

Public Hearing on FY2014-2015 Budget Amendment

AGENDA

City of University Heights, Iowa City Council Meeting

Tuesday, May 12, 2015

University Club- east entrance

1360 Melrose Ave.

7:00-9:00pm

Meeting called by Mayor Louise From

Time	Topic	Owner
7:00	Call to Order	Louise From
	Roll Call Approval Minutes- April 14, 2015 Approval Minutes- April 28, 2015	
	-Consideration of Resolution No. 15-22 authorizing the Mayor to sign a proclamation designating May 2015 as "Older Americans Month" in the City of University Heights. Proclamation to be presented to Sally Leme.	
7:05	Open Public Hearing	Public comments
	Close Public Hearing Return to Regular Meeting	
	Public Hearing on FY2014-15 Budget Amendment	
	-Consideration of Resolution 15-29 Adopting the FY2014-15 Budget.	Steve Kuhl
	Presentation to Norm Cate retiring University Heights Rental Inspector.	Louise From
	Public Input	Public Comments
	Update of One University Place	Jeff Maxwell, Kevin Monson, Tom Gelman,
	One University Place MPO-JC report	Kent Ralston/Darian Nagle Gamm
	Discussion/comments of OUP reports	Steve Ballard
	Discussion of Public Hearing and Special Meeting set for 7:00pm. May 27, 2015. The meeting will be held at the University Club (east entrance).	

Time	Topic	Owner
<u>Administration</u>		
-Mayor	<u>Mayor's Report</u> -Consideration of <u>Resolution No. 15-23</u> ratifying the Mayor's appointment to the Board of Adjustment.	Louise From
-City Attorney	<u>Legal Report</u>	Steve Ballard
-City Clerk	<u>City Clerk written report</u>	Chris Anderson
<u>Committee Reports:</u>		
<u>Finance</u>	Committee Report	Jim Lane
	<u>Treasurer's Report/ Payment of Bills</u>	Lori Kimura
<u>Building, Zoning & Sanitation</u>		
	<u>Committee Report</u> -Consideration of <u>Resolution No. 15-24</u> authorizing the Mayor to sign an agreement with Stan Laverman for inspection services concerning and enforcement of the City's Rental Housing Code, Zoning Ordinance, and other ordinances, with annual compensation of \$6,000.00. -Consideration of <u>Resolution No. 15-25</u> establishing an increase in rental permit fees starting July 1, 2015. -Discussion of Rental Permits Software. -Ordinance 110 –Rental Program Public Input meetings.	Silvia Quezada
	Zoning Commission Report	Pat Yeggy, zoning chair
<u>Community Protection</u>		
	Police Chief Report	Ken Stanley
	<u>Committee Report</u> -Consideration of <u>Resolution No. 15-26</u> exempting City vehicles from "No Parking" areas on City streets.	Carla Aldrich/M. Haverkamp
<u>Streets and Sidewalks</u>		
	<u>Committee Report</u> Community Relations Report -Consideration of <u>Resolution No. 15-27</u> authorizing a certain tree to be planted in the City Right-of-Way on Koser Avenue. -Consideration of <u>Resolution No. 15-28</u> authorizing citizens to install mulch and otherwise tend to unbuilt Glencrest Drive for purposes of maintaining a hiking trail.	Virginia Miller
	<u>Engineer Report</u>	Josiah Bilskemper

Time	Topic	Owner
<u>e-Government</u>	<u>Committee Report</u>	Mike Haverkamp
Announcements		Anyone
9 :00	Adjournment	Louise From

Note: Special Council Meeting: Wednesday, May 27, 2015 @ 7:00pm at University Club-east entrance

RESOLUTION NO. 15-22

**RESOLUTION AUTHORIZING THE MAYOR TO PROCLAIM
THE MONTH OF MAY 2015 TO BE OLDER AMERICANS MONTH
IN THE CITY OF UNIVERSITY HEIGHTS.**

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

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 12th day of May, 2015.

Louise From, Mayor
City of University Heights

ATTEST:

Christine M. Anderson, City Clerk



Older Americans Month 2015 **PROCLAMATION**

Whereas, the City of University Heights includes a thriving community of older Americans who deserve recognition for their contributions and sacrifices to ensure a better life for future generations; and

Whereas, the City of University Heights is committed to helping all individuals live longer, healthier lives in the communities of their choice for as long as possible; and

Whereas, since 1965, the Older Americans Act has provided services that help older adults remain healthy and independent by complementing existing medical and health care systems, helping prevent hospital readmissions, and supporting some of life's most basic functions, such as bathing or preparing meals; and

Whereas, these programs also support family caregivers, address issues of exploitation, neglect, and abuse of older adults, and adapt services to the needs of Native American elders; and

Whereas, we recognize the value of community engagement and service in helping older adults remain healthy and active while giving back to others; and

Whereas, Johnson County Livable Community is a resource available to all in Johnson County. Johnson County Livable Community's mission is to serve as a unifying structure that fosters effective collaboration, communication, and education that will build and sustain a livable community for successful aging, which includes:

- Health and support services
- Transportation and mobility options
- Affordable, accessible, and appropriate housing
- Community and economic development
- Cultural, volunteer, life-long learning, and employment opportunities
- Public safety

Which together facilitate personal independence and the engagement of residents in civic and social life.

Now therefore, I, Louise From, Mayor of the City of University Heights, do hereby proclaim May 2015 to be

Older Americans Month

in the City of University Heights, and I urge every resident to take time this month to celebrate older adults and the people who serve and support them as powerful and vital individuals who greatly contribute to the community.

Dated this 12th day of May, 2015

Louise From, Mayor

**NOTICE OF PUBLIC HEARING
AMENDMENT OF CURRENT CITY BUDGET**

Form 653.C1

The City Council of University Heights in JOHNSON County, Iowa
will meet at University Club, 1360 Melrose Avenue, Iowa City, Iowa
at 7:00PM on May 12, 2015
(hour) (Date)

,for the purpose of amending the current budget of the city for the fiscal year ending June 30, 2015
(year)

by changing estimates of revenue and expenditure appropriations in the following programs for the reasons given. Additional detail is available at the city clerk's office showing revenues and expenditures by fund type and by activity.

	Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
Revenues & Other Financing Sources			
Taxes Levied on Property	1 668,903	0	668,903
Less: Uncollected Property Taxes-Levy Year	2 0	0	0
Net Current Property Taxes	3 668,903	0	668,903
Delinquent Property Taxes	4 0	0	0
TIF Revenues	5 0	0	0
Other City Taxes	6 8,561	0	8,561
Licenses & Permits	7 23,890	2,825	26,715
Use of Money and Property	8 5,000	0	5,000
Intergovernmental	9 107,141	19,694	126,835
Charges for Services	10 1,000	0	1,000
Special Assessments	11 0	0	0
Miscellaneous	12 87,250	93,397	180,647
Other Financing Sources	13 0	0	0
Total Revenues and Other Sources	14 901,745	115,916	1,017,661
Expenditures & Other Financing Uses			
Public Safety	15 423,942	143,261	567,203
Public Works	16 251,188	-41,920	209,268
Health and Social Services	17 0	0	0
Culture and Recreation	18 43,946	-3,065	40,881
Community and Economic Development	19 15,000	-3,000	12,000
General Government	20 110,908	99,143	210,051
Debt Service	21 32,564	0	32,564
Capital Projects	22 0	0	0
Total Government Activities Expenditures	23 877,548	194,419	1,071,967
Business Type / Enterprises	24 0	0	0
Total Gov Activities & Business Expenditures	25 877,548	194,419	1,071,967
Transfers Out	26 0	0	0
Total Expenditures/Transfers Out	27 877,548	194,419	1,071,967
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out for Fiscal Year	28 24,197	-78,503	-54,306
Beginning Fund Balance July 1	29 489,381	89,917	579,298
Ending Fund Balance June 30	30 513,578	11,414	524,992

Explanation of increases or decreases in revenue estimates, appropriations, or available cash:

Additional revenue from rental permits, traffic safety grants, road use tax, traffic fines, cable TV franchise fees and legal fees reimbursements. Additional expenditures for police car purchase, police department wages, benefits and insurance. Fewer street repair, library services and tree trimming expenditures expected by June 30, 2015. Increase in legal fees attributable to property development. Adjust cash balance to actual balance at the beginning of the year.

There will be no increase in tax levies to be paid in the current fiscal year named above. Any increase in expenditures set out above will be met from the increased non-property tax revenues and cash balances not budgeted or considered in this current budget. This will provide for a balanced budget.

Christine Anderson, City Clerk
City Clerk/Finance Officer



STAFF REPORT

To: University Heights City Council

Prepared by: Kent Ralston
Darian Nagle-Gamm
Sarah Walz

Item: April 7, 2015 PUD submittal
1300 Melrose Avenue

Date: May 12, 2015

GENERAL INFORMATION:

Applicant:	Maxwell Development LLC 319-354-5858
Property Owner:	St. Andrew Presbyterian Church
Requested Action:	Planned Unit Development Review
Purpose:	Neighborhood commercial and multi-family residential: Front Building, 24 condos (floors 2 and 3) 14, 600 SF of commercial space (floor 1); Rear Building, 80 condos.
Location:	The NW corner of the Melrose Avenue /Sunset Street intersection
Size:	5.30 acres approx.
Existing Land Use:	One building (church)
Surrounding Land Use and Zoning:	North: Institutional Land; owned by the University of Iowa South: Single Family Residential; R1 East: Single Family Residential; R1 West: Planned Unit Development; PUD, <i>and</i> Single Family Residential; R1
Zoning:	Multiple-Family Commercial PUD

INTRODUCTION

This report was created by the Metropolitan Planning Organization of Johnson County (MPOJC) planning staff at the request of the City of University Heights. This report is intended to provide general guidance to the City during review of the Planned Unit Development (PUD) submittal (dated April 7, 2015) for the St. Andrew Presbyterian Church property at 1300 Melrose Avenue.

What is a Planned Unit Development?: *“A planned unit development (PUD) is a comprehensive development plan intended to provide flexibility in design and building placement, promote attractive and efficient environments that incorporate a variety of uses, densities and dwelling types, provide for economy of shared services and facilities, and preserve natural resources” (APA Planned Unit Developments, Mandelker page 4).*

BACKGROUND INFORMATION:

The City of University Heights has received a Planned Unit Development submittal from Jeff Maxwell with interest in redeveloping the current St. Andrew Presbyterian Church property at 1300 Melrose Avenue. The applicant has been working with the City for several years on the concept and wishes to redevelop the property for both neighborhood commercial and multi-family residential uses. The applicant was successful in his request to have the property rezoned to allow for a mixed-use PUD. The subject property was rezoned from R1 Single-Family Residential to a Multiple-Family Commercial PUD zone on December, 14, 2010 - Ordinance No.180. On March 10, 2015, the City Council approved Ordinance 188 amending the 2010 Zoning Ordinance increasing the maximum number of dwelling units to 104 and the maximum number of surface parking spaces to 108.

The subject property is approximately 5.30 acres and currently has one principal building with access via Melrose Avenue. The remainder of the property exists as a paved parking area and undeveloped slopes along the rear of the site. A University of Iowa-owned parking lot is located to the north of the property and is accessed via the subject property owned by St. Andrew Presbyterian Church.

The property, zoned Multiple-Family Commercial PUD, is abutted by Institutional/Public property owned by the University of Iowa to the north, several wooded undeveloped lots zoned Multiple Family Commercial to the east, developed Single-Family Residential lots to the south (across Melrose Ave), and a Planned Unit Development and undeveloped wooded ravine to the west.

ANALYSIS:

Zoning: The subject property was rezoned from R1 Single-Family Residential to Multiple-Family Commercial PUD in December 2010. As stated in University Heights’ Ordinances No.180 & 188, the subject parcel is allowed to hold no more than two total buildings, 104 residential units, and 20,000 square feet of commercial space, among other limitations and restrictions.

Table 1: Comparison of Zoning Criteria to Proposed Planned Unit Development

UH Zoning Ordinance No.188	Planned Unit Development Submittal
<ul style="list-style-type: none"> • 2 total buildings • 104 residential units • 20,000 sq/ft commercial space • 45,000 sq/ft total building footprints • 38’ max front building height • 76’ max rear building height • 185 parking spaces (min) • 108 surface parking spaces (max) • 33’ front setback (min) • 20’ side setback from any lot line 	<ul style="list-style-type: none"> • 2 total buildings • 104 residential units • 14,600 sq/ft commercial space • 38,808 sq/ft building footprints • 38’ front building height • 61’ rear building height* • 238 parking spaces • 75 surface parking spaces • 40’ front setback • 20.00’ setback (min)

*Excludes height of elevator shaft, which extends to 70’

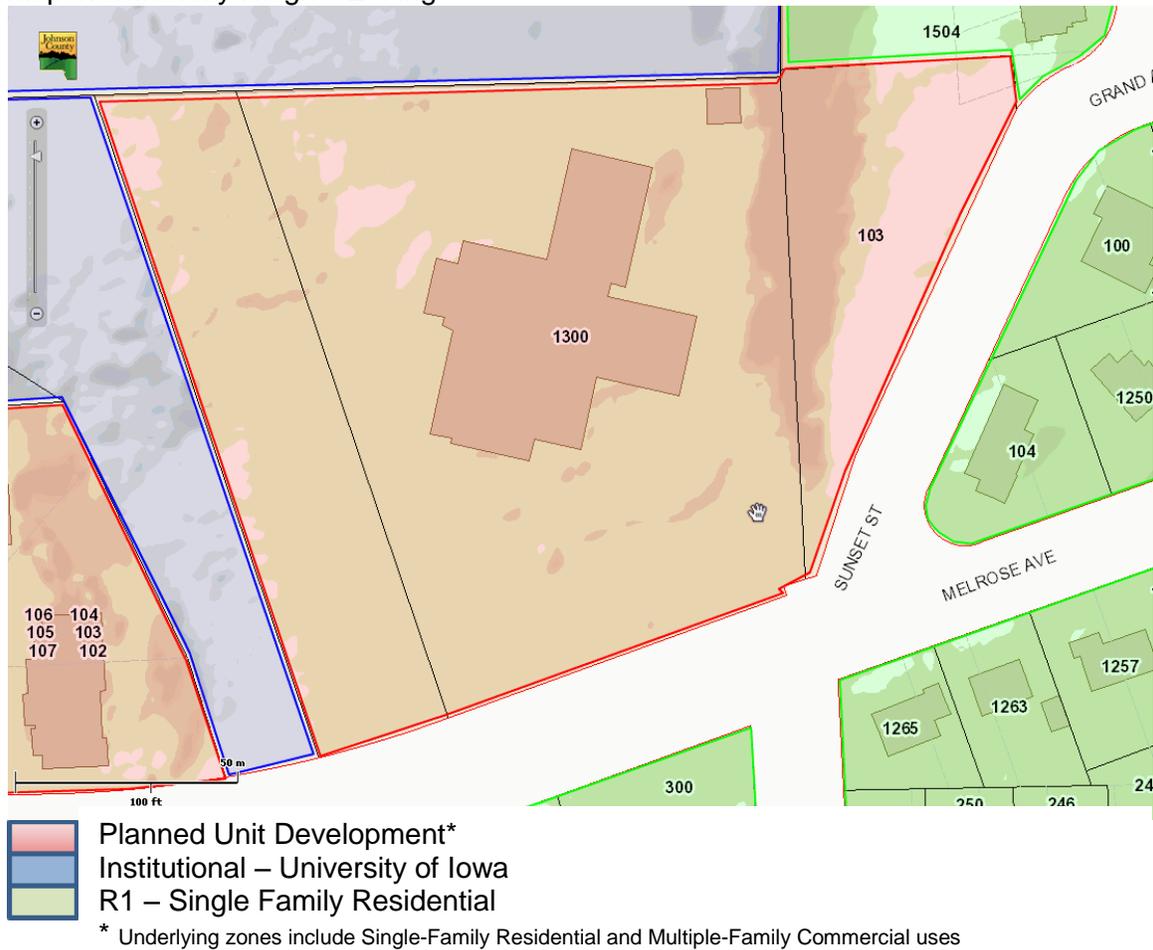
As shown in Table 1 above, the PUD submittal meets all of the quantifiable development regulations and restrictions set forth in University Heights Zoning Ordinance No.180 & 188 Section 13.B. Provisions in Section 13.B (4) and (8), as follows, cannot be measured at this time and will need to be addressed as development occurs and as the Developers Agreement and Condominium Declarations are prepared.

- *Section 13.B(4): ‘No more than one person not a member of the family as defined in Section 3 of this Ordinance may occupy each dwelling unit as part of the individual housekeeping unit.’*
- *Section 13.B(8):‘The University Heights City Council may impose additional reasonable conditions as it deems necessary to ensure that the development is compatible with adjacent land uses, will not overburden public services and facilities, and will not be detrimental to public health, safety, and welfare.’*

Another item that cannot be evaluated at this time is the developer’s right to establish certain uses in the commercial portion of the development. As provided in Section 12.F (b), the following commercial uses are permitted: professional offices, bakeries, drug stores, grocery stores, barber/beauty shops, catering businesses, restaurants, coffee shops (or similar), retail shops, art galleries, or further uses as provided in the Development Agreement between the City and developer. Designated drinking establishments and liquor stores are not allowed. It will be important to discuss other

specifics in the Developers Agreement / Condominium Declaration regarding the hours of operation and specific uses of commercial property (if different than granted in Section 12.F (b) of the City Code).

Map 1: University Heights Zoning



In terms of application requirements set-forth in Ordinance No. 180 Section 13.D, staff reviewed the PUD submittal and finds several areas where additional information is necessary:

- Deed restrictions, covenants, agreements, association bylaws and/or other documents controlling the use of the property.
- A description of building materials to be used for all exterior surfaces is not definitively provided. Possibilities for the proposed buildings include precast concrete, clear low E vision glass, and metal/wood tone panel and trellis systems. The City Council should obtain more specific information prior to signing the development agreement.

Land Use and General Layout: The general layout of the commercial portion of the PUD submittal is consistent with the older commercial node on the east side of University Heights in that the building is close to the street with parking located behind the building. This will result in an *urban* presentation of the commercial space in that it is pedestrian-oriented.

With entrances and windows facing the street, the commercial area should be inviting to pedestrians as well as vehicular traffic. University Heights should examine the building concepts provided by the developer. Specifically, officials will want to articulate early in the process if the City has interest in pursuing the optional community space identified at the east end of the commercial building. If the City has interest in pursuing this idea, the developer will need to know how the space is intended to be used so that the general construction of the building can accommodate the finished space as envisioned by the community.

Regarding the proposed residential structure at the rear of the property: University Heights representatives should further analyze the images and renderings provided by the developer to gain an understanding of the height and character of the building. The developer has provided computer generated simulations of how the proposed buildings will appear from north, south, east and west.

For the general layout of the site, it is important for the development to be “connected” to the larger neighborhood. The PUD submittal accomplishes much of this by proposing wide sidewalks on both the south and east frontages of the development. Detailed landscaping plans should be submitted and reviewed by University Heights representatives before the proposed development is finalized to ensure that the development blends-in with the surrounding neighborhood and provides attractive views from the street.

Building Materials and Design: The PUD submittal indicates that possible construction materials to be used would be a combination of clear low E vision glass, and metal/wood panel and trellis systems. While these materials would generally conform with the comprehensive plan’s statement that environmentally-friendly construction materials should be used, University Heights representatives should request to see examples of the building materials before finalizing and approving the PUD.

Regarding energy efficiency, information provided by the developer indicates the intent for the proposed structures to meet certain LEED requirements. This is consistent with the Comprehensive Plan goal of encouraging energy efficient construction. Representatives should discuss what level of LEED certification the developer intends to meet. The PUD also indicates that photovoltaic arrays may be used on the front and rear buildings.

Mass and Scale: Mass and scale are important determining factors of how a building will blend-in with the surrounding neighborhood. Large buildings can appear out of scale with the surrounding residential neighborhood due to their bulk. This effect can be mitigated through the use of design strategies.

The proposed use of large windows and bays and variation in façade articulation, materials and colors, along with the open walkway, setbacks, and lateral off-set helps to reduce the perceived mass of the mixed use building. The proposed height of the mixed use building is 38' (to the top of the parapet), which conforms to City Ordinance No.180 that sets the maximum building height for this building at 38'. A front building setback of 40' from the Melrose Avenue right-of-way will mitigate the perceived height. The total length of the building has been reduced from 266' in the proposal approved in 2014 to 250' and is articulated with 40' modules to break up the horizontal aspect of the building. An open walkway at the ground level creates a feeling of separation between the two portions of the commercial floor of the building. One level of underground parking is provided.

The PUD submittal indicates that the proposed residential building at the rear of the property will have a height of 61' at the parapet with the elevator shaft extending up to 70'. The maximum height allowed by zoning standards set forth in Ordinance No.180 is 76'. To minimize the perceived height of the building the developer has proposed a flat roof. The PUD submittal indicates that the building would have 5 stories with two levels of underground parking. Patio space is provided on the rooftop level at the east and west ends of the building. The remainder of the rooftop will house mechanical units and potential solar arrays. The overall length of the building has been increased from 280' in the 2014 PUD to 328'.

