

AGENDA

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

Tuesday, December 9, 2014

Horn School Library Room

600 Koser Ave.

7:00-9:00pm

Meeting called by Louise From

Time	Topic	Owner
7:00	Call to Order	
	Roll Call Approval Minutes- Nov. 11, 2014	Louise From
7:01	-Discussion about banning plastic bags- by representative of "100 Grannies for a Livable Future."	Becky Ross
	-Update of One University Place project.	Jim Lane
7:15	Public Input	Public
	<u>Administration</u>	
	-Mayor	Mayor's Report Louise From
	-City Attorney	Legal Report Steve Ballard
	-City Clerk	City Clerk Report Chris Anderson -City Audit update
	<u>Committee Reports:</u>	
	<u>Finance</u>	Committee Report Jim Lane -Budget Summary of 2013-2014 -Review 2015-2016 Budget Timeline
		Treasurer's Report/ Payment of Bills Lori Kimura
	<u>Building, Zoning & Sanitation</u>	Committee Report Zoning Commission Report Silvia Quezada Pat Yeggy, chair
	<u>Community Protection</u>	Police Chief Report Ken Stanley Committee Report Carla Aldrich/M. Haverkamp

Time	Topic	Owner
<u>Streets and Sidewalks</u>	<p><u>Committee Report</u> -Consider approval for Trees Forever doing structural pruning for all newly planted city trees in Feb. 2015.</p> <p>Community Relations Report</p>	Virginia Miller
<u>e-Government</u>	<p><u>Engineer Report</u> -Consideration of <u>Resolution No. 14-34</u> Requiring Repairs of Sidewalks by Abutting Property Owners.</p>	Josiah Bilskemper
Announcements	<p><u>Committee Report</u></p> <p>Recommendation of City Attorney to meet in closed session pursuant to Iowa Code Sec. 21.5(1) to discuss strategy with counsel in matters where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the City.</p> <p>Reconvening of Open Session</p>	Mike Haverkamp Anyone Steve Ballard
9 :00	Adjournment	Louise From

Next Regular Council Meeting: Tuesday, January 13, 2015- Location to be announced.

Mayor Report - December 2014

*****I will be reviewing appointments to city committees- Zoning Commission & Board of Adjustments. Citizens who are interested please contact me.**

Nov. 13th- Attended the ESGR program (Employer Support of the Guard and Reserve) at the new Iowa City Amory to provide work managers and supervisors of employees who serve in the Guard and Reserve information about what they do. It is an amazing program and I learned so much about our Iowa guard. I also rode in the Iowa City National Guard Chinook helicopter! UH Resident Kip Sheldon (bio-med chief) invited me to attend along with other area mayors.

Nov. 19th - Attended the MPO-Urbanized Area Policy Board Meeting. Highlights: Affordable Housing in the urbanized cities was discussed as well as updates on single use plastic bags. I will be serving on the nomination committee for recommending a chair person and vice -chair person along with IC and Coralville representatives.

Dec. 3rd -Attended the EMA- Emergency Management Board Meeting. Highlights: The preliminary budget was discussed.

MidAmerican Energy community grant. I applied for this \$250 grant to be used for community and/or city projects.

The Fourth Annual Severson Charity Challenge is being sponsored by MPO-JC. Linda Severson was the Human Services Coordinator for the MPO-JC. Linda passed away of cancer four years ago and in her spirit-the City of Iowa City is challenging other municipalities and entities in JC to have a charity drive in Linda's honor. Each entity that wants to participate will designate a charity for their Holiday Charity Drive. The entity that collects the most donations (based on the ratio of full-time employees plus city council members to quantity of donations), will be awarded the engraved traveling Severson Cup. City of Coralville won the first challenge and University Heights won the last two years. All City employees part time and full time, city council members/ mayor can participate. However, no donation will be turned down. The University Heights charity will again be: **"The Ronald McDonald House of Iowa City."**

I checked the Ronald McDonald House website about their "wish list" and they can always use paper towels, laundry detergent and cleaning supplies as well as common food items that most people like.

I have listed some examples: Baking mixes, frosting mixes, variety of canned soups, canned fruits and vegetables, Sugar, flour, chocolate chips, cereal both individual and large boxes, snacks such as granola bars or fruit snacks. The collection boxes are at our city office. Gifts of cash/checks are also appreciated so they can purchase necessary items. Police Chief Ken Stanley is usually at the city office M-F from 9am-5:00pm, unless called out. If no one is at the office my phone numbers are: 354-1433 or 321-5525. The last day for collection will be Jan. 2, 2015.

December '14 – City Attorney's Report

1. **City of Iowa City – Shared Boundary Issues.** I have had some additional communication with representatives of the City of Iowa City, but I do not have anything further to report this month. I expect a further meeting with Iowa City representatives will be scheduled for later this month.
2. **Resolution Requiring Sidewalk Repairs.** The Council will consider Resolution No. 14-__ requiring abutting property owners to repair sidewalks identified and marked by the City Engineer. The proposed resolution permits property owners to complete repairs by July 15, 2015; it further provides that after this deadline, the City may perform the repairs and assess the costs to the property as additional property tax. The proposed resolution is attached. I believe Council Member Miller and Engineer Bilskemper will report further concerning the sidewalk repair project.

**City Clerk Report
December 2014**

- **Two building permits received since the last meeting:**
 - 120 Golfview Avenue – Add electrical panel and 6 outlets in garage**
 - 1250 Melrose Avenue – Replace deck facing**
- **164 rental permits received for FY15 fiscal year (161 last month):**
 - 63 for Grandview Court (63 last month)**
 - 101 for rest of University Heights (98 last month)**
- **Two rental permits outstanding and notification from property owner that he may rent out his Grandview Court condo. One late fee received this month.**
- **Sent updated building permit spreadsheet to Gary Krob, Coordinator for the State of Iowa Data Center Program per his request (in coordination with US Census Bureau).**

Report from Norm Cate – Rental Inspector:

- **121 Grandview Court**
- **209 Grandview Court**
- **414 Grandview Court**
- **624 Grandview Court**
- **265 Koser Avenue**
- **19 Leamer Court**
- **1263 Melrose Avenue**

At 19 Leamer Court, a 9 volt smoke alarm battery was replaced during the inspection; at 265 Koser Avenue, a new fire extinguisher was installed during the inspection. No violations noted at the other properties.

**University Heights
Building Permits
January 1, 2014 - December 7, 2014**

Permit #	Building Address	Date Issued	Fee	Building Valuation	Description of Remodeling
BLD14-001	104 Birkdale Court	1/23/2014	\$145.60		Finish bedroom in basement (bldg. and electrical permits)
BLD14-002	1212 Melrose Avenue	2/20/2014	\$308.30	\$12,000.00	Bedroom and bath installation in basement (bldg., electrical and plumbing permits)
BLD14-003	1145 Melrose Avenue	4/8/2014	\$310.00		Convert part of garage to habitable space (bldg., mechanical, electrical and plumbing permits)
BLD14-004	102 Birkdale Court	4/8/2014	\$277.00	\$34,000.00	Finish basement (bedroom, office and rec room)
BLD14-005	114 Highland Avenue	5/12/2014	\$989.55	\$93,000.00	2nd floor garage art studio (bldg., electrical and plumbing permits)
BLD14-006	507 Mahaska Court	5/9/2014	\$127.80	\$5,000.00	Bathroom remodel (bldg., electrical and plumbing permits)
BLD14-007	35 Olive Court	5/19/2014	\$95.60	\$3,000.00	12x20 low-level deck on front of house
BLD14-008	31 Leamer Court	5/29/2014	\$85.00	\$1,000.00	Kitchen remodel/repair (bldg., electrical)
BLD14-008	31 Leamer Court	6/16/2014	\$50.00	\$1,750.00	10 x 12 uncovered wood deck
	909 Melrose Avenue	6/25/2014	\$50.00	\$2,555.00	Installation of basement shower (Plumbing permit)
	1145 Melrose Avenue	6/13/2014	\$50.00		Upgrade electrical service from 100 to 200 amp
BLD14-009	16 Olive Court	7/25/2014	\$673.95	\$40,000.00	24x26 detached garage with screened porch (building and electrical permits)
BLD14-010	600 Koser Avenue	8/13/2014	\$707.84	\$47,200.00	Site work/concrete for temporary class rooms
	231 Golfview Avenue	8/7/2014	\$50.00		Install CSST gas pipe for gas grill
BLD14-011	335 Koser Avenue	8/14/2014	\$248.06	\$11,600.00	Screened porch addition
	600 Koser Avenue	9/19/2014	\$125.00		Electrical wiring of 2 temporary classrooms
	306 Ridgeview Avenue	10/6/2014	\$50.00		Electrical service upgrade (100 to 200 amp)
BLD14-012	59 Olive Court	9/18/2014	\$85.00		Finishing the basement
BLD14-013	1250 Melrose Avenue	12/1/2014	\$44.50		Replace deck facing
	120 Golfview Avenue	8/24/2014	\$50.00		Add panel and 6 outlets in the garage (electrical permit)
		Total	\$4,523.20	\$251,105.00	

University Heights Budget Timeline

The 2015-2016 budget for University Heights needs to be submitted to the State by March 15, 2015.

Here is our basic timeline:

January 13 Council Meeting- Budgets for all departments are submitted to Steve Kuhl.

February 10 Council Meeting- Steve presents preliminary budget to the Council for input and changes.

March 10 Council Meeting- Steve presents final budget and council makes any final changes and approves the budget.

Budget Responsibilities-

Each of us has responsibilities for our specific departments and I just list those to make sure we are in agreement. I have also listed some individual items that we will make sure someone is responsible to get the information.

1. Public Safety- Mike, Carla and Ken- Ken handles the police budget. Mike and Carla will need to get a budget estimate from the Coralville Fire Department and Hydrant Flush service from City of Iowa City.
2. Public Works- Silvia, Virginia and Josiah-Virginia and Josiah will provide budget for roads, bridges and sidewalks. You will also need to provide Tree Trimming/Management Budget. Josiah will provide engineering fees budget. Virginia will need to get cost for Iowa City Bus Service and Johnson County Seats Service.

Silvia and Josiah will provide budget for Sanitation. If Grandview Recycling looks possible then it should be included.

3. Culture and Recreation- I will get cost of library services from Iowa City Public Library. Virginia- Will we have any community support projects to budget.

4. General Government- I will work with the mayor to review salaries of all non-police personnel.

Steve Ballard to look at Legal Services budget and insure we have right estimate.

Mike Haverkamp to report on E-government budget

Mayor to get MPOJC assessment figure and IA League of Cities fees.

Virginia to get Chamber of Commerce fees.

Steve and Lori will be looking at expenditures in the 2014-2015 budget to see if any areas are not tracking properly. For information we must submit a revised 2014-2015 budget by May 15, 2015 to the State, so there is a number of budgeting items for the council in the first five months of the year.

I think this gets most of the major items. Would appreciate any input at our December 11 meeting on any items that need to be addressed or upcoming changes.

