Interest				\$ 2,355.19					\$ 2,355.19	
Uncategorized/Miscellaneous									\$ -	
Total Disbursements	\$	\$ 170,953.22	\$ 403,431.61	\$ 2,355.19	\$ -	\$ 19,472.61	\$ 31,916.35	\$ 628,128.98		
Net Cash Increase (Decrease)	\$	\$ (24,693.24)	\$ 39,351.46	\$ 15,830.54	\$ 2.40	\$ 44,345.35	\$ 1,200.52	\$ 76,037.03		
Balance, beginning of year	\$ -	\$ (185,319.62)	\$ 563,566.86	\$ (321.55)	\$ (2,811.61)	\$ (33,822.77)	\$ (23,463.15)	\$ 317,828.16		
Balance, end of period	\$ -	\$ (210,012.86)	\$ 602,918.32	\$ 15,508.99	\$ (2,809.21)	\$ 10,522.58	\$ (22,262.63)	\$ 393,865.19		

City of University Heights, Iowa
Profit & Loss Budget vs. Actual
July 2013 through February 2014

	CAPITAL PROJECTS		GENERAL		DEBT SERVICE		POLICE FORFEITURE	
	Jul '13 - Feb 14	% of Budget	Jul '13 - Feb 14	Budget	Jul '13 - Feb 14	Budget	Jul '13 - Feb 14	Budget
Ordinary Income/Expense								
Income								
GENERAL PROPERTY TAXES	0.00		303,871.56	548,241.00	55.4%	18,115.74	32,685.00	55.4%
OTHER CITY TAXES	0.00		33,959.77	20,000.00	169.8%	216.63	0.00	0.00
LICENSES & PERMITS	0.00		23,185.46	23,890.00	97.1%	0.00	0.00	0.00
USE OF MONEY & PROPERTY	0.00		2,378.61	3,000.00	79.3%	0.00	0.00	2.81
INTERGOVERNMENTAL/SHARED REVENUE	146,259.98	88.3%	6,939.20	1,000.00	36.8%	0.00	0.00	0.00
CHARGES FOR SERVICES	0.00		367.92	87,250.00	101.1%	0.00	0.00	0.00
MISCELLANEOUS REVENUES	0.00		88,221.80	87,250.00	101.1%	0.00	0.00	0.00
Total Income	146,259.98	88.3%	458,924.32	683,381.00	67.2%	18,332.37	32,685.00	56.1%
Gross Profit	146,259.98	88.3%	458,924.32	683,381.00	67.2%	18,332.37	32,685.00	56.1%
Expense								
CAPITAL PROJECTS	170,953.22		0.00	355,717.00	61.3%	0.00	0.00	0.00
PUBLIC SAFETY	0.00	95.9%	218,212.59	122,200.00	82.1%	0.00	0.00	0.00
PUBLIC WORKS	0.00		100,335.43	122,200.00	82.1%	0.00	0.00	0.00
CULTURE & RECREATION	0.00		36,957.37	41,993.00	88.0%	0.00	0.00	0.00
COMMUNITY & ECONOMIC DEV.	0.00		1,777.65	5,000.00	35.6%	0.00	0.00	0.00
GENERAL GOVERNMENT	0.00		81,796.32	98,279.00	83.2%	0.00	0.00	0.00
DEBT SERVICE	0.00		0.00	98,279.00	83.2%	2,355.19	32,685.00	7.2%
Total Expense	170,953.22	95.9%	439,079.36	623,189.00	70.5%	2,355.19	32,685.00	7.2%
Net Ordinary Income	-24,693.24	197.9%	19,844.96	60,192.00	33.0%	15,977.18	0.00	100.0%
Net Income	-24,693.24	197.9%	19,844.96	60,192.00	33.0%	15,977.18	0.00	100.0%

City of University Heights, Iowa
Profit & Loss Budget vs. Actual
 July 2013 through February 2014

	POLICE FORF...		ROAD USE TAX		EMPLOYEE BENEFITS		TOTAL	
	% of Budget	Jul '13 - Feb 14	Budget	% of Budget	Jul '13 - Feb 14	Budget	% of Budget	Jul '13 - Feb 14
Ordinary Income/Expense								
Income								
GENERAL PROPERTY TAXES		0.00			32,806.48	59,187.00	55.4%	354,793.78
OTHER CITY TAXES		0.00			392.32	0.00		34,568.72
LICENSES & PERMITS		0.00			0.00	0.00		23,185.46
USE OF MONEY & PROPERTY		0.00		70.3%	209.03	0.00		2,590.45
INTERGOVERNMENTAL/SHARED REVENUE		73,795.76	105,000.00		0.00	0.00		226,994.94
CHARGES FOR SERVICES		0.00			0.00	0.00		367.92
MISCELLANEOUS REVENUES		0.00			0.00	0.00		88,221.80
Total Income		73,795.76	105,000.00	70.3%	33,407.83	59,187.00	56.4%	730,723.07
Gross Profit		73,795.76	105,000.00	70.3%	33,407.83	59,187.00	56.4%	730,723.07
Expense								
CAPITAL PROJECTS		0.00			0.00	0.00		170,953.22
PUBLIC SAFETY		0.00			34,956.72	57,021.00	61.3%	412,738.00
PUBLIC WORKS		49,159.70	151,750.00	32.4%	0.00	0.00		149,495.13
CULTURE & RECREATION		0.00			0.00	0.00		36,957.37
COMMUNITY & ECONOMIC DEV.		0.00			0.00	0.00		1,777.65
GENERAL GOVERNMENT		0.00			1,419.14	2,166.00	65.5%	83,215.46
DEBT SERVICE		0.00			0.00	0.00		2,355.19
Total Expense		49,159.70	151,750.00	32.4%	36,375.86	59,187.00	61.5%	697,923.33
Net Ordinary Income		24,636.06	-46,750.00	-52.7%	-2,968.03	0.00	100.0%	32,799.74
Net Income	100.0%	24,636.06	-46,750.00	-52.7%	-2,968.03	0.00	100.0%	32,799.74
								967.00
								3,391.9%
								967.00
								3,391.9%

City of University Heights, Iowa
Profit & Loss Budget vs. Actual
July 2013 through February 2014

	CAPITAL PROJECTS		GENERAL		DEBT SERVICE		POLICE FORFEITURE	
	Jul '13 - Feb 14	% of Budget	Jul '13 - Feb 14	% of Budget	Jul '13 - Feb 14	% of Budget	Jul '13 - Feb 14	Budget
Ordinary Income/Expense								
Income								
GENERAL PROPERTY TAXES								
Transit Levy	0.00		24,020.83	55.4%	0.00		0.00	0.00
Library Services Levy	0.00		8,787.22	55.4%	0.00		0.00	0.00
Regular Property Tax	0.00		263,636.44	55.4%	0.00		0.00	0.00
Debt Service Levy	0.00		0.00		18,115.74	55.4%	32,685.00	0.00
Insurance Levy	0.00		7,427.07	55.4%	0.00		0.00	0.00
Benefits Levies	0.00		0.00		0.00		0.00	0.00
Total GENERAL PROPERTY TAXES	0.00		303,871.56	55.4%	18,115.74	55.4%	32,685.00	0.00
OTHER CITY TAXES								
Local Option Sales Tax	0.00		30,325.81	151.6%	0.00		0.00	0.00
Utility Excise Tax	0.00		3,633.96		216.63		0.00	0.00
Total OTHER CITY TAXES	0.00		33,959.77	169.8%	216.63		0.00	0.00
LICENSES & PERMITS								
Beer/Wine/Liquor/Cig Permits	0.00		390.00	100.0%	0.00		0.00	0.00
Building/Equipment Permits	0.00		8,170.46	81.7%	0.00		0.00	0.00
Misc. Licenses/Permits	0.00		900.00	90.0%	0.00		0.00	0.00
Parking Permits	0.00		13,725.00	109.8%	0.00		0.00	0.00
Rental Permits	0.00		14,625.00	108.3%	0.00		0.00	0.00
Total Misc. Licenses/Permits	0.00		23,185.46	97.1%	0.00		0.00	0.00
Total LICENSES & PERMITS	0.00		23,185.46	97.1%	0.00		0.00	0.00
USE OF MONEY & PROPERTY								
Interest on Cash Investments	0.00		2,378.61	79.3%	0.00		2.81	0.00
Total USE OF MONEY & PROPERTY	0.00		2,378.61	79.3%	0.00		2.81	0.00
INTERGOVERNMENTAL/SHARED REVENUE								
State Shared Revenues	146,259.98	88.3%	0.00		0.00		0.00	0.00
IDOT funds-wide sidewalk proj	0.00		0.00		0.00		0.00	0.00
Road Use/Street Construction	0.00		0.00		0.00		0.00	0.00
Total State Shared Revenues	146,259.98	88.3%	0.00		0.00		0.00	0.00
Other State Grants/Reimburse.	0.00		878.90		0.00		0.00	0.00
Storm Damage Funds	0.00		6,060.30		0.00		0.00	0.00
Seatbelt Incent/Traffic Safety	0.00		6,939.20		0.00		0.00	0.00
Total Other State Grants/Reimburse.	0.00		6,939.20		0.00		0.00	0.00
Total INTERGOVERNMENTAL/SHARED REVEN..	146,259.98	88.3%	6,939.20		0.00		0.00	0.00
CHARGES FOR SERVICES								
Rental Inspection	0.00		320.00	53.3%	0.00		0.00	0.00
Police Reports	0.00		47.92	12.0%	0.00		0.00	0.00
Total CHARGES FOR SERVICES	0.00		367.92	36.8%	0.00		0.00	0.00
MISCELLANEOUS REVENUES								
Cable TV Franchise	0.00		9,250.92	61.7%	0.00		0.00	0.00
Contributions	0.00		250.00	100.0%	0.00		0.00	0.00
Fines	0.00		3,705.00	52.9%	0.00		0.00	0.00
Parking Fines	0.00		72,373.48	114.9%	0.00		0.00	0.00
Traffic Fines-Clk of Ct	0.00		76,078.48	108.7%	0.00		0.00	0.00
Total Fines	0.00		942.00	94.2%	0.00		0.00	0.00
Misc. Income	0.00		942.00	94.2%	0.00		0.00	0.00
Other	0.00		942.00	94.2%	0.00		0.00	0.00
Total Misc. Income	0.00		942.00	94.2%	0.00		0.00	0.00

