

**ROLL CALL ORDER FOR MEETING OF
March 4, 2024**

Sprank, Resnick, Wethal, Cavanagh, Farber, Jones, Roussell

Viewing and Participation Options

The public has the option to view and participate in the meeting in City Council Chambers or virtually. The meeting will be aired live on CityChannel Dubuque (Mediacom cable channels 8 and 117.2), streamed live and archived on the City's website at www.cityofdubuque.org/media, and streamed live on the City's Facebook page at www.facebook.com/cityofdubuque.

The public can provide in-person, audio, and written input during sections of the agenda where public input is accepted. For in-person input, please reference the instructions on speaking within the Consent Items, Public Hearing, and Public Input sections.

Virtual input options during the live meeting include:

- Log into GoToMeeting using the login links, phone numbers and access code below. This option includes audio input and written "chat" input. If you are participating via computer, indicate which item you would like to speak to in the Chat function, or note you would like to speak during the appropriate section. If you are participating via phone, indicate which item you would like to speak to during the appropriate section. All comments, whether audio or written, must be accompanied by a name and address.

Please join the meeting from your computer, tablet or smartphone.

- www.CityOfDubuque.org/VirtualMeeting
- You can also dial in using your phone.
- United States (Toll Free): 1 877 568 4106
United States: +1 (571) 317-3129
Access Code: 337-661-181

Additionally, written public input can be accepted prior to or during the meeting by:

- Contacting the City Council directly from the City's webpage at www.cityofdubuque.org/councilcontacts
- Through the City Clerk's Office email at ctyclerk@cityofdubuque.org



**CITY OF DUBUQUE, IOWA
CITY COUNCIL MEETING**

Historic Federal Building: 350 W. 6th Street -
Second-Floor Council Chambers.

Virtual participation options are also available. Please
see the information above for options.

March 4, 2024

Council meetings are video streamed live and archived at www.cityofdubuque.org/media and on Dubuque's CityChannel on the Mediacom cable system at cable channel 8 and digital 117.2

WORK SESSION

1. 5:30 PM - Sanitary Sewer Asset Management Plan (SSAMP) Update on Consulting Engineering Services

City staff will present on the Sanitary Sewer Asset Management Plan and provide City Council with an update on the status of the program, review the results from the preliminary analysis performed to date, and to discuss the anticipated next steps for the program.

REGULAR SESSION

6:30 PM

PLEDGE OF ALLEGIANCE

PRESENTATION(S)

1. The Public Safety Citizen Lifesaving Award Recognition

The following individuals will be recognized for receiving The Public Safety Citizen Lifesaving Award:

For efforts in providing immediate care to a fallen community member using CPR and the use of a Hempstead High School AED: Student Drew Lewis, Hempstead coaches Damon Rogers and Tyler Schaul, and Dubuque County Basketball Association Coach Haris Takes.

For the support of an AED program throughout the schools: Dubuque Community School District (Superintendent Amy Hawkins and her team)

A special thank you to the city responders who teamed up to assist these students and coaches which ultimately resulted in a positive outcome for one of our residents: Dispatchers Michelle Gensrick and Jason Coxs. Responding members from the fire department include Larry Ewert, Adam Feyen, Chris Grue, Bryan McDonald, Doug Merkes, Brian Pape, and Austin Schmit.

PROCLAMATION(S)

1. Irish American Heritage Month (March 2024)

On behalf of the Ancient Order of Hibernians Dubuque Division #2.

CONSENT ITEMS

The consent agenda items are considered to be routine and non-controversial and all consent items will be normally voted upon in a single motion without any separate discussion on a particular item. If you would like to discuss one of the Consent Items, please go to the microphone and be recognized by the Mayor and state the item you would like removed from the Consent Agenda for separate discussion and consideration.

1. Minutes and Reports Submitted

Airport Commission of January 16, 2024; Arts and Cultural Affairs Commission of December 27, 2023 and January 23, 2024; Cable Television Commission of August 29, 2023; City Council Proceedings of February 19, 2024; Historic Preservation Commission of February 15, 2024; Park and Recreation Commission of April 11, 2023; May 9, 2023; June 13, 2023; August 8, 2023; October 10, 2023; November 14, 2023; December 12, 2023; January 13, 2024; Resilient Community Advisory Commission of September 7, 2023; October 5, 2023; November 2, 2023; December 7, 2023; Transit Advisory Board of September 14, 2023; Zoning Board of Adjustment of January 25, 2024; Draft Zoning Board of Adjustment of February 22, 2024; Proof of Publication for City Council Proceedings of February 5, 2024.

Suggested Disposition: Receive and File

2. Notice of Claims and Suits

Roger and Mary Rollinger for property damage; Brian Zeimet for property damage.

Suggested Disposition: Receive and File; Refer to City Attorney

3. Disposition of Claims

City Attorney advising that the following claims have been referred to Public Entity Risk Services of Iowa, the agent for the Iowa Communities Assurance Pool: Roger and Mary Rollinger for property damage; Brian Zeimet for property damage.

Suggested Disposition: Receive and File; Concur

4. Approval of City Expenditures

City Manager recommending City Council approval for payment of City expenditures.

RESOLUTION Authorizing the Chief Financial Officer/City Treasurer to make certain payments of bills that must be paid and approved for payment in accordance with City procedures

Suggested Disposition: Receive and File; Adopt Resolution(s)

5. Authorized Depository Institutions

City Manager requesting City Council approval of a resolution that increases the depository limit of Iowa Public Agency Investment Trust to \$60 million.

RESOLUTION Naming Depositories

Suggested Disposition: Receive and File; Adopt Resolution(s)

6. US Census Boundary and Annexation Survey

City Manager sharing information and raising awareness of the annual process for the U.S. Census Bureau Boundary and Annexation Survey.

Suggested Disposition: Receive and File

7. Acceptance of Grant of Easement for Storm Sewer Utility across Rabbit Hollow Nature Conservancy, Inc. Property off of Rockdale Rd. in Dubuque

City Manager recommending City Council adopt a resolution accepting the Grant of Easement for storm sewer utility from Rabbit Hollow Nature Conservancy, Inc. for recently constructed storm sewer extension improvements across part of Lot 2 of Rabbit Hollow Place # 5, in the City of Dubuque, Iowa.

RESOLUTION Accepting a Grant of Easement for storm sewer utility through, under and across part of Lot 2 of Rabbit Hollow Place # 5, in the City of Dubuque, Iowa

Suggested Disposition: Receive and File; Adopt Resolution(s)

8. 2022 John F. Kennedy Road Sidewalk Installation Project

City Manager recommending City Council adopt the attached resolutions to accept the public improvements, approve the Final Schedule of Assessments, and to authorize the payment of the final contract amount of \$599,582.62 to Midwest Concrete, Inc., of Peosta, IA, for the 2022 John F. Kennedy Road Sidewalk Installation Project, Iowa DOT Project TAP-U-2100-703-8I-31 subject to Iowa DOT concurrence and levy the special assessments in the amount of \$79,180.24.

RESOLUTION Accepting the 2022 John F. Kennedy Road Sidewalk Installation Project - Iowa DOT Project TAP-U-2100-703-8I-31 and authorizing the payment of the contract amount to the contractor

RESOLUTION Adopting the Final Assessment Schedule for the 2022 John F. Kennedy Road Sidewalk Installation Project - Iowa DOT PROJECT TAP-U-2100-703-8I-31

Suggested Disposition: Receive and File; Adopt Resolution(s)

9. Seippel Road Water Main Relocation Project - Acceptance of Public Improvement Construction Contract

City Manager recommending City Council adopt the attached resolution to accept the improvements and to authorize the payment of the contract amount of \$175,308.58 to Horsfield Construction, Inc. for the Seippel Road Water Main Relocation Project.

RESOLUTION Accepting the Seippel Road Water Main Relocation Project and authorizing the payment to the contractor

Suggested Disposition: Receive and File; Adopt Resolution(s)

- 10. Dubuque Area Chamber of Commerce's Air Service Survey Results and Dubuque Air Service Goals and Objectives**
City Manager providing a copy of the Dubuque Area Chamber of Commerce's Air Service Survey Results and Dubuque Air Service Goals and Objectives.
Suggested Disposition: Receive and File
- 11. 3000 Jackson Dubuque Brewing and Malting Project Update**
City Manager submitting a status update on the Dubuque Brewing and Malting project at 3000 Jackson Street.
Suggested Disposition: Receive and File
- 12. Letter of Support for Dubuque County Energy District**
City Manager sharing information on the City Manager's Letter of Support for the Dubuque County Energy District's grant application to The Funders Network's (TFN) Partners for Places (P4P).
Suggested Disposition: Receive and File
- 13. Bloomberg's Youth Climate Action Grant Application Submittal**
City Manager recommending City Council approval of the submission of a grant application and funding request to the Bloomberg Youth Climate Action grant program.
Suggested Disposition: Receive and File; Approve
- 14. Approval to Provide Matching Funding for a Historic Structure Report for Eagle Point Park**
City Manager recommending City Council approval to provide matching funding of \$75,000 for the grant application to be filed by Heritage Works to the Jeffris Heartland Fund to develop a Historic Structures Report (HSR) for the Alfred Caldwell designed buildings at Eagle Point Park.
Suggested Disposition: Receive and File; Approve
- 15. American Flood Coalition Membership**
Correspondence from the City of Dubuque to the American Flood Coalition regarding the city's decision to join the coalition. The American Flood Coalition is a nonpartisan group of political, military, business, and local leaders that have come together to drive adaptation to higher seas, stronger storms, and more frequent flooding. The coalition seeks to advance solutions that support flood-affected communities.
Suggested Disposition: Receive and File
- 16. Letters of Support for Ham House Interior Restoration & Preservation Project**
City Manager recommending City Council approval of letters of support and authorization for the Dubuque County Historical Society (DCHS) to apply for two grants for interior restoration and preservation at the Mathias Ham House.
Suggested Disposition: Receive and File; Approve
- 17. Request for City Council Ratification of Two Amendments to current Collective Bargaining Agreements (DPPA and Teamsters (Bus Operators))**
City Manager recommending City Council ratify the attached referenced Collective Bargaining Agreements (DPPA and Teamsters (Bus Operators)) amendments.
Suggested Disposition: Receive and File; Approve

BOARDS/COMMISSIONS

- 1. Boards and Commission Application Review**
Applicants are invited to address the City Council regarding their desire to serve on the following Boards/Commissions. Applicant appointments will be made at the next City Council

meeting.

Housing Appeals and Mediation Board

One, 3-Year Term through January 1, 2027 (Vacant term of Lenhart)

Applicant:

- Jeff Lenhart, 1085 Main St.

PUBLIC INPUT

At this time, anyone in the Council Chambers may address the City Council on the Action Items on the agenda or on matters under the control of the City Council. Residents are asked to approach the podium and state their name and address before proceeding with their comments. Individual remarks are limited to five minutes, and the overall Public Input period is limited to 30 minutes. Under the Iowa Open Meetings Law, the City Council can take no formal action on comments given during Public Input which do not relate to Action Items on the Agenda.

ACTION ITEMS

These are items where discussion is held by the City Council - public comments are not allowed except as authorized by the Mayor.

1. Greater Dubuque Development Corporation's 'You Can Be Great Here' Campaign Progress Brochure

City Manager providing a copy of Greater Dubuque Development Corporation's 'You Can Be Great Here' Campaign Progress Brochure that will be distributed with City utility bills from February 14 through March 6, 2024.

Suggested Disposition: Receive and File

2. Prepared Live

City Manager sharing information on a new web-based platform Prepared Live that Emergency Communications Center will go live with on March 4th, 2024.

Suggested Disposition:

Receive and File; Presentation

3. Approve Reimagine Comiskey Park-Phase 2 National Park Service Outdoor Recreation Legacy Grant Application Submission

City Manager recommending City Council approval of the Reimagine Comiskey Park-Phase 2 National Park Service Outdoor Recreation Legacy Grant application submission and adopt the resolution.

RESOLUTION Authorizing the Mayor to execute an application for the National Park Service Outdoor Recreation Legacy Partnership Program Grant and authorizing the Leisure Services Director and the City Manager to approve the application

Suggested Disposition: Receive and File; Adopt Resolution(s)

4. 2023 Dubuque Police Department Annual Report

City Manager providing a copy of the 2023 Dubuque Police Department Annual Report.

Suggested Disposition: Receive and File

5. Central Avenue and White Street Corridor Traffic Study Recommendation for Selection of Professional Consultant Services

City Manager recommending City Council approval in the selection of Bolton & Menk, Inc. as the first-ranked Consultant and that the City be authorized to negotiate a Professional Consultant Services Agreement to complete a corridor study for Central Avenue and White Street and the feasibility of corridor solutions based on public engagement and a holistic approach using traffic calming and urban design elements.

Suggested Disposition: Receive and File; Approve

COUNCIL MEMBER REPORTS

CLOSED SESSION

Purchase or Sale of Real Estate – Chapter 21.5(1)(j) Code of Iowa

ADJOURNMENT

The agenda with supporting documents may be accessed at www.cityofdubuque.org or at the City Clerk's Office, 50 W. 13th Street, during regular business hours.

This notice is given pursuant to Chapter 21, Code of Iowa, and applicable local regulations of the City of Dubuque, Iowa and/or governmental body holding the meeting.

Written comments regarding the above items may be submitted to the City Clerk's Office, 50 W. 13th St., Dubuque, IA 52001, before or at said time of meeting.

Individuals with limited English proficiency, vision, hearing or speech impairments or requiring special assistance should contact the City Clerk's Office as soon as feasible at (563) 589-4100, ctyclerk@cityofdubuque.org . Deaf or hard-of-hearing individuals can use Relay Iowa by dialing 711 or (800) 735-2942.

City of Dubuque City Council Meeting

Roll Call # 0

ITEM TITLE:

SUMMARY:

Sprank, Resnick, Wethal, Cavanagh, Farber, Jones, Roussell

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**SUGGESTED
DISPOSITION:**

City of Dubuque
City Council Meeting

Work Session - Top # 01.

ITEM TITLE: 5:30 PM - Sanitary Sewer Asset Management Plan (SSAMP) Update on Consulting Engineering Services

SUMMARY: City staff will present on the Sanitary Sewer Asset Management Plan and provide City Council with an update on the status of the program, review the results from the preliminary analysis performed to date, and to discuss the anticipated next steps for the program.

**SUGGESTED
DISPOSITION:**

ATTACHMENTS:

Description

MVM Memo
Staff Memo
Presentation

Type

City Manager Memo
Staff Memo
Supporting Documentation



TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

SUBJECT: Sanitary Sewer Asset Management Plan (SSAMP) Update on
Consulting Engineering Services [CIP# 5581500026]
March 4, 2024, Council Working Session

DATE: February 27, 2024

City Engineer Gus Psihoyos is sharing information for the March 4, 2024, 5:30 p.m.
work session on the Sanitary Sewer Asset Management Plan (SSAMP) Update.



Michael C. Van Milligen

MCVM:sv

Attachment

cc: Crenna Brumwell, City Attorney
Cori Burbach, Assistant City Manager
Gus Psihoyos, City Engineer
Maxwell O'Brien, Civil Engineer
Bob Schiesl, Assistant City Engineer
Todd Irwin, Engineering Technician
Steve Sampson Brown, Project Manager
William O'Brien, Water & Resource Recovery Center Manager
Deron Muehring, Water & Resource Recovery Center Director
Arielle Swift, Public Works Director
Wally Wernimont, Planning Services Director

TO: Michael C. Van Milligen, City Manager

FROM: Gus Psihoyos, City Engineer

DATE: February 27, 2024

SUBJECT: Sanitary Sewer Asset Management Plan (SSAMP) Update on Consulting Engineering Services [CIP# 5581500026] March 4, 2024, Council Working Session

INTRODUCTION

The purpose of this memo is to summarize the status of the Sanitary Sewer Asset Management Plan (SSAMP) program to be presented by staff during the special work session with City Council on March 4, 2024. During the work session staff will present on the program and provide City Council with an update on the status of the program, review the results from the preliminary analysis performed to date, and to discuss the anticipated next steps for the program.

BACKGROUND

Management of the City's sanitary sewer collection system requires an understanding of how its aging infrastructure is performing in older areas of the City and how potential, rapid expansion related to growth from the completion of the Southwest Arterial and newly annexed areas might impact the sanitary sewer collection system. To maximize the return on investment as to how all sewer utility dollars are spent in combination with constrained capital and operating budgets, an asset management plan that identifies and helps prioritize the sanitary sewer improvements necessary in the short-, mid-, and long-term to ensure the system continues to meet the needs of the community and to provide planning level budgets for all recommendations. The consultant will assist City staff in establishing a strategic and proactive plan for the management of the sanitary sewer system that shall:

- Develop repeatable and dynamic processes that enable staff to quickly evaluate asset data to assess condition, level of service, and criticality.
- Rank sanitary sewer capital improvement projects based on risk analysis and system performance.
- Identify sanitary sewer utility staffing and resource needs.
- Optimize existing operations and maintenance procedures.

During the May 1, 2023, City Council meeting, the Council authorized the City Manager to negotiate a contract with HDR Engineering for the City's SSAMP. On June 13, 2023,

the City Manager authorized the negotiated Master Services Agreement with HDR Engineering as well as the initial Task Order #1, which pertains primarily to the collection and analysis of the available sanitary sewer system data and engagement with City staff through workshops to identify current staff procedures, needs, and goals. On September 9, 2023, the City Manager authorized the next Task Order #2, which pertains primarily to the development of a system wide hydraulic model to analyze the existing sanitary sewer system capacity as well as to begin coordination with the Planning Services Department on the City's goals for future growth planning.