Jim Lane

11/10/14

Treasurer's Report

November 2014

Our total revenue for the month of November was \$44,640.23 comprised of the following amounts:

Property Taxes	\$27,435.47
Parking fines	\$ 325.00
Traffic Fines from Clerk of Court	\$ 6,989.04
Interest on bank accounts	\$ 105.93
Road Use Funds	\$ 9,010.27
Building permits	\$ 85.00
Parking permits	\$ 20.00
Rental permit	\$ 300.00
Interest on cable franchise fees from 2012-13	\$ 389.52

Balances in the bank accounts as of 11/30/14:

MidwestOne Bank Checking Account	\$420,604.61
Hills Bank Money Market Account	\$ 1,041.93
Forfeiture Fund	\$ 4,058.18
Acct at Hills Bank w/CD funds	\$ 22,924.07
CD at UICCU (1002 due 8/25/15)	\$ 76,511.88
CD at UICCU (1003 due 8/28/15)	\$ 43,215.86
CD at UICCU (1004 due 10/22/15)	\$ 51,813.86
CD at UICCU (1010 due 5/19/17)	\$ 71,928.78

I made the interest payment that was due on the loan from Hills Bank in the amount of \$1,811.62. The balance due is approximately \$89,000. (The loan was taken out in 8/2007 in the amount of \$240,000 at 3.95% interest – we'll make the last payment in June 2017)

City of University Heights									
Cash Receipts and Disbursements by Fund									
July 1, 2014 to November 30, 2014									
	CAPITAL PROJECTS	GENERAL FUND	DEBT SERVICE	POLICE FORFEITURE	ROAD USE TAX	EMPLOYEE BENEFITS	TOTAL		
Receipts									
Local Option Sales Tax						\$	-		
Property Tax		\$ 295,609.97	\$ 16,632.66			\$ 33,691.08	\$ 345,933.71		
Other City Taxes		\$ 4,830.40	\$ 271.71			\$ 550.66	\$ 5,652.77		
Licenses and Permits		\$ 19,965.15				\$	\$ 19,965.15		
Use of Money and Property		\$ 1,057.99		\$ 3.15		\$ 138.63	\$ 1,199.77		
Intergovernmental		\$ 5,400.76		\$ 1,749.00	\$ 49,063.03		\$ 56,212.79		
Charges for Services		\$ 320.00					\$ 320.00		
Special Assessments							\$		
Miscellaneous		\$ 56,422.35					\$ 56,422.35		
Other Financing Sources							\$		
Total Receipts	\$ -	\$ 383,606.62	\$ 16,904.37	\$ 1,752.15	\$ 49,063.03	\$ 34,380.37	\$ 485,706.54		
Disbursements									
Payroll Expenses		\$ 74.00				\$	\$ 74.00		
Public Safety		\$ 173,179.40				\$ 29,871.05	\$ 203,050.45		
Public Works		\$ 45,168.19			\$ 24,821.15		\$ 69,989.34		
Culture & Recreation		\$ 18,998.85					\$ 18,998.85		
Community & Economic Dev.		\$ 9,268.70					\$ 9,268.70		
General Government		\$ 71,486.82				\$ 1,003.70	\$ 72,490.52		
Principal/Interest			\$ 1,811.62				\$ 1,811.62		
Uncategorized/Miscellaneous							\$		
Total Disbursements	\$ -	\$ 318,175.96	\$ 1,811.62	\$ -	\$ 24,821.15	\$ 30,874.75	\$ 375,663.48		
Net Cash Increase (Decrease)	\$ -	\$ 65,430.66	\$ 15,092.75	\$ 1,752.15	\$ 24,241.88	\$ 3,505.62	\$ 110,023.06		
Balance, beginning of year	\$ (189,563.90)	\$ 645,774.16	\$ (402.61)	\$ (2,807.29)	\$ (11,709.93)	\$ (52,542.83)	\$ 388,747.60		
Balance, end of period	\$ (189,563.90)	\$ 711,204.82	\$ 14,690.14	\$ (1,055.14)	\$ 12,531.95	\$ (49,037.21)	\$ 498,770.66		

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

	GENERAL		DEBT SERVICE		POLICE FORFEITURE	
	Jul - Nov 14	% of Budget	Jul - Nov 14	% of Budget	Jul - Nov 14	% of Budget
Ordinary Income/Expense						
Income						
CHARGES FOR SERVICES	320.00	32.0%	0.00	0.0%	0.00	0.0%
GENERAL PROPERTY TAXES	295,609.97	51.1%	16,632.66	51.1%	0.00	0.0%
INTERGOVERNMENTAL/SHARED REVENUE	5,400.76	252.3%	0.00		1,749.00	
LICENSES & PERMITS	19,985.15	83.6%	0.00		0.00	
MISCELLANEOUS REVENUES	56,422.35	64.7%	0.00		0.00	
OTHER CITY TAXES	4,830.40		271.71		0.00	
USE OF MONEY & PROPERTY	1,057.99	21.2%	0.00		3.15	
Total Income	383,606.62	54.9%	16,904.37	51.9%	1,752.15	
Gross Profit	383,606.62	54.9%	16,904.37	51.9%	1,752.15	
Expense						
COMMUNITY & ECONOMIC DEV.	9,268.70	61.8%	0.00		0.00	
CULTURE & RECREATION	18,998.85	43.2%	0.00		0.00	
DEBT SERVICE	0.00		1,811.62	5.6%	0.00	
GENERAL GOVERNMENT	71,486.82	65.8%	0.00		0.00	
Payroll Expenses	74.00		0.00		0.00	
PUBLIC SAFETY	173,179.40	48.2%	0.00		0.00	
PUBLIC WORKS	45,168.19	32.6%	0.00		0.00	
Total Expense	318,175.96	47.8%	1,811.62	5.6%	0.00	
Net Ordinary Income	65,430.66	199.4%	15,092.75	100.0%	1,752.15	
Net Income	65,430.66	199.4%	15,092.75	100.0%	1,752.15	100.0%

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

	GENERAL		DEBT SERVICE		POLICE FORFEITURE		
	Jul - Nov 14	% of Budget	Jul - Nov 14	Budget	Jul - Nov 14	Budget	% of Budget
Ordinary Income/Expense							
Income							
CHARGES FOR SERVICES							
Police Reports	0.00	0.0%	0.00		0.00		0.00
Rental Inspection	320.00	35.6%	0.00		0.00		0.00
Total CHARGES FOR SERVICES	320.00	32.0%	0.00		0.00		0.00
GENERAL PROPERTY TAXES							
Benefits Levies	0.00		0.00		0.00		0.00
Debt Service Levy	0.00		16,632.66	32,564.00	0.00		0.00
Insurance Levy	7,047.70		0.00		0.00		0.00
Library Services Levy	8,583.23	51.1%	0.00		0.00		0.00
Regular Property Tax	257,506.70	51.1%	0.00		0.00		0.00
Transit Levy	22,472.34	51.1%	0.00		0.00		0.00
Total GENERAL PROPERTY TAXES	285,609.97	51.1%	16,632.66	32,564.00	0.00		0.00
INTERGOVERNMENTAL/SHARED REVENUE							
Other State Grants/Reimburse.	0.00		0.00		1,749.00		0.00
Forfeiture Funds-IC	5,400.76		0.00		0.00		0.00
Seabelt Incent/Traffic Safety			0.00		1,749.00		0.00
Total Other State Grants/Reimburse.	5,400.76		0.00		1,749.00		0.00
State Shared Revenues							
Commercial Property Tax Rpicmnt	0.00	0.0%	0.00		0.00		0.00
Road Use/Street Construction	0.00		0.00		0.00		0.00
Total State Shared Revenues	0.00	0.0%	0.00		0.00		0.00
Total INTERGOVERNMENTAL/SHARED REVENUE	5,400.76	252.3%	0.00		1,749.00		0.00
LICENSES & PERMITS							
Beer/Wine/Liquor/Cig Permits	390.00	100.0%	0.00		0.00		0.00
Building/Equipment Permits	2,060.15	20.6%	0.00		0.00		0.00
Misc. Licenses/Permits	840.00	84.0%	0.00		0.00		0.00
Parking Permits	16,675.00	133.4%	0.00		0.00		0.00
Rental Permits							
Total Misc. Licenses/Permits	17,515.00	129.7%	0.00		0.00		0.00
Total LICENSES & PERMITS	19,965.15	83.6%	0.00		0.00		0.00
MISCELLANEOUS REVENUES							
Cable TV Franchise	11,555.68	77.0%	0.00		0.00		0.00
Contributions	250.00	100.0%	0.00		0.00		0.00
Fines							
Parking Fines	1,030.00	14.7%	0.00		0.00		0.00
Traffic Fines-Clk of Ct	43,382.67	68.9%	0.00		0.00		0.00
Total Fines	44,412.67	63.4%	0.00		0.00		0.00
Misc. Income							
Other	204.00	20.4%	0.00		0.00		0.00
Total Misc. Income	204.00	20.4%	0.00		0.00		0.00
Refunds and Reimbursements							
	0.00	0.0%	0.00		0.00		0.00
Total MISCELLANEOUS REVENUES	56,422.35	64.7%	0.00		0.00		0.00
OTHER CITY TAXES							
Utility Excise Tax	4,830.40		271.71		0.00		0.00
Total OTHER CITY TAXES	4,830.40		271.71		0.00		0.00
USE OF MONEY & PROPERTY							
Interest on Cash Investments	1,057.99	21.2%	0.00		3.15		0.00
Total USE OF MONEY & PROPERTY	1,057.99	21.2%	0.00		3.15		0.00
Total Income	383,606.62	54.9%	16,904.37	32,564.00	1,752.15		0.00
Gross Profit	383,606.62	54.9%	16,904.37	32,564.00	1,752.15		0.00

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

	GENERAL		DEBT SERVICE		POLICE FORFEITURE	
	Jul - Nov 14	% of Budget	Jul - Nov 14	Budget	Jul - Nov 14	% of Budget
Expense						
COMMUNITY & ECONOMIC DEV.						
Tree Trimming/Lawn Care	9,268.70	61.8%	0.00		0.00	
Total COMMUNITY & ECONOMIC DEV.	9,268.70	61.8%	0.00		0.00	
CULTURE & RECREATION						
Community Support Projects	110.00	22.0%	0.00		0.00	
Library	18,583.00	43.6%	0.00		0.00	
Parks						
Park Expenses	305.85	38.2%	0.00		0.00	
Total Parks	305.85	38.2%	0.00		0.00	
Total CULTURE & RECREATION	18,998.85	43.2%	0.00		0.00	
DEBT SERVICE						
Interest	0.00		1,811.62	3,564.00	0.00	50.8%
Principal	0.00		0.00	29,000.00	0.00	0.0%
Total DEBT SERVICE	0.00		1,811.62	32,564.00	0.00	5.8%
GENERAL GOVERNMENT						
City Hall & General Buildings						
Commodities						
Supplies	32.73	16.4%	0.00		0.00	
Total Commodities	32.73	16.4%	0.00		0.00	
Contractual						
Rents & Leases	6,871.15	58.6%	0.00		0.00	
Total Contractual	6,871.15	58.6%	0.00		0.00	
Employee Benefits & Costs						
FICA	0.00		0.00	3,564.00	0.00	
IPERS	0.00		0.00	29,000.00	0.00	
Medicare	0.00		0.00		0.00	
Total Employee Benefits & Costs	0.00		0.00		0.00	
Repair/Maint/Utilities						
City Hall Upgrades	2,211.15	88.4%	0.00		0.00	
Maintenance	134.00	13.4%	0.00		0.00	
Telecommunications	815.90	48.0%	0.00		0.00	
Utilities	488.71	28.7%	0.00		0.00	
Total Repair/Maint/Utilities	3,649.76	52.9%	0.00		0.00	
Salaries-Regular Part Time	240.00	48.0%	0.00		0.00	
Facilities Assistant	240.00	48.0%	0.00		0.00	
Total Salaries-Regular Part Time	480.00	48.0%	0.00		0.00	
Total City Hall & General Buildings	10,793.64	55.9%	0.00		0.00	
Clerk/Treasurer & Finance Admin						
Commodities						
Hardware/Software	0.00	0.0%	0.00		0.00	
Minor Equipment/Supplies/Techno	165.00	23.6%	0.00		0.00	
Office Supplies and Postage	768.78	76.9%	0.00		0.00	
Taping meetings	433.29	43.3%	0.00		0.00	
Total Commodities	1,367.07	36.9%	0.00		0.00	
Contractual Services						
Accounting Fees	625.00	19.5%	0.00		0.00	
Bank/CCard Fees	71.42	142.8%	0.00		0.00	
Legal Publications	1,161.33	38.7%	0.00		0.00	
Meeting Set Up Fees	168.00		0.00		0.00	
Printing/Copying	409.70	81.9%	0.00		0.00	
Technology Services	419.75	56.0%	0.00		0.00	
Total Contractual Services	2,855.20	38.1%	0.00		0.00	

