

UNIVERSITY HEIGHTS CITY COUNCIL

TUESDAY FEBRUARY 11, 2003

AT

**CITY OF UNIVERSITY HEIGHTS CITY OFFICE
1004 MELROSE AVENUE**

AGENDA

Call to Order.

Minutes of January.

Public Input.

Other Business: Discussion of FY03/04 Budget.
 28E Agreement with City of Iowa City for Dispatch Services.
 Third Consideration Ordinance No. 128.

Treasurer's Report. Payment of Bills.

Mayor's Report.

Clerk's Report.

Legal Report.

Engineer's Report.

Police Report.

Committee Reports: Finance
 E-Government
 Building, Zoning and Sanitation
 Community Protection
 Street and Sidewalks
 JCCOG

Next Meeting: March 11, 2003

Gloria Jacobson, Mayor

Telephone: 338-3489

February 11, 2003

Mayor Jacobson called to order a regular meeting of the Council at 7:03 p.m.

Present: Mayor Jacobson; Council Members From, Gay, Giese, Schoenmaker, Wood (by speakerphone); Attorney Ballard; Chad Lambi, Shive-Hattery Engineers & Architects; Police Chief Shimon; Treasurer Reitz; Clerk Birk.

Others Present: Steve Kuhl, Greenwood and Crim; Stan Laverman.

Absent: None.

ALL VOTES UNANIMOUS UNLESS OTHERWISE STATED.

MOTION by From, second by Schoenmaker, to approve the minutes of the regular meeting in January.

Carried.

OTHER BUSINESS: Steve Kuhl of Greenwood and Crim was present to discuss the City budget for FY 03/04. The State of Iowa has changed the format for reporting budgets and a resolution is needed to approve conversion to this new system.

RESOLUTION (03-04) introduced by Wood, second by From, to approve conversion to the GASB-34 format for the FY 03/04 budget and to approve restatement of the FY 01/02 and FY 02/03 budgets in this new format.

The roll was called and the vote was:

AYES:	NAYS:	ABSENT:	
X			From
X			Gay
X			Giese
X			Schoenmaker
X			Wood

Passed and approved this 11th day of February 2003.

When proposed budget information and expected revenues were combined for a proposed budget there was a shortfall of \$44,000. Council does not wish to use reserve funds to make up this shortfall. The City is at the maximum levy rate of \$8.10. This rate cannot be raised without the approval of voters, and doing so this year is not an option due to time constraints. There are non-voting levies which can effectively raise taxes such as the FICA/IPERS benefits levy that was approved last year. Two additional levies will be considered this year. They are an insurance levy and a employee benefits levy. The insurance levy is the cost of worker's comp for the police department, and for liability insurance for police cars and other City property. The projected amount is \$11,600. Employee benefits is a special revenue levy for which costs the City \$6800; most of this cost is for police health insurance. Including these levies would reduce the shortfall by \$28,760. After discussion, Council decided to add the two new levies.

MOTION by Wood, second by From to adopt the Insurance levy and the Other Employee Benefits levy, and to reduce proposed spending by \$25,400 in order to adopt a balanced budget.

Carried.

Treasurer Reitz distributed a list of possible changes to the budget, and Council discussed these. Reductions were made to a number of categories, the largest being the elimination of leaf vacuuming, which had a projected cost of \$12,000. Attorney Ballard said that rental inspection fees would increase from \$5,000 to 11,000. With the addition of this income, Council was able to formulate a balanced budget without using reserve funds.

MOTION by Wood, second by From, to accept the budget as corrected.

Carried.

Treasurer Reitz will incorporate the budget changes, re-calaulate totals, and deliver a corrected copy to Steve Kuhl. The budget will be published and Mr. Kuhl will attend the March Council meeting, at which time the budget for FY 03/04 will be approved.

Attorney Ballard discussed the 28E agreement with Iowa City for police dispatching. The annual cost is \$42,275, payable quarterly.

RESOLUTION (03-05) introduced by Gay, second by Giese, to approve a 28E agreement between University Heights and Iowa City for dispatch and communications services.