The proposed density of the PUD remains approximately 20 dwelling units per acre (104 units). The architect has provided information that each unit in the PUD will have the potential for two bedrooms. An emphasis on units with fewer bedrooms results in fewer people per unit than would three or four bedroom units. If each unit has two bedrooms, there would be a total of 208 bedrooms; 163 underground parking spaces are proposed providing less than 1 parking space per bedroom.

Streetscape: The perimeter of the site is an important element to consider as it provides a transition from the new development to the existing neighborhood. In a commercial building, elements like large windows, canopies, and appropriate signage integrated into the building façade can enhance the appearance. The PUD submittal includes a landscaped area within the 40' setback between the Melrose Avenue right-of-way and the front of the building. Concepts for the area show the extensive use of shade trees, landscaping, and walkways that would ease the transition from the surrounding neighborhood to the newly constructed buildings. Benches and bike racks can further contribute to the site becoming a destination for University Heights residents.

While the developer has provided a site concept illustration, University Heights's officials should request specific information on street furniture and a detailed landscaping plan.

Slopes and Drainage: The subject property exhibits steep slopes (18-25%) in the northwest, east, and northeast quadrants of the subject property as indicated in the University Heights Sensitive Areas Ordinance (Comprehensive Plan page A-9). The storm water management system will need to be designed as part of the development of final design plans. The developer has proposed some fill near the top of the ravines on the east and west sides of the property and shows retaining walls adjacent to the proposed exit onto Sunset Street and the main entrance to the development. The City

will want to ensure that the proposal does not affect the critical and protected slopes on the property, particularly those located in the ravine to the east of the development. It appears the storm drain on page C-101 of the submittal projects onto the State owned property to the north of the subject parcel; an easement will need to be obtained for this to occur – this should be verified by the City Engineer.

The PUD indicates that several bio-retention cells will be used to manage stormwater. The University Heights Engineer will want to verify what additional plans, if any, the developer has for stormwater management and ensure that the stormwater management system is adequate for the development.

Transportation and Traffic Circulation: Melrose Avenue (near the subject property) is congested at peak travel times with an Average Daily Traffic (ADT) of 14,000 in 2012. In 2010, Melrose Avenue operated at a Volume to Capacity (V/C) ratio of 0.80 -1.2 (2012 MPOJC Long-Rang Transportation Plan). Corridors exhibiting V/C ratios of 1.0 or greater are considered to be functioning over capacity and are congested to some degree during peak travel periods.



Melrose Avenue / Sunset Street Intersection (looking north)

Based on information provided in the PUD, the amount of traffic generated by the new development will likely exceed 1,000 vehicles per weekday. This number is based on the assumption that the development will include 104 condos and 14,600 square feet of commercial space. The current land use, a church, produces 830 vehicles per day on Sundays based on 2010 traffic counts.

Turn Lanes: As proposed in the PUD submittal, staff agrees that a dedicated left-turn lane for eastbound traffic at the main entrance is necessary. This turn-lane will remove turning traffic from the through travel lane and minimize delay to eastbound traffic. An eastbound left turn lane is not necessary at the Sunset/Melrose intersection (see attached memorandum).



Proposed Site Concept Illustration

Traffic Signal Analysis: A planning-level traffic signal warrant analysis was completed and shows that without a traffic signal at the main entrance to the development, southbound exiting traffic from the development would experience lengthy delays in the PM peak travel hour (see attached memorandum). Although the proposed southbound left-turning movements will experience lengthy delays, queuing traffic will be on private property and should not affect mainline movements. The main source of concern when excessive delays are anticipated is that motorists become frustrated and can exhibit unsafe driving behaviors, which can create safety concerns within the public right-of-way. Staff anticipates that much of this delay will ‘self-correct’ as motorists choose to exit the development at the Sunset/Melrose intersection – taking advantage of the signalized / controlled environment. While it was determined that the development-generated traffic added to the system would not satisfy the requirements for a traffic signal to be installed, approximately 35 more vehicles exiting the development during the PM peak travel hour would satisfy a single traffic signal warrant. *The MUTCD has 9 warrants that can be met to indicate the need for a traffic signal; meeting one warrant does not mandate that a signal be installed.*

Given that this analysis is based on a set of assumptions regarding how the commercial building will be used, and that those assumptions will likely change based on actual tenants that occupy the building, staff recommends revisiting this study at full ‘build-out’ of the development to analyze the need for a traffic signal or other traffic engineering improvements at the main entrance to the development. If development occurs to the

north of the subject property, and shares the same access onto Melrose Avenue, a reevaluation of intersection operations and potential for necessary infrastructure improvements should be triggered.

Sunset Street / Melrose Avenue Intersection: From a transportation planning perspective it would be beneficial to realign the north leg of the Sunset intersection as shown in the proposed site concept illustration. Given that the existing geometry of the intersection is skewed, visibility for both motorists and pedestrians is reduced; therefore decreasing overall safety at the intersection. Specifically, the north leg of the intersection (Sunset Street) veers to the northeast at approximately 45 degrees, instead of the more desirable 90 degrees as proposed. Realigning the intersection as proposed in the PUD would also eliminate the need for the current split-signal phasing for north and southbound movements at the Sunset Street / Melrose Avenue traffic signal. These modifications would allow for additional 'green-time' for eastbound and westbound motorists during peak travel hours thereby reducing the overall vehicle delay experienced and increasing the level-of-service of the intersection.

As shown in the site concept illustration, the PUD proposes that the access onto Sunset Street function as an 'exit only'. This restriction is likely to be viewed favorably by neighborhood residents as it will eliminate cut-through traffic on Grand Avenue.

The addition of a dedicated left-turn lane at the Sunset Street / Melrose Avenue intersection is not necessary from an intersection level-of-service perspective. However, the turn lane may be necessary for proper alignment of lanes and intersection geometry and should be further evaluated by the City Engineer.

Sidewalks: Constructing an 8' wide sidewalk on the south frontage of the development as proposed in the PUD is consistent with the wide-sidewalk recently constructed along Melrose Avenue east of the development. The site concept illustration on page C-106 of the PUD shows where sections of the 8' wide sidewalk are proposed to be constructed adjacent to Melrose Avenue. American Association of State Highway and Transportation Officials (AASHTO) guidance notes that the buffer width (green space) between an arterial corridor and the adjacent sidewalk should be a minimum of 5 ft. (*Guide for Planning, Design, and Operation of Pedestrian Facilities* - Page 59). This minimum buffer is provided to improve pedestrian safety and to allow space for snow storage, utility poles, signs, trash pick-up, and streetscaping. If the minimum recommended buffer cannot be achieved, staff recommends investigating alternative solutions. Page C-106 notes that a vehicular guard rail will be installed between the sidewalk and the curb. The City engineer should verify the necessity and design of the structure.

In regards to the site plan, staff recommends constructing a sidewalk adjacent to, and the length of, the main access drive. Such a sidewalk would allow pedestrians traveling from the west direct access to the residential building at the rear of the lot and to any future development on the property north of the subject parcel. Staff also recommends University Heights discuss constructing a sidewalk along the west side of Sunset Street, north of Melrose Avenue.

Transit: City officials should discuss the desire to include a bus pull-off in the final design of the development. If desired, the City should require the pull-off to be constructed to Iowa City Transit standards as they are the authority that would provide service to the stop. Similarly, a discussion on the necessity of the bus shelter should also be vetted. Plans for such amenities, and the agreement for cost/maintenance, would be included in the Developers agreement.

Lighting: Lighting can produce ‘negative externalities’ that may be obtrusive to surrounding residents. University Heights representatives should request that any and all light fixtures on the site be downcast and shielded to not allow more than one foot-candle of light spillage beyond the property line. One foot-candle is a commonly used measurement of light, and is approximately the amount of light given by a full moon at night. Planimetric maps showing the amount of lighting on the property should be requested of the developer. U.S. Green Building Council LEED lighting standards should be used to ensure exterior lighting is designed to minimize glare or light trespass onto other properties.

Signage: Another thing to consider is the size and style of the commercial signage used. Large signs, illuminated signs, and flashing, blinking, or changeable copy signs can significantly detract from the residential feel of Melrose Avenue and be a distraction for drivers. University Heights representatives should request that details of the size, illumination, and animation of signs on the site be included in the Developer’s Agreement and/or Condominium Declaration. The current PUD shows the use of two ground-mounted monument type signs near the southeast and southwest corners of the property. MPO staff is available to provide examples of signage restrictions for commercial signs in residential areas upon request.

Hours of Operation: While University Heights cannot dictate all uses of the commercial property (any use allowed in the Multiple-Family Commercial Zone in the adopted Zoning Ordinance would be allowed), you may restrict the hours of operation of the site to mitigate against any late-night noise issues. While the site is well buffered to the northeast and west, there are residential properties on the south side of Melrose Avenue and on the east side of Sunset Street. If noise from commercial activities is a concern, University Heights should discuss with the developer hours of operation, outdoor seating for restaurants, cafes, or exterior amplified sound or other noise creating elements. Any restrictions to these elements of the development should be enumerated in the Developer’s Agreement or Condominium Declaration.

Utilities: The University Heights City Engineer will need to ensure that utilities are adequate for the proposed development. Adequate water pressure, sewer capacity, storm sewer capacity and electrical and gas services should all be included in such a review. If existing utilities are not adequate, University Heights officials will need to discuss what upgrades to the system, if any, will be required of the developer.

Fire and Police Protection: The University Heights Police Department and the Coralville Fire Departments should be consulted as to their capabilities to provide protection to the proposed development. Both provided letters indicating they were able to provide protection to this property and could do so with the current capacity of their departments during the initial PUD application in April 2011. Reconfirming the capabilities based on the increased number of residential units is recommended.

Developer's Agreement: The Developer's Agreement is a legally binding document that typically includes items such as: descriptions of property (including covenants, easements, and restrictions), final plans and specs, construction/phasing timelines, condominium declarations, dedications, maintenance agreements, agreements for costs to be incurred by the developer, environmental requirements, assurances against damage to publicly owned property, and other items related to the development.

The City should require that the developer prepare the agreement for review by the University Heights City Attorney.

SUMMARY:

In summary, the following points should be considered as part of the development review process, it will be important to articulate to the developer what elements of the proposal are appropriate. These are staff recommendations for University Heights City Council consideration.

- The subject property exhibits several steep, critical and protected slopes, as indicated in the adopted Sensitive Areas Ordinance, which should be protected. Grading plans and tree protection plans should be reviewed by the University Heights' Engineer.
- Any storm water retention required of the development should be identified by the City Engineer. Plans to manage storm water provided by the developer indicates the use of bioretention cells.
- City officials will want to articulate early in the process if the City has interest in pursuing community space at the east end of the commercial building. If the City has interest in pursuing this idea, the developer will need to know how the space is intended to be used so that the general construction of the building can accommodate the finished space envisioned by the community.
- The PUD indicates that a dumpster will be kept in an enclosure at the west end of the mixed use building and that all mechanical units will be within the building and/or on the roof so not to disturb/detract from the neighborhood.
- The PUD indicates that that truck deliveries will take place at a loading dock the west end of the commercial building. Additional vegetative or 'hard' screening may be desired to limit visibility of the loading dock.

- The University Heights Engineer should confirm that the appropriate utilities are available to support the development. If they are not sufficient, the Engineer should identify what utilities will need to be improved and at what cost to the City.
- The construction of a dedicated left-turn lane for eastbound traffic at the property entrance as proposed, and correcting the skewed geometry of the Melrose Avenue/Sunset Street as proposed by the developer are viewed favorably from a traffic engineering perspective. Both of these measures will decrease delay for through traffic on Melrose Avenue and increase the level of service at those intersections.
- Staff recommends revisiting the traffic study at full 'build-out' of the development to analyze the need for a traffic signal or other traffic engineering improvements at the main entrance to the development. Provision of this traffic signal (and/or other improvements) may be a requirement of development approval or may be part of the developer's agreement to be installed with agreed-upon traffic conditions. If development occurs to the north of the subject property, and shares the same access onto Melrose Avenue, a reevaluation of intersection operations and potential for necessary infrastructure improvements should also be triggered.
- Disallowing entering traffic and left-turning traffic out of the development onto Sunset Street will eliminate cut-through traffic on Grand Avenue and will likely be viewed favorably by the neighborhood to the east of the PUD.
- The construction of an 8' sidewalk on south frontage of the property as proposed in the PUD submittal will be advantageous for bicyclists and pedestrians. A sidewalk on the west side of Sunset Street north of Melrose would also be advantageous from a traffic engineering perspective and should be discussed by City officials.
- Staff recommends that a sidewalk be constructed adjacent to the main access drive. This will provide direct access to the residential building for pedestrians traveling from the west and provide future access to the University owned parcel north of the subject PUD.
- Although the rear building is proposed to be much taller (61') than the building fronting Melrose Avenue (38'), the perceived heights of the buildings may not appear as such depending on the viewer's vantage point. Computer generated images of the site could address these perceptions by showing the proposed buildings in concert with proposed grading, set-backs, trees, and view sheds from adjacent properties. University Heights officials will want to discuss whether the techniques (setbacks, terracing, rooflines, and landscaping) for minimizing the mass and scale of the buildings are adequate for the property.
- University Heights representatives should request to see additional examples of the proposed construction materials before finalizing the development approval process.

- We recommend University Heights representatives request that any and all light fixtures on the site be downcast and shielded to not allow more than one foot-candle of light spillage beyond the property line. Planimetric (lighting impact) maps should be produced.
- University Heights representatives should discuss with the developer the appropriate size, illumination, and animation of any signs on the site. Current plans identify two monument signs to be erected on the property. These items should be enumerated in the Developer's Agreement.
- University Heights should discuss with the developer hours of commercial operation, outdoor seating for restaurants, cafes, bars or balconies, and/or exterior loudspeakers or other noise creating elements. These items should be enumerated in the Developer's Agreement.
- Inclusion of plans for a bus pull-off and shelter in the PUD should be discussed by the City Council. The cost and maintenance agreements for the amenities should be outlined in the Developer's agreement.

Conclusion and Standards for Approval: We find that the proposed development is substantially consistent with the zoning criteria adopted for this parcel (Ordinance No.180 & 188) in terms of height, density, setbacks, parking, number of units, and residential and commercial square footage.

Other standards for approval should include: final plans and specifications, construction/phasing timelines, condominium declarations, dedications, maintenance agreements, agreements for costs to be incurred by the developer, environmental requirements, assurances against damage to publicly owned property, and other items related to the development. These items should be enumerated in the Developer's Agreement and/or other documents for the City of University Heights.

Date: March 9th, 2015
 To: University Heights City Council
 From: Darian Nagle-Gamm; Traffic Engineering Planner
 Re: One University Place - Updated Traffic Analysis

Background

This analysis is an update to the technical memorandum performed by MPOJC (dated May 19th, 2014) and submitted to the University Heights City Council. This update uses the most recent data available with respect to the residential and commercial components of the proposed development and provides a review of traffic operations at both the Melrose/Sunset and Melrose/Main Entrance intersections as they relate to the One University Place development (**Figure 1**).

The following assumptions are used for the analysis:

- 104 residential units with 14,600 sq. feet of commercial space are proposed and are allocated accordingly: convenience market (20%), fitness center (20%), high-turnover sit down restaurant (10%), specialty retail (40%), and community space (10%). The community space was not included in the vehicle trip generation figures as it was assumed trips to/from this space would occur during *off-peak* hours which is outside the scope of this study.
- The main entrance to the development includes both left and right turn lanes for exiting traffic and one lane for entering traffic
- The driveway north of Melrose on Sunset Street (shown in Figure 2) is for exiting traffic only; and the realignment of Sunset Street improves intersection operations by allowing for improved traffic signal operations
- 100% of *entering* traffic uses the Main Entrance – 50% from the east, 10% from the south, and 40% from the west
- 80% of the *exiting* traffic uses the Main Entrance – 50% to the east, 10% to the south, and 40% to the west
- 20% of the *exiting* traffic uses the Sunset exit only drive – 50% to the east, 10% to the south, and 40% to the west



Figure 1 - Development Site



Figure 2 – Proposed Site Plan

Table 1 shows the estimated traffic generated by the proposed development. Projected trips to and from the development were calculated using the Institute of Traffic Engineers (ITE) Trip Generation manual 7th Edition.

Table 1 – Estimated Trip Generation

Land Use (ITE Code)	Time of Day	Est'd Leasable Area (1000 sf)	Dwelling Units	Average Rate	Total Trips	Entering Trips	Exiting Trips
Residential Condominium / Townhouse (230)	AM Peak Hour (17% in / 83% out)		104	0.44	46	8	38
	PM Peak Hour (67% in / 33% out)		104	0.52	54	36	18
	Average Daily Traffic (50% in / 50% out)		104	5.86	609	305	305
Convenience Market (852)	AM Peak Hour (50% in / 50% out)	2.92		31.02	91	45	45
	PM Peak Hour (49% in / 51% out)	2.92		34.57	101	49	51
	Average Daily Traffic (50% in / 50% out)	2.92		*	--	--	--
Fitness Center (492)	AM Peak Hour (42% in / 58% out)	2.92		1.21	4	1	2
	PM Peak Hour (51% in / 49% out)	2.92		4.05	12	6	6
	Average Daily Traffic (50% in / 50% out)	2.92		*	--	--	--
High Turnover Sit-Down Restaurant (932)	AM Peak Hour (52% in / 48% out)	1.46		11.52	17	9	8
	PM Peak Hour (61% in / 39% out)	1.46		10.92	16	10	6
	Average Daily Traffic (50% in / 50% out)	1.46		127.51	186	93	93
Specialty Retail (814)	AM Peak Hour (44% in / 56% out)	5.84		1.55	9	4	5
	PM Peak Hour (44% in / 56% out)	5.84		1.49	9	4	5
	Average Daily Traffic (50% in / 50% out)	5.84		11.01	64	32	32
Total AM Peak Hour					166	67	98
Total PM Peak Hour					191	105	86

*Data not available

Eastbound Left-Turn Lane Warrant Analyses

To complete the eastbound left-turn lane warrant analyses at the intersections adjacent to the proposed development, the estimated development trip generation figures from **Table 1** were added to the existing peak hour traffic data collected in February 2014. **Figures 3 and 4** indicate that a dedicated eastbound left-turn lane is not warranted at the intersection of Melrose Avenue and Sunset Street during peak hours.

Melrose Avenue / Sunset Street

Figure 3: AM Peak Hour Left-Turn Lane Warrant Not Warranted (L= % of Left-Turns in Advancing Volume)

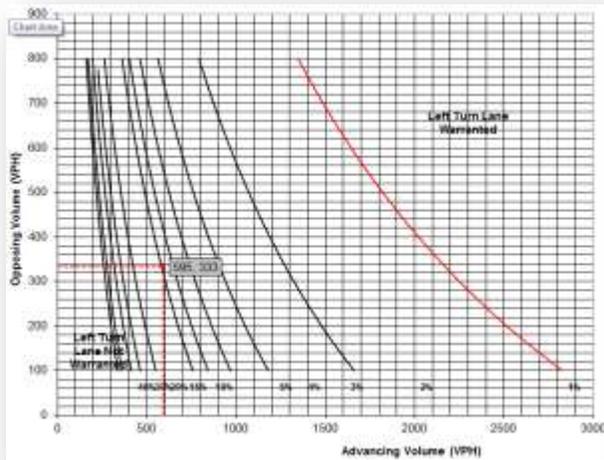
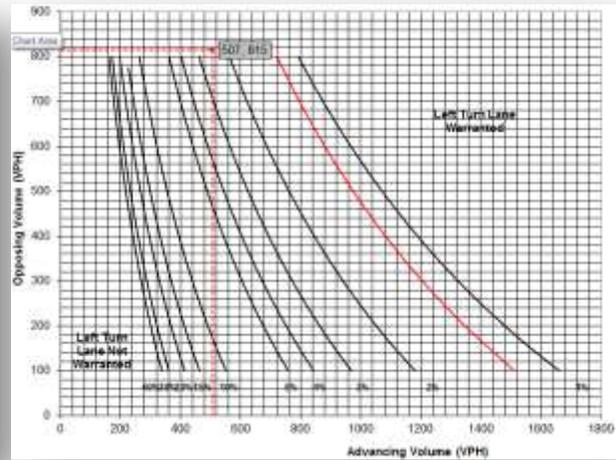


Figure 4: PM Peak Hour Left-Turn Lane Warrant Not Warranted



Melrose Avenue / Main Entrance

Figures 5 and 6 show that an eastbound dedicated left-turn lane is warranted at the Main Entrance during both peak hours. The left-turn lane is warranted during the PM peak period even with a 50% reduction in estimated left-turning residential traffic (accounting for 2006-2010 American Community Survey information shows that 43% of University Heights residents used modes other than private vehicles to get to work).