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

	GENERAL		DEBT SERVICE		POLICE FORFEITURE	
	Jul - Nov 14	% of Budget	Jul - Nov 14	Budget	Jul - Nov 14	% of Budget
Employee Benefits & Costs						
FICA	0.00		0.00		0.00	
IPERS	0.00		0.00		0.00	
Medicare	0.00		0.00		0.00	
Unemployment Compensation	0.00		0.00		0.00	
Total Employee Benefits & Costs	0.00		0.00		0.00	
Salaries-Regular Part Time	4,558.90	48.0%	0.00		0.00	
Clerk, Treasurer, Historian	4,558.90	48.0%	0.00		0.00	
Total Salaries-Regular Part Time	4,558.90	48.0%	0.00		0.00	
Staff Development						
Dues & Memberships						
Chamber of Commerce	0.00	0.0%	0.00		0.00	
Dues and Memberships	0.00	0.0%	0.00		0.00	
IA League of Cities	692.00	113.1%	0.00		0.00	
JCOG Assessment	1,978.80	98.9%	0.00		0.00	
Total Dues & Memberships	2,670.80	73.9%	0.00		0.00	
Total Staff Development	2,670.80	73.9%	0.00		0.00	
Total Clerk/Treasurer & Finance Admin	11,451.97	47.1%	0.00		0.00	
Legal Services	40,949.46	81.9%	0.00		0.00	
Mayor/Council Operations						
Employee Benefits & Costs	0.00		0.00		0.00	
FICA	0.00		0.00		0.00	
IPERS-Council	0.00		0.00		0.00	
Medicare	0.00		0.00		0.00	
Unemployment Compensation	0.00		0.00		0.00	
Total Employee Benefits & Costs	0.00		0.00		0.00	
Salaries-Regular Part Time	800.00	20.0%	0.00		0.00	
Council	491.75	25.0%	0.00		0.00	
Mayor	1,291.75	21.6%	0.00		0.00	
Total Salaries-Regular Part Time	1,291.75	21.6%	0.00		0.00	
Total Mayor/Council Operations	1,291.75	21.6%	0.00		0.00	
TIF Analysis	7,000.00	0.0%	0.00		0.00	
Tort Liability Insurance	0.00	0.0%	0.00		0.00	
Total GENERAL GOVERNMENT	71,486.82	65.8%	0.00		0.00	
Payroll Expenses	74.00		0.00		0.00	
PUBLIC SAFETY						
Building Inspections	7,385.00	48.6%	0.00		0.00	
Building / Rental Inspection	7,385.00	48.6%	0.00		0.00	
Total Building Inspections	7,385.00	48.6%	0.00		0.00	
Crossing Guard						
Employee Benefits & Costs	0.00		0.00		0.00	
FICA	0.00		0.00		0.00	
IPERS	0.00		0.00		0.00	
Medicare	0.00		0.00		0.00	
Unemployment Compensation	0.00		0.00		0.00	
Total Employee Benefits & Costs	0.00		0.00		0.00	
Salaries	1,612.50	35.8%	0.00		0.00	
Crossing Guard	1,612.50	35.8%	0.00		0.00	
Total Salaries	1,612.50	35.8%	0.00		0.00	
Supplies	0.00	0.0%	0.00		0.00	
Total Crossing Guard	1,612.50	34.3%	0.00		0.00	

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

	GENERAL			DEBT SERVICE			POLICE FORFEITURE		
	Jul - Nov 14	% of Budget	Budget	Jul - Nov 14	% of Budget	Budget	Jul - Nov 14	% of Budget	Budget
Fire									
Contracts w/Other Agencies									
Coralville Fire Dept¹	15,214.96		31,820.00		47.8%			0.00	
Hydrant Flush-City of Iowa City	1,672.00		2,000.00		83.6%			0.00	
Total Contracts w/Other Agencies	16,886.96		33,820.00		49.9%			0.00	
Total Fire	16,886.96		33,820.00		49.9%			0.00	
Hazmat-Johnson County Police	525.50		263.00		199.8%			0.00	
Commodities									
Car Purchase	0.00		16,000.00		0.0%			0.00	
Major Equipment	2,122.00		3,000.00		70.7%			0.00	
Car Equipment	2,122.00		3,000.00		70.7%			0.00	
Total Major Equipment	2,122.00		3,000.00		70.7%			0.00	
Minor Equipment									
Operating Police Equipment	1,999.00		1,500.00		133.3%			0.00	
Regular Officer Uniform	3,036.60		3,500.00		86.8%			0.00	
Total Minor Equipment	5,035.60		5,000.00		100.7%			0.00	
Supplies									
Ammunition	3,240.00		3,500.00		92.6%			0.00	
Office Supplies	998.75		3,000.00		33.3%			0.00	
Operating Supplies	194.46		3,000.00		6.5%			0.00	
Other Supplies	63.89		2,000.00		3.2%			0.00	
Postage/Shipping	0.00		300.00		0.0%			0.00	
Total Supplies	4,497.10		11,800.00		38.1%			0.00	
Total Commodities	11,654.70		35,800.00		32.6%			0.00	
Contractual Services									
Garage Rental	1,200.00		2,400.00		50.0%			0.00	
Payments to Other Agencies	0.00		300.00		0.0%			0.00	
County Jail/Service/Filing Fees	0.00		150.00		0.0%			0.00	
Evidence testing	0.00		500.00		0.0%			0.00	
Tech. Services Bureau - St. IA	0.00		950.00		0.0%			0.00	
Total Payments to Other Agencies	0.00		4,800.00		0.0%			0.00	
Police Insurance-Car/Liability	0.00		1,000.00		0.0%			0.00	
Printing/Copying	0.00		500.00		0.0%			0.00	
Prof Serv-Psych Testing-Physica	0.00		9,650.00		12.4%			0.00	
Total Contractual Services	1,200.00		9,650.00		12.4%			0.00	
Police Benefits & Costs									
Police FICA	0.00							0.00	
Police Health Insurance	0.00							0.00	
Police IPERS	0.00							0.00	
Police Medicare	0.00							0.00	
Police SUTA	0.00							0.00	
Police Workers Compensation	0.00							0.00	
Total Police Benefits & Costs	0.00							0.00	
Police Gross Wages									
Holiday & Other Pay	8,566.56		28,000.00		30.6%			0.00	
Police Gross Wages	112,495.73		188,800.00		59.6%			0.00	
Salaries-Reserves	0.00		24.00		0.0%			0.00	
Total Police Gross Wages	121,062.29		216,824.00		55.8%			0.00	
Repair/Maint/Utilities									
Telecommunications Expense	1,218.40		1,000.00		121.8%			0.00	
IT Support	1,398.05		2,400.00		58.3%			0.00	
Verizon/Pager Fees/Medicom	2,616.45		3,400.00		77.0%			0.00	
Total Telecommunications Expense	5,232.90		6,800.00		77.0%			0.00	

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

	GENERAL			DEBT SERVICE			POLICE FORFEITURE		
	Jul - Nov 14	% of Budget	Jul - Nov 14	Budget	% of Budget	Jul - Nov 14	Budget	% of Budget	
Vehicle Operations									
Fuel	4,584.60	28.7%	0.00			0.00		0.00	
Other	0.00	0.0%	0.00			0.00		0.00	
Washes	134.76	19.3%	0.00			0.00		0.00	
<u>Total Vehicle Operations</u>	<u>4,719.36</u>	<u>27.4%</u>	<u>0.00</u>			<u>0.00</u>		<u>0.00</u>	
Vehicle Repair									
Bicycle Maint/Repair	0.00	0.0%	0.00			0.00		0.00	
Car Maint/Repair	3,030.18	33.7%	0.00			0.00		0.00	
<u>Total Vehicle Repair</u>	<u>3,030.18</u>	<u>32.9%</u>	<u>0.00</u>			<u>0.00</u>		<u>0.00</u>	
Total Repair/Maint/Utilities	10,365.99	34.8%	0.00			0.00		0.00	
Staff Development									
Regular Officer Training									
Academy Training	0.00	0.0%	0.00			0.00		0.00	
Skills Training/Testing	2,486.46	62.2%	0.00			0.00		0.00	
Training Supplies	0.00	0.0%	0.00			0.00		0.00	
<u>Total Regular Officer Training</u>	<u>2,486.46</u>	<u>19.1%</u>	<u>0.00</u>			<u>0.00</u>		<u>0.00</u>	
Total Staff Development	2,486.46	19.1%	0.00			0.00		0.00	
Total Police	146,769.44	48.1%	0.00			0.00		0.00	
Total PUBLIC SAFETY	173,179.40	48.2%	0.00			0.00		0.00	
PUBLIC WORKS									
Other Public Works									
Contracts-Other Agencies									
IC Animal Center	478.70	39.9%	0.00			0.00		0.00	
IC Bus Service	14,800.85	41.6%	0.00			0.00		0.00	
SEATS Service	3,518.30	41.7%	0.00			0.00		0.00	
<u>Total Contracts-Other Agencies</u>	<u>18,797.85</u>	<u>41.6%</u>	<u>0.00</u>			<u>0.00</u>		<u>0.00</u>	
Total Other Public Works	18,797.85	41.6%	0.00			0.00		0.00	
Roads, Bridges, & Sidewalks									
Contractual Services									
Engineering Fees	14,689.34	29.4%	0.00			0.00		0.00	
Repairs/Improvements									
ADA Transition Plan	0.00		0.00			0.00		0.00	
Asphalt patch projects	0.00		0.00			0.00		0.00	
Capital Improvement Plan	0.00	0.0%	0.00			0.00		0.00	
Local panel replacements	0.00		0.00			0.00		0.00	
Oakcrest storm intake	0.00		0.00			0.00		0.00	
Pavement management	0.00		0.00			0.00		0.00	
Sidewalk Repairs	0.00		0.00			0.00		0.00	
Traffic sign assessment/mgmt	0.00		0.00			0.00		0.00	
<u>Total Repairs/Improvements</u>	<u>0.00</u>	<u>0.0%</u>	<u>0.00</u>			<u>0.00</u>		<u>0.00</u>	
Striping/Curb Renumbering	0.00		0.00			0.00		0.00	
<u>Total Contractual Services</u>	<u>14,689.34</u>	<u>26.7%</u>	<u>0.00</u>			<u>0.00</u>		<u>0.00</u>	
Snow Removal-Contractual									
Storm water permit	0.00		0.00			0.00		0.00	
Street Lighting Electricity	1,250.00	41.7%	0.00			0.00		0.00	
Street Sweeping-Contractual	0.00		0.00			0.00		0.00	
Traffic Controls and Safety									
Street Signs-Commodities	0.00		0.00			0.00		0.00	
Traffic Light Electricity	0.00		0.00			0.00		0.00	
<u>Total Traffic Controls and Safety</u>	<u>0.00</u>		<u>0.00</u>			<u>0.00</u>		<u>0.00</u>	
Total Roads, Bridges, & Sidewalks	15,939.34	27.5%	0.00			0.00		0.00	