The roll was called and the vote was:

AYES:	NAYS:	ABSENT:	
X			From
X			Gay
X			Giese
X			Schoenmaker
X			Wood

Passed and approved this 11th day of February 2003.

Attorney Ballard distributed copies of the ordinance that would regulate the development of sensitive areas within the City. This is the third reading of the ordinance.

RESOLUTION 03-06) introduced by Giese, second by Schoenmaker, to adopt Ordinance No. 128

The roll was called and the vote was:

AYES:	NAYS:	ABSENT:	
X			From
X			Gay
X			Giese
X			Schoenmaker
X			Wood

Passed and approved this 11th day of February 2003.

TREASURER'S REPORT: Treasurer Reitz distributed the reports for January. A bill for the garage rent was received and includes the billing for last year, for which no bill was received. The clerk will call to report that electrical service at the garage is intermittant.

MOTION by Wood, second by Gay, for payment of all the bills.

Carried.

WARRANTS & INCOME - JANUARY

Num	Name	Memo	Amount
EFT	Paul J. Moore, Melrose Avenue Building	Gen:P&A-City Office-Rent	650.00
EFT	City of Iowa City	Gen:P&A:Facility water/sewer	13.65
EFT	Electronic Engineering	Gen:CP:Police pager	61.75
13755	City of Coralville	Gen:CP:bldg insp. services	150.00
13756	All American Concrete, Inc.	SR:HCE:Roads-Melrose Ave Concrete repair	6,300.00
13757	Johnson County Refuse, Inc.	Gen:HCE:Trash/Recycling	1,365.00
13758	Iowa City Press-Citizen	Gen:P&A:Publications	113.57
13759	City of Coralville	Gen:CP:Fire Contract	14,859.00
13760	Shive Hattery	SR:HCE:Engineering Fees	1,206.70
13761	Joy Bayshore	Gen:HD:Library Card	37.50
13762	Hy-Vee Food Stores, Inc.	Gen:CP:Police-ILEA food/Egli	648.97
13763	Ed. Roehr Safety Products	Gen:CP:Police vehicle equip-light bar parts	344.72
13764	OMB Police Supply	Gen:CP:Police weapons-used magazines	71.95
13765	VISA	Gen:CP/P&A:supplies/software	463.17
13744	Carousel Ford	Gen:CP: Police Vehicle Equip-air bag/cooling sys	552.20
13745	Fesler's Inc.	Gen:CP:police Equip repair-flashlight	6.95
13747	Sedivec, John A	Gen:CP:Police veh maint.	3.98
13748	Phillips 66 Company	Gen:CP:Vehicle Maintenance/Supplies	11.99
13750	Susan J. Stamnes	Gen:HD:Library Card	75.00
13751	David Belgum	Gen:HD:Library Card	75.00
13753	City of Iowa City	Gen:CP, vehicle fuel, Bus service, hydrant flush	2,476.94
13754	SEATS	Gen:HCE:Seats Service	615.16
13766	Westport Touchless Autowash	Gen:CP:Police Vehicle wash/maint	15.00
13767	Latta Harris Hanon & Penningroth LLP	Gen:P&A:Acctng Support	81.00
13768	Birk, Patricia	Gen:HD:Library Card	75.00
13743	Staples	Gen:CP:Police supplies/shipping	74.22
13749	Mobile Vision	Gen:CP:Police Vehicle Equipment-Video Camera	4,195.00
13737	Egli, Jon-Thomas P	Gen:CP:Police Wages	970.18
13738	Griffin, Paul J.	Gen:P&A:Facilities Wages	10.65
13740	Sedivec, John A	Gen:CP:Police Wages	573.62
13741	Shimon, Brian S.	Gen:CP:Police Wages	809.50
13742	Stange, Steven R.	Gen:CP:Police Wages	291.66
13739	Collection Services Center	484066	182.00
13770	IPERS	Gen:P&A:Debit memo f/Cooper IPERS repay	227.52
EFT	McLeod USA	Gen:P&A:Phone	116.68
EFT	MidAmerican Energy	Gen/SR:P&A G&E,CP-Traffic/Street lights	909.81
13771	Birk, Patricia	Gen:P&A:Clerk Salary	286.87
13772	Egli, Jon-Thomas P	Gen:CP:Police Wages	742.10
13773	Ferin, Nicholas J	Gen:CP:Police Reserve Wages	1.85
13774	Griffin, Paul J.	Gen:P&A:Facilities Wages	61.17
13775	Reitz, Sharyn H.	Gen:P&A:Treasurer Wages (Inc. W-2/1099 prep)	390.49
13776	Sedivec, John A	Gen:CP:Police Wages	573.61
13777	Shimon, Brian S.	Gen:CP:Police Wages	809.50
13778	Stange, Steven R.	Gen:CP:Police Wages	291.66
13779	Collection Services Center	484066	182.00
13780	IPERS	Pension payments	1,133.12

13781	IOWA STATE BANK & TRUST CO	42-1109342	1,826.62
EFT	City of Iowa City	Gen:P&A:City Hall water/sewer	<u>13.65</u>
	TOTAL		44,947.68

<u>INCOME</u>	<u>GENERAL</u>	<u>DEBT SERVICE</u>	<u>SPECIAL REVENUE</u>	<u>TOTAL</u>
Total Income	9,014.71	1,013.09	6,308.91	16,336.71

MAYOR'S REPORT: As part of the Mitigation Plan, the City needs to elect an official to serve as third in succession after the Mayor and Mayor Pro Tem.

MOTION by Gay, second by From, to name Adrian (Yon) Schoenmaker as third in succession in the event of an emergency.

Carried.

Mayor Jacobson proclaimed the week of February 16-22, 2003, as Sertoma's Freedom Week in the City of University Heights. She will attend to essay contest awards luncheon with Attorney Ballard. The Mayor attended a meeting of the Johnson County Conference Board, and reported on the it.

CLERK'S REPORT: Two building permits were received last month. The clerk will look into the cost of phone service, and report back to Council.

LEGAL REPORT: Renewal notices for rental property were not sent out in a timely matter. The mailing date will be changed to earlier in the fiscal year.

Attorney Ballard informed Council about procedures for appointing a Council Member as Council Member Gay plans to resign.

He said that there are fewer challenges to traffic citations since cameras have been installed in the police cars.

ENGINEER'S REPORT: The railroad has complained about ice build-up in the ravine on Golfview. Engineer Lambi said that there are many discarded railroad ties in this area. There was consensus that any problems are due to poor maintenance by the railroad. Engineer Lambi gave an update to the stormwater permit process. The Mayor reported complaints about the timing of the traffic signal at Melrose and Sunset.

POLICE REPORT: Chief Shimon gave the police report. Steve Stange resigned as assistant chief. John Sedivec was promoted to assistant chief and Brian Kemprich was hired as a part-time police officer. \$1075 was received from Iowa City for assistance with a drug seizure.

COMMITTEE REPORTS:

FIRE AND POLICE: Council Member Gay recommended that Steve Stange be paid through the end of the next pay period. Chief Shimon will take over the office cleaning job. He will be paid \$1000 per year and said that he spends six hours per week cleaning. The printer that was recently purchased does not do a good job receiving faxes. Council Member Gay said that a fax machine could be purchased with money received from the drug seizure if the cost was less than \$100; if the cost would be more, this could be discussed at the next meeting. Council Member Gay said that he plans to resign at the March Council meeting.

STREET AND SIDEWALKS: Council Member Giese has also received complaints about the traffic signal at Melrose and Sunset. The new weight limit signs have not been posted because they are not ready.

JCCOG: After the Mitigation Plan is approved in Des Moines, copies will be distributed. The JCCOG assessment is broken down as follows: \$645 for solid waste management and \$312 for ECICOG for a total of \$957.

Council Member Schoenmaker reported on the JCCOG meeting.

Upon motion the Council adjourned at 9:57 p.m.

Approved _____
Gloria N. Jacobson, Mayor

Attest _____
Patricia Birk, Clerk

NOTE: Minutes subject to approval and corrections.