Figure 5: AM Peak Hour Left-Turn Lane Warrant Warranted

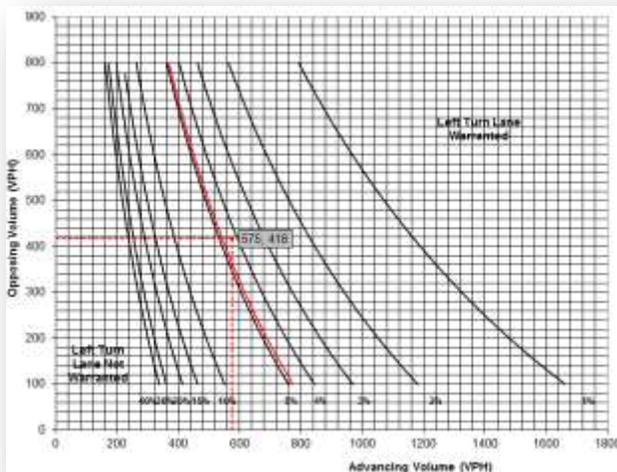
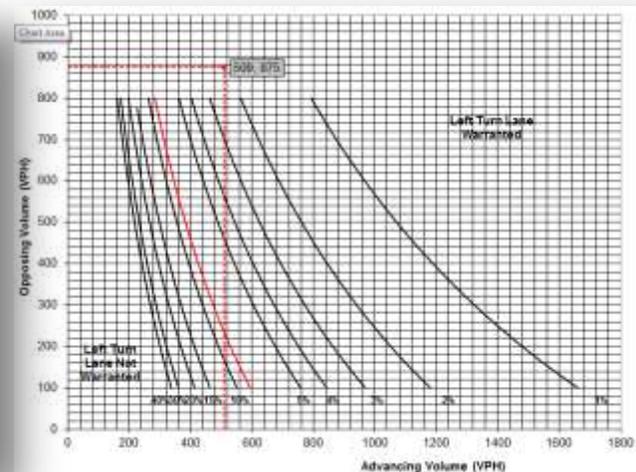


Figure 6: PM Peak Hour Left-Turn Lane Warrant Warranted



Intersection Capacity Analyses

To determine how the development would impact traffic delay at the intersections adjacent to the proposed development, a level-of-service (LOS) analysis was performed by applying the estimated trip generation figures from **Table 1** to the existing peak hour traffic data and modeled using Synchro 9.0 software.

Melrose Avenue / Sunset Street Intersection

Delay and LOS are calculated using the same methodology as unsignalized intersections, but the delay parameters are a little longer. Longer delays are acceptable at signalized intersections because the driver has a longer delay expectancy than at unsignalized intersections. **Table 2** (Synchro Exhibit 16-2) exhibits the LOS with its control delay ranges at signalized intersections. A LOS of A represents the best operating conditions (free-flow movement) and LOS F represents the worst conditions, i.e. extreme congestion and stop-and-go conditions.

Table 2 - Level of Service Criteria for Signalized Intersections

Level of Service	Average Control Delay (s/veh)
A	< 10
B	> 10 - 20
C	> 20 - 35
D	> 35 - 55
E	> 55 - 80
F	> 80

Figure 7 shows the level-of-service (LOS) results of both existing and proposed conditions at the Melrose/Sunset intersection. Under existing conditions, the eastbound through/left movement operates at a LOS F and the southbound through and northbound left-turning movement operates at a LOS E during the PM peak hour – all other movements in the AM and PM peak hours operate at an acceptable level of service of D or better.

Figure 7 – Melrose / Sunset Intersection Operations

Direction	Existing Conditions (with split-phase)				Proposed Conditions without EB Left-Turn Lane (split-phase removed – add development traffic)			
	Control Delay (s/veh)		LOS		Control Delay (s/veh)		LOS	
	AM	PM	AM	PM	AM	PM	AM	PM
Melrose Avenue								
Eastbound	14.5	86.3	B	F	18.6	17.6	B	B
- Through/Left	14.6	125.1	B	F	19.4	19.1	B	B
- Right	14.1	17.0	B	B	10.6	14.7	B	B
Westbound	11.1	34.9	B	C	8.8	21.9	A	C
- Through/Right	11.4	39.5	B	D	8.8	24.2	A	C
- Left	9.7	12.2	A	B	8.5	9.6	A	A
Sunset Street								
Northbound	41.6	50.9	D	D	33.3	48.3	C	D
- Through/Right	39.6	28.2	D	C	29.4	26.2	C	C
- Left	44.4	60.3	D	E	38.3	57.0	D	E
Southbound	48.5	80.0	D	E	28.9	26.1	C	C
Intersection	20.1	54.0	C	D	19.4	24.8	B	C

When comparing existing to proposed conditions, the intersection improves from LOS C to LOS B during the AM peak hour and LOS D to LOS C during the PM peak hour. LOS for all movements improves to a LOS D or better except for the northbound left-turn movement at LOS E. The 'proposed condition' scenario shows improvement to the LOS of the intersection (even with the addition of development traffic) primarily as a result of the elimination of the split-signal phasing for the north and southbound movements.

The removal of the split-phase also reduces the eastbound AM peak hour traffic queue from approximately 545' to 400' – the main entrance to the development would be blocked when the queue reaches approximately 400'. The elimination of the split-phase becomes possible due to the realignment of the north leg of Sunset Street and the removal of the skewed geometry currently present.

Melrose Avenue / Main Entrance Intersection

Existing intersection capacity was analyzed using unsignalized intersection capacity analysis methods outlined in the latest edition of the Highway Capacity Manual (HCM) and using Synchro software. By using HCM methods, control delay is calculated as seconds of delay per vehicle and a corresponding level of service (LOS) is also shown. Level of service describes operating conditions based on a number of factors including speed and travel time, freedom to maneuver, traffic interruptions, and comfort & convenience. **Table 3** (Synchro Exhibit 17-2) exhibits the LOS with its control delay ranges at two-way stop-controlled intersections. A LOS A represents the best operating conditions (free-flow movement) and LOS F represents the worst conditions, i.e. extreme congestion and stop-and-go conditions.

Table 3 - Level of Service Criteria for Stop-Controlled Intersections

Level of Service	Average Control Delay (s/veh)
A	0 - 10
B	> 10 - 15
C	> 15 - 25
D	> 25 - 35
E	> 35 - 50
F	> 50

Figure 8 shows the level-of-service (LOS) of both existing and proposed conditions at the Melrose / Main Entrance intersection. Under both conditions, all east and westbound movements experience negligible delay of less than 12 seconds per vehicle. However, southbound left-turning movements experience lengthy delays during the PM peak hour under existing and proposed conditions at a LOS E (39.3 sec/veh) and LOS F (106.7 sec/veh) respectively.

Although the proposed southbound left-turning movements will experience lengthy delays; queuing traffic will be on private property and should not affect mainline movements. The main source of concern when excessive delays are anticipated is that motorists become frustrated and exhibit unsafe driving behaviors which can create safety concerns within the public right-of-way. Staff anticipates that much of this delay will 'self-correct' as motorists choose to exit the development at the Sunset/Melrose intersection – taking advantage of the signalized / controlled environment.

Figure 8 – Melrose / Main Entrance Intersection Operations

Direction	Existing Conditions				Proposed Conditions with EB Left-Turn Lane on Melrose + Development traffic			
	Control Delay (s/veh)		LOS		Control Delay (s/veh)		LOS	
	AM	PM	AM	PM	AM	PM	AM	PM
Melrose Avenue								
Eastbound	0.0	0.0	A	A	0.4	0.9	A	A
- Through	0.0	0.0	A	A	0.0	0.0	A	A
- Left	8.2	10.4	A	B	8.4	11.3	A	B
Westbound	0.0	0.0	A	A	0.0	0.0	A	A
- Through	0.0	0.0	A	A	0.0	0.0	A	A
- Right	0.0	0.0	A	A	0.0	0.0	A	A
Main Entrance								
Southbound	14.9	31.8	B	D	20.9	71.8	C	F
- Left	19.6	39.3	C	E	27.4	106.7	D	F
- Right	10.7	18.0	B	C	11.3	20.6	B	C
Intersection	0.0	0.1	A	A	1.8	3.7	A	A

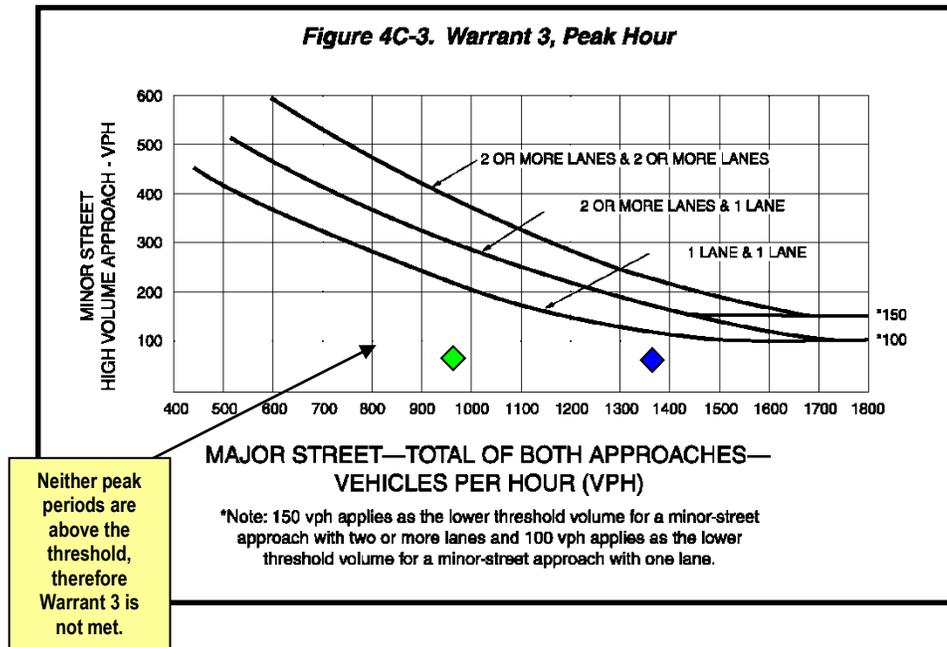
Traffic Signal Evaluation at Melrose Avenue / Main Entrance

To evaluate whether a traffic signal is warranted at the 'main entrance' intersection we utilize peak hour trip generation figures from **Table 1** applied to existing traffic counts and evaluate them against the Manual on Uniform Traffic Control Devices (MUTCD) peak-hour signal Warrant 3. As shown in **Figure 9**, using our current assumptions, a signal is not warranted in either the AM or PM peak hour. For a traffic signal to become warranted there would need to be an additional (approximate) 130 vehicles exiting in the AM peak hour and approximately 35 additional vehicles exiting the development in the PM peak hour. However, if assumptions on commercial uses should change, a signal may become warranted upon 'build-out' of the development – the signal analysis should be updated at that time.

Figure 9 – MUTCD Peak Hour Signal Warrant #3

Warrant 3, Peak Hour Melrose Avenue / Main Entrance							
Main Entrance		Melrose Avenue Entering Traffic		Warranted?		Legend	
AM	PM	AM	PM	AM	PM	AM	PM
79	69	990	1379	No	No	◆	◆

Figure 10 – Peak Hour Signal Warrant & Observed Volumes



Bicycle, Pedestrian and Transit Accommodations

Pedestrian Level-of-Service

While not included in this analysis, staff has begun to perform a pedestrian level-of-service evaluation at the Melrose/Sunset intersection. This analysis will provide information as to the level-of-service that pedestrians can expect to receive upon completion of the proposed improvements at the intersection – including the removal of the split-phase signal phasing as a result of the realignment of the north leg of Sunset Street. Staff will submit this evaluation to the City of University Heights upon completion.

Bicycle Accommodations

It is assumed that the existing wide-sidewalk on the north side of Melrose Avenue will remain – connecting to the existing wide-sidewalk to the east and west of the subject parcel. This wide-sidewalk is a critical piece of infrastructure given the pedestrian/bicycle activity in the area (2006-2010 American Community Survey information shows that 43% of University Heights residents used modes other than private vehicles to get to work).

While it is not currently feasible to add bike lanes to Melrose Avenue west of Sunset Street (the current street width is 28'), consideration should be given to the use of 'shared-lane arrows'. The MPO conducted an analysis of the feasibility of adding on-street bike facilities on Melrose Avenue (east of Sunset Street) through University Heights as part of the MPO FY15 Work Program. If University Heights implements on-street bike facilities east of Sunset Street, consideration should be given to on-street bicycle facilities west of Sunset Street if/when street improvements are made as part of the St. Andrew Presbyterian Church site redevelopment.

Transit

Bus movements/stops are infrequent in nature and do not typically cause measureable delay with respect overall level-of-service. While a bus pull-off is not necessary at this location, it should be viewed as an amenity. A bus pull-off does not appear to be included in the most recent concept plans.

Conclusions

The number of proposed residential units has increased from 78 units to 104 units since the traffic study dated May 19th, 2014, however the commercial space has decreased from 19,000 to 14,600 square feet. On the whole, this has resulted in net decrease in the expected traffic to be generated by the development. This is because commercial square footage tends to generate more trips than residential uses. Ultimately, the change in traffic volumes is relatively minor, therefore the conclusions and recommendations from previous traffic studies completed in 2014 remain the same. Should assumptions change based on type of commercial tenants or number of residential units, this analysis should be revised.

- A dedicated eastbound left-turn lane *is* warranted at the main entrance to the development.
- A dedicated eastbound left-turn lane *is not* warranted at the Sunset/Melrose intersection.
- A traffic signal *is not* warranted during the AM or PM peak hour at the main entrance to the development¹. Staff recommends revisiting this study at full 'build-out' of the development to analyze the need for a traffic signal or other traffic engineering improvements.
- A realignment of the north leg of Sunset Street eliminates the need for the existing split-phase signalization. Even with the additional traffic generated by the development, overall intersection level-of-service is improved – this should be viewed favorably by University Heights.
- At the main entrance, southbound left-turning movements experience lengthy delays under proposed conditions at a LOS F (106.7 sec/veh). Staff anticipates that much of this delay will 'self-correct' as motorists choose to exit the development at the Sunset/Melrose intersection.

¹The addition of approximately 35 more vehicles would satisfy the PM peak hour warrant. The MUTCD has 9 warrants that can be met to indicate the need for a traffic signal; meeting one warrant does not mandate that a signal be installed.

MEMORANDUM

TO: Mayor, Council and Staff
FROM: Josiah Bilskemper, P.E. (Shive-Hattery, Inc.)
DATE: May 7, 2015
RE: One University Place PUD Submission (April 7, 2015)
City Engineer Staff Report #1

This memo provides a review of the One University Place PUD submittal in accordance with Section 13 (Multiple-Family Commercial PUD) of University Heights Ordinance #79. Following discussion of these items, there is a section of general plan review comments.

Ordinance 79 – Section 13 (Multiple-Family Commercial PUD)

13.B.1. *No more than two (2) buildings may be constructed with combined footprints of no more than forty-five thousand (45,000) square feet.*

Refer to MPOJC staff report.

13.B.2. *No more than one hundred four (104) dwelling units may be constructed.*

Refer to MPOJC staff report.

13.B.3. *No more than twenty thousand (20,000) square feet of commercial space may be constructed.*

Refer to MPOJC staff report.

13.B.4. *No more than one person not a member of the family as defined in Section 3 of this Ordinance may occupy each dwelling unit as part of the individual housekeeping unit.*

Refer to MPOJC staff report.

13.B.5. *The front building of the development (closest to Melrose Avenue) shall not exceed thirty-eight (38) feet in height, and the rear building shall not exceed seventy-six (76) feet in height. "Height" is defined in Section 7 of this Ordinance.*

The grading plan submitted (C-105/106) indicates ground floor elevation of the front building is 784.10, and ground floor elevation of the rear building is 782.20.

The recent revisions (Ordinance #187) to the city zoning ordinance include a new definition for determining building height. The grading plans indicate the base elevation within 5-feet of the front building is 784.00, and for the rear building, approximately 782.00 along the south edge of the building that faces Melrose.

The maximum structure height is 822.00 (front building) and 858.00 (rear building).
PUD plan should confirm what base elevation the relative building heights shown on the elevation renderings are based on.



- 13.B.6. *A minimum of one hundred eighty-five (185) off-street parking spaces, of which no more than one hundred eight (108) may be above ground, shall be provided for commercial and residential uses. "Parking space" is defined in Section 10 of this Ordinance.*

There are 75 above ground parking spaces shown on the layout plan, which includes four ADA parking stalls. The front building has one level of underground parking with 45 spaces (includes one ADA stall). The rear building has two levels of underground parking. The lower level has 59 spaces (includes one ADA stall) and the upper level has 61 spaces (includes one ADA stall).

There are a total of 240 parking spaces shown. Underground parking accounts for 165 of these spaces.

- 13.B.7. *The eaves or building projections, including screened porches or walls, of the front building shall not be less than thirty-three (33) feet from the lot line along Melrose Avenue; the eaves or building projections, including screened porches or walls, of any other building or portion thereof shall not be less than twenty (20) feet from any lot line.*

The Layout Plan (Sheet C-101) shows the proposed buildings placed inside all of the required setbacks.

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

Refer to MPOJC staff report.

- 13.D.1 *Location, size, and legal description of the site.*

Included on Sheet C-101.

- 13.D.2 *Location and area of land uses.*

Included on Sheet C-101.

- 13.D.3. *Detailed site plan showing all existing or proposed easements.*

The site easement layout is shown on Sheet C-102.

The submittal shows utility work, construction staging, removals, grading, and presumably tree clearing occurring on the University property to the north. **Include permanent easements for the utility work and temporary construction easements for the remaining items on the easement layout drawing for project work occurring beyond the property line.**

The plans propose a sanitary force main running along the north side of Melrose Avenue and connecting to an existing Iowa City sanitary sewer manhole in the parking lot of the University Club. An additional easement is required on the University Club property to route the force main into the parking lot. Depending on the alignment and depth of the force main within the Melrose right-of-way, a maintenance easement may need to be obtained along the south edge of the Birkdale Court properties to allow

access for future maintenance or repairs. **This need for an additional easement(s) should be acknowledged on Sheet C-102 with approximate locations shown.**

The City of Iowa City is still reviewing the PUD submittal. Once comments are received from Iowa City, this report will be updated and reissued with any items related to easements for water and sanitary sewer facilities.

The City of University Heights will require stormwater management easements for each BMP installed on the site for the purpose of inspection and repair. **This should be acknowledged on Sheet C-102 with approximate locations shown.**

Mid-American requires easements for the transformers, high-voltage electric conduits, and gas main that would extend into the site. They have also requested a joint gas and electric easement adjacent to and running along the full length of the west property line. These locations can be finalized along with the construction drawings when locations for these components are designed.

13.D.4. *Front, side, and rear yard setbacks.*

Included on Sheet C-101.

13.D.5. *Existing topography at two-foot intervals.*

Included on Sheet C-104.

13.D.6. *Grading plan at one-foot contours.*

Included on Sheet C-104.

13.D.7. *Location and description of major site features, including tree masses, drainage ways, wetlands and soils.*

Refer to Sheet C-103 and C-104. These sheets are to show sensitive slope areas, and where the proposed construction is located relative to these areas. **The delineation of steep and critical slope areas is missing from each sheet, and will need to be resubmitted.**

There is a table on Sheet C-104 showing the percentage of each type of slope area that is being impacted by construction.

Based on the proposed site plan elements, anticipate that all of the slope areas on the west side of the site will be disturbed, and a portion of the slope areas at the head (south end) of the east ravine will be disturbed by construction.

The plan identifies the location of three soil borings, and notes the slope in that area was previously altered by human activity. I recall these soil borings were completed in 2011 and were accompanied by a Terracon geotechnical report submitted to the council at that time. **This report should be resubmitted to the current council.**

Refer to general plan comments for Sheet C-104 at the end of this report for discussion of the city's Sensitive Areas Ordinance (#128).

13.D.8. *Erosion control plan.*

Sheet C-104 is labeled as the erosion control plan. It indicates silt fence being installed along the perimeter of the site and along the top of the east ravine. **Additional erosion control measures to encompass all utility and other project work occurring beyond the property line should be shown on this sheet.**

Erosion control plans will also be submitted for review as part of the construction drawing process. Refer to general plan comments for Sheet C-104 at the end of this report for discussion of the city's Sensitive Areas Ordinance (#128).

13.D.9. *Proposed type or types of development, e.g., commercial, multiple-family dwelling, etc.*

Refer to MPOJC staff report.

13.D.10. *Location and size of buildings or building footprints.*

Building locations and footprints shown on the Layout Plan (C-101), the Dimension Plans (C-108, C-109) and on the individual floor plans (A-Sheets).

13.D.11. *Design elevations showing all sides of every building, roofline, and perimeter fences.*

Building heights are called out on the Elevation drawings. The only perimeter "fence" shown is near the SE corner of the front building, visible in the street level rendering.

13.D.12. *Description of materials for all exterior building surfaces and perimeter fences.*

There are a few material descriptions included in the color elevation sections. There is a trellis system shown on the top of the rear building, along with a patio space and screen wall. Balcony materials may also be of interest to the council as they are prominently visible on the south side of the rear building toward Melrose Avenue.

Based on the height of the retaining walls shown on the Plans, there will be a need for railing and/or barrier rail at the top of these walls. The type and material of retaining walls, railings and/or barrier rail along these walls is not currently shown, and may be of interest to council.

The MPOJC staff report recommends the City Council obtain more specific information and examples of building materials before finalizing and approving the PUD.