City of University Heights, Iowa
Profit & Loss Budget vs. Actual

July 2013 through February 2014

	CAPITAL PROJECTS			GENERAL			DEBT SERVICE			POLICE FORFEITURE		
	Jul '13 - Feb 14	Budget	% of Budget	Jul '13 - Feb 14	Budget	% of Budget	Jul '13 - Feb 14	Budget	% of Budget	Jul '13 - Feb 14	Budget	% of Budget
Refunds and Reimbursements	0.00			1,700.40	1,000.00	170.0%	0.00	0.00	0.00	0.00	0.00	0.00
Total MISCELLANEOUS REVENUES	0.00			88,221.80	87,250.00	101.1%	0.00	0.00	0.00	0.00	0.00	0.00
Total Income	146,259.98	165,700.00	88.3%	458,924.32	683,381.00	67.2%	18,332.37	32,685.00	56.1%	2.81	2.81	56.1%
Gross Profit	146,259.98	165,700.00	88.3%	458,924.32	683,381.00	67.2%	18,332.37	32,685.00	56.1%	2.81	2.81	56.1%
Expense												
CAPITAL PROJECTS												
Wide Sidewalk Project	170,953.22	178,175.00	95.9%	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Sunset St wide sidewalk	170,953.22	178,175.00	95.9%	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Total Wide Sidewalk Project	170,953.22	178,175.00	95.9%	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL PROJECTS	170,953.22	178,175.00	95.9%	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
PUBLIC SAFETY												
Crossing Guard	0.00			0.00	200.00	0.0%	0.00	0.00	0.00	0.00	0.00	0.00
Supplies	0.00			2,800.00	4,500.00	62.2%	0.00	0.00	0.00	0.00	0.00	0.00
Salaries	0.00			2,800.00	4,500.00	62.2%	0.00	0.00	0.00	0.00	0.00	0.00
Total Salaries	0.00			2,800.00	4,500.00	62.2%	0.00	0.00	0.00	0.00	0.00	0.00
Employee Benefits & Costs	0.00			0.00			0.00			0.00		
IPERS	0.00			0.00			0.00			0.00		
Unemployment Compensation	0.00			0.00			0.00			0.00		
Medicare	0.00			0.00			0.00			0.00		
FICA	0.00			0.00			0.00			0.00		
Total Employee Benefits & Costs	0.00			0.00			0.00			0.00		
Total Crossing Guard	0.00			2,800.00	4,700.00	59.6%	0.00	0.00	0.00	0.00	0.00	0.00
Police												
Police Gross Wages	0.00			15,807.91	16,000.00	98.8%	0.00	0.00	0.00	0.00	0.00	0.00
Holiday & Other Pay	0.00			144,152.21	198,260.00	72.7%	0.00	0.00	0.00	0.00	0.00	0.00
Police Gross Wages	0.00			0.00	24.00	0.0%	0.00	0.00	0.00	0.00	0.00	0.00
Salaries-Reserves	0.00			159,960.12	214,284.00	74.6%	0.00	0.00	0.00	0.00	0.00	0.00
Total Police Gross Wages	0.00			159,960.12	214,284.00	74.6%	0.00	0.00	0.00	0.00	0.00	0.00
Police Benefits & Costs	0.00			0.00			0.00			0.00		
Police FICA	0.00			0.00			0.00			0.00		
Police Medicare	0.00			0.00			0.00			0.00		
Police IPERS	0.00			0.00			0.00			0.00		
Police Health Insurance	0.00			0.00			0.00			0.00		
Police Workers Compensation	0.00			0.00			0.00			0.00		
Police SUTA	0.00			0.00			0.00			0.00		
Total Police Benefits & Costs	0.00			0.00			0.00			0.00		
Staff Development												
Regular Officer Training	0.00			0.00	7,000.00	0.0%	0.00	0.00	0.00	0.00	0.00	0.00
Academy Training	0.00			837.00	4,000.00	20.9%	0.00	0.00	0.00	0.00	0.00	0.00
Skills Training/Testing	0.00			42.00	2,000.00	2.1%	0.00	0.00	0.00	0.00	0.00	0.00
Training Supplies	0.00			879.00	13,000.00	6.8%	0.00	0.00	0.00	0.00	0.00	0.00
Total Regular Officer Training	0.00			879.00	13,000.00	6.8%	0.00	0.00	0.00	0.00	0.00	0.00
Total Staff Development	0.00			879.00	13,000.00	6.8%	0.00	0.00	0.00	0.00	0.00	0.00
Repair/Maint/Utilities												
Vehicle Operations	0.00			0.00	500.00	0.0%	0.00	0.00	0.00	0.00	0.00	0.00
Other	0.00			7,773.56	16,000.00	48.6%	0.00	0.00	0.00	0.00	0.00	0.00
Fuel	0.00			282.00	700.00	40.3%	0.00	0.00	0.00	0.00	0.00	0.00
Washes	0.00			8,055.56	17,200.00	46.8%	0.00	0.00	0.00	0.00	0.00	0.00
Total Vehicle Operations	0.00			8,055.56	17,200.00	46.8%	0.00	0.00	0.00	0.00	0.00	0.00

City of University Heights, Iowa Profit & Loss Budget vs. Actual

July 2013 through February 2014

	CAPITAL PROJECTS		GENERAL		DEBT SERVICE		POLICE FORFEITURE	
	Jul '13 - Feb 14	% of Budget	Jul '13 - Feb 14	% of Budget	Jul '13 - Feb 14	% of Budget	Jul '13 - Feb 14	% of Budget
Vehicle Repair	0.00		0.00		0.00		0.00	
Bicycle Maint/Repair	0.00		0.00	0.0%	0.00	0.0%	0.00	0.0%
Car Maint/Repair	0.00		6,557.27	72.9%	0.00	0.0%	0.00	0.0%
Total Vehicle Repair	0.00		6,557.27	71.3%	0.00	0.0%	0.00	0.0%
Telecommunications Expense	0.00		83.40	8.3%	0.00	0.0%	0.00	0.0%
IT Support	0.00		2,043.47	78.6%	0.00	0.0%	0.00	0.0%
Verizon/Pager Fees/Mediacom	0.00		2,126.87	59.1%	0.00	0.0%	0.00	0.0%
Total Telecommunications Expense	0.00		16,739.70	55.8%	0.00	0.0%	0.00	0.0%
Total Repair/Maint/Utilities	0.00		0.00		0.00		0.00	
Contractual Services	0.00		0.00	0.0%	0.00	0.0%	0.00	0.0%
Police Insurance-Car/Liability	0.00		0.00	0.0%	0.00	0.0%	0.00	0.0%
Payments to Other Agencies	0.00		0.00	0.0%	0.00	0.0%	0.00	0.0%
Evidence testing	0.00		0.00	0.0%	0.00	0.0%	0.00	0.0%
County Jail/Service/Filing Fees	0.00		0.00	0.0%	0.00	0.0%	0.00	0.0%
Tech. Services Bureau - St. IA	0.00		0.00	0.0%	0.00	0.0%	0.00	0.0%
Total Payments to Other Agencies	0.00		0.00	0.0%	0.00	0.0%	0.00	0.0%
Printing/Copying	0.00		0.00	0.0%	0.00	0.0%	0.00	0.0%
Garage Rental	0.00		1,800.00	75.0%	0.00	0.0%	0.00	0.0%
Prof Serv-Psych Testing-Physica	0.00		466.00	93.2%	0.00	0.0%	0.00	0.0%
Total Contractual Services	0.00		2,266.00	23.5%	0.00	0.0%	0.00	0.0%
Commodities	0.00		0.00		0.00		0.00	
Car Purchase	0.00		0.00	0.0%	0.00	0.0%	0.00	0.0%
Minor Equipment	0.00		1,769.50	50.6%	0.00	0.0%	0.00	0.0%
Regular Officer Uniform	0.00		825.99	55.1%	0.00	0.0%	0.00	0.0%
Operating Police Equipment	0.00		2,595.49	51.9%	0.00	0.0%	0.00	0.0%
Total Minor Equipment	0.00		2,674.00	89.1%	0.00	0.0%	0.00	0.0%
Major Equipment	0.00		2,674.00	89.1%	0.00	0.0%	0.00	0.0%
Car Equipment	0.00		2,674.00	89.1%	0.00	0.0%	0.00	0.0%
Total Major Equipment	0.00		2,674.00	89.1%	0.00	0.0%	0.00	0.0%
Supplies	0.00		1,233.77	41.1%	0.00	0.0%	0.00	0.0%
Office Supplies	0.00		74.19	2.5%	0.00	0.0%	0.00	0.0%
Operating Supplies	0.00		2,221.52	63.5%	0.00	0.0%	0.00	0.0%
Ammunition	0.00		12.00	4.0%	0.00	0.0%	0.00	0.0%
Postage/Shipping	0.00		204.93	10.2%	0.00	0.0%	0.00	0.0%
Other Supplies	0.00		3,746.41	31.7%	0.00	0.0%	0.00	0.0%
Total Supplies	0.00		9,015.90	25.9%	0.00	0.0%	0.00	0.0%
Total Commodities	0.00		188,860.72	62.6%	0.00	0.0%	0.00	0.0%
Total Police	0.00		31,820.00	47.3%	0.00	0.0%	0.00	0.0%
Fire	0.00		1,760.00	88.0%	0.00	0.0%	0.00	0.0%
Contracts w/Other Agencies	0.00		16,821.37	49.7%	0.00	0.0%	0.00	0.0%
Coraville Fire Dep't	0.00		16,821.37	49.7%	0.00	0.0%	0.00	0.0%
Hydrant Flush-City of Iowa City	0.00		16,821.37	49.7%	0.00	0.0%	0.00	0.0%
Total Contracts w/Other Agencies	0.00		33,820.00	49.7%	0.00	0.0%	0.00	0.0%
Total Fire	0.00		33,820.00	49.7%	0.00	0.0%	0.00	0.0%
Hazmat-Johnson County	0.00		525.50	199.8%	0.00	0.0%	0.00	0.0%
Building Inspections	0.00		9,205.00	60.6%	0.00	0.0%	0.00	0.0%
Building / Rental Inspection	0.00		9,205.00	60.6%	0.00	0.0%	0.00	0.0%
Total Building Inspections	0.00		15,200.00	60.6%	0.00	0.0%	0.00	0.0%
Total PUBLIC SAFETY	0.00		218,212.59	61.3%	0.00	0.0%	0.00	0.0%
PUBLIC WORKS	0.00		0.00	0.0%	0.00	0.0%	0.00	0.0%
Roads, Bridges, & Sidewalks	0.00		0.00	0.0%	0.00	0.0%	0.00	0.0%
Storm water permit	0.00		0.00	0.0%	0.00	0.0%	0.00	0.0%