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

	GENERAL		DEBT SERVICE		POLICE FORFEITURE		
	Jul - Nov 14	% of Budget	Jul - Nov 14	Budget	Jul - Nov 14	Budget	% of Budget
Sanitation							
Contractual							
Grandview Recycling	0.00						
Leaf Vacuuming	0.00	0.0%	0.00		0.00		0.00
Trash/Recycling	10,431.00	50.0%	0.00		0.00		0.00
Total Contractual	10,431.00	29.3%	0.00		0.00		0.00
Total Sanitation	10,431.00	29.3%	0.00		0.00		0.00
Total PUBLIC WORKS	45,168.19	32.6%	0.00		0.00		0.00
Total Expense	318,175.96	47.8%	1,811.62	32,564.00	0.00		5.6%
Net Ordinary Income	65,430.66	199.4%	15,092.75	0.00	1,752.15		100.0%
Net Income	65,430.66	199.4%	15,092.75	0.00	1,752.15		100.0%

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

	ROAD USE TAX		EMPLOYEE BENEFITS		TOTAL	
	Jul - Nov 14	% of Budget	Jul - Nov 14	Budget	Jul - Nov 14	Budget
Ordinary Income/Expense						
Income						
CHARGES FOR SERVICES						
Police Reports	0.00		0.00		0.00	0.0%
Rental Inspection	0.00		0.00		320.00	35.6%
Total CHARGES FOR SERVICES	0.00		0.00		320.00	32.0%
GENERAL PROPERTY TAXES						
Benefits Levies	0.00		33,691.08	65,993.62	33,691.08	51.1%
Debt Service Levy	0.00		0.00		16,632.66	51.1%
Insurance Levy	0.00		0.00		7,047.70	51.1%
Library Services Levy	0.00		0.00		8,583.23	51.1%
Regular Property Tax	0.00		0.00		257,506.70	51.1%
Transit Levy	0.00		0.00		22,472.34	51.1%
Total GENERAL PROPERTY TAXES	0.00		33,691.08	65,993.62	345,933.71	51.1%
INTERGOVERNMENTAL/SHARED REVENUE						
Other State Grants/Reimburse.	0.00		0.00		1,749.00	100.0%
Forfeiture Funds-IC	0.00		0.00		5,400.76	100.0%
Seatbelt Incent/Traffic Safety	0.00		0.00		7,149.76	100.0%
Total Other State Grants/Reimburse.	0.00		0.00		0.00	
State Shared Revenues	0.00		0.00		0.00	
Commercial Property Tax Rplcmt	0.00		0.00		2,141.00	0.0%
Road Use/Street Construction	49,063.03	46.7%	0.00		49,063.03	46.7%
Total State Shared Revenues	49,063.03	46.7%	0.00		49,063.03	45.8%
Total INTERGOVERNMENTAL/SHARED REVENUE	49,063.03	46.7%	0.00		56,212.79	52.5%
LICENSES & PERMITS						
Beer/Wine/Liquor/Cig Permits	0.00		0.00		390.00	100.0%
Building/Equipment Permits	0.00		0.00		2,060.15	20.6%
Misc. Licenses/Permits	0.00		0.00		840.00	84.0%
Parking Permits	0.00		0.00		16,675.00	133.4%
Rental Permits	0.00		0.00		17,515.00	129.7%
Total Misc. Licenses/Permits	0.00		0.00		19,965.15	83.6%
Total LICENSES & PERMITS	0.00		0.00		23,890.00	
MISCELLANEOUS REVENUES						
Cable TV Franchise	0.00		0.00		11,555.68	77.0%
Contributions	0.00		0.00		250.00	100.0%
Fines	0.00		0.00		1,030.00	14.7%
Parking Fines	0.00		0.00		43,382.67	68.9%
Traffic Fines-Clk of Ct	0.00		0.00		44,412.67	63.4%
Total Fines	0.00		0.00		70,000.00	
Misc. Income	0.00		0.00		1,000.00	20.4%
Other	0.00		0.00		204.00	20.4%
Total Misc. Income	0.00		0.00		1,000.00	0.0%
Refunds and Reimbursements	0.00		0.00		0.00	0.0%
Total MISCELLANEOUS REVENUES	0.00		0.00		87,250.00	64.7%
OTHER CITY TAXES						
Utility Excise Tax	0.00		550.66		5,652.77	100.0%
Total OTHER CITY TAXES	0.00		550.66		5,652.77	100.0%
USE OF MONEY & PROPERTY						
Interest on Cash Investments	0.00		138.63		1,199.77	24.0%
Total USE OF MONEY & PROPERTY	0.00		138.63		1,199.77	24.0%
Total Income	49,063.03	46.7%	34,380.37	65,993.62	485,706.54	53.9%
Gross Profit	49,063.03	46.7%	34,380.37	65,993.62	901,744.62	53.9%

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

Expense	ROAD USE TAX		EMPLOYEE BENEFITS		TOTAL	
	Jul - Nov 14	% of Budget	Jul - Nov 14	Budget	Budget	% of Budget
COMMUNITY & ECONOMIC DEV.						
Tree Trimming/Lawn Care	0.00		0.00		15,000.00	61.8%
Total COMMUNITY & ECONOMIC DEV.	0.00		0.00		15,000.00	61.8%
CULTURE & RECREATION						
Community Support Projects	0.00		0.00		500.00	22.0%
Library	0.00		0.00		42,646.00	43.6%
Parks						
Part Expenses	0.00		0.00		800.00	38.2%
Total Parks	0.00		0.00		800.00	38.2%
Total CULTURE & RECREATION	0.00		0.00		43,946.00	43.2%
DEBT SERVICE						
Interest	0.00		0.00		3,564.00	50.8%
Principal	0.00		0.00		29,000.00	0.0%
Total DEBT SERVICE	0.00		0.00		32,564.00	5.6%
GENERAL GOVERNMENT						
City Hall & General Buildings						
Commodities						
Supplies	0.00		0.00		200.00	16.4%
Total Commodities	0.00		0.00		200.00	16.4%
Contractual						
Rents & Leases	0.00		0.00		11,720.00	58.6%
Total Contractual	0.00		0.00		11,720.00	58.6%
Employee Benefits & Costs						
FICA	0.00		0.00	31.00	31.00	0.0%
IPERS	0.00		0.00	44.90	44.90	0.0%
Medicare	0.00		0.00	7.25	7.25	0.0%
Total Employee Benefits & Costs	0.00		0.00	83.15	83.15	0.0%
Repair/Maint/Utilities						
City Hall Upgrades	0.00		0.00		2,500.00	88.4%
Maintenance	0.00		0.00		1,000.00	13.4%
Telecommunications	0.00		0.00		815.90	48.0%
Utilities	0.00		0.00		1,700.00	28.7%
Total Repair/Maint/Utilities	0.00		0.00		6,900.00	52.9%
Salaries-Regular Part Time						
Facilities Assistant	0.00		0.00		500.00	48.0%
Total Salaries-Regular Part Time	0.00		0.00		500.00	48.0%
Total City Hall & General Buildings	0.00		0.00	83.15	19,403.15	55.6%
Clerk/Treasurer & Finance Admin						
Commodities						
Hardware/Software	0.00		0.00		1,000.00	0.0%
Minor Equipment/Supplies/Techno	0.00		0.00		700.00	23.6%
Office Supplies and Postage	0.00		0.00		768.78	76.9%
Taping meetings	0.00		0.00		433.29	43.3%
Total Commodities	0.00		0.00		3,700.00	36.9%
Contractual Services						
Accounting Fees	0.00		0.00		3,200.00	19.5%
Bank/CCard Fees	0.00		0.00		50.00	142.8%
Legal Publications	0.00		0.00		3,000.00	38.7%
Meeting Set Up Fees	0.00		0.00		1,161.33	100.0%
Printing/Copying	0.00		0.00		168.00	0.00
Technology Services	0.00		0.00		409.70	81.9%
Total Contractual Services	0.00		0.00		7,500.00	56.0%
Total Contractual Services	0.00		0.00		7,500.00	38.1%

