

UNIVERSITY HEIGHTS CITY COUNCIL

TUESDAY JANUARY 9, 2001

7:00 P.M.

AT

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

AGENDA

Call to Order.

Minutes of December.

Other Business:

Public Input.

Treasurer's Report. Payment of Bills.

Mayor's Report.

Clerk's Report.

Legal Report.

Engineer's Report.

Police Report.

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

Next Meeting: February 13, 2001

Gloria Jacobson, Mayor

Telephone: 338-3489

January 9, 2001

Mayor Jacobson called to order a regular meeting of the Council at 7:02 p.m.

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

Others Present: Afan Offenheimer; Don Crum.

Absent: None.

ALL VOTES UNANIMOUS UNLESS OTHERWISE STATED.

MOTION by Martin, second by Gay, to approve the minutes of the regular meeting in December.
Carried.

OTHER BUSINESS: Don Crum, representing a party interested in the lot attached to the Johnson property on Highland Drive, was present to discuss use of the lot, which is 3/4th of an acre. His client would like to build two houses on this property. Mayor Jacobson pointed out that at the present time the City's zoning ordinance would not permit two houses at this location. Attorney Ballard described a somewhat similar situation where a property owner desired to build three houses on three lots, but the lots had only enough total width for two houses. The Board of Adjustment determined that only two houses could be built there. The situation with this lot presents concerns about lack of frontage and possibly lot width with respect to building two houses. Either a change in the Zoning Ordinance or more likely, a variance from the Board of Adjustment, would be required. Attorney Ballard had suggested that Mr. Crum talk with Engineer Lambi as to design considerations. Engineer Lambi said that while the topography of the lot was the responsibility of the builder to deal with, his concerns included the lack of frontage, access, and storm drainage. This section of Highland Drive contains a dead end stub. In most cases there would be a cul de sac, which would give frontage and access. Lack of access could create problems for snow removal, garbage pickup and emergency vehicles. Building two houses in this location would require a shared driveway. Storm drainage is another issue. The current weather season does not allow for a site inspection at this time. Also, a lift station would be necessary for sewerage.

Council Member Jones pointed out that water always flows through this ravine and could cause problems for a future homeowner of the second house. Mr. Crum was asked why the potential buyer wished to build two houses. He said it was because of the size of the lot, its layout, and the current price of the lot. A market analysis of the area tells him that his client would likely suffer a loss when selling the house in four or five years if only one house is allowed.

Attorney Ballard said that Mr. Crum was approaching this matter in a sensible way in trying to find out what might be required and acceptable before proceeding with formal plans. At this time a specific proposal needs to be directed to the Board of Adjustment, who would consider all the concerns voiced. Mr. Crum was advised that the Board of Adjustment would want to know about fire protection access, water and sewer, storm sewer, drainage and driveway grade. A boundary survey would show how the property would be divided and where City ownership of the street ends.

TREASURER'S REPORT: Treasurer Reitz distributed the reports for December. A letter was received from Greenwood and Crim stating that the fee for budget preparation for FY2001 would range between \$425 and \$475.

MOTION by Jones, second by From, to approve the contract from Greenwood and Crim for budget preparation.

Carried.

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

Carried.

WARRANTS & INCOME - DECEMBER

Num	Name	Memo	Amount
12330	Paul J. Moore, Melrose Avenue Building	Gen:P&A-Rent	650.00
DEBIT	ISB&T	Gen:P&A:Bank service charge	8.00
12349	ARS Inc.	SR:HCE:Striping	3,000.00
12350	Galls Incorporated	Gen:CP:Equipment	36.98
12351	Sharp, Shawn P.	Gen:CP: Ammunition Allowance - Scheel's	14.69
12352	Taser International	Gen:CP:Weapons/Ammunition	107.46
12353	Iowa City Tire and Service	Gen:CP:Vehicle Maintenance	71.49
12354	City of Iowa City	Gen:CP:hydrant/fuel, HCE:bus service	3,228.18
12355	City of Iowa City	Gen:CP:Vehicle fuel	205.97
12356	City of Iowa City	Gen:P&A:Office water/sewer	30.06
12358	City of Iowa City	Gen:P&A:Office water/sewer	10.00
12359	Johnson County Sheriffs Reserve	Gen:CP:Deputies	1,066.00
12360	Latta Harris Hanon & Penningroth LLP	Gen:P&A:Accounting Fees	126.00
12361	Westport Touchless Autowash	Gen:CP:Vehicle Wash	32.00
12362	Sharp, Shawn P.	Gen:CP:Uniform Allowance - Kieck's	251.10
12364	Susan Stammes	Gen:HD:Library Card	75.00
12365	Louise From	Gen:HD:Library Card	75.00
12367	Wolf Construction	SR:HCE:Street Improvements	53,908.00
12368	U.S. Cellular	Gen:CP-cell phone	110.65
12369	Johnson County Refuse	Gen:HCE-Trash/Recycling	1,350.00
12370	Johnson County Sheriffs Reserve	Gen:CP:Deputies	347.25
12371	Johnson County Treasurer	Gen:CP:Sheriff/Radio contract	1,666.25
12372	Greenwood and Crim, P.C.	Gen:P&A:Accounting	725.00
12373	MidAmerican Energy	Gen:P&A/CP:Utilities/SR:CP:Utilities	850.95
12374	Nate Moore Wiring Service	Gen:HD:Park Maintenance	84.50
12375	Ann Allaire	Gen:HD:Library Card	75.00
12376	Dorothy Whiston	Gen:HD:Library Card	75.00
12377	Rayna Jobe	Gen:HD:Library Card	75.00
12378	Omer Letts	Gen:P&A:Bldg. Inspect. Fees	1,845.00
12380	Birk, Patricia	Gen:HD:Library card	75.00
12386	McLeod USA	Gen:P&A:Phone	113.08
12381	Shive Hattery	Gen:HCE:Engineering Fees	4,119.37
12382	Westport Touchless Autowash	Gen:CP:Vehicle Wash	32.00
12384	Reitz, Sharyn H.	Gen:P&A:Supplies, postage, tax forms	124.02
12387	Leff, Hauptert, Traw & Willman, L.L.P.	Gen:P&A:Legal Fees	13,212.07
12388	Brian Shimon	Gen:CP:Vehicle Expense - Wiper blades	12.58
12390	Johnson County Treasurer	Gen:CP:Sheriff/Radio contract	1,666.25
11832	Ron Alpen Ford	Gen:CP:Police Car Purchase	21,650.00
12408	Wellmark BC/BS	Gen:CP:Health Insurance Admin Fee	1,363.80
DEBIT	ISB&T	Gen:P&A:Bank service charge	8.00
12396	Birk, Patricia	Gen:P&A:Payroll	210.71
12397	From, Louise A.	Gen:P&A:Payroll	184.70
12398	Gay, William W.	Gen:P&A:Payroll	184.70
12399	Jacobson, Gloria N.	Gen:P&A:Payroll	454.14
12400	Jones, Martin L.	Gen:P&A:Payroll	184.70
12401	Martin, Richard C.	Gen:P&A:Payroll	184.70
12402	Schoenmaker, Adrian	Gen:P&A:Payroll	184.70
12403	Reitz, Sharyn H.	Gen:P&A:Payroll	211.73
12391	McCune, Garry W.	Gen:CP:Payroll	1,577.75
12392	McDonald, Robert F.	Gen:CP:Payroll	1,812.61
12393	Sharp, Shawn P.	Gen:CP:Payroll	573.82
12394	Shimon, Brian S.	Gen:CP:Payroll	1,163.16
12395	Stange, Steven R.	Gen:CP:Payroll	211.98
12407	IPERS	IPERS Payment	1,157.29
12406	IOWA STATE BANK & TRUST CO	941 payment	2,055.51
12404	IOWA WORKFORCE DEVELOPMENT	SUTA payment	4.13
12405	TREASURER STATE OF IOWA	IA Withholding payment	249.00
TOTAL			123,082.03

INCOME	<u>General</u>	<u>Debt Service</u>	<u>Special Revenue</u>	<u>Total</u>
	31816.11	1079.84	7252.94	40148.89

MAYOR'S REPORT: Mayor Jacobson extended her condolences to Police Chief McDonald on the death of his Mother. A request was received from the Ronald McDonald House for traffic control assistance from the Police Department for their running event in May. Attorney Ballard will contact them in regard to their liability insurance. The credit cards, which will be used to purchase supplies, have been received. A letter was received from the Iowa Secretary of State inviting city officials to a discussion about election procedures.

Anyone who wishes to submit questions to Mid-American for the discussion of natural gas prices should submit them to the clerk. Mayor Jacobson re-appointed Wally Heitman to the Zoning Commission. She asked Laura Bowers to accept another term on the Board of Adjustment, and will report when she receives a reply.

CLERK'S REPORT: A representative of the League of Women Voters is gathering information on 28E agreements and contracts between cities in Johnson County, and would like copies of our agreements. A letter was received from the Iowa Association of Municipal Utilities informing the City that a refund in the amount of \$386 would be sent because of a reduction in insurance costs.

LEGAL REPORT: Attorney Ballard distributed updated copies of the City's Code of Ordinances to Council Members and staff. Extra copies will be kept at the city office.

The bulk mailing of letters to owners of rental property in the City has been sent. Copies of the letter and the addresses will be given to Council Members. Copies of the rental housing ordinance are available at the city office for a cost of \$2.25.

Attorney Ballard spoke with the Coralville Building Department about providing building inspection services for the City after the current inspector, Omer Letts, retires. They are willing to do this, and Attorney Ballard will put together a proposal.

ENGINEER'S REPORT: The trees on North Sunset that have the potential to interfere with utility lines are in the process of being removed.

POLICE REPORT: Chief McDonald gave the police report for the month. Some complaints on the snow removal were received, mainly from Iowa City Transit that snow was left at the curbs. Overall everyone is happy with the job being done, although Chief McDonald suggested that more sand be applied.

The new police car was received. Chief McDonald would like to order a removable spotlight for the car, which would cost \$200.

MOTION by Jones, second by Gay, to purchase the spotlight.

Carried.

Mayor Jacobson thanked Brian Shimon for the office clean-up.

COMMITTEE REPORTS:

FINANCE: There was discussion about items for next year's budget. A letter was received from Sheriff Carpenter proposing a 5% increase in the contract for radio communications and protection service. When these services were first contracted in 1979, the cost was \$256.20 per month. With the proposed increase the cost would be \$1493.30 per month. Council Member Jones pointed out the Johnson County already received many dollars in property tax from the community for which very little was received back. Attorney Ballard recalled complaints to Johnson County several years ago about lack of response for law enforcement coverage when there was not an officer on duty in the City and problems with radio dispatch. At a meeting at that time the Sheriff's Department was not willing to discuss coverage or how the fee was determined. Attorney Ballard will ask for an explanation of the fee; there will be discussion with the University of Iowa Public Safety for dispatch service.

Mayor Jacobson asked for discussion on pay increases for city employees. Council Member From commented that raises at the U of I were three to five percent. It was proposed that the budget for city

staff, police officers, and the Mayor be raised by 3.5%. Police Chief McDonald pointed out that the dorm guards are paid about the same as the City's officers and have much less training and responsibility. Previously for a period of nine years the officers did not receive any raise. He suggested that full-time officers receive an additional 12% increase so as to bring the pay up to area standards.

Council discussed the possibility of becoming independent of Sheriff Department services. This would require additional police and office staff, equipment, perhaps another police car, etc. Mayor Jacobson said there was not enough time to be able to determine the needs and economic impact for FY2001, but that it could be a goal for FY2002.

This year's streets and sidewalks budget was \$151,833. Next year a budget of \$173,639 is proposed.

A budget surplus of \$50,000 is also proposed in the event of a property tax freeze.

The police budget for this year totaled \$180,330. Council Member Gay estimated that the police budget for next year would require \$201,000 if proposed salary increases are approved. There are still funds in this year's budget to purchase equipment that is needed.

Council Member From said that the sanitation budget should include \$1000 to purchase new recycling bins.

Council Member Jones said that the dues for JCCOG would be reduced if the census shows a decrease in population.

Mayor Jacobson, Council Member Martin and Treasurer Reitz will meet with Steve Kuhl of Greenwood and Crim to give him the information for preparing the budget.

BUILDING, ZONING & SANITATION: Christmas tree pick-up is underway and will continue next week. A letter was received from a resident who said that the snowplow tore up some sod in his yard. He would re-seed if the area is small, but is concerned if there is a lot of damage. Attorney Ballard pointed out that the "parking" is city property. Mayor Jacobson will send him a letter saying that damage, if any, will be determined in the Spring.

FIRE AND POLICE: Iowa City Animal Control has not yet responded to the letter about animal control in the community.

Council Member Gay asked Police Chief McDonald to put together figures on staffing requirements and equipment needs for full-time coverage.

STREET AND SIDEWALKS: Six properties were shoveled by Steve Smith, as the residents did not clear them. Attorney Ballard will have the costs added to the property tax assessment.

JCCOG: No JCCOG meeting was held last month. Council Member Jones passed around an information packet on regional walking and bicycle trails.

Tom Hansen has replaced Jim McGinley at Civil Defense/Disaster Services for Johnson County.

Upon motion the Council adjourned at 9:55 p.m.

Approved

Gloria N. Jacobson, Mayor

Attest

Patricia Birk, Clerk

NOTE: Minutes subject to approval and corrections.