

UNIVERSITY HEIGHTS CITY COUNCIL

TUESDAY – MARCH 14, 2000

**FOLLOWING THE PUBLIC HEARING AT 7:00 P.M.
ON THE FY 00 BUDGET**

AT

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

AGENDA

Call to Order.

Minutes of February.

Other Business: Presentation of Letter of Resignation from Mayor Swanson and
 Discussion of Vacancy
 First Consideration of Proposed Ordinance 110 – Housing Code
 Consideration of Resolution Amending Loan Agreement and
 Health Care Facility Revenue Bond, Series 1997 (Oaknoll Project)
 Consideration of Proposed Ordinance Requiring Proof of Auto
 Insurance

Public Input.

Treasurer's Report. Payment of Bills.

Clerk's Report.

Legal Report.

Engineer's Report.

Police Report.

Mayor's Report.

Committee Reports: Finance
 Building, Zoning and Sanitation
 Fire and Police
 Street and Sidewalks
 JCCOG

Next Meeting April 11, 2000

Don Swanson, Mayor

Telephone: 338-5192

University Heights, Iowa

1004 Melrose Avenue

March 14, 2000

A public hearing of the Council to adopt the 2000 fiscal year budget was called to order by Mayor Pro Tem From at 7:02 p.m.

Present: Council Members From, Gay, Jacobson, Jones, Martin; Attorney Ballard; Engineer Lambi; Treasurer Lane; Clerk Birk.

Others Present: Steve Kuhl, Greenwood and Crim, P.C.

Absent: None

Steve Kuhl of Greenwood and Crim summarized the budget as discussed at the February Council meeting. Councilmember Jacobson asked if money would be needed to pay for inspection services from the Coralville Building Department after the rental housing ordinance is adopted. Attorney Ballard explained that these costs would be passed on to applicants, so no budget item is needed. Mr. Kuhl said that raising the levy rate from 7.40 to 7.75 will keep the budget at break-even without borrowing against the reserve fund. The change in the rollback means that there is less to assess for property tax revenue. No comments were received from the public.

MOTION by Jones, second by Martin, to adopt the FY 2000 budget.

The roll was called and the vote was:

AYES:	NAYS:	ABSENT:	
X			From
X			Gay
X			Jacobson
X			Jones
X			Martin

Carried.

Upon motion the Council closed the public hearing at 7:15 p.m.

Approved _____
Louise From, Mayor Pro Tem

Attest _____
Patricia Birk, Clerk

March 14, 2000

Mayor Pro Tem From called to order a regular meeting of the Council at 7:16 p.m.

Present: Council Members From, Gay, Jacobson, Jones, Martin; Attorney Ballard; Chad Lambi, Shive-Hattery Engineers & Architects; Police Chief McDonald; Treasurer Lane; Clerk Birk.

Others Present: Patricia Heiden-Ringen, Steve Roe, Oaknoll; Bob Downer, Meardon, Sueppel, Downer, & Hayes PLC; Ken Schweitzer, City of Coralville Housing Inspector.

Absent: None.

ALL VOTES UNANIMOUS UNLESS OTHERWISE STATED.

MOTION by Jones, second by Martin, to approve the minutes of the regular meeting in February as corrected.

Carried.

OTHER BUSINESS: Bob Downer, representing Oaknoll, was present along with Patricia Heiden-Ringen and Steve Roe from Oaknoll. Mr. Downer proposed an amendment to the bond issue that was done in connection with the construction of the most recent addition at Oaknoll. Oaknoll would like to increase the level of the permanent bond issue by \$1,000,000 to construct an assisted living area within the existing Oaknoll buildings. Because the amount requested is not higher than the original amount requested, the process can be simplified. The City’s bond council has reviewed these proceedings and approved them. All associated costs will be borne by Oaknoll.

Motion by Martin, second by Jacobson, to adopt a Resolution (00-1) amending the terms Oaknoll’s borrowing agreement.

The roll was called and the vote was:

AYES:	NAYS:	ABSENT:	
X			From
X			Gay
X			Jacobson
X			Jones
X			Martin

Passed and approved this 14th day of March 2000.

Council discussed the resignation of Mayor Swanson. Mayor Pro Tem From read a letter she wrote thanking Mayor Swanson on behalf of the City, and Councilmembers and staff signed it. Attorney Ballard reviewed the choices Council has in regard to the Mayor’s resignation, which are to appoint someone as Mayor or to call for a special election. An election has statutory requirements that must be complied with, and would need to be scheduled before or after this

year's primary election. If an appointment is made, statutory notice must be given before the meeting at which the appointment is made, then within fourteen days after this anyone in the community can present a petition with ten names contesting the appointment; then an election would be held. If a Councilmember is appointed as Mayor, they would need to resign and that seat would be available for appointment also. A meeting to make that appointment could be held on April 11 before Council's regular meeting.

