

**UNIVERSITY HEIGHTS CITY COUNCIL  
TUESDAY MAY 13, 2003**

**AT**

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

**AGENDA**

Call to Order.

Minutes of April.

Public Input.

Other Business:       Liquor License Renewal for University Athletic Club

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: May 13, 2003

**Gloria Jacobson, Mayor**

**Telephone: 338-3489**

May 13, 2003

PUBLIC HEARING TO AMEND FY 2003 BUDGET

PRESENT: Mayor Jacobson, Council Members From, Giese, Laverman, Schoenmaker, and Wood. Attorney Ballard, Treasurer Reitz, Acting Clerk Musser.

Mayor Jacobson call the public hearing to amend the FY, 2003 budget to order at 7:03 p.m. Treasurer Reitz again explained the impact of this budget amendment. No members of the public were present to give comment on the budget amendment and the public hearing was closed. It was moved by Wood, seconded by From to approve Resolution 03-07, amending the FY 2003 budget as published.

The roll was called and the vote was:

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

Passed and approved this 13<sup>th</sup> day of May 2003.

REGULAR MEETING

Mayor Jacobson called to order a regular meeting of the Council at 7:07 p.m.

**Present:** Mayor Jacobson; Council Members From, Giese, Laverman, Schoenmaker, Wood; Attorney Ballard; Chad Lambi, Shive-Hattery Engineers & Architects; Police Chief Shimon; Treasurer Reitz. Clerk. Position Vacant.

**Others Present:** Jerry Musser, Kevin Doyle, Mindwell Egeland, William Gay, Ass't Police Chief Sedivec.

**Absent:** None.

**ALL VOTES UNANIMOUS UNLESS OTHERWISE STATED.**

**MOTION** by Schoenmaker, second by Giese , to approve the minutes of the regular meeting of April 8, 2003 as amended. Carried.

**OTHER BUSINESS:** Mayor Jacobson had contacted Jerry Musser, 21 George St. about serving as City Clerk and Musser has expressed interest.

**MOTION** by From, second by Laverman, to appoint Jerry Musser as City Clerk at a salary of \$12 per hour and to pay for some computer education for Musser as needed. Carried

**PUBLIC INPUT:** Mindy Egeland, a resident of Ridgeview Ave. was present to express her concerns about a ticket for parking on grass and questioning why the fine amount wasn't more precisely noted on the ticket. She also questioned the exception of this policy for football games. The city policy and law was explained by the Mayor, Police Chief and Attorney.

A letter from Judy Rohrer was presented, also questioning a parking citation. No action was taken by the Council, with the approval of the City Attorney.

**MOTION** by Laverman, second by From, to approve the renewal of the liquor license for the University Athletic Club. Carried

Kevin Doyle appeared regarding resolutions for continuance of 28E agreements with Johnson County SEATS and Iowa City Transit.

**MOTION** by Wood, second by Schoenmaker, to approve **Resolution 03-08** regarding service with Johnson County SEATS. The cost to the City for the period will be \$7728.84 per this agreement.

The roll was called and the vote was:

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

Passed and approved this 13<sup>th</sup> day of May 2003.

**MOTION** by Wood, second by Laverman, to approve **Resolution 03-09** regarding service with the Iowa City Transit Service. The cost of this service to the City will be \$28,068.96 per this agreement. The roll was called and the vote was:

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

Passed and approved this 13<sup>th</sup> day of May 2003.

Attorney Ballard presented information that some building permits were resulting in a loss to the City because the charges from Coralville exceeded the permit fee. He recommended a changed fee schedule to alleviate this situation. This change will set fees at \$100.00 plus the fee established by the 1997 Uniform Building Code, Table 1-A-Building Permit Fees.

**MOTION** by From, second by Laverman, to approve **Resolution 03-10** changing the building permit fee schedule. The roll was called and the vote was:

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

Passed and approved this 13<sup>th</sup> day of May 2003.

**TREASURER'S REPORT:** Treasurer Reitz distributed the report for April.

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

Carried.

