

UNIVERSITY HEIGHTS, IOWA

1004 Melrose Ave.

December 9, 2014

Proceedings of the City Council of University Heights, Iowa, held at the Horn School, 600 Koser Avenue, subject to approval by the Council at a subsequent meeting. ALL VOTES ARE UNANIMOUS UNLESS OTHERWISE STATED.

REGULAR MEETING

Mayor From called the December 2014 meeting of the University Heights City Council to order at 7:00 p.m.

Present: Mayor From. Council Members: Carla Aldrich, Mike Haverkamp, Jim Lane, Virginia Miller and Silvia Quezada. Staff present: Attorney Ballard, Clerk Anderson, Engineer Bilskemper, Police Chief Stanley and Treasurer Kimura. Also present were: Pat Bauer, Andy Dudler, Jase Humphrey, Mary Kirkpatrick, Becky Ross, Jane Swails, Larry Wilson, Mary Mathew Wilson and Pat Yeggy.

The minutes of the November 11, 2014 council meeting were approved by unanimous consent.

Discussion on Banning Plastic Bags: Mary Kirkpatrick and Becky Ross, representatives of “100 Grannies for a Livable Future”, addressed the council about banning the use of plastic bags in the city. Ross stated they are working with MPOJC on a 3-tiered plan to 1) educate and encourage use of reusable bags, 2) charge for single-use bags (paper and plastic), and 3) eliminate usage of plastic bags and charge for paper bags. The group has completed two films, one which aired on Channel 4, members are writing letters to the local papers and meeting with local businesses to eliminate the use of bags.

Council member Quezada asked how the group felt about biodegradable bags; Ross replied that they appear to have the chemicals the group is trying to avoid and she does not think the bags biodegrade completely. Mayor From asked about using plastic bags multiple times and Ross stated only 5% of the population reused their plastic bags. Ross commented that approximately 1% of recycled bags are made into new bags.

Ross and Kirkpatrick distributed buttons, a brochure and pledge form for their BYOB campaign (Bring Your Own Bag) and asked the council to sign the pledges and set an example for the city. They also distribute a cloth bag to each member of the council and staff.

Update on One University Place Project: Council member Lane stated the developers are still finalizing plans for the development and are focusing on financial issues. Lane is unsure when the developer will address the council with a proposal.

Public Comments: Jane Swails, 333 Koser Avenue, and Larry Wilson, 308 Koser Avenue, addressed the council with their concerns.

Mayor’s Report: A written report was presented.

From thanked the Iowa City Community School District and staff for providing the meeting space. John McLure was unable to record the meeting due to broken ribs.

From stated she is reviewing appointments to the Zoning Commission and Board of Adjustments. Citizens who are interested in serving on these committees should contact the mayor. From will announce the new appointments at the January 2015 council meeting.

The city will participate in the Fourth Annual Severson Charity Challenge sponsored by MPOJC. Each entity that collects the most donations (based on the ratio of full-time employees plus city council members) will be awarded the Severson Cup. The city has chosen the Ronald McDonald House of Iowa City to receive the city’s donations. Collection boxes will be located in the city office.

Chief Stanley reported the police department had collected \$1,100 from the officers and he challenged the council and mayor to contribute \$100 each towards the Challenge.

Legal Report: A written report was presented.

Clerk’s Report: A written report was presented.

Clerk Anderson stated that the city examination will be held December 17, 2014 at city hall. The auditors anticipate reporting at the February council meeting with their findings and recommendations.

Finance Report: A verbal report was presented. Lane stated the city went over \$1 million in expenses and revenue for FY14. The city received approximately \$20,000 more from the Local Option Sales tax than anticipated. Snow removal was \$23,000 more than budgeted.

Lane e-mailed the budget timeline to the council and requests all information be sent to him and the treasurer. Lane anticipates a rough draft for the January meeting with a more formal review in February.

Treasurer’s Report: A written report was presented. All bills presented were approved, as amended, by **unanimous consent**.

**Warrants
November 12, 2014 through December 9, 2014**

Name	Amount	Name	Amount
Matthew Fort	1,370.76	SEATS	703.66
Erik Lippold	116.83	Internet Navigator	24.95
Michelle Miller	1,416.20	City of Iowa City	4,002.15
Nicholas Sherman	1,826.72	Centurylink	163.40
Jeremy Stenda	1,711.71	Big Ten University Towing, Inc	180.00
Kenneth Stanley	1,528.08	Bizco Technologies	3,840.00
Harold Plate	219.60	Towncrest Internal Medicine LLP	391.00
Internal Revenue Service	3,438.32	Iowa Law Enforcement Academy	140.00
MidAmerican Energy	31.26	Johnson County Refuse, Inc.	1,738.50
MidAmerican Energy	30.03	Kieck's Career Apparel	420.35
MidAmerican Energy	28.63	Iowa City Press-Citizen	697.40
MidAmerican Energy	51.01	J & L Construction	1,160.00
MidAmerican Energy	645.31	Mediacom	109.95
MidwestOne Bank	8.00	Nate Moore Wiring Service	192.90
Matthew Fort	1,541.18	Pyramid Services Inc.	1,174.85
Michelle Miller	1,277.48	Shive Hattery	12,821.04
Harold Plate	171.61	Staples	129.10
Nicholas Sherman	1,851.73	VISA	980.77
Kenneth Stanley	1,594.10	VISA	394.67
Jeremy Stenda	1,559.88	Westport Touchless Autowash	30.00
Christine Anderson	468.09	Winkel, Parker & Foster, CPA...	900.00
Lori Kimura	330.34	Beth Ann Bitner	25.00
Internal Revenue Service	3,446.04	Norm Gate	350.00
IPERS	229.34	Terry Goerd	560.00
IPERS	3,918.59	Kenneth Stanley	81.95
Wellmark BC/BS	1,518.91	Nicholas Sherman	19.50
Hills Bank and Trust	1,811.62	Leff Law Firm, L.L.P.	33,530.00
Paul Moore	1,374.23	Copyworks	398.50
Verizon Wireless	73.20	Country Landscapes	900.00

Total Receipts \$44,640.23 Total Warrants \$ 99,648.44

Community Protection: A verbal report was provided by Police Chief Stanley. A written report was provided by council members Aldrich and Haverkamp.

Stanley reported that Officer Jeremy Stenda has taken a new job but will stay on the force part-time. Officer Erik Lippold is now a full-time officer for the city. He has been conducting interviews for 6 reserve officers and anticipates having one officer go to the police academy. Officer Shelly Miller is creating an inventory of all police department equipment; something that has not been done in 10 years. Lane requested to see the completed list. Officer Nick Sherman is creating a departmental body camera policy so that the department can begin to apply for grants to purchase the cameras.

Officer Sherman has created a UH Police Department Twitter and Facebook account. Aldrich commended Chief Stanley and the officers for their hard work and commented that morale is very high.

Streets and Sidewalks: A written report was presented. Council member Miller and Lane met to discuss a tree ordinance and to establish a tree board for the city. At this time, Miller feels it would be prudent to establish the board and they will work on defining a city tree ordinance. Council suggested a 5 member committee with rolling terms; structured similarly to the Zoning Commission.

MOTION by Miller, seconded by Aldrich, to approve Trees Forever doing structural pruning for all newly planted city trees in February 2015. **Carried.**

Aldrich - Aye
Haverkamp - Aye
Lane – Aye

Miller - Aye
Quezada - Aye

A written engineer report was presented.

MOTION by Miller, seconded by Haverkamp, to approve Resolution No. 14-34, requiring repairs of sidewalks by abutting property owners. **Carried.**

Aldrich - Aye
Haverkamp - Aye
Lane – Aye

Miller - Aye
Quezada - Aye

This fall sidewalks east of Sunset and south of Melrose were inspected by city personnel. Residents will receive a certified letter outlining the needed repair, a copy of the report indicating which panels need to be fixed and information on the program, along with deadlines for completion and specifications for repair. The deadline for completing repairs is July 15, 2015; at that time, the city will re-inspect panels to see if the property owner is in compliance. If the panels have not been repaired or do not meet the required specifications, the city will contract out the work, charge the property owner and assess a \$100 Administrative Fee. Engineer Bilskemper commented that previously, the city had a sign-up for repairs, the city contracted out that work and the property owners paid for the repairs. The current plan is to notify property owners and they then have the repairs completed; it was noted that Iowa City and Coralville handle repairs in this manner. Information will also be posted on the city website.

Pat Bauer suggested the council rethink its decision to not offer citizens a sign-up for repairs option. Much discussion ensued about how to make this easier for owners. Bilskemper and Miller will work on a revised plan for the next council meeting.

Community Relations: A written report was presented.

Building, Zoning, and Sanitation: A verbal report was presented. Council member Quezada thanked the Zoning Commission as they have invested a significant amount of time and research to address the issues. Benchmarking has been done with local municipalities, as well as municipalities outside the state and the commission has reached out to local experts with non-profit organizations for their input.

Chairperson Pat Yeggy addressed the council about a possible change to limit the size of new construction and the height for accessory building; accessory buildings would be limited to a height of 20 feet. The commission will recommend the city use the “average grade” formula to compute building’s height. The commission will recommend the city address limiting the size and mass, whether new construction or remodel, via the “lot coverage method” which is used in Iowa City, Coralville and Cedar Rapids.

eGovernment: A written report was presented.

Announcements: None.

MOTION at 9:01 p.m. by Haverkamp, seconded by Miller that the council holds a closed session pursuant to Iowa Code section 21.5(1)(i) 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. **Carried.**

Aldrich - Aye
Haverkamp - Aye
Lane – Aye

Miller - Aye
Quezada - Aye

The Council then met in closed session.

Regular session of the Council meeting reconvened at 9:09 p.m.

The meeting was adjourned **by unanimous consent at 9:10 p.m.**

Attest: Christine M. Anderson, City Clerk

Approved: Louise A. From, Mayor