City of University Heights, Iowa
Profit & Loss Budget vs. Actual
July 2013 through February 2014

	CAPITAL PROJECTS		GENERAL		DEBT SERVICE		POLICE FORFEITURE	
	Jul '13 - Feb 14	% of Budget	Jul '13 - Feb 14	% of Budget	Jul '13 - Feb 14	% of Budget	Jul '13 - Feb 14	Budget
Contractual Services	0.00		41,903.56	93.1%	0.00		0.00	
Engineering Fees	0.00		0.00		0.00		0.00	
Repairs/Improvements	0.00		0.00		0.00		0.00	
Pavement management	0.00		0.00		0.00		0.00	
Curb ramp projects	0.00		0.00		0.00		0.00	
Local panel replacements	0.00		0.00		0.00		0.00	
Asphale patch projects	0.00		0.00		0.00		0.00	
Arterial panel replacements	0.00		0.00		0.00		0.00	
Traffic sign assessments/mgmt	0.00		0.00		0.00		0.00	
Total Repairs/Improvements	0.00		0.00		0.00		0.00	
Striping/Curb Renumbering	0.00		0.00		0.00		0.00	
Total Contractual Services	0.00		41,903.56	93.1%	0.00		0.00	
Street Lighting Electricity	0.00		0.00		0.00		0.00	
Traffic Controls and Safety	0.00		0.00		0.00		0.00	
Street Signs-Commodities	0.00		0.00		0.00		0.00	
Traffic Light Electricity	0.00		0.00		0.00		0.00	
Total Traffic Controls and Safety	0.00		0.00		0.00		0.00	
Snow Removal-Contractual	0.00		0.00		0.00		0.00	
Street Sweeping-Contractual	0.00		0.00		0.00		0.00	
Total Roads, Bridges, & Sidewalks	0.00		41,903.56	87.3%	0.00		0.00	
Other Public Works	0.00		0.00		0.00		0.00	
Contracts-Other Agencies	0.00		2,183.36		0.00		0.00	
IC Animal Center	0.00		23,211.23	66.5%	0.00		0.00	
IC Bus Service	0.00		5,629.28	66.7%	0.00		0.00	
SEATS Service	0.00		31,023.87	71.6%	0.00		0.00	
Total Contracts-Other Agencies	0.00		31,023.87	71.6%	0.00		0.00	
Total Other Public Works	0.00		31,023.87	71.6%	0.00		0.00	
Sanitation	0.00		0.00		0.00		0.00	
Contractual	0.00		13,908.00	66.7%	0.00		0.00	
Trash/Recycling	0.00		13,500.00	135.0%	0.00		0.00	
Leaf Vacuuming	0.00		0.00		0.00		0.00	
Total Contractual	0.00		27,408.00	88.8%	0.00		0.00	
Total Sanitation	0.00		27,408.00	88.8%	0.00		0.00	
Total PUBLIC WORKS	0.00		100,335.43	82.1%	0.00		0.00	
CULTURE & RECREATION	0.00		0.00		0.00		0.00	
Resident Guide Printing	0.00		0.00	0.0%	0.00		0.00	
Community Support Projects	0.00		623.81	124.8%	0.00		0.00	
Library	0.00		35,868.80	90.6%	0.00		0.00	
Parks	0.00		464.76	58.1%	0.00		0.00	
Park Expenses	0.00		464.76	58.1%	0.00		0.00	
Total Parks	0.00		464.76	58.1%	0.00		0.00	
Total CULTURE & RECREATION	0.00		36,957.37	88.0%	0.00		0.00	
COMMUNITY & ECONOMIC DEV.	0.00		1,777.65	35.6%	0.00		0.00	
Tree Trimming/Lawn Care	0.00		1,777.65	35.6%	0.00		0.00	
Total COMMUNITY & ECONOMIC DEV.	0.00		1,777.65	35.6%	0.00		0.00	
GENERAL GOVERNMENT	0.00		0.00		0.00		0.00	
Mayor/Council Operations	0.00		2,000.00	50.0%	0.00		0.00	
Salaries-Regular Part Time	0.00		983.50	50.0%	0.00		0.00	
Council	0.00		0.00		0.00		0.00	
Mayor	0.00		0.00		0.00		0.00	
Total Salaries-Regular Part Time	0.00		2,983.50	50.0%	0.00		0.00	

City of University Heights, Iowa
Profit & Loss Budget vs. Actual
July 2013 through February 2014

	CAPITAL PROJECTS		GENERAL		DEBT SERVICE		POLICE FORFEITURE	
	Jul '13 - Feb 14	% of Budget	Jul '13 - Feb 14	% of Budget	Jul '13 - Feb 14	% of Budget	Jul '13 - Feb 14	Budget
Employee Benefits & Costs								
FICA	0.00		0.00		0.00		0.00	0.00
Medicare	0.00		0.00		0.00		0.00	0.00
Unemployment Compensation	0.00		0.00		0.00		0.00	0.00
Total Employee Benefits & Costs	0.00		0.00		0.00		0.00	0.00
Total Mayor/Council Operations	0.00		2,983.50	50.0%	0.00		0.00	0.00
Clerk/Treasurer & Finance Admin								
Salaries-Regular Part Time	0.00		6,123.70	64.5%	0.00		0.00	0.00
Clerk, Treasurer, Historian	0.00		6,123.70	64.5%	0.00		0.00	0.00
Total Salaries-Regular Part Time	0.00		6,123.70	64.5%	0.00		0.00	0.00
Employee Benefits & Costs								
FICA	0.00		0.00		0.00		0.00	0.00
Medicare	0.00		0.00		0.00		0.00	0.00
IPERS	0.00		0.00		0.00		0.00	0.00
Unemployment Compensation	0.00		0.00		0.00		0.00	0.00
Total Employee Benefits & Costs	0.00		0.00		0.00		0.00	0.00
Staff Development								
Dues & Memberships	0.00		389.00	119.7%	0.00		0.00	0.00
Chamber of Commerce	0.00		1,971.65	122.3%	0.00		0.00	0.00
JCOG Assessment	0.00		635.00	114.4%	0.00		0.00	0.00
IA League of Cities	0.00		40.00	16.0%	0.00		0.00	0.00
Dues and Memberships	0.00		3,035.65	110.7%	0.00		0.00	0.00
Total Dues & Memberships	0.00		189.00		0.00		0.00	0.00
Prof. Development	0.00		3,224.65	117.6%	0.00		0.00	0.00
Total Staff Development	0.00		0.00		0.00		0.00	0.00
Contractual Services								
Meeting Set Up Fees	0.00		95.00		0.00		0.00	0.00
Accounting Fees	0.00		2,065.00	64.5%	0.00		0.00	0.00
Bank/Card Fees	0.00		2.27	4.5%	0.00		0.00	0.00
Printing/Copying	0.00		504.14	100.8%	0.00		0.00	0.00
Legal Publications	0.00		1,671.00	52.2%	0.00		0.00	0.00
Technology Services	0.00		494.60	65.9%	0.00		0.00	0.00
Payments to Other Agencies	0.00		60.00		0.00		0.00	0.00
Notary Fees	0.00		60.00		0.00		0.00	0.00
Total Payments to Other Agencies	0.00		4,892.01	63.5%	0.00		0.00	0.00
Total Contractual Services	0.00		0.00		0.00		0.00	0.00
Commodities								
Hardware/Software	0.00		0.00	0.0%	0.00		0.00	0.00
Taping meetings	0.00		86.09	8.6%	0.00		0.00	0.00
Minor Equipment/Supplies/Techno	0.00		1,657.50	236.8%	0.00		0.00	0.00
Office Supplies and Postage	0.00		579.06	57.9%	0.00		0.00	0.00
Total Commodities	0.00		2,322.65	62.8%	0.00		0.00	0.00
Total Clerk/Treasurer & Finance Admin	0.00		16,563.01	70.1%	0.00		0.00	0.00
Election Expenses	0.00		1,423.73	79.1%	0.00		0.00	0.00
Legal Services	0.00		50,748.84	120.8%	0.00		0.00	0.00
City Hall & General Buildings								
Salaries-Regular Part Time	0.00		168.00	22.4%	0.00		0.00	0.00
Facilities Assistant	0.00		168.00	22.4%	0.00		0.00	0.00
Total Salaries-Regular Part Time	0.00		0.00		0.00		0.00	0.00
Employee Benefits & Costs								
FICA	0.00		0.00		0.00		0.00	0.00
Medicare	0.00		0.00		0.00		0.00	0.00
IPERS	0.00		0.00		0.00		0.00	0.00
Total Employee Benefits & Costs	0.00		0.00		0.00		0.00	0.00

City of University Heights, Iowa
Profit & Loss Budget vs. Actual

July 2013 through February 2014

	POLICE FOR...		ROAD USE TAX		EMPLOYEE BENEFITS		TOTAL	
	% of Budget	Jul '13 - Feb 14	Budget	% of Budget	Jul '13 - Feb 14	Budget	% of Budget	Jul '13 - Feb 14
Ordinary Income/Expense								
Income								
GENERAL PROPERTY TAXES								
Transit Levy		0.00			0.00			43,338.00
Library Services Levy		0.00			0.00			15,855.00
Regular Property Tax		0.00			0.00			475,648.00
Debt Service Levy		0.00			0.00			32,685.00
Insurance Levy		0.00			0.00			13,400.00
Benefits Levies		0.00			32,806.48			59,187.00
Total GENERAL PROPERTY TAXES		0.00			32,806.48			640,113.00
OTHER CITY TAXES								
Local Option Sales Tax		0.00			0.00			20,000.00
Utility Excise Tax		0.00			392.32			4,242.91
Total OTHER CITY TAXES		0.00			392.32			20,000.00
LICENSES & PERMITS								
Beer/Wine/Liquor/Cig Permits		0.00			0.00			390.00
Building/Equipment Permits		0.00			0.00			10,000.00
Misc. Licenses/Permits		0.00			0.00			1,000.00
Parking Permits		0.00			0.00			13,725.00
Rental Permits		0.00			0.00			14,625.00
Total Misc. Licenses/Permits		0.00			0.00			13,500.00
Total LICENSES & PERMITS		0.00			0.00			23,185.46
USE OF MONEY & PROPERTY								
Interest on Cash Investments		0.00			209.03			2,580.45
Total USE OF MONEY & PROPERTY		0.00			209.03			3,000.00
INTERGOVERNMENTAL/SHARED REVENUE								
State Shared Revenues								
IDOT funds-wide sidewalk proj		0.00			0.00			146,259.98
Road Use/Street Construction		73,795.76		70.3%	0.00			73,795.76
Total State Shared Revenues		73,795.76		70.3%	0.00			220,055.74
Other State Grants/Reimburse.		0.00			0.00			0.00
Storm Damage Funds		0.00			0.00			878.90
Seatbelt Incent/Traffic Safety		0.00			0.00			6,060.30
Total Other State Grants/Reimburse.		0.00			0.00			6,939.20
Total INTERGOVERNMENTAL/SHARED REVEN...		73,795.76		70.3%	0.00			226,994.94
CHARGES FOR SERVICES								
Rental Inspection		0.00			0.00			320.00
Police Reports		0.00			0.00			47.92
Total CHARGES FOR SERVICES		0.00			0.00			367.92
MISCELLANEOUS REVENUES								
Cable TV Franchise		0.00			0.00			9,250.92
Contributions		0.00			0.00			250.00
Fines		0.00			0.00			3,705.00
Parking Fines		0.00			0.00			7,000.00
Traffic Fines-Clk of Ct		0.00			0.00			72,373.48
Total Fines		0.00			0.00			76,078.48
Misc. Income		0.00			0.00			942.00
Other		0.00			0.00			942.00
Total Misc. Income		0.00			0.00			1,000.00

