

# URBANA NEWSLETTER

Urbana city hall  
102 CAPITOL AVE  
URBANA IOWA 52345  
319.443.2400 Fax 319.443.2491  
You can email us at:  
[info@urbanaiaowa.com](mailto:info@urbanaiaowa.com)

Check our website at:  
[www.urbanaiaowa.com](http://www.urbanaiaowa.com)

City Hall Hours  
Monday-Friday  
7:30 am to 11:30 am  
Noon to 4:00 pm

Building Inspector - Jerry Michael  
[buildinginspector@urbanaiaowa.com](mailto:buildinginspector@urbanaiaowa.com)

Public Works Dept  
[Publicworksdept@urbanaiaowa.com](mailto:Publicworksdept@urbanaiaowa.com)

General info—[info@urbanaiaowa.com](mailto:info@urbanaiaowa.com)

## MOVING? PLEASE REMEMBER

Departing residents are required to complete a moving out form to stop Municipal water billings.

The form can be found at [Urbanaiaowa.com](http://Urbanaiaowa.com). If you fail to do this you will be responsible for the water, sewer, and garbage bill until it is completed.  
Thank You!

**September 4th—  
Labor Day, City Hall is Closed**

**September 8th—closed**

**September 12th—closed**

**September 13th  
City Council Meeting @  
6:30pm**

**September 14th— closed**

**September 18th— closed**

**September 21st— City Hall is open until 5pm to accept Applications of Candidacy. Last Day to apply for city government.**

**September 22nd— closed**

**September 24th—  
Show and Shine Car Show**

**September 26th— closed**

**September 28th— closed**



## City Election .....

Elections for City office will be held November 7th, 2023. The City of Urbana will have 3 four-year term Council seats and the Mayors seat open for election on the ballot. In order to hold an office in the City, a candidate must be an eligible elector, meeting the same qualifications required to vote and be a resident of the City. Come pick up paperwork at City Hall or online @ [sos.iowa.gov/elections/candidates/nompapers.html](https://sos.iowa.gov/elections/candidates/nompapers.html)

**You have until 5pm on September 21st to turn in your nomination paperwork!**



## **CITY ADMINISTRATOR/CITY CLERK Urbana, Iowa**

Urbana, Iowa, population 1,458 is seeking a high-quality candidate with strong, energetic, and visionary leadership skills to serve as their next City Administrator. The city is approximately 22 miles from the Cedar Rapids metro area, 30 miles from Waterloo, and just under an hour's drive to Iowa City. To learn more about Urbana and the position profile, visit their website at [www.urbanaiowa.com](http://www.urbanaiowa.com)

The successful candidate will have experience with economic development, budgeting, and financial management, strategic planning, and be an ethical, responsive and a skilled communicator.

### **Education**

- A Bachelor of Science Degree majoring in public administration, political science, accounting, finance, business management or administration, economics, or a related field. and supervisory experience.

### **Experience**

- Three (3) years of responsible City or County government operations and management experience

### **Salary and benefits**

- \$75,000 to \$95,000 annually, depending upon qualifications
- Holidays, Vacation, and Personal Sick Leave
- Health Insurance, Dental coverage, Short-term Disability, and Life Insurance available
- IPERS retirement benefits

### **Car Allowance**

- A vehicle allowance may be provided or mileage reimbursement at IRS rate
- Must obtain valid Iowa Driver's License

### **Cell Phone**

- Cell phone provided

### **Additional Information**

Confidential materials such as a cover letter, resume, salary history, and 5 professional references should be sent to:

Elizabeth Hansen, Midwest Municipal Consulting LLC

[ehansen.mmc@gmail.com](mailto:ehansen.mmc@gmail.com)

515-391-9816

Applications will be accepted until **September 8, 2023.**

# SHOW AND SHINE

hosted by

STEIL'S GARAGE  
Car Show



Sunday, September 24, 2023  
10am - 2pm

location: Steil's Garage, 2 Wood Street, Urbana, Iowa  
3 blocks of Wood Street will be blocked off for the show



The Benton County Landfill wants to help more residents start composting to reduce their organic waste!



