

AGENDA

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

Tuesday, December 15, 2015

Horn School Library room

600 Koser Ave.

7:00-9:00pm.

Meeting called by Mayor Louise From

| Time | Topic | Owner | |
|-------------|---|--|-------------------|
| 7:00 | Call to Order Meeting | | |
| | Roll Call -Approval of Minutes-October 13 th -Approval of Minutes- November 10 th | Louise From | |
| | Public Input | Public Comments | |
| | -One University Place (OUP) construction report and updates. -Discussion and consideration of request by One University Place developer to divide the OUP development site into two parcels. -Consideration of Resolution No. 15-75 authorizing the Mayor to sign and the Clerk to attest a Memorandum of Understanding Addendum to the City's Agreement with the National Development Council regarding records retention. | Jeff Maxwell/Kevin Monson Silvia Quezada | |
| | <u>Administration</u> | | |
| | -Mayor | Mayor's Report -Consideration of Resolution No. 15-76 authorizing the Mayor to provide the City of Coralville six (6) months' written notice of the City of University Heights' intention to terminate the 28E Agreement for Fire Protection Services effective July 1, 2016. A new 28E Agreement will be entered into with the City of Iowa City for these services. | Louise From |
| | -City Attorney | Legal Report | Steve Ballard |
| | -City Clerk | City Clerk Report | Chris Anderson |
| | <u>Committee Reports:</u> | | |
| | <u>Finance</u> | Committee Report -Budget 2016-2017 Update | Jim Lane |
| | | Treasurer's Report/ Payment of Bills | Lori Kimura |
| | <u>Community Protection</u> | Police Chief Report | Chief Ken Stanley |

| Time | Topic | Owner |
|--------------|--|----------------------------------|
| | <p><u>Committee Report</u> -Consideration of <u>Resolution No. 15-77</u> extending and continuing the employment of Police Chief Kenneth Stanley. -Consideration of Resolution No. 15-78 authorizing the Mayor to sign and the Clerk to attest a 28E Agreement with the City of Cedar Rapids permitting University Heights Police Officers to ride along and otherwise train with Cedar Rapids Police Department Officers and employees.</p> | Carla Aldrich/M. Haverkamp |
| | <u>Streets and Sidewalks</u> | |
| | <p><u>Committee Report</u> -Consider waiving the \$100 extra fee for sidewalk repair for 230 Koser Ave. Sign Audit Review</p> | Virginia Miller |
| | | Josiah Bilskemper |
| | <u>Building, Zoning & Sanitation</u> | |
| | <p><u>Engineer Report</u> <u>Committee Report</u> -Second Consideration <u>of Ordinance No. 192</u>, Adopting the 2015 International Building Code, Plumbing Code, Electrical Code, Residential Code, and Property Maintenance Code with amendments. - Consideration of Motion to Accept Dorothy "Dotti" Maher resignation from the University Heights Board of Adjustment effective December 31, 2015.</p> | Silvia Quezada |
| | | Pat Yeggy Dorothy Dotti Maher |
| | <u>e-Government</u> | |
| | | Mike Haverkamp |
| | Announcements | |
| | <p>Recommendation of City Attorney to meet in closed session pursuant to Iowa Code Sec. 21.5(1) to discuss strategy with counsel in matters in litigation where its disclosure would be likely to prejudice or disadvantage the position of the City.</p> | Anyone |
| | | |
| | Reconvene to open session | |
| 9 :00 | Adjournment | Louise From |

Next Regular City Council Meeting is January 12, 2016: Location to be announced.

RESOLUTION NO. 15-75

RESOLUTION AUTHORIZING THE MAYOR TO SIGN A MEMORANDUM OF UNDERSTANDING ADDENDUM WITH NATIONAL DEVELOPMENT COUNCIL REQUIRING NDC TO RETAIN RECORDS FOR FIVE YEARS.

RESOLVED that the Mayor of the City of University Heights is authorized to sign a Memorandum of Agreement Addendum with National Development Council 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 15th day of December, 2015.

Louise From, Mayor
City of University Heights

ATTEST:

Christine M. Anderson, City Clerk

TECHNICAL ASSISTANCE AGREEMENT

This Technical Assistance Agreement (this "Agreement") is made and entered into this 14th day of April, 2015, by and between the City of University Heights (CITY), an Iowa municipal corporation, the City office of which is located at 1004 Melrose Avenue in University Heights, Iowa 52246 (hereinafter called "Client") and NATIONAL DEVELOPMENT COUNCIL, a New York non-profit corporation, which is a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code, whose address is 708 3rd Avenue, Suite 710 New York, New York 10017 (hereinafter called "NDC")

WITNESSETH:

WHEREAS, Client has determined that it needs the professional services of an advisor to work with Client to assist it in achieving its public goals of developing and implementing community and economic programs, and

WHEREAS, NDC is willing to provide, on such terms and conditions as are hereinafter provided, technical assistance to Client utilizing its expertise in economic and community development activities.

NOW THEREFORE, Client and NDC do hereby agree as follows:

I. SCOPE OF SERVICES

The Client acknowledges that NDC regularly performs services for various clients located across the United States. The purpose of this Agreement is to set forth the terms upon which NDC will provide Client with assistance it has requested which is generally described as technical assistance and professional services. NDC agrees to perform such services as are requested from time to time by Client and to provide such services as it deems necessary to accomplish the goals requested. Exhibit A attached hereto and made a part of this Agreement, fully describes the services to be provided to Client upon its request by NDC. In performing the requested services, NDC shall consult with officers and employees of Client and shall meet, as appropriate, with such representatives or other entities when necessary, including without limitation, State and Federal officials and other local organizations.

II. DURATION, TERMINATION

NDC agrees to commence work for Client effective April 1, 2015, and shall provide the services described in Exhibit A for a term of two (2) consecutive months thereafter, with one (1) two (2) month renewal starting at the conclusion of the initial term. Either party may, at any time, terminate this Agreement with or without cause by sending written notice to the other party, in which event this Agreement shall be terminated effective 30 days after receipt of such notice. Upon notice of termination from Client, NDC shall immediately refrain from incurring any additional costs under this Agreement and shall provide Client within thirty (30) days a final invoice for any outstanding costs incurred prior to receiving the notice of termination from Client.

III. COMPENSATION

Client shall compensate NDC for performance of services received hereunder for the initial term in the total amount of \$7,000.00, payable upon one invoice for \$7,000.00. The payment of fee will be due within 30 days of the effective date of this Agreement.

Compensation for the two month renewal period, if exercised, will be at the same rate and in one payment of \$7,000.00 due at the beginning of the renewal term at the same terms as provided for the initial term.

The compensation amount includes all of NDC's time, travel expenses, supplies, postage, telephone, and any other expenses. NDC will invoice Client consistent with the payment schedule identified above. Additionally, to the extent financially feasible and when it has no adverse effect to the projects, NDC will structure the financing for projects in such a way that recovers all or a portion of this compensation.

As an independent contractor, NDC is responsible for all legal requirements, taxes and employment requirements associated with an independent contractor and nothing contained herein shall be interpreted as creating a relationship of servant, employee, partnership, or agency between Client and NDC. Payment by Client for services rendered under this Agreement evidences Client's acceptance of such services in accordance with the terms of the Agreement.

IV. MISCELLANEOUS PROVISIONS

4.1 Ownership of Material and Documents All final reports and other materials prepared by NDC for Client shall be the property of Client, however all work papers and other source materials shall be the property of the NDC. NDC shall deliver such source materials to Client in accordance with the terms and conditions of this Agreement. If subsequent changes are made to any final reports or other materials prepared by NDC, Client shall not, without NDC's written consent, associate NDC's name with the altered report/product.

4.2 Right to Audit NDC shall establish and maintain appropriate procedures and documents which will assure the proper accounting of all funds paid to it under this Agreement. Client or any of their duly authorized representatives shall have access to any books, documents, papers and records of NDC and/or its subcontractors which are directly associated to this Agreement or pertinent to a specific program for the purpose of making an audit, an examination, excerpts and transcriptions. All such books and records shall be retained for such periods of time as required by Iowa law, provided, however, notwithstanding any shorter periods of retention, all books, records and supporting details shall be retained for a period of at least three (3) years after the expiration of the term of this Agreement.

4.3 Confidentiality of Reports NDC shall keep confidential all reports, information and data given to, prepared or assembled by NDC pursuant to NDC's performance hereunder and Client designates as confidential. Such information shall not be made available to any person, firm, corporation or entity without the prior written consent of Client first obtained.

4.4 Equal Opportunity. NDC shall comply with all provisions of Title VI of the Civil Rights Act of 1964 and of the rules, regulations and relevant order of the Secretary of Labor regarding discrimination.

4.5 Conflicts of Interest. No board member, officer or employee of Client or its designees or agents, and no other public official who exercises any functions or responsibilities with respect to any requested technical assistance, shall be permitted to financially benefit from this Agreement or have any interest, direct or indirect, in any contract or subcontract, or the proceeds thereof, for work to be performed in connection with this Agreement.

4.6 Notices. All notices shall be sent by certified mail, hand-delivery or over night mail and in all events with a written acknowledgment of receipt to the address set forth at the beginning of this Agreement.

4.7 Release of News Information. No news release, including photographs, public announcements or confirmation of same, or any part of the subject matter of this Agreement or any phase of any program hereunder shall be made without prior written approval of both parties.

4.8 Compliance with Laws. NDC agrees to comply with all applicable federal, state and local laws in the conduct of the work hereunder. This Agreement shall be construed, interpreted and the rights of the parties determined, in accordance with the laws of the State of Iowa.

4.9 Assignment. Neither this Agreement nor any rights, duties or obligations described herein may be assigned by either party without the prior expressed written consent of the other party.

4.10 Severability. A determination that any part of this Agreement is invalid shall not invalidate or impair the force of the remainder of this Agreement.

4.11 Dispute Resolution. Upon mutual consent of the Parties, any disputes or claims under this Agreement may be submitted to arbitration in a manner provided under the Commercial Arbitration Rules of the American Arbitration Association then in effect, such arbitration to be conducted before three arbitrators chosen in accordance with the rules of the State of Iowa and shall be binding on the parties.

4.12 Entire Agreement. This Agreement contains the final agreement between the parties regarding the matters covered and supersedes any and all other agreement, either oral in writing, regarding the matters contained herein.

4.13 City as Client. Client and NDC understand, acknowledge, and agree that Client will or may be reimbursed for the compensation contemplated by this agreement by the Jeffrey Maxwell, proposed developer of the Property. Client and NDC further understand, acknowledge, and agree that all of the professional and ethical duties of NDC, including without limitation duties of diligence, loyalty, and confidentiality, run exclusively to Client and not to Jeffrey Maxwell or any other person or entity.

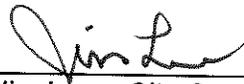
IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the day and year first written above.

CLIENT:

The City of University Heights

NDC:

National Development Council

By: 

Jim Lane, City Council Member
Its: Chair of Finance Committee

By: _____
Robert W. Davenport
Its: President

**NDC TECHNICAL ASSISTANCE AGREEMENT
SCOPE OF SERVICES
EXHIBIT A**

To promote the comprehensive development within the City of University Heights, Client is considering a redevelopment proposal of the site located at 1300 Melrose and owned and operated by the St. Andrew Presbyterian Church, as well as certain property immediately to the east of the church that is owned by Jeffrey Maxwell (the Property). Among other services, NDC will provide technical assistance to Client in reviewing the proposal, the financing structure, and the request for City financing assistance for this project during pre-development and project development.

This Scope of Services describes the assistance available under this Technical Assistance Agreement during the specified contract period. Client and NDC by mutual agreement may revise this Scope of Services. Client will direct NDC's activities and determine which services are to be rendered by NDC. Payment by Client evidences Client's acceptance of the assistance provided under this Agreement. The assistance offered includes:

- Review and evaluation of projects being considered by Client, including redevelopment of the Property, for community and economic development assistance. This assistance may include, as directed:
 - evaluating feasibility and suitability for use of various public finance programs, including tax increment financing and federal and state tax credits, as sources to resolve financing gaps
 - advising on various private and public sources of financing, their requirements and structuring options
 - evaluating sponsor/developer experience and capacity
 -
 - review of appraisals, cost assumptions, capital budgets, operating statements, marketing data and other funding commitments
 - identifying other funding sources when required
 - assisting with non-financial development issues during the pre-development and development phases
 - structuring loan documents and development agreements
 - advising on program regulation issues
 - Coordinating with other third parties as needed
 - Structuring the transaction to maximize tax credit equity for the project if such sources are appropriate and available
 - Determining necessary leases, agreements, and other documents required to comply with public financing programs considered or utilized for the project.
 - Reviewing financial information provided to or by the developer:
 - Cost budgets
 - Debt schedules (if applicable)
 - Income pro forma

TECHNICAL ASSISTANCE AGREEMENT

This Technical Assistance Agreement (this "Agreement") is made and entered into this ___ day of April, 2014, by and between the City of University Heights (CITY), an Iowa municipal corporation, the City office of which is located at 1004 Melrose Avenue in University Heights, Iowa 52246 (hereinafter called "Client") and **NATIONAL DEVELOPMENT COUNCIL**, a New York non-profit corporation, which is a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code , whose address is 708 3rd Avenue, Suite 710 New York, New York 10017 (hereinafter called "NDC")

WITNESSETH:

WHEREAS, Client has determined that it needs the professional services of an advisor to work with Client to assist it in achieving its public goals of developing and implementing community and economic programs, and

WHEREAS, NDC is willing to provide, on such terms and conditions as are hereinafter provided, technical assistance to Client utilizing its expertise in economic and community development activities.

NOW THEREFORE, Client and NDC do hereby agree as follows:

I. SCOPE OF SERVICES

The Client acknowledges that NDC regularly performs services for various clients located across the United States. The purpose of this Agreement is to set forth the terms upon which NDC will provide Client with assistance it has requested which is generally described as technical assistance and professional services. NDC agrees to perform such services as are requested from time to time by Client and to provide such services as it deems necessary to accomplish the goals requested. **Exhibit A** attached hereto and made a part of this Agreement, fully describes the services to be provided to Client upon its request by NDC. In performing the requested services, NDC shall consult with officers and employees of Client and shall meet, as appropriate, with such representatives or other entities when necessary, including without limitation, State and Federal officials and other local organizations.

II. DURATION, TERMINATION

NDC agrees to commence work for Client effective on a date specified by Client and shall continue providing services as described in Exhibit A for a term of four (4) consecutive months thereafter, with one (1) four (4) month renewal starting at the conclusion of the initial term.. Either party may, at any time, terminate this Agreement with or without cause by sending written notice to the other party, in which event this Agreement shall be terminated effective 30 days after receipt of such notice. Upon notice of termination from Client, NDC shall immediately refrain from incurring any additional costs under this Agreement and shall provide Client within thirty (30) days a final invoice for any outstanding costs incurred prior to receiving the notice of termination from Client.

III. COMPENSATION

Client shall compensate NDC for performance of services received hereunder for the initial term in the total amount of \$14,000.00, payable upon two invoices of \$7,000.00 each:

- The first payment of \$7,000.00 will be due within 30 days of the effective date of this Agreement; and,
- The second payment will be due within 30 days of the end of the initial four month term of this Agreement.

Compensation for the four month renewal period, if exercised, will be at the same rate and in two payments of \$7,000.00 each due at the beginning and end of the renewal term at the same terms as provided for the initial term.

The compensation amount includes all of NDC's time, travel expenses, supplies, postage, telephone, and any other expenses. NDC will invoice Client consistent with the payment schedule identified above.. Additionally, to the extent financially feasible and when it has no adverse effect to the projects, NDC will structure the financing for projects in such a way that recovers all or a portion of this compensation.

As an independent contractor, NDC is responsible for all legal requirements, taxes and employment requirements associated with an independent contractor and nothing contained herein shall be interpreted as creating a relationship of servant, employee, partnership, or agency between Client and NDC. Payment by Client for services rendered under this Agreement evidences Client's acceptance of such services in accordance with the terms of the Agreement.

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4.3 Confidentiality of Reports. NDC shall keep confidential all reports, information and data given to, prepared or assembled by NDC pursuant to NDC's performance hereunder and Client designates as confidential. Such information shall not be made available to any person, firm, corporation or entity without the prior written consent of Client first obtained.

4.4 Equal Opportunity. NDC shall comply with all provisions of Title VI of the Civil Rights Act of 1964 and of the rules, regulations and relevant order of the Secretary of Labor regarding discrimination.

4.5 Conflicts of Interest. No board member, officer or employee of Client or its designees or agents, and no other public official who exercises any functions or responsibilities with respect to

any requested technical assistance, shall be permitted to financially benefit from this Agreement or have any interest, direct or indirect, in any contract or subcontract, or the proceeds thereof, for work to be performed in connection with this Agreement.

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4.7 Release of News Information. No news release, including photographs, public announcements or confirmation of same, or any part of the subject matter of this Agreement or any phase of any program hereunder shall be made without prior written approval of both parties.

4.8 Compliance with Laws. NDC agrees to comply with all applicable federal, state and local laws in the conduct of the work hereunder. This Agreement shall be construed, interpreted and the rights of the parties determined, in accordance with the laws of the State of Iowa.

4.9 Assignment. Neither this Agreement nor any rights, duties or obligations described herein may be assigned by either party without the prior expressed written consent of the other party.

4.10 Severability. A determination that any part of this Agreement is invalid shall not invalidate or impair the force of the remainder of this Agreement.

4.11 Dispute Resolution. Upon mutual consent of the Parties, any disputes or claims under this Agreement may be submitted to arbitration in a manner provided under the Commercial Arbitration Rules of the American Arbitration Association then in effect, such arbitration to be conducted before three arbitrators chosen in accordance with the rules of the State of Iowa and shall be binding on the parties.

4.12 Entire Agreement. This Agreement contains the final agreement between the parties regarding the matters covered and supersedes any and all other agreement, either oral in writing, regarding the matters contained herein.

4.13 City as Client. Client and NDC understand, acknowledge, and agree that Client will or may be reimbursed for the compensation contemplated by this agreement by the Jeffrey Maxwell, proposed developer of the Property. Client and NDC further understand, acknowledge, and agree that all of the professional and ethical duties of NDC, including without limitation duties of diligence, loyalty, and confidentiality, run exclusively to Client and not to Jeffrey Maxwell or any other person or entity.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the day and year first written above.

CLIENT:

The City of University Heights

By: _____
Jim Lane, City Council Member
Its: Chair of Finance Committee

NDC:

National Development Council

By: 
Robert W. Davenport
Its: President

4/22/14

**NDC TECHNICAL ASSISTANCE AGREEMENT
SCOPE OF SERVICES
EXHIBIT A**

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- Review and evaluation of projects being considered by Client, including redevelopment of the Property, for community and economic development assistance. This assistance may include, as directed:
 - evaluating feasibility and suitability for use of various public finance programs, including tax increment financing and federal and state tax credits, as sources to resolve financing gaps
 - advising on various private and public sources of financing, their requirements and structuring options
 - evaluating sponsor/developer experience and capacity
 -
 - review of appraisals, cost assumptions, capital budgets, operating statements, marketing data and other funding commitments
 - identifying other funding sources when required
 - assisting with non-financial development issues during the pre-development and development phases
 - structuring loan documents and development agreements
 - advising on program regulation issues
 - Coordinating with other third parties as needed
 - Structuring the transaction to maximize tax credit equity for the project if such sources are appropriate and available
 - Determining necessary leases, agreements, and other documents required to comply with public financing programs considered or utilized for the project.
 - Reviewing financial information provided to or by the developer:
 - Cost budgets
 - Debt schedules (if applicable)
 - Income pro forma

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is made and entered into as of the 15th day of December, 2015, by and between the City of University Heights ("City"), and National Development Council ("NDC").

WHEREAS, City and NDC entered into an agreement dated April 22, 2014 (Exhibit "A" attached hereto), and an agreement dated April 14, 2015 (Exhibit "B" attached hereto), for professional services of an adviser to assist City in achieving its goals of developing and implementing community and economic programs; and

WHEREAS, neither agreement specifically provides for the retention of records given, procured, generated, or produced by NDC, or file documents of any medium; and

WHEREAS, City desires and requests that NDC retain any documents and file material, regardless of storage medium, including emails and other correspondence, that relate in any respect to the One University Place proposal and NDC's analysis of tax increment financing related to that proposal,

NOW, THEREFORE, City and NDC do hereby agree that NDC will retain any documents and file material, regardless of storage medium, and including emails and other correspondence, that relate in any respect to the One University Place proposal and NDC's analysis of tax increment financing related to that proposal for a period of five (5) years. NDC will retain any paper documents in its possession related to its services pursuant to either the 2014 or 2015 agreement, and will store any electronic communication or materials of any other medium, on a secured server. In responding to any request made for the inspection or transmittal of records or documents, of any medium, NDC may bill to City at a reasonable rate for the copying and transmittal of such documents. This Memorandum of Understanding amends and modifies the parties' prior agreements.

Louise From, Mayor
City of University Heights

Robert W. Davenport
President,
National Development Council

Attest:

Christine M. Anderson,
City Clerk

Mayor Report- December 2015

My Mayor's MVP's for 2015 My Most Valuable (**Volunteer**) Players

I started the Mayor's MVP when I became Mayor in 2006 to thank volunteers who dedicated so much of their time and talents to the city.

John McLure -our city videographer. John has been a dedicated volunteer for five years. Because of his many hours of video work & editing the city has a dedicated time slot on Thursdays at 9:00pm on local Cable Channel 4 so residents & the greater community can view our city council meetings. Many people tell me all the time they are watching the meetings. Thank you John!!

Scott & Carol Ann Christiansen and Pat Yeggy – of the city Garden Club. The University Heights Garden continues each and every year to be one of the most beautiful city gardens in Johnson County! I continually hear from people within and outside of the community about our wonderful garden. The Garden Club relies only on donations to add plantings to the garden every year. I appreciate the dedication of these talented residents!! Thank you Scott & Carol Ann and Pat!!

Mike Ritchie-has been our city park landscaper for the past two seasons. Mike came to me to ask me if he could mow and take care of the “triangle” city park, I didn't have to ask him. He provides his own equipment as well as any supplies needed. I appreciate the care he gives the city park. Thank you Mike!

Meetings Attended:

November 18th- MPO- Urbanized Area Policy Board meeting. A three member nominating committee was selected to bring a recommendation back to the board members for Chair and Vice Chair. **The Severson Charity Challenge** was announced to begin Dec. 1-thru Jan. 4th. University Heights will again sponsor: **Ronald McDonald House of Iowa City**. NOTE: At the November 2015 meeting, the MPOJC Board decided to award this year's trophy to the MPO entity that shows **the greatest improvement in their total percentage increase in items or dollars donated over last year's tally**. This is an attempt to “even the playing field” and inspire increased giving as the community charities chosen have varied needs— food items, clothing, cash. University Heights donations of the last year was \$1,745 which includes money and donations total. **Let's all try and win the trophy again this season. Please review the online donation list of Ronald McDonald House and drop off your donations to the city office.**

December 3rd-Emergency Management Meeting. Highlights: New Chair and Vice Chairs were elected: Brian Wayson of North Liberty was elected Chair and Tim Kemp of Hills was elected Vice-Chair.

RESOLUTION NO. 15-76

RESOLUTION AUTHORIZING THE MAYOR TO GIVE WRITTEN NOTICE TERMINATING THE 28E AGREEMENT FOR FIRE PROTECTION SERVICES WITH THE CITY OF CORALVILLE

WHEREAS, the City of University Heights and the City of Coralville entered into an Agreement dated July 1, 2013, pursuant to Iowa Code ch. 28E for fire protection services; and

WHEREAS, the Agreement provides that either party may terminate the Agreement by giving six (6) months' written notice of termination to the other party; and

WHEREAS, the City of University Heights has negotiated an agreement with the City of Iowa City to provide fire protection services starting July 1, 2016, and therefore desires to terminate the existing 28E Agreement with the City of Coralville effective that date,

NOW, THEREFORE, BE IT RESOLVED that the Mayor of the City of University Heights is authorized to provide written notice to the City of Coralville that the parties 28E Agreement for fire protection services shall terminate effective July 1, 2016.

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 15th day of December, 2015.

Louise From, Mayor
City of University Heights

ATTEST:

Christine M. Anderson, City Clerk

Steve/UH Resolutions/Resolution 15-77 authorizing Mayor to give Coralville notice to terminate 28E for fire services 12 15
15

28E AGREEMENT

THIS AGREEMENT entered into by and between the City of Coralville, 1512 7th Street, Coralville, Iowa 52241, hereinafter referred to as "Coralville"; and the City of University Heights, Iowa, hereinafter referred to as "University Heights."

WHEREAS, Coralville has been providing fire protection to University Heights under an agreement dated March 14, 1978, with subsequent amendments thereto; and

WHEREAS, Coralville and University Heights have discussed entering into a new agreement whereby the annual fee paid to Coralville will increase via the Consumer Price Index; and

WHEREAS, the City Attorney of Coralville has drafted this 28E Agreement to accomplish the same.