**WARRANTS – APRIL**

Num	Name	Memo	Amount
EFT	Paul J. Moore, Melrose Ave Bldg	Gen:P&A-City Office-Rent	650.00
EFT	City of Iowa City	Gen:HCE-Bus Service/CP:Vehicle Fuel	13.65
EFT	Electronic Engineering	Gen:CP:Police pager	61.75
13886	Don's Lock & Key	Gen:P&A:Facility Equipment	39.00
13887	Greenwood and Crim, P.C.	Gen:P&A:Accounting:03-04 budget/GASB 34	525.00
13888	Fesler's Inc.	Gen:CP:police unif-badge change-Sedivec	116.00
13889	Patricia Williams	Gen:HD:Library Card	75.00
13890	Iowa City Press-Citizen	Gen:P&A:Publications	258.33
13891	Duncan Stewart	Gen:HD:Library Card	75.00
13892	SEATS	Gen:HCE:Seats Service	615.16
13896	VISA	Gen:CP:Police postage,signs,bat chrgr,misc	744.71
13897	Johnson County Treasurer	Gen:CP:Sheriff/Radio contract	1,749.50
13898	UI Health Care EMS LRC	Gen:CP:Police Training-AED Recertifications	3.00
13899	Shive Hattery	SR:HCE:Engineering Fees	2,727.99

13900	Johnson County Refuse, Inc.	Gen:HCE:Trash/Recycling	1,365.00
13901	City of Coralville	Gen:CP:bldg insp. services	300.00
13902	Iowa City Press-Citizen	Gen:P&A:Publications	144.12
13903	City of Iowa City	Gen:HCE-Bus Service/CP:Vehicle Fuel	2,561.77
13904	Kris Schooley	Gen:HD:Library card IC	75.00
13906	Latta Harris Hanon & Penningroth	Gen:P&A:Acctng Support	90.00
13907	Hy-Vee Food Stores, Inc.	Gen:CP:Police-ILEA food/Brian Kempnich	637.98
13908	Taste on Melrose	Gen:Misc:Refunds-cigarette permit refund	37.50
13909	Galls Incorporated	Gen:CP:Police res. uniforms -Scott	10.98
13910	O'Reilly Auto Parts	Gen:CP:Police vehicle parts	14.76
13911	Racom Corporation	Gen:CP:Police-Car computer data access	61.80
13912	Staples	Gen:CP:Police equipment/uncategorized	488.26
13913	Copyworks	Gen:Police:Copying:Flyer/new Dispatch serv	295.43
13914	Westport Touchless Autowash	Gen:CP:Police Vehicle wash/maint	20.00
EFT	McLeod USA	Gen:P&A:Phone	120.27
EFT	MidAmerican Energy	Gen/SR:P&A G&E,CP-Traffic/Street lights	858.18
13925	Egli, Jon-Thomas P	Gen:Police Payroll	1,859.90
13926	Reitz, Sharyn H.	Gen:Treasurer Payroll	303.84
13927	Sedivec, John A	Gen:Police Payroll	1,252.24
13928	Shimon, Brian S.	Gen:Police Payroll	1,753.61
13929	Birk, Patricia A	Gen:Clerk Payroll	378.25
13930	Kempnich, Brian P	Gen:Police Payroll	426.18
13931	Collection Services Center	484066	364.00
13932	IPERS		1,289.09
13933	IOWA STATE BANK & TRUST CO	42-1109342	1,762.20
	<b>TOTAL</b>		<b>24,124.45</b>

<u>INCOME</u>	<u>GENERAL</u>	<u>DEBT SERVICE</u>	<u>SPECIAL REVENUE</u>	<u>TOTAL</u>
<b>Total Income</b>	71,108.11	10,009.69	6,347.78	<b>87,465.58</b>

**MAYOR'S REPORT:** Mayor Jacobson had attended a meeting of the U of I Planning Council. She also read a letter from a resident of Mahaska St., expressing their concern with parking on that street. No action was taken because the resident had not followed up on previous suggestions regarding this problem. The Mayor presented a proclamation recognizing school boards and national school board week. Mayor Jacobson has been contacted by a representative of Verizon regarding placement of a cell phone tower on the property of St. Andrew Church. Attorney Ballard stated that their plans do not meet current Building Code. Verizon is planning to make a presentation at the June Council meeting. The Mayor had discussion with Paul Moore about the removal of a tree on his property by the utility company.

**CLERK'S REPORT:** Two new building permits were noted. Construction activity at 1441 Grand has been reported to the building inspector, who will check the situation.

**LEGAL REPORT:** Attorney Ballard reported several calls about the new weight restriction signs, but only one serious complaint. He recommended no action on the parking complaints presented by the public. Ballard then discussed the Zoning Commission meeting held Monday, May 12, stating their recommendation for the creation of a Planned Urban Development (PUD) to meet the needs of the prospective developer of University Athletic Club Subdivision. There will be another Zoning Commission meeting on May 19, hoping to have a PUD ready for presentation to the Council at the June meeting. Ballard stated that he feels the rental housing situation has greatly improved, with checks now getting cashed, and owners becoming more aware of the requirements of the City Code. There are now 45 registered rental units and 7 under consideration as questionable.

**ENGINEER'S REPORT:** Engineer Lambi had investigated a storm water intake on Highland Drive with a property owner. He reported that street sweeping had been done but that recent winds had caused more litter.

**POLICE REPORT:** Chief Shimon noted the increase in traffic ticket revenue. He attributed this to additional charges being made as a result of computer checks now being made with the new equipment. Chief Shimon and Ass't Chief Sedivec discussed a problem with multiple false house alarms from a residence on Mahaska. The City Attorney will write the owners suggesting the take action to solve the problem before the provisions of the City Code are brought in to play. The new radio system with Iowa City is ready to be activated on the changeover date of July 1.

**COMMITTEE REPORTS:**

**ADMINISTRATIVE? MANUAL:** Mayor Jacobson began by suggesting the Council spend 15-20 minutes each meeting on this manual. Wood, who has been writing this manual, talked about whether this was the proper name for the manual and other issues, soon suggesting that possibly a special meeting of the Council would be preferable to speed up the process. Several issues may take considerable discussion. The Council agreed to meet on Tuesday, May 20<sup>th</sup> at 7:30 p.m. to work on this manual.

**FINANCE:** There has been a change in maintenance personnel. Attorney Ballard informed the Council that all hires except the Police, must be made by the Council. To legalize the recent hiring of Chad Griffin for the maintenance position there was a **motion** by Wood, second by Giese, to hire Chad Griffin at the rate of \$10.50 per hour to do outside maintenance around the City. He is to be under the supervision of Chief Shimon. Motion Carried

Griffin is also to be responsible for the cleaning of City Hall, funded from a separate budget item. The equipment previously purchased for use by Paul Griffin has been returned to the City.

**E-GOVERNMENT:** Wood has been in contact with new City Webmaster, Rachael Stewart and explained some of the changes that will be made to the City site. He also discussed changes in the e-mail system being used.

**BUILDING, ZONING & SANITATION:** Discussion of the recycling program that Johnson County Refuse partners with at Horn School.

**COMMUNITY PROTECTION:** Due to a recent problem concerning the capture of a cat by the police, and subsequent disposition of the cat, it was felt that an improved policy was needed for dealing with animals. Bill Gay was present to address this problem and suggested that Coralville be approached to enter into a 28E agreement to use their Animal Control Department for any necessary animal problems in University Heights. Laverman volunteered to call Coralville in regard to this problem.

**STREET AND SIDEWALKS:** Some notices have been delivered regarding trees overhanging streets and sidewalks. There are trees on City property that need trimming and/or removal. Wood had been questioned about a bad area of sidewalk. Sidewalks are the responsibility of the property owner.

**JCCOG:** A new map of Johnson County Trails was shown and there was discussion of the workings of the Emergency Management office.

Upon motion by Giese, seconded by Laverman, the Council adjourned at 10:25 p.m.

Approved \_\_\_\_\_  
Gloria N. Jacobson, Mayor

Attest \_\_\_\_\_  
Jerry B. Musser, Clerk