For each of the initiated task orders, HDR Engineering has provided City staff with thorough updates detailing the results of each analysis performed to date. HDR Engineering is also developing a proposed "Road Map" for the Sanitary Sewer Asset Management Plan which propose a schedule future initiatives and task orders based on the identified system needs and priorities.

Prepared by Maxwell O'Brien, Civil Engineer

cc: Bob Schiesl, Assistant City Engineer
Maxwell O'Brien, Civil Engineer
Todd Irwin, Engineering Technician
Steve Sampson Brown, Project Manager
William O'brien, Water & Resource Recovery Center Manager
Deron Muehring, Water & Resource Recovery Center Director
Arielle Swift, Public Works Director
Wally Wernimont, Planning Services Manager

Sanitary Sewer Utility Asset Management Plan

FY24 Program
Status Update





QUALIFICATIONS FOR
Engineering Services
for Sanitary Sewer
Asset Management Plan

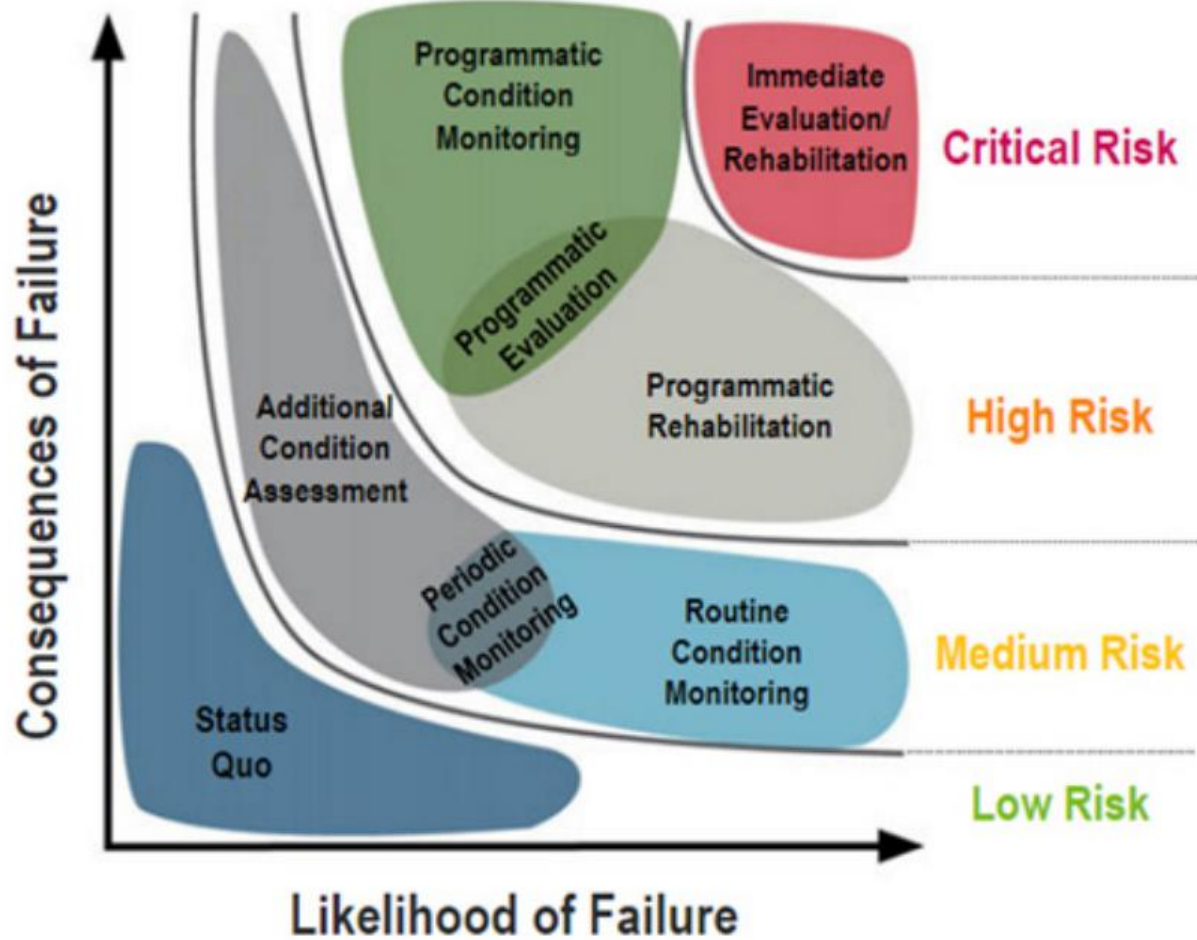


April
2023

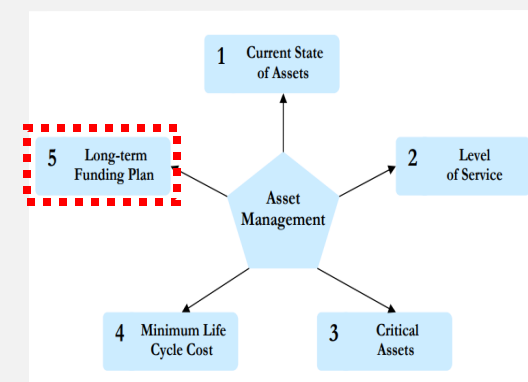


Purpose

- Provide a brief update on progress towards a Sanitary Sewer Asset Management Plan (SSAMP)
- Provide the results of staff workshops
- Provide preliminary study findings and priority items being further investigated
- Present draft SSAMP goals and anticipated next steps



“Start with the end in mind.”

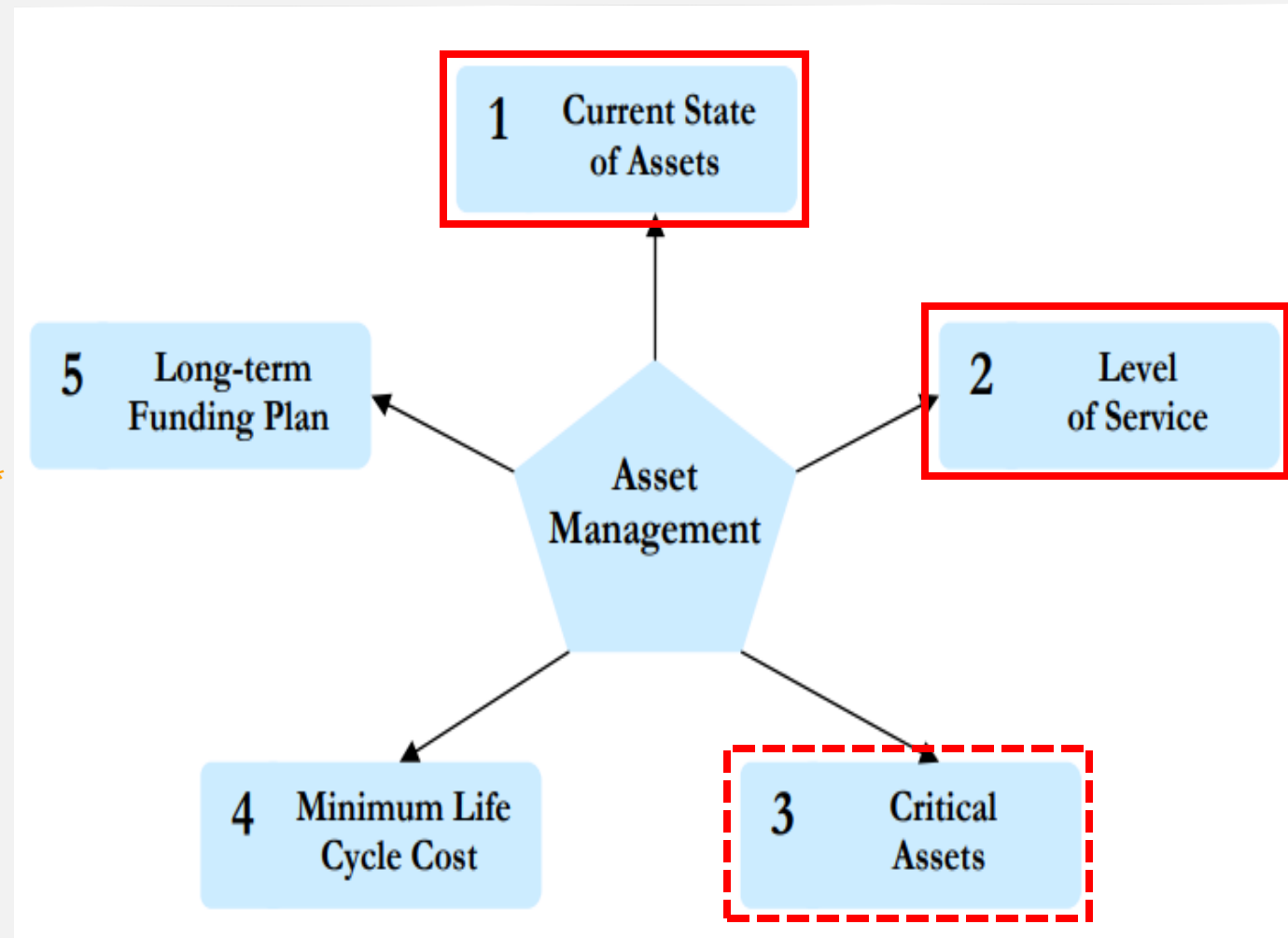


- Develop repeatable and dynamic processes that enable staff to quickly evaluate asset data to assess condition, level of service, and criticality.
- Rank sanitary sewer capital improvement projects based on **Risk** analysis and system performance.
- Identify sanitary sewer utility staffing and resource needs.
- Optimize existing operations and maintenance procedures.

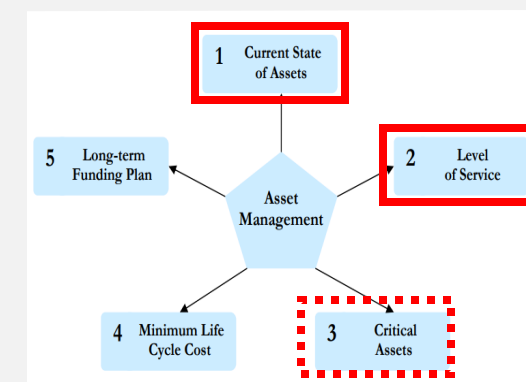
Asset Management: A Best Practices Guide

EPA's Guidance Document EPA 816-F-08-014

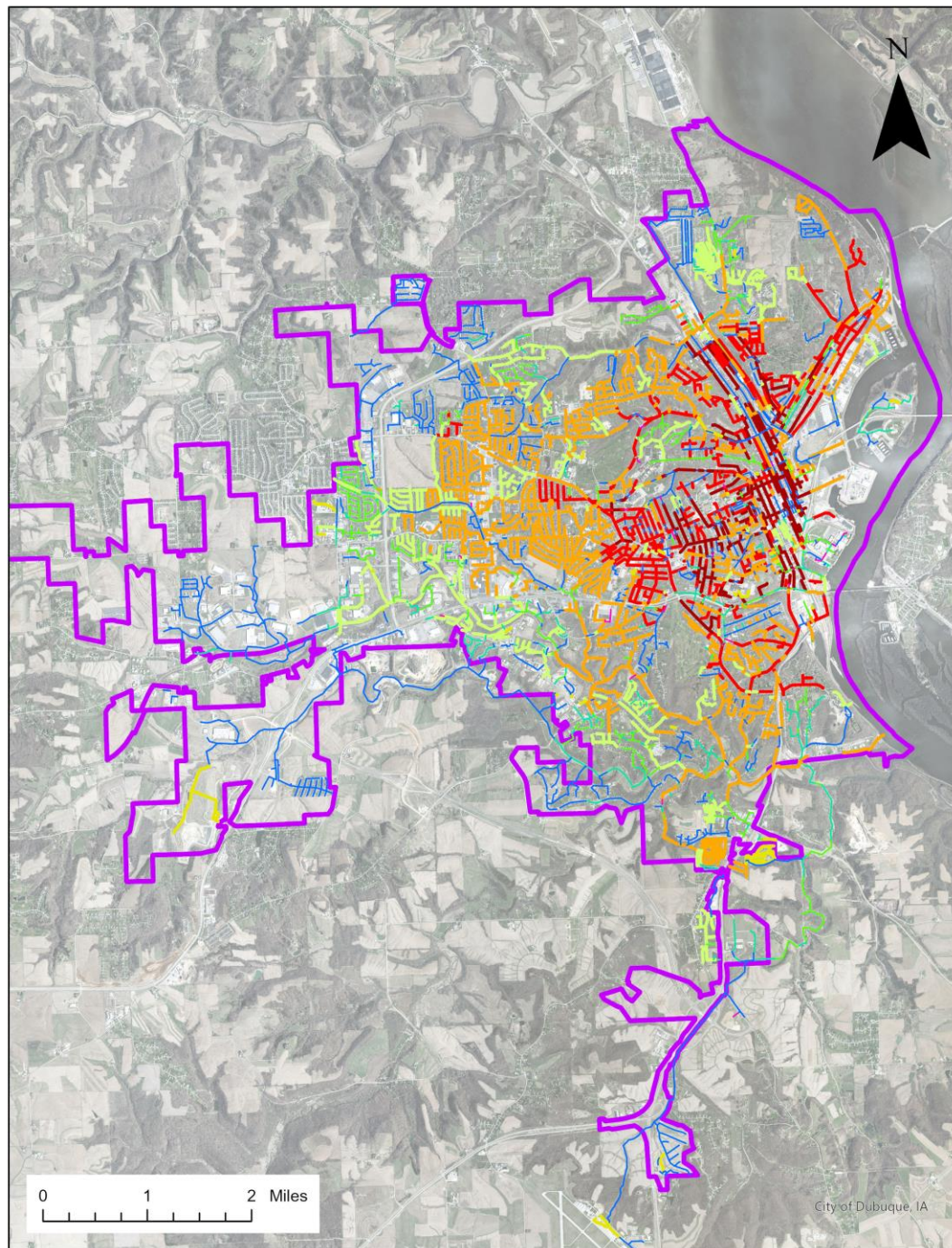
- Study 1: Current State of Assets
 - Study 2: Level of Service
 - Study 3: Critical Assets
 - Study 4: Cost Analysis
 - Study 5: Long-term Improvements Plan
- *we are here*
- All studies will evaluate gravity collections systems, pressurized conveyance systems, and the WRRRC treatment facility