WHEREAS, it is necessary for Coralville and ICCSD to enter into an agreement pursuant to Chapter 28E of the Code of Iowa (2013) to outline the responsibilities of each party.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS AND CONDITIONS CONTAINED HEREIN, THE PARTIES AGREE AS FOLLOWS:

I. **PURPOSE.** Coralville shall provide fire protection services to University Heights during the term of this Agreement.

II. **DURATION.** The parties hereto agree this Agreement shall be effective upon its execution by both parties and remain in effect for an initial term of five (5) years and will continue until terminated by either party as discussed below.

III. **ADMINISTRATION.** The Fire Chief of Coralville and City Council of University Heights shall administer this Agreement on behalf of the cities.

IV. **COMPENSATION FOR SERVICES.** University Heights agrees that it shall compensate Coralville for providing fire protection services to University Heights as follows:

Fiscal Year 2014: \$30,122.74

For each Fiscal Year after, the total annual fee payable to Coralville shall increase annually by an amount equivalent to the percentage change in the CPI for each current year over the CPI for the prior year. For purposes of this Agreement, "CPI" refers to the Consumer Price Index, which shall mean the Consumer Price Index, U.S. City Average, Urban Wage Earners and Clerical Workers, All Items (base index year 1982-4 = 100) as published by the United States Department of Labor, Bureau of Labor Statistics.

Said payments shall be made to Coralville semiannually in an amount of 50% of the total annual fee. Said payments to Coralville shall be made to Coralville within 30 days of invoice by Coralville.

V. TERMINATION

Either party to this Agreement may terminate this Agreement by providing six (6) months' written notice to the other party by delivering written notice of the same to the City Clerk of the other city.

VI. MODIFICATIONS TO THE AGREEMENT

Coralville and University Heights acknowledge that from time to time it may be to their mutual advantage to modify the terms and conditions of this Agreement. In that event, both parties agree that any mutually agreed upon modifications shall be allowable as they may become necessary or desirable to implement the general purpose of this Agreement; provided, however, that no waiver, change, modification or amendment of this Agreement shall be binding upon either party unless in writing and signed by the affected party. The waiver of either party hereto of a breach of any provision of this Agreement shall not operate or be construed as a waiver of any subsequent breach of that provision by the same party, or of any other provision or condition in this Agreement.

VII. INDEMNITY AND HOLD HARMLESS

Each party agrees to release, indemnify and hold the other party, its officers and employees harmless from and against any and all claims, suits, actions, debts, damages, costs, charges, and expenses, including court costs and reasonable attorney's fees, and expenses incidental thereto, and against any and all liability for property damage and personal injury, including death resulting directly or indirectly therefrom, which may be suffered by, or charged to, the other party arising out of or by reason of any breach, violation or non-performance by the party or its servants, employees or agents of any covenant or condition of this Agreement or by any act or failure to act of those persons.

VIII. APPROVAL

For reference purposes, this Agreement is dated this 1st day of July, 2013. It has been approved as required by law by the City Council of the City of Coralville and the City Council of University Heights on the dates as indicated below.

IX. FILING. Upon approval and execution of this Agreement by Coralville and University Heights, the City Clerk of Coralville shall file this Agreement with the Office of the Iowa Secretary of State as required by law.

(SIGNATURE PAGE OF CITY OF CORALVILLE TO 28E AGREEMENT)

Dated: 8/2/13

CORALVILLE:



Jim L. Fausett, Mayor

ATTEST:



Thorsten J. Johnson, City Clerk

(SIGNATURE PAGE OF UNIVERSITY HEIGHTS TO
28E AGREEMENT)

Dated: July 29, 2013

UNIVERSITY HEIGHTS:

Louise A. From
Louise From, Mayor

ATTEST:

Christie M. Anderson
Chris Anderson, City Clerk

December '15 – City Attorney's Report

1. **Adopting Building Codes.** The Council will have its second consideration of Ordinance No. 192, which adopts current versions of various building codes. This ordinance is the work product of Silvia Quezada, Terry Goerdt, and I believe one or more members of the University Heights Zoning Commission and Board of Adjustment. A copy of Ordinance No. 192 is attached.
2. **National Development Council – Records Retention.** The City entered into agreements with the National Development Council to help evaluate the request for economic development assistance in the form of TIF for the One University Place proposal. These agreements did not specifically require NDC to retain documents it received or prepared as part of its work. The Council will consider Resolution No. 15-75 authorizing the Mayor to sign and the Clerk to attest and Memorandum of Understanding Addendum to the City's Agreement with the National Development Council requiring NDC to retain documents for five years. Copies of the Resolution, the proposed MOU Addendum, and the two prior NDC agreements are attached.
3. **Changing Fire Protection Service Provider.** As discussed in prior meetings, the Iowa City Fire Department is interested in providing fire protection services beginning July 1, 2016, under the terms presently in effect with the City of Coralville pursuant to a 28E Agreement. I have communicated with the City Attorney's Office with the City of Iowa City to confirm that the terms of the existing 28E Agreement with Coralville are acceptable. The agreement with Coralville requires that an intention to terminate services must be given in writing six months in advance. I am comfortable with the City giving Coralville notice of its intention to terminate the 28E Agreement effective July 1, 2016, based upon Iowa City's assurances and commitment that a similar agreement will be forthcoming. The Council will consider Resolution No. 15-76 authorizing the Mayor to provide the City of Coralville notice of the City of University Heights' intention to terminate the 28E Agreement for fire Protection Services effective July 1, 2016. Copies of the resolution and the existing 28E Agreement with Coralville are attached.
4. **Extending Chief Stanley's Employment.** The Community Protection Committee recommends that Chief Ken Stanley's employment be extended and continued with the same compensation and benefit as provided in the written Employment Agreement from 2014. The Council will consider Resolution No. 15-77 extending and continuing Chief Stanley's employment as an at-will employee. Copies of the Resolution and 2014 Employment Agreement are attached.
5. **UHPD Officer Training with CRPD.** Chief Stanley has discussed having UHPD officers ride along and train with Cedar Rapids Police Department Officers to further their education and experience. The UHPD officers are recent graduates of the Cedar Rapids Police Academy. The City of Cedar Rapids requests that the City of University

Heights retain liability for the actions of UHPD officers and release the City of Cedar Rapids from such liability. The City of Cedar Rapids does not request compensation for this training. A 28E Agreement is being put together setting forth the Cities' arrangement as outlined above. The Council will consider Resolution No. 15-78 authorizing the Mayor to sign and the Clerk to attest a 28E Agreement with the City of Cedar Rapids subject to review and approval of the University Heights Chief of Policy and City Attorney. A copy of the Resolution is attached.

6. **Dotti Maher – Resignation from Board of Adjustment.** In light of Dotti Maher's election to the City Council, she will be resigning her position on the Board of Adjustment. The Council will consider a motion to accept Dotti's resignation. Incoming Mayor Wally Heitman is informed and prepared to make an appointment to complete Dotti's term on the Board.
7. **City Liability for Construction Vehicles.** I was asked last month whether the City had any liability exposure if construction vehicles associated with the One University Place development cause an accident or are involved in an accident while sitting on North Sunset Street. I do not believe the City has any liability exposure for these construction vehicles. The City has general oversight authority regarding the development and construction, and if there are concerns about safety practices, I would encourage anyone to bring those to Josiah Bilskemper's attention so he may discuss them with the developer and have them addressed. In the event a claim was made against the City for liability based upon construction activity, the City would look to the developer and to the City's insurance carrier.
8. **Zoning Ordinance Enforcement.** Several enforcement efforts remain 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.
9. **Closed Session.** I recommend and advise that the Council go into Closed Session at the December meeting to discuss litigation matters. A motion to that effect is attached.

**City Clerk Report
December 2015**

- **Two building permits received since the last meeting:**
 - One University Place – electrical permit**
 - 328 Koser Avenue – addition and remodel to house**
- **177 rental permits received for FY16 fiscal year (176 last month):**
 - 74 for Grandview Court (73 last month)**
 - 103 for rest of University Heights (103 last month)**
- **Mailed in the annual financial report to the state.**
- **Received complaint regarding recycling program at Grandview Court.**
- **Received complaint regarding potential non-compliant rental property at 1517 Oakcrest Avenue.**

Report from Stan Laverman – Rental Inspector:

The trash left from tailgating activities is a moving target as the wind blows it around. Many times because the tenants are not the ones parking cars for football they do not feel it is their responsibility to pick it up! We might want to look at regulation (permitting & fees) and using the fees to provide trash cans and trash removal for Iowa football gamedays if we don't see voluntary compliance.

Did you know that you can call the Press-Citizen to stop the delivery of the free Wednesday paper? Call the Iowa City Press Citizen at 319-866-4246 or 337-3181 and you can have that paper stopped!

The banner on the garage at 909 Melrose Avenue was removed following the football season. If people want this activity prohibited we will need to clarify our regulations.

The parking at 1009 Melrose is being addressed. The issue is not resolved at this time. We are in agreement that the yard was paved and little more.

I am addressing a trash issue at 30 Prospect Place. The building permit has been closed out and the construction debris remains.

I have attached a flyer on mold from the Iowa department of public health. This is the guidelines we operate under when addressing mold in Iowa. We don't address the mold,

we address the moisture. We've gotten multiple complaints from tenants this year about mold and moisture.

Parking on the grass issue at 32 Olive Ct has been referred to the police department as it's in their domain. I have made the landlord aware of the problem and he's encouraged us to ticket the vehicles as he is also unhappy with the tenants. (The lease will not be renewed.)

I've gotten multiple inquiries about occupancy as people are looking for places to lease for August 2016. Occupancy is an issue that will be before the state legislature again and University Heights should be aware of the ramifications if the State occupancy bill passes.

The software purchase and implementation has reached a point where it is exasperating to me. This is the company I recommend we use: <https://www.accela.com/> I am making one last effort between now and February 1st to see if we can get anyone to respond. If I can't get a response by February 1st I will recommend looking at a different provider. There's been a lot of consolidation in this marketplace in the last 6 months and smaller cities such as University Heights are not being well served by it. Attached is the link to Iowa City's service this is provided by Accella: <https://icgov.org/ICgovXpress> Johnson County Iowa also has a contract for their services, but implementation has been slowed. With the two largest entities in the county using this software provider it would be nice to use it for University Heights also. You can also download the app on your smart phone (search under GOrequest) and play with that too. The smartphone app does not send University Heights the complaints, but it will give you an idea of some of its uses.

Please tell everyone about the University Heights Nextdoor webpage. It's a great way to get information out quickly and accurately to a large group of digitally connected residents!



Iowa Department of Public Health Division of Environmental Health

Frequently Asked Questions about Mold

Overview: Mold is a natural part of the outdoor environment. Mold is present in outdoor air at some level throughout the year. In order for mold to grow indoors, there must be a significant source of water, moisture or humidity. Mold is found through simple visual inspection. Once a mold problem is identified, the first step to solving the problem is to get rid of the moisture. Once the moisture problem is solved, the mold can be cleaned or removed. Homeowners can use a mild household detergent and water solution to clean mold off of non-porous surfaces. For porous surfaces, it is recommended that items are removed, discarded and replaced.

What are the health effects from exposure to mold?



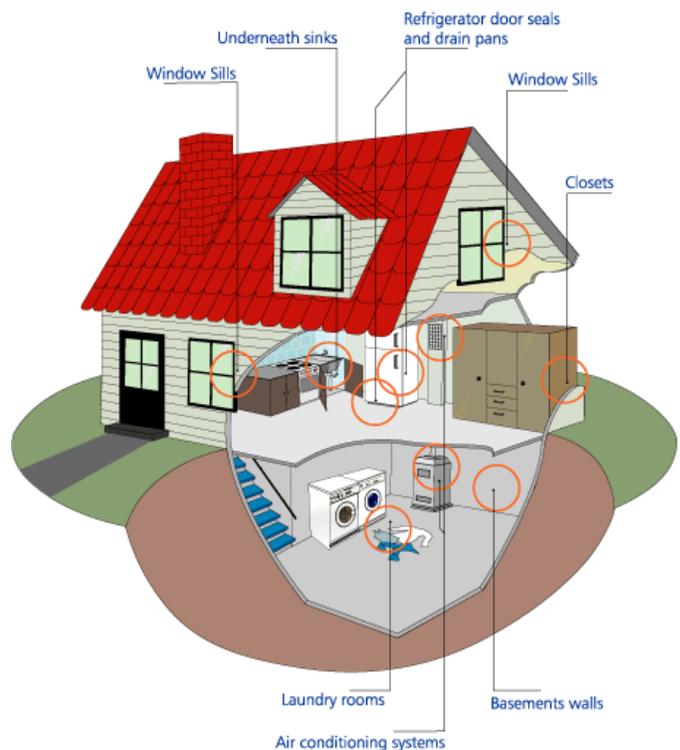
In general, mold only causes an allergic reaction. Symptoms of an allergic reaction are itchy or watery eyes, runny nose, sinus drainage, respiratory discomfort and cough. According to the Centers for Disease Control and Prevention, about 50% of the population of the United States is allergic to mold. If you are NOT allergic to mold, there will be NO health effects from exposure. If you ARE allergic to mold, your reaction depends on the sensitivity of your allergy.

How do I know if I have a mold problem?

Mold problems are ALWAYS caused by a moisture or water problem. It does no good to clean up the mold, if you haven't solved the water issue first. Environmental professionals "inspect" for mold through simple visual examination. There is no special state of Iowa training or certification for mold inspectors.

Where should I look for mold?

Most homeowners can tell if they have a mold issue in their home. Simply look for mold in places where there may be water issues (under sinks, in laundry rooms, kitchens, bathrooms, where a roof has leaked, in the basement, etc.) Very simply, if you see mold in your home, you have mold. If you don't see mold in your home, you probably don't have mold.



I have mold in my home and I want to have it tested, what should I do?

The Iowa Department of Public Health does **NOT** recommend testing for mold for several reasons:

1. Mold is a natural part of our environment.
2. Mold is present at some level in outdoor air throughout the year.
3. It is very difficult, even for professionals, to get meaningful test results for mold.
4. Mold testing is very costly.
5. There are no regulatory levels or guidelines for comparing results.

There is black mold in my home, What if it is the toxic kind you see on TV?

There are thousands of different types of mold in the environment that come in a variety of colors. Just because a mold is black does not mean that it is any more or less toxic than mold that is green, blue, yellow or orange.

There has been a lot of media attention about a particular type of mold, Stachybotrys that has been reported to be very toxic. In the middle to late 1990's there was an indication that this type of mold was linked to a respiratory disease called acute idiopathic hemorrhagic airway disease. Currently, it is believed there is no link between mold exposure and this disease, which causes bleeding in the lungs. In reality, all molds may cause the same type and severity of health reaction. No matter what color the mold is in your home, it still needs to be cleaned up in the same way.



I've identified the area covered in mold, how do I clean it up?

It depends on the type of material that the mold is growing on. If the material is **non-porous** (it **will not** absorb water) such as a concrete, tile or vinyl flooring, plastic patio furniture, plastic toys, tub surrounds, paneling, molding, etc., use a mild household detergent solution to wipe away the mold. If it is a **porous** surface (it **will** absorb water) such as drywall, carpeting, furniture, bedding, clothing, stuffed animals, books, etc., remove, discard, and replace the items or surfaces the mold is growing on.



What if the mold is trapped behind a wall, in a crawl space or in the attic?

In order for there to be mold behind a wall, in a crawl space or attic, there would have to be a water, moisture, or humidity problem to feed the mold. Most likely if the mold is behind the walls or in the attic, you are not being exposed to it, so there should not be a problem. If the water problem persists in the area, the mold will eventually work its way through the wall, ceiling, or floor and become obvious.

The best way to check for mold is through visual inspection, or looking for it. If there is access to an area behind the wall or in the attic, use a flashlight to look for the mold. If not, the only way to determine if there is mold would be to cut a hole and look. This is typically not recommended.

For More information contact:

Sara Colboth, Health Educator
Iowa Department of Public Health at
(515) 281-5894

**University Heights Building Permits
January 1, 2015 - December 12, 2015**

| Permit # | Building Address | Date Issued | Fee | Building Valuation | Description of Remodeling |
|-----------------|-------------------------|--------------------|-------------|---------------------------|---|
| BLD15-001 | 220 Koser Avenue | 2/1/2015 | \$832.00 | \$62,320.00 | Kitchen and bathroom remodel (bldg., mechanical, electrical and plumbing permits) |
| BLD15-002 | 207 Mahaska Drive | 2/5/2015 | \$421.00 | \$17,000.00 | Bedroom and bath remodel (bldg., electrical and plumbing permits) |
| BLD15-003 | 2 Leamer Court | 4/12/2015 | \$519.30 | \$30,000.00 | Remodel kitchen and move stairs (bldg., electrical, mechanical and plumbing permits) |
| BLD15-004 | 40 Koser Avenue | 4/21/2015 | \$369.30 | \$20,000.00 | 20x20 garage |
| BLD15-005 | 1465 Grand Avenue | 9/15/2015 | \$832.00 | \$45,000.00 | 24x24 two story garage (approved through BOA) |
| | 2 Leamer Court | 6/9/2015 | \$50.00 | \$1,500.00 | Service upgrade from 100 to 200 amp |
| BLD15-006 | 30 Prospect Place | 6/9/2015 | \$1,389.15 | \$150,000.00 | Remodel of SFD: new roof, bathroom, closets, deck and concrete patio |
| | 100 Koser Avenue | 7/7/2015 | \$50.00 | \$1,000.00 | Electrical permit - wiring for bathroom remodel |
| | 28 Highland Drive | 8/5/2015 | \$50.00 | | Electrical permit - move overhead service |
| BLD15-007 | 409 Monroe Street | 9/15/2015 | \$573.00 | | New kitchen, 3 bathrooms and a laundry room |
| | 1455 Grand Avenue | 10/5/2015 | \$50.00 | \$2,000.00 | Plumbing permit - main floor bathroom remodel |
| | 1455 Grand Avenue | 10/9/2015 | \$50.00 | | Electrical permit - main floor bathroom remodel |
| BLD15-009 | 254 Highland Drive | 10/5/2015 | \$127.80 | \$5,000.00 | 18x25 concrete slab for patio |
| | One University Place | | \$79,500.00 | | Building permit for OUP |
| | One University Place | | \$22,820.00 | | Electrical permit for OUP |
| BLD15-011 | 328 Koser Avenue | 11/18/2015 | \$1,485.75 | \$130,000.00 | Addition to and remodel to 1960 home (bldg., electrical, mechanical and plumbing permits) |

Treasurer's Report

November 2015

Our total revenue for the month of November was \$66,729.47 comprised of the following amounts:

| | |
|---|-------------|
| Property Taxes | \$24,193.56 |
| Parking fines | \$ 925.00 |
| Traffic Fines from Clerk of Court | \$ 2,798.92 |
| Interest on bank accounts | \$ 104.22 |
| Road Use Funds | \$11,235.10 |
| Building permits | \$24,305.75 |
| Rental permit | \$ 250.00 |
| Contribution from Grandview COA for recycling | \$ 475.00 |
| Police reports | \$ 7.00 |

In addition, we received reimbursements from 6 property owners for sidewalk repairs that were done totaling \$1,874.20. This amount was recorded as a negative expense and will offset the expense from last month

Balances in the bank accounts as of 11/30/15:

| | |
|----------------------------------|--------------|
| MidwestOne Bank Checking Account | \$384,362.35 |
| Hills Bank Money Market Account | \$ 1,044.01 |
| Forfeiture Fund | \$ 4,066.30 |
| Time Acct at Hills Bank | \$ 23,027.50 |
| CD at UICCU (1002 due 3/22/17) | \$ 77,511.86 |
| CD at UICCU (1003 due 8/28/17) | \$ 43,754.34 |
| CD at UICCU (1004 due 10/22/15) | \$ 53,412.29 |
| CD at UICCU (1011 due 5/19/17) | \$ 73,370.88 |

I made the interest payment that was due on the loan from Hills Bank in the amount of \$1,249.29. The balance due is approximately \$60,000. (The loan was taken out in 8/2007 in the amount of \$240,000 at 3.95% interest – we'll make the last payment in June 2017)

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

| | Jul - Nov 15 | Budget | % of Budget |
|--|--------------|------------|-------------|
| Ordinary Income/Expense | | | |
| Income | | | |
| CHARGES FOR SERVICES | | | |
| Police Reports | 37.00 | 1,000.00 | 3.7% |
| Total CHARGES FOR SERVICES | 37.00 | 1,000.00 | 3.7% |
| GENERAL PROPERTY TAXES | | | |
| Benefits Levies | 42,293.56 | 83,371.00 | 50.7% |
| Commercial Prop Tax Rplmnt adj | 0.00 | -4,339.00 | 0.0% |
| Debt Service Levy | 16,631.71 | 32,400.00 | 51.3% |
| Insurance Levy | 5,406.40 | 14,252.00 | 37.9% |
| Library Services Levy | 8,723.64 | 17,143.00 | 50.9% |
| Regular Property Tax | 263,923.09 | 514,277.00 | 51.3% |
| Transit Levy | 22,698.91 | 44,605.00 | 50.9% |
| Total GENERAL PROPERTY TAXES | 359,677.31 | 701,709.00 | 51.3% |
| INTERGOVERNMENTAL/SHARED REVENUE | | | |
| Other State Grants/Reimburse. | | | |
| Seatbelt Incent/Traffic Safety | 2,990.67 | | |
| Total Other State Grants/Reimburse. | 2,990.67 | | |
| State Shared Revenues | | | |
| Commercial Property Tax Rplcmnt | 0.00 | 4,339.00 | 0.0% |
| Road Use/Street Construction | 59,389.21 | 105,000.00 | 56.6% |
| Total State Shared Revenues | 59,389.21 | 109,339.00 | 54.3% |
| Total INTERGOVERNMENTAL/SHARED REVEN... | 62,379.88 | 109,339.00 | 57.1% |
| LICENSES & PERMITS | | | |
| Beer/Wine/Liquor/Cig Permits | 0.00 | 390.00 | 0.0% |
| Building/Equipment Permits | 107,427.70 | 10,000.00 | 1,074.3% |
| Misc. Licenses/Permits | | | |
| Parking Permits | 1,370.00 | 1,000.00 | 137.0% |
| Rental Permits | 27,480.00 | 15,500.00 | 177.3% |
| Total Misc. Licenses/Permits | 28,850.00 | 16,500.00 | 174.8% |
| Total LICENSES & PERMITS | 136,277.70 | 26,890.00 | 506.8% |
| MISCELLANEOUS REVENUES | | | |
| Cable TV Franchise | 3,411.08 | 14,000.00 | 24.4% |
| Contributions | 475.00 | 250.00 | 190.0% |
| Fines | | | |
| Parking Fines | 1,920.00 | 7,000.00 | 27.4% |
| Traffic Fines-Clk of Ct | 29,838.68 | 90,000.00 | 33.2% |
| Total Fines | 31,758.68 | 97,000.00 | 32.7% |
| Misc. Income | | | |
| Other | -50.00 | 1,000.00 | -5.0% |
| Total Misc. Income | -50.00 | 1,000.00 | -5.0% |
| Refunds and Reimbursements | 1,207.50 | 1,000.00 | 120.8% |
| Total MISCELLANEOUS REVENUES | 36,802.26 | 113,250.00 | 32.5% |
| OTHER CITY TAXES | | | |
| Utility Excise Tax | 5,584.77 | | |
| Total OTHER CITY TAXES | 5,584.77 | | |
| USE OF MONEY & PROPERTY | | | |
| Interest on Cash Investments | 1,311.34 | 5,000.00 | 26.2% |
| Total USE OF MONEY & PROPERTY | 1,311.34 | 5,000.00 | 26.2% |
| Total Income | 602,070.26 | 957,188.00 | 62.9% |
| Gross Profit | 602,070.26 | 957,188.00 | 62.9% |

