

March 10, 2020

Proceedings of the City Council of University Heights, Iowa, held at the Community Center, 1302 Melrose Avenue, subject to approval by the Council at a subsequent meeting. ALL VOTES ARE UNANIMOUS UNLESS OTHERWISE STATED.

COUNCIL MEETING

Mayor From called the March 10, 2020 council meeting of the University Heights City Council to order at 7:00 p.m.

Present: Mayor From. Council Members: Casey Cook, Liesa Moore, Sara O’Sullivan, Bobby Scott and Doug Swailes. Staff present: Attorney Steve Ballard, City Clerk Chris Anderson, Engineer Josiah Bilskemper and Treasurer Lori Kimura (arrived at 8:10 p.m.). Also present were: Jim Glasgow, Steve Kuhl, Karen Kurt. Paul Moore, Silvia Quezada, Sarah Walz and Pat Yeggy.

Absent: Police Chief Troy Kelsay.

The minutes of the February 11, 2020 regular council meeting were approved by unanimous consent. The minutes of the March 3, 2020 special council meeting were approved by unanimous consent.

Public Comments: None.

Mayor’s Report: A verbal report was presented.

UH Comprehensive Plan: Sarah Walz, Associate Transportation Planner with MPOJC, addressed the draft of the city’s comprehensive plan. Walz stated it “establishes a broad plan” for the community and provides a general framework for important goals.

Walz said the process began in 2019, with an online survey providing background information on recent redevelopment projects, changes to rental housing ordinances and the Swisher Tract purchase. Questions focused on quality of life, neighborhood character, streets, sidewalks, traffic, recently completed projects and potential future development. In addition, an open house was held on May 1, 2019 where individuals could review the survey information and provide additional input.

Mayor From stated the council will review and solicit staff and public input on the plan, with a tentative deadline to adopt in early summer.

Council Goal Setting: Karen Kurt, Executive Director of the East Central Iowa Council of Governments (ECICOG), stated the intergovernmental council has 28E agreements with 6 counties in Iowa to provide assistance. Kurt stated they are initiating a goal-setting process and University Heights will be the pilot city, at a cost of \$100. Kurt stated that unlike a city’s comprehensive plan, which is a long-range document, the goal-setting process is more operational in nature.

The plan includes a two-hour work session, along with a survey for the council and mayor to complete, prior to the work session.

Hotel update: Jim Glasgow shared pictures and gave an update on construction for the Marriott Hotel.

Legal Report: A written report was presented.

MOTION by Scott, and seconded by Cook, to approve first consideration of Ordinance No. 246, amending the Ordinance No. 239 (Regulating Refuse, Yard Waste and Recycling) to require that storage containers be kept in locations not visible from the street.

Discussion by council. The motion was withdrawn without objection by the council.

Based on council discussion, Attorney Ballard will update the ordinance and submit for council consideration at the April meeting.

Clerk’s Report: A written report was presented.

Treasurer’s Report: A written report was presented. All bills were approved, as amended, for payment by **unanimous consent**.

**Warrants
February 12, 2020 through March 10, 2020**

Name	Description	Amount
RevoPay	Monthly active merchant fee	10.00

Christopher Akers	Bi-weekly officer paycheck	1,684.10
Matthew Macke	Bi-weekly officer paycheck	805.07
Darryl Tucker	Bi-weekly officer paycheck	1,794.95
Troy Kelsay	Bi-weekly officer paycheck	2,326.86
Harold Plate	Bi-weekly crossing guard paycheck	219.37
Johnson County Sheriff	Garnishment	794.32
MidAmerican Energy	OUP Community Center & Offices gas/electricity	420.23
Christine Anderson	Monthly clerk paycheck	1,166.20
Terence Goerd	January & February inspector paycheck	3,078.88
Lori Kimura	Monthly treasurer paycheck	442.18
Brian Jensen	Monthly rental inspector paycheck	595.42
Paul Moore	Garage rent	50.00
Square Inc.	Tracking software fee	21.20
Christopher Akers	Bi-weekly officer paycheck	1,766.96
Ryan Dahm	Bi-weekly officer paycheck	293.10
Matthew Macke	Bi-weekly officer paycheck	1,189.45
Nicholas Sherman	Bi-weekly officer paycheck	144.04
Darryl Tucker	Bi-weekly officer paycheck	1,855.36
Kelsay, Troy A	Bi-weekly officer paycheck	2,326.86
Harold Plate	Bi-weekly crossing guard paycheck	242.18
Stephen Anderson	Recording and editing previous month meeting	250.00
City of Iowa City	Bus service, fuel, animal services & billing services	4,069.90
Johnson County Refuse, Inc.	February garbage & recycling services	6,789.50
SEATS	4 trips for February	100.00
Kiesler's Police Supply, Inc.	Ammunition	1,034.10
Kronlage & Olson PC	Balance owed for annual examination	600.00
Matt Wilber & Associates	Training class	100.00
Shive Hattery	February engineering services	12,415.24
Shive Hattery	October engineering services (missed bill)	1,223.48
Sunset Law Enforcement	Ammunition	568.00
US Cellular	Wireless data & internet service for car computers	101.58
Tempus Nova Inc.	Gmail 12 month user fee	675.00
Westport Touchless Autowash	January vehicle washes	16.00
VISA	Office 365 & Adobe programs	578.57
VISA	Stamps, tax forms & paid stamp	116.96
VISA	Grasshopper, Google Suite & computer programs	1,166.44
Leff Law Firm, L.L.P.	February legal services	6,600.00
James Baker	Install Adobe/Office 365 & migrate info	210.00
Global Software	TAC10 maintenance renewal	2,756.00
Internal Revenue Service	Federal payroll taxes	2,912.74
Internal Revenue Service	Federal payroll taxes	4,416.16
Iowa Public Employees Retirement System	IPERS contribution	3,613.08
Iowa Public Employees Retirement System	IPERS contribution	1,196.40
Wellmark BC/BS	Monthly insurance payment	2,254.88
MidAmerican Energy	1301 Melrose stop light	57.13
MidAmerican Energy	Pedestrian lights at 113 Golfview	35.58
MidAmerican Energy	1011 Melrose stop light	24.45
MidAmerican Energy	Street lights	462.17
City of Iowa City	Deposit for hydrant hookup for street sweeping	600.00
Hawkeye Construction & Snow Removal	Snow removal for Oct-Nov-Dec 2019	18,041.00
Hawkeye Construction & Snow Removal	January & February snow removal	25,815.50

General Fund - \$ 60,597.50

Employee Benefits Fund - \$ 14,393.26

Road Use Tax - \$ 45,035.83

Total Receipts \$ 39,303.06

Total Warrants \$ 120,026.59

Streets and Sidewalks: City Engineer Bilskemper presented a written report. Council member Swailes presented a verbal report.

City-wide street sweeping will occur from April 6th – 10th.

eGovernment: A written report was presented.

Community Protection: No report from Police Chief Troy Kelsay. Council member O’Sullivan presented a verbal report.

Finance Report: A verbal report was presented.

Building, Zoning and Sanitation: A verbal report was presented.

Announcements: City-wide leaf vacuuming that was scheduled to begin March 23 has been postponed indefinitely due to the COVID-19 situation.

City Clean-Up Day will be held on April 25th, 9:00 -11:00 a.m. at the 200 block of Marietta Avenue.

The meeting was adjourned **by unanimous consent at 8:30 p.m.**

Attest: Christine Anderson, City Clerk

Approved: Louise A. From, Mayor