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

	ROAD USE TAX			EMPLOYEE BENEFITS			TOTAL		
	Jul - Nov 14	Budget	% of Budget	Jul - Nov 14	Budget	% of Budget	Jul - Nov 14	Budget	% of Budget
Employee Benefits & Costs									
FICA	0.00	589.00	50.5%	297.54	589.00	50.5%	297.54	589.00	50.5%
IPERS	0.00	853.10	50.2%	428.53	853.10	50.2%	428.53	853.10	50.2%
Medicare	0.00	137.75	50.5%	69.59	137.75	50.5%	69.59	137.75	50.5%
Unemployment Compensation	0.00	60.00	120.0%	71.98	60.00	120.0%	71.98	60.00	120.0%
Total Employee Benefits & Costs	0.00	1,639.85	52.9%	867.64	1,639.85	52.9%	867.64	1,639.85	52.9%
Salaries-Regular Part Time	0.00			0.00			4,558.90	9,500.00	48.0%
Clerk, Treasurer, Historian	0.00			0.00			4,558.90	9,500.00	48.0%
Total Salaries-Regular Part Time	0.00			0.00			4,558.90	9,500.00	48.0%
Staff Development									
Dues & Memberships	0.00			0.00			0.00	500.00	0.0%
Chamber of Commerce	0.00			0.00			0.00	500.00	0.0%
Dues and Memberships	0.00			0.00			692.00	612.00	113.1%
IA League of Cities	0.00			0.00			1,978.80	2,000.00	98.9%
JCOG Assessment	0.00			0.00			2,670.80	3,612.00	73.9%
Total Dues & Memberships	0.00			0.00			2,670.80	3,612.00	73.9%
Total Staff Development	0.00			0.00			2,670.80	3,612.00	73.9%
Total Clerk/Treasurer & Finance Admin	0.00	1,639.85	52.9%	867.64	1,639.85	52.9%	12,319.61	25,951.85	47.5%
Legal Services	0.00			0.00			40,949.46	50,000.00	81.9%
Mayor/Council Operations	0.00			0.00			40,949.46	50,000.00	81.9%
Employee Benefits & Costs									
FICA	0.00	369.95	21.6%	80.09	369.95	21.6%	80.09	369.95	21.6%
IPERS-Council	0.00	89.80	19.9%	17.86	89.80	19.9%	17.86	89.80	19.9%
Medicare	0.00	86.52	21.6%	18.73	86.52	21.6%	18.73	86.52	21.6%
Unemployment Compensation	0.00	40.00	48.5%	19.38	40.00	48.5%	19.38	40.00	48.5%
Total Employee Benefits & Costs	0.00	586.27	23.2%	136.06	586.27	23.2%	136.06	586.27	23.2%
Salaries-Regular Part Time	0.00			0.00			800.00	4,000.00	20.0%
Council	0.00			0.00			491.75	1,967.00	25.0%
Mayor	0.00			0.00			1,291.75	5,967.00	21.6%
Total Salaries-Regular Part Time	0.00			0.00			1,291.75	5,967.00	21.6%
Total Mayor/Council Operations	0.00	586.27	23.2%	136.06	586.27	23.2%	1,427.81	6,553.27	21.8%
TIF Analysis	0.00			0.00			7,000.00	0.00	100.0%
Tort Liability Insurance	0.00			0.00			0.00	9,000.00	0.0%
Total GENERAL GOVERNMENT	0.00	2,309.27	43.5%	1,003.70	2,309.27	43.5%	72,490.52	110,908.27	65.4%
Payroll Expenses	0.00			0.00			74.00	0.00	100.0%
PUBLIC SAFETY									
Building Inspections	0.00			0.00			7,385.00	15,200.00	48.6%
Building / Rental Inspection	0.00			0.00			7,385.00	15,200.00	48.6%
Total Building Inspections	0.00			0.00			7,385.00	15,200.00	48.6%
Crossing Guard									
Employee Benefits & Costs	0.00	279.00	35.3%	98.42	279.00	35.3%	98.42	279.00	35.3%
FICA	0.00	404.10	35.1%	141.78	404.10	35.1%	141.78	404.10	35.1%
IPERS	0.00	65.25	35.3%	23.02	65.25	35.3%	23.02	65.25	35.3%
Medicare	0.00	30.00	79.4%	23.81	30.00	79.4%	23.81	30.00	79.4%
Unemployment Compensation	0.00	778.35	36.9%	287.03	778.35	36.9%	287.03	778.35	36.9%
Total Employee Benefits & Costs	0.00	778.35	36.9%	287.03	778.35	36.9%	287.03	778.35	36.9%
Salaries									
Crossing Guard	0.00			0.00			1,612.50	4,500.00	35.8%
Total Salaries	0.00			0.00			1,612.50	4,500.00	35.8%
Supplies	0.00			0.00			0.00	200.00	0.0%
Total Crossing Guard	0.00	778.35	36.9%	287.03	778.35	36.9%	1,899.53	5,478.35	34.7%

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

	ROAD USE TAX			EMPLOYEE BENEFITS			TOTAL		
	Jul - Nov 14	Budget	% of Budget	Jul - Nov 14	Budget	% of Budget	Jul - Nov 14	Budget	% of Budget
Fire									
Contracts w/Other Agencies	0.00						15,214.96	31,820.00	47.8%
Coralville Fire Dept	0.00			0.00			1,672.00	2,000.00	83.6%
Hydrant Flush-City of Iowa City									
Total Contracts w/Other Agencies	0.00			0.00			16,886.96	33,820.00	49.9%
Total Fire	0.00			0.00			16,886.96	33,820.00	49.9%
Hazmat-Johnson County	0.00			0.00			525.50	263.00	199.8%
Police									
Commodities									
Car Purchase	0.00			0.00			0.00	16,000.00	0.0%
Major Equipment	0.00			0.00			2,122.00	3,000.00	70.7%
Car Equipment	0.00			0.00			2,122.00	3,000.00	70.7%
Total Major Equipment	0.00			0.00			4,244.00	6,000.00	70.7%
Minor Equipment	0.00			0.00			1,999.00	1,500.00	133.3%
Operating Police Equipment	0.00			0.00			3,036.60	3,500.00	86.8%
Regular Officer Uniform	0.00			0.00			5,035.60	5,000.00	100.7%
Total Minor Equipment	0.00			0.00			8,072.20	8,500.00	95.0%
Supplies									
Ammunition	0.00			0.00			3,240.00	3,500.00	92.6%
Office Supplies	0.00			0.00			998.75	3,000.00	33.3%
Operating Supplies	0.00			0.00			194.46	3,000.00	6.5%
Other Supplies	0.00			0.00			63.89	2,000.00	3.2%
Postage/Shipping	0.00			0.00			0.00	300.00	0.0%
Total Supplies	0.00			0.00			4,497.10	11,800.00	38.1%
Total Commodities	0.00			0.00			11,654.70	35,800.00	32.6%
Contractual Services									
Garage Rental	0.00			0.00			1,200.00	2,400.00	50.0%
Payments to Other Agencies	0.00			0.00			0.00	300.00	0.0%
County Jail/Service/Filing Fees	0.00			0.00			0.00	150.00	0.0%
Evidence testing	0.00			0.00			0.00	500.00	0.0%
Tech. Services Bureau - St. IA	0.00			0.00			0.00	950.00	0.0%
Total Payments to Other Agencies	0.00			0.00			0.00	4,800.00	0.0%
Police Insurance-Car/Liability	0.00			0.00			0.00	1,000.00	0.0%
Printing/Copying	0.00			0.00			0.00	500.00	0.0%
Prof Serv-Psych Testing-Physica	0.00			0.00			1,200.00	9,650.00	12.4%
Total Contractual Services	0.00			0.00			1,200.00	9,650.00	12.4%
Police Benefits & Costs									
Police FICA	0.00			7,505.86	13,443.09	55.8%	7,505.86	13,443.09	55.8%
Police Health Insurance	0.00			8,433.00	8,433.00	80.1%	6,757.43	8,433.00	80.1%
Police IPERS	0.00			11,898.93	21,985.95	54.1%	11,898.93	21,985.95	54.1%
Police Medicare	0.00			1,755.38	3,143.95	55.8%	1,755.38	3,143.95	55.8%
Police SUTA	0.00			682.42	900.00	75.8%	682.42	900.00	75.8%
Police Workers Compensation	0.00			984.00	15,000.00	6.6%	984.00	15,000.00	6.6%
Total Police Benefits & Costs	0.00			29,584.02	62,905.99	47.0%	29,584.02	62,905.99	47.0%
Police Gross Wages									
Holiday & Other Pay	0.00			0.00			8,566.56	28,000.00	30.6%
Police Gross Wages	0.00			0.00			112,495.73	188,800.00	59.6%
Salaries-Reserves	0.00			0.00			0.00	24.00	0.0%
Total Police Gross Wages	0.00			0.00			121,062.29	216,824.00	55.8%
Repair/Maint/Utilities									
Telecommunications Expense	0.00			0.00			1,218.40	1,000.00	121.8%
IT Support	0.00			0.00			1,398.05	2,400.00	58.3%
Verizon/Pager Fees/Mediacom	0.00			0.00			2,616.45	3,400.00	77.0%
Total Telecommunications Expense	0.00			0.00			5,232.85	6,800.00	77.0%

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

	ROAD USE TAX		EMPLOYEE BENEFITS		TOTAL	
	Jul - Nov 14	% of Budget	Jul - Nov 14	% of Budget	Jul - Nov 14	% of Budget
Vehicle Operations						
Fuel	0.00	0.00	0.00	0.00	4,584.60	28.7%
Other	0.00	0.00	0.00	0.00	500.00	0.0%
Washes	0.00	0.00	0.00	0.00	134.76	19.3%
Total Vehicle Operations	0.00	0.00	0.00	0.00	4,719.36	27.4%
Vehicle Repair						
Bicycle Maint/Repair	0.00	0.00	0.00	0.00	0.00	0.0%
Car Maint/Repair	0.00	0.00	0.00	0.00	3,030.18	33.7%
Total Vehicle Repair	0.00	0.00	0.00	0.00	9,200.00	32.9%
Total Repair/Maint/Utilities	0.00	0.00	0.00	0.00	10,385.99	34.8%
Staff Development						
Regular Officer Training	0.00	0.00	0.00	0.00	0.00	0.0%
Academy Training	0.00	0.00	0.00	0.00	2,486.46	62.2%
Skills Training/Testing	0.00	0.00	0.00	0.00	0.00	0.0%
Training Supplies	0.00	0.00	0.00	0.00	2,486.46	19.1%
Total Regular Officer Training	0.00	0.00	0.00	0.00	13,000.00	19.1%
Total Staff Development	0.00	0.00	0.00	0.00	13,000.00	19.1%
Total Police	0.00	0.00	29,584.02	47.0%	176,353.46	47.9%
Total PUBLIC SAFETY	0.00	0.00	29,871.05	46.9%	203,050.45	48.0%
PUBLIC WORKS						
Other Public Works						
Contracts-Other Agencies	0.00	0.00	0.00	0.00	478.70	39.9%
IC Animal Center	0.00	0.00	0.00	0.00	14,800.85	41.6%
IC Bus Service	0.00	0.00	0.00	0.00	3,518.30	41.7%
SEATS Service	0.00	0.00	0.00	0.00	8,444.00	41.7%
Total Contracts-Other Agencies	0.00	0.00	0.00	0.00	18,797.85	41.6%
Total Other Public Works	0.00	0.00	0.00	0.00	18,797.85	41.6%
Roads, Bridges, & Sidewalks						
Contractual Services	0.00	0.00	0.00	0.00	14,689.34	29.4%
Engineering Fees	0.00	0.00	0.00	0.00	0.00	0.0%
Repairs/Improvements	10,532.65	105.3%	0.00	0.00	10,532.65	105.3%
ADA Transition Plan	120.00	3.0%	0.00	0.00	120.00	3.0%
Asphalt patch projects	0.00	0.0%	0.00	0.00	0.00	0.0%
Capital Improvement Plan	0.00	0.0%	0.00	0.00	0.00	0.0%
Local panel replacements	0.00	0.0%	0.00	0.00	0.00	0.0%
Oakcrest storm intake	0.00	0.0%	0.00	0.00	0.00	0.0%
Pavement management	0.00	0.0%	0.00	0.00	0.00	0.0%
Sidewalk Repairs	4,229.35	16.7%	0.00	0.00	4,229.35	100.0%
Traffic sign assessment/mgmt	585.00	23.6%	0.00	0.00	585.00	16.7%
Total Repairs/Improvements	15,467.00	23.6%	0.00	0.00	15,467.00	21.9%
Striping/Curb Renumbering	5,562.00	101.1%	0.00	0.00	5,562.00	101.1%
Total Contractual Services	21,029.00	29.6%	0.00	0.00	35,718.34	28.3%
Snow Removal-Contractual	0.00	0.0%	0.00	0.00	0.00	0.0%
Storm water permit	0.00	0.0%	0.00	0.00	1,250.00	41.7%
Street Lighting Electricity	3,438.49	42.3%	0.00	0.00	3,438.49	42.3%
Street Sweeping-Contractual	0.00	0.0%	0.00	0.00	0.00	0.0%
Traffic Controls and Safety						
Street Signs-Commodities	0.00	0.0%	0.00	0.00	100.00	0.0%
Traffic Light Electricity	353.66	39.3%	0.00	0.00	353.66	39.3%
Total Traffic Controls and Safety	353.66	35.4%	0.00	0.00	1,000.00	35.4%
Total Roads, Bridges, & Sidewalks	24,821.15	21.8%	0.00	0.00	40,760.49	23.7%

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

	ROAD USE TAX		EMPLOYEE BENEFITS		TOTAL	
	Jul - Nov 14	% of Budget	Jul - Nov 14	% of Budget	Jul - Nov 14	% of Budget
Sanitation						
Contractual						
Grandview Recycling	0.00		0.00		0.00	0.0%
Leaf Vacuuming	0.00		0.00		0.00	0.0%
Trash/Recycling	0.00		0.00		10,431.00	50.0%
Total Contractual	0.00		0.00		10,431.00	29.3%
Total Sanitation	0.00		0.00		10,431.00	29.3%
Total PUBLIC WORKS	24,821.15	21.8%	0.00		69,989.34	27.7%
Total Expense	24,821.15	21.8%	30,874.75	46.8%	375,683.48	42.8%
Net Ordinary Income	24,241.88	-281.1%	3,505.62	35,056,200.0%	110,023.06	454.7%
Net Income	24,241.88	-281.1%	3,505.62	35,056,200.0%	110,023.06	454.7%

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

	Jul - Nov 14	Budget	% of Budget
Ordinary Income/Expense			
Income			
CHARGES FOR SERVICES			
Police Reports	0.00	100.00	0.0%
Rental Inspection	320.00	900.00	35.6%
Total CHARGES FOR SERVICES	320.00	1,000.00	32.0%
GENERAL PROPERTY TAXES			
Benefits Levies	33,691.08	65,993.62	51.1%
Debt Service Levy	16,632.66	32,564.00	51.1%
Insurance Levy	7,047.70	13,800.00	51.1%
Library Services Levy	8,583.23	16,809.00	51.1%
Regular Property Tax	257,506.70	504,296.00	51.1%
Transit Levy	22,472.34	44,001.00	51.1%
Total GENERAL PROPERTY TAXES	345,933.71	677,463.62	51.1%
INTERGOVERNMENTAL/SHARED REVENUE			
Other State Grants/Reimburse.			
Forfeiture Funds-IC	1,749.00		
Seatbelt Incent/Traffic Safety	5,400.76		
Total Other State Grants/Reimburse.	7,149.76		
State Shared Revenues			
Commercial Property Tax Rplcmnt	0.00	2,141.00	0.0%
Road Use/Street Construction	49,063.03	105,000.00	46.7%
Total State Shared Revenues	49,063.03	107,141.00	45.8%
Total INTERGOVERNMENTAL/SHARED REVEN...	56,212.79	107,141.00	52.5%
LICENSES & PERMITS			
Beer/Wine/Liquor/Cig Permits	390.00	390.00	100.0%
Building/Equipment Permits	2,060.15	10,000.00	20.6%
Misc. Licenses/Permits			
Parking Permits	840.00	1,000.00	84.0%
Rental Permits	16,675.00	12,500.00	133.4%
Total Misc. Licenses/Permits	17,515.00	13,500.00	129.7%
Total LICENSES & PERMITS	19,965.15	23,890.00	83.6%
MISCELLANEOUS REVENUES			
Cable TV Franchise	11,555.68	15,000.00	77.0%
Contributions	250.00	250.00	100.0%
Fines			
Parking Fines	1,030.00	7,000.00	14.7%
Traffic Fines-Clk of Ct	43,382.67	63,000.00	68.9%
Total Fines	44,412.67	70,000.00	63.4%
Misc. Income			
Other	204.00	1,000.00	20.4%
Total Misc. Income	204.00	1,000.00	20.4%
Refunds and Reimbursements	0.00	1,000.00	0.0%
Total MISCELLANEOUS REVENUES	56,422.35	87,250.00	64.7%
OTHER CITY TAXES			
Utility Excise Tax	5,652.77		
Total OTHER CITY TAXES	5,652.77		
USE OF MONEY & PROPERTY			
Interest on Cash Investments	1,199.77	5,000.00	24.0%
Total USE OF MONEY & PROPERTY	1,199.77	5,000.00	24.0%
Total Income	485,706.54	901,744.62	53.9%
Gross Profit	485,706.54	901,744.62	53.9%

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

Expense	Jul - Nov 14	Budget	% of Budget
COMMUNITY & ECONOMIC DEV.			
Tree Trimming/Lawn Care	9,268.70	15,000.00	61.8%
Total COMMUNITY & ECONOMIC DEV.	9,268.70	15,000.00	61.8%
CULTURE & RECREATION			
Community Support Projects	110.00	500.00	22.0%
Library	18,583.00	42,646.00	43.6%
Parks			
Park Expenses	305.85	800.00	38.2%
Total Parks	305.85	800.00	38.2%
Total CULTURE & RECREATION	18,998.85	43,946.00	43.2%
DEBT SERVICE			
Interest	1,811.62	3,564.00	50.8%
Principal	0.00	29,000.00	0.0%
Total DEBT SERVICE	1,811.62	32,564.00	5.6%
GENERAL GOVERNMENT			
City Hall & General Buildings			
Commodities			
Supplies	32.73	200.00	16.4%
Total Commodities	32.73	200.00	16.4%
Contractual			
Rents & Leases	6,871.15	11,720.00	58.6%
Total Contractual	6,871.15	11,720.00	58.6%
Employee Benefits & Costs			
FICA	0.00	31.00	0.0%
IPERS	0.00	44.90	0.0%
Medicare	0.00	7.25	0.0%
Total Employee Benefits & Costs	0.00	83.15	0.0%
Repair/Maint/Utilities			
City Hall Upgrades	2,211.15	2,500.00	88.4%
Maintenance	134.00	1,000.00	13.4%
Telecommunications	815.90	1,700.00	48.0%
Utilities	488.71	1,700.00	28.7%
Total Repair/Maint/Utilities	3,649.76	6,900.00	52.9%
Salaries-Regular Part Time			
Facilities Assistant	240.00	500.00	48.0%
Total Salaries-Regular Part Time	240.00	500.00	48.0%
Total City Hall & General Buildings	10,793.64	19,403.15	55.6%
Clerk/Treasurer & Finance Admin			
Commodities			
Hardware/Software	0.00	1,000.00	0.0%
Minor Equipment/Supplies/Techno	165.00	700.00	23.6%
Office Supplies and Postage	768.78	1,000.00	76.9%
Taping meetings	433.29	1,000.00	43.3%
Total Commodities	1,367.07	3,700.00	36.9%
Contractual Services			
Accounting Fees	625.00	3,200.00	19.5%
Bank/CCard Fees	71.42	50.00	142.8%
Legal Publications	1,161.33	3,000.00	38.7%
Meeting Set Up Fees	168.00		
Printing/Copying	409.70	500.00	81.9%
Technology Services	419.75	750.00	56.0%
Total Contractual Services	2,855.20	7,500.00	38.1%

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

	Jul - Nov 14	Budget	% of Budget
Employee Benefits & Costs			
FICA	297.54	589.00	50.5%
IPERS	428.53	853.10	50.2%
Medicare	69.59	137.75	50.5%
Unemployment Compensation	71.98	60.00	120.0%
Total Employee Benefits & Costs	<u>867.64</u>	<u>1,639.85</u>	<u>52.9%</u>
Salaries-Regular Part Time			
Clerk, Treasuer, Historian	4,558.90	9,500.00	48.0%
Total Salaries-Regular Part Time	<u>4,558.90</u>	<u>9,500.00</u>	<u>48.0%</u>
Staff Development			
Dues & Memberships			
Chamber of Commerce	0.00	500.00	0.0%
Dues and Memberships	0.00	500.00	0.0%
IA League of Cities	692.00	612.00	113.1%
JCOG Assessment	1,978.80	2,000.00	98.9%
Total Dues & Memberships	<u>2,670.80</u>	<u>3,612.00</u>	<u>73.9%</u>
Total Staff Development	<u>2,670.80</u>	<u>3,612.00</u>	<u>73.9%</u>
Total Clerk/Treasurer & Finance Admin	12,319.61	25,951.85	47.5%
Legal Services	40,949.46	50,000.00	81.9%
Mayor/Council Operations			
Employee Benefits & Costs			
FICA	80.09	369.95	21.6%
IPERS-Council	17.86	89.80	19.9%
Medicare	18.73	86.52	21.6%
Unemployment Compensation	19.38	40.00	48.5%
Total Employee Benefits & Costs	<u>136.06</u>	<u>586.27</u>	<u>23.2%</u>
Salaries-Regular Part Time			
Council	800.00	4,000.00	20.0%
Mayor	491.75	1,967.00	25.0%
Total Salaries-Regular Part Time	<u>1,291.75</u>	<u>5,967.00</u>	<u>21.6%</u>
Total Mayor/Council Operations	1,427.81	6,553.27	21.8%
TIF Analysis	7,000.00		
Tort Liability Insurance	0.00	9,000.00	0.0%
Total GENERAL GOVERNMENT	<u>72,490.52</u>	<u>110,908.27</u>	<u>65.4%</u>
Payroll Expenses	74.00		
PUBLIC SAFETY			
Building Inspections			
Building / Rental Inspection	7,385.00	15,200.00	48.6%
Total Building Inspections	<u>7,385.00</u>	<u>15,200.00</u>	<u>48.6%</u>
Crossing Guard			
Employee Benefits & Costs			
FICA	98.42	279.00	35.3%
IPERS	141.78	404.10	35.1%
Medicare	23.02	65.25	35.3%
Unemployment Compensation	23.81	30.00	79.4%
Total Employee Benefits & Costs	<u>287.03</u>	<u>778.35</u>	<u>36.9%</u>
Salaries			
Crossing Guard	1,612.50	4,500.00	35.8%
Total Salaries	<u>1,612.50</u>	<u>4,500.00</u>	<u>35.8%</u>
Supplies	0.00	200.00	0.0%
Total Crossing Guard	<u>1,899.53</u>	<u>5,478.35</u>	<u>34.7%</u>

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

	Jul - Nov 14	Budget	% of Budget
Fire			
Contracts w/Other Agencies			
Coralville Fire Dep't	15,214.96	31,820.00	47.8%
Hydrant Flush-City of Iowa City	1,672.00	2,000.00	83.6%
Total Contracts w/Other Agencies	<u>16,886.96</u>	<u>33,820.00</u>	<u>49.9%</u>
Total Fire	16,886.96	33,820.00	49.9%
Hazmat-Johnson County	525.50	263.00	199.8%
Police			
Commodities			
Car Purchase	0.00	16,000.00	0.0%
Major Equipment			
Car Equipment	2,122.00	3,000.00	70.7%
Total Major Equipment	<u>2,122.00</u>	<u>3,000.00</u>	<u>70.7%</u>
Minor Equipment			
Operating Police Equipment	1,999.00	1,500.00	133.3%
Regular Officer Uniform	3,036.60	3,500.00	86.8%
Total Minor Equipment	<u>5,035.60</u>	<u>5,000.00</u>	<u>100.7%</u>
Supplies			
Ammunition	3,240.00	3,500.00	92.6%
Office Supplies	998.75	3,000.00	33.3%
Operating Supplies	194.46	3,000.00	6.5%
Other Supplies	63.89	2,000.00	3.2%
Postage/Shipping	0.00	300.00	0.0%
Total Supplies	<u>4,497.10</u>	<u>11,800.00</u>	<u>38.1%</u>
Total Commodities	11,654.70	35,800.00	32.6%
Contractual Services			
Garage Rental	1,200.00	2,400.00	50.0%
Payments to Other Agencies			
County Jail/Service/Filing Fees	0.00	300.00	0.0%
Evidence testing	0.00	150.00	0.0%
Tech. Services Bureau - St. IA	0.00	500.00	0.0%
Total Payments to Other Agencies	<u>0.00</u>	<u>950.00</u>	<u>0.0%</u>
Police Insurance-Car/Liability	0.00	4,800.00	0.0%
Printing/Copying	0.00	1,000.00	0.0%
Prof Serv-Psych Testing-Physica	0.00	500.00	0.0%
Total Contractual Services	<u>1,200.00</u>	<u>9,650.00</u>	<u>12.4%</u>
Police Benefits & Costs			
Police FICA	7,505.86	13,443.09	55.8%
Police Health Insurance	6,757.43	8,433.00	80.1%
Police IPERS	11,898.93	21,985.95	54.1%
Police Medicare	1,755.38	3,143.95	55.8%
Police SUTA	682.42	900.00	75.8%
Police Workers Compensation	984.00	15,000.00	6.6%
Total Police Benefits & Costs	<u>29,584.02</u>	<u>62,905.99</u>	<u>47.0%</u>
Police Gross Wages			
Holiday & Other Pay	8,566.56	28,000.00	30.6%
Police Gross Wages	112,495.73	188,800.00	59.6%
Salaries-Reserves	0.00	24.00	0.0%
Total Police Gross Wages	<u>121,062.29</u>	<u>216,824.00</u>	<u>55.8%</u>
Repair/Maint/Utilities			
Telecommunications Expense			
IT Support	1,218.40	1,000.00	121.8%
Verizon/Pager Fees/Mediacom	1,398.05	2,400.00	58.3%
Total Telecommunications Expense	<u>2,616.45</u>	<u>3,400.00</u>	<u>77.0%</u>

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

	Jul - Nov 14	Budget	% of Budget
Vehicle Operations			
Fuel	4,584.60	16,000.00	28.7%
Other	0.00	500.00	0.0%
Washes	134.76	700.00	19.3%
Total Vehicle Operations	4,719.36	17,200.00	27.4%
Vehicle Repair			
Bicycle Maint/Repair	0.00	200.00	0.0%
Car Maint/Repair	3,030.18	9,000.00	33.7%
Total Vehicle Repair	3,030.18	9,200.00	32.9%
Total Repair/Maint/Utilities	10,365.99	29,800.00	34.8%
Staff Development			
Regular Officer Training			
Academy Training	0.00	7,000.00	0.0%
Skills Training/Testing	2,486.46	4,000.00	62.2%
Training Supplies	0.00	2,000.00	0.0%
Total Regular Officer Training	2,486.46	13,000.00	19.1%
Total Staff Development	2,486.46	13,000.00	19.1%
Total Police	176,353.46	367,979.99	47.9%
Total PUBLIC SAFETY	203,050.45	422,741.34	48.0%
PUBLIC WORKS			
Other Public Works			
Contracts-Other Agencies			
IC Animal Center	478.70	1,200.00	39.9%
IC Bus Service	14,800.85	35,557.00	41.6%
SEATS Service	3,518.30	8,444.00	41.7%
Total Contracts-Other Agencies	18,797.85	45,201.00	41.6%
Total Other Public Works	18,797.85	45,201.00	41.6%
Roads, Bridges, & Sidewalks			
Contractual Services			
Engineering Fees	14,689.34	50,000.00	29.4%
Repairs/Improvements			
ADA Transition Plan	10,532.65	10,000.00	105.3%
Asphale patch projects	120.00	4,000.00	3.0%
Capital Improvement Plan	0.00	5,000.00	0.0%
Local panel replacements	0.00	37,000.00	0.0%
Oakcrest storm intake	0.00	10,000.00	0.0%
Pavement management	0.00	1,000.00	0.0%
Sidewalk Repairs	4,229.35		
Traffic sign assessment/mgmt	585.00	3,500.00	16.7%
Total Repairs/Improvements	15,467.00	70,500.00	21.9%
Striping/Curb Renumbering	5,562.00	5,500.00	101.1%
Total Contractual Services	35,718.34	126,000.00	28.3%
Snow Removal-Contractual	0.00	30,500.00	0.0%
Storm water permit	1,250.00	3,000.00	41.7%
Street Lighting Electricity	3,438.49	8,125.00	42.3%
Street Sweeping-Contractual	0.00	3,000.00	0.0%
Traffic Controls and Safety			
Street Signs-Commodities	0.00	100.00	0.0%
Traffic Light Electricity	353.66	900.00	39.3%
Total Traffic Controls and Safety	353.66	1,000.00	35.4%
Total Roads, Bridges, & Sidewalks	40,760.49	171,625.00	23.7%

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

	<u>Jul - Nov 14</u>	<u>Budget</u>	<u>% of Budget</u>
Sanitation			
Contractual			
Grandview Recycling	0.00	1,200.00	0.0%
Leaf Vacuuming	0.00	13,500.00	0.0%
Trash/Recycling	10,431.00	20,862.00	50.0%
Total Contractual	<u>10,431.00</u>	<u>35,562.00</u>	<u>29.3%</u>
Total Sanitation	<u>10,431.00</u>	<u>35,562.00</u>	<u>29.3%</u>
Total PUBLIC WORKS	<u>69,989.34</u>	<u>252,388.00</u>	<u>27.7%</u>
Total Expense	<u>375,683.48</u>	<u>877,547.61</u>	<u>42.8%</u>
Net Ordinary Income	<u>110,023.06</u>	<u>24,197.01</u>	<u>454.7%</u>
Net Income	<u><u>110,023.06</u></u>	<u><u>24,197.01</u></u>	<u><u>454.7%</u></u>

City of University Heights, Iowa
Warrants for Council Approval
 November 12 through December 9, 2014

Date	Name	Memo	Amount
Nov 12 - Dec 9, 14			
11/14/2014	Fort, Matthew A		-1,370.76
11/14/2014	Lippold, Erik W		-116.83
11/14/2014	Miller, Michelle K		-1,416.20
11/14/2014	Sherman, Nicholas M		-1,826.72
11/14/2014	Stenda, Jeremy P		-1,711.71
11/14/2014	Stanley, Kenneth L		-1,528.08
11/14/2014	Plate, Harold,		-219.60
11/18/2014	Internal Revenue Service	42-1109342	-3,438.32
11/19/2014	MidAmerican Energy	pedestrian lights at 113 Golfview	-31.26
11/19/2014	MidAmerican Energy	1301 Melrose stop light	-30.03
11/19/2014	MidAmerican Energy	1011 Melrose stop light	-28.63
11/24/2014	MidAmerican Energy	City Hall gas/electricity	-51.01
11/25/2014	MidAmerican Energy	street lights	-645.31
11/28/2014	MidwestOne Bank	service charge	-8.00
11/30/2014	Fort, Matthew A		-1,541.18
11/30/2014	Miller, Michelle K		-1,277.48
11/30/2014	Plate, Harold,		-171.61
11/30/2014	Sherman, Nicholas M		-1,851.73
11/30/2014	Stanley, Kenneth L		-1,594.10
11/30/2014	Stenda, Jeremy P		-1,559.88
11/30/2014	Anderson, Christine M.		-468.09
11/30/2014	Kimura, Lori D.		-330.34
11/30/2014	Internal Revenue Service	42-1109342	-3,446.04
11/30/2014	IOWA PUBLIC EMPLOYEES ...		-229.34
11/30/2014	IOWA PUBLIC EMPLOYEES ...		-3,918.59
11/30/2014	Wellmark BC/BS	monthly insurance payment	-1,518.91
11/30/2014	Hills Bank and Trust	interest due on capital loan note #80238742	-1,811.62
12/01/2014	Paul J. Moore, Melrose Aven...	City Hall Rent/garages automatic deposit	-1,374.23
12/01/2014	Verizon Wireless	monthly wire service/cell phone for police car a...	-73.20
12/09/2014	SEATS	Seats Payment	-703.66
12/09/2014	Internet Navigator	monthly fee for city website/email service	-24.95
12/09/2014	City of Iowa City	bus, fuel for police vehicles.park water fountain	-4,002.15
12/09/2014	CenturyLink	monthly telephone service	-163.40
12/09/2014	Big Ten University Towing, Inc	tow broken down police car from garage to Pyr...	-180.00
12/09/2014	Bizco Technologies	toughbook	-3,840.00
12/09/2014	Towncrest Internal Medicine L...	ILEA required physical for new chief	-391.00
12/09/2014	Iowa Law Enforcement Acade...	MMPI evaluation for new chief	-140.00
12/09/2014	Johnson County Refuse, Inc.	November recycling	-1,738.50
12/09/2014	Kieck's Career Apparel	uniforms for chief/bullet proof vest cover for Ste...	-420.35
12/09/2014	Iowa City Press-Citizen	October & November publications	-697.40
12/09/2014	J & L Construction	Melrose Ave curb repair (parking area for city o...	-1,160.00
12/09/2014	Mediacom	online service 12/3/14-1/2/15	-109.95
12/09/2014	Nate Moore Wiring Service	rpl circuit breaker/6 bulbs/change furnace filter	-192.90
12/09/2014	Pyramid Services Inc.	rpl alternator/brakes & rotors/oil change	-1,174.85
12/09/2014	Shive Hattery	engineering services 10/4/14-11/28/14	-12,821.04
12/09/2014	Staples	desk chair for chief/pencil sharpener/envelope	-129.10
12/09/2014	VISA	desk/table/lamp/office supplies for chief/fuel to ...	-980.77
12/09/2014	VISA	car detailing/postage/candy for halloween/dinn...	-394.67
12/09/2014	Westport Touchless Autowash	October vehicle washes	-30.00
12/09/2014	Winkel, Parker & Foster, CPA...	work on annual financial reports/submit to Stat...	-900.00
12/09/2014	Beth Ann Bitner	crossing guard 12/1/14	-25.00
12/09/2014	Norm Cate	November inspection services	-350.00
12/09/2014	Terry Goerdt	inspection services for November	-560.00
12/09/2014	Ken Stanley	reimbursement for delivery charge/tolls/postage	-81.95
12/09/2014	Sherman, Nicholas M	reimburse for drinking water for office	-19.50
12/09/2014	Leff Law Firm, L.L.P.	legal services 8/28/14-11/26/14	-33,530.00
12/09/2014	Copyworks	resident guides	-398.50

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Nov 12 - Dec 9, 14



December 2014 Community Protection Report

-Mayor From, Mike and Carla attended a Community protection meeting with Chief Stanley mid November

-The University Heights Police Department now has facebook <https://www.facebook.com/uhpolice> and twitter webpages

Streets and Sidewalks Report December 2014

- 1) Trees Forever has offered to do a round of structural pruning for all newly planted street trees this coming February. Winter is the best time for this type of pruning because trees are least susceptible to pest and disease infiltration at the cut site. I recommend we take them up on this offer and schedule it for late February.
- 2) Jim and I met to work on the Tree Ordinance and a draft is attached.
- 3) Community Fund seeking donations to fund future projects – please consider making a donation.
- 4) Tower Court Park – meeting in November was productive, Mike Moran presented pictures of possible spray pad and playgrounds. Based on feedback he is moving forward with the playground design that included the monkey bars. Some residents provided more specific feedback on this plan to improve it further, and Mike Moran will have pictures of these changes incorporated by late December. We plan to have another neighborhood meeting in late January where Mr. Moran will have a more fully developed plan of the whole park, including where the new water fountain, benches, and freestanding play items included swings will be placed.
- 5) I'm still working on a plan for banners as requested by residents last year.

ORDINANCE NO. XYZ

**AN ORDINANCE RELATED TO TREES AND ESTABLISHING AND
EMPOWERING THE "TREE BOARD OF UNIVERSITY HEIGHTS, IOWA"**

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

Section 1. Creation and Establishment of Tree Board.

There is hereby created and established the Tree Board of University Heights, Iowa, which shall consist of three (3) members of the public and one (1) City Council representative. All members shall be appointed by the Mayor and confirmed by the City Council.

The term of Tree Board members shall be three years, except that the term of one member appointed to the first board shall be only one year and the term for one member of the first board shall be for two years. In the event that a vacancy shall occur during the term of any member, the member's successor shall be appointed for the unexpired portion of the term.

Section 2. Compensation.

Members of the Tree Board shall serve without compensation.

Section 3. Duties and Responsibilities.

The Tree Board shall be responsible to study, investigate, counsel, and develop a written plan for the care, preservation, trimming, planting, replanting, removal, or disposition of trees and shrubs in public areas. Such public areas shall include but not be limited to the area between the lot lines of private property and the street rights-of-way. The Tree Board's plan will be presented to the City Council and upon its acceptance and approval shall constitute the official Comprehensive Tree Plan for the City. The board shall review annually and update if needed the Comprehensive Tree Plan. The Tree Board, when requested by the City Council, shall consider, investigate, make findings, report, and recommend upon any special matter or question within the scope of its work.

The tree board will advise the City Council in the

development of a comprehensive plan related to trees for the City, including planning, tree planting, and maintenance programs for all public trees. The board will promote the goals of the tree program.

Section 4. Operation.

The Tree Board shall choose its own officers, make its own rules and regulations, and keep a journal of its proceedings. A majority of the members shall constitute a quorum for the transaction of business.

MEMORANDUM

TO: University Heights, Mayor, Council, and Staff
FROM: Josiah Bilskemper, P.E.
DATE: December 5, 2014
RE: City Engineer's Report

(1) Repair Damaged Curb – Melrose Avenue

- a. J&L Construction satisfactorily completed the curb repair on Melrose. The invoice is included in the monthly warrants and is recommended for approval.
- b. *There is a damaged section of curb on the north side of Melrose Avenue, adjacent the on-street parking stalls in front of the dental office. We have contacted J&L Construction to remove and replace this short section of curb as they are doing work to remove and replace several panels of Paul Moore's east parking lot, which is right next to this section of curb. (Nov. Mtg.)*

(2) Sunset Street – Tree Replacements

- a. The two remaining lilac trees were not able to be planted due to the change in weather by the time the trees became available. After consultation with the DNR district forester regarding the temperatures, we requested that Country Landscapes plant these two trees next spring. The four trees that were planted have had their trunks wrapped for the winter. Russ has applied the additional mulch to each of the trees as discussed at the October council meeting.
- b. Included in the warrants list is the final pay application for landscape and tree work completed by Country Landscapes this year. This pay application covers the last three watering visits completed in November, and concludes their 2014 scope of work (the two lilac trees that are to be planted next spring are a warranty item from the Sunset sidewalk project). At this time, there is no additional watering or landscaping work identified for 2015. If council desires to continue with any of these types of services next year, new quotes will need to be obtained.
- c. *Replacement trees were planted on Friday, November 7th. There are still two lilac trees that Country Landscapes did not have available. We have requested a day when these will be planted. (Nov. Mtg.)*

(3) Sidewalk Inspections

- a. The individual property reports are completed, along with the resident notification letter, sidewalk repair specifications, and "Frequently Asked Questions" document to be placed on the city website. Steve has prepared a resolution setting forth the council's intention to have the sidewalks inspected, and setting the date for property owners to complete their sidewalk repairs (July 15, 2015). This type of resolution is consistent with the process identified in City Ordinance #47. If this resolution is approved, we will send out the reports, letters and other documentation by certified mail next week.



- b. *Inspections of SE quadrant sidewalks are complete, and sidewalks have been painted. We are completing the documentation report for each property, as well as gathering property owner information and addresses for sending out the reports. (Nov. Mtg.)*
- c. *Per discussion with Mayor From and Council Member Miller, we will review all sidewalks in the SE quadrant of the city (east of Sunset; south of Melrose) this fall, providing inspection sheets to property owners noting required repairs. (Sept. Mtg.)*

(4) Permit Renewal – Municipal Separate Storm Sewer System (MS4)

- a. The permit renewal application and fee were submitted to Iowa DNR on November 12th. We will receive the new 5-year permit at the beginning of next year.
- b. *The City has a permit from the Iowa DNR to own and maintain the system of storm sewer intakes in the city. The duration of each permit is 5-years, and the current permit will expire in May 2015. The renewal application, as well as the permit fee for the new permit (\$1,250) is required to be submitted by November 20, 2014. (Nov. Mtg.)*

(5) Melrose Avenue – Water Main Break

- a. There was a water main break on the south side of Melrose Avenue, right in front of the George Street intersection, within the parking lane. The City of Iowa City fixed the main break, and today had a contractor replace the concrete street panels that had to be removed to complete the repair. Due to the cold weather, this new concrete will be covered with “blankets” through the weekend to keep the concrete warm during the curing process. There will be one lane access to George Street during this time.

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

JDB

RESOLUTION NO. 14-__

**RESOLUTION REQUIRING OWNERS TO REPAIR
SIDEWALKS ABUTTING THEIR PROPERTY.**

RESOLVED by the Council of the City of University Heights, Iowa, as follows:

1. That certain sidewalks and/or portions of sidewalks in the City needing repair, replacement, or reconstruction have been or shall be identified by a survey of sidewalks within the City; and
2. That all such sidewalks or portions of sidewalks so identified shall be repaired, replaced, or reconstructed to the satisfaction of the City Engineer, in accordance with City standards, on or before July 15, 2015; and
3. That notice to affected property owners of their obligation to repair, replace, or reconstruct sidewalks shall be sent by certified mail; and
4. That the City may perform the sidewalk repairs, replacement, or reconstruction after July 15, 2015, if property owners fail to do so or fail to do so properly and assess the costs of such repairs, replacement, or reconstruction against the abutting property for collection in the same manner as a property tax pursuant to Iowa Code § 364.12(2)(d) (2013) and City Ordinance No. 47.

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

	AYES:	NAYS	ABSENT
Aldrich	_____	_____	_____
Haverkamp	_____	_____	_____
Lane	_____	_____	_____

Miller _____
Quezada _____

Upon Roll Call thus recorded, the Resolution is declared adopted this 9th day of December, 2014.

Louise From, Mayor
City of University Heights

ATTEST:

Christine M. Anderson, City Clerk

Steve/UH Resolutions/Resolution 14-__ requiring sidewalk repairs 120914

University Heights December 2014 eGovernment Report

U-H Website Updates/Statistics November 1- 30, 2014

- **November 25, 2014**
 - November council meeting webstream, Tower Court Park plans
- **November 23, 2014**
 - Zoning Commission meetings
- **November 19, 2014**
 - Zoning Commission agenda
- **November 18, 2014**
 - Winter Sidewalk reminders
- **November 14, 2014**
 - Zoning Commission minutes, Tower Court Park meeting
- **November 12, 2014**
 - Building permit moratorium extension
- **November 11, 2014**
 - Leaf vacuuming, zoning commission, finance info, Tower Court Park update
- **November 10, 2014**
 - Zoning Commission agenda, city council meeting info
- **November 3, 2014**
 - Safety info, Nov. 4 election info, Chief Stanley’s swearing in ceremony

Monthly Statistics from Stat Counter

Page Views	Unique Visits	1st Time Visits	Returning Visits	
1,410	1,022	719	303	Total
47	35	24	11	Average

Monthly Statistics from Webalyzer

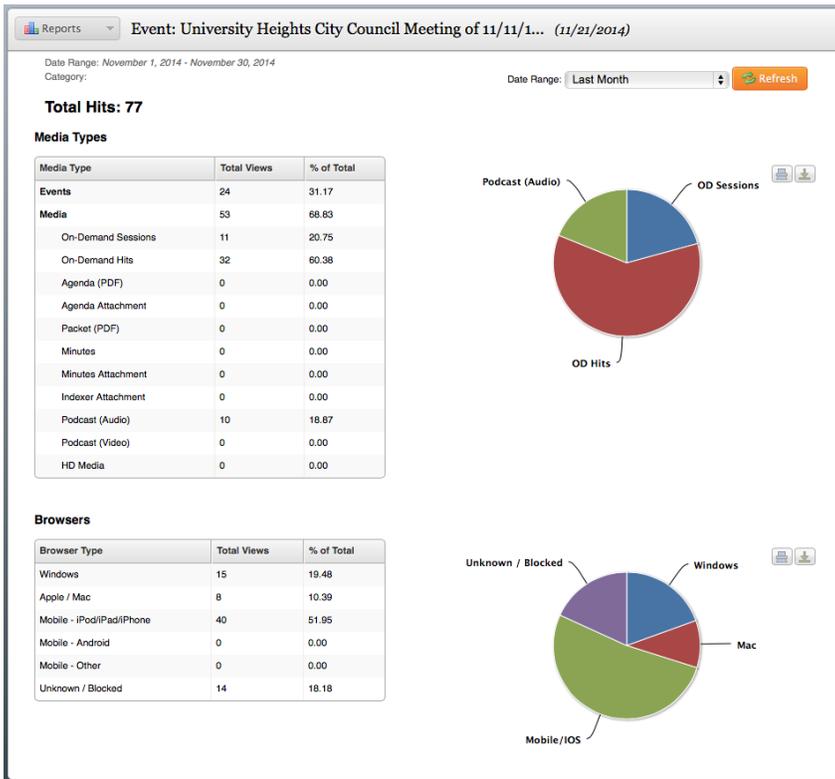
Hits per Hour	69
Hits per Day	1665
Pages per Day	462
Total Visits	6980
Total Unique User Agents	925
Average Visits Per Day	232

U-H Website Twitter Statistics November 1- 31, 2014

Tweets	5
Re-tweets	1
Followers	49

University Heights City Council Meeting Webcasts Viewing Statistics From EarthChannel

November Council Meeting statistics 11/21/14 to 11/30/14



October Council Meeting statistics 10/20/14 to 11/30/14