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

| Expense | Jul - Nov 15 | Budget | % of Budget |
|--|------------------|------------------|---------------|
| COMMUNITY & ECONOMIC DEV. | | | |
| Tree Trimming/Lawn Care | 1,140.00 | 5,000.00 | 22.8% |
| Total COMMUNITY & ECONOMIC DEV. | 1,140.00 | 5,000.00 | 22.8% |
| CULTURE & RECREATION | | | |
| Community Support Projects | 66.00 | 500.00 | 13.2% |
| Library | 9,291.50 | 44,677.00 | 20.8% |
| Parks | | | |
| Park Expenses | 978.79 | 800.00 | 122.3% |
| Park Update Contribution | 5,000.00 | 5,000.00 | 100.0% |
| Total Parks | 5,978.79 | 5,800.00 | 103.1% |
| Total CULTURE & RECREATION | 15,336.29 | 50,977.00 | 30.1% |
| DEBT SERVICE | | | |
| Interest | 1,249.29 | 2,400.00 | 52.1% |
| Principal | 0.00 | 30,000.00 | 0.0% |
| Total DEBT SERVICE | 1,249.29 | 32,400.00 | 3.9% |
| GENERAL GOVERNMENT | | | |
| City Hall & General Buildings | | | |
| Commodities | | | |
| Supplies | 0.00 | 200.00 | 0.0% |
| Total Commodities | 0.00 | 200.00 | 0.0% |
| Contractual | | | |
| Rents & Leases | 6,871.15 | 16,491.00 | 41.7% |
| Total Contractual | 6,871.15 | 16,491.00 | 41.7% |
| Employee Benefits & Costs | | | |
| FICA | 0.00 | 31.00 | 0.0% |
| IPERS | 0.00 | 45.00 | 0.0% |
| Medicare | 0.00 | 7.00 | 0.0% |
| Total Employee Benefits & Costs | 0.00 | 83.00 | 0.0% |
| Repair/Maint/Utilities | | | |
| Maintenance | 0.00 | 1,000.00 | 0.0% |
| Telecommunications | 900.71 | 2,000.00 | 45.0% |
| Utilities | 493.99 | 1,600.00 | 30.9% |
| Total Repair/Maint/Utilities | 1,394.70 | 4,600.00 | 30.3% |
| Salaries-Regular Part Time | | | |
| Facilities Assistant | 240.00 | 500.00 | 48.0% |
| Total Salaries-Regular Part Time | 240.00 | 500.00 | 48.0% |
| Total City Hall & General Buildings | 8,505.85 | 21,874.00 | 38.9% |
| Clerk/Treasurer & Finance Admin | | | |
| Commodities | | | |
| Hardware/Software | 0.00 | 1,000.00 | 0.0% |
| Minor Equipment/Supplies/Techno | 151.25 | 700.00 | 21.6% |
| Office Supplies and Postage | 575.79 | 1,000.00 | 57.6% |
| Taping meetings | 0.00 | 250.00 | 0.0% |
| Total Commodities | 727.04 | 2,950.00 | 24.6% |
| Contractual Services | | | |
| Accounting Fees | 470.00 | 4,400.00 | 10.7% |
| Bank/CCard Fees | 21.20 | 50.00 | 42.4% |
| Legal Publications | 270.36 | 3,000.00 | 9.0% |
| Meeting Set Up Fees | 240.00 | 125.00 | 192.0% |
| Payments to Other Agencies | | | |
| Notary Fees | 0.00 | 60.00 | 0.0% |
| Total Payments to Other Agencies | 0.00 | 60.00 | 0.0% |

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

| | Jul - Nov 15 | Budget | % of Budget |
|--|-------------------|-------------------|---------------|
| Printing/Copying | 433.00 | 500.00 | 86.6% |
| Technology Services | 677.25 | 750.00 | 90.3% |
| Total Contractual Services | 2,111.81 | 8,885.00 | 23.8% |
| Employee Benefits & Costs | | | |
| FICA | 280.74 | 608.00 | 46.2% |
| IPERS | 449.00 | 875.00 | 51.3% |
| Medicare | 65.66 | 142.00 | 46.2% |
| Unemployment Compensation | 49.82 | 120.00 | 41.5% |
| Total Employee Benefits & Costs | 845.22 | 1,745.00 | 48.4% |
| Salaries-Regular Part Time | | | |
| Clerk, Treasurer, Historian | 4,288.13 | 9,800.00 | 43.8% |
| Total Salaries-Regular Part Time | 4,288.13 | 9,800.00 | 43.8% |
| Staff Development | | | |
| Dues & Memberships | | | |
| Chamber of Commerce | 0.00 | 500.00 | 0.0% |
| Dues and Memberships | 0.00 | 500.00 | 0.0% |
| IA League of Cities | 726.00 | 635.00 | 114.3% |
| JCOG Assessment | 1,664.83 | 1,665.00 | 100.0% |
| Total Dues & Memberships | 2,390.83 | 3,300.00 | 72.4% |
| Total Staff Development | 2,390.83 | 3,300.00 | 72.4% |
| Total Clerk/Treasurer & Finance Admin | 10,363.03 | 26,680.00 | 38.8% |
| Election Expenses | 0.00 | 1,600.00 | 0.0% |
| Legal Services | 98,307.06 | 50,000.00 | 196.6% |
| Mayor/Council Operations | | | |
| Employee Benefits & Costs | | | |
| FICA | 101.49 | 370.00 | 27.4% |
| IPERS-Council | 17.86 | 89.00 | 20.1% |
| Medicare | 21.63 | 87.00 | 24.9% |
| Unemployment Compensation | 16.41 | 80.00 | 20.5% |
| Total Employee Benefits & Costs | 157.39 | 626.00 | 25.1% |
| Salaries-Regular Part Time | | | |
| Council | 1,000.00 | 4,000.00 | 25.0% |
| Mayor | 491.75 | 1,967.00 | 25.0% |
| Total Salaries-Regular Part Time | 1,491.75 | 5,967.00 | 25.0% |
| Total Mayor/Council Operations | 1,649.14 | 6,593.00 | 25.0% |
| TIF Analysis | 14,000.00 | | |
| Tort Liability Insurance | 133.00 | 6,450.00 | 2.1% |
| Total GENERAL GOVERNMENT | 132,958.08 | 113,197.00 | 117.5% |
| PUBLIC SAFETY | | | |
| Building Inspections | | | |
| Building / Rental Inspection | 9,045.00 | 15,200.00 | 59.5% |
| Total Building Inspections | 9,045.00 | 15,200.00 | 59.5% |
| Crossing Guard | | | |
| Employee Benefits & Costs | | | |
| FICA | 63.55 | 279.00 | 22.8% |
| IPERS | 96.02 | 402.00 | 23.9% |
| Medicare | 14.86 | 65.00 | 22.9% |
| Unemployment Compensation | 11.27 | 60.00 | 18.8% |
| Total Employee Benefits & Costs | 185.70 | 806.00 | 23.0% |
| Salaries | | | |
| Crossing Guard | 1,575.00 | 4,500.00 | 35.0% |
| Total Salaries | 1,575.00 | 4,500.00 | 35.0% |

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

| | Jul - Nov 15 | Budget | % of Budget |
|--|-------------------|-------------------|--------------|
| Supplies | 0.00 | 200.00 | 0.0% |
| Crossing Guard - Other | 0.00 | 0.00 | 0.0% |
| Total Crossing Guard | 1,760.70 | 5,506.00 | 32.0% |
| Fire | | | |
| Contracts w/Other Agencies | | | |
| Coralville Fire Dep't | 15,508.50 | 31,820.00 | 48.7% |
| Hydrant Flush-City of Iowa City | 0.00 | 3,520.00 | 0.0% |
| Total Contracts w/Other Agencies | 15,508.50 | 35,340.00 | 43.9% |
| Total Fire | 15,508.50 | 35,340.00 | 43.9% |
| Hazmat-Johnson County | 525.50 | 526.00 | 99.9% |
| Police | | | |
| Commodities | | | |
| Car Purchase | 0.00 | 16,000.00 | 0.0% |
| Major Equipment | | | |
| Car Equipment | 2,250.00 | 5,000.00 | 45.0% |
| Total Major Equipment | 2,250.00 | 5,000.00 | 45.0% |
| Minor Equipment | | | |
| Operating Police Equipment | 678.00 | 1,500.00 | 45.2% |
| Regular Officer Uniform | 0.00 | 3,500.00 | 0.0% |
| Total Minor Equipment | 678.00 | 5,000.00 | 13.6% |
| Supplies | | | |
| Ammunition | 2,550.00 | 3,500.00 | 72.9% |
| Business Meetings/Meals | 0.00 | 300.00 | 0.0% |
| Office Supplies | 1,106.90 | 3,000.00 | 36.9% |
| Operating Supplies | 0.00 | 3,000.00 | 0.0% |
| Other Supplies | 604.85 | 2,000.00 | 30.2% |
| Postage/Shipping | 76.38 | 600.00 | 12.7% |
| Professional Memberships | 330.00 | 400.00 | 82.5% |
| Total Supplies | 4,668.13 | 12,800.00 | 36.5% |
| Total Commodities | 7,596.13 | 38,800.00 | 19.6% |
| Contractual Services | | | |
| Garage Rental | 600.00 | 2,400.00 | 25.0% |
| Payments to Other Agencies | | | |
| County Jail/Service/Filing Fees | 0.00 | 300.00 | 0.0% |
| Evidence testing | 0.00 | 150.00 | 0.0% |
| Technology Services | 0.00 | 500.00 | 0.0% |
| Total Payments to Other Agencies | 0.00 | 950.00 | 0.0% |
| Police Insurance-Car/Liability | 0.00 | 7,802.00 | 0.0% |
| Printing/Copying | 7.01 | 1,000.00 | 0.7% |
| Prof Serv-Psych Testing-Physica | 552.00 | 500.00 | 110.4% |
| Special Events Staff | 175.00 | | |
| Total Contractual Services | 1,334.01 | 12,652.00 | 10.5% |
| Police Benefits & Costs | | | |
| Police FICA | 7,731.71 | 16,541.00 | 46.7% |
| Police Health Insurance | 4,102.59 | 13,417.00 | 30.6% |
| Police IPERS | 11,217.62 | 26,253.00 | 42.7% |
| Police Medicare | 1,810.32 | 3,869.00 | 46.8% |
| Police SUTA | 681.44 | 2,000.00 | 34.1% |
| Police Workers Compensation | 958.00 | 18,031.00 | 5.3% |
| Total Police Benefits & Costs | 26,501.68 | 80,111.00 | 33.1% |
| Police Gross Wages | | | |
| Holiday & Other Pay | 18,473.69 | 28,000.00 | 66.0% |
| Miscellaneous Payroll Item | 395.00 | | |
| Police Gross Wages | 105,826.66 | 238,773.00 | 44.3% |
| Salaries-Reserves | 0.00 | 24.00 | 0.0% |
| Total Police Gross Wages | 124,695.35 | 266,797.00 | 46.7% |

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

| | Jul - Nov 15 | Budget | % of Budget |
|---|-------------------|-------------------|--------------|
| Repair/Maint/Utilities | | | |
| Telecommunications Expense | | | |
| IT Support | 719.30 | 1,000.00 | 71.9% |
| Verizon/Pager Fees/Mediacom | 1,047.24 | 3,636.00 | 28.8% |
| Total Telecommunications Expense | 1,766.54 | 4,636.00 | 38.1% |
| Vehicle Operations | | | |
| Fuel | 3,300.90 | 16,000.00 | 20.6% |
| Other | 0.00 | 500.00 | 0.0% |
| Washes | 312.00 | 700.00 | 44.6% |
| Total Vehicle Operations | 3,612.90 | 17,200.00 | 21.0% |
| Vehicle Repair | | | |
| Bicycle Maint/Repair | 95.00 | 200.00 | 47.5% |
| Car Maint/Repair | 2,227.91 | 10,000.00 | 22.3% |
| Total Vehicle Repair | 2,322.91 | 10,200.00 | 22.8% |
| Total Repair/Maint/Utilities | 7,702.35 | 32,036.00 | 24.0% |
| Staff Development | | | |
| Regular Officer Training | | | |
| Academy Training | 0.00 | 7,500.00 | 0.0% |
| Officer Training | 925.00 | 6,500.00 | 14.2% |
| Training Supplies | 502.22 | 2,000.00 | 25.1% |
| Total Regular Officer Training | 1,427.22 | 16,000.00 | 8.9% |
| Total Staff Development | 1,427.22 | 16,000.00 | 8.9% |
| Total Police | 169,256.74 | 446,396.00 | 37.9% |
| Total PUBLIC SAFETY | 196,096.44 | 502,968.00 | 39.0% |
| PUBLIC WORKS | | | |
| Other Public Works | | | |
| Contracts-Other Agencies | | | |
| IC Animal Center | 423.45 | 1,200.00 | 35.3% |
| IC Bus Service | 15,013.85 | 36,161.00 | 41.5% |
| SEATS Service | 3,518.30 | 8,444.00 | 41.7% |
| Total Contracts-Other Agencies | 18,955.60 | 45,805.00 | 41.4% |
| Total Other Public Works | 18,955.60 | 45,805.00 | 41.4% |
| Roads, Bridges, & Sidewalks | | | |
| Contractual Services | | | |
| Engineering Fees | 37,307.33 | 50,000.00 | 74.6% |
| Repairs/Improvements | | | |
| Arterial panel replacements | 0.00 | 16,000.00 | 0.0% |
| Asphale patch projects | 0.00 | 4,000.00 | 0.0% |
| Local panel replacements | 0.00 | 13,500.00 | 0.0% |
| Melrose East - panel replacemnt | 0.00 | 23,000.00 | 0.0% |
| Sidewalk Repairs | 5,198.80 | | |
| Street Repairs | 5,617.00 | | |
| Sunset Street landscape | 0.00 | 2,500.00 | 0.0% |
| Traffic sign assessment/mgmt | 1,366.00 | 4,500.00 | 30.4% |
| Total Repairs/Improvements | 12,181.80 | 63,500.00 | 19.2% |
| Striping/Curb Renumbering | 5,218.00 | 6,000.00 | 87.0% |
| Total Contractual Services | 54,707.13 | 119,500.00 | 45.8% |
| Snow Removal-Contractual | 0.00 | 35,000.00 | 0.0% |
| Storm water permit | 0.00 | 3,000.00 | 0.0% |
| Street Lighting Electricity | 3,382.24 | 8,500.00 | 39.8% |
| Street Sweeping-Contractual | 0.00 | 3,500.00 | 0.0% |

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 12/14/15
 Cash Basis

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

| | Jul - Nov 15 | Budget | % of Budget |
|--|-------------------|-------------------|------------------|
| Traffic Controls and Safety | | | |
| Street Signs-Commodities | 26.50 | 250.00 | 10.6% |
| Traffic Light Electricity | 322.90 | 750.00 | 43.1% |
| Total Traffic Controls and Safety | 349.40 | 1,000.00 | 34.9% |
| Total Roads, Bridges, & Sidewalks | 58,438.77 | 170,500.00 | 34.3% |
| Sanitation | | | |
| Contractual | | | |
| Grandview Recycling | 153.00 | 1,200.00 | 12.8% |
| Leaf Vacuuming | 0.00 | 13,500.00 | 0.0% |
| Trash/Recycling | 10,486.25 | 20,862.00 | 50.3% |
| Total Contractual | 10,639.25 | 35,562.00 | 29.9% |
| Total Sanitation | 10,639.25 | 35,562.00 | 29.9% |
| Total PUBLIC WORKS | 88,033.62 | 251,867.00 | 35.0% |
| Total Expense | 434,813.72 | 956,409.00 | 45.5% |
| Net Ordinary Income | 167,256.54 | 779.00 | 21,470.7% |
| Net Income | 167,256.54 | 779.00 | 21,470.7% |

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

July through November 2015

| | GENERAL | | DEBT SERVICE | | POLICE FORFEITURE | |
|-----------------------------------|--------------|-------------|--------------|-------------|-------------------|-------------|
| | Jul - Nov 15 | % of Budget | Jul - Nov 15 | % of Budget | Jul - Nov 15 | % of Budget |
| Ordinary Income/Expense | | | | | | |
| Income | | | | | | |
| CHARGES FOR SERVICES | 37.00 | | | | | |
| GENERAL PROPERTY TAXES | 300,752.04 | 51.3% | 16,631.71 | 51.3% | 0.00 | 0.00 |
| INTERGOVERNMENTAL/SHARED REVEN... | 2,990.67 | 68.9% | 0.00 | | 0.00 | 0.00 |
| LICENSES & PERMITS | 136,277.70 | 506.8% | 0.00 | | 0.00 | 0.00 |
| MISCELLANEOUS REVENUES | 36,802.26 | 32.5% | 0.00 | | 0.00 | 0.00 |
| OTHER CITY TAXES | 4,669.02 | | 256.29 | | 0.00 | 0.00 |
| USE OF MONEY & PROPERTY | 1,199.78 | 24.0% | 0.00 | | 3.41 | 3.41 |
| Total Income | 482,728.47 | 65.6% | 16,888.00 | 52.1% | 3.41 | 3.41 |
| Gross Profit | 482,728.47 | 65.6% | 16,888.00 | 52.1% | 3.41 | 3.41 |
| Expense | | | | | | |
| COMMUNITY & ECONOMIC DEV. | 1,140.00 | 22.8% | 0.00 | | 0.00 | 0.00 |
| CULTURE & RECREATION | 15,336.29 | 30.1% | 0.00 | | 0.00 | 0.00 |
| DEBT SERVICE | 0.00 | | 1,249.29 | 3.9% | 0.00 | 0.00 |
| GENERAL GOVERNMENT | 131,955.47 | 119.2% | 0.00 | | 0.00 | 0.00 |
| PUBLIC SAFETY | 169,409.06 | 40.1% | 0.00 | | 0.00 | 0.00 |
| PUBLIC WORKS | 66,902.18 | 49.8% | 0.00 | | 0.00 | 0.00 |
| Total Expense | 384,743.00 | 53.2% | 1,249.29 | 3.9% | 0.00 | 0.00 |
| Net Ordinary Income | 97,985.47 | 737.9% | 15,638.71 | 100.0% | 3.41 | 3.41 |
| Net Income | 97,985.47 | 737.9% | 15,638.71 | 100.0% | 3.41 | 100.0% |

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

| | ROAD USE TAX | | EMPLOYEE BENEFITS | | TOTAL | |
|-----------------------------------|------------------|----------------|-------------------|---------------|-------------------|------------------|
| | Jul - Nov 15 | % of Budget | Jul - Nov 15 | % of Budget | Jul - Nov 15 | % of Budget |
| Ordinary Income/Expense | | | | | | |
| Income | | | | | | |
| CHARGES FOR SERVICES | 0.00 | | 0.00 | | 37.00 | 3.7% |
| GENERAL PROPERTY TAXES | 0.00 | | 83,371.00 | 50.7% | 359,677.31 | 51.3% |
| INTERGOVERNMENTAL/SHARED REVEN... | 59,389.21 | 56.6% | 0.00 | | 62,379.86 | 57.1% |
| LICENSES & PERMITS | 0.00 | | 0.00 | | 136,277.70 | 506.8% |
| MISCELLANEOUS REVENUES | 0.00 | | 659.46 | | 36,802.26 | 32.5% |
| OTHER CITY TAXES | 0.00 | | 108.15 | | 5,584.77 | 100.0% |
| USE OF MONEY & PROPERTY | 0.00 | | 43,061.17 | 51.7% | 1,311.34 | 26.2% |
| Total Income | 59,389.21 | 56.6% | 83,371.00 | 51.7% | 602,070.26 | 62.9% |
| Gross Profit | 59,389.21 | 56.6% | 83,371.00 | 51.7% | 602,070.26 | 62.9% |
| Expense | | | | | | |
| COMMUNITY & ECONOMIC DEV. | 0.00 | | 0.00 | | 1,140.00 | 22.8% |
| CULTURE & RECREATION | 0.00 | | 0.00 | | 15,336.29 | 30.1% |
| DEBT SERVICE | 0.00 | | 0.00 | | 1,249.29 | 3.9% |
| GENERAL GOVERNMENT | 0.00 | | 1,002.61 | 40.9% | 132,958.08 | 117.5% |
| PUBLIC SAFETY | 0.00 | | 26,687.38 | 33.0% | 196,096.44 | 39.0% |
| PUBLIC WORKS | 21,131.44 | 18.0% | 80,917.00 | 33.0% | 88,033.62 | 35.0% |
| Total Expense | 21,131.44 | 18.0% | 83,371.00 | 33.2% | 434,813.72 | 45.5% |
| Net Ordinary Income | 38,257.77 | -306.1% | 0.00 | 100.0% | 167,256.54 | 21,470.7% |
| Net Income | 38,257.77 | -306.1% | 0.00 | 100.0% | 167,256.54 | 21,470.7% |

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

| | GENERAL | | DEBT SERVICE | | POLICE FORFEITURE | |
|---|--------------|-------------|--------------|-------------|-------------------|-------------|
| | Jul - Nov 15 | % of Budget | Jul - Nov 15 | % of Budget | Jul - Nov 15 | % of Budget |
| | Budget | | Budget | | Budget | |
| Ordinary Income/Expense | | | | | | |
| Income | | | | | | |
| CHARGES FOR SERVICES | | | | | | |
| Police Reports | 37.00 | 3.7% | 0.00 | | 0.00 | |
| Total CHARGES FOR SERVICES | 37.00 | 3.7% | 0.00 | | 0.00 | |
| GENERAL PROPERTY TAXES | | | | | | |
| Benefits Levies | 0.00 | | 0.00 | | 0.00 | |
| Commercial Prop Tax Rplmnt adj | 0.00 | 0.0% | 0.00 | | 0.00 | |
| Debt Service Levy | 0.00 | | 16,631.71 | 51.3% | 32,400.00 | |
| Insurance Levy | 5,406.40 | 37.9% | 0.00 | | 0.00 | |
| Library Services Levy | 8,723.64 | 50.9% | 0.00 | | 0.00 | |
| Regular Property Tax | 263,923.09 | 51.3% | 0.00 | | 0.00 | |
| Transit Levy | 22,698.91 | 50.9% | 0.00 | | 0.00 | |
| Total GENERAL PROPERTY TAXES | 300,752.04 | 51.3% | 16,631.71 | 51.3% | 32,400.00 | |
| INTERGOVERNMENTAL/SHARED REVENUE | | | | | | |
| Other State Grants/Reimburse. | 2,990.67 | | 0.00 | | 0.00 | |
| Seatbelt Incent/Traffic Safety | 2,990.67 | | 0.00 | | 0.00 | |
| Total Other State Grants/Reimburse. | | | | | | |
| State Shared Revenues | | | | | | |
| Commercial Property Tax Rplcmnt | 0.00 | 0.0% | 0.00 | | 0.00 | |
| Road Use/Street Construction | 0.00 | | 0.00 | | 0.00 | |
| Total State Shared Revenues | 0.00 | 0.0% | 0.00 | | 0.00 | |
| Total INTERGOVERNMENTAL/SHARED REVE.... | 2,990.67 | 68.9% | 0.00 | | 0.00 | |
| LICENSES & PERMITS | | | | | | |
| Beer/Wine/Liquor/Cig Permits | 0.00 | 0.0% | 0.00 | | 0.00 | |
| Building/Equipment Permits | 107,427.70 | 1,074.3% | 0.00 | | 0.00 | |
| Misc. Licenses/Permits | | | | | | |
| Parking Permits | 1,370.00 | 137.0% | 0.00 | | 0.00 | |
| Rental Permits | 27,480.00 | 177.3% | 0.00 | | 0.00 | |
| Total Misc. Licenses/Permits | 28,850.00 | 174.8% | 0.00 | | 0.00 | |
| Total LICENSES & PERMITS | 136,277.70 | 506.8% | 0.00 | | 0.00 | |
| MISCELLANEOUS REVENUES | | | | | | |
| Cable TV Franchise | 3,411.08 | 24.4% | 0.00 | | 0.00 | |
| Contributions | 475.00 | 190.0% | 0.00 | | 0.00 | |
| Fines | | | | | | |
| Parking Fines | 1,920.00 | 27.4% | 0.00 | | 0.00 | |
| Traffic Fines-Clk of Ct | 29,838.68 | 33.2% | 0.00 | | 0.00 | |
| Total Fines | 31,758.68 | 32.7% | 0.00 | | 0.00 | |
| Misc. Income | | | | | | |
| Other | -50.00 | -5.0% | 0.00 | | 0.00 | |
| Total Misc. Income | -50.00 | -5.0% | 0.00 | | 0.00 | |
| Refunds and Reimbursements | 1,207.50 | 120.8% | 0.00 | | 0.00 | |
| Total MISCELLANEOUS REVENUES | 36,802.26 | 32.5% | 0.00 | | 0.00 | |
| OTHER CITY TAXES | | | | | | |
| Utility Excise Tax | 4,669.02 | | 256.29 | | 0.00 | |
| Total OTHER CITY TAXES | 4,669.02 | | 256.29 | | 0.00 | |

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

| | GENERAL | | DEBT SERVICE | | POLICE FORFEITURE | |
|-------------------------------|--------------|------------|--------------|--------------|-------------------|-------------|
| | Jul - Nov 15 | Budget | % of Budget | Jul - Nov 15 | Budget | % of Budget |
| USE OF MONEY & PROPERTY | | | | | | |
| Interest on Cash Investments | 1,199.78 | 5,000.00 | 24.0% | 0.00 | | |
| Total USE OF MONEY & PROPERTY | 1,199.78 | 5,000.00 | 24.0% | 0.00 | | |
| Total Income | 482,728.47 | 736,417.00 | 65.6% | 16,888.00 | 32,400.00 | 52.1% |
| Gross Profit | 482,728.47 | 736,417.00 | 65.6% | 16,888.00 | 32,400.00 | 52.1% |

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

12:15 AM
 12/14/15
 Cash Basis

| | GENERAL | | DEBT SERVICE | | POLICE FORFEITURE | |
|--|--------------|-------------|--------------|-------------|-------------------|-------------|
| | Jul - Nov 15 | % of Budget | Jul - Nov 15 | % of Budget | Jul - Nov 15 | % of Budget |
| Expense | | | | | | |
| COMMUNITY & ECONOMIC DEV. | | | | | | |
| Tree Trimming/Lawn Care | 1,140.00 | 22.8% | 0.00 | | 0.00 | |
| Total COMMUNITY & ECONOMIC DEV. | 1,140.00 | 22.8% | 0.00 | | 0.00 | |
| CULTURE & RECREATION | | | | | | |
| Community Support Projects | 66.00 | 13.2% | 0.00 | | 0.00 | |
| Library | 9,291.50 | 20.8% | 0.00 | | 0.00 | |
| Parks | | | | | | |
| Park Expenses | 978.79 | 122.3% | 0.00 | | 0.00 | |
| Park Update Contribution | 5,000.00 | 100.0% | 0.00 | | 0.00 | |
| Total Parks | 5,978.79 | 103.1% | 0.00 | | 0.00 | |
| Total CULTURE & RECREATION | 15,336.29 | 30.1% | 0.00 | | 0.00 | |
| DEBT SERVICE | | | | | | |
| Interest | 0.00 | | 1,249.29 | 52.1% | 0.00 | |
| Principal | 0.00 | | 0.00 | 0.0% | 0.00 | |
| Total DEBT SERVICE | 0.00 | | 1,249.29 | 3.9% | 0.00 | |
| GENERAL GOVERNMENT | | | | | | |
| City Hall & General Buildings | | | | | | |
| Commodities | 0.00 | 0.0% | 0.00 | | 0.00 | |
| Supplies | 0.00 | 0.0% | 0.00 | | 0.00 | |
| Total Commodities | 0.00 | 0.0% | 0.00 | | 0.00 | |
| Contractual | | | | | | |
| Rents & Leases | 6,871.15 | 41.7% | 0.00 | | 0.00 | |
| Total Contractual | 6,871.15 | 41.7% | 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 | | | | | | |
| Maintenance | 0.00 | 0.0% | 0.00 | | 0.00 | |
| Telecommunications | 900.71 | 45.0% | 0.00 | | 0.00 | |
| Utilities | 493.99 | 30.9% | 0.00 | | 0.00 | |
| Total Repair/Maint/Utilities | 1,394.70 | 30.3% | 0.00 | | 0.00 | |
| Salaries-Regular Part Time | | | | | | |
| Facilities Assistant | 240.00 | 48.0% | 0.00 | | 0.00 | |
| Total Salaries-Regular Part Time | 240.00 | 48.0% | 0.00 | | 0.00 | |
| Total City Hall & General Buildings | 8,505.85 | 39.0% | 0.00 | | 0.00 | |
| Clerk/Treasurer & Finance Admin | | | | | | |
| Commodities | | | | | | |
| Hardware/Software | 0.00 | 0.0% | 0.00 | | 0.00 | |
| Minor Equipment/Supplies/Techno | 151.25 | 21.6% | 0.00 | | 0.00 | |
| Office Supplies and Postage | 575.79 | 57.6% | 0.00 | | 0.00 | |
| Taping meetings | 0.00 | 0.0% | 0.00 | | 0.00 | |
| Total Commodities | 727.04 | 24.6% | 0.00 | | 0.00 | |
| Contractual Services | | | | | | |
| Accounting Fees | 470.00 | 10.7% | 0.00 | | 0.00 | |
| Bank/CCard Fees | 21.20 | 42.4% | 0.00 | | 0.00 | |
| Legal Publications | 270.36 | 9.0% | 0.00 | | 0.00 | |
| Meeting Set Up Fees | 240.00 | 192.0% | 0.00 | | 0.00 | |

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

July through November 2015

| | GENERAL | | DEBT SERVICE | | POLICE FORFEITURE | |
|---------------------------------------|--------------|-------------|--------------|-------------|-------------------|-------------|
| | Jul - Nov 15 | % of Budget | Jul - Nov 15 | % of Budget | Jul - Nov 15 | % of Budget |
| Payments to Other Agencies | | | | | | |
| Notary Fees | 0.00 | 0.0% | 0.00 | | 0.00 | |
| Total Payments to Other Agencies | 0.00 | 0.0% | 0.00 | | 0.00 | |
| Printing/Copying | 433.00 | 86.6% | 0.00 | | 0.00 | |
| Technology Services | 677.25 | 90.3% | 0.00 | | 0.00 | |
| Total Contractual Services | 2,111.81 | 23.8% | 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 | |
| Unemployment Compensation | 0.00 | | 0.00 | | 0.00 | |
| Total Employee Benefits & Costs | 0.00 | | 0.00 | | 0.00 | |
| Salaries-Regular Part Time | 4,288.13 | 43.8% | 0.00 | | 0.00 | |
| Clerk, Treasurer, Historian | 4,288.13 | 43.8% | 0.00 | | 0.00 | |
| Total Salaries-Regular Part Time | 4,288.13 | 43.8% | 0.00 | | 0.00 | |
| Staff Development | | | | | | |
| Dues & Memberships | | | | | | |
| Chamber of Commerce | 0.00 | 0.0% | 0.00 | | 0.00 | |
| Dues and Memberships | 0.00 | 0.0% | 0.00 | | 0.00 | |
| IA League of Cities | 726.00 | 114.3% | 0.00 | | 0.00 | |
| JCOG Assessment | 1,664.83 | 100.0% | 0.00 | | 0.00 | |
| Total Dues & Memberships | 2,390.83 | 72.4% | 0.00 | | 0.00 | |
| Total Staff Development | 2,390.83 | 72.4% | 0.00 | | 0.00 | |
| Total Clerk/Treasurer & Finance Admin | 9,517.81 | 38.2% | 0.00 | | 0.00 | |
| Election Expenses | 0.00 | 0.0% | 0.00 | | 0.00 | |
| Legal Services | 96,307.06 | 196.6% | 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 | 1,000.00 | 25.0% | 0.00 | | 0.00 | |
| Council | 491.75 | 25.0% | 0.00 | | 0.00 | |
| Mayor | 1,491.75 | 25.0% | 0.00 | | 0.00 | |
| Total Salaries-Regular Part Time | 1,491.75 | 25.0% | 0.00 | | 0.00 | |
| Total Mayor/Council Operations | 1,491.75 | 25.0% | 0.00 | | 0.00 | |
| TIF Analysis | 14,000.00 | | 0.00 | | 0.00 | |
| Tort Liability Insurance | 133.00 | 2.1% | 0.00 | | 0.00 | |
| Total GENERAL GOVERNMENT | 131,955.47 | 119.2% | 0.00 | | 0.00 | |
| PUBLIC SAFETY | | | | | | |
| Building Inspections | 9,045.00 | 59.5% | 0.00 | | 0.00 | |
| Building / Rental Inspection | 9,045.00 | 59.5% | 0.00 | | 0.00 | |
| Total Building Inspections | 9,045.00 | 59.5% | 0.00 | | 0.00 | |

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

July through November 2015

12:15 AM
 12/14/15
 Cash Basis

| | GENERAL | | DEBT SERVICE | | POLICE FORFEITURE | |
|----------------------------------|--------------|-------------|--------------|-------------|-------------------|-------------|
| | Jul - Nov 15 | % of Budget | Jul - Nov 15 | % of Budget | Jul - Nov 15 | % of Budget |
| Crossing Guard | | | | | | |
| Employee Benefits & Costs | | | | | | |
| FICA | 0.00 | | 0.00 | | 0.00 | |
| IPERS | 0.00 | | 0.00 | | 0.00 | |
| Medicare | 0.00 | | 0.00 | | 0.00 | |
| Unemployment Compensation | 0.00 | | 0.00 | | 0.00 | |
| Total Employee Benefits & Costs | 0.00 | | 0.00 | | 0.00 | |
| Salaries | 1,575.00 | 35.0% | 0.00 | | 0.00 | |
| Crossing Guard | 1,575.00 | 35.0% | 0.00 | | 0.00 | |
| Total Salaries | 1,575.00 | 35.0% | 0.00 | | 0.00 | |
| Supplies | 0.00 | 0.0% | 0.00 | | 0.00 | |
| Crossing Guard - Other | 0.00 | 0.0% | 0.00 | | 0.00 | |
| Total Crossing Guard | 1,575.00 | 33.5% | 0.00 | | 0.00 | |
| Fire | | | | | | |
| Contracts w/Other Agencies | | | | | | |
| Coralville Fire Dept | 15,508.50 | 48.7% | 0.00 | | 0.00 | |
| Hydrant Flush-City of Iowa City | 0.00 | 0.0% | 0.00 | | 0.00 | |
| Total Contracts w/Other Agencies | 15,508.50 | 43.9% | 0.00 | | 0.00 | |
| Total Fire | 15,508.50 | 43.9% | 0.00 | | 0.00 | |
| Hazmat-Johnson County | 525.50 | 99.9% | 0.00 | | 0.00 | |
| Police | | | | | | |
| Commodities | | | | | | |
| Car Purchase | 0.00 | 0.0% | 0.00 | | 0.00 | |
| Major Equipment | 2,250.00 | 45.0% | 0.00 | | 0.00 | |
| Car Equipment | 2,250.00 | 45.0% | 0.00 | | 0.00 | |
| Total Major Equipment | 2,250.00 | 45.0% | 0.00 | | 0.00 | |
| Minor Equipment | 678.00 | 45.2% | 0.00 | | 0.00 | |
| Operating Police Equipment | 0.00 | 0.0% | 0.00 | | 0.00 | |
| Regular Officer Uniform | 678.00 | 13.6% | 0.00 | | 0.00 | |
| Total Minor Equipment | 678.00 | 13.6% | 0.00 | | 0.00 | |
| Supplies | | | | | | |
| Ammunition | 2,550.00 | 72.9% | 0.00 | | 0.00 | |
| Business Meetings/Meals | 0.00 | 0.0% | 0.00 | | 0.00 | |
| Office Supplies | 1,106.90 | 36.9% | 0.00 | | 0.00 | |
| Operating Supplies | 0.00 | 0.0% | 0.00 | | 0.00 | |
| Other Supplies | 604.85 | 30.2% | 0.00 | | 0.00 | |
| Postage/Shipping | 76.38 | 12.7% | 0.00 | | 0.00 | |
| Professional Memberships | 330.00 | 82.5% | 0.00 | | 0.00 | |
| Total Supplies | 4,668.13 | 36.5% | 0.00 | | 0.00 | |
| Total Commodities | 7,596.13 | 19.6% | 0.00 | | 0.00 | |
| Contractual Services | | | | | | |
| Garage Rental | 600.00 | 25.0% | 0.00 | | 0.00 | |
| Payments to Other Agencies | 0.00 | 0.0% | 0.00 | | 0.00 | |
| County Jail/Service/Filing Fees | 0.00 | 0.0% | 0.00 | | 0.00 | |
| Evidence testing | 0.00 | 0.0% | 0.00 | | 0.00 | |
| Technology Services | 0.00 | 0.0% | 0.00 | | 0.00 | |
| Total Payments to Other Agencies | 0.00 | 0.0% | 0.00 | | 0.00 | |

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

12:15 AM
 12/14/15
 Cash Basis

| | GENERAL | | DEBT SERVICE | | POLICE FORFEITURE | |
|--|-------------------|--------------|--------------|-------------|-------------------|-------------|
| | Jul - Nov 15 | % of Budget | Jul - Nov 15 | % of Budget | Jul - Nov 15 | % of Budget |
| Police Insurance-Car/Liability | 0.00 | 0.0% | 0.00 | 0.0% | 0.00 | 0.00 |
| Printing/Copying | 7.01 | 0.7% | 0.00 | 0.0% | 0.00 | 0.00 |
| Prof Serv-Psych Testing-Physica | 562.00 | 110.4% | 0.00 | 0.0% | 0.00 | 0.00 |
| Special Events Staff | 175.00 | | 0.00 | | 0.00 | |
| Total Contractual Services | 1,334.01 | 10.5% | 0.00 | | 0.00 | |
| Police Benefits & Costs | 0.00 | | 0.00 | | 0.00 | |
| Police FICA | 0.00 | | 0.00 | | 0.00 | |
| Police Health Insurance | 0.00 | | 0.00 | | 0.00 | |
| Police IPERS | 0.00 | | 0.00 | | 0.00 | |
| Police Medicare | 0.00 | | 0.00 | | 0.00 | |
| Police SUTA | 0.00 | | 0.00 | | 0.00 | |
| Police Workers Compensation | 0.00 | | 0.00 | | 0.00 | |
| Total Police Benefits & Costs | 0.00 | | 0.00 | | 0.00 | |
| Police Gross Wages | 18,473.69 | | 0.00 | | 0.00 | |
| Holiday & Other Pay | 395.00 | 66.0% | 0.00 | | 0.00 | |
| Miscellaneous Payroll Item | 105,826.66 | 44.3% | 0.00 | | 0.00 | |
| Police Gross Wages | 0.00 | 0.0% | 0.00 | | 0.00 | |
| Salaries-Reserves | 24.00 | | 0.00 | | 0.00 | |
| Total Police Gross Wages | 124,695.35 | 46.7% | 0.00 | | 0.00 | |
| Repair/Maint/Utilities | 719.30 | | 0.00 | | 0.00 | |
| Telecommunications Expense | 1,047.24 | 71.9% | 0.00 | | 0.00 | |
| IT Support | 1,766.54 | 26.8% | 0.00 | | 0.00 | |
| Verizon/Pager Fees/Mediacom | | 38.1% | | | | |
| Total Telecommunications Expense | 1,766.54 | 38.1% | 0.00 | | 0.00 | |
| Vehicle Operations | 3,300.90 | | 0.00 | | 0.00 | |
| Fuel | 0.00 | 20.6% | 0.00 | | 0.00 | |
| Other | 312.00 | 0.0% | 0.00 | | 0.00 | |
| Washes | 3,612.90 | 44.6% | 0.00 | | 0.00 | |
| Total Vehicle Operations | 3,612.90 | 21.0% | 0.00 | | 0.00 | |
| Vehicle Repair | 95.00 | | 0.00 | | 0.00 | |
| Bicycle Maint/Repair | 2,227.91 | 47.5% | 0.00 | | 0.00 | |
| Car Maint/Repair | 2,322.91 | 22.3% | 0.00 | | 0.00 | |
| Total Vehicle Repair | 7,702.35 | 22.8% | 0.00 | | 0.00 | |
| Total Repair/Maint/Utilities | 32,036.00 | 24.0% | 0.00 | | 0.00 | |
| Staff Development | 0.00 | | 0.00 | | 0.00 | |
| Regular Officer Training | 925.00 | 0.0% | 0.00 | | 0.00 | |
| Academy Training | 502.22 | 14.2% | 0.00 | | 0.00 | |
| Officer Training | 1,427.22 | 25.1% | 0.00 | | 0.00 | |
| Training Supplies | 16,000.00 | 8.9% | 0.00 | | 0.00 | |
| Total Regular Officer Training | 16,000.00 | 8.9% | 0.00 | | 0.00 | |
| Total Staff Development | 16,000.00 | 8.9% | 0.00 | | 0.00 | |
| Total Police | 142,755.06 | 39.0% | 0.00 | | 0.00 | |
| Total PUBLIC SAFETY | 169,409.06 | 40.1% | 0.00 | | 0.00 | |

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

12:15 AM
 12/14/15
 Cash Basis

| | GENERAL | | DEBT SERVICE | | POLICE FORFEITURE | |
|--|-------------------|---------------|------------------|------------------|-------------------|-------------|
| | Jul - Nov 15 | % of Budget | Jul - Nov 15 | % of Budget | Jul - Nov 15 | % of Budget |
| PUBLIC WORKS | | | | | | |
| Other Public Works | | | | | | |
| Contracts-Other Agencies | | | | | | |
| IC Animal Center | 423.45 | | 0.00 | | 0.00 | |
| IC Bus Service | 15,013.85 | 35.3% | 0.00 | | 0.00 | |
| SEATS Service | 3,518.30 | 41.7% | 0.00 | | 0.00 | |
| Total Contracts-Other Agencies | 18,955.60 | 41.4% | 0.00 | | 0.00 | |
| Total Other Public Works | 18,955.60 | 41.4% | 0.00 | | 0.00 | |
| Roads, Bridges, & Sidewalks | | | | | | |
| Contractual Services | | | | | | |
| Engineering Fees | 37,307.33 | | 0.00 | | 0.00 | |
| Repairs/Improvements | | 74.6% | | | | |
| Arterial panel replacements | 0.00 | | 0.00 | | 0.00 | |
| Asphale patch projects | 0.00 | | 0.00 | | 0.00 | |
| Local panel replacements | 0.00 | | 0.00 | | 0.00 | |
| Meirose East - panel replacemnt | 0.00 | | 0.00 | | 0.00 | |
| Sidewalk Repairs | 0.00 | | 0.00 | | 0.00 | |
| Street Repairs | 0.00 | | 0.00 | | 0.00 | |
| Sunset Street landscape | 0.00 | | 0.00 | | 0.00 | |
| Traffic sign assessment/mgmt | 0.00 | | 0.00 | | 0.00 | |
| Total Repairs/Improvements | 0.00 | | 0.00 | | 0.00 | |
| Striping/Curb Renumbering | 0.00 | | 0.00 | | 0.00 | |
| Total Contractual Services | 37,307.33 | 74.6% | 0.00 | | 0.00 | |
| Snow Removal-Contractual | 0.00 | | 0.00 | | 0.00 | |
| Storm water permit | 0.00 | | 0.00 | | 0.00 | |
| Street Lighting Electricity | 0.00 | 0.0% | 0.00 | | 0.00 | |
| Street Sweeping-Contractual | 0.00 | | 0.00 | | 0.00 | |
| Traffic Controls and Safety | 0.00 | | 0.00 | | 0.00 | |
| Street Signs-Commodities | 0.00 | | 0.00 | | 0.00 | |
| Traffic Light Electricity | 0.00 | | 0.00 | | 0.00 | |
| Total Traffic Controls and Safety | 0.00 | | 0.00 | | 0.00 | |
| Total Roads, Bridges, & Sidewalks | 37,307.33 | 70.4% | 0.00 | | 0.00 | |
| Sanitation | | | | | | |
| Contractual | | | | | | |
| Grandview Recycling | 153.00 | | 0.00 | | 0.00 | |
| Leaf Vacuuming | 0.00 | 12.8% | 0.00 | | 0.00 | |
| Trash/Recycling | 10,486.25 | 50.3% | 0.00 | | 0.00 | |
| Total Contractual | 10,639.25 | 29.9% | 0.00 | | 0.00 | |
| Total Sanitation | 10,639.25 | 29.9% | 0.00 | | 0.00 | |
| Total PUBLIC WORKS | 66,902.18 | 49.8% | 0.00 | | 0.00 | |
| Total Expense | 384,743.00 | 53.2% | 1,249.29 | 32,400.00 | 3.9% | 0.00 |
| Net Ordinary Income | 97,985.47 | 737.9% | 15,638.71 | 0.00 | 100.0% | 3.41 |
| Net Income | 97,985.47 | 737.9% | 15,638.71 | 0.00 | 100.0% | 3.41 |

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

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 Cash Basis

| | ROAD USE TAX | | EMPLOYEE BENEFITS | | TOTAL | |
|---|--------------|-------------|-------------------|-----------|--------------|-------------|
| | Jul - Nov 15 | % of Budget | Jul - Nov 15 | Budget | Jul - Nov 15 | % of Budget |
| Ordinary Income/Expense | | | | | | |
| Income | | | | | | |
| CHARGES FOR SERVICES | | | | | | |
| Police Reports | 0.00 | 0.00 | 0.00 | 0.00 | 37.00 | 3.7% |
| Total CHARGES FOR SERVICES | 0.00 | 0.00 | 0.00 | 0.00 | 37.00 | 3.7% |
| GENERAL PROPERTY TAXES | | | | | | |
| Benefits Levies | 0.00 | | 42,293.56 | 83,371.00 | 42,293.56 | 50.7% |
| Commercial Prop Tax Rplmmt adj | 0.00 | | 0.00 | 0.00 | 0.00 | 0.0% |
| Debt Service Levy | 0.00 | | 0.00 | 0.00 | 16,631.71 | 51.3% |
| Insurance Levy | 0.00 | | 0.00 | 0.00 | 5,406.40 | 37.9% |
| Library Services Levy | 0.00 | | 0.00 | 0.00 | 8,723.64 | 50.9% |
| Regular Property Tax | 0.00 | | 0.00 | 0.00 | 263,923.09 | 51.3% |
| Transit Levy | 0.00 | | 0.00 | 0.00 | 22,698.91 | 50.9% |
| Total GENERAL PROPERTY TAXES | 0.00 | | 42,293.56 | 83,371.00 | 359,677.31 | 50.7% |
| INTERGOVERNMENTAL/SHARED REVENUE | | | | | | |
| Other State Grants/Reimburse. | 0.00 | | 0.00 | 0.00 | 2,990.67 | 100.0% |
| Seatbelt Incent/Traffic Safety | 0.00 | | 0.00 | 0.00 | 2,990.67 | 100.0% |
| Total Other State Grants/Reimburse. | 0.00 | | 0.00 | 0.00 | 0.00 | 0.0% |
| State Shared Revenues | 0.00 | | 0.00 | 0.00 | 0.00 | 0.0% |
| Commercial Property Tax Rplcmnt | 59,389.21 | 56.6% | 0.00 | 0.00 | 59,389.21 | 56.6% |
| Road Use/Street Construction | 59,389.21 | 56.6% | 0.00 | 0.00 | 59,389.21 | 56.6% |
| Total State Shared Revenues | 59,389.21 | 56.6% | 0.00 | 0.00 | 109,339.00 | 54.3% |
| Total INTERGOVERNMENTAL/SHARED REVE... | 59,389.21 | 56.6% | 0.00 | 0.00 | 62,379.88 | 57.1% |
| LICENSES & PERMITS | | | | | | |
| Beer/Wine/Liquor/Cig Permits | 0.00 | | 0.00 | 0.00 | 0.00 | 0.0% |
| Building/Equipment Permits | 0.00 | | 0.00 | 0.00 | 107,427.70 | 1,074.3% |
| Misc. Licenses/Permits | 0.00 | | 0.00 | 0.00 | 1,370.00 | 137.0% |
| Parking Permits | 0.00 | | 0.00 | 0.00 | 27,480.00 | 177.3% |
| Rental Permits | 0.00 | | 0.00 | 0.00 | 28,850.00 | 174.8% |
| Total Misc. Licenses/Permits | 0.00 | | 0.00 | 0.00 | 16,500.00 | 174.8% |
| Total LICENSES & PERMITS | 0.00 | | 0.00 | 0.00 | 136,277.70 | 506.8% |
| MISCELLANEOUS REVENUES | | | | | | |
| Cable TV Franchise | 0.00 | | 0.00 | 0.00 | 3,411.08 | 24.4% |
| Contributions | 0.00 | | 0.00 | 0.00 | 475.00 | 190.0% |
| Fines | 0.00 | | 0.00 | 0.00 | 1,920.00 | 27.4% |
| Parking Fines | 0.00 | | 0.00 | 0.00 | 29,838.68 | 33.2% |
| Traffic Fines-Clk of Ct | 0.00 | | 0.00 | 0.00 | 31,758.68 | 32.7% |
| Total Fines | 0.00 | | 0.00 | 0.00 | 97,000.00 | 32.7% |
| Misc. Income | 0.00 | | 0.00 | 0.00 | 1,000.00 | -5.0% |
| Other | 0.00 | | 0.00 | 0.00 | -50.00 | -5.0% |
| Total Misc. Income | 0.00 | | 0.00 | 0.00 | 1,000.00 | -5.0% |
| Refunds and Reimbursements | 0.00 | | 0.00 | 0.00 | 1,207.50 | 120.8% |
| Total MISCELLANEOUS REVENUES | 0.00 | | 0.00 | 0.00 | 36,802.26 | 32.5% |
| OTHER CITY TAXES | | | | | | |
| Utility Excise Tax | 0.00 | | 659.46 | 0.00 | 5,584.77 | 100.0% |
| Total OTHER CITY TAXES | 0.00 | | 659.46 | 0.00 | 5,584.77 | 100.0% |

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

| | ROAD USE TAX | | % of Budget | | EMPLOYEE BENEFITS | | % of Budget | | TOTAL | |
|------------------------------------|--------------|------------|--------------|-------------|-------------------|--------|--------------|-------------|--------------|------------|
| | Jul - Nov 15 | Budget | Jul - Nov 15 | % of Budget | Jul - Nov 15 | Budget | Jul - Nov 15 | % of Budget | Jul - Nov 15 | Budget |
| USE OF MONEY & PROPERTY | | | | | | | | | | |
| Interest on Cash Investments | 0.00 | | 108.15 | | | | 1,311.34 | | 1,311.34 | 5,000.00 |
| Total USE OF MONEY & PROPERTY | 0.00 | | 108.15 | | | | 1,311.34 | | 1,311.34 | 5,000.00 |
| Total Income | 59,389.21 | 105,000.00 | 43,061.17 | 56.6% | 83,371.00 | | 602,070.26 | 51.7% | 602,070.26 | 957,188.00 |
| Gross Profit | 59,389.21 | 105,000.00 | 43,061.17 | 56.6% | 83,371.00 | | 602,070.26 | 51.7% | 602,070.26 | 957,188.00 |

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

12:15 AM
 12/14/15
 Cash Basis

| | ROAD USE TAX | | EMPLOYEE BENEFITS | | TOTAL | |
|--|--------------|-------------|-------------------|-------------|-----------|-------------|
| | Jul - Nov 15 | % of Budget | Jul - Nov 15 | % of Budget | Budget | % of Budget |
| Expense | | | | | | |
| COMMUNITY & ECONOMIC DEV. | | | | | | |
| Tree Trimming/Lawn Care | 0.00 | | 0.00 | | 5,000.00 | 22.8% |
| Total COMMUNITY & ECONOMIC DEV. | 0.00 | | 0.00 | | 5,000.00 | 22.8% |
| CULTURE & RECREATION | | | | | | |
| Community Support Projects | 0.00 | | 0.00 | | 500.00 | 13.2% |
| Library | 0.00 | | 0.00 | | 44,677.00 | 20.8% |
| Parks | 0.00 | | 0.00 | | 800.00 | 122.3% |
| Park Expenses | 0.00 | | 0.00 | | 5,000.00 | 100.0% |
| Park Update Contribution | 0.00 | | 0.00 | | 5,800.00 | 103.1% |
| Total Parks | 0.00 | | 0.00 | | 5,800.00 | 103.1% |
| Total CULTURE & RECREATION | 0.00 | | 0.00 | | 50,977.00 | 30.1% |
| DEBT SERVICE | | | | | | |
| Interest | 0.00 | | 0.00 | | 2,400.00 | 52.1% |
| Principal | 0.00 | | 0.00 | | 30,000.00 | 0.0% |
| Total DEBT SERVICE | 0.00 | | 0.00 | | 32,400.00 | 3.9% |
| GENERAL GOVERNMENT | | | | | | |
| City Hall & General Buildings | 0.00 | | 0.00 | | 200.00 | 0.0% |
| Commodities | 0.00 | | 0.00 | | 200.00 | 0.0% |
| Supplies | 0.00 | | 0.00 | | 16,491.00 | 41.7% |
| Total Commodities | 0.00 | | 0.00 | | 16,491.00 | 41.7% |
| Contractual | | | | | | |
| Rents & Leases | 0.00 | | 0.00 | | 31.00 | 0.0% |
| Total Contractual | 0.00 | | 0.00 | | 45.00 | 0.0% |
| Employee Benefits & Costs | | | | | | |
| FICA | 0.00 | | 0.00 | | 7.00 | 0.0% |
| IPERS | 0.00 | | 0.00 | | 83.00 | 0.0% |
| Medicare | 0.00 | | 0.00 | | 0.00 | 0.0% |
| Total Employee Benefits & Costs | 0.00 | | 0.00 | | 90.00 | 0.0% |
| Repair/Maint/Utilities | | | | | | |
| Maintenance | 0.00 | | 0.00 | | 1,000.00 | 0.0% |
| Telecommunications | 0.00 | | 0.00 | | 2,000.00 | 45.0% |
| Utilities | 0.00 | | 0.00 | | 1,600.00 | 30.9% |
| Total Repair/Maint/Utilities | 0.00 | | 0.00 | | 4,600.00 | 30.3% |
| Salaries-Regular Part Time | | | | | | |
| Facilities Assistant | 0.00 | | 0.00 | | 500.00 | 48.0% |
| Total Salaries-Regular Part Time | 0.00 | | 0.00 | | 500.00 | 48.0% |
| Total City Hall & General Buildings | 0.00 | | 0.00 | | 21,874.00 | 38.9% |
| Clerk/Treasurer & Finance Admin | | | | | | |
| Commodities | 0.00 | | 0.00 | | 1,000.00 | 0.0% |
| Hardware/Software | 0.00 | | 0.00 | | 700.00 | 21.6% |
| Minor Equipment/Supplies/Techno | 0.00 | | 151.25 | | 1,000.00 | 57.6% |
| Office Supplies and Postage | 0.00 | | 575.79 | | 250.00 | 0.0% |
| Taping meetings | 0.00 | | 0.00 | | 2,950.00 | 24.6% |
| Total Commodities | 0.00 | | 727.04 | | 2,950.00 | 24.6% |
| Contractual Services | | | | | | |
| Accounting Fees | 0.00 | | 0.00 | | 4,400.00 | 10.7% |
| Bank/CCard Fees | 0.00 | | 0.00 | | 50.00 | 42.4% |
| Legal Publications | 0.00 | | 270.36 | | 3,000.00 | 9.0% |
| Meeting Set Up Fees | 0.00 | | 240.00 | | 125.00 | 192.0% |

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

12:15 AM
 12/14/15
 Cash Basis

| | ROAD USE TAX | | EMPLOYEE BENEFITS | | TOTAL | |
|--|--------------|-------------|-------------------|-------------|--------------|-------------|
| | Jul - Nov 15 | % of Budget | Jul - Nov 15 | % of Budget | Jul - Nov 15 | % of Budget |
| Payments to Other Agencies | | | | | | |
| Notary Fees | 0.00 | | 0.00 | | 0.00 | 0.0% |
| Total Payments to Other Agencies | 0.00 | | 0.00 | | 0.00 | 0.0% |
| Printing/Copying | | | | | | |
| Printing/Copying | 0.00 | | 0.00 | | 433.00 | 86.6% |
| Technology Services | 0.00 | | 0.00 | | 677.25 | 90.3% |
| Total Contractual Services | 0.00 | | 0.00 | | 2,111.81 | 23.8% |
| Employee Benefits & Costs | | | | | | |
| FICA | 0.00 | | 280.74 | 46.2% | 608.00 | 46.2% |
| IPERS | 0.00 | | 449.00 | 51.3% | 875.00 | 51.3% |
| Medicare | 0.00 | | 65.66 | 46.2% | 142.00 | 46.2% |
| Unemployment Compensation | 0.00 | | 49.82 | 41.5% | 120.00 | 41.5% |
| Total Employee Benefits & Costs | 0.00 | | 845.22 | 48.4% | 1,745.00 | 48.4% |
| Salaries-Regular Part Time | | | | | | |
| Clerk, Treasurer, Historian | 0.00 | | 0.00 | | 4,288.13 | 43.8% |
| Total Salaries-Regular Part Time | 0.00 | | 0.00 | | 4,288.13 | 43.8% |
| Staff Development | | | | | | |
| Dues & Memberships | | | | | | |
| Chamber of Commerce | 0.00 | | 0.00 | | 500.00 | 0.0% |
| Dues and Memberships | 0.00 | | 0.00 | | 500.00 | 0.0% |
| IA League of Cities | 0.00 | | 0.00 | | 726.00 | 114.3% |
| JCOG Assessment | 0.00 | | 0.00 | | 1,664.83 | 100.0% |
| Total Dues & Memberships | 0.00 | | 0.00 | | 3,300.00 | 72.4% |
| Total Staff Development | 0.00 | | 0.00 | | 3,300.00 | 72.4% |
| Total Clerk/Treasurer & Finance Admin | 0.00 | | 845.22 | 48.4% | 10,363.03 | 38.8% |
| Election Expenses | 0.00 | | 0.00 | | 0.00 | 0.0% |
| Legal Services | 0.00 | | 0.00 | | 98,307.06 | 196.6% |
| Mayor/Council Operations | | | | | | |
| Employee Benefits & Costs | | | | | | |
| FICA | 0.00 | | 101.49 | 27.4% | 370.00 | 27.4% |
| IPERS-Council | 0.00 | | 17.86 | 20.1% | 89.00 | 20.1% |
| Medicare | 0.00 | | 21.63 | 24.9% | 87.00 | 24.9% |
| Unemployment Compensation | 0.00 | | 16.41 | 20.5% | 80.00 | 20.5% |
| Total Employee Benefits & Costs | 0.00 | | 157.39 | 25.1% | 626.00 | 25.1% |
| Salaries-Regular Part Time | | | | | | |
| Council | 0.00 | | 0.00 | | 1,000.00 | 25.0% |
| Mayor | 0.00 | | 0.00 | | 491.75 | 25.0% |
| Total Salaries-Regular Part Time | 0.00 | | 0.00 | | 1,491.75 | 25.0% |
| Total Mayor/Council Operations | 0.00 | | 157.39 | 25.1% | 1,649.14 | 25.0% |
| TIF Analysis | 0.00 | | 0.00 | | 14,000.00 | 100.0% |
| Tort Liability Insurance | 0.00 | | 0.00 | | 133.00 | 2.1% |
| Total GENERAL GOVERNMENT | 0.00 | | 1,002.61 | 40.9% | 132,958.08 | 117.5% |
| PUBLIC SAFETY | | | | | | |
| Building Inspections | 0.00 | | 0.00 | | 9,045.00 | 59.5% |
| Building / Rental Inspection | 0.00 | | 0.00 | | 9,045.00 | 59.5% |
| Total Building Inspections | 0.00 | | 0.00 | | 15,200.00 | 59.5% |

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

12:15 AM
 12/14/15
 Cash Basis

| | ROAD USE TAX | | EMPLOYEE BENEFITS | | TOTAL | |
|----------------------------------|--------------|-------------|-------------------|-----------|--------------|-------------|
| | Jul - Nov 15 | % of Budget | Jul - Nov 15 | Budget | Jul - Nov 15 | % of Budget |
| Crossing Guard | | | | | | |
| Employee Benefits & Costs | | | | | | |
| FICA | 0.00 | | 63.55 | 279.00 | 63.55 | 22.8% |
| IPERS | 0.00 | | 96.02 | 402.00 | 96.02 | 23.9% |
| Medicare | 0.00 | | 14.86 | 65.00 | 65.00 | 22.9% |
| Unemployment Compensation | 0.00 | | 11.27 | 60.00 | 11.27 | 18.8% |
| Total Employee Benefits & Costs | 0.00 | | 185.70 | 806.00 | 185.70 | 23.0% |
| Salaries | | | | | | |
| Crossing Guard | 0.00 | | 0.00 | 1,575.00 | 1,575.00 | 35.0% |
| Total Salaries | 0.00 | | 0.00 | 1,575.00 | 1,575.00 | 35.0% |
| Supplies | 0.00 | | 0.00 | 200.00 | 0.00 | 0.0% |
| Crossing Guard - Other | 0.00 | | 0.00 | 0.00 | 0.00 | 0.0% |
| Total Crossing Guard | 0.00 | | 185.70 | 806.00 | 1,760.70 | 32.0% |
| Fire | | | | | | |
| Contracts w/Other Agencies | | | | | | |
| Coralville Fire Dept | 0.00 | | 0.00 | 15,508.50 | 15,508.50 | 48.7% |
| Hydrant Flush-City of Iowa City | 0.00 | | 0.00 | 3,520.00 | 0.00 | 0.0% |
| Total Contracts w/Other Agencies | 0.00 | | 0.00 | 15,508.50 | 15,508.50 | 43.9% |
| Total Fire | 0.00 | | 0.00 | 15,508.50 | 15,508.50 | 43.9% |
| Hazmat-Johnson County | 0.00 | | 0.00 | 525.50 | 525.50 | 99.9% |
| Police | | | | | | |
| Commodities | | | | | | |
| Car Purchase | 0.00 | | 0.00 | 16,000.00 | 0.00 | 0.0% |
| Major Equipment | | | | | | |
| Car Equipment | 0.00 | | 0.00 | 5,000.00 | 2,250.00 | 45.0% |
| Total Major Equipment | 0.00 | | 0.00 | 5,000.00 | 2,250.00 | 45.0% |
| Minor Equipment | | | | | | |
| Operating Police Equipment | 0.00 | | 0.00 | 1,500.00 | 678.00 | 45.2% |
| Regular Officer Uniform | 0.00 | | 0.00 | 3,500.00 | 0.00 | 0.0% |
| Total Minor Equipment | 0.00 | | 0.00 | 5,000.00 | 678.00 | 13.6% |
| Supplies | | | | | | |
| Ammunition | 0.00 | | 0.00 | 3,500.00 | 2,550.00 | 72.9% |
| Business Meetings/Meals | 0.00 | | 0.00 | 300.00 | 0.00 | 0.0% |
| Office Supplies | 0.00 | | 0.00 | 3,000.00 | 1,106.90 | 36.9% |
| Operating Supplies | 0.00 | | 0.00 | 3,000.00 | 0.00 | 0.0% |
| Other Supplies | 0.00 | | 0.00 | 2,000.00 | 604.85 | 30.2% |
| Postage/Shipping | 0.00 | | 0.00 | 600.00 | 76.38 | 12.7% |
| Professional Memberships | 0.00 | | 0.00 | 400.00 | 330.00 | 82.5% |
| Total Supplies | 0.00 | | 0.00 | 12,800.00 | 4,668.13 | 36.5% |
| Total Commodities | 0.00 | | 0.00 | 38,800.00 | 7,596.13 | 19.6% |
| Contractual Services | | | | | | |
| Garage Rental | 0.00 | | 0.00 | 2,400.00 | 600.00 | 25.0% |
| Payments to Other Agencies | | | | | | |
| County Jail/Service/Filing Fees | 0.00 | | 0.00 | 300.00 | 0.00 | 0.0% |
| Evidence testing | 0.00 | | 0.00 | 150.00 | 0.00 | 0.0% |
| Technology Services | 0.00 | | 0.00 | 500.00 | 0.00 | 0.0% |
| Total Payments to Other Agencies | 0.00 | | 0.00 | 950.00 | 0.00 | 0.0% |

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

12:15 AM
 12/14/15
 Cash Basis

| | ROAD USE TAX | | EMPLOYEE BENEFITS | | TOTAL | |
|--|--------------|-------------|-------------------|--------------|-------------------|--------------|
| | Jul - Nov 15 | % of Budget | Jul - Nov 15 | % of Budget | Jul - Nov 15 | % of Budget |
| Police Insurance-Car/Liability | 0.00 | | 0.00 | | 0.00 | 0.0% |
| Printing/Copying | 0.00 | | 0.00 | | 7.01 | 0.7% |
| Prof Serv-Psych Testing-Physica | 0.00 | | 0.00 | | 552.00 | 110.4% |
| Special Events Staff | 0.00 | | 0.00 | | 175.00 | 100.0% |
| Total Contractual Services | 0.00 | | 0.00 | | 1,334.01 | 10.5% |
| Police Benefits & Costs | | | | | | |
| Police FICA | 0.00 | | 7,731.71 | 46.7% | 16,541.00 | 46.7% |
| Police Health Insurance | 0.00 | | 4,102.59 | 30.6% | 13,417.00 | 30.6% |
| Police IPERS | 0.00 | | 11,217.62 | 42.7% | 26,253.00 | 42.7% |
| Police Medicare | 0.00 | | 1,810.32 | 46.8% | 3,869.00 | 46.8% |
| Police SUTA | 0.00 | | 681.44 | 34.1% | 2,000.00 | 34.1% |
| Police Workers Compensation | 0.00 | | 958.00 | 5.3% | 18,031.00 | 5.3% |
| Total Police Benefits & Costs | 0.00 | | 26,501.68 | 33.1% | 80,111.00 | 33.1% |
| Police Gross Wages | | | | | | |
| Holiday & Other Pay | 0.00 | | 0.00 | | 18,473.69 | 66.0% |
| Miscellaneous Payroll Item | 0.00 | | 0.00 | | 395.00 | 100.0% |
| Police Gross Wages | 0.00 | | 0.00 | | 105,826.66 | 44.3% |
| Salaries-Reserves | 0.00 | | 0.00 | | 24.00 | 0.0% |
| Total Police Gross Wages | 0.00 | | 0.00 | | 124,695.35 | 46.7% |
| Repair/Maint/Utilities | | | | | | |
| Telecommunications Expense | 0.00 | | 0.00 | | 1,000.00 | 71.9% |
| IT Support | 0.00 | | 0.00 | | 1,047.24 | 28.8% |
| Verizon/Pager Fees/Mediacom | 0.00 | | 0.00 | | 1,766.54 | 38.1% |
| Total Telecommunications Expense | 0.00 | | 0.00 | | 4,636.00 | 38.1% |
| Vehicle Operations | | | | | | |
| Fuel | 0.00 | | 0.00 | | 3,300.90 | 20.6% |
| Other | 0.00 | | 0.00 | | 500.00 | 0.0% |
| Washes | 0.00 | | 0.00 | | 312.00 | 44.6% |
| Total Vehicle Operations | 0.00 | | 0.00 | | 17,200.00 | 21.0% |
| Vehicle Repair | | | | | | |
| Bicycle Maint/Repair | 0.00 | | 0.00 | | 95.00 | 47.5% |
| Car Maint/Repair | 0.00 | | 0.00 | | 2,227.91 | 22.3% |
| Total Vehicle Repair | 0.00 | | 0.00 | | 10,200.00 | 22.8% |
| Total Repair/Maint/Utilities | 0.00 | | 0.00 | | 32,036.00 | 24.0% |
| Staff Development | | | | | | |
| Regular Officer Training | 0.00 | | 0.00 | | 0.00 | 0.0% |
| Academy Training | 0.00 | | 0.00 | | 925.00 | 14.2% |
| Officer Training | 0.00 | | 0.00 | | 502.22 | 25.1% |
| Training Supplies | 0.00 | | 0.00 | | 1,427.22 | 8.9% |
| Total Regular Officer Training | 0.00 | | 0.00 | | 16,000.00 | 8.9% |
| Total Staff Development | 0.00 | | 0.00 | | 16,000.00 | 8.9% |
| Total Police | 0.00 | | 26,501.68 | 33.1% | 169,256.74 | 37.9% |
| Total PUBLIC SAFETY | 0.00 | | 26,667.38 | 33.0% | 502,968.00 | 39.0% |

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

12:15 AM
 12/14/15
 Cash Basis

| | ROAD USE TAX | | EMPLOYEE BENEFITS | | TOTAL | |
|--|--------------|-------------|-------------------|-------------|--------------|-------------|
| | Jul - Nov 15 | % of Budget | Jul - Nov 15 | % of Budget | Jul - Nov 15 | % of Budget |
| PUBLIC WORKS | | | | | | |
| Other Public Works | | | | | | |
| Contracts-Other Agencies | 0.00 | | 0.00 | | 423.45 | 35.3% |
| IC Animal Center | 0.00 | | 0.00 | | 15,013.85 | 41.5% |
| IC Bus Service | 0.00 | | 0.00 | | 3,518.30 | 41.7% |
| SEATS Service | 0.00 | | 0.00 | | 18,955.60 | 41.4% |
| Total Contracts-Other Agencies | 0.00 | | 0.00 | | 45,805.00 | 41.4% |
| Total Other Public Works | 0.00 | | 0.00 | | 45,805.00 | 41.4% |
| Roads, Bridges, & Sidewalks | | | | | | |
| Contractual Services | | | | | | |
| Engineering Fees | 0.00 | | 0.00 | | 37,307.33 | 74.6% |
| Repairs/Improvements | | | | | | |
| Arterial panel replacements | 0.00 | 0.0% | 0.00 | 0.0% | 16,000.00 | 0.0% |
| Asphalt patch projects | 0.00 | 0.0% | 0.00 | 0.0% | 4,000.00 | 0.0% |
| Local panel replacements | 0.00 | 0.0% | 0.00 | 0.0% | 13,500.00 | 0.0% |
| Melrose East - panel replacemnt | 0.00 | 0.0% | 0.00 | 0.0% | 23,000.00 | 0.0% |
| Sidewalk Repairs | 5,198.80 | | 0.00 | | 0.00 | 100.0% |
| Street Repairs | 5,617.00 | | 0.00 | | 0.00 | 100.0% |
| Sunset Street landscape | 0.00 | 0.0% | 0.00 | 0.0% | 2,500.00 | 0.0% |
| Traffic sign assessment/mgmt | 1,366.00 | 30.4% | 0.00 | | 4,500.00 | 30.4% |
| Total Repairs/Improvements | 12,181.80 | 19.2% | 0.00 | | 63,500.00 | 19.2% |
| Striping/Curb Renumbering | 5,218.00 | 87.0% | 0.00 | | 6,000.00 | 87.0% |
| Total Contractual Services | 17,399.80 | 25.0% | 0.00 | | 119,500.00 | 45.8% |
| Snow Removal-Contractual | 0.00 | 0.0% | 0.00 | | 35,000.00 | 0.0% |
| Storm water permit | 0.00 | | 0.00 | | 3,000.00 | 0.0% |
| Street Lighting Electricity | 3,382.24 | 39.8% | 0.00 | | 8,500.00 | 39.8% |
| Street Sweeping-Contractual | 0.00 | 0.0% | 0.00 | | 3,500.00 | 0.0% |
| Street Controls and Safety | | | | | | |
| Street Signs-Commodities | 26.50 | 10.6% | 0.00 | | 250.00 | 10.6% |
| Traffic Light Electricity | 322.90 | 43.1% | 0.00 | | 750.00 | 43.1% |
| Total Traffic Controls and Safety | 349.40 | 34.9% | 0.00 | | 1,000.00 | 34.9% |
| Total Roads, Bridges, & Sidewalks | 21,131.44 | 18.0% | 0.00 | | 170,500.00 | 34.3% |
| Sanitation | | | | | | |
| Contractual | | | | | | |
| Grandview Recycling | 0.00 | | 0.00 | | 153.00 | 12.8% |
| Leaf Vacuuming | 0.00 | | 0.00 | | 13,500.00 | 0.0% |
| Trash/Recycling | 0.00 | | 0.00 | | 20,862.00 | 50.3% |
| Total Contractual | 0.00 | | 0.00 | | 35,562.00 | 29.9% |
| Total Sanitation | 0.00 | | 0.00 | | 35,562.00 | 29.9% |
| Total PUBLIC WORKS | 21,131.44 | 18.0% | 0.00 | | 251,667.00 | 35.0% |
| Total Expense | 21,131.44 | 18.0% | 27,689.99 | 83.371.00 | 434,813.72 | 45.5% |
| Net Ordinary Income | 38,257.77 | -306.1% | 15,371.18 | 0.00 | 779.00 | 21,470.7% |
| Net Income | 38,257.77 | -306.1% | 15,371.18 | 0.00 | 779.00 | 21,470.7% |

12/14/15

City of University Heights, Iowa
Warrants for Council Approval
 November 11 through December 15, 2015

| Date | Name | Memo | Amount |
|----------------------------|-----------------------------------|---|------------|
| Nov 11 - Dec 15, 15 | | | |
| 11/12/2015 | City of Iowa City | City Hall water/sewer automatic payment | -14.22 |
| 11/15/2015 | Jones, Christian R | | -696.84 |
| 11/15/2015 | Lyon, Kristofer S | | -1,633.58 |
| 11/15/2015 | Plate, Harold, | | -200.00 |
| 11/15/2015 | Schmitz, Jakub J | VOID:wrong rate | 0.00 |
| 11/15/2015 | Sherman, Nicholas M | | -2,004.10 |
| 11/15/2015 | Simcox, Levio M | | -1,355.36 |
| 11/15/2015 | Stanley, Kenneth L | | -1,575.49 |
| 11/15/2015 | Stanley, Kenneth L | | -610.15 |
| 11/15/2015 | Schmitz, Jakub J | | -1,355.36 |
| 11/15/2015 | Internal Revenue Service | 42-1109342 | -4,206.36 |
| 11/19/2015 | MidAmerican Energy | pedestrian lights at 113 Golfview | -30.81 |
| 11/19/2015 | MidAmerican Energy | 1301 Melrose stop light | -30.81 |
| 11/19/2015 | MidAmerican Energy | 1011 Melrose stop light | -26.59 |
| 11/23/2015 | MidAmerican Energy | street lights | -645.61 |
| 11/23/2015 | MidAmerican Energy | City Hall gas/electricity | -54.93 |
| 11/30/2015 | Anderson, Christine M. | | -348.74 |
| 11/30/2015 | Jones, Christian R | | -2,059.95 |
| 11/30/2015 | Kimura, Lori D. | | -272.93 |
| 11/30/2015 | Lyon, Kristofer S | | -1,660.59 |
| 11/30/2015 | Schmitz, Jakub J | | -1,594.96 |
| 11/30/2015 | Sherman, Nicholas M | | -2,010.67 |
| 11/30/2015 | Simcox, Levio M | | -1,708.11 |
| 11/30/2015 | Stanley, Kenneth L | | -1,575.49 |
| 11/30/2015 | Plate, Harold, | | -199.99 |
| 11/30/2015 | Wellmark BC/BS | monthly insurance payment | -1,861.56 |
| 11/30/2015 | Internal Revenue Service | 42-1109342 | -4,219.34 |
| 11/30/2015 | IOWA PUBLIC EMPLOYEES ... | | -190.25 |
| 11/30/2015 | IOWA PUBLIC EMPLOYEES ... | | -4,506.23 |
| 11/30/2015 | Hills Bank and Trust | interest due on capital loan note #80238742 | -1,249.29 |
| 12/01/2015 | Paul J. Moore, Melrose Aven... | City Hall Rent/garages automatic deposit | -1,374.23 |
| 12/01/2015 | Verizon Wireless | monthly wireless service | -120.41 |
| 12/10/2015 | City of Iowa City | City Hall water/sewer automatic payment | -24.43 |
| 12/15/2015 | Brad Wiley | council meeting filming | -100.00 |
| 12/15/2015 | Internet Navigator | monthly fee for city website/email service | -24.95 |
| 12/15/2015 | Stan Laverman | rental inspector salary | -500.00 |
| 12/15/2015 | Aero Rental | bal owed for chair rental for farmers market | -22.00 |
| 12/15/2015 | CenturyLink | telephone service | -421.10 |
| 12/15/2015 | Hawkeye Community College | training class for Simcox | -85.00 |
| 12/15/2015 | Iowa Law Enforcement Acade... | evaluation of MMPI-2 for Jones | -140.00 |
| 12/15/2015 | Iowa City Press-Citizen | October & November publications | -1,577.18 |
| 12/15/2015 | Iowa Police Chiefs Association | 2016 IPCA Member dues | -75.00 |
| 12/15/2015 | City of Iowa City | bus, fuel for police vehicles | -15,790.64 |
| 12/15/2015 | J & L Construction | final payment for storm intake repair | -768.00 |
| 12/15/2015 | Johnson County Auditor | November 2015 election costs | -1,756.83 |
| 12/15/2015 | Johnson County Refuse, Inc. | November recycling / leaf vacuuming | -17,425.14 |
| 12/15/2015 | Louise From | reimburse for 12/15 meeting fee | -30.00 |
| 12/15/2015 | Leff Law Firm, L.L.P. | legal services 11/7/15-12/11/15 | -8,581.27 |
| 12/15/2015 | Lynn Card Company | holiday cards | -548.95 |
| 12/15/2015 | Mediacom | online service 12/3/15-1/2/16 | -109.95 |
| 12/15/2015 | Nate Moore Wiring Service | replace flag pole light/gfci receptacle at park | -318.04 |
| 12/15/2015 | Polyraise of Eastern Iowa | sidewalk repairs @Sunset & Melrose | -757.40 |
| 12/15/2015 | Julie Pulkrabek Law Office, P.... | legal fees to handle Brown case | -386.00 |
| 12/15/2015 | Stanley, Kenneth L | reimburse for hotel/meals @ meeting | -1,576.72 |
| 12/15/2015 | Russ Boyer Construction | street sign work/patching 10/28/15-11/24/15 | -765.00 |
| 12/15/2015 | Shive Hattery | engineering services 10/3/15-10/30/15 | -9,178.66 |
| 12/15/2015 | Shive Hattery | engineering services 10/31/15-11/27/15 | -8,912.40 |
| 12/15/2015 | Soniclear | software annual support renewal | -295.00 |
| 12/15/2015 | Westport Touchless Autowash | October-November vehicle washes | -54.00 |
| 12/15/2015 | Terry Goerd | November inspection services | -1,505.00 |
| 12/15/2015 | Winkel, Parker & Foster, CPA... | prepare AFR/file with auditor/final adjustments/... | -930.00 |

12/14/15

City of University Heights, Iowa
Warrants for Council Approval
November 11 through December 15, 2015

| <u>Date</u> | <u>Name</u> | <u>Memo</u> | <u>Amount</u> |
|-------------|---------------------|--|---------------|
| 12/15/2015 | Sherman, Nicholas M | reimburse for candy for halloween | -45.54 |
| 12/15/2015 | VISA | folder/intoximeter/phone system/fuel | -505.48 |
| 12/15/2015 | VISA | schedule printing/water dispenser rental/grant ... | -33.10 |
| 12/15/2015 | VISA | flash drives/postage for housing inspector | -81.98 |
| 12/15/2015 | Jones, Christian R | | -1,267.33 |
| 12/15/2015 | Lyon, Kristofer S | | -1,241.51 |
| 12/15/2015 | Plate, Harold, | | -162.80 |
| 12/15/2015 | Schmitz, Jakub J | | -1,146.96 |
| 12/15/2015 | Sherman, Nicholas M | | -1,680.25 |
| 12/15/2015 | Simcox, Levio M | | -1,146.96 |
| 12/15/2015 | Stanley, Kenneth L | | -1,575.51 |
| 12/15/2015 | SEATS | Seats Payment | -703.66 |

Nov 11 - Dec 15, 15



December 2015 Community Protection report

- Officers Kris Lyon Jakub Schmitz and Lee Simcox graduated on Dec. 11th from the Cedar Rapids Police Academy. Congratulations to all three.
- Community Protection Committee recommends that Kenneth Stanley continue as Police Chief for the next year at his current salary.

RESOLUTION NO. 15-77

**RESOLUTION CONTINUING AND EXTENDING THE EMPLOYMENT OF
KENNETH L. STANLEY AS CHIEF OF POLICE FOR
THE CITY OF UNIVERSITY HEIGHTS**

WHEREAS, the City of University Heights entered into an Employment Agreement with Kenneth L. Stanley September 24, 2014, to serve as Chief of Police for a period of one (1) year; and

WHEREAS, the Community Protection Committee recommends that Chief Stanley's employment be continued and extended with the same compensation and benefits as set forth in that Agreement; and

WHEREAS, Chief Stanley's service will continue as an at-will employee with the compensation and benefits outlined in the prior Agreement,

IT IS, THEREFORE, RESOLVED that Kenneth L. Stanley's employment as Chief of Police of the City of University Heights is hereby continued and extended as an at-will employee with the same compensation and benefits as set forth in the Employment Agreement dated September 24, 2014.

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 15th day of December, 2015.

Louise From, Mayor
City of University Heights

ATTEST:

Christine M. Anderson, City Clerk

Steve/UH Resolutions/Resolution 15-77 extending employment of Chief Stanley 12 15 15

CITY OF UNIVERSITY HEIGHTS, IOWA
CHIEF OF POLICE EMPLOYMENT AGREEMENT

This Agreement is made this 24th day of September, 2014, by and between the City of University Heights, an Iowa Municipal Corporation ("City") and Kenneth L. Stanley ("Chief of Police").

WITNESSETH:

WHEREAS, the City of University Heights desires to appoint and employ Kenneth L. Stanley to serve as Chief of Police for the City of University Heights, and

WHEREAS, Kenneth L. Stanley accepts appointment by the Mayor and City Council to the position of Chief of Police for the City of University Heights.

NOW, THEREFORE, the parties agree as follows:

Appointment:

1. The City hereby appoints Kenneth L. Stanley as the Chief of Police of the City of University Heights for one-year, subject to the terms and conditions herein, as well as all applicable laws. Kenneth L. Stanley is hereby vested with the authority applicable to the position of Chief of Police and hereby assumes the duties, responsibilities and obligations of that office, as set forth in the Iowa Code and the City's Code of Ordinances.
2. The appointment of Kenneth L. Stanley as Chief of Police and the conditions of this contract shall become effective at on October 27, 2014, and shall terminate on October 27, 2015, or such other dates as may be agreed to in writing by the parties.

Compensation:

1. As compensation for his services, the City shall pay to Kenneth L. Stanley an annual salary of fifty-nine thousand dollars (\$59,000), payable in installments on regular City paydays, and subject to applicable payroll withholding. All other benefits provided to full-time City Employees will also be provided to Kenneth L. Stanley, excluding medical, dental and vision-care insurance. The City shall not

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pay Kenneth L. Stanley additional sums for overtime work.

2. The City will pay Kenneth L. Stanley's dues to become a member of the Iowa Peace Officers Association and such other professional organizations and the City and Kenneth L. Stanley mutually agree for his continued professional participation, growth, and advancement, and for the good of the City. The City will reimburse Kenneth L. Stanley's for the reasonable expenses associated with Kenneth L. Stanley becoming a sworn peace officer in the State of Iowa pursuant to the rules and regulations of the Iowa Law Enforcement Academy and otherwise promulgated by Iowa law.

3. The City hereby agrees that the City's annual Police Department budget will incorporate and include the expenses of the Chief of Police for professional and official travel, meetings, and occasions considered desirable by the City, to allow the Chief of Police to continue professional development and to adequately pursue necessary official and other functions for the City. These expenses shall include attendance at the Iowa Peace Officers Association and such other national, regional, state and local governmental groups and committees thereof for which provision has been made in the annual Police Department budget.

4. The City hereby agrees to reimburse Kenneth L. Stanley, to the extent provided in the City's annual Police Department budget, for short courses, institutes, and seminars necessary for his professional development and for the good of the City without prior approval of the City Council. The Chief of Police will fall under General Orders of the Police Department, with final approval of the Mayor or Community Protection Committee.

5. The Chief of Police will utilize his personally owned cellular phone in the course of performing the functions of his office, and in lieu of a cellular telephone supplied by the City. The City will reimburse the Chief of Police in an amount equal to 50% (fifty percent) of the basic monthly charges for this telephone.

6. The Chief of Police will be furnished uniforms required for his position as Chief of Police to be paid for by the City.

7. The Chief of Police will furnish his firearm, gun belt, handcuffs, and miscellaneous duty equipment and accessories.

8. The City agrees to provide the Chief of Police with the same sick leave, and other leave benefits available to other full-time commissioned members of the

police department. The Chief of Police will be given four (4) weeks of vacation leave.

9. The City recognizes it is desirable to have representation in and before local civic, Fraternal and other such organizations, and the Chief of Police is authorized to become a member of such organizations approved by the Mayor.

10. Should the City vote to terminate Kenneth L. Stanley's employment as Chief of Police for just cause, he shall be entitled to all regular compensation due at the time of termination, including unused vacation, sick and other leave credits accrued up to the time of termination. Should the City vote to terminate Kenneth L. Stanley's employment as Chief of Police without just cause, he shall be entitled to any regular compensation due at the time of termination, including unused vacation, sick and other leave credits, accrued, as well as severance pay in an amount equal to one (1) year base salary compensation, payable in the form of a lump-sum cash payment, subject to appropriate payroll withholdings.

11. For the purpose of this agreement, "just cause" exists when the Chief of Police:

(a) Is unable to perform his duties with reasonable competence or reasonable safety as a result of a physical or mental condition, including alcohol or substance abuse;

(b) Has committed any act that constitutes reckless disregard for the safety of the public or another law enforcement officer;

(c) Has caused a material fact to be misrepresented;

(d) Acts in a manner for the sole purpose of furthering his self-interest or in a manner inconsistent with the interests of the public or the Chief's governing body;

(e) Violates any law, statute, or ordinance which constitutes a felony or aggravated or serious misdemeanor under Iowa law or which, if committed in Iowa and charged under state law, would be a felony or aggravated or serious misdemeanor; or

(f) Fails to become certified as a peace officer by and through the Iowa Law Enforcement Academy no later than June 1, 2015; or

(g) Has his certification as a peace officer suspended, revoked, otherwise subject to discipline, or restricted in any fashion by licensing, certifying, or credentialing authorities in Iowa or any other state; or

(h) Dies;

(i) Engages in conduct that constitutes unsatisfactory quality of performance,

is unethical, constitutes serious neglect of duty, or is willfully dishonest in dealings with the City or the public; or

(j) Has been deemed insubordinate or found to be in violation of a written established policy, unless such claimed insubordination or violation of a written established policy was a violation of any federal or state law or local ordinance.

12. If the City intends to terminate the employment of the Chief of Police for any of the reasons set forth in section 11(a) through 11(j) (but excluding 11(f) and 11(h)) above, the following procedure shall be followed:

(1) The City shall issue a written notice to the Chief of Police no fewer than ten business days prior to the meeting at which his removal will be considered;

(2) The written notice of the City's intention to terminate the Chief of Police's employment shall include the following:

(a) Specification of the just cause for which removal is sought;

(b) A statement of facts that are alleged to constitute just cause; and

(c) The date, time, and location of the meeting at which the Chief of Police's removal will be considered;

(3) The Chief of Police will be given an opportunity to be heard before the City Council, and to present witnesses, evidence, and argument in his defense, personally and/or through legal counsel of his choosing; and

(4) The City may, by majority vote, find just cause for removing the Chief.

Upon the satisfaction of this just cause termination procedure, the Chief of Police shall be immediately removed from his or her office, shall be relieved of all duties and responsibilities of his office, and shall be entitled to no further compensation or benefits not already earned, accrued, or agreed upon.

The City may, in its sole discretion, suspend the Chief of Police with pay during the time it is considering termination of employment for just cause. Notice of any such suspension shall be given to the Chief of Police with the notice specified in subsection 12(2) above or at such other time as the City deems appropriate.

Any Chief of Police whose employment is terminated for just cause shall be issued a written notice of the grounds of his or her removal within fourteen (14) calendar days of the removal.

13. It is recognized that the Chief of Police will be required to devote considerably more hours to his position and the business affairs of the City than is normally required of other full-time employees. Working hours will be flexible to

accommodate the requirements and practices of the professional administrator position. The concept of "overtime" is not applicable to the position of Chief of Police, with the exception of grant-funded, either State or Federal, overtime. Should the Chief participate in grant-funded enforcement operations, overtime shall be paid per the specifications of the particular grant but only if and when funding is received by the City. No additional compensation will be paid for overtime, and compensatory time will not be due, based upon particular evening or weekend requirements or demanding projects. However, occasional time away from the office for the unusual demands on the Chief of Police's time will be recognized with the nature of the professional position.

14. If any provision, or any portion thereof, contained in the Agreement is held to be unconstitutional, invalid, or unenforceable, the provision, or any portion thereof, shall be deemed severable; however, the remainder of the Agreement shall not be affected, and shall remain in full force and effect. The District Court for Johnson County, State of Iowa, shall have exclusive jurisdiction over any disputes arising under this Agreement.

15. The recital paragraphs appearing at the beginning of this agreement are substantive portions hereof and are incorporated by this reference herein.

16. The paragraph/section titles, headings, and/or captions set forth in this agreement have been employed solely as a means of reference and convenience. Such designations shall not affect the interpretation or construction of this agreement and shall not define, limit, extend, or otherwise describe the scope of this agreement or the intent of any provisions hereof. Such designations are not substantive.

17. This agreement was drafted and shall be construed pursuant to the laws of the State of Iowa.

18. This agreement sets forth the entire agreement between the parties, and supersedes any and all prior written or oral agreements or understandings between the parties pertaining to the subject matter hereof.

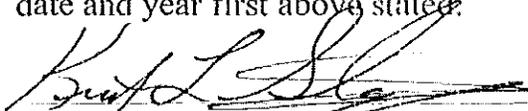
19. Words and phrases used herein shall be construed as singular or plural number, and as masculine, feminine, or neuter gender, according to context.

20. This agreement has been drafted jointly and shall not be construed against any party. The language of all parts of this agreement shall be construed as a whole, according to their fair meaning, and not strictly for or against any party.

KS

21. This agreement may be executed in several counterparts, each of which shall be deemed to be an original and which counterparts shall together contain the signatures of all of the parties hereto and shall constitute a single binding, and complete agreement. The parties agree that facsimile signatures are and will be treated the same as original signatures.

IN WITNESS THEREOF, the parties have entered into this Agreement at the City of University Heights, in the State of Iowa, and have signed the Agreement in duplicate or caused it to be signed by their duly authorized representatives as of the date and year first above stated.


Chief of Police, Kenneth L. Stanley
Date: 9-24-14

City of University Heights, Iowa


Louise From, Mayor
Date: 9/24/14

Attest:


Christine Anderson, City Clerk
Date: 9.24.14

Streets and Sidewalks Report 12/15/2015

- 1) Josiah is reviewing the street sign audit plan done by the MPO and may have an update for us this month.
- 2) Asking council to waive \$100 of the sidewalk repair fee for 230 Koser.
- 3) Update on Community Visioning project: 4 of us traveled to Ames in November for a day-long training session (though the snow turned it into a half-day session for some of us). Attending were myself, Mike Gay, Martha Terry and Thad Wunder. We got a chance to see board presentations of projects done for other cities in Iowa, heard a presentation on pollinator habitat, and worked with our landscape designer for a short session looking at a map of University Heights and identifying where some possible project locations could be.

We'll start our monthly meetings in January. Meeting dates will be set by surveying the steering committee to try to find a meeting time that works best for all members. The first stage of the program is identifying areas for improvement, next coming up with possible solutions and improvements, then designing them and getting feedback on the designs, and then searching for funding. All meetings are open to the public and will be announced on the city website so that anyone who wants to attend may do so.

MEMORANDUM

TO: University Heights, Mayor, Council, and Staff
FROM: Josiah Bilskemper, P.E.
DATE: December 13, 2015
RE: City Engineer's Report

(1) 2015 Sidewalk Repair Project (SE Quadrant)

- a. The council adopted Resolution 15-73 (Resolution Setting the Administrative Fee for the 2015 Sidewalk Repair Project and Authorizing and Directing Invoicing for Repair Costs) at the November 10, 2015 meeting. This resolution set the administrative fee at \$100 per property for those that that elected to join the city repair project and at \$200 per property for owners that did not elect to join the city repair project and did not complete the required work by the July 20, 2015 deadline. Invoices have been mailed to all residents involved, and a listing of amounts has been provided to the City Clerk.
- b. *The next step for this portion of the sidewalk repair program is to send invoices to residents to collect reimbursement of repair costs paid to the contractor. (Nov. Mtg.)*

(2) 2015 Sidewalk Inspections (SW Quadrant)

- a. Letters with sidewalk reports were mailed to 33 properties. At this time, 9 properties have responded with requests to join the city sidewalk repair project.
- b. There is an invoice from "Polyraise of Eastern Iowa" included in the list of warrants for council consideration. This relates to the sidewalk repair already completed at the SW corner of the Melrose and Sunset intersection described in last month's engineering report. This sidewalk location was identified as a trip hazard during sidewalk inspections, and is a city responsibility as it is located at the intersection. We recommend approval of this payment.
- c. *In an effort to attract more contractors to bid on the 2016 repair contract, the notification and sign-up dates are being moved ahead this year. The notification process will occur earlier (October instead of January), and the sign-up for the city administered repair project will occur earlier (February 1 instead of April 15). This will allow bids to be obtained earlier (April instead of June), therefore providing more time for the work to be completed, and hopefully generating more contractor interest. (October Mtg.)*

(3) MS4 Permit – Damaged Street Intake

- a. The remaining 20% payment to J&L Construction is included in the warrants, as the remaining clean-up work for the storm intake repair has been completed. We recommend approval of this payment.
- b. *The intake top has been reconstructed by J&L Construction. There is some remaining work to remove the forms, backfill, restore and clean up the area. (Nov. Mtg.)*



(4) One University Place – East Ravine

- a. At the November meeting, council approved recommendations from Judy Joyce with EarthView Environmental for restoration of the east ravine at a 3:1 grading plan, including removal of several existing trees. Jeff Maxwell indicated at the meeting he would put together his proposed plan to accomplish these recommendations and provide to the City for review. This letter of intent (attached) was provided to the City on November 12, 2015.
- b. Engineering comments were provided to Jeff Maxwell on November 16th, which were acknowledged and confirmed by Jeff on November 23rd, including a commitment to have Judy Joyce on site to confirm and mark the exact trees for removal that were identified in her earlier report. Council and staff were copied on each of these communications.
- c. Judy Joyce visited the site with Jeff on December 4th to confirm and identify tree removals. Judy prepared a summary of this site visit (attached) which was sent to Council on December 7th. Implementing the 3:1 grading plan as directed will require removing a few small diameter trees, and extending the storm pipe outlet about 15-feet.
- d. Jeff indicated the weather has kept the ravine fairly wet, so they have not been able to begin any grading. Once the weather allows the grading work to be accomplished, temporary erosion control measures will be installed on the slope. We will be receiving the slope compaction reports, and reviewing as-constructed survey of the ravine to verify the 3:1 grading has been accomplished.
- e. Once the grading work is completed satisfactorily, a revised landscaping plan will be prepared and submitted to the Council for review.
- f. *At the October meeting, during Jeff Maxwell's discussion with the city council, it was agreed that an outside environmental consultant (Judy Joyce with EarthView Environmental) would visit the site and provide recommendations for the work that would need to be prepared for this portion of the ravine. This report was provided to council on October 28th. The report addresses three main concerns: Light Pollution and Screening, Erosion/Slope Grading, and Vegetation Restoration. (Nov. Mtg.)*

(5) One University Place – Public Improvements Project

- a. The council approved a motion at the November 10, 2015 meeting to include replacement of several poor condition street panels on Melrose Avenue (adjacent to the One University Place frontage) as part of the One University Place Public Improvements Project being prepared by MMS Consultants. The City will be responsible for the construction costs associated with these additional panels that are outside the scope of work necessary for the OUP site construction.
- b. An updated project schedule for the "Public Improvements Project" has been requested for dates of plan submittals for city review, right-of-way acquisition and public bidding.

(6) Olive Court Street Reconstruction – Topographic Design Survey

- a. The council provided direction at the November 10, 2015 meeting to prepare the topographic survey of Olive Court. This survey work is substantially complete, and attached is a reduced scale drawing of the work completed.
- b. *The first step in preparing proposed designs for Olive Court reconstruction is to have the street topographically surveyed. This will create a design base map with accurate locations and elevations of the existing roadway, intersection, trees, driveways, storm water intakes, sidewalks and property lines. The survey will then be used throughout the project to develop construction drawings and/or exhibits. (Nov. Mtg.)*

(7) Iowa DOT – All Town Sign Replacement Program

- a. Russ has completed installation of all signs received as part of the All Town Sign Replacement Program. We'll notify the DOT that the work has been completed.

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

JDB

November 12, 2015

Honorable Louise From, Mayor
City Council Members
City of University Heights
1004 Melrose Avenue
Iowa City, Iowa 52240

Honorable Louise From and Council Members:

At the November 10th regular City Council Meeting, I asked the Council to consider allowing the Maxwell Development team to prepare a written "Letter of Intent" clearly defining the plan moving forward in regards to the additional work yet to be completed in the "East Ravine Area". This request was made by me with the intention of:

- Demonstrating our ability to clearly communicate with the Council and the Community and,
- Demonstrating our commitment with a first class, well defined, and agreed upon Plan.

The details of this plan, as outlined below are put forth in lieu of having our respective legal teams spending both hours and dollars defining something that "reasonable partners" can define themselves. The Council granted me permission to prepare this "Draft Agreement" as follows:

1. Construct a Temporary Green colored plastic fence line defining the Boundary of all remaining Work.
2. Install and reposition additional erosion control measures to prevent any migration of soil downstream.
3. Remove the three (3) remaining trees which the retaining wall was designed to protect.
4. Abandon all of the proposed retaining walls as originally approved.
5. Attempt to remove the top 8" to 12" of existing topsoil and stockpile for later use.
6. Import additional fill material in order to create the desired and approved 3 to 1 Grading Plan as approved By Council.
7. Request inspection by the City Engineer and our Civil Engineer to review and confirm conformance to the approved Grading Plan prior to any consideration of Plant Material Placement.
8. Following approval of the Grading Plan, we would contract with our landscaping design team and Judy Joyce for an onsite visit. This meeting would be scheduled in advance so Mayor From, Councilors, incumbents and newly elected, as well as all interested community members could attend. The purpose of this onsite meeting will give us a fresh view of the final shape of the ravine in an attempt to help everyone visualize the yet to be finalized landscaping plan!

9. Following that onsite meeting and exchange of thoughts and ideas my hope is that everyone will be excited and able to review the combined efforts of two great design companies. I am confident that we will all listen to the professionals' input and suggestions and, they, in turn, listen to the Community Members concerns, preferences and hopes!

10. Following this meeting, the two design teams will work together and create an acceptable landscaping plan, full of beauty and quality. This plan will ultimately require Council authorization prior to installation.

I believe that by putting our heads together and working towards resolution of all challenges, this project can be a lot of fun moving forward.

Thank you for allowing the "One University Place LLC" development team and me the opportunity to be able to demonstrate our ability not only to do great work, but do so with reliability, integrity, and Trust! Your confidence in our organization is truly appreciated.

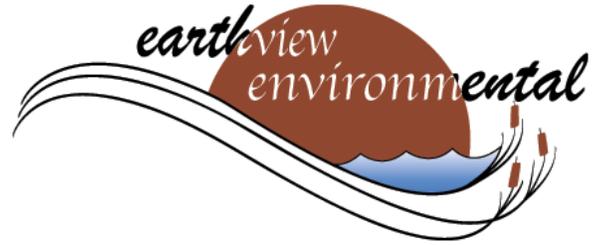
Respectfully,
ONE UNIVERSITY PLACE, LLC

A handwritten signature in black ink, appearing to read "Jeffrey L. Maxwell". The signature is written in a cursive style with a large, sweeping initial "J".

Jeffrey L. Maxwell
3011 Sierra Court SW
Iowa City, Iowa 52240
319-631-1121

December 7, 2015

Mayor and City Council
City of University Heights
City Hall 1004 Melrose Ave
Iowa City, Iowa 52246



RE: OUP East Ravine Restoration – Update 1

To The Mayor and City Council of University Heights:

This letter is to update the council on the status of the ravine restoration efforts. I met with Jeff Maxwell on site on Friday to review the site with him. During the visit, I verified with him the trees to be removed including the three large trees referred to on Page 1 of my previous report (Page 1, Item 1) and four large trees near the bottom of the ravine next to the existing culvert (Page 4). These trees are shown in Figure 1. I also verified that during grading understory shrubs (honeysuckle) and a few small trees (most less than 4" in diameter with one at <6" diameter) will also be removed.

In addition, we noted that in order to accommodate the 3:1 slope, the existing culvert will need to be extended downslope approximately 15-20 feet.

Please let me know if you have any questions, comments or concerns.

Sincerely,


Judith E. Joyce, PWS & Geologist
EarthView Environmental Inc.

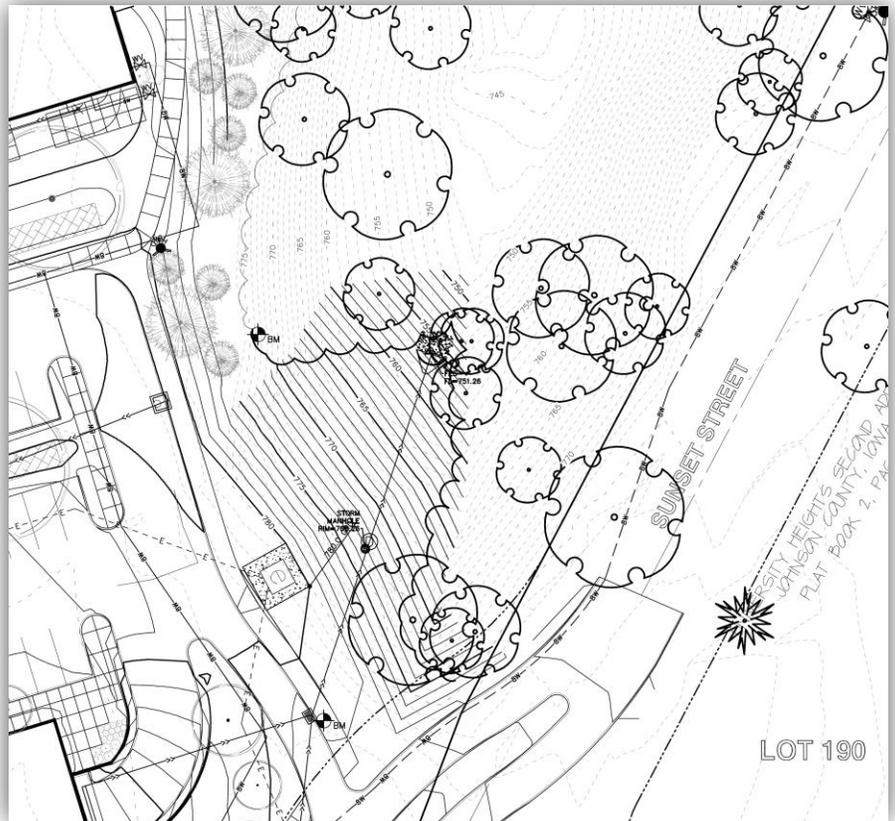


Figure 1: Grading Plan showing 3:1 slope and Tree Removal (Provided by MMS Consultants 2015-12-01)

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

Lights in the Heights II – Luminary Walk 2015 – 1,300 Lights

- Postponed to December 31st, starting at 2pm – meet at 18 George Street off of Melrose
 - 2pm to 4pm - place luminaries along Sunset and/or Melrose
 - 4pm start lighting luminaries
- Call event Chair -Susan Wells (333-1617) or co-Chair Silvia (354-3854) if you can volunteer

Johnson County Assessor’s Office & University Heights Review

- At my request, Tom Van Buer, County Assessor, would like to have the Jo. Co. Assessor’s office present to the Council and residents information on recent Assessor’s office visits. Presentation date to be determined by Council consensus.

Zoning Complaints Trend:

- Large signs (e.g., 4 x 6 size) on homes left post tailgating party
- Post game day trash on yards and right-of-way
- Parking boats/vehicles on yards
- Asphalting front yards

ORDINANCE NO. 192

AN ORDINANCE PROVIDING FOR THE ADOPTION OF THE INTERNATIONAL BUILDING CODE, 2015 EDITION, INCLUDING APPENDIX K; ADOPTION OF THE INTERNATIONAL RESIDENTIAL CODE, 2015 EDITION, INCLUDING APPENDIX F AND APPENDIX J, AND PROVIDING FOR CERTAIN AMENDMENTS TO THOSE CODES; ADOPTION OF THE STATE ELECTRICAL CODE (IOWA CODE § 103.6(1)(A)); AND ADOPTION OF THE STATE PLUMBING AND MECHANICAL CODES (IOWA CODE § 105.4(1)(A)); AND REPELAING ORDINANCE 147.

WHEREAS, the City's current building code is the 2003 edition of the International Building Code (IBC) and the International Residential Code (IRC), and the City should adopt the 2015 editions of those codes; and

WHEREAS, for purposes of uniformity throughout the State, the State Code has been amended to require all local jurisdictions to adopt the State Plumbing and Mechanical Codes by December 31, 2016; and

WHEREAS, the fuel gas code is contained in the State Plumbing Code; and

WHEREAS, for uniformity in greater Johnson County area, the City should adopt the State Electrical Code; and

WHEREAS, the purpose of this ordinance to provide for the protection of the health, welfare and safety of the residents of University Heights,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY UNIVERSITY HEIGHTS

Section I.

(A) Codes Adopted: Subject to the following amendments, the 2015 edition of the international building code (IBC) including Appendix K, electrical administrative process, and 2015 edition of the international residential code (IRC) including Appendix F, radon control methods, and Appendix J, Existing Buildings And Structures, are adopted.

(B) Additionally, the City further adopts Section 103.6(1)(a) of the Iowa Code (the Iowa State Electrical Code), Section 105.4(1)(a) of the Iowa Code (the Iowa State Mechanical Code), and Section 105.4(1)(a) of the Iowa Code (the Iowa State Plumbing Code).

(C) Collectively, these codes shall be known and may be identified, in this Ordinance and elsewhere, as "the City of University Heights Building Code" or the "Building Code". Interpretations of the building official may be guided by publications of the International Code Council, Inc., or the International Existing Building Code, or by such other and further professional and regulatory publications and information as the building official in the official's reasonable discretion deems prudent and appropriate.

(D) Interpretation of Building Code provisions: The provisions of the Building Code shall be held to be the minimum requirements adopted for the protection of the health, safety and welfare of the residents of the City of University Heights. Any higher standards in the state statute or City ordinance shall be applicable.

(E) Amendments to Code: The following sections of the 2015 edition of the international building code and 2015 edition of the international residential code are amended as follows:

(1) Section 101.1 of both the IBC and IRC. Delete Section 101.1 of both the IBC and IRC and insert in lieu thereof the following:

101.1 Title. These regulations shall be known as the Building Code of City of University Heights, hereinafter referred to as "this code."

(2) Section 105.2 of both the IBC and IRC. Delete Section 105.2 of both the IBC and IRC and insert in lieu thereof the following:

105.2 Work Exempt from Permit. A permit shall not be required for the following:
Building

1. One-story detached accessory structures used as tool and storage sheds, playhouses and

similar uses, provided the floor area does not exceed 144 square feet provided the structure is not located in a flood hazard area.

2. Fences not over 6 feet (1829 mm) high.
3. Oil derricks.
4. Retaining walls which are not over 4 feet (1219 mm) in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge or impounding Class I, II or III-A liquids.
5. Water tanks supported directly on grade if the capacity does not exceed 5,000 gallons (18 925 L) and the ratio of height to diameter or width does not exceed 2 to 1.
6. Sidewalks and driveways not more than 30 inches (762 mm) above grade and not over any basement or story below and which are not part of an accessible route.
7. Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.
8. Temporary motion picture, television and theater stage sets and scenery.
9. Prefabricated swimming pools which are less than 24 inches deep, do not exceed 5,000 gallons and are installed entirely above ground.
10. Shade cloth structures constructed for nursery or agricultural purposes and not including service systems.
11. Swings and other playground equipment accessory to detached one- and two-family dwellings.
12. Window awnings supported by an exterior wall which do not project more than 54 inches (1372 mm) from the exterior wall and do not require additional support.
13. Movable cases, counters and partitions not over 5 feet 9 inches (1753 mm) in height.
14. For structures regulated by the IRC the reapplication of shingles and roof sheathing provided:
 - a. Less than 50% of the structural sheathing is replaced and other structural alterations are not required.

Note: Applying solid sheathing over space sheathing is not considered structural sheathing.
15. For structures regulated by the IRC replacing windows provided:
 - a. Replacement window(s) is in compliance with Appendix J.
16. For structures regulated by the IRC replacing exterior doors, including garage doors, provided:
 - a. Replacement door(s) is in compliance with Appendix J.

Note: screen and storm doors do not require a permit regardless of the location.

(3) Electrical:

1. Portable motors or other portable appliances energized by means of a cord or cable having an attachment plug end to be connected to an approved receptacle when that cord or cable is permitted by this code.
2. Repair or replacement of fixed motors, transformers or fixed approved appliances of the same type and rating in the same location.
3. Temporary decorative lighting.
4. Repair or replacement of current-carrying parts of any switch, contactor, control device or contact device of the same type and/or rating.

5. Replacement of non-emergency over-current device of the required ampacity and interrupt rating in the same location.
6. Repair or replacement of electrodes or transformers of the same size and capacity for signs or gas tube systems.
7. Temporary wiring for experimental purposes in suitable experimental laboratories.
8. The wiring for temporary theater, motion picture or television stage sets.

(4) Gas:

1. Portable heating, cooking or clothes drying *appliances*.
2. Replacement of any minor part that does not alter approval of *equipment* or make such *equipment* unsafe.

(5) Portable-fuel-cell *appliances* that are not connected to a fixed piping system and are not interconnected to a power grid.

Mechanical:

1. Portable heating *appliances*.
2. Portable ventilation *appliances*.
3. Portable cooling units.
4. Steam, hot- or chilled-water piping within any heating or cooling *equipment* regulated by this code.
5. Replacement of any minor part that does not alter approval of *equipment* or make such *equipment* unsafe.
6. Portable evaporative coolers.
7. Self-contained refrigeration systems containing 10 pounds (4.54 kg) or less of refrigerant or that are actuated by motors of 1 horsepower (746 W) or less.
8. Portable-fuel-cell *appliances* that are not connected to a fixed piping system and are not interconnected to a power grid.
9. The replacement of fixed appliances provided however that the replacement appliance is in the same location and has a rating equal to or less than the appliance being replaced, and it is not necessary to remove, replace, alter, or install any additional ductwork or piping.

(6) Plumbing:

1. The stopping of leaks in drains, water, soil, waste or vent pipe; provided, however, that if any concealed trap, drainpipe, water, soil, waste or vent pipe becomes defective and it becomes necessary to remove and replace the same with new material, such work shall be considered as new work and a *permit* shall be obtained and inspection made as provided in this code.
2. The clearing of stoppages or the repairing of leaks in pipes, valves or fixtures, and the removal and reinstallation of water closets, provided such repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures.
3. The replacement or removal and reinstallation of any fixture or appliance, provided, however, that the fixture or appliance is installed at the same location and it is not necessary to remove, replace, alter, or install any piping. Exemption from the permit requirements of this Code shall not be deemed to grant authorization for any work to be done in violation of the provisions of the Code or any other laws or ordinances of this jurisdiction.

Exemption from the permit requirements of this Code shall not be deemed to grant authorization for any work to be done in a manner in violation of the provisions of this Code or any other laws or ordinances of this jurisdiction.

(7) Section 105.5 of both the IBC and IRC. Modify Section 105.5 of both the IBC and IRC by adding a sentence to the end as follows:

In no case shall the permit be effective unless the work covered by the permit has a documented inspection every 6 months minimum and is completed within 24 months of the date on which the original permit was issued.

(8) Section 105.8 of the IBC and R105.10 of the IRC. Add two new Sections 105.8 and 105.8.1 to the IBC and R105.10 and R105.10.1 to the IRC as follows:

105.8(IBC) R105.10(IRC) Demolition permits required. A demolition permit shall be required as follows:

1. For the removal of any building or structure.
2. For the removal of any portion of a building (i.e. porch, porch railing, decorative brackets and trim, dormers, chimneys, etc.)

105.8.1(IBC) and R105.10.1 Requirements. The applicant for any demolition permit shall state on the application the proposed disposal plans for all demolition materials. No demolition permit shall be issued until seven (7) working days after the date an application has been properly filed and said demolition permit shall not be effective until applicant has posted the premises to be demolished with a notice to be provided by the City and as directed by the City; provided, however, that accessory buildings as defined in the City of University Heights Zoning Ordinance and dangerous buildings shall be exempt from said notice and waiting requirement.

(9) Section 105.9 of the IBC and R105.11 of the IRC. Add two new Sections 105.9 to the IBC and R105.11 to the IRC as follows:

105.9 (IBC) and R105.11 (IRC) Permittee:

1. An electrical, plumbing or mechanical permit may be issued to any person holding a valid master license for the respective trade as described in Section 17-11-1 E of the City of University Heights Code, or to any company who employs a duly licensed master in the respective trade on a full-time basis who supervises the work of the apprentice and or journeymen during the company's normal business hours.
2. An electrical, plumbing or mechanical permit may be issued to the owner of an existing owner-occupied single-family dwelling, pursuant to a valid certificate of occupancy and used exclusively for residential purposes, to do any electrical work in connection with said dwelling and accessory buildings. The owner must personally purchase all material and perform all labor in connection with the permit.

(10) Section 105.10 of the IBC and R105.12 of the IRC. Add two new Sections 105.10 to the IBC and R105.12 to the IRC as follows:

105.10 (IBC) and R105.12 (IRC) Insurance:

Before any permit to perform electrical or plumbing work may be issued, the applicant shall have on file with the building official a copy of a certificate of insurance stating the liability amounts of no less than three hundred thousand dollars (\$300,000.00) property damage and five hundred thousand dollars (\$500,000.00) bodily injury. The city shall be named as additional insured. The policy shall also provide for at least ten (10) days' notice by the insurer to the city of termination of the policy by the insured or insurer. Electrical permits issued under sections 105.9 (IBC) and R105.11 (ICR) 2 and 3 shall be exempted from this insurance requirement.

(11) Section R107.3 of the IRC and Section 108.3 of the IBC. Amend Section R107.3 of the IRC and Section 108.3 of the IBC as follows:

R107.3 (IRC) 108.3 (IBC) Temporary Power: Replace the "NFPA 70" with "Iowa State Electrical Code."

(12) Section R108.2 of the IRC and Section 109.2 of the IBC. Delete Section R108.2 of the IRC and Section 109.2 of the IBC and insert in lieu thereof the following:

R108.2 (IRC) 109.2 (IBC) Permit Fees and Valuations. The fee for any permit shall be as set forth in the permit fee schedule as established by resolution of the City Council. The determination of value or valuation under any of the provisions of this Code shall be made by the Building Official. The value to be used in computing the building permit and building plan review fees shall be the total value of all construction work

for which the permit is issued, as well as all finish work, painting, roofing, site grading, paving, landscaping, elevators, and other permanent equipment. The value to be used in computing the value of construction for reports shall be the total value of all construction work for which the permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, site grading, paving, landscaping, elevators, fire extinguisher systems and other permanent equipment.

(13) Section R108.5 of the IRC and Section 109.6 of the IBC: Delete Section R108.5 in the IRC and Section 109.6 of the IBC and insert in lieu thereof the following:

R108.5 (IRC) 109.6 IBC Refunds: The Building Official may authorize the refunding of any fee paid hereunder which was erroneously paid or collected. The Building Official shall not authorize the refunding of any fee paid except upon written application filed by the original permittee within one hundred eighty (180) days from the date of fee payment.

(14) Section R108.6 of the IRC and Section 109.4 of the IBC. Delete Section 108.6 of the IRC and Section 109.4 of the IBC and insert in lieu thereof the following:

R108.6 (IRC) 109.4 (IBC) Work commencing before permit issuance: Any person who commences work on a building, structure, electrical, gas, mechanical or plumbing system before obtaining the necessary permits shall be subject to a fee equal to the amount of the permit fee plus a penalty of twice the amount of the permit. This fee shall be collected whether or not a permit is issued. The payment of such fee shall not exempt any person from compliance with all other provisions of this Code or from any penalty prescribed by law. Only the Building Official may reduce this fee when it is demonstrated that an emergency existed that required the work to be done without a permit.

(15) Section 202 of both the IBC and IRC. Add new definition as follows:

Authority Having Jurisdiction. The organization, office, or individual responsible for approving equipment, materials, an installation, or a procedure.

(16) Section 202 of both the IBC and IRC. Add new definition as follows:

Chief Electrical Inspector. A building inspector who either is the authority having jurisdiction or is designated by the authority having jurisdiction and is responsible for administering the requirements of this code.

(17) Section 202 of both the IBC and IRC. Add new definition as follows:

Electrical Inspector. A building inspector authorized to perform electrical inspections.

(18) Section 202 of both the IBC and IRC. Add new definition as follows:

Emergency Communications Center. Shall mean the Johnson County Emergency Communications Center.

(19) Section 202 of the IBC and IRC. Modify definitions as follows:

Habitable space: Add a sentence to the end of the definition of habitable space or room to read as follows: Basement areas finished to a degree to encourage their use as anything other than storage or mechanical rooms shall be considered habitable space.

(20) Section R202 of the IRC. Delete definition of Accessory Structure and insert in lieu thereof the following: ACCESSORY STRUCTURE. See Zoning Definitions in the City Code.

(21) Table R301.2 (1) of the IRC Modify by inserting data in the table as follows:

| Ground Snow Load | Wind Design | | Seismic Design Category | Subject to Damage From | | | Winter Design Temp | Ice-Barrier Underlayment Required | Flood Hazards | | Air Freezing | Mean Annual |
|------------------|-------------|--|-------------------------|------------------------|------------|---------|--------------------|-----------------------------------|---------------|-----------|--------------|-------------|
| | Speed (mph) | Topographic effects, Special wind region, or | | Weathering | Frost line | Termite | | | NFIP | FIRM Maps | | |
| | | | | | | | | | | | | |

| | | Wind-borne debris zone | | | depth | | | | | | Index | Temp |
|----|-----|------------------------|---|--------|-------|----------------|------|-----|---------|---------|-------|------|
| 25 | 115 | No | A | Severe | 42" | Moderate Heavy | -5°F | Yes | 5/22/77 | 2/16/07 | 2000 | 50°F |

(22) Section R302.5.1 of the IRC. Delete Section R302.5.1 of the IRC and insert in lieu thereof the following:

R302.5.1 Opening protection. Openings from a private garage directly into a room used for sleeping purposes shall not be permitted. Other openings between the garage and residence shall be equipped with solid wood doors not less than 1 3/8 inches (35 mm) in thickness, solid or honeycombcore steel doors not less than 1 3/8 inches (35 mm) thick, or 20-minute fire-rated doors.

(23) Section R302.13 of the IRC. Delete Section R302.13 of the IRC entirely.

(24) Section R304.1 of the IRC. Delete Section R304.1 of the IRC and insert in lieu thereof the following:

R304.1 Minimum area. Habitable rooms shall have a floor area of not less than 70 square feet .
Exception: Kitchens.

(25) Section R310.6 of the IRC. Delete Section R310.6 in the IRC and insert in lieu thereof the following:

R310.6 Alterations or repairs of basements in structures built after May 10, 1989. An emergency escape and rescue opening is not required where existing basements undergo alterations or repairs.
Alterations or repairs in structures built prior to May 10, 1989 shall conform to Appendix J Section AJ102.4 Replacement windows.
Exception: New sleeping rooms created in an existing basement shall be provided with emergency escape and rescue openings in accordance with Section R310.1.

(26) Section R312.2 of the IRC and 1015.8 of the IBC. Delete Section R312.2 of the IRC and 1015.8 of the IBC entirely.

(27) Section R313 of the IRC: Delete Section R313 of the IRC entirely.

(28) Section R320.2 of the IRC. Add Section R320.2 in the IRC as follows:

R320.2 Accessibility for projects other than those mentioned in Section R320.1.

R 320.2.1 Scope. The provisions of this section are enacted to implement universal design features that provide accessibility, usability and visit-ability for all.

R320.2.2 Definition. Public funds shall mean funding or assistance from the City of University Heights or any agent thereof through any of the following means:

1. a building contract or similar contractual agreement involving a City-funded program or fund;
2. any real estate received by the owner through a subsidy, lease, or donation by the City or its agents;
3. preferential tax treatment, bond assistance, mortgage assistance, or similar financial advantages from the City or its agents;
4. disbursement of federal or state construction funds including a Community Development Block Grant; or
5. a City contract to provide funding or a financial benefit for housing.

R320.2.3 Applicability. The amendment applies to new one- and two-family dwellings and is not required for new townhouses, accessory apartments or existing structures for repairs, alterations, change of occupancy or additions unless the square footage of the addition is more than 25% of the existing structure, then, the addition must comply.

Exception: Applies to new townhouses constructed using public funds.

The minimum usability requirements are as follows:

1. Step-less Entrance: At least one building entrance must be designed, without encroaching into any required parking space, that complies with the City of University Heights Building Code standard for an accessible entrance on an accessible route served by a ramp in accordance with section R311.8 or a no-step entrance. The accessible route must extend from a vehicular drop-off, or parking to a building entrance. The entry door must have a minimum net clear opening of thirty-two inches (32").

Exception:

1. If public funds are used the step-less entrance must be provided.
2. The building official may waive this requirement based upon the determination that strict compliance is financially or environmentally impractical. Split-level and townhouse style homes may be exempted.

2. Interior doors: At least one bedroom and one bathroom (if either are provided) and all other passage doorway header widths, on the level served by the designed step-less entrance, must be framed to accommodate a minimum 38" clear rough opening. The framing for the doorway width opening may be reduced to accommodate any door size.

Exception:

- 1.If public funds are used the minimum door clear opening shall be thirty-two inches (32") when the door is open ninety degrees (90), measured between the face of the door and the opposite stop.
- 2.Doors serving closets twenty-four inches (24") or less in depth need not be framed to 38" clear opening width.

Note: A 34" door hung in the standard manner provides an acceptable 32" opening.

3. Sanitation facilities: There must be at least one bathroom containing a water closet (toilet) and lavatory (sink) on the level of the dwelling to be accessed by the designed step-less entrance. The room shall have a minimum thirty inches (30") by forty-eight inches (48") clear floor space at the water closet and lavatory. The clear floor space can be shared by both fixtures. The clear floor space shall not be obstructed by a doorway swing.

The plans must show a shower, bathtub or combination tub/shower can be provided within the room or an adjoining room without removing part of the concrete floor to provide necessary plumbing to the future plumbing fixture(s).

Exception:

- 1.If public funds are used a shower, bathtub or combination tub/shower shall be provided within the room.
- 2.Doors may swing into the clear floor space provided at any fixture if sufficient maneuvering space is provided within the room for a person using a wheelchair or other mobility aid to enter and close the door, use the fixtures, reopen the door and exit. Maneuvering space may include any knee space or toe space available below bathroom fixtures.
- 3.The building official may waive this requirement based on the determination that strict compliance is financially impractical.

4. Wall Reinforcement: A bathroom must be provided with wood blocking installed within wall framing to support grab bars as needed. The wood blocking, when measured to the center, will be located between thirty-three inches (33") and thirty-six inches (36") above the finished floor. The wood blocking must be located in all walls adjacent to and behind a toilet.

Exception: Backing is not required behind pre-manufactured showers and bathtubs.

5. Decks: All exterior decks and patios surfaces adjacent to the level served by the designed step-less entrance must be built within four inches (4") of the dwellings finish floor level. Decks shall be a minimum 50% the size of a patio that is served by level served by the designed step-less entrance.

6. Switch and outlet requirements: All wall switches, controlling light fixtures, fans, all temperature control devices and all receptacles shall be located in an area between fifteen (15) and forty-eight (48) inches above finished floor. The height will be determined by measuring from the finished floor to the center of the device. When the control or receptacle placement is prohibited by the height of the window or design feature, alternative locations may be approved by the building official.

7. Electrical panel requirements: Electrical panels on the level of the dwelling to be accessed by the designed step-less entrance shall be located so that the individual circuit breakers are located between 15" and 54 " above the floor.

8. Garages: Must be wired for power operated overhead

(29) Section R326 of the IRC. Delete Section R326 of the IRC entirely.

(30) Section R403.1.4.1 of the IRC. Modify by deleting all exceptions and inserting in lieu thereof the following:

Exceptions:

1. One story detached accessory buildings of wood or steel frame construction not used for human occupancy and not exceeding one thousand (1,000) square feet in floor area may be constructed using slab on grade construction as follows. The slab shall be three and one half inches thick, poured monolithically with thickened perimeter footings extending twelve inches (12") below finish grade and be twelve inches (12") wide at the base. The top of the foundation shall not be less than six inches (6") above finish grade. Reinforcement of the slab, including the thickened portion, shall be minimum 6x6-10/10 welded wire mesh, #4 deformed reinforcing bars at twenty four inches (24") on center each way or fiber mesh reinforced concrete.

2. One-story wood or metal frame building not used for human occupancy and not over 200 square feet in floor area may be constructed with walls supported on a wood foundation plate or "skids" when approved by the building official.

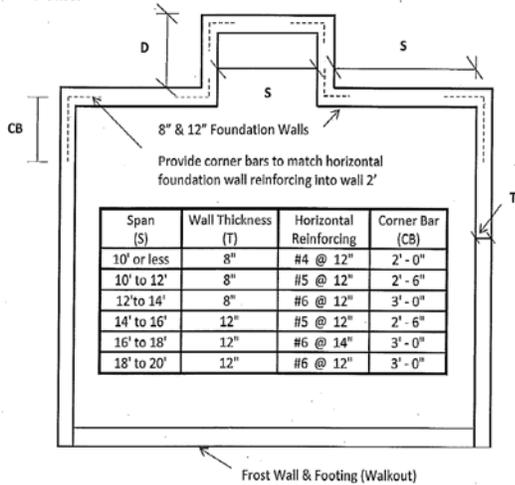
3. Decks not supported by the structure need not be provided with footings that extend below the frost line.

(31) Section R404.1.1 of the IRC: Amend Section R404.1.1 of the IRC by adding an Exception after number 2 as follows:

Exception: Foundation walls with unbalanced lateral forces created by finish grade, i.e. walkout basements which are exempt from the Iowa Architectural Act shall be designed by a licensed structural engineer or constructed in accordance with the Table R404.1.1(5) and diagram as follows:

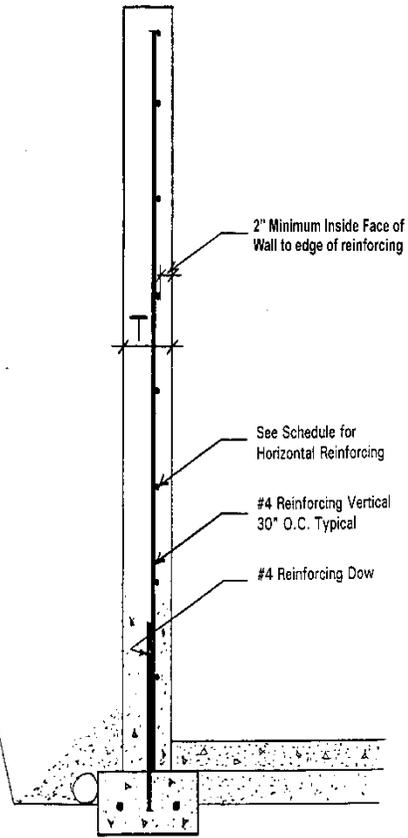
Table R401.1.1(5)

CB = Corner Bars
S = Span of Wall
T = Thickness
D = 4' Offset



Notes:

1. Corner Bars are required in addition to horizontal reinforcing.
2. All Corner Bar reinforcing splices shall be lapped a minimum of 24".
3. If span (S) is greater than 16', the minimum dimension of (D) shall be 6'.



(32) Section R404.1.3 of the IRC. Modify Section R404.1.3 by adding a second paragraph as follows:

Wall thickness may be reduced to eight inches (8") if a minimum of three (3) one-half inch diameter deformed ASTM A615 grade 40 steel bars are placed horizontally at the center of the wall thickness with one bar located within 14" of the top, one bar within 14" of the bottom and one bar located within 14" of the mid-height of the wall provided the wall height does not exceed eight feet (8').

(33) Section 423.4 of the IBC. Delete Section 423.4 in its entirety and insert in lieu thereof the following:

Group E occupancies. In areas where the shelter design wind speed for tornados is 250 MPH in accordance with Figure 304.2(1) of ICC 500, all new Group E occupancies shall have a storm shelter constructed in accordance with ICC 500. The shelter shall be capable of housing the total occupant load of the Group E occupancy or as required by 661-301 of the Iowa State Building Code, whichever is more restrictive.

Exceptions:

1. Group E day care facilities.
2. Group E occupancies accessory to places of religious worship.
3. Buildings meeting the requirements for shelter design in ICC 500.
4. Portable buildings.

(34) Section 501.2 of the IBC (F). Modify by inserting the following after the second sentence:

From 100-199 feet from the street the number shall be a minimum of 6 inches high with a minimum stroke of 0.5 inches. From 200-299 feet from the street the numbers shall be a minimum 8 inches high with a minimum stroke of 0.5 inches. For each additional 100 feet from the street, the number shall increase by an additional 2 inches in height. Measurements to determine the minimum number size shall be measured from the approved address location to the center line of the street for which the premises is addressed.

(35) Section R703.2 of the IRC. Modify by deleting the last sentence in the paragraph.

(36) Section R807.1 of the IRC. Modify by adding a sentence at the end of the second paragraph as follows:

The opening shall not be located in a closet, bathroom, mechanical room, laundry room, or similar room or location.

(37) Section 903.2.2 of the IBC (F). Delete Section 903.2.2 of the IBC and replace with:

903.2.2 Group B ambulatory health care facilities. An automatic sprinkler system shall be installed throughout all fire areas containing a Group B ambulatory health care facility occupancy.

(38) Section 903.3.5.3 of the IBC (F). Add a new Section 903.3.5.3 in the IBC to read as follows:

903.3.5.3 Water supply safety margin. Provide a minimum 10%, but not less than 5 psi, safety margin above static pressure in the fire protection system hydraulic calculation.

(39) Section 903.4.2 of the IBC (F). Delete Section 903.4.2 of the IBC and replace with:

903.4.2. Alarms. An approved weatherproof horn/strobe device shall be mounted directly above the fire department connection between seven (7) and ten (10) feet in height above grade. The water-flow alarm device shall be activated by water flow equivalent to the flow of a single sprinkler of the smallest orifice size installed in the system. Approved and supervised audible visual notification appliances shall be installed on each level of the interior of the building as required by the fire code official and NFPA 72.

(40) Section 903.6 of the IBC (F). Add a new Section 903.6 to the IBC to read as follows:

903.6 Zones. Automatic sprinkler system zones shall not exceed the area permitted by NFPA 13 or NFPA 13R and shall provide a sprinkler control valve and water flow device for each normally occupied floor

(41) Section 906.1 of the IBC (F). Delete the exception without substitution.

(42) Section 906.3 of the IBC (F). Add a sentence to the end of the section to read as follows:

The minimum rating of any required portable fire extinguisher for Class A, Class B, or Class C hazard shall be 2-10 B C

(43) Section 907.2 of the IBC (F). Delete the section and replace with:

907.2 Where required-new buildings and structures. An approved and addressable fire alarm system installed in accordance with the provisions of this code and NFPA 72 shall be provided in new buildings and structures in accordance with Sections 907.2.1 through 907.2.23 and provide occupant notification in accordance with 907.5, unless other requirements are provided by another section of this code.

A minimum of one manual fire alarm box shall be provided in an approved location to initiate a fire alarm signal for fire alarm systems employing automatic fire detectors or water-flow detection devices. Where other sections of this code allow elimination of fire alarm boxes due to sprinklers, a single fire alarm box shall be installed.

EXCEPTION:

1. The manual fire alarm box is not required for fire alarm systems dedicated to elevator recall control and supervisory service.

(44) Section 907.2.1 of the IBC (F). Delete the "exception" in Section 907.2.1 in its entirety and insert in lieu thereof the following exceptions:

EXCEPTION:

1) Except for Group A-2 occupancies with occupant loads of 200 or more, manual fire alarm boxes are not required where the building is equipped throughout with an automatic sprinkler system and the alarm notification appliances will activate upon sprinkler water flow.

2) Group A-2. An automatic/manual fire alarm system shall be installed in Group A-2 occupancies with and occupant load of 200 or more. Activation of the fire alarm shall additionally cause:

a. Illumination of the protected premises to not less than 10 foot-candles over the area of the room at a height of 30 inches above the floor; and

b. All conflicting or confusing sounds and visual distraction to automatically stop.

(45) Section 907.2.3 of the IBC (F). Modify by adding a sentence to the end of the first paragraph as follows:

New and existing educational occupancies shall have a monitored fire alarm system.

(46) Section 907.2.3 of the IBC (F). Modify by adding a 4¹ exception as follows:

4. Day care occupancies classified as Group E Occupancy shall not require a monitored fire alarm system unless required elsewhere in the code.

(47) Section 907.2.11.2 of the IBC. Modify by adding a fourth location requirement as follows:

4. Supervised smoke alarms shall be installed in all common corridors and at the top and bottom of all stairway enclosures in Groups R-2, R-4 and 1-1 occupancies. In corridors, detectors shall be located within fifteen (15) feet of the end of the corridor and in such a way that one detector is located for each thirty (30) feet of corridor length or spaced as allowed by the code.

(48) Section 907.4.2 of the IBC. Modify by adding a sentence to the end of the section to read as follows:

Where in the opinion of the code official manual fire alarm boxes may be used to cause false fire alarms, the code official is authorized to modify the requirements for manual fire alarm boxes.

(49) Section 907.6.4 of the IBC (F). Modify by deleting the exception and inserting in lieu thereof the following exception:

Exception: Automatic sprinkler system zones shall not exceed the area permitted by NFPA 13 and shall provide a sprinkler control valve and waterflow device for each normally occupied floor.

(50) Section 907.6.4.3 of the IBC (F). Add a section to read as follows:

Section 907.6.4.3 Zone and address location labeling. Fire alarm and/or annunciator panels shall have all zones and address points plainly and permanently labeled as to their location on the outside of the panel or on an easily readable map of the building.

(51) Section 907.6.6 of the IBC (F). Modify Section 907.6.6 by adding two sentences to the end as follows:

Each address point identification, shall have an alpha/numeric descriptor location. Alpha/numeric descriptor locations are required to be reported to the Emergency Communications Center upon activation of supervisory and/or alarm conditions as specified by the fire code official.

(52) Section 910.2 of the IBC (F). Delete exception 2 without substitution.

(53) Section 910.3.2.2 of the IBC (F). Delete Section 910.3.2.2 and replace with:

910.3.2.2 Sprinklered buildings. Where installed in buildings provided with an approved automatic sprinkler system, smoke and heat vents shall be designed to operate automatically by actuation of a heat-responsive device rated at least 100 degrees F (38 degrees C) above the operating temperature

of the sprinkler.

Exception: Gravity-operated drop-out vents complying with Section 910.3.2.1.

(54) Section 912.6 of the IBC (F). Add a new section 912.6 to the IBC to read as follows:

912.6 Size. Minimum fire department connection size shall be 2 1/2 inch National Standard Thread.

(55) Section 912.7 of the IBC (F). Add a new section 912.7 to the IBC to read as follows:

912.7 Water supply. Fire department connections shall be located not more than 100 feet from a hydrant and both the fire department connection and hydrant shall be located on the same side of the fire department access or as approved by the fire code official.

(56) Section 1011.3 of the IBC. Modify by adding a third exception as follows:

EXCEPTION:

3. Stairs within individual dwelling units of Residential Group R occupancies that existed prior to 8/28/02 (adoption of the 2000 IRC) are permitted a 78-inch (6'-6") headroom clearance.

(57) 1015.8 of the IBC. Delete Section 1015.8 of the IBC entirely.

(58) Section 1023.4 of the IBC. Modify Section 1023.4 by adding a fourth unnumbered paragraph as follows:

Fire door assemblies that provide access to a non-pressurized interior exit of R-2 occupancies shall also be automatic closing by actuation of a smoke detector.

(59) Section 1029.2 of the IBC (F). Modify by adding two new exceptions as follows: EXCEPTION:

1) Except for Group A-2, in assembly occupancies where there is no well-defined main exit or where multiple main exits are provided, exits shall be permitted to be distributed around the perimeter of the building provided that the total width of egress is not less than 100 percent of the required width.

2) The main entrance/exit of A-2 occupancies shall be of a width that accommodates not less than two-thirds of the total occupant load

(60) Section 1030.1 of the IBC. Modify by deleting the exceptions and inserting in lieu thereof the following:

EXCEPTIONS:

1. The emergency escape and rescue opening is permitted to open onto a balcony within an atrium in accordance with the requirements of Section 404 provided the balcony provides access to an exit and the dwelling unit or sleeping room has a means of egress that is not open to the atrium.

2. Regardless of what Tables 1006.3.2(1) and 1006.3.2(2) allow, all group R-2 occupancies other than hotels and motels must be provided with emergency escape & rescue openings.

3. Emergency escape and rescue openings are not required from basements or sleeping rooms that have an exit door or exit access door that opens directly into a public way or to a yard, court or exterior exit balcony that opens to a public way.

(61) Section 1030.3 of the IBC. Modify by adding an exception as follows:

EXCEPTION: For emergency escape and rescue openings required for the remodeling or finishing of space in an existing basement, the maximum sill height may be measured from an elevated landing not less than 36 inches wide, not less than 18 inches out from the interior finish of the exterior wall and not more than 24 inches in height. The landing shall be permanently affixed to the floor below and the wall under the window it serves.

(62) Section 1030.6 of the IBC. Add a new Section 1030.6 to the IBC to read as follows:

Section 1030.6. Emergency escape windows under decks and porches. Emergency escape windows

are allowed to be installed under decks and porches provided the location of the deck allows the emergency escape window to be fully opened and provides a path not less than 36 inches in height to a yard or court.

(63) Chapter 11 of the IRC. Delete Chapter 11 in its entirety and insert in lieu thereof the following:

Chapter 11 Energy Efficiency, Section N1101. Energy efficiency for the design and construction of building regulated by this code shall be as required by 661-303 of the Iowa State Administrative Code.

(64) Chapter 11 of the IBC. Delete Chapter 11 in its entirety and insert in lieu thereof the following:

Chapter 11 Accessibility, Section 1101. Buildings or portions of buildings shall be accessible to persons with disabilities as required by 661-302 of the Iowa State Administrative Code.

(65) Section 1209.2 of the IBC. Modify by adding a second unnumbered paragraph as follows:

1209.2 Attic spaces. The opening shall be located in a corridor, hallway, or other readily accessible location. The opening shall not be located in a closet, bathroom, mechanical room, laundry room, or similar room or location. Attics with a maximum vertical height of less than thirty inches need not be provided with access openings.

(66) Chapter 13 of the IBC. Delete Chapter 13 in its entirety and insert in lieu thereof the following:

Chapter 13 Energy Efficiency, Section 1301. Energy efficiency for the design and construction of building regulated by this code shall be as required by 661-303 of the Iowa State Administrative Code.

(67) Section G2406.2 (303.3) of the IRC. Prohibited locations of the IRC. Modify by deleting exceptions 3 and 4.

(68) Section G2415.3 (404.3) of the IRC. Prohibited locations of the IRC. . Modify by deleting the last sentence.

(69) Part VII Plumbing, Chapters 25 through 33 inclusive of the IRC. Delete Part VII Plumbing Chapters 25 through 33 inclusive of the IRC and insert the following:

Part VII Plumbing, Chapter 25

Section P2501 GENERAL

P2501.1 Scope. Plumbing systems shall comply with the Iowa State Plumbing Code.

Administrative Provisions. The Plumbing Code shall be administered in accordance with administrative provisions in chapter 1 of this code as amended.

(70) Chapter 27 of the IBC. Delete Chapter 27 of the IBC and insert the following:

Chapter 27 Electrical

Section 2701.1 Scope. Electrical systems shall comply with the Iowa State Electrical Code.

Administrative Provisions. The Electrical Code shall be administered in accordance with administrative provisions in chapter 1 of this code as amended and Appendix K as amended.

(71) Chapter 28 of the IBC. Delete chapter 28 of the IBC and insert the following:

Chapter 28 Mechanical Systems

Section 2801.1 Scope. Mechanical systems shall comply the Iowa State Mechanical Code with the following amendments:.

Administrative Provisions. The Mechanical Code shall be administered in accordance with administrative provisions in chapter 1 of this code as amended.

Commercial Kitchen Hood Exhaust Termination:

In addition to the code requirements for commercial kitchen hood exhaust terminations locations, the following shall apply:

For new construction, change in occupancy or change in use, that requires a new commercial kitchen hood or revisions to an existing commercial kitchen hood, the new or existing commercial kitchen hood exhaust duct shall terminate as follows:

1. Above the roof level without passing through an exterior wall; or
2. Through an alley facing exterior wall provided the termination is above the roof level; or
3. To an alley right of way per 3202.3.2 of the International Building Code.

(72) Chapter 29 of the IBC. Delete Chapter 29 of the IBC and insert the following

Chapter 29 Plumbing Systems

Section 2901.1 Scope. Plumbing systems shall comply with the Iowa State Plumbing Code. Administrative Provisions. The Plumbing Code shall be administered in accordance with administrative provisions in chapter 1 of this code as amended.

(73) Section 3002.4 of the IBC. Delete Section 3002.4 of the IBC and insert in lieu thereof the following:

3002.4 Elevator car to accommodate ambulance stretcher.

In buildings four or more stories above, or four or more stories below, grade plane, at least one elevator shall be provided for fire department emergency access to all floors. The elevator car shall be of such a size and arrangement to accommodate an ambulance stretcher 24 inches by 84 inches (610 mm by 2134 mm) with not less than 5-inch (127 mm) radius corners, in the horizontal, open position and shall be identified by the international symbol for emergency medical services (star of life). The symbol shall not be less than 3 inches (76 mm) high and shall be placed inside on both sides of the hoistway door frame.

(74) Part VIII Electrical, Chapters 34 through 43 inclusive of the IRC. Delete Part VIII Electrical Chapters 34 through 43 inclusive of the IRC and insert the following:

Part VIII Electrical, Chapter 34

Section E3401 GENERAL

E3401.1 Applicability. Electrical systems shall comply with the Iowa State Electrical Code.

(75) (Appendix K of the IBC.)

(76) Section K103.2 of the IBC. Work exempt from permit. Delete Section K103.2 in the IBC and insert in lieu thereof the following:

Section K103.2 Work exempt from permit. See section 105.2 in both the IRC and IBC.

(77) Section K106.5 of the IBC. Add a new Section K106. 5 as follows:

Section K106. 5 Energy Connections; An electrical system or equipment regulated by this code for which a permit is required shall not be connected to a source of energy or power until approved by the building official.

(78) Section K106.6 of the IBC. Add a new Section K106. 6 as follows:

Section K106. 6 Temporary Energy Connections. The building official may authorize the temporary connection of the electrical system or equipment to the source of energy or power for the purpose of testing the equipment, or for use under a temporary certificate of occupancy.

(79) (Appendix J of the IRC.)

(80) Section AJ102.4 of the IRC. Delete Section AJ102.4 of the IRC and insert in lieu thereof the following:

AJ102.4 Replacement windows and doors. Regardless of the category of work, where an existing window or door, including the sash and glazed portion, or safety glazing is replaced, the replacement window, door or safety glazing shall comply with the requirements of Sections AJ102.4.1 through AJ102.4.3, as applicable.

(81) Section AJ102.4.1 of the IRC. Delete Section AJ102.4.1 of the IRC and insert in lieu thereof the following:

AJ102.4.1 Energy efficiency. Replacement windows or doors shall comply with the requirements of Chapter 11.

(82) Section AJ102.4.4 of the IRC. Delete Section AJ102.4.4 of the IRC entirely.

(83) Section AJ501.7 of the IRC. Delete Section AJ501.7 and insert in lieu thereof the following:

AJ501.7 Ceiling height. *Habitable spaces* created in existing *basements or attics* shall have ceiling heights of not less than 6 feet, 8 inches (2032 mm), except that the ceiling height at obstructions shall be not less than 6 feet 4 inches (1930 mm) from the *basement or attic* floor. Existing finished ceiling heights in nonhabitable spaces in *basements or attics* shall not be reduced.

(84) Section AJ501.8.1 of the IRC. Delete Section AJ501.8.1 of the IRC and insert in lieu thereof the following:

AJ501.8.1 Stair width. Existing *basement and attic* stairs and handrails not otherwise being altered or modified shall be permitted to maintain their current clear width at, above and below existing handrails.

(85) Section AJ501.8.2 of the IRC. Delete Section AJ501.8.2 of the IRC and insert in lieu thereof the following:

AJ501.8.2 Stair headroom. Headroom height on existing *basement or attic* stairs being altered or modified shall not be reduced below the existing stairway or attic finished headroom. Existing *basement or attic* stairs not otherwise being altered shall be permitted to maintain the current finished headroom.

(86) Section AJ501.8.3 of the IRC. Delete Section AJ501.8.3 of the IRC and insert in lieu thereof the following:

AJ501.8.3 Stair landing. Landings serving existing *basement or attic* stairs being altered or modified shall not be reduced below the existing stairway landing depth and width. Existing *basement or attic* stairs not otherwise being altered shall be permitted to maintain the current landing depth and width.

(87) Section AJ601.4 of the IRC. Delete Section AJ601.4 of the IRC and insert in lieu thereof the following:

AJ601.4 Ceiling height. *Habitable spaces* created in existing *basements and attics* shall have ceiling heights of not less than 6 feet, 8 inches (2032 mm), except that the ceiling height at obstructions shall be not less than 6 feet 4 inches (1930 mm) from the *basement or attic* floor. Existing finished ceiling heights in nonhabitable spaces in *basements or attics* shall not be reduced.

SECTION II. REPEALER. Ordinance No. is hereby repealed.

SECTION III CONFLICTS. If any section, provision or part of the Ordinance, as now existing or as hereafter amended, conflicts with the University Heights Zoning Ordinance, Ordinance No. 79, or the University Heights Rental Housing Code, Ordinance No. 110, as either now exists or is hereafter amended, such conflicts will be resolved by applying and enforcing the more stringent or more restrictive provision or provisions.

SECTION IV. SEVERABILITY. If any section, provision or part of the Ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

SECTION V. EFFECTIVE DATE. This Ordinance shall be in effect after final passage, approval and publication as provided by law.

Passed and approved this ____ day of _____, 2016.

MAYOR

ATTEST: _____
CITY CLERK

Approved by

City Attorney's Office

University Heights December 2015 eGovernment Report

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

- **November 23, 2015**
 - Winter Sidewalks snow shoveling policy
- **November 15, 2015**
 - Isabella Robles wins writing contest, council meeting webstream posted
- **November 12, 2015**
 - Councilor Aldrich's baby born
- **November 11, 2015**
 - Construction Updates page
- **November 9, 2015**
 - Council meeting agenda and attachments
- **November 8, 2015**
 - Council meeting agenda
- **November 4, 2015**
 - Election Results

Monthly Statistics from Stat Counter

| Page Views | Unique Visits | 1 st Time Visits | Returning Visits | |
|------------|---------------|-----------------------------|------------------|---------|
| 1,779 | 1,332 | 973 | 359 | Total |
| 60 | 45 | 33 | 12 | Average |

Monthly Statistics from Webalyzer

| | |
|-------------------------------|------------|
| Hits per Hour | 85 |
| Hits per Day | 2492 |
| Pages per Day | 439 |
| Total Visits | 7374 |
| Total Unique User Agents | 990 |
| Average Visits Per Day | 245 |

U-H Website Twitter Statistics November 1- 30, 2015

| | |
|-----------|----|
| Tweets | 8 |
| Re-tweets | 4 |
| Followers | 78 |

University Heights City Council Meeting Webcasts Viewing Statistics From EarthChannel

November Council Meeting statistics 11/12/15 to 11/30/15



October Council Meeting statistics 10/14/15 to 11/30/15