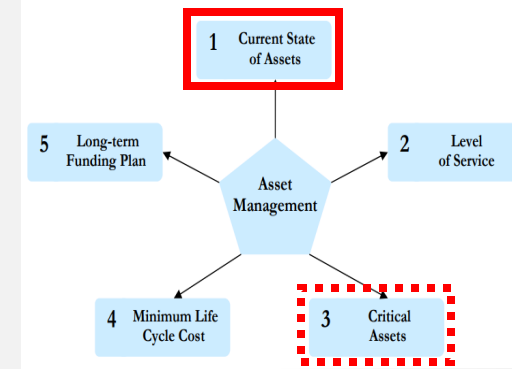
Active & Planned Task Orders



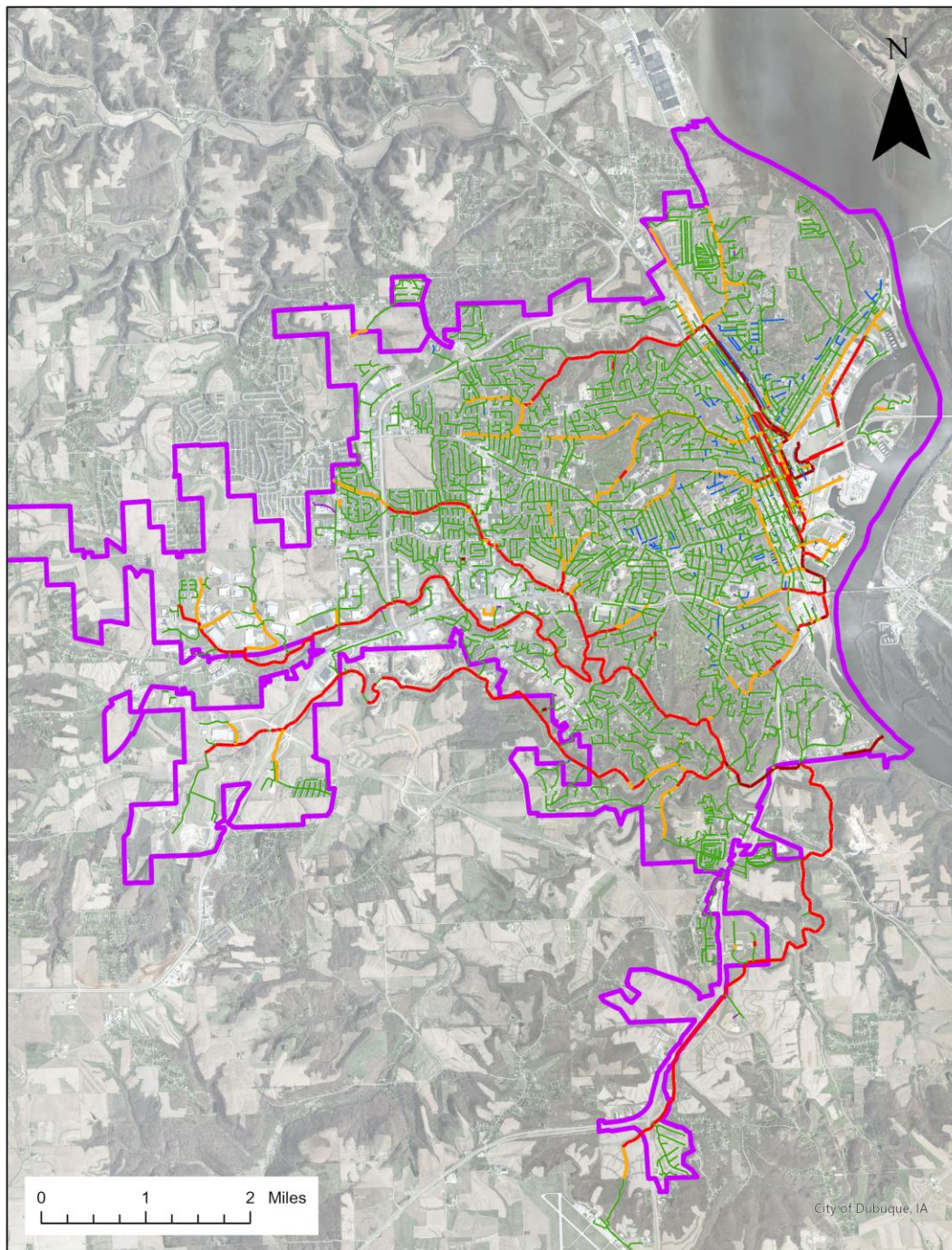
- Study 1: Current State of Assets Phase.
 - **(Task Order #01) Collection System (CS) Asset Inventory**
 - **(Task Order #01) CS Condition Assessment Analysis and Plan**
 - (Future – TO #04) CS CA to be completed under separate contract.
 - (Future – TO #05) WRRCL/Lift Station (LS) Asset Inventory
 - (Future – TO #05) WRRCL/LS Condition Assessment Analysis and Plan
 - (Future – TO #05) WRRCL/LS Condition Assessment (SWAT team)
- Study 2: Level of Service Phase.
 - **(Task Order #01) Asset O&M Assessment Plan**
 - **(Task Order #01) Flow Monitoring Program, conditional on suitable weather events.**
 - **(Task Order #02) Hydraulic Model Calibration**
 - **(Task Order #02) Existing System Capacity Analysis & I/I Analysis**
 - (Started in Task Order #01, To be Refined in Task Order #03) Future Growth Plan and Land Use Maps Updated
 - (Future – TO #03) Level of Service and Future System Demands Defined
 - (Future – TO #03) Future System Evaluation and Critical Projects List Defined
- Study 3: Critical Assets Phase.
 - (Started in Task Order #01, To be Refined in Future) Risk Assessment
 - (Future) Identification of Renewal Projects
- Study 4: Cost Analysis Phase.
 - (Future) Asset Life Cycle Cost Analysis
- Study 5: Improvements.
 - (Future) Business Case Evaluation
 - (Future) Capital Project Prioritization and EconH2O
 - (Future) Recommended CIP Development



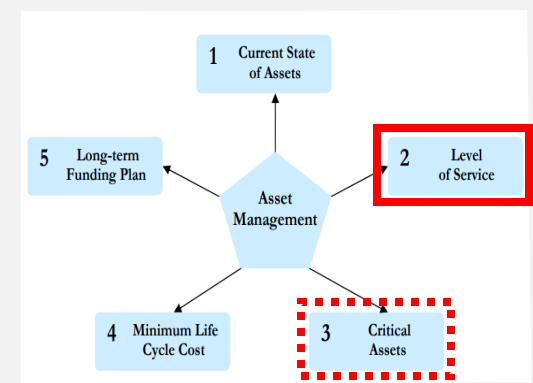
Task Order #1



- EPA 816-F-08-014 Focus Areas
 - Study 1: Current State of Assets
 - Study 3: Critical Assets
- Data Collection & Analysis
- Data Gap Analysis and Closure Plan
- Flow Monitoring
- Staff Engagement Workshops
- Existing System Analysis Results & Prioritization Technical Memo
- Draft SSAMP Road Map



Task Order #2



- EPA 816-F-08-014 Focus Areas
 - Study 2: Level of Service
 - Study 3: Critical Assets
- Sanitary Sewer Hydraulic Model Program Selection and Development, Calibration and Validation
- Existing Sanitary Sewer System Capacity Evaluation and Prioritization
- Initiation of Future Growth & Land Use Study with Planning staff for future growth hydraulic model scenarios

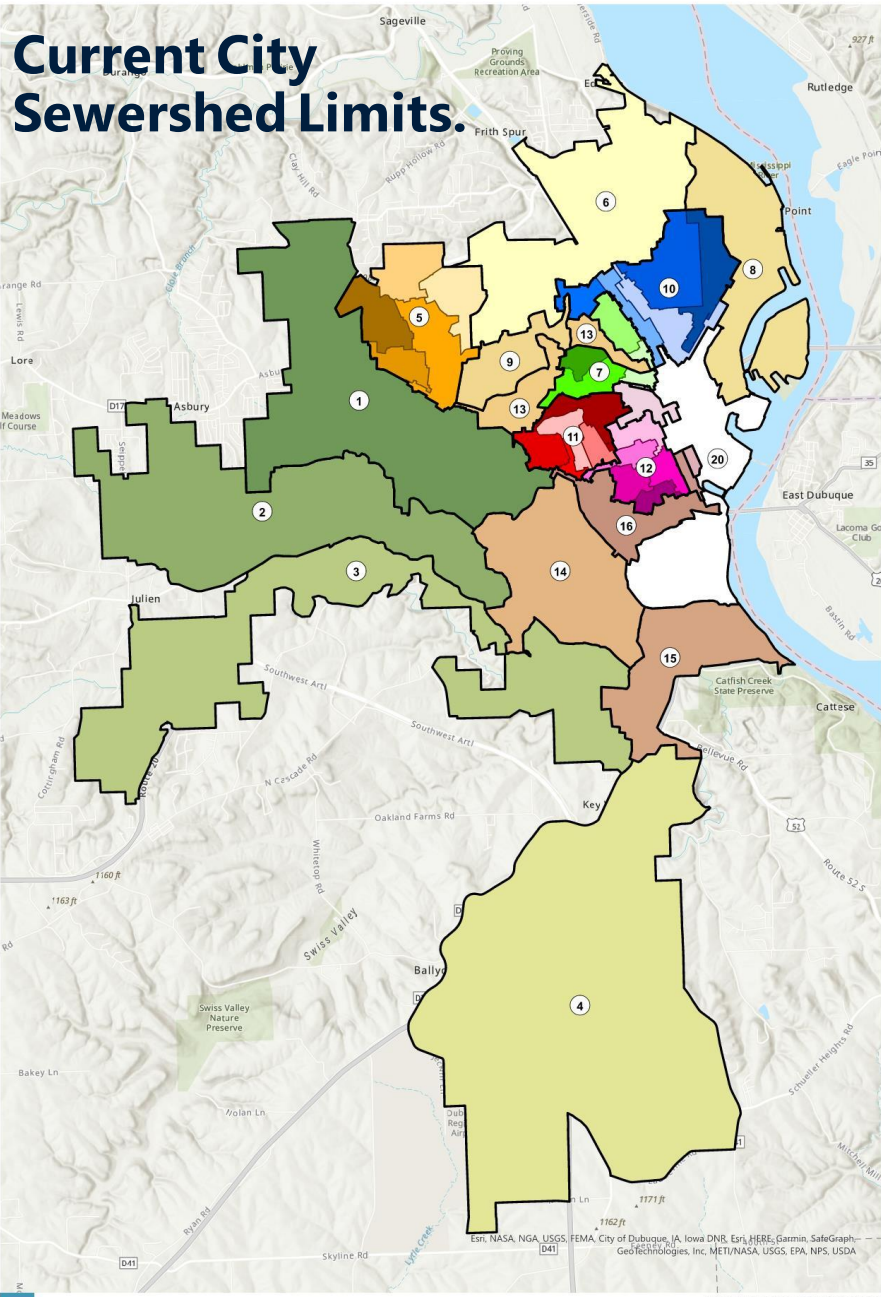
Work In Progress

- Staff Workshops
- **Key Update** Optimization of City Sanitary Sewershed Delineations
- Flow Monitoring Plan
- Collection System Inspection & Maintenance Program Optimization
- Existing Sanitary Sewer System Hydraulic Modeling and Capacity Analysis

Combined WRRC and Public Works Program Priorities



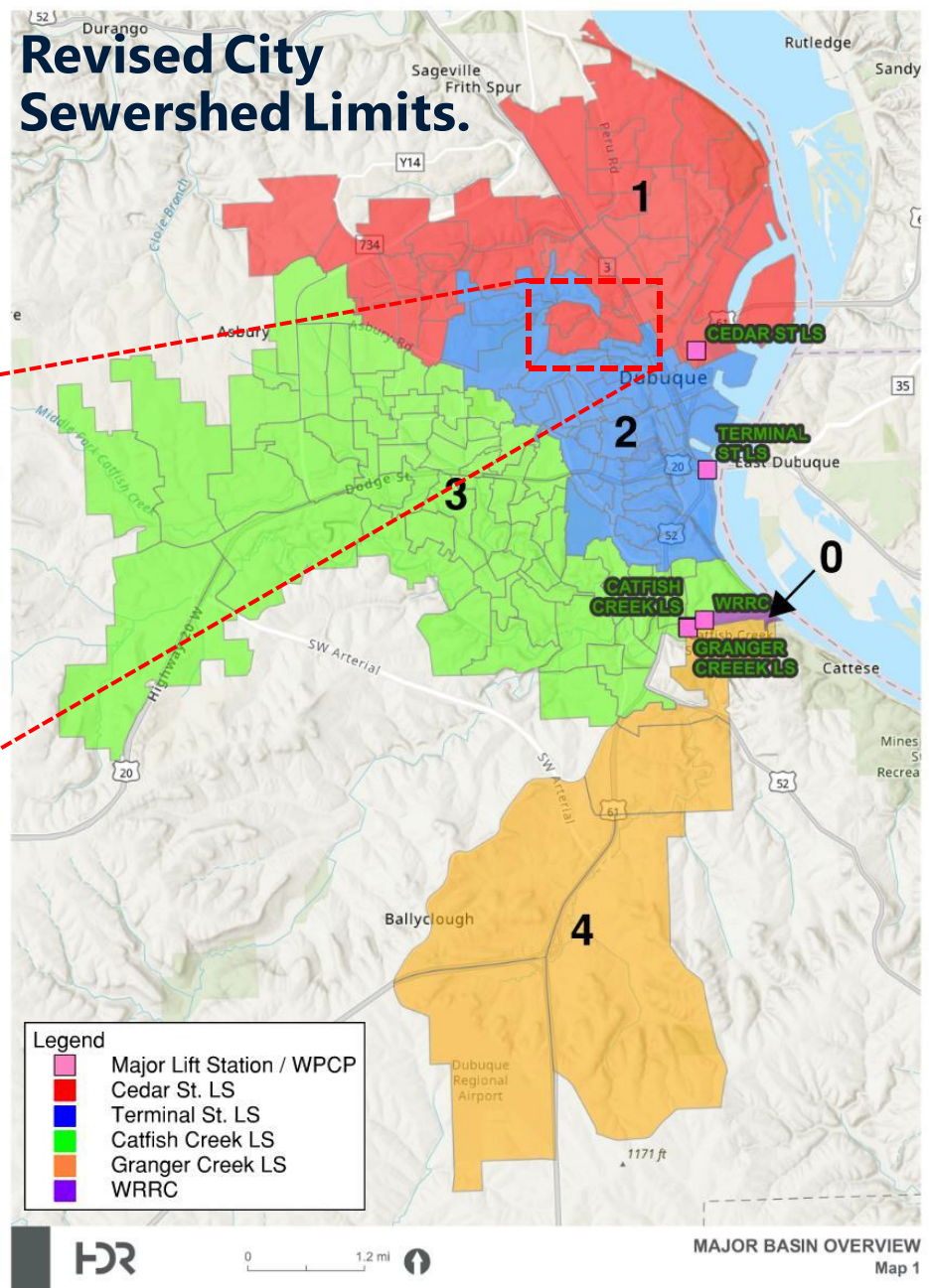
Current City Sewershed Limits.



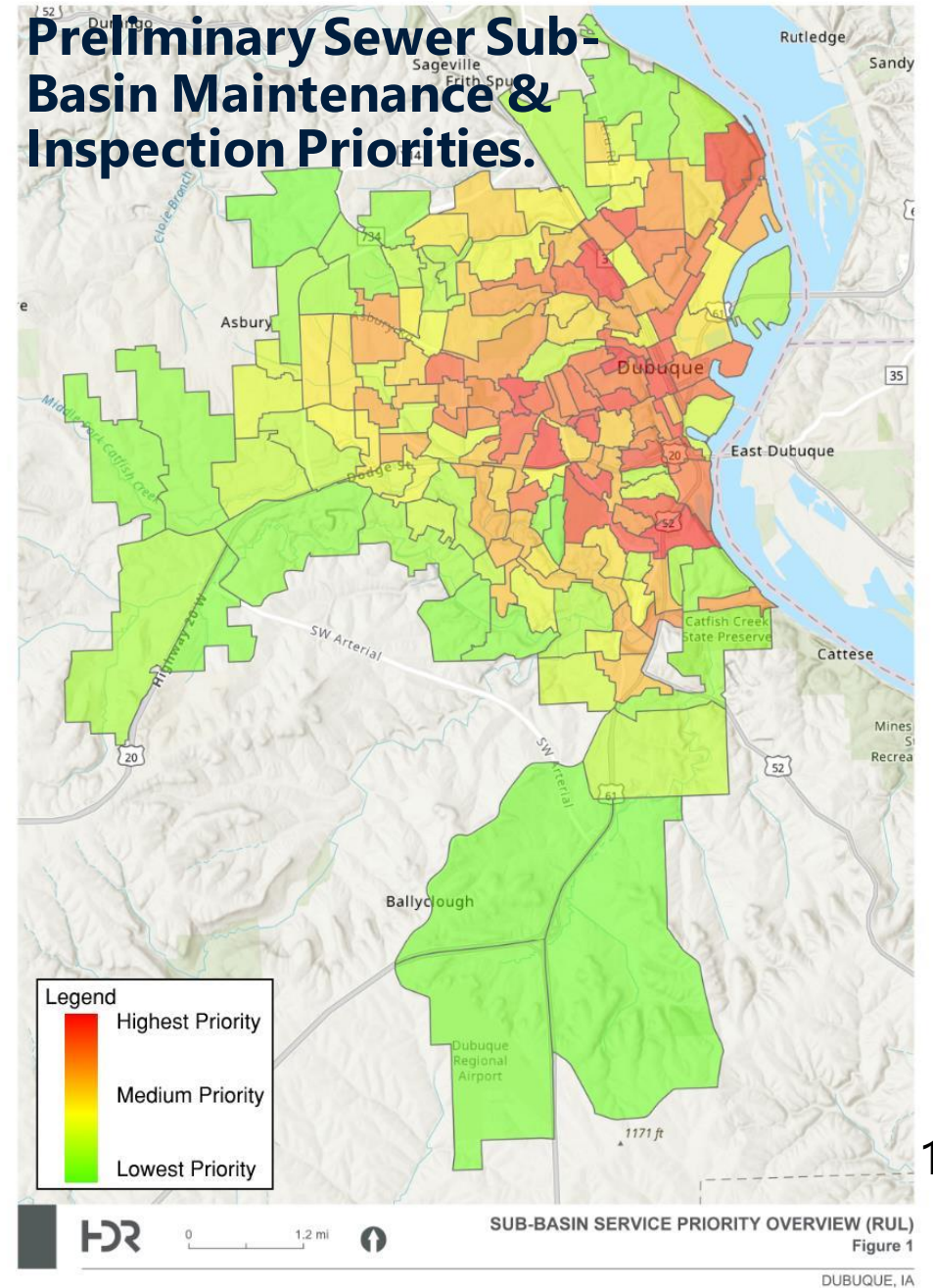
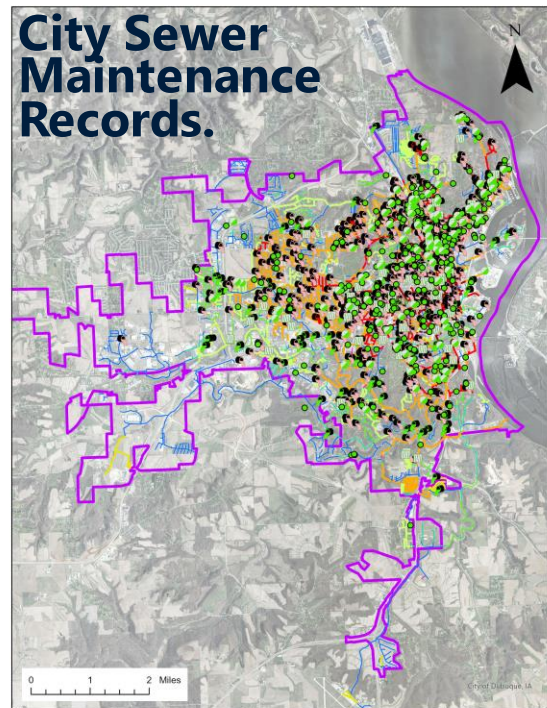
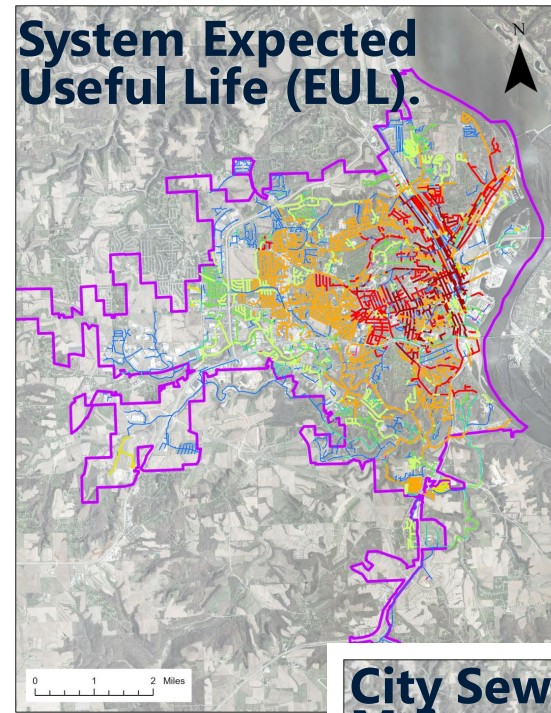
Sewershed Sub-Basins



Revised City Sewershed Limits.