City of University Heights, Iowa
Profit & Loss Budget vs. Actual

July 2013 through February 2014

	POLICE FOR...		ROAD USE TAX		EMPLOYEE BENEFITS		TOTAL	
	Jul '13 - Feb 14	% of Budget	Budget	% of Budget	Jul '13 - Feb 14	% of Budget	Jul '13 - Feb 14	% of Budget
Refunds and Reimbursements	0.00		0.00		0.00		1,700.40	170.0%
Total MISCELLANEOUS REVENUES	0.00		0.00		0.00		88,221.80	101.1%
Total Income	73,795.76	70.3%	105,000.00	70.3%	33,407.83	59,187.00	730,723.07	69.9%
Gross Profit	73,795.76	70.3%	105,000.00	70.3%	33,407.83	59,187.00	730,723.07	69.9%
Expense								
CAPITAL PROJECTS								
Wide Sidewalk Project	0.00		0.00		0.00		170,953.22	95.9%
Sunset St wide sidewalk	0.00		0.00		0.00		170,953.22	95.9%
Total Wide Sidewalk Project	0.00		0.00		0.00		170,953.22	95.9%
Total CAPITAL PROJECTS	0.00		0.00		0.00		170,953.22	95.9%
PUBLIC SAFETY								
Crossing Guard	0.00		0.00		0.00		0.00	0.0%
Supplies	0.00		0.00		0.00		2,800.00	62.2%
Salaries	0.00		0.00		0.00		2,800.00	62.2%
Total Salaries	0.00		0.00		0.00		2,800.00	62.2%
Employee Benefits & Costs								
IPERS	0.00		199.41		199.41		199.41	100.0%
Unemployment Compensation	0.00		34.99		34.99	10.00	34.99	349.9%
Medicare	0.00		39.69		39.69	65.00	65.00	61.1%
FICA	0.00		169.73		169.73	279.00	279.00	60.8%
Total Employee Benefits & Costs	0.00		443.82		443.82	354.00	443.82	125.4%
Total Crossing Guard	0.00		443.82		443.82	354.00	3,243.82	125.4%
Police								
Police Gross Wages	0.00		0.00		0.00		15,807.91	98.8%
Holiday & Other Pay	0.00		0.00		0.00		144,152.21	72.7%
Police Gross Wages	0.00		0.00		0.00		0.00	0.0%
Salaries-Reserves	0.00		0.00		0.00		24.00	0.0%
Total Police Gross Wages	0.00		0.00		0.00		159,960.12	74.6%
Police Benefits & Costs								
Police FICA	0.00		9,951.96		9,951.96	13,284.00	9,951.96	74.9%
Police Medicare	0.00		2,330.38		2,330.38	3,107.00	2,330.38	75.0%
Police IPERS	0.00		16,200.95		16,200.95	21,726.00	16,200.95	74.6%
Police Health Insurance	0.00		5,312.98		5,312.98	8,800.00	5,312.98	60.4%
Police Workers Compensation	0.00		0.00		0.00	9,500.00	0.00	0.0%
Police SUTA	0.00		716.63		716.63	250.00	716.63	286.7%
Total Police Benefits & Costs	0.00		34,512.90		34,512.90	56,667.00	34,512.90	60.9%
Staff Development								
Regular Officer Training	0.00		0.00		0.00		0.00	0.0%
Academy Training	0.00		0.00		0.00		637.00	20.9%
Skills Training/Testing	0.00		0.00		0.00		42.00	2.1%
Training Supplies	0.00		0.00		0.00		879.00	6.8%
Total Regular Officer Training	0.00		0.00		0.00		879.00	6.8%
Total Staff Development	0.00		0.00		0.00		879.00	6.8%
Repair/Maint/Utilities								
Vehicle Operations	0.00		0.00		0.00		0.00	0.0%
Other	0.00		0.00		0.00		7,773.56	48.6%
Fuel	0.00		0.00		0.00		282.00	40.3%
Washes	0.00		0.00		0.00		8,055.56	46.8%
Total Vehicle Operations	0.00		0.00		0.00		17,200.00	46.8%

City of University Heights, Iowa
Profit & Loss Budget vs. Actual

July 2013 through February 2014

	POLICE FOR...		ROAD USE TAX		EMPLOYEE BENEFITS		TOTAL	
	% of Budget	Jul '13 - Feb 14	Budget	% of Budget	Jul '13 - Feb 14	Budget	% of Budget	Jul '13 - Feb 14
Vehicle Repair								
Bicycle Maint/Repair		0.00			0.00	200.00	0.0%	0.00
Car Maint/Repair		0.00			0.00	9,000.00	72.9%	6,557.27
Total Vehicle Repair		0.00			0.00	9,200.00	71.3%	6,557.27
Telecommunications Expense								
IT Support		0.00			0.00	1,000.00	8.3%	83.40
Verizon/Pager Fees/Mediacom		0.00			0.00	2,600.00	78.6%	2,043.47
Total Telecommunications Expense		0.00			0.00	3,600.00	59.1%	2,126.87
Total Repair/Maint/Utilities		0.00			0.00	30,000.00	55.8%	16,739.70
Contractual Services								
Police Insurance-Car/Liability		0.00			0.00	4,800.00	0.0%	0.00
Payments to Other Agencies		0.00			0.00	150.00	0.0%	0.00
Evidence testing		0.00			0.00	300.00	0.0%	0.00
County Jail/Service/Filing Fees		0.00			0.00	500.00	0.0%	0.00
Tech. Services Bureau - St. IA		0.00			0.00	950.00	0.0%	0.00
Total Payments to Other Agencies		0.00			0.00	1,000.00	0.0%	0.00
Printing/Copying		0.00			0.00	2,400.00	75.0%	1,800.00
Garage Rental		0.00			0.00	500.00	93.2%	466.00
Prof Serv-Psych Testing-Physica		0.00			0.00	9,650.00	23.5%	2,266.00
Total Contractual Services		0.00			0.00	15,000.00	0.0%	0.00
Commodities								
Car Purchase		0.00			0.00	3,500.00	50.6%	1,769.50
Minor Equipment		0.00			0.00	1,500.00	55.1%	825.99
Regular Officer Uniform		0.00			0.00	5,000.00	51.9%	2,595.49
Operating Police Equipment		0.00			0.00	3,000.00	89.1%	2,674.00
Total Minor Equipment		0.00			0.00	3,000.00	89.1%	2,674.00
Major Equipment								
Car Equipment		0.00			0.00	3,000.00	41.1%	1,233.77
Total Major Equipment		0.00			0.00	3,000.00	41.1%	1,233.77
Supplies								
Office Supplies		0.00			0.00	3,000.00	2.5%	74.19
Operating Supplies		0.00			0.00	3,500.00	63.5%	2,221.52
Ammunition		0.00			0.00	300.00	4.0%	12.00
Postage/Shipping		0.00			0.00	2,000.00	10.2%	204.93
Other Supplies		0.00			0.00	11,800.00	31.7%	3,746.41
Total Supplies		0.00			0.00	34,800.00	25.9%	9,015.90
Total Commodities		0.00			0.00	358,401.00	62.3%	223,373.62
Total Police		0.00			34,512.90	56,667.00	60.9%	223,373.62
Fire								
Contracts w/Other Agencies		0.00			0.00	31,820.00	47.3%	15,061.37
Coralville Fire Dep't		0.00			0.00	2,000.00	88.0%	1,760.00
Hydrant Flush-City of Iowa City		0.00			0.00	33,820.00	49.7%	16,821.37
Total Contracts w/Other Agencies		0.00			0.00	33,820.00	49.7%	16,821.37
Total Fire		0.00			0.00	263.00	199.8%	525.50
Hazmat-Johnson County								
Building Inspections		0.00			0.00	15,200.00	60.6%	9,205.00
Building / Rental Inspection		0.00			0.00	15,200.00	60.6%	9,205.00
Total Building Inspections		0.00			0.00	412,738.00	61.3%	253,169.31
Total PUBLIC SAFETY		0.00			34,956.72	57,021.00	61.3%	253,169.31
PUBLIC WORKS								
Roads, Bridges, & Sidewalks		0.00			0.00	3,000.00	0.0%	0.00
Storm water permit		0.00			0.00	3,000.00	0.0%	0.00

City of University Heights, Iowa
Profit & Loss Budget vs. Actual

July 2013 through February 2014

	POLICE FOR...		ROAD USE TAX		EMPLOYEE BENEFITS		TOTAL	
	% of Budget	Jul '13 - Feb 14	Budget	% of Budget	Jul '13 - Feb 14	Budget	% of Budget	Jul '13 - Feb 14
Contractual Services								
Engineering Fees		0.00						41,903.56
Repairs/improvements								0.00
Pavement management		0.00	1,000.00	0.0%	0.00	0.00	0.0%	0.00
Curb ramp projects		0.00	61,500.00	0.0%	0.00	61,500.00	0.0%	0.00
Local panel replacements		4,400.00	16,250.00	27.1%	0.00	16,250.00	27.1%	4,400.00
Asphale patch projects		891.00	3,000.00	29.7%	0.00	3,000.00	29.7%	891.00
Arterial panel replacements		0.00	20,000.00	0.0%	0.00	20,000.00	0.0%	0.00
Traffic sign assessments/mgmt		2,066.00	3,000.00	68.9%	0.00	3,000.00	68.9%	2,066.00
Total Repairs/improvements		7,357.00	104,750.00	7.0%	0.00	104,750.00	7.0%	7,357.00
Striping/Curb Renumbering		4,983.00	5,500.00	90.6%	0.00	5,500.00	90.6%	4,983.00
Total Contractual Services		12,340.00	110,250.00	11.2%	0.00	110,250.00	11.2%	54,243.56
Street Lighting Electricity		5,521.00	8,125.00	68.0%	0.00	8,125.00	68.0%	5,521.00
Traffic Controls and Safety								
Street Signs-Commodities		1,551.95			0.00			1,551.95
Traffic Light Electricity		604.75	875.00	69.1%	0.00	875.00	69.1%	604.75
Total Traffic Controls and Safety		2,156.70	875.00	246.5%	0.00	875.00	246.5%	2,156.70
Snow Removal-Contractual		28,899.00	30,500.00	94.8%	0.00	30,500.00	94.8%	28,899.00
Street Sweeping-Contractual		243.00	2,000.00	12.2%	0.00	2,000.00	12.2%	243.00
Total Roads, Bridges, & Sidewalks		49,159.70	151,750.00	32.4%	0.00	151,750.00	32.4%	91,063.26
Other Public Works								
Contracts-Other Agencies								
IC Animal Center		0.00			0.00			2,183.36
IC Bus Service		0.00			0.00			23,211.23
SEATS Service		0.00			0.00			5,629.28
Total Contracts-Other Agencies		0.00			0.00			31,023.87
Total Other Public Works		0.00			0.00			31,023.87
Sanitation								
Contractual								
Trash/Recycling		0.00			0.00			13,908.00
Leaf Vacuuming		0.00			0.00			13,500.00
Total Contractual		0.00			0.00			27,408.00
Total Sanitation		0.00			0.00			27,408.00
Total PUBLIC WORKS		49,159.70	151,750.00	32.4%	0.00	151,750.00	32.4%	149,495.13
CULTURE & RECREATION								
Resident Guide Printing		0.00			0.00			0.00
Community Support Projects		0.00			0.00			623.81
Library		0.00			0.00			35,868.80
Parks								
Park Expenses		0.00			0.00			464.76
Total Parks		0.00			0.00			464.76
Total CULTURE & RECREATION		0.00			0.00			36,957.37
COMMUNITY & ECONOMIC DEV.								
Tree Trimming/Lawn Care		0.00			0.00			1,777.65
Total COMMUNITY & ECONOMIC DEV.		0.00			0.00			1,777.65
GENERAL GOVERNMENT								
Mayor/Council Operations								
Salaries-Regular Part Time		0.00			0.00			2,000.00
Council		0.00			0.00			983.50
Mayor		0.00			0.00			2,983.50
Total Salaries-Regular Part Time		0.00			0.00			5,967.00

City of University Heights, Iowa
Profit & Loss Budget vs. Actual
July 2013 through February 2014

	POLICE FOR...		ROAD USE TAX		EMPLOYEE BENEFITS		TOTAL	
	% of Budget	Jul '13 - Feb 14	Budget	% of Budget	Jul '13 - Feb 14	Budget	% of Budget	Jul '13 - Feb 14
Employee Benefits & Costs								
FICA		0.00			370.00		53.3%	197.37
Medicare		43.26			87.00		49.7%	43.26
Unemployment Compensation		0.00			15.00		238.7%	35.80
Total Employee Benefits & Costs		0.00			472.00		58.6%	276.43
Total Mayor/Council Operations		0.00			472.00		58.6%	3,259.93
Clerk/Treasurer & Finance Admin								
Salaries-Regular Part Time		0.00			0.00			6,123.70
Clerk, Treasurer, Historian		0.00			0.00			6,123.70
Total Salaries-Regular Part Time		0.00			0.00			9,500.00
Employee Benefits & Costs								
FICA		0.00			589.00		58.3%	343.25
Medicare		80.28			138.00		58.2%	80.28
IPERS		0.00			824.00		78.6%	647.90
Unemployment Compensation		0.00			20.00		356.4%	71.28
Total Employee Benefits & Costs		0.00			1,571.00		72.7%	1,142.71
Staff Development								
Dues & Memberships		0.00			0.00			389.00
Chamber of Commerce		0.00			0.00			1,971.65
JCOG Assessment		0.00			0.00			635.00
IA League of Cities		0.00			0.00			40.00
Dues and Memberships		0.00			0.00			3,035.65
Total Dues & Memberships		0.00			0.00			2,742.00
Prof. Development								
Total Staff Development		0.00			0.00			189.00
Contractual Services								
Meeting Set Up Fees		0.00			0.00			95.00
Accounting Fees		0.00			0.00			2,065.00
Bank/CCard Fees		0.00			0.00			3,200.00
Printing/Copying		0.00			0.00			2.27
Legal Publications		0.00			0.00			504.14
Technology Services		0.00			0.00			1,671.00
Payments to Other Agencies		0.00			0.00			494.60
Notary Fees		0.00			0.00			60.00
Total Payments to Other Agencies		0.00			0.00			60.00
Total Contractual Services		0.00			0.00			4,892.01
Commodities								
Hardware/Software		0.00			0.00			0.00
Taping meetings		0.00			0.00			86.09
Minor Equipment/Supplies/Techno		0.00			0.00			1,657.50
Office Supplies and Postage		0.00			0.00			579.06
Total Commodities		0.00			0.00			2,322.65
Total Clerk/Treasurer & Finance Admin		0.00			1,571.00		72.7%	17,705.72
Election Expenses		0.00			0.00			1,423.73
Legal Services		0.00			0.00			50,748.84
City Hall & General Buildings								
Salaries-Regular Part Time		0.00			0.00			168.00
Facilities Assistant		0.00			0.00			168.00
Total Salaries-Regular Part Time		0.00			0.00			750.00
Employee Benefits & Costs								
FICA		0.00			47.00		0.0%	0.00
Medicare		0.00			11.00		0.0%	0.00
IPERS		0.00			65.00		0.0%	0.00
Total Employee Benefits & Costs		0.00			123.00		0.0%	0.00

City of University Heights, Iowa
Profit & Loss Budget vs. Actual
July 2013 through February 2014

	POLICE FOR...		ROAD USE TAX		EMPLOYEE BENEFITS		TOTAL	
	% of Budget	Jul '13 - Feb 14	Budget	% of Budget	Jul '13 - Feb 14	Budget	% of Budget	Jul '13 - Feb 14
Repair/Maint/Utilities								
Maintenance		0.00			0.00			240.00
Utilities		0.00			0.00			963.33
Telecommunications		0.00			0.00			1,600.00
Total Repair/Maint/Utilities		0.00			0.00			1,700.00
Contractual								2,560.24
Rents & Leases		0.00			0.00			4,300.00
Total Contractual		0.00			0.00			7,216.00
Commodities		0.00			0.00			0.00
Supplies		0.00			0.00			0.00
Total Commodities		0.00			0.00			0.00
Total City Hall & General Buildings		0.00			0.00	123.00	0.0%	9,944.24
Tort Liability Insurance		0.00			0.00			133.00
Total GENERAL GOVERNMENT		0.00			1,419.14	2,166.00	65.5%	83,215.46
DEBT SERVICE								
Interest		0.00			0.00			2,355.19
Principal		0.00			0.00			4,685.00
Total DEBT SERVICE		0.00			0.00			28,000.00
Total Expense		49,159.70	151,750.00	32.4%	36,375.86	59,187.00	61.5%	697,923.33
Net Ordinary Income		24,636.06	-46,750.00	-52.7%	-2,968.03	0.00	100.0%	32,799.74
Net Income	100.0%	24,636.06	-46,750.00	-52.7%	-2,968.03	0.00	100.0%	32,799.74
								967.00
								967.00
								3,391.9%
								3,391.9%

City of University Heights, Iowa
Profit & Loss Budget vs. Actual
July 2013 through February 2014

	Jul '13 - Feb 14	Budget	% of Budget
Ordinary Income/Expense			
Income			
GENERAL PROPERTY TAXES			
Transit Levy	24,020.83	43,338.00	55.4%
Library Services Levy	8,787.22	15,855.00	55.4%
Regular Property Tax	263,636.44	475,648.00	55.4%
Debt Service Levy	18,115.74	32,685.00	55.4%
Insurance Levy	7,427.07	13,400.00	55.4%
Benefits Levies	32,806.48	59,187.00	55.4%
Total GENERAL PROPERTY TAXES	354,793.78	640,113.00	55.4%
OTHER CITY TAXES			
Local Option Sales Tax	30,325.81	20,000.00	151.6%
Utility Excise Tax	4,242.91		
Total OTHER CITY TAXES	34,568.72	20,000.00	172.8%
LICENSES & PERMITS			
Beer/Wine/Liquor/Cig Permits	390.00	390.00	100.0%
Building/Equipment Permits	8,170.46	10,000.00	81.7%
Misc. Licenses/Permits			
Parking Permits	900.00	1,000.00	90.0%
Rental Permits	13,725.00	12,500.00	109.8%
Total Misc. Licenses/Permits	14,625.00	13,500.00	108.3%
Total LICENSES & PERMITS	23,185.46	23,890.00	97.1%
USE OF MONEY & PROPERTY			
Interest on Cash Investments	2,590.45	3,000.00	86.3%
Total USE OF MONEY & PROPERTY	2,590.45	3,000.00	86.3%
INTERGOVERNMENTAL/SHARED REVENUE			
State Shared Revenues			
IDOT funds-wide sidewalk proj	146,259.98	165,700.00	88.3%
Road Use/Street Construction	73,795.76	105,000.00	70.3%
Total State Shared Revenues	220,055.74	270,700.00	81.3%
Other State Grants/Reimburse.			
Storm Damage Funds	878.90		
Seatbelt Incent/Traffic Safety	6,060.30		
Total Other State Grants/Reimburse.	6,939.20		
Total INTERGOVERNMENTAL/SHARED REVEN...	226,994.94	270,700.00	83.9%
CHARGES FOR SERVICES			
Rental Inspection	320.00	600.00	53.3%
Police Reports	47.92	400.00	12.0%
Total CHARGES FOR SERVICES	367.92	1,000.00	36.8%
MISCELLANEOUS REVENUES			
Cable TV Franchise	9,250.92	15,000.00	61.7%
Contributions	250.00	250.00	100.0%
Fines			
Parking Fines	3,705.00	7,000.00	52.9%
Traffic Fines-Clk of Ct	72,373.48	63,000.00	114.9%
Total Fines	76,078.48	70,000.00	108.7%
Misc. Income			
Other	942.00	1,000.00	94.2%
Total Misc. Income	942.00	1,000.00	94.2%
Refunds and Reimbursements	1,700.40	1,000.00	170.0%
Total MISCELLANEOUS REVENUES	88,221.80	87,250.00	101.1%
Total Income	730,723.07	1,045,953.00	69.9%
Gross Profit	730,723.07	1,045,953.00	69.9%

City of University Heights, Iowa
Profit & Loss Budget vs. Actual
July 2013 through February 2014

Expense	Jul '13 - Feb 14	Budget	% of Budget
CAPITAL PROJECTS			
Wide Sidewalk Project			
Sunset St wide sidewalk	170,953.22	178,175.00	95.9%
Total Wide Sidewalk Project	<u>170,953.22</u>	<u>178,175.00</u>	<u>95.9%</u>
Total CAPITAL PROJECTS	170,953.22	178,175.00	95.9%
PUBLIC SAFETY			
Crossing Guard			
Supplies	0.00	200.00	0.0%
Salaries			
Crossing Guard	2,800.00	4,500.00	62.2%
Total Salaries	<u>2,800.00</u>	<u>4,500.00</u>	<u>62.2%</u>
Employee Benefits & Costs			
IPERS	199.41		
Unemployment Compensation	34.99	10.00	349.9%
Medicare	39.69	65.00	61.1%
FICA	169.73	279.00	60.8%
Total Employee Benefits & Costs	<u>443.82</u>	<u>354.00</u>	<u>125.4%</u>
Total Crossing Guard	3,243.82	5,054.00	64.2%
Police			
Police Gross Wages			
Holiday & Other Pay	15,807.91	16,000.00	98.8%
Police Gross Wages	144,152.21	198,260.00	72.7%
Salaries-Reserves	0.00	24.00	0.0%
Total Police Gross Wages	<u>159,960.12</u>	<u>214,284.00</u>	<u>74.6%</u>
Police Benefits & Costs			
Police FICA	9,951.96	13,284.00	74.9%
Police Medicare	2,330.38	3,107.00	75.0%
Police IPERS	16,200.95	21,726.00	74.6%
Police Health Insurance	5,312.98	8,800.00	60.4%
Police Workers Compensation	0.00	9,500.00	0.0%
Police SUTA	716.63	250.00	286.7%
Total Police Benefits & Costs	<u>34,512.90</u>	<u>56,667.00</u>	<u>60.9%</u>
Staff Development			
Regular Officer Training			
Academy Training	0.00	7,000.00	0.0%
Skills Training/Testing	837.00	4,000.00	20.9%
Training Supplies	42.00	2,000.00	2.1%
Total Regular Officer Training	<u>879.00</u>	<u>13,000.00</u>	<u>6.8%</u>
Total Staff Development	879.00	13,000.00	6.8%
Repair/Maint/Utilities			
Vehicle Operations			
Other	0.00	500.00	0.0%
Fuel	7,773.56	16,000.00	48.6%
Washes	282.00	700.00	40.3%
Total Vehicle Operations	<u>8,055.56</u>	<u>17,200.00</u>	<u>46.8%</u>
Vehicle Repair			
Bicycle Maint/Repair	0.00	200.00	0.0%
Car Maint/Repair	6,557.27	9,000.00	72.9%
Total Vehicle Repair	<u>6,557.27</u>	<u>9,200.00</u>	<u>71.3%</u>
Telecommunications Expense			
IT Support	83.40	1,000.00	8.3%
Verizon/Pager Fees/Mediacom	2,043.47	2,600.00	78.6%
Total Telecommunications Expense	<u>2,126.87</u>	<u>3,600.00</u>	<u>59.1%</u>
Total Repair/Maint/Utilities	16,739.70	30,000.00	55.8%

**City of University Heights, Iowa
Profit & Loss Budget vs. Actual
July 2013 through February 2014**

	Jul '13 - Feb 14	Budget	% of Budget
Contractual Services			
Police Insurance-Car/Liability	0.00	4,800.00	0.0%
Payments to Other Agencies			
Evidence testing	0.00	150.00	0.0%
County Jail/Service/Filing Fees	0.00	300.00	0.0%
Tech. Services Bureau - St. IA	0.00	500.00	0.0%
Total Payments to Other Agencies	0.00	950.00	0.0%
Printing/Copying	0.00	1,000.00	0.0%
Garage Rental	1,800.00	2,400.00	75.0%
Prof Serv-Psych Testing-Physica	466.00	500.00	93.2%
Total Contractual Services	2,266.00	9,650.00	23.5%
Commodities			
Car Purchase	0.00	15,000.00	0.0%
Minor Equipment			
Regular Officer Uniform	1,769.50	3,500.00	50.6%
Operating Police Equipment	825.99	1,500.00	55.1%
Total Minor Equipment	2,595.49	5,000.00	51.9%
Major Equipment			
Car Equipment	2,674.00	3,000.00	89.1%
Total Major Equipment	2,674.00	3,000.00	89.1%
Supplies			
Office Supplies	1,233.77	3,000.00	41.1%
Operating Supplies	74.19	3,000.00	2.5%
Ammunition	2,221.52	3,500.00	63.5%
Postage/Shipping	12.00	300.00	4.0%
Other Supplies	204.93	2,000.00	10.2%
Total Supplies	3,746.41	11,800.00	31.7%
Total Commodities	9,015.90	34,800.00	25.9%
Total Police	223,373.62	358,401.00	62.3%
Fire			
Contracts w/Other Agencies			
Coralville Fire Dep't	15,061.37	31,820.00	47.3%
Hydrant Flush-City of Iowa City	1,760.00	2,000.00	88.0%
Total Contracts w/Other Agencies	16,821.37	33,820.00	49.7%
Total Fire	16,821.37	33,820.00	49.7%
Hazmat-Johnson County	525.50	263.00	199.8%
Building Inspections			
Building / Rental Inspection	9,205.00	15,200.00	60.6%
Total Building Inspections	9,205.00	15,200.00	60.6%
Total PUBLIC SAFETY	253,169.31	412,738.00	61.3%
PUBLIC WORKS			
Roads, Bridges, & Sidewalks			
Storm water permit	0.00	3,000.00	0.0%
Contractual Services			
Engineering Fees	41,903.56	45,000.00	93.1%
Repairs/Improvements			
Pavement management	0.00	1,000.00	0.0%
Curb ramp projects	0.00	61,500.00	0.0%
Local panel replacements	4,400.00	16,250.00	27.1%
Asphale patch projects	891.00	3,000.00	29.7%
Arterial panel replacements	0.00	20,000.00	0.0%
Traffic sign assessment/mgmt	2,066.00	3,000.00	68.9%
Total Repairs/Improvements	7,357.00	104,750.00	7.0%
Striping/Curb Renumbering	4,983.00	5,500.00	90.6%
Total Contractual Services	54,243.56	155,250.00	34.9%
Street Lighting Electricity	5,521.00	8,125.00	68.0%

City of University Heights, Iowa
Profit & Loss Budget vs. Actual
July 2013 through February 2014

	<u>Jul '13 - Feb 14</u>	<u>Budget</u>	<u>% of Budget</u>
Traffic Controls and Safety			
Street Signs-Commodities	1,551.95		
Traffic Light Electricity	604.75	875.00	69.1%
Total Traffic Controls and Safety	<u>2,156.70</u>	<u>875.00</u>	<u>246.5%</u>
Snow Removal-Contractual	28,899.00	30,500.00	94.8%
Street Sweeping-Contractual	243.00	2,000.00	12.2%
Total Roads, Bridges, & Sidewalks	<u>91,063.26</u>	<u>199,750.00</u>	<u>45.6%</u>
Other Public Works			
Contracts-Other Agencies			
IC Animal Center	2,183.36		
IC Bus Service	23,211.23	34,894.00	66.5%
SEATS Service	5,629.28	8,444.00	66.7%
Total Contracts-Other Agencies	<u>31,023.87</u>	<u>43,338.00</u>	<u>71.6%</u>
Total Other Public Works	<u>31,023.87</u>	<u>43,338.00</u>	<u>71.6%</u>
Sanitation			
Contractual			
Trash/Recycling	13,908.00	20,862.00	66.7%
Leaf Vacuuming	13,500.00	10,000.00	135.0%
Total Contractual	<u>27,408.00</u>	<u>30,862.00</u>	<u>88.8%</u>
Total Sanitation	<u>27,408.00</u>	<u>30,862.00</u>	<u>88.8%</u>
Total PUBLIC WORKS	<u>149,495.13</u>	<u>273,950.00</u>	<u>54.6%</u>
CULTURE & RECREATION			
Resident Guide Printing	0.00	1,100.00	0.0%
Community Support Projects	623.81	500.00	124.8%
Library	35,868.80	39,593.00	90.6%
Parks			
Park Expenses	464.76	800.00	58.1%
Total Parks	<u>464.76</u>	<u>800.00</u>	<u>58.1%</u>
Total CULTURE & RECREATION	<u>36,957.37</u>	<u>41,993.00</u>	<u>88.0%</u>
COMMUNITY & ECONOMIC DEV.			
Tree Trimming/Lawn Care	1,777.65	5,000.00	35.6%
Total COMMUNITY & ECONOMIC DEV.	<u>1,777.65</u>	<u>5,000.00</u>	<u>35.6%</u>
GENERAL GOVERNMENT			
Mayor/Council Operations			
Salaries-Regular Part Time			
Council	2,000.00	4,000.00	50.0%
Mayor	983.50	1,967.00	50.0%
Total Salaries-Regular Part Time	<u>2,983.50</u>	<u>5,967.00</u>	<u>50.0%</u>
Employee Benefits & Costs			
FICA	197.37	370.00	53.3%
Medicare	43.26	87.00	49.7%
Unemployment Compensation	35.80	15.00	238.7%
Total Employee Benefits & Costs	<u>276.43</u>	<u>472.00</u>	<u>58.6%</u>
Total Mayor/Council Operations	<u>3,259.93</u>	<u>6,439.00</u>	<u>50.6%</u>
Clerk/Treasurer & Finance Admin			
Salaries-Regular Part Time			
Clerk, Treasurer, Historian	6,123.70	9,500.00	64.5%
Total Salaries-Regular Part Time	<u>6,123.70</u>	<u>9,500.00</u>	<u>64.5%</u>
Employee Benefits & Costs			
FICA	343.25	589.00	58.3%
Medicare	80.28	138.00	58.2%
IPERS	647.90	824.00	78.6%
Unemployment Compensation	71.28	20.00	356.4%
Total Employee Benefits & Costs	<u>1,142.71</u>	<u>1,571.00</u>	<u>72.7%</u>

City of University Heights, Iowa
Profit & Loss Budget vs. Actual
 July 2013 through February 2014

	Jul '13 - Feb 14	Budget	% of Budget
Staff Development			
Dues & Memberships			
Chamber of Commerce	389.00	325.00	119.7%
JCOG Assessment	1,971.65	1,612.00	122.3%
IA League of Cities	635.00	555.00	114.4%
Dues and Memberships	40.00	250.00	16.0%
Total Dues & Memberships	3,035.65	2,742.00	110.7%
Prof. Development	189.00		
Total Staff Development	3,224.65	2,742.00	117.6%
Contractual Services			
Meeting Set Up Fees	95.00		
Accounting Fees	2,065.00	3,200.00	64.5%
Bank/CCard Fees	2.27	50.00	4.5%
Printing/Copying	504.14	500.00	100.8%
Legal Publications	1,671.00	3,200.00	52.2%
Technology Services	494.60	750.00	65.9%
Payments to Other Agencies			
Notary Fees	60.00		
Total Payments to Other Agencies	60.00		
Total Contractual Services	4,892.01	7,700.00	63.5%
Commodities			
Hardware/Software	0.00	1,000.00	0.0%
Taping meetings	86.09	1,000.00	8.6%
Minor Equipment/Supplies/Techno	1,657.50	700.00	236.8%
Office Supplies and Postage	579.06	1,000.00	57.9%
Total Commodities	2,322.65	3,700.00	62.8%
Total Clerk/Treasurer & Finance Admin	17,705.72	25,213.00	70.2%
Election Expenses	1,423.73	1,800.00	79.1%
Legal Services	50,748.84	42,000.00	120.8%
City Hall & General Buildings			
Salaries-Regular Part Time			
Facilities Assistant	168.00	750.00	22.4%
Total Salaries-Regular Part Time	168.00	750.00	22.4%
Employee Benefits & Costs			
FICA	0.00	47.00	0.0%
Medicare	0.00	11.00	0.0%
IPERS	0.00	65.00	0.0%
Total Employee Benefits & Costs	0.00	123.00	0.0%
Repair/Maint/Utilities			
Maintenance	240.00	1,000.00	24.0%
Utilities	963.33	1,600.00	60.2%
Telecommunications	1,356.91	1,700.00	79.8%
Total Repair/Maint/Utilities	2,560.24	4,300.00	59.5%
Contractual			
Rents & Leases	7,216.00	11,020.00	65.5%
Total Contractual	7,216.00	11,020.00	65.5%
Commodities			
Supplies	0.00	200.00	0.0%
Total Commodities	0.00	200.00	0.0%
Total City Hall & General Buildings	9,944.24	16,393.00	60.7%
Tort Liability Insurance	133.00	8,600.00	1.5%
Total GENERAL GOVERNMENT	83,215.46	100,445.00	82.8%

City of University Heights, Iowa
Profit & Loss Budget vs. Actual
 July 2013 through February 2014

	<u>Jul '13 - Feb 14</u>	<u>Budget</u>	<u>% of Budget</u>
DEBT SERVICE			
Interest	2,355.19	4,685.00	50.3%
Principal	0.00	28,000.00	0.0%
Total DEBT SERVICE	<u>2,355.19</u>	<u>32,685.00</u>	<u>7.2%</u>
Total Expense	<u>697,923.33</u>	<u>1,044,986.00</u>	<u>66.8%</u>
Net Ordinary Income	<u>32,799.74</u>	<u>967.00</u>	<u>3,391.9%</u>
Net Income	<u>32,799.74</u>	<u>967.00</u>	<u>3,391.9%</u>

City of University Heights, Iowa
Warrants for Council Approval
 February 12 through March 11, 2014

Date	Name	Memo	Amount
Feb 12 - Mar 11, 14			
2/14/2014	Fort, Matthew A		-1,517.26
2/14/2014	Fort, Ronald R		-1,422.02
2/14/2014	Lippold, Erik W		-1,383.66
2/14/2014	Petersen, Nathan A		-46.17
2/14/2014	Plate, Harold,		-191.60
2/14/2014	Stenda, Jeremy P		-1,298.78
2/14/2014	Tucker, Darryl		-647.39
2/14/2014	Beth Ann Bitner	crossing guard 1/2 day	-12.50
2/14/2014	Internal Revenue Service	42-1109342	-2,483.42
2/14/2014	Law Enforcement Seminars L...	investigation class for Stenda	-300.00
2/24/2014	MidAmerican Energy	pedestrian lights at 113 Golfview	-36.58
2/24/2014	MidAmerican Energy	1301 Melrose stop light	-40.96
2/24/2014	MidAmerican Energy	1011 Melrose stop light	-35.35
2/24/2014	MidAmerican Energy	City Hall gas/electricity	-89.98
2/26/2014	MidAmerican Energy	street lights	-675.20
2/28/2014	Fort, Matthew A		-1,424.26
2/28/2014	Fort, Ronald R		-1,397.74
2/28/2014	Jones, Christian R		-46.17
2/28/2014	Lippold, Erik W		-1,188.59
2/28/2014	Plate, Harold,		-163.14
2/28/2014	Stenda, Jeremy P		-1,264.18
2/28/2014	Beth Ann Bitner	crossing guard 2 half-days	-25.00
2/28/2014	Wellmark BC/BS	monthly insurance payment	-668.89
2/28/2014	Tucker, Darryl		-1,292.74
2/28/2014	Anderson, Christine M.		-344.62
2/28/2014	Kimura, Lori D.		-309.44
2/28/2014	Internal Revenue Service	42-1109342	-2,746.20
2/28/2014	IOWA PUBLIC EMPLOYEES ...		-184.80
2/28/2014	IOWA PUBLIC EMPLOYEES ...		-3,115.26
3/1/2014	Paul J. Moore, Melrose Aven...	City Hall Rent	-867.00
3/1/2014	Verizon Wireless	monthly wire service/cell phone for police car a...	-114.49
3/11/2014	Internet Navigator	monthly fee for city website/email service	-24.95
3/11/2014	SEATS	Seats Payment	-703.66
3/11/2014	City of Iowa City	bus, fuel for police vehicles	-13,191.57
3/11/2014	Johnson County Refuse, Inc.	February recycling	-1,738.50
3/11/2014	Leff Law Firm, L.L.P.	legal services 12/5/13-3/7/14	-28,680.00
3/11/2014	Norm Cate	inspection services for February	-280.00
3/11/2014	Terry Goerd	inspection services for February	-560.00
3/11/2014	Mediacom	online service 3/3/14-4/2/14	-109.95
3/11/2014	O'Reilly Auto Parts	headlight	-10.99
3/11/2014	Shive Hattery	engineering services 2/1/14-2/28/14	-1,832.56
3/11/2014	Staples	flash drives/pens	-30.47
3/11/2014	VISA	water/gas/holster/postage	-129.89
3/11/2014	Iowa City Press-Citizen	February publications	-221.10
3/11/2014	Paul J. Moore, Melrose Aven...	Garage rent	-35.00

Feb 12 - Mar 11, 14

City of University Heights, Iowa
Warrants for Council Approval
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3/11/2014	O'Reilly Auto Parts	headlight	-10.99
3/11/2014	Shive Hattery	engineering services 2/1/14-2/28/14	-1,832.56
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3/11/2014	Paul J. Moore, Melrose Aven...	Garage rent	-35.00

Feb 12 - Mar 11, 14



March 2014, Community Protection Committee Report

One officer has resigned from UHPD effective 3/7/2014. Chief Fort will immediately begin an active search for a replacement. Current schedule has been adjusted so that there are no gaps in staffing.

Community Protection Co-Chairs

Zadok Nampala & Mike Haverkamp

March '14 Streets and Sidewalks + Community Relations report

- 1) Council members - please review the most recently published UH Resident Guide for items that pertain to your committees and submit updates and changes to me by the next meeting so we can prepare for reprinting.
- 2) Motion – Place signs indicating “No parking between driveways” in front of 136 Golfview.

This issue came up in 2013, and the solution was to paint the curb, but that solution has been ineffective this winter.

- 3) Update on street tree planting using our MidAmerican Energy grant – 7 households have confirmed their interest and picked out a tree. 6 more households have expressed interest, but have not yet confirmed/picked species. This includes 4 properties on the north side of Melrose, where I am waiting for the snow to melt so we can get the utilities marked to see if there is indeed enough room to plant. I will get those worked out in the next month. Households who are interested in getting a new tree should still contact me, and I will start a list for backups/planting next year.

114 Highland - Little leaf Linden, "Shamrock"
233 Highland - River Birch "Heritage"
1424 Grand - White Oak "Midwest Prairie Stature"
220 Koser - Ginko "Presidential Gold"
1456 Grand - American Hornbeam "Native Flame"
255 Koser - Red Oak (Quercus Rubra)
1440 Grand - Oak - Clemons 'Heritage'

Steve will have a resolution prepared for approval of these 7 plantings.

Upcoming Events:

April 26th 2014 – Community wide clean up day

April 27th 2014– Community Tree planting day

MEMORANDUM

TO: University Heights, Mayor, Council, and Staff
FROM: Josiah Bilskemper, P.E.
DATE: March 7, 2014
RE: City Engineer's Report

(1) Municipal Separate Storm Sewer System (MS4) Annual Report

- a. The city's required annual MS4 report was compiled and submitted to Iowa DNR.
- b. The DNR issues the city a permit to operate their storm sewer system; the permit duration is 5-years. The current permit expires on May 19, 2015, and the city is required to file for renewal of the permit by November 20, 2014. The fee to renew the permit is \$1,250 and will need to be paid in November. This permit fee was not originally included in our submittal for the FY14-15 budget, but Jim Lane and Steve Kuhl have been notified to accommodate this during Tuesday's budget discussion.

(2) City Maintenance

- a. Russ Boyer anticipates surveying the streets around town next week to identify and fill any major potholes that may have developed.
- b. There was a package of new street signs ordered late last year for updating and replacing signs and sign posts around the Horn School area. The weather did not allow for any of this work to be completed before winter set in. Russ anticipates being able to start in on this work towards the end of March and into April. The ground will need to thaw so he is able to work with removing and reinstalling sign posts.

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

- a. We received notification from the DOT on March 6th that the project is closed by Iowa DOT, and the final reimbursement has been sent to be processed. They have also sent a request to FHWA to close the project as well. Once FHWA closes the project, a letter will be sent to the city notifying them that they are obligated to keep all their project files for at least 3 years.
- b. *We learned from the DOT this week that one of the final forms submitted needed to be mailed as a signed hard copy. The signed form was mailed to the DOT today, and expect final reimbursement to be issued now that this is submitted. (February Mtg.)*
- c. *Reimbursement Request #7 (\$20,448.96) was submitted today, January 10th. This is the final reimbursement request, and included release of the retainage that the DOT was withholding pending final completion of the project. It seems like the anticipated timeframe to receive this final check from the DOT is about 4 weeks. (January Mtg.)*

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

JDB



**Building Zoning & Sanitation (“BZS”)
February 2014 Report
By Silvia Quezada**

Corrections to the January 2014 report. Section 2(d) of the January report stated:

“(a) **Open Matter(s).** Seven (7) properties under active review by City housing inspector to determine whether these are owner-occupied or possible rentals.”

Clarification: The seven (7) matters were pending permits.

1. City Building Inspector’s Report (Terry Goerdt)

(a) **Permits Issued:** two (2) remodeling permits issued.

(b) **Complaint(s):** none for this period.

(c) **Investigation(s):** none for this period.

2. City Housing Inspector’s Report (Norm Cate)

(a) **Complaint(s).** No complaints to report for this period.

(b) **Investigation(s).** Investigated two (2) vacated properties to determine whether these would be owner or renter occupied. Determined one (1) property will be renter occupied and the other owner occupied.

(c) **Scheduled Inspection(s).** City housing inspector performed two (2) scheduled rental inspections; reports March will have a high number of regularly scheduled inspections.

(d) **Open Matter(s).** One (1) ongoing rental property investigation.

3. Rental Permit Statistics.

(a) **Total rental permits for current and prior month**

	February 2014	January 2014
Residential	89	90
Grandview Condos	50	48
Total	139	138

4. Other Assignment(s).

- (a) **BZS Policy and Procedures.** Concluded meeting with City staff supporting the BZS administration and preparing report on changes and/or recommendations.
- (b) **Grandview 600 Bldg. Recycling.** 2014 Budget allotment secured to proceed with closing the gap in recycling services to the Grandview 600 Building. Preliminary discussions with Johnson County Refuge. To meet with Grandview's property agent, Keystone Management Company, to discuss further.
- (c) **Plastic Bag Ordinance.** Under active review and pending meetings with UH businesses for impact assessment.

5. Open Records Request. Residents interested in obtaining the City's records for any of these reported matters, please contact the City clerk to place an Open Records Request.

* * * *

University Heights March 2014 eGovernment Report

U-H Website Updates/Statistics February 1- 28, 2014

- **February 22, 2014**
 - Boil advisory lifted
- **February 20, 2014**
 - Work session images, boil advisory notice
- **February 14, 2014**
 - February 19 council work session agenda, city tree grants, emerald ash borer report
- **February 12, 2014**
 - St. Andrew site concept design
- **February 10, 2014**
 - February 7 council meeting agenda and attachments
- **February 7, 2014**
 - February council meeting agenda
- **February 7, 2014**
 - Finance and Streets Committees reports
- **February 5, 2014**
 - February council meeting

Monthly Statistics from Stat Counter

Page Views	Unique Visits	1st Time Visits	Returning Visits	
276	185	112	73	Total
10	7	4	3	Average

Monthly Statistics from Webalyzer

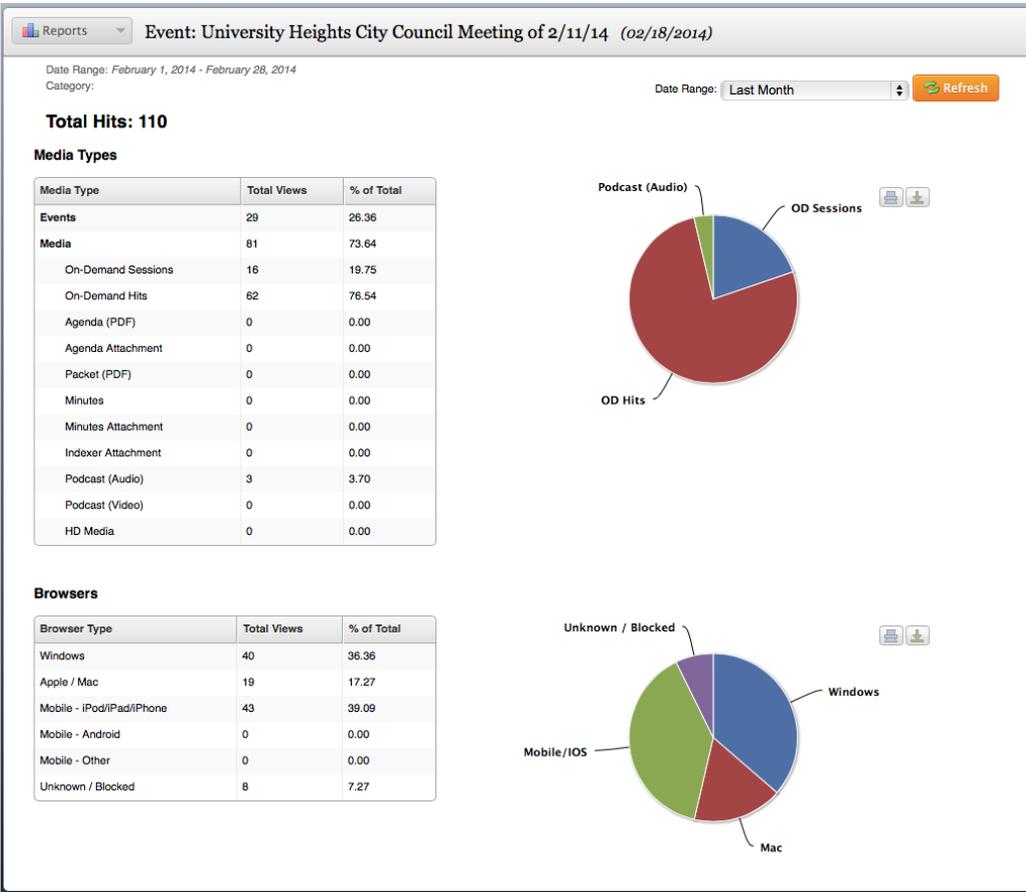
Hits per Hour	46
Hits per Day	1118
Pages per Day	306
Total Visits	3996
Total Unique User Agents	773
Average Visits Per Day	142

U-H Website Twitter Statistics February 1- 28, 2014

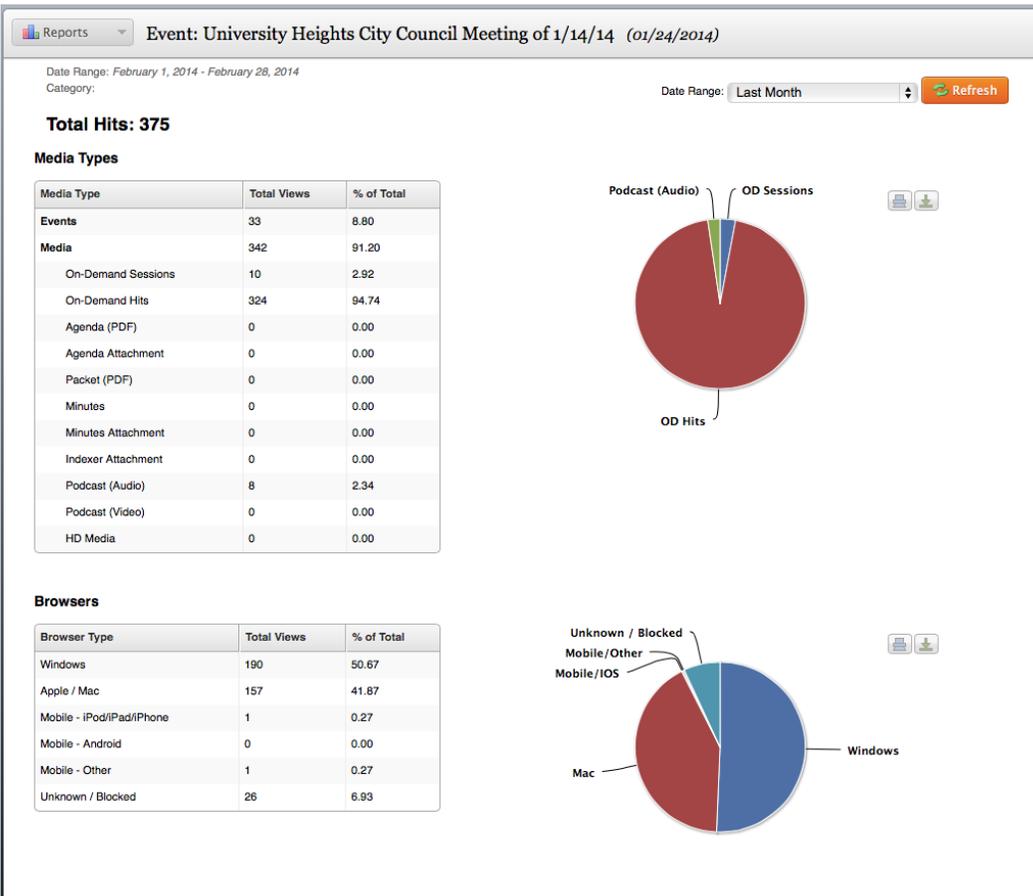
Tweets	9
Re-tweets	7
Followers	26

University Heights email server was down for almost a week in late February, and our website was down for several days. ABC Solutions, our provider, had to replace several servers. I have started to look into other options for hosting our web services. Criteria I'm looking at include: unlimited storage space for email accounts, number of email accounts available, and unlimited web storage. I'm looking first at local Iowa businesses. If I find a better alternative I will bring it to council.

University Heights City Council Meeting Webcasts Viewing Statistics From EarthChannel



February Council Meeting statistics from 2/18/14 to 2/28/14



January Council Meeting statistics from 2/1/14 to 2/28/14