Motion by Gay, second by Jones, to hold a special meeting at 7:00 p.m. on March 28th to appoint a Mayor.

Carried.

Council next discussed the first consideration of a housing ordinance. Attorney Ballard distributed copies of the ordinance and copies of Coralville's fee schedule for inspection service. He reported on the public hearing of the Zoning Commission that was held on March 1. About forty people attended that meeting. There was some confusion as to whom this ordinance would apply to, and Ken Switzer, the Coralville Building Inspector, explained what this ordinance meant. The Commission recommended an ordinance based on Coralville's housing code, and Attorney Ballard pointed out changes that were made to it. One issue dealt with when inspections were required and another as to how often permits would be renewed. Attorney Ballard recommends that inspections be subject to the City's occupancy ordinance so that inspections would be authorized whenever a complaint about a possible violation was received. Regular inspections would be required at least every three years. Permits would need to be renewed yearly. As drafted the housing code is written so as to apply to any structure in University Heights that is leased or rented in any respect including for in-kind service or cash. He suggested an amendment to allow any homeowner to have their own house inspected even though they may not plan to rent it. Another section will be clarify the provision concerning structure compliance. A structure would not need to comply with current code if it met the code at the time it was built unless there was a safety issue. Additionally, new parking surfaces would have to be hard-surfaced. It was decided that sidewalk standards would not be changed from what is currently required. Issues concerning situations where live-in assistance was required in order for the resident to remain in their home and "visiting professor" situations were discussed. Attorney Ballard suggested that Council had the authority to grant variances on a case by case basis for these types of situations so long as safety standards were being met.

Motion by Jacobson, second by Jones, to adopt Ordinance 110, Rental Housing Code, with the revisions discussed tonight.

The roll was called and the vote was:

AYES:	NAYS:	ABSENT:	
X			From
X			Gay
X			Jacobson
X			Jones
X			Martin

Passed and approved this 14th day of March 2000.

Attorney Ballard plans to have a draft of a 28-E agreement with Coralville for a fee agreement that can be approved at next month's meeting. He suggests that Council pass on the cost of enacting this ordinance to rental property owners, perhaps over five years.

Councilmember Jones recommended sending a letter Coralville thanking them for their assistance in this matter, and especially for the expertise of Mr. Switzer.

An ordinance concerning proof of auto insurance will not be discussed until Attorney Ballard has done more research into this matter.

TREASURER'S REPORT: Treasurer Lane distributed the report for February. She reported that 30 of the 38 assessments sent for sidewalk repairs have been paid. Notice was received that banking fees would be increased for accounts where two signatures are required. Treasurer Lane spoke to someone at the bank, and these fees will be waived. Signature cards at the bank will need to be updated once the City has a Mayor.

MOTION by Jacobson, second by Martin, for payment of all the bills.

Carried.

WARRANTS - FEBRUARY

11593	Mid-American – street lights	Gen-CP	604.09
11599	Phillips 66 – car wash	Gen-CP	9.00
11602	Westport Touchless – car wash	Gen-CP	26.29
11604	Gall's – uniform Shimon	Gen-CP	146.95
11612	Radar Road – radar	Gen-CP	30.00
11616	Steve Stange – police Feb	Gen-CP	356.64
11589	SEATS – Jan	Gen-HCE	591.50
11591	Johnson Co – Jan 2000	Gen-HCE	1,350.00
11592	City of Iowa City – bus	Gen-HCE	2,337.50
11606	Michael Flaun – library	Gen-HCE	75.00
11607	Gabriela Muste – library	Gen-HCE	37.50
11609	Carol Howard – library	Gen-HCE	75.00
11610	Hugh Lewis – library	Gen-HCE	75.00
11585	Iowa State Bank – Jan	GenP&A	2,003.86
11586	Treasurer, State of Iowa	GenP&A	315.00
11587	IPERS – clerk/treas	GenP&A	43.83
11587	IPERS – police	GenP&A	1,030.02
11590	Johnson Co – Jan 2000	GenP&A	1,666.25
11592	City of Iowa City – gas	GenP&A	169.55
11592	City of Iowa City – administration	GenP&A	10.00
11592	City of Iowa City – office	GenP&A	13.30
11593	Mid-American – electric detail	GenP&A	97.42
11593	Mid-American – electric detail	GenP&A	98.71
11593	Mid-American – office	GenP&A	51.18
11594	Press-Citizen – publishing	GenP&A	86.33
11598	Iowa City Tire – oil change,	GenP&A	50.00

11600	US Cellular – phone	GenP&A	90.90
11603	Pat Birk – office supplies	GenP&A	146.09
11605	Garry McCune – equipment	GenP&A	1.35
11608	Johnson Co – election	GenP&A	647.54
11611	McLeod TMO – telephone	GenP&A	108.42
11613	Robert McDonald – police Feb	GenP&A	1,741.14
11614	Garry McCune – police Feb	GenP&A	1,473.97
11615	Brian Shimon – police Feb	GenP&A	1,481.49
11617	Pat Birk – clerk Feb	GenP&A	205.92
11618	Catherine Lane – treas Feb	GenP&A	205.92
11588	Nate Moore – rent	RoadUse	650.00
11595	City of Iowa City – repair light	RoadUse	51.44
11597	IMC Salt – highway salt	RoadUse	892.93
11601	Kennedy Snow – snow removal	RoadUse	5,260.00

CLERK’S REPORT: One building permit was issued last month. A letter was received from Paul Moore stating that the building where the city office is located would to be appraised for estate purposes and access was needed. A letter from the Johnson Co Board of Supervisors asked when Councilmembers would be available for a meeting of the small cities in the county. Last month a report from Councilmember Jacobson was read. She was asked to follow up on an oversight by the U of I when inviting community leaders to an open house given by President Coleman. No one from University Heights was invited. She spoke with an administrative assistant in President Coleman’s office who was not aware that University Heights was a city and agreed to look into the matter. Councilmember Jacobson gave her information about the city over the phone, and mailed a copy of the city newsletter. The administrative assistant phoned back later and said that the party planners and President Coleman were not aware that University Heights was a city and were embarrassed by the oversight and appreciate of the information.

LEGAL REPORT: A complaint was received complaining that the snowplow damaged a resident’s lawn. A letter was sent to Gary Kennedy with the estimate for the damage.

ENGINEER’S REPORT: Errors in the billing for the sidewalk project are being corrected. A property on Sunset Street has a tree limbs hanging down which school buses hit if they drive under it. The property owner agreed to take care of this. Engineer Lambi will let him know that this needs to be done immediately. Councilmember Jones talked to someone at the bus company and told them to phone or fax the city when a problem with tree limbs arises. He said that the City should have a clear policy with deadlines in this type of situation. Damaged street and traffic control signs are being repaired and missing signs are being replaced.

POLICE REPORT: Chief McDonald gave the police report for the month. He mentioned other signs that need replacement. The new radar was received, and is in use. Chief McDonald asked if the pay period could be ended around the 24th of the month and the checks issued by the first of the month. Treasurer Lane will check to see if there is any problem with withholding if this is done. A decision about this can be made at the special meeting on the 28th.

MAYOR’S REPORT: In February the clerk suggested the addition of this section. There is no report this month.

COMMITTEE REPORTS:

FIRE AND POLICE: Councilmember Gay will arrange to meet with the police officers about health insurance. New radios will be ordered after July 1. Councilmember Jones attended the retirement party for Coralville Fire Chief Gary Kinsinger, and gave a report. He asked that a city directory be sent to Coralville’s new fire chief. Councilmember Jacobson noted that an article in the Press-Citizen concerning law enforcement failed to mention the University Heights department. She also reported a complaint from a citizen who said a dispatcher was rude to him. Chief McDonald said that he was dispatched when the citizen’s complaint was phoned in, and that later the citizen did not want to speak to an officer. He said that the dispatcher said that the caller was rude.

JCCOG: Councilmember Jones said that Council need to be mindful that the work done for the railroad grading project was not undermined if a new forced main is installed. He told the history about sirens installed for civil defense and why there wasn’t one in University Heights. The city wasn’t given one the City was in an existing coverage area. At the last Civil Defense meeting an Iowa City representative suggested an agreement to share the maintenance cost of their sirens. Since the City had previously asked for their own siren, and it was determined that one was not needed, this is unnecessary.

Upon motion the Council adjourned at 9:34 p.m.

Approved

Louise From, Mayor Pro Tem

Attest _____
Patricia Birk, Clerk

NOTE: Minutes subject to approval and corrections.