13.D.13. *Vertical and horizontal dimensions of the exterior of all buildings and perimeter fences.*

Parapet height and elevator roof height shown on the elevation views and horizontal dimensions identified on the floor plans. **Need to confirm what base elevation the building heights are measured from (refer to 13.B.5 comments), and should identify height of the proposed fencing being shown at the SE corner of the site near the Melrose and Sunset intersection.**

13.D.14. *Maximum height of proposed structures and perimeter fences.*

Refer to 13.D.13 comments.

13.D.15. *Floor plans showing square footage of each commercial and each dwelling unit.*

Refer to the floor plan drawings for dimensions.

13.D.16. *Location of existing and proposed utilities, sanitary sewers, storm water facilities, and water, gas, and electrical distribution systems.*

Existing utilities are shown on Sheet C-103, and the proposed facilities are shown on Sheet C-107.

Water Main:

The City of Iowa City is still reviewing the PUD submittal. Once comments are received from Iowa City, this report will be updated and reissued with any items related to water main.

Sanitary Sewer:

The City of Iowa City is still reviewing the PUD submittal. Once comments are received from Iowa City, this report will be updated and reissued with any items related to sanitary sewer.

The PUD drawings show the development requires a sanitary pump station in the northwest corner of the site. Sewer services from each building flow by gravity to the pump station, which will pump wastewater through a force main pipe along the west edge of the site, then west along the north side of Melrose Avenue, and connect to an existing Iowa City sewer manhole in the University Club parking lot (the sanitary force main from the Birkdale Court properties connects to this same manhole).

The proposed sanitary force main is shown very close to the Birkdale Court property line along Melrose, such that repair work on the buried line might require digging onto adjacent property. **The construction drawings will need to show the alignment and depth of this line at a sufficient distance from the property line. If this can't be accomplished, another option is for the developer to secure a maintenance easement from the Birkdale properties.**

Gas and Electric:

There is no proposed gas or electric facilities shown within the site plan at this time. As noted previously in the item about easements, these will need to be provided for Mid-American within the site.

Per discussion with Mid-American gas department, they are able to serve the residential and commercial buildings with gas service. A new gas main will need to be extended into the site, with one service line extending from this main to each building. The new main will connect to the existing gas main along the south side of Melrose or the east side of Sunset Street.

A meeting was held with Mid-American electric department and the developers electrical engineer designers. At the conclusion of the meeting, **Mid-American electric indicates they have the capacity to serve the site, and it would be**

possible to maintain electric service to the church building at the same time the front building is under construction. If needed due to the construction of the front building, or due to the reconstruction of the north leg of Sunset Street, a temporary pole could be set to maintain electric service to the church during this time. **Depending on transformer locations at the site, an additional utility pole may need to be set on the south side of Melrose.**

At this point, the physical size of the two transformers, the specific location of where these transformers will be located around the buildings, and where the metering units will be placed are still to be determined. There is also potential photo-voltaic arrays being considered for the roof of each building (refer to “roof plan” drawings). The electrical engineers are currently working through the design, and will provide additional information to Mid-American to confirm the details of the design.

Other potential impacts to overhead utility poles along Melrose are likely. The widening of Melrose west of the site to develop a left-turn lane may require the anchor wires stabilizing existing poles on the south side be modified, or poles may need to be relocated. These impacts can be evaluated when construction drawings are submitted for review.

As the construction drawings are prepared, the layout and design of the gas and electric services by the developer’s engineers will need to be coordinated with Mid-American.

In order to rebuild the north leg of Sunset Street at the intersection, the existing utility pole on that side of the street will need to be relocated somewhere on the north side of the intersection. The existing traffic signal cabinet will also need to be relocated on this side of the street.

Stormwater Management:

Water runoff from the site is collected in piping or sheds naturally over the ground to the north, south, east and west. Water collected into piping is outlet at two locations: the east ravine and the University property to the north. There is a double row bio-retention cell concept (Sheet C-104) shown to collect water from the parking lot area between the buildings, and the remaining paved entrance and exit drives collect water with intakes and pipe this water to the east and north ravines.

Stormwater management on the site will need to meet compliance requirements of the city’s “Post-Construction Stormwater Runoff Control” Ordinance (#169). This ordinance requires that a stormwater management plan be submitted and approved along with construction drawings prior to issuance of a construction permit. This plan will provide the details, calculations and other documents to show the runoff is being controlled to meet the ordinance requirements.

General Plan Review Comments

Sheet C-101

1. Notes indicate street improvements along Melrose Avenue for a left-turn lane at the main entrance are “possible improvements” to be completed by others. The MPOJC traffic report indicates the dedicated left-turn lane for eastbound traffic at the main entrance is required, which means the Melrose Avenue widening is required. **The council should have a clear understanding of exactly what improvements in the right-of-way are to be constructed as part of the developer’s project, and have this reflected on the PUD drawings.**
2. The bus pull-off and bus shelter are not shown on the current plans. **Similar to the note above, if this is to be included in the overall project, it should be noted somewhere on the plan, or perhaps lightly dashed in on the drawing showing general location.**
3. **Recommend the Melrose widening west of the main entrance be accomplished on the south side of the road.** The PUD concept widens both sides of the street, but limited space on the north side due to the existing wide sidewalk and retaining wall conflict with pushing the street and storm sewer intake up into the edge of the walk. The PUD plans also show installing an unspecified vehicular guard rail directly on the edge of the north curb that is not desirable.
4. As part of the construction plan process, overall geometry of the Melrose and Sunset roadway changes still need to be designed and evaluated. This includes components such as lane configurations, traffic signal modifications and/or replacements, future accommodations for on-street bike facilities, relocation of existing overhead utility poles, etc. **Everyone should be aware that evaluation of these various items during detailed design may require adjustments to the intersection and lane widening concepts shown on the PUD plans.** As noted in the MPOJC staff report, the addition of a dedicated left-turn lane at the Melrose and Sunset intersection is not necessary from an intersection level-of-service perspective, but may be necessary for proper alignment of lanes and intersection geometry.
5. The proposed retaining wall on the east side of the site would extend into public right-of-way. **Recommend the city require the development be responsible for maintenance, repair, replacement, etc. of the wall even though it is within the street right-of-way.**
6. The construction drawings will need to include design of appropriate barriers along the top of the retaining walls where required due to wall heights (refer also to 13.D.12 comments).
7. The number of underground parking stalls listed in the plan notes for the rear building is less than the number shown on the parking level floor plans.
8. The MPOJC staff report recommends the City consider placing a sidewalk along the west side of Sunset Street to the north. There is an existing sidewalk that ends at Grand Avenue on this side of the street. Finding a suitable location for this sidewalk between the street and the ravine while avoiding existing mature trees would be a design challenge, and sidewalk would need to be extended across the front of 1504 Grand Avenue to complete the connection to the Grand Avenue sidewalk.
9. The MPOJC staff report recommends constructing a sidewalk adjacent to, and along the length of, the main access drive on the west side of the site to provide a pedestrian path to the rear building, and future pedestrian access to the University owned parcel north of the property.

10. There are 65 tree symbols shown around the site on this sheet. The “Architectural Site Plan” shows these same trees (and perhaps a few more) and shows coloring/shading where landscape plantings are proposed to be located throughout the site. These tree and planting locations appear to match what is seen in the site renderings. The MPOJC staff report comments on streetscape recommends that specific information on street furniture and a detailed landscaping plan be requested. **If council expects to see the same type, quantity and locations of trees and landscaping as shown in the PUD plans and renderings, this should be confirmed by both parties to provide a basis for evaluating the landscaping plans included with the construction drawings.**
11. Will the sidewalk and patio paving shown around the front building be colored concrete or different materials to create the colored pavement pattern shown on the architectural site plan and depicted in the street view renderings of the site?
12. The dumpster enclosure located by the corner of the front building will be visible from Melrose Avenue. **Recommend this be a brick enclosure or some other combination of materials similar to the building (i.e. not a wood slat enclosure).** Council could request specific allowable materials with the PUD plan or indicate to the developer what types of materials they would consider for approval during the review of construction drawings. The MPOJC staff report suggests that additional vegetative or hard screening may be desired to limit visibility of the loading dock located next to the dumpster enclosure.

Sheet C-102

1. The sidewalk, fencing, and curb ramp layout at the SW corner of the Melrose and Sunset intersection was rebuilt in 2013. The city also acquired additional right-of-way at this corner.
2. Based on the location of existing right-of-way lines shown at the SE corner of the Melrose and Sunset intersection, anticipate that property and/or easement acquisition would be required to place and install new traffic signal.

Sheet C-103

1. This drawing shows the “Sensitive Areas Development Plan”, and is the first component of complying with the Sensitive Areas Ordinance (#128). **The delineation of steep and critical slope areas is missing from the drawing, and will need to be resubmitted.**

Sheet C-104

1. This shows the “Grading Plan” and the “Sensitive Areas Site Plan,” which are the other two components of the Sensitive Areas Ordinance. There is a table indicating the percentage disturbed, but the current drawing doesn’t show where on the site these disturbed areas are located. **This drawing needs to be revised to depict visually which portions of the slope areas are being disturbed.**
2. There is new storm sewer pipe located into the east ravine. **This drawing needs to provide detail about how this pipe is proposed to be constructed into the bottom of the ravine.**
3. As noted previously in this report, it looks like much of the slope on the west side of the site would be disturbed by construction, and an area at the head of the east ravine. More detailed versions of these sheets will be included in the construction drawings showing construction entrances, job trailer locations, intake protection, etc.

4. In accordance with the city's Sensitive Areas Ordinance, for construction that disturbs protected slopes as proposed at this site, the following four conditions need to be met:
 - a. The protected slopes have been "previously altered by human activity..."
 - i. As noted above, soil borings and geotechnical report were provided to council in 2011. **Recommend this report be provided to the current council.**
 - b. "...a geologist or professional engineer can demonstrate to the University Heights City Council's satisfaction that development activity will not undermine the stability of the slope..."
 - i. The plan shows retaining walls on either side of the site adjacent to slopes. **Recommend that during the construction drawing review process, the city require a letter from the geotechnical engineer and the retaining wall structural engineer certifying the design will maintain the slope stability.**
 - c. "...the City further determines the development activities are consistent with the intent of the Sensitive Areas Ordinance."
 - i. The purpose of the ordinance, as noted in Section 1 of Ordinance #128 "is to protect sensitive areas within the City of University Heights by regulating the development of such sensitive areas." Based on Sheet C-104, it looks like "protection" of existing slope areas is based on (1) leaving some portions of the slopes in the east ravine untouched, and (2) constructing retaining walls along the east and west access drives to reduce the number of trees impacted, and reducing the amount of fill material that would otherwise have to be graded out down the slopes on each side of the site,
 - d. The University Heights City Council approves a submitted Development Plan, Grading Plan, and Sensitive Areas Site Plan.
 - i. **The Development Plan (C-103) needs to be revised and resubmitted to show the missing steep and critical slope areas. The Grading and Sensitive Areas Site Plan (C-104) should be revised and resubmitted to include the missing steep and critical slope areas, visually delineate the disturbed areas and provide detail about the new storm sewer pipe being built into the east ravine.**
 - ii. The council needs to determine if they are in agreement with the concepts shown for new grading around the site, as well as the proposed building, paving, and utility work that will take place across portions of the existing steep, critical and protected slope areas as shown on Sheet C-104.
 - iii. If council wishes to approve these drawings related to the Sensitive Areas Ordinance (pending resubmittal and approval of Sheets C-103 and C-104 as noted above), recommend they do so contingent upon receipt of the certification letter from the geotechnical and structural engineer noted above, and confirmation that construction drawings reflect the same disturbance limits as shown in the PUD.

C-107

1. When construction drawings are developed, recommend the following items be considered when designing the proposed bio-retention cells along the north edge of the parking:
 - a. Can these cells be located far enough beyond the pavement so they will still be in the correct location if additional parking stalls and sidewalk are added on the north edge of the paving? It looks like an additional bay of parking on the north edge would cover the cells and extend through the first row of trees.
 - b. There will be a stormwater easement around these cells, and the easement would need to be redefined in the future if the cells have to be rebuilt further north to accommodate additional parking.
 - c. Stormwater calculations for the north cells should account for future impervious paved area of additional parking stalls.
 - d. In the interest of keeping excavation for future water main repairs outside the bio-retention cell soil profile, recommend cells and parallel water main be separated so that the edge of the cell is at least 8-feet from the water main.
2. The Post-Construction Stormwater Runoff Control Ordinance (#169) requires a number of submittals from the developer during the review of the construction drawings and prior to issuance of construction permit. The required submittals and stormwater design criteria are found in Section 169.10 thru 169.12. These requirements are currently acknowledged in Section 2 of the developer's agreement. A Construction Site Runoff (CSR) permit will also need to be obtained from the City prior to construction (Ordinance #155).

Please let me know if you have any questions, comments, or need any further information.

JDB

Mayor Report- May 2015

Appointment to Board of Adjustment. Due to hiring of Stan Laverman as our City's Rental Housing Inspector, Stan has resigned from the Board of Adjustment. I recommend appointing: Clayton Hargrave, 11 Glencrest Drive to the Board with his term ending 12/31/17.

The Farmers Market Starts: Tuesday, June 2nd at the St. Andrew Church front parking. Mark your calendars: All Market times are: 5:00- 7:00pm, and the **First Tuesday** of each month, June thru Oct. Tues. June 2, Tues. July 7, Tues. Aug. 4, Tues. Sept. 1, Tues. Oct. 6. There will be many crafts including: birdhouses, jewelry, yarns, clothing, Flowers, Seasonal Vegetables, farm fresh meats, farm fresh eggs, cookies, candy and many other fabulous items! Order your Tuesday dinner to "eat in" or "carry out" including delicious BBQ w/sides, Korean Dumplings w/dipping sauces & made to order Maggie's wood-fired pizza! Music &/or entertainment will be at each market. I still have vendor openings. If you yourself or you know others interested in being a vendor contact me at: Louise@university-heights.org or (319) 321-5525. Farmers Market is held "rain or shine". Come join us!!

Beth Ann Bitner has resigned as part-time crossing guard. She has been the "stand-by" for our fulltime crossing guard, Harold Plate. Chief Stanley has agreed to have an UHPD officer serve as "stand-by" crossing guard if needed.

Bike to Work Week Breakfast was held Wed. May 6th from 6:30am -9:00am at the City office. Co-sponsor was **Geoff's Bike & Ski**. This was the fourth year of this very popular event! Special thanks to my helpers: Pat Yeggy, Mike Haverkamp, Virginia Miller and UHPD Alex Patch. Any food that was left was delivered to the Ronald McDonald House of Iowa City.

JC Emergency Management: As EMA Commission chair I have been working many hours with staff with the interview process for finding a Deputy Emergency Management Director. We are determining the finalists this week.

There will be a Movie Night at Kinnick Stadium on Saturday, June 27th. Stadium Gates are open at 6:30pm with movie starting at 7:30-9:00pm. The University is expecting about 4,000-5,000 people- there is a possibility that it can be a higher number or a lower number. This is the first year for this event and don't know what to expect. UI official said that parking is free at the Kinnick parking lot and they can accommodate all the parking, but are contacting the City to be aware of this event.

Still needing more volunteers for "RAGBRAI thru U Heights" committee. Ragbrai is bicycling through University Heights on Melrose Ave on the morning of Saturday, July 25th after spending overnight in Coralville. Please contact me.

I attended the April 20th Joint Cities Meeting. Highlights: The School Board talked about working on school boundaries, attendance zones for all schools and the new High School. Johnson County spoke about the Community ID program and their major projects. Coralville spoke about Ragbrai plans and their major projects as well as Iowa City. Contact me if you want more information.

RESOLUTION NO. 15-23

**RESOLUTION RATIFYING APPOINTMENT TO
THE UNIVERSITY HEIGHTS BOARD OF ADJUSTMENT**

BE IT RESOLVED by the City Council of University Heights, Iowa, that the appointment by the Mayor of the following individual to the University Heights Board of Adjustment is hereby ratified and this individual is duly appointed to the Commission:

_____ (term ends 12/31/17)

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 12th day of May, 2015.

Louise From, Mayor
City of University Heights

ATTEST:

Christine M. Anderson, City Clerk

May '15 – City Attorney's Report

1. Maxwell Development

- **Public Hearing on Development Proposal.** The Council will hold a Public Hearing and Special Meeting at 7:00 p.m. Tuesday, May 27, 2015, at the University Club (east entrance) to review and consider materials concerning the proposal. Among other items, these materials may include the PUD Plan Application; a PUD Development Agreement; economic assistance particulars and documents; Post-Construction Storm Water Runoff Control measures (Ordinance No. 169).
 - **Reports from Service Providers.** Various parties providing City services through 28E Agreements or contracts have been asked to review and comment on the development proposal. As comments are received by my office, they will be forwarded to the Mayor, Council, and Staff.
2. **Older Americans Month Proclamation.** The Council will consider Resolution No. 15-22 authorizing the Mayor to proclaim May 2015 as “Older Americans Month” in the City. The proposed resolution and proclamation are attached.
 3. **Ratifying Mayor’s Appointments.** Stan Laverman has resigned from the Board of Adjustment, given his appointment as Rental Housing Inspector. The Council will consider Resolution No. 15-23 ratifying Mayor From’s appointment to replace Stan on the Board of Adjustment. The attached resolution will be completed once the appointee is known.
 4. **Open Records Request.** Chris Anderson has received and circulated an Open Records request for documents related to “revenue sharing or management of municipal assets for wireless and IT communications”, particularly including fiber optic cable; conduit; utility poles; cell towers; and right-of-way leases. My office will respond to this request, but if any of you have documents you believe are responsive, please provide them to me. A copy of the request is attached for your reference.
 5. **Agreement for Rental Housing Inspection and Code Enforcement Services.** The Council previously appointed Stan Laverman as Rental Housing Inspector. The Council will consider Resolution No. 15-24 authorizing the Mayor to sign an agreement with Stan for such services at an annual compensation rate of \$6,000.00. The proposed resolution and agreement are attached.
 6. **Rental Permit Fees.** The Council will consider Resolution No. 15-25, establishing rental permit fees at \$125.00 per dwelling unit starting July 1, 2015. The proposed resolution is attached.

7. **Exempting City Vehicles from “No Parking” Areas.** Chief Stanley requests that signage be added to clarify that City vehicles (*i.e.*, police cars) be exempted from the “No Parking” areas on City streets. The basis for the request is that sometimes motorists protest that police officers sit in “No Parking” areas when they monitor traffic and issue citations. Adding a small sign under the “No Parking” sign to clarify that City vehicles may park there should reduce and perhaps eliminate any confusion. From a legal standpoint, law enforcement vehicles are already authorized to operate and park as they have been, but adding the signage should provide clarity and communication to the public. To authorize the signage, the Council will consider Resolution No. 15-26. The proposed resolution is attached.
8. **Planting Tree in City ROW.** Council member Miller reports that the owners of 426 Koser Avenue desire to plant 2 Black Gum (tupelo *Nyssa Sylvatica*) in the City right-of-way abutting their property. City Ordinance No. 52 requires the Council to approve planting of trees on City property, including the rights-of-way (parking or boulevard area). The Council will consider Resolution No. 15-27, permitting the proposed to be planted at specific location. The proposed Resolution is attached.
9. **Hiking Trail along Unbuilt Glencrest Drive.** The portion of Glencrest Drive that is unbuilt (but would connect Golfview Avenue with Prospect Place) has served as something of a short hiking trail through the woods over the years. Some citizens have “lightly” improved the trail by clearing some brush and installing some mulch. They have been careful to restrict their efforts to public property. Council Member Miller inquired whether the Council should acknowledge and authorize this activity. I think it would be a good idea. The Council will consider Resolution No. 15-28 for that purpose. The proposed resolution is still being refined; I will forward it when completed.
 - The resolution does not authorize any permanent structures to be installed.
 - The resolution provides that the Mayor or Council may revoke the permission at any time for any reason.
 - The resolution specifies that the City is not required to contribute to the cost of this effort.
10. **Zoning Commission.** The Zoning Commission continues its work evaluating possible revisions to the City’s Zoning Ordinance, No. 79. Discussion topics include regulating storm water runoff and restrictions on lot coverage.
11. **Board of Adjustment.** The Board of Adjustment approved the variance request from Paul and Janet Moore at its meeting May 7, 2015. The variance will permit enclosure of the present outdoor seating area along the south side of Stella restaurant. The Board will also be meeting for training session at 7:00 p.m. May 28, and for a regular meeting at 6:00 p.m. June 4, 2015. The June meeting will consider a variance request by a

property owner to exceed the Building Height restriction of the zoning ordinance. All Board of Adjustment meetings are public meetings.

12. **Zoning Ordinance Enforcement.** Several enforcement efforts are presently underway regarding pavement of property in excess of Zoning Ordinance restrictions. Council Member Quezada, as chair of Building, Zoning, and Sanitation, has been coordinating efforts of Terry Goerdts, Building Official, Stan Laverman, Rental Housing Inspector, and my office.

13. **Eliminating Jail Time for Ordinance Violations.** A recent Iowa Supreme Court decision suggests that people charged with a crime, including City ordinance violations that could result in jail time is entitled to a court-appointed lawyer if unable to pay for their own lawyer. Some City ordinances authorize jail time for violations. In the 24 years I have been City attorney, no judge has ever imposed jail time for violations of City ordinances, and the City has never asked for it. Nonetheless, because some ordinances authorize jail time, the City possibly could be required to pay for court-appointed lawyers. To avoid that result, I recommend that the Council avoid that possibility by eliminating jail time as a possible outcome for violating any City ordinance. Keep in mind that City ordinances only regulate minor crimes, and police officers have the discretion to charge crimes as violations of State law if they believe jail is warranted. With the Council's approval, I will present one or more amending ordinances next month.