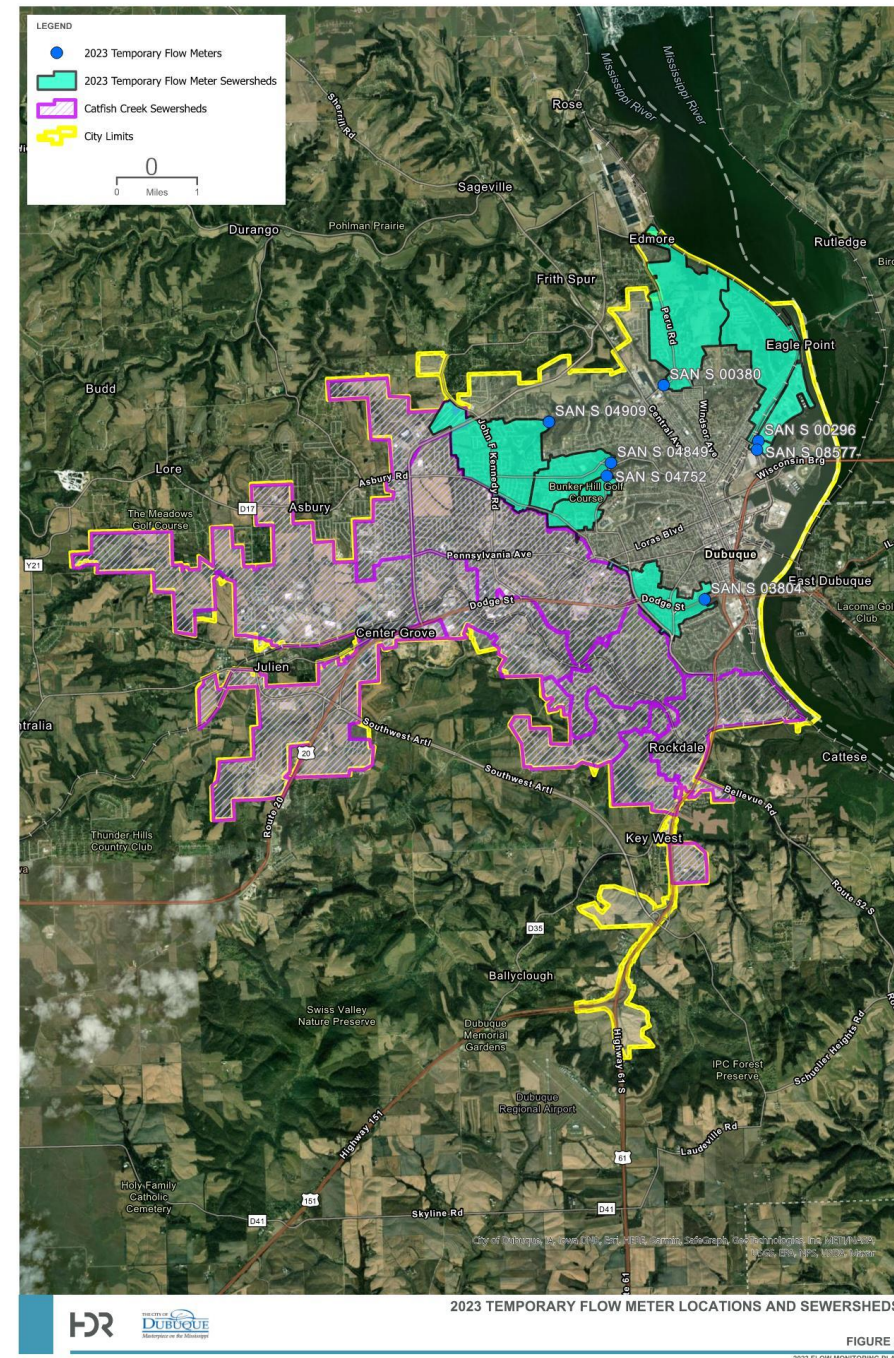


- Legend
- Major Lift Station / WPCP
 - Cedar St. LS
 - Terminal St. LS
 - Catfish Creek LS
 - Granger Creek LS
 - WRRP



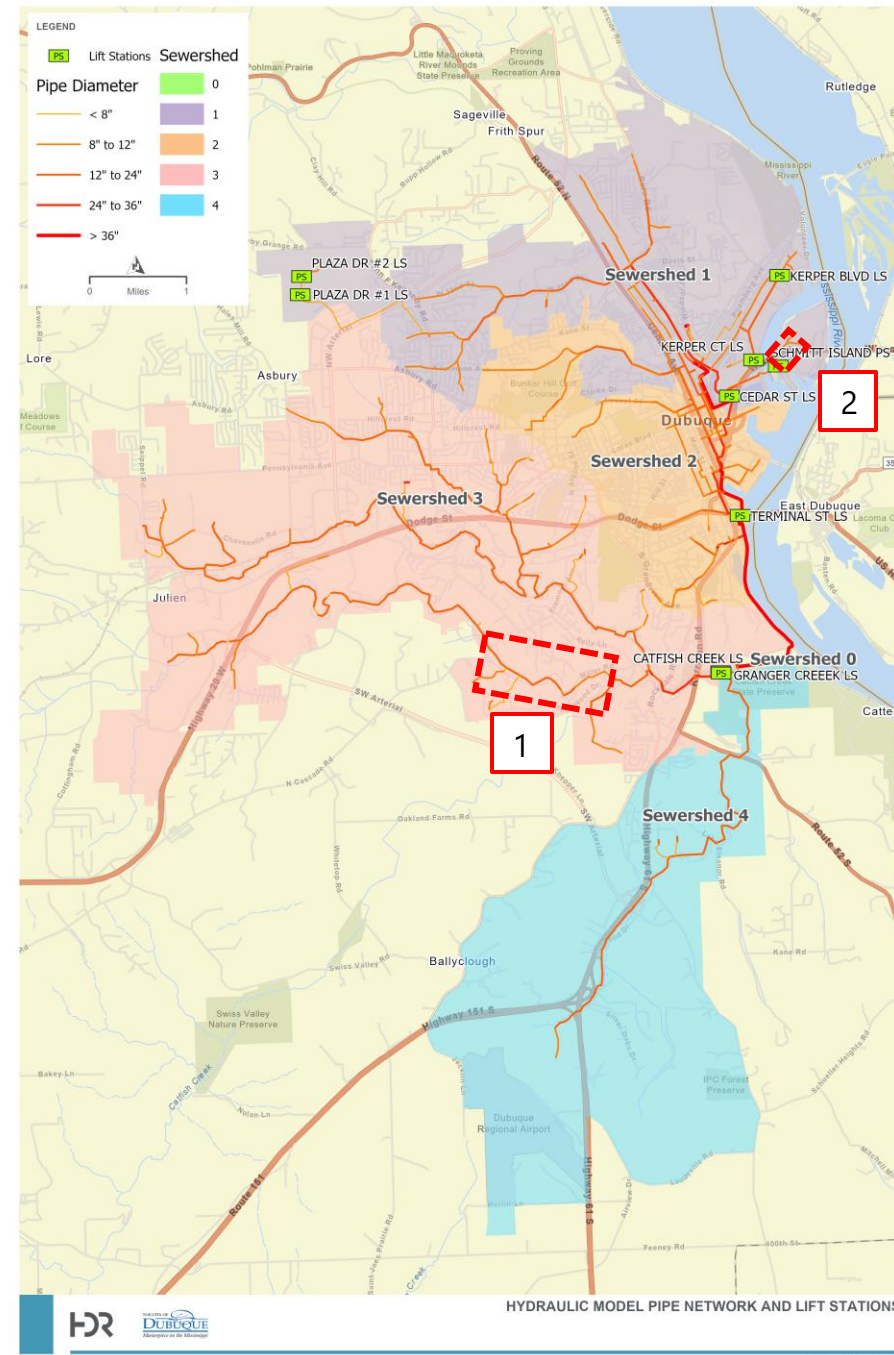
Sanitary Sewer Flow Monitoring Study

- Consent Decree Sewershed flow monitoring data
- Previous 2019 Catfish Creek Sewer Shed Capacity Study and flow monitoring data
- Several additional flow meters were added to the system to supplement data previously or currently collected
- Currently developing long-term flow monitoring strategies to continually collect data and refine system hydraulic model, prioritized based on refined sewershed areas served

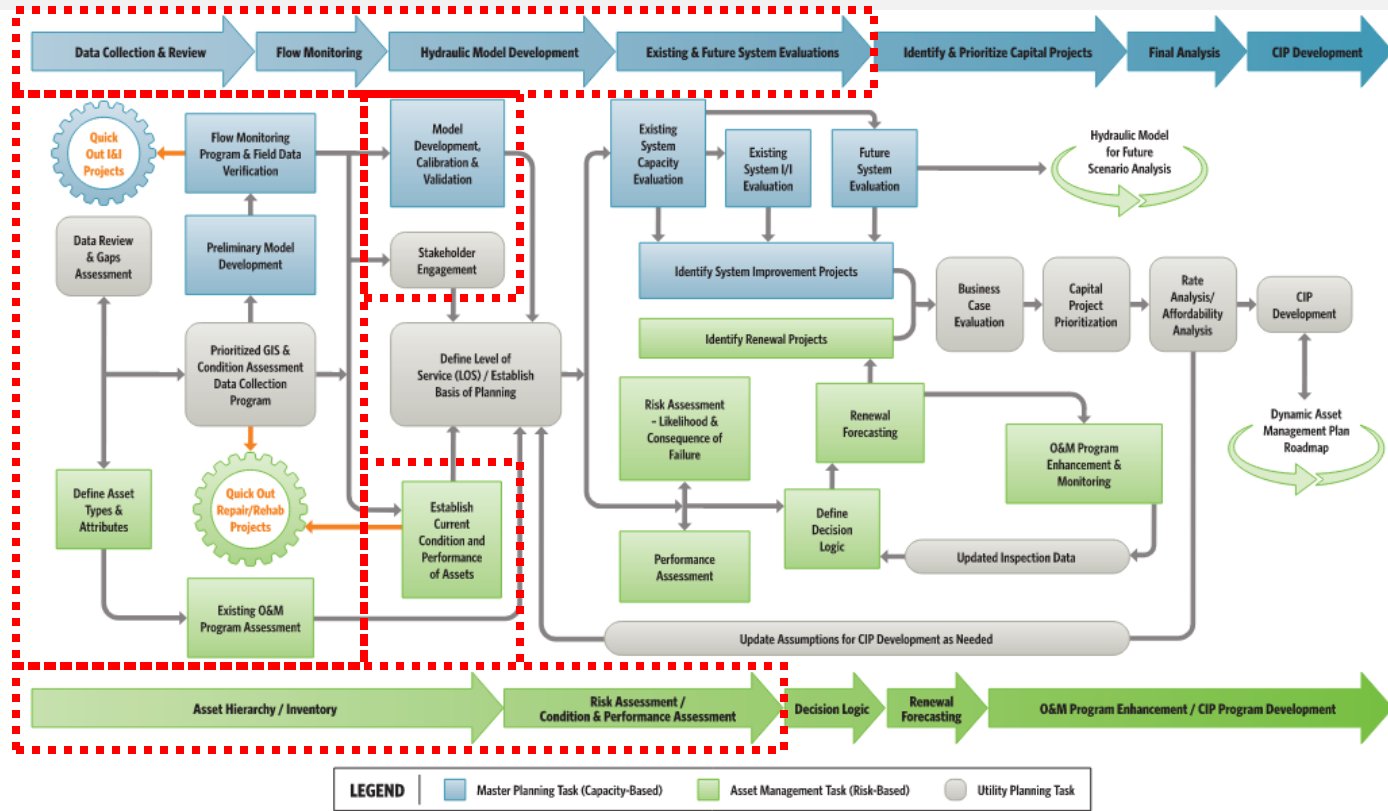


Existing System Hydraulic Model

- Hydraulic model will utilize the Aquanuity program
 - Key Benefit: Program has a direct connection with City GIS database that will facilitate model updates as new data is collected.
- Early findings of capacity restrictions being further evaluated:
 - Area 1: Catfish Creek South Fork Interceptor
 - Area 2: Chaplain Schmitt Island



Adaptively Managed and Data-Driven Program.



Draft Sanitary Asset Management Plan Goals

- Goal 1: Develop Strategic Asset Management Plan
- Goal 2: Develop Sustainable O&M Program
- Goal 3: Develop and Implement Data-Driven Decision-Making Logic Processes
- Goal 4: Evaluate Current and Anticipated Costs of Wastewater Services

THE CITY OF
DUBUQUE
Masterpiece on the Mississippi

**THANK
YOU!**



**City of Dubuque
City Council Meeting**

Presentation(s) # 01.

ITEM TITLE:

The Public Safety Citizen Lifesaving Award Recognition

SUMMARY:

The following individuals will be recognized for receiving The Public Safety Citizen Lifesaving Award:

For efforts in providing immediate care to a fallen community member using CPR and the use of a Hempstead High School AED: Student Drew Lewis, Hempstead coaches Damon Rogers and Tyler Schaul, and Dubuque County Basketball Association Coach Haris Takes.

For the support of an AED program throughout the schools: Dubuque Community School District (Superintendent Amy Hawkins and her team)

A special thank you to the city responders who teamed up to assist these students and coaches which ultimately resulted in a positive outcome for one of our residents: Dispatchers Michelle Gensrick and Jason Coxs. Responding members from the fire department include Larry Ewert, Adam Feyen, Chris Grue, Bryan McDonald, Doug Merkes, Brian Pape, and Austin Schmit.

**SUGGESTED
DISPOSITION:**

ATTACHMENTS:

Description

MVM Memo

Public Safety Citizen Lifesaving Award Memo

Type

City Manager Memo

Staff Memo



TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

SUBJECT: Public Safety Citizen Lifesaving Award

DATE: February 13, 2024

Fire Chief Amy Scheller, Emergency Communications Director Jessica George-Rethwisch, and Police Chief Jeremy Jensen would like to present the award "The Public Safety Citizen Life Saving Award" that saved the life of a Dubuque resident to the following individuals:

For efforts in providing immediate care to a fallen community member using CPR and the use of a Hempstead High School AED: Student Drew Lewis, Hempstead coaches Damon Rogers and Tyler Schaul, and Dubuque County Basketball Association Coach Haris Takes.

For the support of an AED program throughout the schools: Dubuque Community School District (Superintendent Amy Hawkins and her team)

A special thank you to our responders who teamed up to assist these students and coaches which ultimately resulted in a positive outcome for one of our residents.

Dispatchers Michelle Gensrick and Jason Coxs.

Responding members from the fire department include Larry Ewert, Adam Feyen, Chris Grue, Bryan McDonald, Doug Merkes, Brian Pape, and Austin Schmit.


Michael C. Van Milligen

MCVM:sv

Attachment

cc: Crenna Brumwell, City Attorney
Cori Burbach, Assistant City Manager
Amy Scheller, Fire Chief
Jessica George-Rethwisch, Emergency Communications Director
Jeremy Jensen, Police Chief



TO: Mike Van Milligen, City Manager

FROM: Amy Scheller, Fire Chief
Jessica George, 911 Dispatch Manager
Jeremy Jensen, Police Chief

SUBJECT: Public Safety Citizen Lifesaving Award

DATE: January 17th, 2024

INTRODUCTION:

This memo respectfully requests the opportunity to acknowledge several individuals at an upcoming city council meeting in recognition of a life saved through the efforts of multiple community partners and initiatives.

DISCUSSION:

The fire chief, police chief, and public safety answering point (PSAP) manager would like to partner to recognize members of the community who go above and beyond, and through appropriate actions ultimately save the life of a citizen. The award will be titled "The Public Safety Citizen Life Saving Award".

We have an opportunity to present our first Public Safety Citizen Lifesaving Award and request consideration for presentation time at an upcoming city council meeting.

On November 15th, 2023, at 7:19PM the public safety answering point (PSAP) received a 911 emergency call from Hempstead High School. The caller, a student, initiated the 911 call and was able to provide initial information for the dispatcher handling the call to determine, within seconds, a critical emergency medical event had occurred. The dispatcher moved out of a systematic protocol system and triggered the immediate notification to first responders that the medical event was occurring. This action reduced the response time drastically. The notification alerted an advanced life support engine company, which was on another non-critical incident of the events at the high school. The call taker in dispatch teamed up with a second dispatcher and as one member was gathering critical location information and providing medical care instructions to the students and coaches, the other was relaying this critical information to responding companies.

Engine 502 with Lieutenant Adam Feyen, Fire Equipment Operator Doug Merkes, and Firefighter Chris Grue, all paramedics, responded and arrived within three and a half minutes of notification by dispatch. The shift commander vehicle and Medic 554 also responded to assist, 7 personnel total. When crews arrived, they encountered an unconscious and pulseless individual who was in the care of a student and coaching staff performing excellent CPR and utilizing a school provided AED. Ultimately this chain of events and heroic actions of bystanders led to the successful resuscitation of the pulseless individual. Properly trained and equipped people were placed in a frightening and challenging position and ultimately stepped up to save a life. Without their actions and the support of the school district in providing and maintaining community AEDs within their building, the story could have resulted in a different outcome.

This incident showcases the potential within our community of truly making a difference in the life of others. This event also demonstrates the importance of proper training and celebrates the forward-thinking approach of a school district that chose to invest in something that may never have occurred but did.

RECOMMENDATION:

The Public Safety managers recommend awarding the Public Safety Citizen Lifesaving Award to the following individuals:

For efforts in providing immediate care to a fallen community member using CPR and the use of a Hempstead High School AED: Student Drew Lewis, Hempstead coaches Damon Rogers and Tyler Schaul, and Dubuque County Basketball Association Coach Haris Takes.

For the support of an AED program throughout the schools: Dubuque Community School District (Superintendent Amy Hawkins and her team)

A special thank you to our responders who teamed up to assist these students and coaches which ultimately resulted in a positive outcome for one of our residents.

Dispatchers Michelle Gensrick and Jason Cox.

Responding members from the fire department include Larry Ewert, Adam Feyen, Chris Grue, Bryan McDonald, Doug Merkes, Brian Pape, and Austin Schmit.

City of Dubuque
City Council Meeting

Proclamation(s) # 01.

ITEM TITLE: Irish American Heritage Month (March 2024)
SUMMARY: On behalf of the Ancient Order of Hibernians Dubuque Division #2.
SUGGESTED DISPOSITION:

ATTACHMENTS:

Description	Type
Proclamation	Supporting Documentation



PROCLAMATION

WHEREAS, the Irish heritage of the Dubuque area is an integral part of the community's character and identity; and

WHEREAS, a celebration of St. Patrick's Day will be held on March 16th by the Ancient Order of Hibernians (AOH) Dubuque Division #2 (re-founded in 2013) and the LADY AOH Dubuque County Division #1 (founded in 2017) in Dubuque; and

WHEREAS, Irish Americans have made an indelible mark on the history of Dubuque, the United States, and the World; and

WHEREAS, Irish Americans are proud of their deep cultural, historical, and familial ties that have contributed to the strength of our vibrant relationship with Ireland for more than one hundred years.

NOW, THEREFORE, I, BRAD M. CAVANAGH, MAYOR OF THE CITY OF DUBUQUE, IOWA, ON BEHALF OF THE CITY COUNCIL, STAFF, AND RESIDENTS OF DUBUQUE, DO HEREBY PROCLAIM THE MONTH OF MARCH 2024 AS

"IRISH AMERICAN HERITAGE MONTH"

IN THE CITY OF DUBUQUE, IOWA, AND CALL UPON THE PEOPLE OF THE DUBUQUE AREA TO SUPPORT THIS EVENT AND RECOGNIZE THE EFFORTS OF THE ANCIENT ORDER OF HIBERNIANS DUBUQUE COUNTY DIVISION #2 AND THE LADY ANCIENT ORDER OF HIBERNIANS DUBUQUE COUNTY DIVISION #1.

IN WITNESS THEREOF, I have hereunto set my hand and caused the Great Seal of the City of Dubuque to be affixed this 4th day of March 2024.

Brad M. Cavanagh, Mayor

Attest:

Adrienne N. Breitfelder, CMC, City Clerk

2024: Submitted and accepted by event coordinator, AOH #2, Historian Bob Felderman, 241 Southgate Dr, Dubuque, Iowa, 52003, 563.213.0398
robertfelderman@gmail.com,

2023: Submitted and accepted by event coordinator, AOH #2, Historian Bob Felderman, 241 Southgate Dr, Dubuque, Iowa, 52003, 563.213.0398
robertfelderman@gmail.com,

Presented by Mayor Brad Cavanagh at City Council Meeting

2022: Submitted and accepted by event coordinator, AOH #2, Historian Bob Felderman, 241 Southgate Dr, Dubuque, Iowa, 52003, 563.213.0398
robertfelderman@gmail.com,

Presented by Mayor Brad Cavanagh at City Council Meeting

2020: Submitted and accepted by event coordinator, AOH #2 Historian Bob Felderman, 241 Southgate Drive, Dubuque, Iowa 52003, 563-213-0398,
robertfelderman@gmail.com.

Presented by Mayor Buol at the City Council Meeting

2019: Submitted and accepted by event coordinator, AOH #2 Recording Secretary Bob Felderman, 241 Southgate Drive, Dubuque, Iowa 52003, 563-213-0398,
robertfelderman@gmail.com.

Presented by Mayor Buol at the City Council Meeting

2018: Submitted and accepted by event coordinator, AOH #2 Recording Secretary Bob Felderman, 241 Southgate Drive, Dubuque, Iowa 52003, 563-213-0398,
robertfelderman@gmail.com.

Presented by Mayor Buol at the City Council Meeting

2017: Submitted and accepted by event coordinator, AOH #2 Recording Secretary Bob Felderman, 241 Southgate Drive, Dubuque, Iowa 52003, 563-213-0398,
robertfelderman@gmail.com.

Presented by Mayor Buol at the City Council Meeting

City of Dubuque City Council Meeting

Consent Items # 01.

ITEM TITLE: Minutes and Reports Submitted

SUMMARY: Airport Commission of January 16, 2024; Arts and Cultural Affairs Commission of December 27, 2023 and January 23, 2024; Cable Television Commission of August 29, 2023; City Council Proceedings of February 19, 2024; Historic Preservation Commission of February 15, 2024; Park and Recreation Commission of April 11, 2023; May 9, 2023; June 13, 2023; August 8, 2023; October 10, 2023; November 14, 2023; December 12, 2023; January 13, 2024; Resilient Community Advisory Commission of September 7, 2023; October 5, 2023; November 2, 2023; December 7, 2023; Transit Advisory Board of September 14, 2023; Zoning Board of Adjustment of January 25, 2024; Draft Zoning Board of Adjustment of February 22, 2024; Proof of Publication for City Council Proceedings of February 5, 2024.

SUGGESTED DISPOSITION: Suggested Disposition: Receive and File

ATTACHMENTS:

Description	Type
City Council Proceedings of February 19, 2024	Supporting Documentation
Proof of Publication_February 5, 2024	Supporting Documentation
Park and Rec_April 2023	Supporting Documentation
Park and Rec_May 2023	Supporting Documentation
Park and Rec_June 2023	Supporting Documentation
Park and Rec_August 2023	Supporting Documentation
Park and Rec_October 2023	Supporting Documentation
Park and Rec_November 2023	Supporting Documentation
Park and Rec_December 2023	Supporting Documentation
Park and Rec_January 2024	Supporting Documentation
RCAC_September 2023	Supporting Documentation
RCAC_October 2023	Supporting Documentation
RCAC_November 2023	Supporting Documentation
RCAC_December 2023	Supporting Documentation
Transit_September 2023	Supporting Documentation
Zoning Board of Adjustment Minutes_Jan 2024	Supporting Documentation
Zoning Board of Adjustment Minutes_Feb 2024	Supporting Documentation

Historic Preservation Commission Minutes
Arts Commission Minutes_December
Arts Commission Minutes_January
Cable TV Commission Minutes
Airport Commission Minutes

Supporting Documentation
Supporting Documentation
Supporting Documentation
Supporting Documentation
Supporting Documentation

**CITY OF DUBUQUE, IOWA
CITY COUNCIL PROCEEDINGS
SPECIAL SESSION**

The Dubuque City Council met in special session at 5:30 p.m. on February 19, 2024, in the second-floor Council Chambers of the Historic Federal Building, 350 W. 6th Street.

Present: Mayor Cavanagh; Council Members Farber, Jones, Resnick, Roussell, Sprank (attended virtually), Wethal; City Manager Van Milligen, City Attorney Brumwell.

Mayor Cavanagh read the call and stated this is a special session of the City Council called for the purpose of conducting a work session on officer involved shooting procedures.

**WORK SESSION
Officer Involved Shooting Procedures**

Assistant Police Chief Joe Messerich presented on the Dubuque Police Department's policy and procedures when a police officer is involved in an officer involved shooting or use of force incident causing death. Mr. Messerich responded to questions from the City Council regarding factors that increase the possibility of a threatful situation and how officer resources have evolved over time. City Council Members praised the police department's proactive approach of sharing its policies and utilizing national conferences to develop best practices.

ADJOURNMENT

There being no further business, Mayor Cavanagh declared the meeting adjourned at 6:22 p.m.

/s/Adrienne N. Breitfelder, CMC
City Clerk

**CITY OF DUBUQUE, IOWA
CITY COUNCIL PROCEEDINGS
REGULAR SESSION**

The Dubuque City Council met in regular session at 6:30 p.m. on February 19, 2024, in the second-floor Council Chambers of the Historic Federal Building, 350 W. 6th Street.

Present: Mayor Cavanagh; Council Members Farber, Jones, Resnick, Roussell, Sprank (attended virtually), Wethal; City Manager Van Milligen, City Attorney Brumwell.

Mayor Cavanagh read the call and stated this is a regular session of the City Council called for the purpose of conducting such business that may properly come before the City Council.

PLEDGE OF ALLEGIANCE

PROCLAMATION(S)

1. National Eating Disorder Awareness Week (February 26 - March 1, 2024) was accepted by Jami Schadler on behalf of NAMI Dubuque.

2. Dubuque's Read Across America Day (March 2, 2024) was accepted by Beth McGorry on behalf of St. Mark Youth Enrichment.

CONSENT ITEMS

Council Member Resnick requested Item No. 8 be held for separate discussion. Motion by Resnick to receive and file the documents, adopt the resolutions, and dispose of as indicated, except for Item No. 8. Seconded by Farber. Motion carried 7-0.

1. Minutes and Reports Submitted: City Council Proceedings of February 5 and February 12, 2024; Community Development Advisory Commission Minutes of January 17, 2024; Library Board of Trustees Updates of December 21, 2023 and January 25, 2024; Zoning Advisory Commission Minutes of February 7, 2024; Proof of Publication for City Council Proceedings of January 16, 2024. Upon motion the documents were received and filed.

2. Notice of Claims and Suits: Kami Adolf for vehicle damage; April Colehour for personal injury; Douglas Harkey for property damage; Nick May for property damage; Natalie Oltmanns for vehicle damage. Upon motion the documents were received, filed, and referred to the City Attorney.

3. Disposition of Claims: City Attorney advised that the following claims have been referred to Public Entity Risk Services of Iowa, the agent for the Iowa Communities Assurance Pool: Kami Adolf for vehicle damage; April Colehour for personal injury; Douglas Harkey for property damage; Nick May for property damage; Natalie Oltmanns for vehicle damage. Upon motion the documents were received, filed, and concurred.

4. Approval of City Expenditures: Upon motion the documents were received and filed, and Resolution No. 33-24 Authorizing the Chief Financial Officer/City Treasurer to make certain payments of bills that must be paid and approved for payment in accordance with City procedures was adopted.

5. Fiscal Year 2024 Main Street Iowa Program Agreement: Upon motion the documents were received and filed, and Resolution No. 34-24 Approving an Agreement by and among the Iowa Economic Development Authority, Dubuque Main Street, Ltd. and the City of Dubuque providing for the Dubuque Main Street Program in the City of Dubuque was adopted.

6. Correspondence to Iowa Utilities Board on Alliant Energy's Proposed Electric Rate Increase: City Manager recommended City Council approval to send the attached letter to the Iowa Utilities Board on Alliant Energy's Proposed Electric Rate Increase. Upon motion the documents were received, filed, and approved.

7. Calendar Year 2023 Urban Revitalization Program Applications: Upon motion the documents were received and filed, and Resolution No. 35-24 Approving property tax abatement applications submitted by property owners in urban revitalization areas and authorizing the transmittal of the approved applications to the City Tax Assessor was adopted.

8. 3000 Jackson, Dubuque Brewing and Malting Building Update: Council Member Resnick requested confirmation on which portion of the structure is planned for demolition. Housing and Community Development Director Alexis Steger stated that only the portion of the structure located at 3000 Jackson St. will be demolished. Ms. Steger further stated that the most recent update from the developer indicated that the electrical in the building will need to be re-energized. Motion by Resnick to receive and file the documents. Seconded by Farber. Motion carried 7-0.

9. Communications Specialist Position: City Manager recommended City Council approval to switch the part-time (0.75 FTE) Communications Specialist position in the Public Information Office to a full-time position and make the currently full-time Communications Assistant position in the Public Information Office a part-time (0.75 FTE) position. Upon motion the documents were received, filed, and approved.

10. March/April 2024 City News Newsletter: City Manager provided a copy of the March/April 2024 City News Newsletter that will be distributed with City utility bills from February 14 through March 6, 2024. *Note: The Fiscal Year 2025 Budget Public Meetings Schedule has changed since publication of the newsletter. The current schedule can be viewed at: <https://www.cityofdubuque.org/3161/Fiscal-Year-2025-Budget>. Upon motion the documents were received and filed.

11. Approve Professional Consultant Services Supplemental Agreement No.1 Smart Traffic Routing with Efficient & Effective Traffic System (STREETS) Iowa DOT Project No. EDP-2100 (699)-7Y-31: Upon motion the documents were received and filed, and Resolution No. 36-24 Approving Consultant Professional Services - Supplemental Agreement No. 1 between the City of Dubuque and Parsons Transportation Group, Inc. for the Smart Traffic Routing with Efficient and Effective Traffic System (STREETS) Project was adopted.

12. Catfish Creek Watershed Management Authority City Staff Appointment to the Board of Directors: Upon motion the documents were received and filed, and Resolution No. 37-24 Authorizing the City Manager to appoint City Staff Representatives to the Catfish Creek Watershed Management Authority Board of Directors was adopted.

13. Request to Eliminate Assistant Public Works Director, Hire an Additional Field Operations

Supervisor, and adjust the Part-time Administrative Assistant to Full-time: Upon motion the documents were received, filed, and approved.

14. Historic Preservation Commission (HPC) Annual Workplan revision for Calendar Year 2024: Upon motion the documents were received, filed, and approved.

15. Approval of Retail Alcohol Licenses: Upon motion the documents were received and filed, and Resolution No. 38-24 Approving applications for retail alcohol licenses, as required by City of Dubuque Code of Ordinances Title 4 Business and License Regulations, Chapter 2 Liquor Control, Article B Liquor, Beer and Wine Licenses and Permits was adopted.

BOARDS/COMMISSIONS

Appointments were made to the following boards/commissions.

1. Community Development Advisory Commission: One, 3-Year Term through February 15, 2027 (Expiring Low/Moderate Income Representative term of Hammel Jr.). Applicant: Gerald Hammel Jr., 1225 1/2 Rhomberg Ave. - Qualifies as Low/Moderate Income Representative. Motion by Jones to appoint Mr. Hammel Jr. to the three-year term through February 15, 2027. Seconded by Wethal. Motion carried 7-0.

2. Transit Advisory Board: One, 3-Year Term through July 30, 2026 (Vacant term of Daughters). Applicant: Dora Serna, 2160 Marion Street. Motion by Roussell to appoint Ms. Serna to the three-year term through July 30, 2026. Seconded by Farber. Motion carried 7-0.

PUBLIC HEARINGS

1. Request to Rezone 1646 Asbury Road: Motion by Jones to receive and file the documents and that the requirement that a proposed ordinance be considered and voted on for passage at two Council meetings prior to the meeting at which it is to be passed be suspended. Seconded by Wethal. Planning Services Director Wally Wernimont provided a staff report. Responding to questions from the City Council, Mr. Wernimont stated that the property fulfills all parking requirements, that the proposed expansion of the Dog House Lounge into another portion of the building will allow for reconfiguration of the business, and that all property owners within 200 feet of the property were notified of the requested rezoning. City Council Members expressed support for the rezoning and thanked Planning Services staff for the information provided for public hearings. Motion carried 7-0.

Motion by Jones for final consideration and passage of Ordinance No. 2-24 Amending Title 16 of the City of Dubuque Code of Ordinances, Unified Development Code, by reclassifying hereinafter described property located at 1646 Asbury Road from C-2 Neighborhood Shopping Center District to C-3 General Commercial District. Seconded by Wethal. Motion carried 7-0.

2. Request to Rezone Property on Airborne Road: Motion by Roussell to receive and file the documents and that the requirement that a proposed ordinance be considered and voted on for passage at two Council meetings prior to the meeting at which it is to be passed be suspended. Seconded by Farber. Planning Services Director Wally Wernimont provided a staff report. Ken Miller, Dubuque Metropolitan Area Solid Waste Agency Administrator, stated his availability for questions. Responding to a question from the City Council on the timeline for constructing the residential and small load drop-off facility, Mr. Miller stated that 30% of the design has been completed. Staff aim to have 90% of the design completed by next month. Awarding the bid is

scheduled to occur in May or June of 2024, with the goal of opening the new facility in late summer or early fall of 2025. City Council Members expressed enthusiasm for the project. Motion carried 7-0.

Motion by Roussell for final consideration and passage of Ordinance No. 3-24 Amending Title 16 of the City of Dubuque Code of Ordinances, Unified Development Code, by reclassifying hereinafter described property located at Airborne Road (PIN 1506200016) from AG Agriculture to HI Heavy Industrial. Seconded by Farber. Motion carried 7-0.

3. Resolution of Adoption for the Amendment of the Dubuque Industrial Center Economic Development District Urban Renewal Plan, Version 2024.1: Motion by Resnick to receive and file the documents and adopt Resolution No. 39-24 Approving the Amended and Restated Urban Renewal Plan, Version 2024.1, for the Dubuque Industrial Center Economic Development District. Seconded by Wethal. Motion carried 7-0.

4. Resolution of Adoption for the Amendment of the Dubuque Industrial Center Economic Development District Urban Renewal Plan, Version 2024.2: Motion by Resnick to receive and file the documents and adopt Resolution No. 40-24 Approving the Amended and Restated Urban Renewal Plan, Version 2024.2, for the Dubuque Industrial Center Economic Development District. Seconded by Wethal. Motion carried 7-0.

5. Public Hearing & Approval of Amended Urban Revitalization Plans: Motion by Wethal to receive and file the documents and adopt the resolution. Point of Order by Cavanagh that the agenda item consists of multiple resolutions. Motion amended by Wethal to receive and file the documents and adopt Resolution No. 41-24 Approving the adoption of an Amended Urban Revitalization Plan for the Radford Road Urban Revitalization Area; Resolution No. 42-24 Approving the adoption of an Amended Urban Revitalization Plan for the Alta Vista Urban Revitalization Area; Resolution No. 43-24 Approving the adoption of an Amended Urban Revitalization Plan for the Dubuque Urban Revitalization Area; Resolution No. 44-24 Approving the adoption of an Amended Urban Revitalization Plan for the Bies Drive Urban Revitalization Area; and Resolution No. 45-24 Approving the adoption of an Amended Urban Revitalization Plan for the Plaza Drive Urban Revitalization Area. Seconded by Farber. City Council Members thanked City staff for their efforts on the amended plans. Motion carried 7-0.

ACTION ITEMS

1. National Mississippi River Museum & Aquarium 20th Anniversary Update: Motion by Resnick to receive and file the documents and view the presentation. Seconded by Wethal. National Mississippi River Museum & Aquarium President and CEO Kurt Strand made a presentation regarding the museum's 20th anniversary. City Council Members commended the museum's partnerships; its diversity, equity, inclusion, and accessibility initiatives; and serving as a beacon for tourism of the Mississippi River. Motion carried 7-0.

2. Approval of English Ridge Park Concept Plan: Motion by Wethal to receive and file the documents and approve the English Ridge Park concept plan. Seconded by Resnick. Motion carried 7-0.

3. RAISE Infrastructure Implementation Grant: Building Bridges to Employment and Equity (B2E2) Project - Approve Grant Application Submission: Motion by Farber to receive and file the documents and adopt Resolution No. 46-24 Authorizing the filing of a grant application with the U.S. Department of Transportation (USDOT) for a RAISE Infrastructure Implementation

Grant to assist with funding for proposed improvements to construct specific elements of the Building Bridges to Employment and Equity (B2E2) Project. Seconded by Jones. Responding to a question from the City Council about other opportunities to mitigate increased train traffic, City Manager Van Milligen stated that the city is examining the feasibility of railroad quiet zones through a partnership with the East Central Intergovernmental Association's (ECIA) Dubuque Metropolitan Area Transportation Study (DMATS). Mr. Van Milligen emphasized that this initiative is separate from the agenda item. Director of Strategic Partnerships Teri Goodman stated that other railroad intersections are being examined for potential funding from Consolidated Rail Infrastructure and Safety Improvements (CRISI) grants. City Council Members stressed the importance of the project and spoke about United States Secretary of Transportation Pete Buttigieg touring the project site earlier this year. Motion carried 7-0.

4. Smart Parking & Mobility Management Plan: Parking Access Revenue Control System Request to Distribute RFP and Create an RFP Review Committee - CIP 360-2936: Motion by Resnick to receive and file the documents and approve distributing a Request for Proposals (RFP) for services related to installation of a Parking Access Revenue Controls System (PARCS) at six parking ramps and the Port of Dubuque Parking Lot adjacent to the former McGraw-Hill building. Seconded by Jones. Responding to questions from the City Council, Director of Transportation Services Ryan Knuckey stated that city staff are looking to upgrade its parking ramp technology and to offer users the option of registering their license plates for automatic payment when using parking ramps. Mr. Knuckey further stated that the RFP welcomes vendor input on the city's current designs. Project Manager Steve Sampson Brown stated that the implementation plan will be presented to the City Council in May or June and will involve policy decisions. Motion carried 7-0.

5. Approval of Economic Development Assistance Contract 23-HQJP-011 by and Among McCoy Group, Inc., City of Dubuque, and Iowa Economic Development Authority: Motion by Resnick to receive and file the documents and adopt Resolution No. 47-24 Authorizing the execution of an Economic Development Assistance Contract by and among McCoy Group, Inc., the City of Dubuque, Iowa, and the Iowa Economic Development Authority. Seconded by Farber. City Council Members expressed appreciation for McCoy Group, Inc.'s investment in the area. Motion carried 7-0

6. Amending Tax Increment Ordinance 30-23-A for the Dubuque Industrial Center Economic Development District, as amended by Version 2024.1 of the Amended and Restated Plan: Motion by Roussell to receive and file the documents and that the requirement that a proposed ordinance be considered and voted on for passage at two Council meetings prior to the meeting at which it is to be passed be suspended. Seconded by Wethal. City Attorney Brumwell stated that the ordinance titles for this action item and Action Item No. 7 contained scriveners' errors. Ms. Brumwell clarified that for this action item, the City Council was voting to add Subarea U to the Division of Revenues. For Action Item No. 7, the City Council was voting to add Subarea V to the Division of Revenues. Motion carried 7-0.

Motion by Roussell for final consideration and passage of Ordinance No. 4-24 Correcting and Amending Ordinance No. 30-23-A, previously amended, providing that general property taxes levied and collected each year on all property located within the Amended and Restated Dubuque Industrial Center Economic Development District Urban Renewal Area of the City of Dubuque, County of Dubuque, State of Iowa, by and for the benefit of the State of Iowa, City of Dubuque, County of Dubuque, Dubuque Community School District, and other taxing districts, be paid to a special fund for payment of principal and interest on loans, monies advanced to and indebtedness, including bonds issued or to be issued, incurred by said city in connection

with the Amended and Restated Dubuque Industrial Center Economic Development District Urban Renewal Redevelopment Project by adding Subarea U to the Division of Revenues. Seconded by Wethal. Motion carried 7-0.

7. Amending Tax Increment Ordinance for the Dubuque Industrial Center Economic Development District, as amended by Version 2024.2 of the Amended and Restated Plan: Motion by Jones to receive and file the documents and that the requirement that a proposed ordinance be considered and voted on for passage at two Council meetings prior to the meeting at which it is to be passed be suspended. Seconded by Wethal. Motion carried 7-0.

Motion by Jones for final consideration and passage of Ordinance No. 5-24 Correcting and Amending Ordinance No. 4-24, previously amended, providing that general property taxes levied and collected each year on all property located within the Amended and Restated Dubuque Industrial Center Economic Development District Urban Renewal Area of the City of Dubuque, County of Dubuque, State of Iowa, by and for the benefit of the State of Iowa, City of Dubuque, County of Dubuque, Dubuque Community School District, and other taxing districts, be paid to a special fund for payment of principal and interest on loans, monies advanced to and indebtedness, including bonds issued or to be issued, incurred by said city in connection with the Amended and Restated Dubuque Industrial Center Economic Development District Urban Renewal Redevelopment Project by adding Subarea V to the Division of Revenues. Seconded by Wethal. Motion carried 7-0.

8. Council Member Susan Farber's Appointment to the National League of Cities AI Advisory Committee: Motion by Resnick to receive and file the documents. Seconded by Wethal. City Council Members expressed appreciation for Council Member Farber's involvement with the National League of Cities. Council Member Farber stated her intent to partner with Director of Strategic Partnerships Teri Goodmann and Chief Information Officer Chris Kohlmann. Council Member Farber asked if her recusal was necessary for this action item and Action Item No. 9. City Attorney Brumwell confirmed that recusal was unnecessary. Motion carried 7-0.

9. Council Member Susan Farber's Appointment to the Federal Communications Commission Intergovernmental Advisory Committee: Motion by Roussell to receive and file the documents and congratulate Council Member Farber on her appointment. Seconded by Resnick. Council Member Farber stated that she was honored to be selected for the committee. Motion carried 7-0.

10. Work Session Request: Sanitary Sewer Asset Management Plan Update on Consulting Engineering Services: Motion by Jones to receive and file the documents and schedule the work session for March 4, 2024, at 5:30 p.m. Seconded by Roussell. Motion carried 7-0.

11. Work Session Request: Project HOPE Update: Motion by Roussell to receive and file the documents and schedule the work session for May 6, 2024, at 5:30 p.m. Seconded by Wethal. Motion carried 7-0.

12. Work Session Request: Inclusive Dubuque: Motion by Wethal to receive and file the documents and schedule the work session for May 20, 2024, at 5:45 p.m. Seconded by Farber. Motion carried 7-0.

COUNCIL MEMBER REPORTS

Council Member Farber reported on the Dubuque Arts Council's Artist in Residence Gareth

Johnson, who recently performed at area schools and the University of Dubuque's Heritage Center.

Council Member Resnick congratulated the National Mississippi River Museum & Aquarium on their 20th anniversary. Mr. Resnick also reported on a recent event at Clarke University to commemorate the 40th anniversary of the fire that occurred on its campus.

Council Member Wethal reported on attending an ECIA training for City Councils and the Battle of the Bluffs Rodeo event at the Five Flags Center.

Council Member Jones reported on attending a recent children's music event at Carnegie Stout Public Library.

Mayor Cavanagh reported on recently touring Dubuque Stamping and Manufacturing, the upcoming Air Service Forum hosted by the Dubuque Area Chamber of Commerce, and the recent passing of Nick Lucy.

CLOSED SESSION

Motion by Jones to convene in closed session at 8:18 p.m. to discuss Confidential Records, Pending Litigation, and Purchase or Sale of Real Estate – Chapter 21.5(1)(a),(c),(j) Code of Iowa. Seconded by Wethal. Mayor Cavanagh stated for the record that the attorney who will consult with the City Council on the issues to be discussed in the closed session is City Attorney Brumwell. Motion carried 6-0 with Sprank absent.

The City Council reconvened in open session at 9:13 p.m. stating that staff had been given proper direction.

ADJOURNMENT

There being no further business, Mayor Cavanagh declared the meeting adjourned at 9:13 p.m.

/s/Adrienne N. Breitfelder, CMC
City Clerk

STATE OF IOWA
DUBUQUE COUNTY

SS:

CERTIFICATE OF PUBLICATION

I, Kathy Goetzinger, a Billing Clerk for Woodward Communications, Inc., an Iowa corporation, publisher of the Telegraph Herald, a newspaper of general circulation published in the City of Dubuque, County of Dubuque and State of Iowa; hereby certify that the attached notice was published in said newspaper on the following dates:

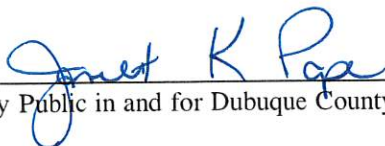
02/14/2024

and for which the charge is 420.07

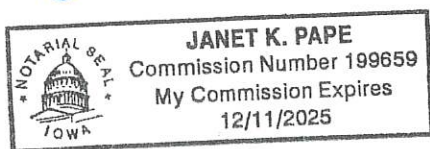


Subscribed to before me, a Notary Public in and for Dubuque County, Iowa,

this 14th day of February, 2024



Notary Public in and for Dubuque County, Iowa.



Ad text : CITY OF DUBUQUE, IOWA
CITY COUNCIL PROCEEDINGS
SPECIAL SESSION

The Dubuque City Council met in special session at 6:00 p.m. on February 5, 2024, in the second-floor Council Chambers of the Historic Federal Building, 350 W. 6th Street.

Present: Mayor Cavanagh; Council Members Farber, Jones, Resnick, Roussell, Sprank, Wethal; City Manager Van Milligen, City Attorney Brumwell.

Mayor Cavanagh read the call and stated this is a special session of the City Council called for the purpose of conducting a work session on Travel Dubuques Annual Update.

WORK SESSION

Travel Dubuque Annual Update

Travel Dubuque President and CEO Keith Rahe provided the organization's annual presentation. Responding to a question from the City Council regarding the increase in the Growing Sustainable Communities Conference budget from Fiscal Year 2024 to Fiscal Year 2025, Mr. Rahe stated that the conference did not occur in Fiscal Year 2024.

There being no further business, Mayor Cavanagh declared the meeting adjourned at 6:28 p.m.

/s/Adrienne N. Breitfelder,

CMC City Clerk

CITY OF DUBUQUE, IOWA
CITY COUNCIL PROCEEDINGS
REGULAR SESSION

The Dubuque City Council met in regular session at 6:30 p.m. on February 5, 2024, in the second-floor Council Chambers of the Historic Federal Building, 350 W. 6th Street.

Present: Mayor Cavanagh; Council Members Farber, Jones, Resnick, Roussell, Sprank, Wethal; City Manager Van Milligen, City Attorney Brumwell.

Mayor Cavanagh read the call and stated this is a regular session of the City Council called for the purpose of conducting such business that may properly come before the City Council.

PLEDGE OF ALLEGIANCE

City Clerk Breitfelder announced that Action Item No. 8 was removed from the meeting.

CONSENT ITEMS

Motion by Resnick to receive and file the documents, adopt the resolutions, and dispose of as indicated. Seconded by Farber. Motion carried 7-0.

1. Minutes and Reports Submitted: City Council Proceedings of January 16, 2024; Historic Preservation Commission of December 14, 2023 and January 18, 2024; Housing Commission of April 25, 2023; Proof of Publication for City Council Proceedings of December 29, 2023 and January 3, 2024. Upon motion the documents were received and filed.

2. Notice of Claims and Suits: Conner Maiden for vehicle damage; Dalton Schoen for vehicle damage; Adam Smith for vehicle damage; Katherine Smith for vehicle damage; John Wagner for property damage. Upon motion the documents were received, filed, and referred to the City Attorney.

3. Disposition of Claims: City Attorney advised that the following claims have been referred to Public Entity Risk Services of Iowa, the agent for the Iowa Communities Assurance Pool: Connor Maiden for vehicle damage; Dalton Schoen for vehicle damage; Adam Smith for vehicle damage; Katherine Smith

for vehicle damage; John Wagner for property damage. Upon motion the documents were received, filed, and concurred.

4. Approval of City Expenditures: Upon motion the documents were received and filed, and Resolution No. 17-24 Authorizing the Chief Financial Officer/City Treasurer to make certain payments of bills that must be paid and approved for payment in accordance with City procedures was adopted.

5. Settlement Authority for City Manager and City Attorney: Upon motion the documents were received and filed, and Resolution No. 18-24 Authorizing the City Manager and the City Attorney to settle claims by and against the City was adopted.

6. Neighborhood Association Toolkit: Upon motion the documents were received and filed.

7. Carbon Disclosure Project 2023 Scorecard: Upon motion the documents were received and filed.

8. Public, Educational, and Government (PEG) Fund Expenditures for City of Dubuque, Glass House LLC, and Art For Us: Upon motion the documents were received, filed, and approved.

9. Acceptance of Public Water Distribution System Improvements in Wildflower Ridge Subdivision # 4, in the City of Sageville and in Dubuque County, Iowa: Upon motion the documents were received and filed, and Resolution No. 19-24 Accepting Public Water Distribution System Improvements in Wildflower Ridge Subdivision # 4, in the City of Sageville and in Dubuque County, Iowa was adopted.

10. Offer to Buy Real Estate from Faith Temple United Pentecostal Church Owned Parcel P.I.N.#1119358005: Upon motion the documents were received and filed, and Resolution No. 20-24 Approving the Offer to Buy Real Estate and Acceptance for the Acquisition of Real Property owned by Faith Temple United Pentecostal Church by the City of Dubuque was adopted.

11. Iowa Amphitheater on Schmitt Island Project Geotechnical Engineer Request to Distribute RFQ and Create an RFQ Review Committee - Project Number: 3049900010: Upon motion the documents were received, filed, and approved.

12. Iowa Amphitheater on Schmitt Island Project Environmental Engineer Request to Distribute RFQ and Create an RFQ Review Committee - Project Number: 3049900010: Upon motion the documents were received, filed, and approved.

13. Bee Branch Blum Site Brownfield Clean Up & On-Call Environmental Engineering RFQ - Request to Distribute RFQ and Create an RFQ Review Committee - Project Code 5586500013-303: Upon motion the documents were received, filed, and approved.

14. RAISE Infrastructure Planning Grant: Approve Professional Consultant Services Agreement - Engineering Design and NEPA / Environmental Project Development - Iowa DOT Project No. EDP-2100 (705) --7Y-31: Upon motion the documents were received and filed, and Resolution No. 21-24 Approving Professional Services Consultant Contract with AECOM Technical Services, Inc. to complete the Phase I (Concept Design / Preliminary Design / NEPA / Public Involvement) to advance development for the Rebuilding Americas Infrastructure with Sustainability and Equity (RAISE) Infrastructure Planning Grant for the project entitled Building Bridges to Employment and Equity (B2E2) was adopted.

15. United States Environmental Protection Agency (USEPA) Brownfields Multipurpose Grant Project: Request to Distribute RFQ and Create an RFQ Review Committee: Upon motion the

documents were received, filed, and approved.

16. Historic Preservation Commission (HPC) Certified Local Government (CLG) Annual Report for 2023 and HPC Annual Work Plan for 2024: Upon motion the documents were received, filed, and approved.

17. Arts & Cultural Affairs Advisory Commission Operating Support Grant Application Modification: Upon motion the documents were received, filed, and approved.

18. 2023 Justice Assistance Grant (JAG) Acceptance of Grant Award: Upon motion the documents were received, filed, and approved.

19. Automated Speed Enforcement Handout: Upon motion the documents were received and filed.

20. Updated Population Change Handout: Upon motion the documents were received and filed.

21. Park and Recreation Commission Correspondence: Upon motion the documents were received and filed.

22. Community Development Block Grant (CDBG) FY2024 Annual Action Plan Amendment #2 Non-Substantial Amendment: Upon motion the documents were received and filed, and Resolution No. 22-24 Adopting the Fiscal Year 2024 (Program Year 2023) Community Development Block Grant (CDBG) Annual Action Plan Amendment #2 Non-Substantial Amendment was adopted.

23. Community Development Advisory Commission Cross-Representative Appointment: Housing Commission requested City Council approval on the appointment of Renee Kehoe, 1209 Lincoln Ave., to the Cross-Representative term on the Community Development Advisory Commission that will expire on August 17, 2024. Upon motion the documents were received, filed, and approved.

24. Housing Trust Fund Advisory Committee Cross-Representative Appointment: Housing Commission requested City Council concurrence on the appointment of Amy Eudaley, 950 Wood St., to the Cross-Representative term on the Housing Trust Fund Advisory Committee that will expire on August 17, 2026. Upon motion the documents were received, filed, and concurred.

25. Long Range Planning Advisory Commission Cross-Representative Appointment: Housing Commission requested City Council concurrence on the appointment of Rick Merfeld, 2718 Andrew Ct., to the Cross-Representative term on the Long Range Planning Advisory Commission that will expire on August 17, 2025. Upon motion the documents were received, filed, and concurred.

26. ImOn Arena Activation Plan: Upon motion the documents were received and filed.

27. Proposed 16th Amendment to Master Co-location and Shared Services Agreement between the City of Dubuque and ImOn Communications LLC: Upon motion the documents were received, filed, and approved.

28. Dubuque County Multi-Jurisdictional Hazard Mitigation Plan Approval: Upon motion the documents were received and filed, and Resolution No. 23-24 Adopting the Dubuque County Multi-Jurisdictional Local Hazard Mitigation Plan was adopted.

ITEMS SET FOR PUBLIC HEARING

Motion by Roussell to receive and file the documents, adopt the resolutions, and set the public hearings as indicated.

Seconded by Wethal. Motion carried 7-0.

1. Setting a Public Hearing to approve the Radford Road

Urban Revitalization Plan Amendment 3: Upon motion the documents were received and filed and Resolution No. 24-24 Setting a public hearing to amend the Radford Road Urban Revitalization Area Plan was adopted setting a public hearing for a meeting to commence at 6:30 p.m. on February 19, 2024, in the Historic Federal Building.

2. Setting a Public Hearing to approve the Alta Vista Urban Revitalization Plan Amendment 1: Upon motion the documents were received and filed and Resolution No. 25-24 Setting a public hearing to amend the Alta Vista Urban Revitalization Area Plan was adopted setting a public hearing for a meeting to commence at 6:30 p.m. on February 19, 2024 in the Historic Federal Building.

3. Setting a Public Hearing to approve the Bies Drive Urban Revitalization Plan Amendment 1: Upon motion the documents were received and filed and Resolution No. 26-24 Setting a public hearing to amend the Bies Drive Urban Revitalization Area Plan was adopted setting a public hearing for a meeting to commence at 6:30 p.m. on February 19, 2024 in the Historic Federal Building.

4. Setting a Public Hearing to approve the Plaza Drive Urban Revitalization Plan Amendment 1: Upon motion the documents were received and filed and Resolution No. 27-24 Setting a public hearing to amend the Plaza Drive Urban Revitalization Area Plan was adopted setting a public hearing for a meeting to commence at 6:30 p.m. on February 19, 2024 in the Historic Federal Building.

5. Setting a Public Hearing to approve the Dubuque Urban Revitalization Plan Amendment 1: Upon motion the documents were received and filed and Resolution No. 28-24 Setting a public hearing to amend the Dubuque Urban Revitalization Area Plan was adopted setting a public hearing for a meeting to commence at 6:30 p.m. on February 19, 2024 in the Historic Federal Building.

6. Setting a Public Hearing for the Bipartisan Infrastructure Law State Revolving Fund (SRF) - Environmental Review - Private Lead Service Line Replacement Pilot Program: Upon motion the documents were received and filed and Resolution No. 29-24 State Revolving Fund (SRF) Loan - Environmental Review Private Lead Service Line Replacement Pilot Program: Preliminary Approval of an Environmental Review as provided by SRFs Department of Natural Resources for the, Private Lead Service Line Replacement Pilot Program and ordering the advertisement for public notice was adopted setting a public hearing for a meeting to commence at 6:30 p.m. on March 18, 2024 in the Historic Federal Building.

7. Setting a Public Hearing to adopt the Public Housing Authority Annual Plan for Federal Fiscal Year 2024: Upon motion the documents were received and filed and Resolution No. 30-24 Setting a Public Hearing to review and approve the Public Housing Authority Federal Fiscal Year 2024 Annual Plan was adopted setting a public hearing for a meeting to commence at 6:30 p.m. on April 1, 2024 in the Historic Federal Building.

8. Setting a Public Hearing to approve the Revised Administrative Plan for the Housing Choice Voucher Program: Upon motion the documents were received and filed and Resolution No. 31-24 Setting a Public Hearing to review and approve the Public Housing Authoritys Administrative Plan was adopted setting a public hearing for a meeting to commence at

6:30 p.m. on April 1, 2024 in the Historic Federal Building.
BOARDS/COMMISSIONS

Applications were reviewed for the following Boards and Commissions. Applicants were invited to address the City Council regarding their desire to serve on the following Boards/Commissions.

1. Community Development Advisory Commission: One, 3-Year Term through February 15, 2027 (Expiring low/moderate income representative term of Hammel Jr.). Applicant: Gerald Hammel Jr., 1225 1/2 Rhomborg Ave. Qualifies as low/moderate income representative

2. Transit Advisory Board: One, 3-Year Term through July 30, 2026 (Vacant term of Daughters). Applicant: Dora Serna, 2160 Marion Street.

PUBLIC INPUT

Veronica Mcavoy, 125 W. 9th St.; Nino Erba, 180 W. 15th St.; Joseph Lewis, 90 Main St., President of the Bishop Block Tenants Association; Jaime Izaguirre, 1394 Locust St., with Iowa Citizens for Community Improvement; Zoie Fortson, 299 Main St.; and Becky Sisco, 1205 Pamela Ct., respectively provided input regarding Action Item No. 1, sharing concerns about communication issues with area landlords, unsafe housing conditions for renters, and a need for more housing inspectors.

Laurana Snyder, 899 Cottage Pl., spoke in support of Action Item No. 4, speaking about the potential benefits of the proposed community orchard.

ACTION ITEMS

1. Proposed Rental License Fee Increases for February 2024: Motion by Jones to receive and file the documents and adopt Resolution No. 32-24 Approving the increase in fees for the rental license and inspection program. Seconded by Wethal. Housing and Community Development Director Alexis Steger responded to multiple questions from the City Council. Ms. Steger cautioned against hiring an additional Housing Inspector, stating that a significant amount of time and money is necessary to train inspectors. Since staff intend to reduce inspections to a three-year cycle, an additional inspector may not be needed by the time that individual is fully trained. Ms. Steger stated that city staff would inspect a unit if they received a tenant concern and did not receive a response from the landlord. City Manager Van Milligen stated that the city's goal is to fund 90% of the housing inspector roles through rental inspection fees and the remaining 10% through general funds based on inspectors having some duties outside of rental inspections. City Manager Van Milligen also summarized the city's previous and current rental unit inspection processes. Per the current process, landlords are not charged for their first inspection but are charged for their first re-inspection. City Attorney Brumwell summarized the options for legal action on abandoned units. City Council Members engaged in discussion regarding the recommended timeframe for inspections and encouraged tenants to report concerns regarding their rental units or landlords. Mayor Cavanagh emphasized the agenda item was to approve fee increases and requested the City Council discuss aspects outside the scope of the agenda item during the upcoming budget process. City Attorney Brumwell stated that the City Council would receive a memo from her prior to the budget hearings that will outline the process for discussing budget items. City Manager Van

Milligen confirmed that the Housing Departments Fiscal Year 2025 budget hearing is scheduled for March 28, 2024, at 6:30 p.m. Motion carried 6-1 with Wethal voting nay.

2. Progress Update: 3000 Jackson Street Dubuque Brewing and Malting Building: Motion by Resnick to receive and file the documents and listen to the presentation. Seconded by Farber. Housing and Community Development Director Alexis Steger provided a status update on the Dubuque Brewing and Malting project at 3000 Jackson Street, sharing that asbestos work is currently underway and will be extensive. Responding to questions from the City Council, Ms. Steger stated that the building owner provides a daily update and that no municipal infractions have been issued thus far. While the owner has not communicated a timeline, Ms. Steger stated that the owner is seeking a third-party loan, which requires reassessment of the property and will therefore take time to complete. Mayor Cavanagh requested that the City Council continue to receive progress updates on the consent agenda. Motion carried 7-0.

3. Approval of Westbrook Park and Eagle Valley Park Concept Plans: Motion by Roussell to receive and file the documents and approve the Westbrook Park and Eagle Valley Park concept plans. Seconded by Sprank. Responding to questions from the City Council, Project and Facilities Manager Jared Charland stated that the Park and Recreation Commission unanimously approved the concept plans, that the concepts could be slightly modified based on supply chain issues, and outlined the options for potential trail connections in the future. Motion carried 7-0.

4. Dubuque Trees Forever Community Orchard Proposal for Caledonia Park: Motion by Jones to receive and file the documents and approve the concept plan for Caledonia Park and allow staff to continue to work with Dubuque Trees Forever to create a community orchard and pollinator garden at that park. Seconded by Wethal. Council Member Roussell announced that she would abstain from the vote due to serving as the Executive Director of Dubuque Trees Forever. Responding to a question from the City Council, City Manager Van Milligen stated that the property will be city-owned and will be maintained by Dubuque Trees Forever. Council Member Roussell stated that Dubuque Trees Forever will be hosting a public input meeting on February 21st at the ImOn Arena to discuss any resident concerns and receive other feedback on the plan. City Council Members provided input on notifying area residents about the plan. Motion carried 6-0 with abstention from Roussell.

5. Dubuque Police Department 2024 Awards and Recognition Program: Motion by Jones to receive and file the documents and listen to the presentation. Seconded by Sprank. Police Captain Brendan Welsh summarized the Dubuque Police Department's 2024 Awards and Recognition Program. City Council Members thanked the Police Department for hosting the program and commended the guest speakers speech on emotional intelligence. Motion carried 7-0.

6. Agenda and Meeting Management System Request for Proposals: Motion by Roussell to receive and file the documents and approve releasing a Request for Proposals (RFP) for an Agenda and Meeting Management System for City Council meeting agendas, replacing NovusAgenda. Seconded by Farber. Motion carried 7-0.

7. Recreation Fee Increase Recommendation and Estimated Revenue Summary: Motion by Jones to receive and file the

documents and approve the recreation fee increases starting spring of 2024 to assist in offsetting the impact of the recent wage increases and other operational cost increases. Seconded by Resnick. City Council Members emphasized the need to increase fees to fund operations and maintain quality staff. Motion carried 7-0.

8. Smart Parking & Mobility Management Plan: Parking Access Revenue Control System Request to Distribute RFP and Create an RFP Review Committee - CIP 360-2936: This item was removed from the meeting.

9. Request to Dubuque Metropolitan Area Transportation Study (DMATS) to Reprogram Federal Surface Transportation Block Grant (STBG) Funds: Motion by Sprank to receive and file the documents and approve requesting reallocation of Dubuque Metropolitan Area Transportation Study (DMATS) Surface Transportation Block Grant (STBG) funds. Seconded by Wethal. City Council Members commended the partnerships leveraged to make the reallocation successful and emphasized the significance of installing a railroad overpass. City Manager Van Milligen acknowledged Dubuque Racing Association President and CEO Alex Dixons and Greater Dubuque Development Corporation President and CEO Rick Dickinsons efforts toward the proposal. Motion carried 7-0.

10. Work Session Request: Chaplain Schmitt Island Redevelopment Plan: Motion by Roussell to receive and file the documents and schedule the work session for February 12, 2024, at 6:00 p.m. Seconded by Sprank. Motion carried 7-0.

11. Work Session Request: City Prevention and Response to an Active Aggressor Situation: Motion by Jones to receive and file the documents and schedule the work session for April 15, 2024, at 5:15 p.m. Seconded by Wethal. Motion carried 7-0.

12. Work Session Request: Iowa Jobs for Americas Graduates (IJAG) City Life Student Presentation to City Council: Motion by Roussell to receive and file the documents and schedule the work session for May 6, 2024, at 6:00 p.m. Seconded by Jones. Motion carried 7-0.

13. Curbside Collections - Battling the Elements Video: Motion by Farber to receive and file the documents and view the video. Seconded by Wethal. Media Services showed a video produced following the January 9 through 12, 2024, snow events on curbside collections during winter conditions. The video can be viewed at <https://youtu.be/BeGKgLBReBM?si=1clIMXRqAZ0UrXf3>. Motion carried 7-0.

COUNCIL MEMBER REPORTS

Council Member Sprank reported on advocating for the residents of the Table Mound Mobile Home Park at the Iowa State Capital during the current legislative session.

Council Member Jones reported on recently traveling via Route 66 and commended Dubuques cleanliness compared to some of his travel destinations.

Council Member Farber reported on the Female Student-Athletes Golden Jubilee Celebration at Dubuque Senior High School, her service on the National League of Cities (NLC) Information Technology Committee and Artificial Intelligence Advisory Committee, presenting to Alternative Learning Center students at Magoos Pizza, and Simmons Pet Foods recent ribbon cutting at their new facility.

Council Member Wethal reported on attending the Dubuque Police Departments Awards and Recognition Program and Simmons

Pet Foods recent ribbon cutting.

Mayor Cavanagh reported on attending the United States Conference of Mayors annual meeting in Washington D.C., becoming President-Elect of the Iowa League of Cities (ILC), and chairing ILC's Legislative Policy Committee. Mayor Cavanagh additionally mentioned two upcoming Dubuque Area Chamber of Commerce events: Dubuque Night in Des Moines and the D.C. Fly-In.

CLOSED SESSION

Motion by Jones to convene in closed session at 8:57 p.m. to discuss Confidential Records and Purchase or Sale of Real Estate Chapter 21.5(1)(a),(j) Code of Iowa. Seconded by Sprank. Mayor Cavanagh stated for the record that the attorney who will consult with the City Council on the issues to be discussed in the closed session is City Attorney Brumwell. Motion carried 7-0.

The City Council reconvened in open session at 9:59 p.m. stating that staff had been given proper direction.

ADJOURNMENT

There being no further business, Mayor Cavanagh declared the meeting adjourned at 9:59 p.m.

/s/Adrienne N. Breitfelder,

CMC City Clerk

1t 2/14

PARK AND RECREATION COMMISSION MEETING
Tuesday, April 11, 2023
City Council Chambers 350 W 5th Street
Dubuque IA 52001

PRESENT: Jennifer Tigges, Josh Jorgenson, Ron Axtell, and Robin Kennicker, Jess Ochoa, and Lori Ollendick.

ABSENT: None.

STAFF PRESENT: Steve Fehsal, Dan Kroger, and Kristen Dietz.

CALL TO ORDER: Kennicker called meeting to order at 4:37pm.

MINUTES APPROVED; VOTE:

It was moved by Tigges, seconded by Axtell, to approve the minutes of the March 21, 2023 meeting. Unanimous.

PUBLIC INPUT:

Kevin Firnstahl 525n Candlewick Lane – recommended “Sister City Park”.

Lois Dolphin 1150 Carmel Drive – recommended “Sister Carolyn Farrell Park”.

Roger Maiers 3161 Pasadena Court - recommended “Jaycee’s Park & Trail”.

PRESENTATION AND REQUEST – TEENS TAKE CAARE PROGRAM:

Teens alongside Jared McGovern, National Mississippi River Museum and Aquarium shared the project/program they have been working on. The city already has some Pesticide Free Parks, and the teens request the possibility of adding Bergfeld Recreation Area to be added. Park Division Manager Fehsal shared the primary area that currently is not pesticide free is the landscaped area near the entrance in addition to the restroom and flag area. It is possible to make this request happen. There are pollinator friendly plans.

DISCUSSION AND RECOMMENDATION OF RENAMING PYATIGORSK PARK:

Commissioner Axtell shared this has been an extensive process with excellent selections with the three finalists. Based upon location it would make sense with the Jaycee’s Trail there and since being near the river, Gordon Kilgore would make sense. Gordon Kilgore was connected to the river for over 40 years – he was the Voice on the River. Other possible names could be used for future park names.

Commissioner Jorgenson shared this has been a very difficult decision with all being names being excellent choices. This assists us with renaming future parks in the future and has created high exposure.

Commissioner Ochoa shared she liked all three names. Kilgore is related to the KDTH River Show. She provided a shout out to the sisters who have been awesome. Continuity is very important with the naming. Naming is also important to the history. Fireworks have been hosted by the Jaycee's. All are important and liked the Sister City name recommendation.

Commissioner Ollendick shared she agreed with Ochoa. Representation of the Sister City is important but could be another park submission. That the park is connected to it.

Commissioner Kennicker knew Kilgore, Sister, and Jaycees. All is a difficult decision and appreciate all the public input we received.

Commissioner Tigges shared this has been a difficult decision. She was park of the naming policy drafted and approved in 2017. Based on the criteria, Jaycees over 4, Sister Carolyn Farrell covers 3, and Kilgore covers 2. The Jaycees have over 80 years of history.

It was moved by Tigges, seconded by Ollendick , to recommend the renaming of Pyatigorsk Park to Jaycee's Park. 5-1 vote, Jorgenson against.

DISCUSSION AND RECOMMENDATION OF DUBUQUE WATER SPORTS CLUB LEASE:

It was moved by Ochoa, seconded by Jorgenson, to approve the Dubuque Water Sports Club Lease. Unanimous.

RECOMMENDATION AND APPROVSL OF MILLER RIVERVIEW CAMPGROUND MANAGER CONTRACT:

It was moved by Axtell, seconded by Ochoa, to approve the Miller Riverview Campground Manager Contract. Unanimous.

TEMPORARY STAFFING UPDATE:

Recreation Division Manager, Kroger shared that both pools will be able to open this upcoming season and can provide full programming. The only area needing additional applications is parks groundskeeper. With the collaboration with the Human Resources Dept and Public Information Office this has become possible.

DISCUSSION OF COMMISSION GOALS AND PRIORITIES:

Commission members reviewed previous goals and initiatives and created new ones.

MANAGER REPORTS – COMMENTS AND QUESTIONS:

None.

COMMISSION COMMUNICATIONS/QUESTIONS:

Park Division Manager Fehsal shared Jennifer Tigges won the Claude Ahrens Community Service Award at the Spring Iowa Park and Recreation Association Conference.

ADJOURNMENT:

It was moved by Tigges, seconded by Jorgenson, to adjourn the meeting 6:25 p.m. Unanimous.

PARK AND RECREATION COMMISSION MEETING
Tuesday, May 9, 2023
Miracle League of Dubuque
2790 Miracle League Drive Dubuque IA 52001

PRESENT: Jennifer Tigges, Josh Jorgenson, Ron Axtell, Robin Kennicker, Jason Henkel and Lori Ollendick.

ABSENT: Jess Ochoa.

STAFF PRESENT: Steve Fehsal, Dan Kroger, Jared Charland and Kristen Dietz.

CALL TO ORDER: Kennicker called meeting to order at 4:41pm.

MINUTES APPROVED; VOTE:

It was moved by Tigges, seconded by Axtell, to approve the minutes of the April 11, 2023 meeting. Unanimous.

PUBLIC INPUT:

None.

RECOMMENDATION TO WAIVE THE FEE FOR KIDS TO PARKS DAY ON MAY 20TH 2023:

It was moved by Axtell, seconded by Tigges, to approve the recommendation to waive the fee for Kids to Parks Day on May 20, 2023. Unanimous.

REVIEW AND RECOMMENDATION OF COMMISSION GOALS AND PRIORITIES:

It was moved by Axtell, seconded by Jorgenson, to approve and recommend the commission goals and priorities. Unanimous.

COMISKEY PARK UPDATE:

Park Division Manager Fehsal shared that due to drying time of paint, the opening date for Comiskey Park has been pushed to end of June but otherwise on track for the park and the work that is being completed. Recently shared on social media the paint designs and it is very likeable and receiving great feedback from the community and neighbors.

DISCUSSION OF PARK NAMING POLICY AND REVIEW PROCESS:

Commissioners expressed the need for additional clarification of the park naming policy and review process from the City Council. Chairperson Kennicker will be drafting a letter to submit to the City Council asking for additional

clarification and the needs that the Park and Recreation Commission is looking for. This letter will be brought to the next meeting for review and consideration.

MANAGER REPORTS – COMMENTS AND QUESTIONS:

None.

COMMISSION COMMUNICATIONS/QUESTIONS:

None. The invitation to tour the Miracle League area and Flora Park by the Recreation Division Manager and Park Division Manager for those who are interested after the adjournment of the meeting.

ADJOURNMENT:

It was moved by Axtell, seconded by Henkel, to adjourn the meeting 6:12 p.m. Unanimous.

PARK AND RECREATION COMMISSION MEETING
Tuesday, June 13, 2023
4:30p.m., Comiskey Center
255 E 24th Street Dubuque, IA 52001

PRESENT: Jennifer Tigges, Josh Jorgenson, Robin Kennicker, Jess Ochoa, Jason Henkel, and Lori Ollendick.

ABSENT: Ron Axtell.

STAFF PRESENT: Steve Fehsal, Dan Kroger, and Kristen Dietz.

CALL TO ORDER: Kennicker called meeting to order at 4:38pm.

MINUTES APPROVED; VOTE:

It was moved by Ollendick, seconded by Jorgenson, to approve the minutes of the May 9, 2023 meeting. Unanimous.

PUBLIC INPUT:

None.

COMISKEY PARK UPDATE:

Park Division Manager Fehsal shared the Re-Opening celebration will be held on Thursday June 29th from 5:30 p.m. to 8:00 p.m. with a possible rain date of Friday June 30th. Staff have been working very hard to finish this project and we are extremely proud.

DISCUSS POSSIBLE TOUR LOCATIONS FOR FALL PARK VISIT:

Suggested locations include Eagle Valley, English Ridge, Westbrook subdivisions to show the locations of future parks. Some of the odd city-owned parcels and pocket parks as well.

POOLS REPORT:

Recreation Division Manager Kroger shared that staff worked diligently to resolve the pools needing to close early due to cloudy water. Kroger explained that some of the paint from the walls were causing particles to cloud the water making lifeguards unable to see the drain which ultimately ruled unsafe and needing to temporarily close. This was an issue across the country and staff had to drive to Madison for the nearest location offering the chemical needed for the solution. Staff do not foresee this being an issue for the remainder of the season.

TEMPORARY STAFFING UPDATE:

Recreation Division Manager Kroger introduced Haley Francke, Business Development Manager who recently started on the team who will oversee the Marina, Campground, Toll Booth operations and other revenue generating areas for Leisure Services. Park Division Manager Fehsal shared he has most of his

staff hired for the season and the Campground will finally open Friday June 17th after being flooded and needing to be cleaned up.

MANAGER REPORTS – COMMENTS AND QUESTIONS:

None.

COMMISSION COMMUNICATIONS/QUESTIONS:

Commissioner Kennicker shared that the Resiliency Commission is gathering data regarding city facilities and locations that are recycling.

ADJOURNMENT:

It was moved by Ochoa, seconded by Ollendick, to adjourn the meeting at 5:24 p.m. Unanimous.

PARK AND RECREATION COMMISSION MEETING
Tuesday, August 8, 2023
Multicultural Family Center Mtg Rm 2
1157 Central Ave Dubuque, Iowa 52001

PRESENT: Robin Kennicker, Jennifer Tigges, Josh Jorgenson, Lori Ollendick, Jess Ochoa and Ron Axtell.

ABSENT: Jason Henkel.

STAFF PRESENT: Steve Fehsal, Dan Kroger, Jared Charland and Kristen Dietz.

CALL TO ORDER: Kennicker called meeting to order at 4:41pm.

MINUTES APPROVED; VOTE:

It was moved by Axtell, seconded by Ollendick, to approve the minutes of the July 11, 2023 meeting. Unanimous.

PUBLIC INPUT:

None.

REQUEST FROM TONI ECKSTEIN FOR A LEMONADE STAND AT FLORA PARK:

Request submitted to the commissioners from resident asking to set up a lemonade stand at Flora Park. Commissioners discussed included the possible confusion that could arise with the concession stand at Flora pool and the possibility of other groups setting up without permission if this is allowed. 5-1-1 vote in favor of not allowing this request. Jorgenson in favor for allowing, Kennicker, Tigges, Ochoa, Axtell, and Ollendick in favor of not allowing and Henkel absent.

FINALIZATION TOUR LOCATIONS FOR FALL VISITS:

Park Division Manager Fehsal shared the final locations proposed for the next commission meeting for the fall tour.

RECOMMENDATION OF COMMISSION LETTER TO CITY COUNCIL REGARDING PARK NAMING:

It was moved by Tigges, seconded by Axtell, to recommend the letter to City Council regarding park naming. Unanimous.

MANAGER REPORTS – COMMENTS AND QUESTIONS:

None.

COMMISSION COMMUNICATIONS/QUESTIONS:

None.

ADJOURNMENT:

It was moved by Jorgenson, seconded by Axtell, to adjourn the meeting 6:01 p.m. Unanimous.

PARK AND RECREATION COMMISSION MEETING
Tuesday, October 10, 2023
Multicultural Family Center
1157 Central Ave Dubuque IA 52001

PRESENT: Ron Axtell, Jason Henkel, Jennifer Tigges, and Lori Ollendick.

ABSENT: Robin Kennicker, Jess Ochoa, and Josh Jorgensen.

STAFF PRESENT: Dan Kroger and Kristen Dietz.

CALL TO ORDER: Jennifer called meeting to order at 4:37pm.

MINUTES APPROVED; VOTE:

It was moved by Henkel, seconded by Ollendick, to approve the minutes of the August 8, 2023 meeting. Unanimous.

PUBLIC INPUT:

None.

MULTICULTURAL FAMILY CENTER OPENING:

MFC Director Antonio Mouzon shared the MFC Cultural Exchange Rededication Ceremony is scheduled for Saturday October 21, 2023 from 11:45am to 3:00pm and extended the invite to the commission members. This is a free community event with food, giveaways, and vendors booths with scheduled performances from minority groups.

DISCUSSION AND RECOMMENDATION OF THE HILLCREST FAMILY SERVICES FESTIVAL OF LIGHTS DISPLAY IN MURPHY PARK LEASE:

It was moved by Axtell, seconded by Ollendick, to approve and recommend the Hillcrest Family Services Festival of Lights in Murphy Park lease with the addition of requesting the acknowledgement of the partnership. Unanimous.

PROJECT UPDATES – PROJECT AND FACILITIES MANGER JARED CHARLAND:

Recreation Division Manager Kroger shared the updates on the projects in the Leisure Services written by Project and Facilities Manager Jared Charland. Jared was attending the Park and Recreation National Conference and missed today's meeting but will be in attendance for the next one.

MANAGER REPORTS – COMMENTS AND QUESTIONS:

None.

COMMISSION COMMUNICATIONS/QUESTIONS:

None.

ADJOURNMENT:

It was moved by Axtell, seconded by Henkel, to adjourn the meeting 5:37 p.m. Unanimous.

PARK AND RECREATION COMMISSION MEETING
Tuesday, November 14, 2023
Bunker Hill Golf Course Clubhouse
2200 Bunker Hill Road Dubuque IA 52001

PRESENT: Robin Kennicker, Jennifer Tigges, Lori Ollendick, Jess Ochoa, and Ron Axtell.

ABSENT: Jason Henkel and Josh Jorgenson.

STAFF PRESENT: Steve Fehsal, Dan Kroger, Jared Charland and Kristen Dietz.

CALL TO ORDER: Kennicker called meeting to order at 4:34pm.

MINUTES APPROVED; VOTE:

It was moved by Tigges, seconded by Axtell, to approve the minutes of the October 10, 2023 meeting. Unanimous.

PUBLIC INPUT:

None.

DISCUSSION OF BUNKER HILL GOLF COURSE TREES:

Recreation Division Manager Kroger shared the updated plans of the removal of ash trees on the golf course and the replacement of new ones and include additional locations. Staff have been working with the City's Urban Forester for the best possible plan.

DISCUSSION OF ARBORETUM LEASE:

Park Division Manager Fehsal shared the newest lease will be going to the City Council at their November 20, 2023, meeting for review and recommendation. Staff have been working on this for a couple of years to update all areas from the initial one created 25 years ago. This lease addresses all additions and responsibilities.

UPDATE BY PROJECT AND FACILITIES MANAGER JARED CHARLAND:

Park and Facilities Manager Charland shared the initial public engagement portion for the three mini parks in the respective subdivisions. Engagement is accepted virtually, in person, over the phone, and written in. Staff will provide another update next month.

MANAGER REPORTS – COMMENTS AND QUESTIONS:

None.

COMMISSION COMMUNICATIONS/QUESTIONS:

None.

ADJOURNMENT:

It was moved by Tigges, seconded by Ollendick, to adjourn the meeting 5:06 p.m. Unanimous.

PARK AND RECREATION COMMISSION MEETING
Tuesday, December 12, 2023
Bunker Hill Golf Course Clubhouse
2200 Bunker Hill Road Dubuque IA 52001

PRESENT: Robin Kennicker, Jennifer Tigges, Lori Ollendick, Jason Henkel, Josh Jorgenson, and Ron Axtell.

ABSENT: Jess Ochoa.

STAFF PRESENT: Steve Fehsal, Dan Kroger, and Jared Charland.

CALL TO ORDER: Kennicker called meeting to order at 4:34pm.

MINUTES APPROVED; VOTE:

It was moved by Axtell, seconded by Henkel, to approve the minutes of the November 14, 2023 meeting. Unanimous.

PUBLIC INPUT:

None.

PARK PROJECT UPDATES:

Project and Facilities Manager Jared Charland provided an update that WHKS has been selected as the consultant for the development of Eagle Valley Park, English Ridge subdivision park, Westbrook subdivision park. WHKS has been selected for the consultant for the retaining wall replacement at Jefferson Park. Kickoff meeting was held on December 8, 2023. Flora Park Volleyball/Pickleball Courts- Pavement has been installed. The contractor has installed new net post sleeves and fence posts. Courts will be painted in the spring.

**DISCUSSION AND RECOMMENDATION OF PARK NAMING
(WESTBROOK AND ENGLISH RIDGE SUBDIVISIONS):**

It was moved by Ollendick, seconded by Henkel, to recommend the park names of Westbrook Park and English Ridge Park in the Westbrook and English Ridge subdivisions. Unanimous.

DISCUSSION OF PARK NAMING POLICY:

Commission members expressed no need to take additional action or modify the naming policy after hearing the discussion from City Council members. Commission members will bring a draft letter to City Council at the January meeting shared this information.

**STAFF RECRUITMENT EVENT – JANUARY 11, 2024 AT THE
MULTICULTURAL FAMILY CENTER 3:00PM TO 6:30PM:**

Recreation Division Manager Kroger shared the exciting news of an upcoming recruitment event opportunity that the Leisure Services Department is sponsoring. All are welcome to come and meet with staff from various divisions to see our upcoming employment opportunities.

MANAGER REPORTS – COMMENTS AND QUESTIONS:

None.

COMMISSION COMMUNICATIONS/QUESTIONS:

None.

ADJOURNMENT:

It was moved by Jorgeson, seconded by Axtell, to adjourn the meeting 5:14 p.m. Unanimous.

PARK AND RECREATION COMMISSION MEETING
Tuesday, January 23, 2024
Bunker Hill Golf Course Clubhouse
2200 Bunker Hill Road Dubuque IA 52001

PRESENT: Robin Kennicker, Jennifer Tigges, Lori Ollendick (via phone), Jess Ochoa, Josh Jorgenson and Ron Axtell.

ABSENT: Jason Henkel.

STAFF PRESENT: Steve Fehsal, Dan Kroger, Jared Charland and Kristen Dietz.

CALL TO ORDER: Kennicker called meeting to order at 4:36pm.

MINUTES APPROVED; VOTE:

It was moved by Tigges, seconded by Ollendick, to approve the minutes of the December 12, 2023 meeting. Unanimous.

PUBLIC INPUT:

None.

DUBUQUE TREES FOREVER NEIGHBORHOOD ORCHARD PROPOSAL PRESENTATION:

President of Dubuque Trees Forever Laura Roussell provided a conceptual plan for a Neighborhood Orchard location at Caledonia Park. Commissioners were excited for this plan and looked forward to additional information. Commission Ochoa shared the extensive care this would need and suggested compostable bins available on site.

FY 2025 OPERATING BUDGET REVIEW:

Staff shared budgets recommended for the FY 2025 year.

DISCUSSION AND RECOMMENDATION OF PARK NAMING LETTER:

It was moved by Jorgenson, seconded by Ochoa, to recommend the letter of park naming to City Council. Unanimous.

REVIEW OF MINI PARKS CONCEPTS

It was moved by Axtell, seconded by Jorgenson, to recommend mini park concepts to City Council. Unanimous.

MANAGER REPORTS – COMMENTS AND QUESTIONS:

None.

COMMISSION COMMUNICATIONS/QUESTIONS:

None.

ADJOURNMENT:

It was moved by Tigges, seconded by Jorgenson, to adjourn the meeting 6:16pm. Unanimous.

CITY OF DUBUQUE - COMMISSION MEETING MINUTES

GOVERNMENTAL BODY: Resilient Community Advisory Commission (RCAC)

DATE: September 7, 2023

TIME: 5:00 pm

LOCATION: Jule Operations and Training Center (JOTC) Circle Conference Room, 949 Kerper Blvd.

MEMBERS PRESENT: Josh Chamberland, Katharine Connolly, Robin Kennicker, Lalith Jayawickrama, Steven Drahozal, Adam Hoffman, Jake Kohlhaas

MEMBERS ABSENT: Dean Boles, Sandra Evans

STAFF PRESENT: Gina Bell, Amanda Lewis

Commissioner Kohlhaas called the meeting to order at 5:03pm.

TEST AGENDA

MINUTES APPROVAL: Kennicker motioned to approve the July minutes. Jayawickrama seconded. Motion carried.

PUBLIC COMMENT:

NEW BUSINESS

1. Paul Schultz – