



City Council
August 10, 2021
Regular Session

Call to order

Mayor Pro Tem Chris Hoffman called the August 10, 2021 Regular Session of the North Liberty City Council to order at 6:30 p.m. Councilors present: RaQuishia Harrington, Chris Hoffman, Annie Pollock, Brent Smith, Brian Wayson; absent –Mayor Terry Donahue.

Others present: Ryan Heiar, Tracey Mulcahey, Grant Lientz, Ryan Rusnak, Kevin Trom, Tracey Achenbach, Paul Park and other interested parties.

Approval of the Agenda

Wayson moved; Harrington seconded to approve the agenda. The vote was all ayes. Agenda approved.

Consent Agenda

Pollock moved, Wayson seconded to approve the Consent Agenda including the City Council Minutes, Regular Session of July 27, 2021, the attached list of claims, Sushiya License Renewal, and Liberty View Wine and Spirits Liquor License Renewal. The vote was all ayes. Consent Agenda approved.

Public Comment

No public comment was offered.

City Engineer Report

City Engineer Trom reported that the Southwest Growth Utility Project is close to completion. Shive-Hattery is working on the schematic designs of the City Hall Project form staff review on September 3. The Forevergreen Road Trail Project preconstruction meeting was held yesterday. Work will begin on October 11. Completion date is November 1. To begin the Centennial Park Loop Road Project, the notice of award has been issued, but the signed contract documents have not been returned. The preconstruction meeting is next week with a start later this month. Ranshaw Way Phase 5 is nearing completion of the current phase of paving. On August 30, the entire roadway will be closing. There are 77 days in the contract allowed for the closure. Detours will include Front Street and Jones Boulevard. Council discussed the report with Trom.

City Administrator Report

City Administrator Heiar reported that effective tomorrow, August 11, face coverings will be required in all public buildings for staff and visitors. He announced that Tracey Mulcahey received her Certified Municipal Clerk status today from the International Institute of Municipal Clerks.

CDBG Housing Sustainability (Housing Rehab) Application

At 6:36 p.m., Mayor Pro Tem Hoffman opened the Public Hearing regarding the City's application for Housing Sustainability Grant Funds. Tracey Achenbach, ECICOG, reviewed the proposed CDBG Housing Sustainability application activities for the City of North Liberty. **How the need for the proposed activity or project was identified.** The City of North Liberty has determined that housing rehabilitation funding assistance would be greatly beneficial in implementing its goal of maintaining safe, livable, and affordable housing within the city. The Housing Trust Fund of Johnson County (HTFJC) has an FHLB-funded owner-occupied rehabilitation grant, and while that grant is available throughout the county, nearly half of the assisted homes are located in North Liberty, demonstrating the need. The City has financially contributed to HTFJC for many years, which indicates the importance the City has placed on affordable housing in the community – for both the creation of new housing, as well as the preservation of existing housing. **How the proposed activity or project will be funded and the source of the funds.** The owner-occupied housing rehabilitation project will be funded with \$207,495 in federal funds. **The date the Housing Fund application will be submitted.** The application will be submitted online no later than August 20, 2021, at 5:00 pm. **Amount of federal funds to be requested.** The amount of federal funds to be requested is \$207,495. **Estimated portion of federal funds that will benefit persons of low and moderate income.** One hundred percent of the funds will benefit households with incomes at or below 80 percent of the area's median income level. **Where the proposed activity or project will be.** The proposed activity will be located within the city limits of City of North Liberty and outside of the 100-year floodplain. **Plans to minimize displacement of persons and businesses as a result of funded activities or projects.** Due to the lead hazard reduction activities required as a part of this program, homeowners may be temporarily relocated from their homes as part of the project. Because the project is an exterior improvements rehabilitation project, and the only interior work to be done will be lead hazard reduction activity, displacement is not anticipated to occur often. If it does, a portion of the grant has been dedicated to cover the costs associated with temporary displacement. The amount will be allocated as necessary for each rehabilitation project. **Plans to assist persons actually displaced.** Those owner-occupants who are required to be temporarily relocated will be asked to find housing that is Lead Safe in which to be relocated until the rehabilitated home has passed clearance testing. The City will pay up to three days of relocation expenses and reimburse the rest of the funds once the full amount of days out of the project home is known. If the homeowner is to enter the home during a period of relocation activity, funds will not be awarded or reimbursed. **The nature of the proposed activity or project.** This project will provide for the exterior rehabilitation of five owner-occupied homes and the voluntary relocation of these participants within city limits. Exterior improvements will be completed, and any lead hazards identified in the interior of the home will also be addressed. Rehabilitation activities include, but are not limited to, siding, gutters, roofing, windows, and activities related to lead hazard reduction. Eligible households must meet the State of Iowa's Housing Fund income guidelines. The home to be rehabilitated must be the occupant's principal residence and be located outside of the 100-year floodplain, and property insurance on the home is required. Maximum federal dollars to be spent per home for rehabilitation costs is \$24,999 plus an average of \$6,000 per house for lead hazard reduction activities. The federal funds utilized for rehabilitation will be secured by five-year forgivable loans.

Achenbach then requested comment from the elected officials and the general public on the Community Development and Housing Needs Assessment. She requested input on the needs of low-to-moderate income persons. The first need identified was for the rehabilitation of existing housing in the community. In particular, for those homeowners in the community with lower income in need of assistance to make their homes safer and more energy efficient. Other items identified were: the need for additional food resources for the food pantry; and potentially the need for additional funding to assure that children returning to school have the supplies they need. Achenbach then requested input on other community development and housing needs in the community, and the needs identified were: to increase resources, including clothing, for all those in need; upgrade the trail system to increase accessibility, improve surfaces and increase safety; and increase the availability of transit within the community. Achenbach then requested input on planned or potential activities to address the community development and housing needs. The City of North Liberty is currently applying for CDBG funds to assist lower income homeowners with rehabilitation, expanding the food pantry to include clothing and other items people need, and the City has developed a trail plan to address the needs identified.

Mayor Pro Tem requested additional input from the public and City Council, and there were no written comments submitted prior to the meeting. The public hearing was closed at 6:51 p.m.

Harrington moved, Pollock seconded to approve Resolution Number 2021-76, A Resolution awarding Community Development Block Grant (CDBG) Housing Rehabilitation Technical Services Contract upon notification of a Housing Sustainability Grant Award. After discussion, the vote was: ayes – Smith, Wayson, Pollock, Harrington, Hoffman; nays – none. Motion carried.

Pollock moved, Harrington seconded to approve Resolution Number 2021-77, A Resolution authorizing and directing the Mayor to sign, execute and submit an application and associated documents for funding the Community Development Block Grant (CDBG) Housing Sustainability Program. The vote was: ayes – Wayson, Pollock, Hoffman, Harrington, Smith; nays – none. Motion carried.

Board of Adjustment Appointments

Wayson moved, Smith seconded to affirm the Mayor's appointments to the Board of Adjustment. The vote was all ayes. Appointments approved.

Solum Lang Architects, LLC Site Plan

Heiar reported that Staff and Planning Commission recommend approval.

Kevin Coon, MMS Consultants, was present on behalf of the applicant and offered additional information. Council discussed the application with Coon.

Harrington moved, Smith seconded to approve Resolution Number 2021-78 A Resolution approving the Development Site Plan for Lot 24, Corridor Commercial Subdivision – Part Two A, North Liberty, Iowa. After discussion, the vote was: ayes – Hoffman, Smith, Wayson, Pollock, Harrington; nays – none. Motion carried.

Urban Renewal Plan Amendment

At 6:57 p.m., Mayor Pro Tem Hoffman opened the Public Hearing regarding proposed Urban Renewal Plan Amendment. No oral or written comments were received. The public hearing was closed at 6:58 p.m.

Wayson moved, Pollock seconded to approve Resolution Number 2021-79, A Resolution to declare necessity and establish an Urban Renewal Area, pursuant to Section 403.4 of the Code of Iowa and approve Urban Renewal Plan Amendment for the North Liberty Urban Renewal Area. After discussion, the vote was: ayes – Hoffman, Harrington, Wayson, Smith, Pollock; nays – none. Motion carried.