14. **My Availability.** I will be in a jury trial in another county the next two to three weeks. Please email or call my mobile number (319-430-3350) if you would like to contact me. I will reply as soon as I am able.



April 30, 2015

City Clerk

Re: Freedom of Information Act Request

To Whom It May Concern:

This is a request under the Freedom of Information Act and related state public records act related to agreements and programs associated with revenue sharing or management of municipal assets for wireless and IT communications.

Specifically, we respectfully request ***all invoices and/or payments received by the City within the past 12 months, along with related contractual documents, from revenue sharing or management of municipal assets for wireless and IT communications, including but is not limited to fiber, conduit, poles, property, cell towers, and right of way leases to wireless carriers.***

The information may be provided via electronic mail (kevin.muldoon@5bars.com). I am willing to pay fees for this request up to a maximum of \$5.00. If you estimate that the fees will exceed this limit, please inform me first.

Thank you for your consideration of this request. Please feel free to call me if you have any questions, 949-383-6045.

Sincerely,

A handwritten signature in black ink, appearing to read "Kevin Muldoon", with a long horizontal flourish extending to the right.

Kevin Muldoon
VP & General Counsel
Kevin.Muldoon@5bars.com

5 B A R S . C O M

**City Clerk Report
May 2015**

- **One building permit received since the last meeting:**
 - 2 Leamer Court – Remodel kitchen and move stairs**
- **170 rental permits received for FY15 fiscal year (168 last month):**
 - 66 for Grandview Court (66 last month)**
 - 104 for rest of University Heights (102 last month)**
- **Worked with Treasurer Kimura to send workers' compensation audit to insurance company. This is a yearly audit once the city's insurance policy has been renewed.**
- **Met with council members Aldrich and Quezada to update the rental permit spreadsheet. Solicited feedback from council members on items they would like included on the spreadsheet for FY16. Items under consideration include reformatting the spreadsheet for easier posting on the website, graphing and trending yearly number of rental permits and including a separate tab for permits not received and for properties that are potential rental properties and are being researched. I will update the council at the June meeting on our progress.**

Also, Pat Yeggy, chairperson of the Zoning Commission and Mayor From will create a flyer to be included in the yearly rental permit mailing, to inform property owners of recent zoning changes in the city. Thank you Pat and Louise!

- **The University Heights Community Fund invites everyone to come to Stella on June 14th, from 5:00 to 9:00 pm (rain date is June 28th). Stella will donate a portion of the evening's proceeds to the University Heights Community Fund. A big thank you to the owners and staff at Stella for their help!**

Report from Norm Cate – Rental Inspector:

On April 16th, I re-inspected 1144 Melrose Avenue, owned by Brock Shymansky and family. I had cited the property for non-compliance with CODE SECTION 79.6.1 USES. (The separation of the dwelling into two separate dwellings)

On my return I was shown that the door between the two separate units had been removed and all tenants had access to all areas of the house. The property is not over-occupied as there is a family living upstairs and a medical student living downstairs. A family plus one.

Other properties inspected were 1202 Melrose Avenue and a re-inspection of 58 Olive Court's deck repair. Both properties passed inspection.

I will be inspecting 319 Koser Avenue, a new rental, today and 24 Olive Court on May 5th. These will probably be my last inspections as Stan has been given May's upcoming inspection schedule.

**University Heights
Building Permits
January 1, 2015 - May 9, 2015**

Permit #	Building Address	Date Issued	Fee	Building Valuation	Description of Remodeling
BLD15-001	220 Koser Ave	2/1/2015	\$832.00	\$62,320.00	Kitchen and bathroom remodel (bldg., mechanical, electrical and plumbing permits)
BLD15-002	207 Mahaska l	2/5/2015	\$421.00	\$17,000.00	Bedroom and bath remodel (bldg., electrical and plumbing permits)
BLD15-003	2 Leamer Cou	4/12/2015	\$519.30	\$30,000.00	Remodel kitchen and move stairs (bldg., electrical, mechanical and plumbing permits)

Total \$940.30 \$47,000.00

Treasurer's Report

April 2015

Our total revenue for the month of April was \$279,517.96 comprised of the following amounts:

Property Taxes	\$254,547.91
Parking fines	\$ 120.00
Traffic Fines from Clerk of Court	\$ 9,934.99
Interest on bank accounts	\$ 94.64
Road Use Funds	\$ 7,551.84
Rental permits/inspection	\$ 180.00
2014 Tree Plant Grant from MidAmerica	\$ 1,000.00
2014 Tree Plant Grant from MidwestOne	\$ 250.00
2014 Tree Plant Grant from Edberg Inc	\$ 100.00
Building permit	\$ 519.30
Payment for scrap metal from UH clean up day	\$ 45.60
Governors Traffic Safety Grant	\$ 5,173.68

Balances in the bank accounts as of 4/30/15:

MidwestOne Checking Account	\$328,025.03
Hills Bank Money Market Account	\$ 1,042.79
CD at UICCU (1002 due 8/22/15)	\$ 76,985.69
CD at UICCU (1004 due 10/2/15)	\$ 52,111.40
CD at UICCU (1011 due 5/19/17)	\$ 72,644.28
CD at UICCU (1003 due 8/25/15)	\$ 43,483.48
Time Account at Hills Bank	\$ 22,987.15
Forfeiture Fund	\$ 4,061.53

**City of University Heights, Iowa
 Profit & Loss Budget vs. Actual
 July 2014 through April 2015**

Expense	Jul '14 - Apr 15	Budget	% of Budget
COMMUNITY & ECONOMIC DEV.			
Tree Trimming/Lawn Care	10,228.70	15,000.00	68.2%
Total COMMUNITY & ECONOMIC DEV.	10,228.70	15,000.00	68.2%
CULTURE & RECREATION			
Community Support Projects	143.55	500.00	28.7%
Library	37,166.00	42,646.00	87.2%
Parks			
Park Expenses	366.97	800.00	45.9%
Total Parks	366.97	800.00	45.9%
Total CULTURE & RECREATION	37,676.52	43,946.00	85.7%
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	181.73	200.00	90.9%
Total Commodities	181.73	200.00	90.9%
Contractual			
Rents & Leases	13,742.30	11,720.00	117.3%
Total Contractual	13,742.30	11,720.00	117.3%
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	331.10	1,000.00	33.1%
Telecommunications	1,693.23	1,700.00	99.6%
Utilities	994.12	1,700.00	58.5%
Total Repair/Maint/Utilities	5,229.60	6,900.00	75.8%
Salaries-Regular Part Time			
Facilities Assistant	576.00	500.00	115.2%
Total Salaries-Regular Part Time	576.00	500.00	115.2%
Total City Hall & General Buildings	19,729.63	19,403.15	101.7%
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	853.78	1,000.00	85.4%
Taping meetings	433.29	1,000.00	43.3%
Total Commodities	1,452.07	3,700.00	39.2%
Contractual Services			
Accounting Fees	1,525.00	3,200.00	47.7%
Audit	3,175.00		
Bank/CCard Fees	40.00	50.00	80.0%
Legal Publications	3,879.15	3,000.00	129.3%
Meeting Set Up Fees	328.00		
Printing/Copying	808.20	500.00	161.6%
Technology Services	544.50	750.00	72.6%
Total Contractual Services	10,299.85	7,500.00	137.3%

City of University Heights, Iowa
Profit & Loss Budget vs. Actual
 July 2014 through April 2015

	Jul '14 - Apr 15	Budget	% of Budget
Employee Benefits & Costs			
FICA	624.52	589.00	106.0%
IPERS	937.44	853.10	109.9%
Medicare	206.06	137.75	149.6%
Unemployment Compensation	136.30	60.00	227.2%
Total Employee Benefits & Costs	1,904.32	1,639.85	116.1%
Salaries-Regular Part Time			
Clerk, Treasuer, Historian	9,496.90	9,500.00	100.0%
Total Salaries-Regular Part Time	9,496.90	9,500.00	100.0%
Staff Development			
Dues & Memberships			
Chamber of Commerce	397.00	500.00	79.4%
Dues and Memberships	503.43	500.00	100.7%
IA League of Cities	692.00	612.00	113.1%
JCOG Assessment	1,978.80	2,000.00	98.9%
Total Dues & Memberships	3,571.23	3,612.00	98.9%
Total Staff Development	3,571.23	3,612.00	98.9%
Total Clerk/Treasurer & Finance Admin	26,724.37	25,951.85	103.0%
Legal Services	113,587.56	50,000.00	227.2%
Mayor/Council Operations			
Employee Benefits & Costs			
FICA	277.46	369.95	75.0%
IPERS-Council	53.58	89.80	59.7%
Medicare	64.89	86.52	75.0%
Unemployment Compensation	61.17	40.00	152.9%
Total Employee Benefits & Costs	457.10	586.27	78.0%
Salaries-Regular Part Time			
Council	3,000.00	4,000.00	75.0%
Mayor	1,475.25	1,967.00	75.0%
Total Salaries-Regular Part Time	4,475.25	5,967.00	75.0%
Total Mayor/Council Operations	4,932.35	6,553.27	75.3%
TIF Analysis	7,000.00		
Tort Liability Insurance	9,370.00	9,000.00	104.1%
Total GENERAL GOVERNMENT	181,343.91	110,908.27	163.5%
Payroll Expenses	1,976.01		
PUBLIC SAFETY			
Building Inspections			
Building / Rental Inspection	12,530.00	15,200.00	82.4%
Total Building Inspections	12,530.00	15,200.00	82.4%
Crossing Guard			
Employee Benefits & Costs			
FICA	231.72	279.00	83.1%
IPERS	295.83	404.10	73.2%
Medicare	54.20	65.25	83.1%
Unemployment Compensation	49.06	30.00	163.5%
Total Employee Benefits & Costs	630.81	778.35	81.0%
Salaries			
Crossing Guard	3,787.50	4,500.00	84.2%
Total Salaries	3,787.50	4,500.00	84.2%
Supplies	0.00	200.00	0.0%
Total Crossing Guard	4,418.31	5,478.35	80.7%

**City of University Heights, Iowa
Profit & Loss Budget vs. Actual
July 2014 through April 2015**

	Jul '14 - Apr 15	Budget	% of Budget
Fire			
Contracts w/Other Agencies			
Coralville Fire Dep't	30,429.91	31,820.00	95.6%
Hydrant Flush-City of Iowa City	3,344.00	2,000.00	167.2%
Total Contracts w/Other Agencies	33,773.91	33,820.00	99.9%
Total Fire	33,773.91	33,820.00	99.9%
Hazmat-Johnson County	525.50	263.00	199.8%
Police			
Commodities			
Car Purchase	43,371.80	16,000.00	271.1%
Major Equipment			
Car Equipment	6,796.00	3,000.00	226.5%
Total Major Equipment	6,796.00	3,000.00	226.5%
Minor Equipment			
Operating Police Equipment	3,503.62	1,500.00	233.6%
Regular Officer Uniform	4,738.35	3,500.00	135.4%
Total Minor Equipment	8,241.97	5,000.00	164.8%
Supplies			
Ammunition	3,240.00	3,500.00	92.6%
Office Supplies	2,219.53	3,000.00	74.0%
Operating Supplies	1,734.65	3,000.00	57.8%
Other Supplies	1,919.96	2,000.00	96.0%
Postage/Shipping	269.14	300.00	89.7%
Total Supplies	9,383.28	11,800.00	79.5%
Total Commodities	67,793.05	35,800.00	189.4%
Contractual Services			
Garage Rental	2,400.00	2,400.00	100.0%
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	0.00	950.00	0.0%
Police Insurance-Car/Liability	7,719.00	4,800.00	160.8%
Printing/Copying	635.81	1,000.00	63.6%
Prof Serv-Psych Testing-Physica	1,461.00	500.00	292.2%
Total Contractual Services	12,215.81	9,650.00	126.6%
Police Benefits & Costs			
Police FICA	15,015.48	13,443.09	111.7%
Police Health Insurance	12,296.37	8,433.00	145.8%
Police IPERS	23,392.36	21,985.95	106.4%
Police Medicare	3,451.68	3,143.95	109.8%
Police SUTA	1,863.97	900.00	207.1%
Police Workers Compensation	20,476.00	15,000.00	136.5%
Total Police Benefits & Costs	76,495.86	62,905.99	121.6%
Police Gross Wages			
Holiday & Other Pay	14,631.49	28,000.00	52.3%
Police Gross Wages	227,553.58	188,800.00	120.5%
Salaries-Reserves	0.00	24.00	0.0%
Total Police Gross Wages	242,185.07	216,824.00	111.7%
Repair/Maint/Utilities			
Telecommunications Expense			
IT Support	1,834.65	1,000.00	183.5%
Verizon/Pager Fees/Mediacom	2,249.69	2,400.00	93.7%
Total Telecommunications Expense	4,084.34	3,400.00	120.1%

City of University Heights, Iowa
Profit & Loss Budget vs. Actual
July 2014 through April 2015

	Jul '14 - Apr 15	Budget	% of Budget
Vehicle Operations			
Fuel	7,997.58	16,000.00	50.0%
Other	0.00	500.00	0.0%
Washes	446.76	700.00	63.8%
Total Vehicle Operations	8,444.34	17,200.00	49.1%
Vehicle Repair			
Bicycle Maint/Repair	0.00	200.00	0.0%
Car Maint/Repair	7,317.76	9,000.00	81.3%
Total Vehicle Repair	7,317.76	9,200.00	79.5%
Total Repair/Maint/Utilities	19,846.44	29,800.00	66.6%
Staff Development			
Association Dues	150.00		
Regular Officer Training			
Academy Training	5,857.00	7,000.00	83.7%
Skills Training/Testing	5,299.82	4,000.00	132.5%
Training Supplies	2,995.69	2,000.00	149.8%
Total Regular Officer Training	14,152.51	13,000.00	108.9%
Total Staff Development	14,302.51	13,000.00	110.0%
Total Police	432,838.74	367,979.99	117.6%
Total PUBLIC SAFETY	484,086.46	422,741.34	114.5%
PUBLIC WORKS			
Other Public Works			
Contracts-Other Agencies			
IC Animal Center	861.66	1,200.00	71.8%
IC Bus Service	26,641.53	35,557.00	74.9%
SEATS Service	7,036.60	8,444.00	83.3%
Total Contracts-Other Agencies	34,539.79	45,201.00	76.4%
Total Other Public Works	34,539.79	45,201.00	76.4%
Roads, Bridges, & Sidewalks			
Contractual Services			
Engineering Fees	49,764.94	50,000.00	99.5%
Repairs/Improvements			
ADA Transition Plan	10,532.65	10,000.00	105.3%
Asphale patch projects	586.00	4,000.00	14.7%
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		
Street Repairs	1,160.00		
Traffic sign assessment/mgmt	585.00	3,500.00	16.7%
Total Repairs/Improvements	17,093.00	70,500.00	24.2%
Striping/Curb Renumbering	5,562.00	5,500.00	101.1%
Total Contractual Services	72,419.94	126,000.00	57.5%
Snow Removal-Contractual	27,626.00	30,500.00	90.6%
Storm water permit	1,250.00	3,000.00	41.7%
Street Lighting Electricity	6,850.92	8,125.00	84.3%
Street Sweeping-Contractual	500.00	3,000.00	16.7%
Traffic Controls and Safety			
Street Signs-Commodities	0.00	100.00	0.0%
Traffic Light Electricity	659.84	900.00	73.3%
Total Traffic Controls and Safety	659.84	1,000.00	66.0%
Total Roads, Bridges, & Sidewalks	109,306.70	171,625.00	63.7%

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Cash Basis

City of University Heights, Iowa
Profit & Loss Budget vs. Actual
July 2014 through April 2015

	<u>Jul '14 - Apr 15</u>	<u>Budget</u>	<u>% of Budget</u>
Sanitation			
Contractual			
Grandview Recycling	0.00	1,200.00	0.0%
Leaf Vacuuming	13,500.00	13,500.00	100.0%
Trash/Recycling	17,385.00	20,862.00	83.3%
Total Contractual	<u>30,885.00</u>	<u>35,562.00</u>	<u>86.8%</u>
Total Sanitation	<u>30,885.00</u>	<u>35,562.00</u>	<u>86.8%</u>
Total PUBLIC WORKS	<u>174,731.49</u>	<u>252,388.00</u>	<u>69.2%</u>
Total Expense	<u>891,854.71</u>	<u>877,547.61</u>	<u>101.6%</u>
Net Ordinary Income	<u>20,998.21</u>	<u>24,197.01</u>	<u>86.8%</u>
Net Income	<u><u>20,998.21</u></u>	<u><u>24,197.01</u></u>	<u><u>86.8%</u></u>

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

July 2014 through April 2015

	Jul '14 - Apr 15	GENERAL Budget	% of Budget	Jul '14 - Apr 15	DEBT SERVICE Budget	% of Budget	Jul '14 - Apr 15	POLICE FORFEITURE Budget	% of Budget
Ordinary Income/Expense									
Income									
CHARGES FOR SERVICES	574.00	1,000.00	57.4%	0.00			0.00		0.00
GENERAL PROPERTY TAXES	549,933.83	578,906.00	95.0%	30,938.53	32,564.00	95.0%	0.00		0.00
INTERGOVERNMENTAL/SHARED REVEN...	14,144.91	2,141.00	660.7%	51.45			1,749.00		0.00
LICENSES & PERMITS	22,631.95	23,890.00	94.7%	0.00			0.00		0.00
MISCELLANEOUS REVENUES	127,009.63	87,250.00	145.6%	0.00			0.00		0.00
OTHER CITY TAXES	5,874.16	5,000.00	62.3%	330.42			0.00		0.00
USE OF MONEY & PROPERTY	3,113.60			0.00			6.01		6.01
Total Income	723,282.08	698,187.00	103.6%	31,320.40	32,564.00	96.2%	1,755.01		100.0%
Gross Profit	723,282.08	698,187.00	103.6%	31,320.40	32,564.00	96.2%	1,755.01		100.0%
Expense									
COMMUNITY & ECONOMIC DEV.	10,228.70	15,000.00	68.2%	0.00			0.00		0.00
CULTURE & RECREATION	37,676.52	43,946.00	85.7%	0.00			0.00		0.00
DEBT SERVICE	0.00			1,811.62	32,564.00	5.6%	0.00		0.00
GENERAL GOVERNMENT	178,940.72	108,599.00	164.8%	0.00			0.00		0.00
Payroll Expenses	1,976.01			0.00			0.00		0.00
PUBLIC SAFETY	406,959.79	359,057.00	113.3%	0.00			0.00		0.00
PUBLIC WORKS	116,439.73	138,763.00	83.9%	0.00			0.00		0.00
Total Expense	752,221.47	665,365.00	113.1%	1,811.62	32,564.00	5.6%	0.00		0.00
Net Ordinary Income	-28,939.39	32,822.00	-88.2%	29,508.78	0.00	100.0%	1,755.01		100.0%
Net Income	-28,939.39	32,822.00	-88.2%	29,508.78	0.00	100.0%	1,755.01	0.00	100.0%

City of University Heights, Iowa
Profit & Loss Budget vs. Actual
July 2014 through April 2015

	ROAD USE TAX		EMPLOYEE BENEFITS		TOTAL	
	Jul '14 - Apr 15	% of Budget	Jul '14 - Apr 15	% of Budget	Jul '14 - Apr 15	% of Budget
Ordinary Income/Expense						
Income						
CHARGES FOR SERVICES	0.00		0.00		574.00	57.4%
GENERAL PROPERTY TAXES	0.00		62,663.54	95.0%	643,555.90	95.0%
INTERGOVERNMENTAL/SHARED REVEN...	92,744.51	88.3%	104.26		108,794.13	101.5%
LICENSES & PERMITS	0.00		0.00		22,631.95	94.7%
MISCELLANEOUS REVENUES	0.00		0.00		127,009.63	145.6%
OTHER CITY TAXES	0.00		669.65		6,874.23	100.0%
USE OF MONEY & PROPERTY	0.00		293.47		3,413.08	68.3%
Total Income	92,744.51	88.3%	63,750.92	96.6%	912,852.92	101.2%
Gross Profit	92,744.51	88.3%	63,750.92	96.6%	912,852.92	101.2%
Expense						
COMMUNITY & ECONOMIC DEV.	0.00		0.00		10,228.70	68.2%
CULTURE & RECREATION	0.00		0.00		37,676.52	85.7%
DEBT SERVICE	0.00		0.00		1,811.62	5.6%
GENERAL GOVERNMENT	0.00		2,403.19	104.1%	181,343.91	163.5%
Payroll Expenses	0.00		0.00		1,976.01	100.0%
PUBLIC SAFETY	58,291.76	51.3%	77,126.67	121.1%	484,086.46	114.5%
PUBLIC WORKS	58,291.76	51.3%	79,529.86	120.5%	174,731.49	69.2%
Total Expense	34,452.75	-399.5%	-15,778.94	-157,789,400.0%	20,998.21	86.8%
Net Ordinary Income	34,452.75	-399.5%	-15,778.94	-157,789,400.0%	20,998.21	86.8%
Net Income	34,452.75	-399.5%	-15,778.94	-157,789,400.0%	20,998.21	86.8%

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

July 2014 through April 2015

Cash Basis

	Jul '14 - Apr 15	% of Budget	Jul '14 - Apr 15	DEBT SERVICE Budget	% of Budget	Jul '14 - Apr 15	POLICE FORFEITURE Budget	% of Budget
	Budget		Budget			Budget		
Ordinary Income/Expense								
Income								
CHARGES FOR SERVICES								
Police Reports	94.00	94.0%	100.00			0.00		0.0%
Rental Inspection	480.00	53.3%	900.00			0.00		0.0%
Total CHARGES FOR SERVICES	574.00	57.4%	1,000.00			0.00		0.0%
GENERAL PROPERTY TAXES								
Benefits Levies	0.00		0.00			0.00		0.0%
Debt Service Levy	0.00		30,938.53	32,564.00	95.0%	0.00		0.0%
Insurance Levy	13,110.42	95.0%	13,800.00			0.00		0.0%
Library Services Levy	15,967.84	95.0%	16,809.00			0.00		0.0%
Regular Property Tax	479,052.92	95.0%	504,296.00			0.00		0.0%
Transit Levy	41,802.65	95.0%	44,001.00			0.00		0.0%
Total GENERAL PROPERTY TAXES	549,933.83	95.0%	578,906.00	30,938.53	95.0%	0.00		0.0%
INTERGOVERNMENTAL/SHARED REVENUE								
Other State Grants/Reimburse.	0.00		0.00			1,749.00		0.0%
Forfeiture Funds-IC	13,230.30		0.00			0.00		0.0%
Seatbelt Incent/Traffic Safety	13,230.30		0.00			1,749.00		0.0%
Total Other State Grants/Reimburse.								
State Shared Revenues	914.61	42.7%	2,141.00	51.45	42.7%	0.00		0.0%
Commercial Property Tax Rplcmnt	0.00		0.00			0.00		0.0%
Road Use/Street Construction	914.61	42.7%	2,141.00	51.45	42.7%	0.00		0.0%
Total State Shared Revenues								
Total INTERGOVERNMENTAL/SHARED REVE...	14,144.91	660.7%	2,141.00	51.45	660.7%	1,749.00		0.0%
LICENSES & PERMITS								
Beer/Wine/Liquor/Cig Permits	390.00	100.0%	390.00	0.00	100.0%	0.00		0.0%
Building/Equipment Permits	3,976.95	39.8%	10,000.00	0.00	39.8%	0.00		0.0%
Misc. Licenses/Permits	840.00	84.0%	1,000.00	0.00	84.0%	0.00		0.0%
Parking Permits	17,425.00	139.4%	12,500.00	0.00	139.4%	0.00		0.0%
Rental Permits	18,265.00	135.3%	13,500.00	0.00	135.3%	0.00		0.0%
Total Misc. Licenses/Permits								
Total LICENSES & PERMITS	22,631.95	94.7%	23,890.00	0.00	94.7%	0.00		0.0%
MISCELLANEOUS REVENUES								
Cable TV Franchise	25,862.60	172.4%	15,000.00	0.00	172.4%	0.00		0.0%
Contributions	2,400.00	96.0%	250.00	0.00	96.0%	0.00		0.0%
Fines	1,485.00	21.2%	7,000.00	0.00	21.2%	0.00		0.0%
Parking Fines	95,982.43	152.4%	63,000.00	0.00	152.4%	0.00		0.0%
Traffic Fines-Cik of Ct	97,467.43	139.2%	70,000.00	0.00	139.2%	0.00		0.0%
Total Fines								
Misc. Income	1,279.60	128.0%	1,000.00	0.00	128.0%	0.00		0.0%
Other	1,279.60	128.0%	1,000.00	0.00	128.0%	0.00		0.0%
Total Misc. Income								
Refunds and Reimbursements	0.00	0.0%	1,000.00	0.00	0.0%	0.00		0.0%
Total MISCELLANEOUS REVENUES	127,009.63	145.6%	87,250.00	0.00	145.6%	0.00		0.0%
OTHER CITY TAXES								
Utility Excise Tax	5,874.16		330.42	330.42		0.00		0.0%
Total OTHER CITY TAXES	5,874.16		330.42	330.42		0.00		0.0%

City of University Heights, Iowa
Profit & Loss Budget vs. Actual
July 2014 through April 2015

	Jul '14 - Apr '15	GENERAL Budget	% of Budget	Jul '14 - Apr '15	DEBT SERVICE Budget	% of Budget	Jul '14 - Apr '15	POLICE FORFEITURE Budget	% of Budget
USE OF MONEY & PROPERTY									
Interest on Cash Investments	3,113.60	5,000.00	62.3%	0.00			6.01		
Total USE OF MONEY & PROPERTY	3,113.60	5,000.00	62.3%	0.00			6.01		
Total Income	723,282.08	698,187.00	103.6%	31,320.40	32,564.00	96.2%	1,755.01		
Gross Profit	723,282.08	698,187.00	103.6%	31,320.40	32,564.00	96.2%	1,755.01		

City of University Heights, Iowa
Profit & Loss Budget vs. Actual
July 2014 through April 2015

	Jul '14 - Apr 15	GENERAL Budget	% of Budget	Jul '14 - Apr 15	DEBT SERVICE Budget	% of Budget	Jul '14 - Apr 15	POLICE FORFEITURE Budget	% of Budget
Expense									
COMMUNITY & ECONOMIC DEV.									
Tree Trimming/Lawn Care	10,228.70	15,000.00	68.2%	0.00			0.00		
Total COMMUNITY & ECONOMIC DEV.	10,228.70	15,000.00	68.2%	0.00			0.00		
CULTURE & RECREATION									
Community Support Projects	143.55	500.00	28.7%	0.00			0.00		
Library	37,166.00	42,646.00	87.2%	0.00			0.00		
Parks									
Park Expenses	366.97	800.00	45.9%	0.00			0.00		
Total Parks	366.97	800.00	45.9%	0.00			0.00		
Total CULTURE & RECREATION	37,676.52	43,946.00	85.7%	0.00			0.00		
DEBT SERVICE									
Interest	0.00								
Principal	0.00			1,811.62	3,564.00	50.8%	0.00		
Total DEBT SERVICE	0.00			1,811.62	3,564.00	50.8%	0.00		
GENERAL GOVERNMENT									
City Hall & General Buildings									
Commodities									
Supplies	181.73	200.00	90.9%	0.00			0.00		
Total Commodities	181.73	200.00	90.9%	0.00			0.00		
Contractual									
Rents & Leases	13,742.30	11,720.00	117.3%	0.00			0.00		
Total Contractual	13,742.30	11,720.00	117.3%	0.00			0.00		
Employee Benefits & Costs									
FICA	0.00			0.00			0.00		
IPERS	0.00			0.00			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	2,500.00	88.4%	0.00			0.00		
Maintenance	331.10	1,000.00	33.1%	0.00			0.00		
Telecommunications	1,693.23	1,700.00	99.6%	0.00			0.00		
Utilities	994.12	1,700.00	58.5%	0.00			0.00		
Total Repair/Maint/Utilities	5,229.60	6,900.00	75.8%	0.00			0.00		
Salaries-Regular Part Time									
Facilities Assistant	576.00	500.00	115.2%	0.00			0.00		
Total Salaries-Regular Part Time	576.00	500.00	115.2%	0.00			0.00		
Total City Hall & General Buildings	19,729.63	19,320.00	102.1%	0.00			0.00		
Clerk/Treasurer & Finance Admin									
Commodities									
Hardware/Software	0.00	1,000.00	0.0%	0.00			0.00		
Minor Equipment/Supplies/Techno	165.00	700.00	23.6%	0.00			0.00		
Office Supplies and Postage	853.78	1,000.00	85.4%	0.00			0.00		
Taping meetings	433.29	1,000.00	43.3%	0.00			0.00		
Total Commodities	1,452.07	3,700.00	39.2%	0.00			0.00		

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

July 2014 through April 2015

	GENERAL		DEBT SERVICE		POLICE FORFEITURE	
	Jul '14 - Apr 15	% of Budget	Jul '14 - Apr 15	% of Budget	Jul '14 - Apr 15	% of Budget
Contractual Services						
Accounting Fees	1,525.00					
Audit	3,175.00	47.7%	0.00		0.00	
Bank/CCard Fees	40.00		0.00		0.00	
Legal Publications	3,879.15	80.0%	0.00		0.00	
Meeting Set Up Fees	328.00	129.3%	0.00		0.00	
Printing/Copying	808.20		0.00		0.00	
Technology Services	544.50	161.6%	0.00		0.00	
Total Contractual Services	10,299.85	137.3%	0.00		0.00	
Employee Benefits & Costs						
FICA	0.00		0.00		0.00	
IPERS	-41.77		0.00		0.00	
Medicare	0.00		0.00		0.00	
Unemployment Compensation	0.00		0.00		0.00	
Total Employee Benefits & Costs	-41.77		0.00		0.00	
Salaries-Regular Part Time	9,496.90	100.0%	0.00		0.00	
Clerk, Treasurer, Historian	9,496.90	100.0%	0.00		0.00	
Total Salaries-Regular Part Time	9,496.90	100.0%	0.00		0.00	
Staff Development						
Dues & Memberships						
Chamber of Commerce	397.00	79.4%	0.00		0.00	
Dues and Memberships	503.43	100.7%	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	3,571.23	98.9%	0.00		0.00	
Total Staff Development	3,571.23	98.9%	0.00		0.00	
Total Clerk/Treasurer & Finance Admin	24,778.28	101.9%	0.00		0.00	
Legal Services	113,567.56	227.2%	0.00		0.00	
Mayor/Council Operations						
Employee Benefits & Costs						
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	3,000.00	75.0%	0.00		0.00	
Council	1,475.25	75.0%	0.00		0.00	
Mayor	4,475.25	75.0%	0.00		0.00	
Total Salaries-Regular Part Time	4,475.25	75.0%	0.00		0.00	
Total Mayor/Council Operations	4,475.25	75.0%	0.00		0.00	
TIF Analysis	7,000.00		0.00		0.00	
Tort Liability Insurance	9,370.00	104.1%	0.00		0.00	
Total GENERAL GOVERNMENT	178,940.72	164.8%	0.00		0.00	
Payroll Expenses	1,976.01		0.00		0.00	
PUBLIC SAFETY						
Building Inspections	12,530.00	82.4%	0.00		0.00	
Building / Rental Inspection	12,530.00	82.4%	0.00		0.00	
Total Building Inspections	12,530.00	82.4%	0.00		0.00	

City of University Heights, Iowa
Profit & Loss Budget vs. Actual
July 2014 through April 2015

	Jul '14 - Apr 15	GENERAL Budget	% of Budget	Jul '14 - Apr 15	DEBT SERVICE Budget	% of Budget	Jul '14 - Apr 15	POLICE FORFEITURE Budget	% of Budget
Crossing Guard									
Employee Benefits & Costs									
FICA	0.00			0.00			0.00		0.00
IPERS	0.00			0.00			0.00		0.00
Medicare	0.00			0.00			0.00		0.00
Unemployment Compensation	0.00			0.00			0.00		0.00
Total Employee Benefits & Costs	0.00			0.00			0.00		0.00
Salaries	3,787.50	4,500.00	84.2%	0.00			0.00		0.00
Crossing Guard	3,787.50	4,500.00	84.2%	0.00			0.00		0.00
Total Salaries	3,787.50	4,500.00	84.2%	0.00			0.00		0.00
Supplies	0.00	200.00	0.0%	0.00			0.00		0.00
Total Crossing Guard	3,787.50	4,700.00	80.6%	0.00			0.00		0.00
Fire									
Contracts w/Other Agencies									
Coralville Fire Dept	30,429.91	31,820.00	95.6%	0.00			0.00		0.00
Hydrant Flush-City of Iowa City	3,344.00	2,000.00	167.2%	0.00			0.00		0.00
Total Contracts w/Other Agencies	33,773.91	33,820.00	99.9%	0.00			0.00		0.00
Total Fire	33,773.91	33,820.00	99.9%	0.00			0.00		0.00
Hazmat-Johnson County	525.50	263.00	199.8%	0.00			0.00		0.00
Police									
Commodities									
Car Purchase	43,371.80	16,000.00	271.1%	0.00			0.00		0.00
Major Equipment	6,796.00	3,000.00	226.5%	0.00			0.00		0.00
Car Equipment	6,796.00	3,000.00	226.5%	0.00			0.00		0.00
Total Major Equipment	6,796.00	3,000.00	226.5%	0.00			0.00		0.00
Minor Equipment	3,503.62	1,500.00	233.6%	0.00			0.00		0.00
Operating Police Equipment	4,738.35	3,500.00	135.4%	0.00			0.00		0.00
Regular Officer Uniform	8,241.97	5,000.00	164.8%	0.00			0.00		0.00
Total Minor Equipment	8,241.97	5,000.00	164.8%	0.00			0.00		0.00
Supplies									
Ammunition	3,240.00	3,500.00	92.6%	0.00			0.00		0.00
Office Supplies	2,219.53	3,000.00	74.0%	0.00			0.00		0.00
Operating Supplies	1,734.65	3,000.00	57.8%	0.00			0.00		0.00
Other Supplies	1,919.96	2,000.00	96.0%	0.00			0.00		0.00
Postage/Shipping	269.14	300.00	89.7%	0.00			0.00		0.00
Total Supplies	9,363.28	11,800.00	79.5%	0.00			0.00		0.00
Total Commodities	67,793.05	35,800.00	189.4%	0.00			0.00		0.00
Contractual Services									
Garage Rental	2,400.00	2,400.00	100.0%	0.00			0.00		0.00
Payments to Other Agencies	0.00	300.00	0.0%	0.00			0.00		0.00
County Jail/Service/Filing Fees	0.00	150.00	0.0%	0.00			0.00		0.00
Evidence testing	0.00	500.00	0.0%	0.00			0.00		0.00
Tech. Services Bureau - St. IA	0.00	950.00	0.0%	0.00			0.00		0.00
Total Payments to Other Agencies	7,719.00	4,800.00	160.8%	0.00			0.00		0.00
Police Insurance-Car/Liability	635.81	1,000.00	63.6%	0.00			0.00		0.00
Printing/Copying	1,461.00	500.00	292.2%	0.00			0.00		0.00
Prof Serv-Psych Testing-Physica	12,215.81	9,650.00	126.6%	0.00			0.00		0.00
Total Contractual Services	12,215.81	9,650.00	126.6%	0.00			0.00		0.00

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

July 2014 through April 2015

	Jul '14 - Apr 15	% of Budget	Jul '14 - Apr 15	DEBT SERVICE	% of Budget	Jul '14 - Apr 15	POLICE FORFEITURE
	Budget		Budget	Budget		Budget	Budget
GENERAL							
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	14,631.49						0.00
Holiday & Other Pay	227,553.58	52.3%	0.00				0.00
Police Gross Wages	24.00	120.5%	0.00				0.00
Salaries-Reserves	0.00	0.0%	0.00				0.00
Total Police Gross Wages	242,185.07	111.7%	0.00				0.00
Repair/Maint/Utilities							
Telecommunications Expense							
IT Support	1,834.65	183.5%	0.00				0.00
Verizon/Pager Fees/Mediacom	2,249.69	93.7%	0.00				0.00
Total Telecommunications Expense	4,084.34	120.1%	0.00				0.00
Vehicle Operations							
Fuel	7,997.58	50.0%	0.00				0.00
Other	0.00	0.0%	0.00				0.00
Washes	446.76	63.8%	0.00				0.00
Total Vehicle Operations	8,444.34	49.1%	0.00				0.00
Vehicle Repair							
Bicycle Maint/Repair	0.00	0.0%	0.00				0.00
Car Maint/Repair	7,317.76	81.3%	0.00				0.00
Total Vehicle Repair	7,317.76	79.5%	0.00				0.00
Total Repair/Maint/Utilities	19,846.44	66.6%	0.00				0.00
Staff Development							
Association Dues	150.00						0.00
Regular Officer Training							
Academy Training	5,857.00	63.7%	0.00				0.00
Skills Training/Testing	5,299.82	132.5%	0.00				0.00
Training Supplies	2,995.69	149.8%	0.00				0.00
Total Regular Officer Training	14,152.51	106.9%	0.00				0.00
Total Staff Development	14,302.51	110.0%	0.00				0.00
Total Police	356,342.88	116.8%	0.00				0.00
Total PUBLIC SAFETY	406,959.79	113.3%	0.00				0.00
PUBLIC WORKS							
Other Public Works							
Contracts-Other Agencies							
IC Animal Center	861.66	71.8%	0.00				0.00
IC Bus Service	26,641.53	74.9%	0.00				0.00
SEATS Service	7,036.60	83.3%	0.00				0.00
Total Contracts-Other Agencies	34,539.79	76.4%	0.00				0.00
Total Other Public Works	34,539.79	76.4%	0.00				0.00
Roads, Bridges, & Sidewalks							
Contractual Services							
Engineering Fees	49,764.94	99.5%	0.00				0.00

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

July 2014 through April 2015

	Jul '14 - Apr 15	GENERAL Budget	% of Budget	Jul '14 - Apr 15	DEBT SERVICE Budget	% of Budget	Jul '14 - Apr 15	POLICE FORFEITURE Budget	% of Budget
Repairs/Improvements	0.00								
ADA Transition Plan	0.00								
Asphalt patch projects	0.00								
Capital Improvement Plan	0.00	5,000.00	0.0%						
Local panel replacements	0.00								
Oakcrest storm intake	0.00								
Pavement management	0.00								
Sidewalk Repairs	0.00								
Street Repairs	0.00								
Traffic sign assessment/mgmt	0.00								
Total Repairs/Improvements	0.00	5,000.00	0.0%						
Striping/Curb Renumbering	0.00								
Total Contractual Services	49,764.94	55,000.00	90.5%						
Snow Removal-Contractual	0.00								
Storm water permit	1,250.00	3,000.00	41.7%						
Street Lighting Electricity	0.00								
Street Sweeping-Contractual	0.00								
Traffic Controls and Safety	0.00								
Street Signs-Commodities	0.00								
Traffic Light Electricity	0.00								
Total Traffic Controls and Safety	0.00								
Total Roads, Bridges, & Sidewalks	51,014.94	58,000.00	88.0%						
Sanitation									
Contractual									
Grandview Recycling	0.00	1,200.00	0.0%						
Leaf Vacuuming	13,500.00	13,500.00	100.0%						
Trash/Recycling	17,385.00	20,862.00	83.3%						
Total Contractual	30,885.00	35,562.00	86.8%						
Total Sanitation	30,885.00	35,562.00	86.8%						
Total PUBLIC WORKS	116,439.73	138,763.00	83.9%						
Total Expense	752,221.47	665,365.00	113.1%	1,811.62	32,564.00	5.6%	0.00		
Net Ordinary Income	-28,939.39	32,822.00	-88.2%	29,508.78	0.00	100.0%	1,755.01		
Net Income	-28,939.39	32,822.00	-88.2%	29,508.78	0.00	100.0%	1,755.01	0.00	100.0%

City of University Heights, Iowa
Profit & Loss Budget vs. Actual
July 2014 through April 2015

	Jul '14 - Apr 15	% of Budget	Jul '14 - Apr 15	% of Budget	Jul '14 - Apr 15	% of Budget	Jul '14 - Apr 15	% of Budget	TOTAL Budget	% of Budget
	Budget		Budget		Budget		Budget		Budget	
Ordinary Income/Expense										
Income										
CHARGES FOR SERVICES										
Police Reports	0.00		0.00		94.00		100.00		100.00	94.0%
Rental Inspection	0.00		0.00		480.00		900.00		900.00	53.3%
Total CHARGES FOR SERVICES	0.00		0.00		574.00		1,000.00		1,000.00	57.4%
GENERAL PROPERTY TAXES										
Benefits Levies	0.00		62,663.54	95.0%	62,663.54	95.0%	65,993.62		65,993.62	95.0%
Debt Service Levy	0.00		0.00		30,938.53		32,564.00		32,564.00	95.0%
Insurance Levy	0.00		0.00		13,110.42		13,800.00		13,800.00	95.0%
Library Services Levy	0.00		0.00		15,967.84		16,809.00		16,809.00	95.0%
Regular Property Tax	0.00		0.00		479,052.92		504,296.00		504,296.00	95.0%
Transit Levy	0.00		0.00		41,802.65		44,001.00		44,001.00	95.0%
Total GENERAL PROPERTY TAXES	0.00		62,663.54	95.0%	643,555.90	95.0%	677,463.62		677,463.62	95.0%
INTERGOVERNMENTAL/SHARED REVENUE										
Other State Grants/Reimburse.	0.00		0.00		1,749.00		0.00		0.00	100.0%
Forfeiture Funds-IC	0.00		0.00		13,230.30		0.00		0.00	100.0%
Seabelt Incent/Traffic Safety	0.00		0.00		14,979.30		0.00		0.00	100.0%
Total Other State Grants/Reimburse.	0.00		0.00		14,979.30		0.00		0.00	100.0%
State Shared Revenues	0.00		104.26		1,070.32		2,141.00		2,141.00	50.0%
Commercial Property Tax Rplcmnt	92,744.51	88.3%	0.00		92,744.51	88.3%	105,000.00		105,000.00	88.3%
Road Use/Street Construction	92,744.51	88.3%	104.26		93,814.83	88.3%	107,141.00		107,141.00	87.6%
Total State Shared Revenues	92,744.51	88.3%	104.26		108,794.13	88.3%	107,141.00		107,141.00	101.5%
Total INTERGOVERNMENTAL/SHARED REVE...	92,744.51	88.3%	104.26		108,794.13	88.3%	107,141.00		107,141.00	101.5%
LICENSES & PERMITS										
Beer/Wine/Liquor/Cig Permits	0.00		0.00		390.00		390.00		390.00	100.0%
Building/Equipment Permits	0.00		0.00		3,976.95		10,000.00		10,000.00	39.8%
Misc. Licenses/Permits	0.00		0.00		840.00		1,000.00		1,000.00	84.0%
Parking Permits	0.00		0.00		17,425.00		12,500.00		12,500.00	139.4%
Rental Permits	0.00		0.00		18,265.00		13,500.00		13,500.00	135.3%
Total Misc. Licenses/Permits	0.00		0.00		22,631.95		23,890.00		23,890.00	94.7%
Total LICENSES & PERMITS	0.00		0.00		25,862.60		15,000.00		15,000.00	172.4%
MISCELLANEOUS REVENUES										
Cable TV Franchise	0.00		0.00		2,400.00		250.00		250.00	96.0%
Contributions	0.00		0.00		1,485.00		7,000.00		7,000.00	21.2%
Fines	0.00		0.00		95,982.43		63,000.00		63,000.00	152.4%
Parking Fines	0.00		0.00		97,467.43		70,000.00		70,000.00	139.2%
Traffic Fines-Cik of Ct	0.00		0.00		1,279.60		1,000.00		1,000.00	128.0%
Total Fines	0.00		0.00		1,279.60		1,000.00		1,000.00	128.0%
Misc. Income	0.00		0.00		0.00		0.00		0.00	0.0%
Other	0.00		0.00		0.00		0.00		0.00	0.0%
Total Misc. Income	0.00		0.00		0.00		0.00		0.00	0.0%
Refunds and Reimbursements	0.00		0.00		127,009.63		87,250.00		87,250.00	145.6%
Total MISCELLANEOUS REVENUES	0.00		0.00		127,009.63		87,250.00		87,250.00	145.6%
OTHER CITY TAXES										
Utility Excise Tax	0.00		669.65		6,874.23		0.00		0.00	100.0%
Total OTHER CITY TAXES	0.00		669.65		6,874.23		0.00		0.00	100.0%

City of University Heights, Iowa
Profit & Loss Budget vs. Actual
July 2014 through April 2015

	Jul '14 - Apr 15	ROAD USE TAX Budget	% of Budget	Jul '14 - Apr 15	EMPLOYEE BENEFITS Budget	% of Budget	Jul '14 - Apr 15	TOTAL Budget	% of Budget
USE OF MONEY & PROPERTY									
Interest on Cash Investments	0.00			293.47			3,413.08	5,000.00	68.3%
Total USE OF MONEY & PROPERTY	0.00			293.47			3,413.08	5,000.00	68.3%
Total Income	92,744.51	105,000.00	88.3%	63,750.92	65,993.62	96.6%	912,852.92	901,744.62	101.2%
Gross Profit	92,744.51	105,000.00	88.3%	63,750.92	65,993.62	96.6%	912,852.92	901,744.62	101.2%

City of University Heights, Iowa
Profit & Loss Budget vs. Actual
July 2014 through April 2015

Expense	ROAD USE TAX		EMPLOYEE BENEFITS		TOTAL	
	Jul '14 - Apr 15	% of Budget	Jul '14 - Apr 15	% of Budget	Jul '14 - Apr 15	% of Budget
COMMUNITY & ECONOMIC DEV.						
Tree Trimming/Lawn Care	0.00		0.00		10,228.70	68.2%
Total COMMUNITY & ECONOMIC DEV.	0.00		0.00		10,228.70	68.2%
CULTURE & RECREATION						
Community Support Projects	0.00		0.00		143.55	28.7%
Library	0.00		0.00		37,166.00	87.2%
Parks	0.00		0.00		366.97	45.9%
Total Parks	0.00		0.00		366.97	45.9%
Total CULTURE & RECREATION	0.00		0.00		37,676.52	85.7%
DEBT SERVICE						
Interest	0.00		0.00		1,811.62	50.8%
Principal	0.00		0.00		0.00	0.0%
Total DEBT SERVICE	0.00		0.00		1,811.62	5.6%
GENERAL GOVERNMENT						
City Hall & General Buildings	0.00		0.00		181.73	90.9%
Commodities	0.00		0.00		181.73	90.9%
Total Commodities	0.00		0.00		181.73	90.9%
Contractual	0.00		0.00		13,742.30	117.3%
Rents & Leases	0.00		0.00		13,742.30	117.3%
Total Contractual	0.00		0.00		13,742.30	117.3%
Employee Benefits & Costs						
FICA	0.00		0.00	0.0%	31.00	0.0%
IPERS	0.00		0.00	0.0%	44.90	0.0%
Medicare	0.00		0.00	0.0%	7.25	0.0%
Total Employee Benefits & Costs	0.00		0.00	0.0%	83.15	0.0%
Repair/Maint/Utilities						
City Hall Upgrades	0.00		0.00		2,211.15	88.4%
Maintenance	0.00		0.00		331.10	33.1%
Telecommunications	0.00		0.00		1,693.23	99.6%
Utilities	0.00		0.00		994.12	58.5%
Total Repair/Maint/Utilities	0.00		0.00		5,229.60	75.8%
Salaries-Regular Part Time	0.00		0.00		576.00	115.2%
Facilities Assistant	0.00		0.00		576.00	115.2%
Total Salaries-Regular Part Time	0.00		0.00		576.00	115.2%
Total City Hall & General Buildings	0.00		0.00	0.0%	19,729.63	101.7%
Clerk/Treasurer & Finance Admin						
Commodities	0.00		0.00		83.15	0.0%
Hardware/Software	0.00		0.00		0.00	0.0%
Minor Equipment/Supplies/Techno	0.00		0.00		165.00	23.6%
Office Supplies and Postage	0.00		0.00		853.78	85.4%
Taping meetings	0.00		0.00		433.29	43.3%
Total Commodities	0.00		0.00		1,452.07	39.2%

City of University Heights, Iowa
Profit & Loss Budget vs. Actual
July 2014 through April 2015

	ROAD USE TAX		EMPLOYEE BENEFITS		TOTAL	
	Jul '14 - Apr 15	% of Budget	Jul '14 - Apr 15	% of Budget	Jul '14 - Apr 15	% of Budget
Contractual Services	0.00		0.00		1,525.00	47.7%
Accounting Fees	0.00		0.00		3,175.00	100.0%
Audit	0.00		0.00		40.00	80.0%
Bank/CCard Fees	0.00		0.00		3,879.15	129.3%
Legal Publications	0.00		0.00		328.00	100.0%
Meeting Set Up Fees	0.00		0.00		808.20	161.6%
Printing/Copying	0.00		0.00		544.50	72.6%
Technology Services	0.00		0.00		10,299.85	137.3%
Total Contractual Services	0.00		0.00		7,500.00	137.3%
Employee Benefits & Costs	0.00		624.52	106.0%	589.00	106.0%
FICA	0.00		979.21	114.8%	853.10	109.9%
IPERS	0.00		206.06	149.6%	137.75	149.6%
Medicare	0.00		136.30	227.2%	60.00	227.2%
Unemployment Compensation	0.00		1,948.09	118.7%	1,904.32	116.1%
Total Employee Benefits & Costs	0.00		0.00		9,496.90	100.0%
Salaries-Regular Part Time	0.00		0.00		9,496.90	100.0%
Clerk, Treasurer, Historian	0.00		0.00		0.00	
Total Salaries-Regular Part Time	0.00		0.00		0.00	
Staff Development	0.00		0.00		397.00	79.4%
Dues & Memberships	0.00		0.00		503.43	100.7%
Chamber of Commerce	0.00		0.00		612.00	113.1%
Dues and Memberships	0.00		0.00		1,978.80	98.9%
IA League of Cities	0.00		0.00		3,571.23	98.9%
JCOG Assessment	0.00		0.00		3,571.23	98.9%
Total Dues & Memberships	0.00		0.00		3,612.00	98.9%
Total Staff Development	0.00		0.00		3,612.00	98.9%
Total Clerk/Treasurer & Finance Admin	0.00		1,946.09	118.7%	26,724.37	103.0%
Legal Services	0.00		0.00		113,587.56	227.2%
Mayor/Council Operations	0.00		0.00		0.00	
Employee Benefits & Costs	0.00		277.46	75.0%	277.46	75.0%
FICA	0.00		53.58	59.7%	53.58	59.7%
IPERS-Council	0.00		64.89	75.0%	64.89	75.0%
Medicare	0.00		61.17	152.9%	61.17	152.9%
Unemployment Compensation	0.00		457.10	78.0%	457.10	78.0%
Total Employee Benefits & Costs	0.00		0.00		586.27	78.0%
Salaries-Regular Part Time	0.00		0.00		3,000.00	75.0%
Council	0.00		0.00		1,475.25	75.0%
Mayor	0.00		0.00		4,475.25	75.0%
Total Salaries-Regular Part Time	0.00		457.10	78.0%	4,932.35	75.9%
Total Mayor/Council Operations	0.00		0.00		7,000.00	100.0%
TIF Analysis	0.00		0.00		9,370.00	104.1%
Tort Liability Insurance	0.00		0.00		181,343.91	163.5%
Total GENERAL GOVERNMENT	0.00		2,403.19	104.1%	110,908.27	163.5%
Payroll Expenses	0.00		0.00		1,976.01	100.0%
PUBLIC SAFETY	0.00		0.00		15,200.00	82.4%
Building Inspections	0.00		0.00		12,530.00	82.4%
Building / Rental Inspection	0.00		0.00		15,200.00	82.4%
Total Building Inspections	0.00		0.00		15,200.00	82.4%

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

July 2014 through April 2015

	ROAD USE TAX		EMPLOYEE BENEFITS		TOTAL Budget	% of Budget
	Jul '14 - Apr 15	% of Budget	Jul '14 - Apr 15	% of Budget		
Crossing Guard	0.00		231.72	83.1%	279.00	83.1%
Employee Benefits & Costs	0.00		279.00		279.00	
FICA	0.00		404.10	73.2%	404.10	73.2%
IPERS	0.00		295.83	83.1%	295.83	83.1%
Medicare	0.00		54.20	163.5%	65.25	163.5%
Unemployment Compensation	0.00		49.06	81.0%	30.00	81.0%
Total Employee Benefits & Costs	0.00		630.81		778.35	
Salaries	0.00		0.00		4,500.00	84.2%
Crossing Guard	0.00		0.00		4,500.00	84.2%
Total Salaries	0.00		0.00		200.00	0.0%
Supplies	0.00		0.00		200.00	0.0%
Total Crossing Guard	0.00		630.81	81.0%	5,478.35	80.7%
Fire			778.35			
Contracts w/Other Agencies						
Coralville Fire Dept	0.00		0.00		31,820.00	95.6%
Hydrant Flush-City of Iowa City	0.00		0.00		2,000.00	167.2%
Total Contracts w/Other Agencies	0.00		0.00		33,820.00	99.9%
Total Fire	0.00		0.00		33,820.00	99.9%
Hazmat-Johnson County	0.00		0.00		263.00	199.8%
Police			525.50			
Commodities						
Car Purchase	0.00		0.00		16,000.00	271.1%
Major Equipment	0.00		0.00		3,000.00	226.5%
Car Equipment	0.00		0.00		3,000.00	226.5%
Total Major Equipment	0.00		0.00		1,500.00	233.6%
Minor Equipment	0.00		0.00		3,500.00	135.4%
Operating Police Equipment	0.00		0.00		5,000.00	164.8%
Regular Officer Uniform	0.00		0.00		11,800.00	79.5%
Total Minor Equipment	0.00		0.00		35,800.00	189.4%
Supplies						
Ammunition	0.00		0.00		3,500.00	92.6%
Office Supplies	0.00		0.00		3,000.00	74.0%
Operating Supplies	0.00		1,734.65	57.8%	3,000.00	57.8%
Other Supplies	0.00		1,919.96	96.0%	2,000.00	96.0%
Postage/Shipping	0.00		269.14	89.7%	300.00	89.7%
Total Supplies	0.00		0.00		11,800.00	79.5%
Total Commodities	0.00		0.00		35,800.00	189.4%
Contractual Services						
Garage Rental	0.00		0.00		2,400.00	100.0%
Payments to Other Agencies	0.00		0.00		300.00	0.0%
County Jail/Service/Filing Fees	0.00		0.00		150.00	0.0%
Evidence testing	0.00		0.00		500.00	0.0%
Tech. Services Bureau - St. IA	0.00		0.00		950.00	0.0%
Total Payments to Other Agencies	0.00		0.00		4,800.00	160.8%
Police Insurance-Car/Liability	0.00		0.00		1,000.00	63.6%
Printing/Copying	0.00		0.00		500.00	292.2%
Prof Serv-Psych Testing-Physica	0.00		0.00		9,650.00	126.6%
Total Contractual Services	0.00		0.00			

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

July 2014 through April 2015

	ROAD USE TAX		EMPLOYEE BENEFITS		TOTAL	
	Jul '14 - Apr 15	% of Budget	Jul '14 - Apr 15	% of Budget	Jul '14 - Apr 15	% of Budget
Police Benefits & Costs						
Police FICA	0.00		15,015.48	111.7%	15,015.48	111.7%
Police Health Insurance	0.00		12,296.37	145.8%	12,296.37	145.8%
Police IPERS	0.00		23,392.36	106.4%	23,392.36	106.4%
Police Medicare	0.00		3,451.68	109.8%	3,451.68	109.8%
Police SUTA	0.00		1,863.97	207.1%	1,863.97	207.1%
Police Workers Compensation	0.00		20,476.00	136.5%	20,476.00	136.5%
Total Police Benefits & Costs	0.00		76,495.86	121.6%	76,495.86	121.6%
Police Gross Wages	0.00		0.00		14,631.49	52.3%
Holiday & Other Pay	0.00		0.00		227,553.58	120.5%
Police Gross Wages	0.00		0.00		24.00	0.0%
Salaries-Reserves	0.00		0.00			
Total Police Gross Wages	0.00		0.00		242,185.07	111.7%
Repair/Maint/Utilities						
Telecommunications Expense						
IT Support	0.00		0.00		1,834.65	183.5%
Verizon/Pager Fees/Mediacom	0.00		0.00		2,249.69	93.7%
Total Telecommunications Expense	0.00		0.00		4,084.34	120.1%
Vehicle Operations						
Fuel	0.00		0.00		7,997.58	50.0%
Other	0.00		0.00		500.00	0.0%
Washes	0.00		0.00		446.76	63.8%
Total Vehicle Operations	0.00		0.00		8,444.34	49.1%
Vehicle Repair						
Bicycle Maint/Repair	0.00		0.00		0.00	0.0%
Car Maint/Repair	0.00		0.00		7,317.76	81.3%
Total Vehicle Repair	0.00		0.00		7,317.76	79.5%
Total Repair/Maint/Utilities	0.00		0.00		19,846.44	66.6%
Staff Development						
Association Dues	0.00		0.00		150.00	100.0%
Regular Officer Training	0.00		0.00		5,857.00	83.7%
Academy Training	0.00		0.00		5,299.82	132.5%
Skills Training/Testing	0.00		0.00		2,995.69	149.8%
Training Supplies	0.00		0.00		14,152.51	108.9%
Total Regular Officer Training	0.00		0.00		13,000.00	110.0%
Total Staff Development	0.00		0.00		13,000.00	110.0%
Total Police	0.00		76,495.86	121.6%	432,838.74	117.6%
Total PUBLIC SAFETY	0.00		77,126.67	121.1%	484,086.46	114.5%
PUBLIC WORKS						
Other Public Works						
Contracts-Other Agencies	0.00		0.00		861.66	71.8%
IC Animal Center	0.00		0.00		26,641.53	74.9%
IC Bus Service	0.00		0.00		7,036.60	83.3%
SEATS Service	0.00		0.00		34,539.79	76.4%
Total Contracts-Other Agencies	0.00		0.00		45,201.00	76.4%
Total Other Public Works	0.00		0.00		34,539.79	76.4%
Roads, Bridges, & Sidewalks						
Contractual Services	0.00		0.00		49,764.94	99.5%
Engineering Fees	0.00		0.00			

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

July 2014 through April 2015

	ROAD USE TAX		EMPLOYEE BENEFITS		TOTAL	
	Jul '14 - Apr 15	% of Budget	Jul '14 - Apr 15	% of Budget	Jul '14 - Apr 15	% of Budget
Repairs/Improvements						
ADA Transition Plan	10,532.65	105.3%	0.00	0.0%	10,532.65	105.3%
Asphalt patch projects	586.00	14.7%	0.00	0.0%	586.00	14.7%
Capital Improvement Plan	0.00		0.00	0.0%	0.00	0.0%
Local panel replacements	0.00	0.0%	0.00	0.0%	0.00	0.0%
Oakcrest storm intake	0.00	0.0%	0.00	0.0%	0.00	0.0%
Pavement management	0.00	0.0%	0.00	0.0%	0.00	0.0%
Sidewalk Repairs	4,229.35		0.00	0.0%	4,229.35	100.0%
Street Repairs	1,160.00		0.00	0.0%	1,160.00	100.0%
Traffic sign assessment/mgmt	585.00	16.7%	0.00	0.0%	585.00	16.7%
Total Repairs/Improvements	17,093.00	26.1%	0.00	0.0%	17,093.00	24.2%
Striping/Curb Renumbering	5,562.00	101.1%	0.00	0.0%	5,562.00	101.1%
Total Contractual Services	22,655.00	31.9%	0.00	0.0%	22,655.00	57.5%
Snow Removal-Contractual	27,626.00	90.6%	0.00	0.0%	27,626.00	90.6%
Storm water permit	0.00		0.00	0.0%	0.00	0.0%
Street Lighting Electricity	6,850.92	84.3%	0.00	0.0%	6,850.92	84.3%
Street Sweeping-Contractual	500.00	16.7%	0.00	0.0%	500.00	16.7%
Traffic Controls and Safety	0.00	0.0%	0.00	0.0%	0.00	0.0%
Street Signs-Commodities	659.84	73.3%	0.00	0.0%	659.84	73.3%
Traffic Light Electricity	659.84	66.0%	0.00	0.0%	659.84	66.0%
Total Traffic Controls and Safety	1,319.68	66.0%	0.00	0.0%	1,319.68	66.0%
Total Roads, Bridges, & Sidewalks	58,291.76	51.3%	0.00	0.0%	58,291.76	63.7%
Sanitation						
Contractual	0.00		0.00	0.0%	0.00	0.0%
Grandview Recycling	0.00		0.00	0.0%	0.00	0.0%
Leaf Vacuuming	0.00		0.00	0.0%	0.00	0.0%
Trash/Recycling	0.00		0.00	0.0%	0.00	0.0%
Total Contractual	0.00	0.0%	0.00	0.0%	0.00	0.0%
Total Sanitation	0.00	0.0%	0.00	0.0%	0.00	0.0%
Total PUBLIC WORKS	58,291.76	51.3%	0.00	0.0%	58,291.76	69.2%
Total Expense	58,291.76	51.3%	79,529.86	120.5%	891,854.71	101.6%
Net Ordinary Income	34,452.75	-399.5%	-15,778.94	-157,789,400.0%	20,998.21	86.8%
Net Income	34,452.75	-399.5%	-15,778.94	-157,789,400.0%	20,998.21	86.8%

05/12/15

City of University Heights, Iowa
Warrants for Council Approval
 April 15 through May 12, 2015

Date	Name	Memo	Amount
Apr 15 - May 12, 15			
04/15/2015	Jones, Christian R		-184.70
04/15/2015	Lyon, Kristofer S		-1,129.17
04/15/2015	Miller, Ryan R		-161.62
04/15/2015	Patch, Alexander J		-1,226.68
04/15/2015	Plate, Harold,		-237.20
04/15/2015	Sherman, Nicholas M		-1,539.90
04/15/2015	Fort, Matthew A		-1,373.76
04/15/2015	Miller, Michelle K		-1,278.47
04/15/2015	Stanley, Kenneth L		-1,612.58
04/16/2015	Internal Revenue Service	42-1109342	-3,092.72
04/24/2015	MidAmerican Energy	pedestrian lights at 113 Golfview	-29.82
04/24/2015	MidAmerican Energy	1301 Melrose stop light	-30.25
04/24/2015	MidAmerican Energy	1011 Melrose stop light	-26.96
04/24/2015	MidAmerican Energy	City Hall gas/electricity	-61.49
04/28/2015	MidAmerican Energy	street lights	-645.43
04/30/2015	Anderson, Christine M.		-455.40
04/30/2015	Fort, Matthew A		-1,284.09
04/30/2015	Kimura, Lori D.		-280.24
04/30/2015	Lyon, Kristofer S		-1,138.55
04/30/2015	Miller, Ryan R		-319.24
04/30/2015	Plate, Harold,		-219.60
04/30/2015	Miller, Michelle K		-1,278.47
04/30/2015	Patch, Alexander J		-1,226.67
04/30/2015	Stanley, Kenneth L		-1,612.59
04/30/2015	Sherman, Nicholas M		-1,341.13
04/30/2015	Wellmark BC/BS	monthly insurance payment	-1,122.96
04/30/2015	Internal Revenue Service	42-1109342	-3,114.90
04/30/2015	IOWA PUBLIC EMPLOYEES ...		-221.03
04/30/2015	IOWA PUBLIC EMPLOYEES ...		-3,907.78
05/01/2015	Paul J. Moore, Melrose Aven...	City Hall Rent/garages automatic deposit	-1,374.23
05/02/2015	Verizon Wireless	monthly wire service for police car autopayment	-80.14
05/07/2015	City of Iowa City	City Hall water/sewer automatic payment	-16.74
05/12/2015	Eastern Iowa Community Coll...	reserve module A,B,C for Lyon	-90.00
05/12/2015	Iowa Law Enforcement Acade...	proctor school for Chief Stanley	-50.00
05/12/2015	Johnson County Refuse, Inc.	April recycling/spring clean up/April composting	-1,978.88
05/12/2015	Ken Stanley	reimbursement for Rotary Club quarterly dues	-165.00
05/12/2015	L-Tron	scanner to replace broken one in unit #4	-339.00
05/12/2015	Racom Corporation	remove & replace video camera / relocate print...	-768.65
05/12/2015	Staples	cleaning supplies/envelopes/flash drive	-71.25
05/12/2015	Winkel, Parker & Foster, CPA...	preparation of 2015-16 budget/amended 2014-...	-1,695.00
05/12/2015	Internet Navigator	monthly fee for city website/email service	-24.95
05/12/2015	SEATS	Seats Payment	-703.66
05/12/2015	Treat America Dining	meals for Chief Stanley at training class 4/14	-15.16
05/12/2015	Louise From	reimburse for 4/28 work session meeting/overti...	-35.00
05/12/2015	Leff Law Firm, L.L.P.	legal services 3/9/15-5/6/15 for St Andrew Dev...	-11,310.00
05/12/2015	L.L. Pelling Co., Inc.	asphalt patching on Olive Court	-600.00
05/12/2015	Terry Goerd	April inspection services	-945.00
05/12/2015	Norm Cate	April inspection services	-420.00
05/12/2015	Mediacom	online service 4/3/15-5/2/15	-228.86
05/12/2015	Iowa Law Enforcement Acade...	applicant background investigation training Patch	-475.00
05/12/2015	Culligan Water Tech	water dispenser rental	-8.48
05/12/2015	Copyworks	resident flyers	-48.00
05/12/2015	Hawkeye Construction & Sno...	snow removal 2/25/15-3/3/15	-4,872.50
05/12/2015	City of Iowa City	bus, 3 months fuel, animal services	-5,316.48
05/12/2015	VISA	broom/water/postage/gas/hotel for training/fram...	-407.30
05/12/2015	Beth Ann Bitner	crossing guard 1/2 day	-12.50
05/12/2015	VISA	broom/water/postage/gas/hotel for training/fram...	-559.15

05/12/15

City of University Heights, Iowa
Warrants for Council Approval
April 15 through May 12, 2015

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
05/12/2015	Westport Touchless Autowash	April vehicle washes	-90.00
05/12/2015	Kieck's Career Apparel	short sleeve uniform shirts	-156.90
05/12/2015	Streicher's	Police insignia/electric siren	-229.59
05/12/2015	Lippold, Erik W	purchase Remington 700	-3,000.00
05/12/2015	Iowa City Press-Citizen	April publications	-590.86

Apr 15 - May 12, 15

**Building Zoning & Sanitation Committee
April 2015 Report ♦ By Silvia Quezada**

1. **See also** April's City Clerk Report for administrative details.
2. **Other Assignment(s).**
 - (a) **Ordinance 79 (Buildings and Land Use) Review**
 - Zoning Commission Summer Meetings
 - 1st and 3rd Tuesday of May, June, July and August
 - Subjects to review: surface runoff, slopes and lot coverage
 - Commissioners met to discuss order of subject matters and identify the subject matter experts needed for future meetings
 - (b) **Grandview Condos Recycling.**
 - grant application submitted; awards announced later 2Q15
3. **City Building Inspection Policy Considerations and/or Program Changes.**
 - City Building Inspector contract
4. **City Housing/Rental Inspection Program Changes/Considerations.**
 - FY 2015-2016 Rental Permits Fee Increase
 - Annual rental permit -- \$150
 - Propose the purchase of cloud-based software program (e.g., submissions, internal tracking, records)
 - Rental Program Public Input Meetings
 - June 17th
 - July 15th
 - City Map of Issued Rental Permits
 - Adjustments to the rental excel sheet to allow routine map production

RESOLUTION NO. 15-24

RESOLUTION AUTHORIZING THE MAYOR TO SIGN AND THE CLERK TO ATTEST AN AGREEMENT WITH STAN LAVERMAN FOR RENTAL HOUSING CODE, ZONING ORDINANCE, AND OTHER ORDINANCE INSPECTION AND ENFORCEMENT SERVICES.

RESOLVED that the Mayor of the City of University Heights is authorized to sign and the City Clerk to attest an with Stan Laverman for inspection services concerning and enforcement of the City Rental Housing Code, Zoning Ordinance, and other ordinances in the form set forth in Exhibit "A" attached.

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 12th day of May, 2015.

Louise From, Mayor
City of University Heights

ATTEST:

Christine M. Anderson, City Clerk

**AGREEMENT FOR INSPECTION SERVICES CONCERNING
AND ENFORCEMENT OF CITY OF UNIVERSITY HEIGHTS RENTAL HOUSING
CODE, ZONING ORDINANCE AND OTHER CITY ORDINANCES**

THIS AGREEMENT is made and entered into between the City of University Heights, Iowa, a municipal corporation ("City"), and Stan Laverman ("Laverman").

WHEREAS, Laverman provides inspection and code enforcement services to municipal corporations in the State of Iowa; and

WHEREAS, City has adopted a Rental Housing Code, Zoning Ordinance, and other ordinances and desires to obtain inspection and enforcement services from Laverman with respect to these ordinances and codes; and

WHEREAS, City and Laverman desire to enter into an agreement for inspection services concerning, and enforcement of, the City's Rental Housing Code, Zoning Ordinance, and other ordinances,

NOW, THEREFORE, THE PARTIES HERETO MUTUALLY AGREE TO THE FOLLOWING TERMS AND CONDITIONS:

1. Laverman agrees to furnish appropriate inspection services concerning and enforcement of the City's Rental Housing Code, Zoning Ordinance, and other ordinances as directed from time to time by the Mayor and Council.
2. City hereby agrees to pay Laverman six thousand dollars (\$6,000.00) annually for the inspection and enforcement services referred to above commencing May 15, 2015. Payment shall be made in equal monthly installments beginning in June 2015; the first payment shall be for

one-half the monthly amount, reflecting Laverman's May 15 start date. Payment shall be made after each monthly City Council meeting. City also agrees to reimburse Laverman for mileage costs and out-of-pocket expenses. The mileage reimbursement rate shall be at the then-current standard mileage rate established by the Internal Revenue Service. Expense reimbursement requests shall be supported by appropriate receipts.

3. This agreement shall be in full force and effect upon execution by both parties and shall remain in effect through June 20, 2016, except as provided in Section 4 hereof. Thereafter, this Agreement shall automatically renew for successive one-year terms unless otherwise agreed by the parties in writing, except as provided in numbered Section 5 hereof. This Agreement may be amended by agreement of both parties.
4. Either party may withdraw from and terminate this Agreement by serving written notice by certified mail to the other party at least 60 days prior to the date of termination. Notwithstanding any term of this Agreement to the contrary, the parties agree that beginning July 1, 2016, and each July 1 thereafter, either party may request a change in services contemplated by this Agreement or an increase or reduction of amounts due and payable for services under this Agreement. In the event the parties cannot agree on any such proposed changes, this Agreement shall terminate the following September 1.

IN WITNESS THEREOF, THE PARTIES HERETO HAVE DULY EXECUTED THIS AGREEMENT EFFECTIVE ON THE _____ DAY OF MAY, 2015.

CITY OF UNIVERSITY HEIGHTS

BY: _____
Louise From, Mayor

Stan Laverman

Attest: City Clerk
Christine M. Anderson

STATE OF IOWA)
) SS:
JOHNSON COUNTY)

This instrument was acknowledged before me on May _____,
2015, by Louise From and Christina M. Anderson, as Mayor and City
Clerk, respectively, for the City of University Heights, Iowa.

Notary Public in and for the
State of Iowa

STATE OF IOWA)
) SS:
COUNTY OF JOHNSON)

This instrument was acknowledged before me on May _____,
2015, by Stan Laverman.

Notary Public in and for the
State of Iowa

UH - agrmt with Laverman for inspection and code enforcement 051215

RESOLUTION NO. 15-25

RESOLUTION ESTABLISHING FEES FOR RENTAL PERMITS AT \$_____ PER YEAR STARTING WITH PERMITS ISSUED FOR THE RENTAL PERMIT YEAR BEGINNING JULY 1, 2015.

RESOLVED that, pursuant to University Heights Ordinance 110.05(7), Rental Permit Fees are established at \$_____ per dwelling unit starting with permits issues for the rental permit year beginning July 1, 2015

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 12th day of May, 2015.

Louise From, Mayor
City of University Heights

ATTEST:

Christine M. Anderson, City Clerk

APRIL 2015 POLICE REPORT

Continuing the selection process of new reserves

Bike to work breakfast in front of the police dept. was a success

First Neighborhood Watch meeting was a success

Officer Alex Patch attended Background Investigation School

Kris Lyon attended Prescription Drug Abuse School

Nick Sherman is doing fine at the academy and should graduate in July

One OWI arrests were made

Six or Seven reports were taken regarding identity theft relating to their tax returns

-Police Chief Ken Stanley



May 2015 Community Protection report

-Great turnout for our new Neighborhood Watch program. Our educational information this session included when to call dispatch versus call 911. The group played witnesses to a violent crime and we discussed vital details to make note of for later police interrogation. Members of the community have volunteered to host future Neighborhood Watch meetings. Details of our next meeting location will be posted on the University Heights web page. If you were unable to attend the last meeting, please email Chief Stanley, ken.stanley@uhpolice.org , with your information to be added to our Neighborhood Watch program newsletter.

RESOLUTION NO. 15-26

**RESOLUTION EXEMPTING CITY VEHICLES FROM
“NO PARKING” AREAS ON CITY STREETS.**

RESOLVED that vehicles owned by the City of University Heights are exempt from “No Parking” restrictions on City streets such that such vehicles are permitted to part in those areas. The Traffic Engineer, City Engineer, or other City staff are authorized but not required to install signage consistent with this Resolution.

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 12th day of May, 2015.

Louise From, Mayor
City of University Heights

ATTEST:

Christine M. Anderson, City Clerk

May '15 report

- 1) 2015 tree planting came in under budget, so I added 1 more house to the list. 426 Koser will receive two trees on their boulevard. Resolution will be prepared by Steve.
- 2) All other 17 trees are planted. The 16 trees from last year appear to mostly be thriving, though there is one I am watching as it may have died back some over the winter. If it needs to be replaced I'll follow up with IC Landcaping and the homeowners
- 3) Thanks again to our sponsors for this year: MidAmerican Energy, Jeff Edberg, Stella, Total Tree Care, U Iowa Community Credit Union, Hills Bank, Midwest One Bank. Thanks also to Iowa City Landscaping for their generous discount and assistance.
- 4) Tower Court Park construction update – construction begins this week on the spray pad, playground equipment arrives May 18th and will be installed after its arrival. Old playground equipment was removed already.
- 5) Garage Sale update – ordered 6 large signs to be reused over multiple years. A flier designed by Beth Stence is available on the city website to be downloaded and printed by residents who wish to distribute it.

RESOLUTION NO. 15-27

**RESOLUTION AUTHORIZING CERTAIN TREES
TO BE PLANTED IN THE CITY RIGHTS-OF-WAY
AT A SPECIFIED ADDRESS**

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

- 426 Koser Avenue – 2 Black Gum (tupelo Nyssa Sylvatica)

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 12th day of May, 2015.

Louise From, Mayor
City of University Heights

ATTEST:

Christine M. Anderson, City Clerk

RESOLUTION NO. 15-28

**RESOLUTION AUTHORIZING CITIZENS TO MAINTAIN UNBUILT
GLENCREST DRIVE AS A HIKING TRAIL.**

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

1. Certain volunteer citizens have requested permission to maintain a hiking trail through the woods on the unbuilt portion of Glencrest Drive, which connects Golfview Avenue with Prospect Place.
2. Volunteer citizens are authorized to remove brush and trees with a diameter no greater than two inches (2") on the unbuilt portion of Glencrest Drive and to install mulch for purposes of maintaining this trail.
3. The volunteer citizens are not authorized to place any permanent structures on the unbuilt portion of Glencrest Drive.
4. The volunteer citizens are not authorized to go upon private property without the permission and consent of the property owner.
5. The costs associated with this effort will come from the volunteer citizens or others; the City is not presently making any appropriation or contribution.
6. The City may modify, revoke, and/or rescind the authority of the volunteer citizens to maintain this trail at any time for any reason or for no reason. The City's may take such action through the Mayor or through the Council at the sole and absolute discretion of either the Mayor or the Council.
7. The authority granted by this resolution shall remain in effect until modified, revoked, or rescinded by the City as provided in this resolution.

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 12th day of May, 2015.

Louise From, Mayor
City of University Heights

ATTEST:

Christine M. Anderson, City Clerk

MEMORANDUM

TO: University Heights, Mayor, Council, and Staff
FROM: Josiah Bilskemper, P.E.
DATE: May 8, 2015
RE: City Engineer's Report

(1) Sidewalk Repair Program

- a. As of today, 20 property owners have responded and requested to be included in the city sidewalk repair project. Over the last few weeks, there were a number of residents who requested to be removed from the list after finding their own contractor. There a total of 8 properties that have indicated they will be coordinating their own repairs.
- b. The sidewalk repairs for the 20 properties will now be put together and issued for competitive quotations, so that council can consider awarding a contract in June.
- c. *As of today, 16 property owners have responded and requested to be included in the city sidewalk repair project. The deadline date for voluntary enrollment in the City repair project is April 15th. There were 57 properties identified during the survey. (April Mtg.)*

(2) Leamer Court Repairs

- a. A repair drawing will be issued for competitive quotations to mill and replace the deteriorated asphalt pavement edge where Leamer Court meets Koser Avenue, so that council can consider awarding a contract in June.
- b. *We coordinated with Iowa City Wastewater to repair the manhole frame and surrounding pavement of two sanitary manholes on Leamer Court during Spring Break. With this frame and surrounding pavement replaced, the next step is to have the deteriorating asphalt milled and replaced. This is planned to occur in June. (April Mtg.)*

(3) Iowa DOT – All Town Sign Replacement Program

- a. The DOT approved the University Heights sign grant application on April 17. An order for 44 new regulatory signs and 36 posts has been submitted to the DOT Sign Shop, with materials anticipated to arrive in May or June. Once received, Russ Boyer will install the new signs and posts to replace the existing poor conditions signs.
- b. *At the March meeting, council approved Resolution 15-12 authorizing the Mayor to sign and submit a traffic sign grant application to the Iowa DOT. (April Mtg.)*
- c. *The Iowa DOT "All Town Sign Replacement" program accepts applications from communities to replace damaged, obsolete or substandard signs and signposts. The program will provide up to \$5,000 of signs and signposts per applying community on a first-come, first-served basis. (March Mtg.)*

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



University Heights May 2015 eGovernment Report

U-H Website Updates/Statistics April 1-30, 2015

- **April 29, 2015**
 - TIF presentation, set May 27 as Public Hearing
- **April 27, 2015**
 - Special Meeting agenda, Bike Month Proclamation
- **April 18, 2015**
 - Neighborhood Watch Kickoff Meeting
- **April 16, 2015**
 - DRAFT Developers Agreement, Arbor Day Proclamation
- **April 13, 2015**
 - City Council meeting agenda and attachments
- **April 12, 2015**
 - City Council meeting agenda
- **April 8, 2015**
 - One University Place PUD
- **April 7, 2015**
 - Zoning Commission meeting Agenda

Monthly Statistics from Stat Counter

Page Views	Unique Visits	1st Time Visits	Returning Visits	
1,434	984	691	293	Total
48	33	24	10	Average

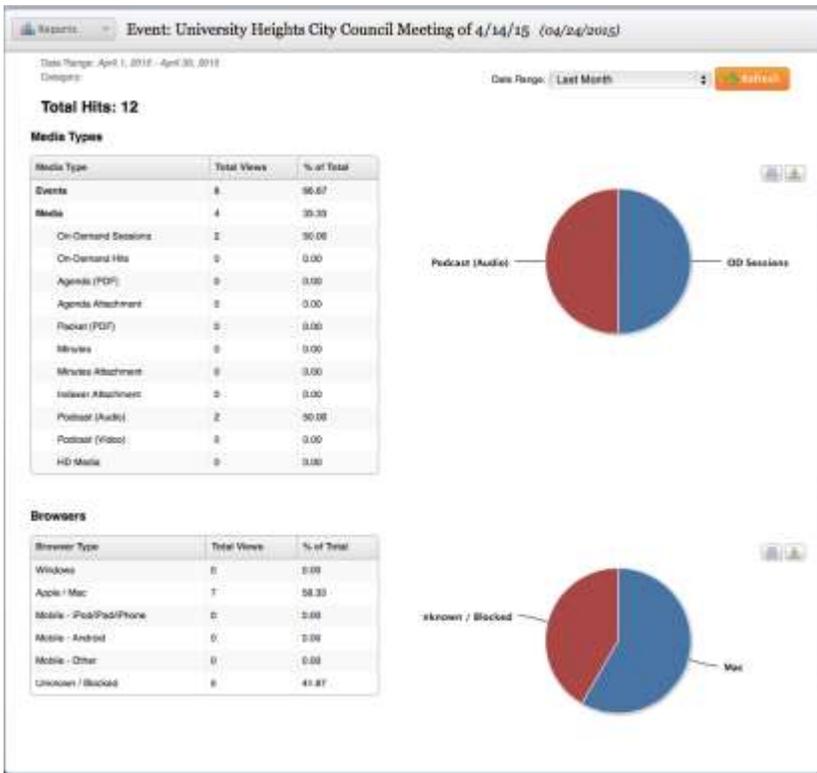
Monthly Statistics from Webalyzer

Hits per Hour	108
Hits per Day	2607
Pages per Day	406
Total Visits	6630
Total Unique User Agents	903
Average Visits Per Day	221

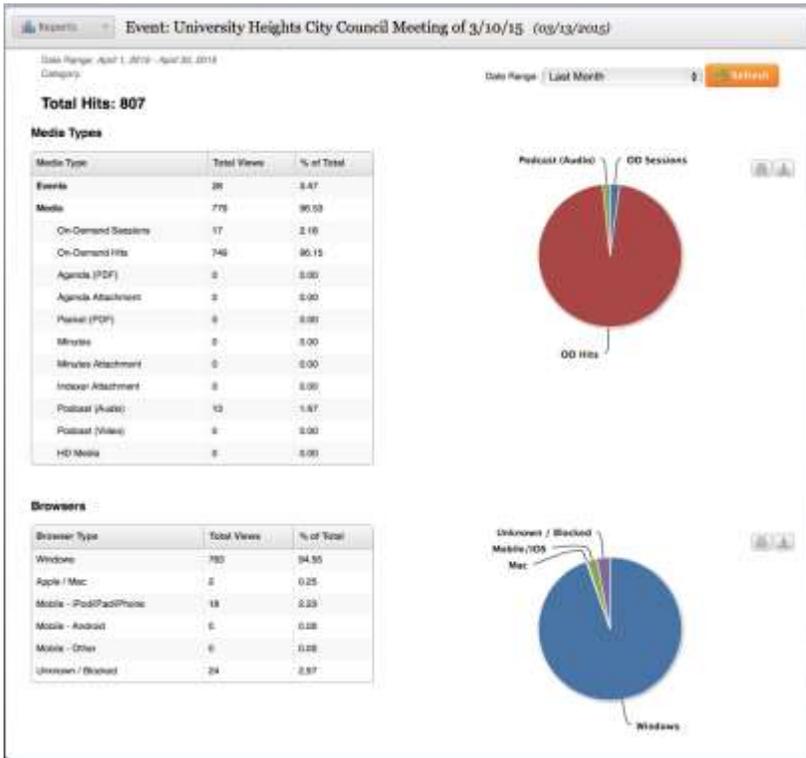
U-H Website Twitter Statistics April 1- 28, 2015

Tweets	6
Re-tweets	2
Followers	66

University Heights City Council Meeting Webcasts Viewing Statistics From EarthChannel



April Council Meeting statistics 4/24/15 to 4/30/15



March Council Meeting statistics 3/13/15 to 4/30/15