## requirements

- owner-occupied household
- proof of purchase dated after 7/1/2022

## composting benefits

saves landfill space

improves soil health

lowers methane emissions

*Benton County residents qualify for a*

**\$75 REBATE**

*toward a compost bin.*



*Fill out  
a rebate form  
today!*

[ecicog.org/benton-compost](http://ecicog.org/benton-compost)



## What is organic waste?



debris from a typical yard and garden (banned from landfills)



food discarded from the kitchen (accounts for over 30% of landfilled materials)



Alicia Presto  
[alicia.presto@ecicog.org](mailto:alicia.presto@ecicog.org)  
319-289-0058



**SATURDAYS 9:00 AM - 11:00 am**

**American Legion Pavilion – Wood St**

## **Come Get Fresh at the Market!**

**We expect to have rhubarb, lettuce, radishes, turnips, onions and other vegetables, eggs, baked goods and crafts**

**Coffee and doughnuts each week  
and you can win a free basket of goodies from the vendors!**

**Janice 443-2511 --- Eileen 443-5620**

**Find us on Facebook: Urbana Farmers Market**

### **Do I need to get a permit for that?**

- Build a portable shed—Yes for all buildings over 120 square feet.
- Build a shed on permanent foundation-Yes, all sizes.
- Build a new fence-Yes
- Repair a fence-No
- Build a deck– Yes
- Shingle a roof—No
- Replace sheeting on a roof—Yes
- Replace windows & doors same size-No
- Replace windows & doors and change size-Yes
- Install a permanent pool-Yes-See permit for definition of “permanent”.
- Build or alter a driveway-Yes
- New furnace/AC-Yes
- HVAC, Electrical, and plumbing-Yes
- Building additions-Yes



**Know what's below.  
Call before you dig.**  
[www.call811.com](http://www.call811.com)



**1-800-292-8989** |   
[www.iowaonecall.com](http://www.iowaonecall.com)

**DID YOU KNOW!  
PERMIT  
APPLICATIONS  
ARE ON-LINE AT:**

**[UrbanaIowa.com](http://UrbanaIowa.com)**

Did you know you can pay your water bill on-line at [www.urbanaiowa.com](http://www.urbanaiowa.com). The City of Urbana accepts Credit Card payments for utility bills through GovPayNet. A small non-refundable fee will be charged to the user based on the payment amount.

## **STREET LIGHT REPAIR REQUESTS**

If you notice a street light that needs repair you can submit a repair request by either filling out an online form at [www.alliantenergy.com/streetlights](http://www.alliantenergy.com/streetlights) or by calling 1-800-alliant(1-800-255-4268) or East Central REC at 443-4343 depending on where you pay your electric bill.

## **St. Mary Food Pantry**



St. Mary, Urbana has a food pantry available to those in need of assistance. If you or someone you know needs extra help with food, please contact Dawn at 319-560-4907.

An appointment will be scheduled to get you what you need.

**Don't forget the mini food pantry on the corner of Wood and Brush Streets.**

## The 2022 Consumer Water Quality Report

Is now available at City Hall, online at [WWW.IOWACCR.ORG](http://WWW.IOWACCR.ORG) or [WWW.URBANAIOWA.COM](http://WWW.URBANAIOWA.COM)

The 2022 water quality report for Urbana water supply contains important information regarding the water quality in our water system and the source of our groundwater.

- ⇒ **Lions Club**-Meeting the first Monday of each month. 7 PM.
- ⇒ **Library Board**- Meeting the first Tuesday of each month @7pm in Urbana Community Center.
- ⇒ **City Council Meeting**-Second Wednesday of the month 6:30 at City Hall.
- ⇒ **Urbana American Legion Meeting** the third Thursday of every month at 7 pm at the Legion Hall.
- ⇒ **Legion Auxiliary** - Meeting is the fourth Monday every month at 6:30 PM

## CITY PHONE NUMBERS

- ◆ **Ambulance** 911
- ◆ **Building Inspector** 327-6104
- ◆ **Center Point Library** 849-1509
- ◆ **Fire Department** 911  
Non-Emergency 443-2627
- ◆ **Garbage - Billing Only** 443-2400
- ◆ **Garbage- Pick up Questions** 521-6978
- ◆ **Meals on Wheels** 472-4761  
*Urbana Representative*
- ◆ **Police Department** 911  
Non-Emergency 443-2780  
or 310-4990
- ◆ **Water/Sewer - Billing** 443-2400
- ◆ **Iowa One Call** 1-800-292-8989

**Sign up for ACH automatic payment of your utility bill.**

**Never worry about receiving late charges again.**

Your payment will automatically be debited from your checking/savings account on the 20th of each month or next business day if a weekend or holiday.

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I authorize the City of Urbana to initiate entries to my (our) account below:

Checking/Savings Account Number \_\_\_\_\_

Financial Institution's Name \_\_\_\_\_

Financial Institution's Routing Number \_\_\_\_\_

Financial Institution's Address \_\_\_\_\_

This authority is to remain in full force and effect until the City of Urbana has received written notification from me of its termination in such time and manner as to afford the City of Urbana a reasonable opportunity to act on it.

Signature \_\_\_\_\_

**\*\*\*Please attach voided check\*\*\***

Full Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone No. \_\_\_\_\_ Date \_\_\_\_\_

Please return this form to:

City Hall  
102 Capitol Avenue  
Urbana, Iowa 52345