5 E. Cherry Street

Mayor Pro Tem Hoffman opened the Public Hearing regarding proposed disposal of property at 6:59 p.m. No oral or written comments were received. The public hearing was closed at 6:59 p.m.

Harrington moved, Wayson seconded to approve Resolution Number 2021-80, A Resolution authorizing the acceptance of Purchase Offer received for the real property situated at 5 E. Cherry Street. The vote was: ayes – Wayson, Harrington, Pollock, Hoffman, Smith; nays – none. Motion carried.

Lot C, Beaver Creek Third Addition

At 7:00 p.m., Mayor Pro Tem Hoffman opened the Public Hearing regarding proposed disposal of property. No oral or written comments were received. The public hearing was closed at 7:00 p.m.

Smith moved, Harrington seconded to approve Resolution Number 2021-81, A Resolution authorizing the acceptance of Purchase Offer received for the real property at Lot C, Beaver Creek Third Addition. The vote was: ayes – Hoffman, Pollock, Smith, Harrington, Wayson; nays – none. Motion carried.

City Hall Project

Wayson moved, Pollock seconded to approve Resolution Number 2021-82, A Resolution approving Services Agreement Amendment between the City of North Liberty and Shive-Hattery, Inc. for the City Hall Project. After discussion, the vote was: ayes – Harrington, Smith, Pollock, Hoffman, Wayson; nays – none. Motion carried.

The Preserve Part Two A

Pollock moved, Smith seconded to approve Resolution Number 2021-83, A Resolution approving the Developer's Agreement for The Preserve – Part Two A. After discussion, the vote was: ayes – Pollock, Harrington, Hoffman, Smith, Wayson; nays – none. Motion carried.

Hate Crime Ordinance

Council discussed the possibility of adopting a Hate Crime Ordinance. The consensus was to move ahead with an ordinance with a resolution for the position statement.

Recordation Ordinance

Mayor Pro Tem Hoffman opened the Public Hearing regarding proposed amendments to the Recordation Ordinance at 7:33 p.m. No oral or written comments were received. The public hearing was closed at 7:33 p.m.

Wayson moved, Pollock seconded to approve the first consideration of Ordinance Number 2021-14, An Ordinance amending the recordation requirements of final subdivision plat documents in Chapter 180 of the North Liberty Code of Ordinances. The vote was: ayes – Wayson, Pollock, Hoffman, Smith, Harrington; nays – none. Motion carried.

JT Properties Rezoning

Harrington moved, Smith seconded to approve the second consideration of Ordinance Number 2021-13, An Ordinance amending Chapter 167 of the North Liberty Code of Ordinances by amending the use regulations on property located at the southwest corner of Highway 965 and 240th Street located in North Liberty, Iowa to those set forth in the Municipal Code for the C-2A Highway Commercial District. The vote was: ayes- Hoffman, Smith, Pollock, Wayson, Harrington; nays – none. Motion carried.

Old Business

Councilor Smith spoke regarding the updated COVID-19 situation and asked that all be kind regardless of the position on masks and the virus. Councilor Pollock spoke about the latest COVID-19 updates and encouraged all to seek information on vaccinations and masks. Councilor Harrington offered thoughts on the current COVID-19 condition and reminded all that youth are not able to be vaccinated. Councilor Hoffman stated that the City follows CDC guidance regarding masking and the virus. Paul Park spoke regarding his property purchase that was approved tonight. Councilor Wayson spoke regarding the thoughtfulness of disposing of property that the City paid for maintenance on that did not fit in our current plans.

New Business

Councilor Smith thanked Boy Scouts for working with the Park Department to construct a new bridge in Beaver Creek Park.

Adjournment

Mayor Pro Tem Hoffman adjourned the meeting at 7:47 p.m.

CITY OF NORTH LIBERTY

By: _____
Chris Hoffman, Mayor Pro Tem

Attest: _____
Tracey Mulcahey, City Clerk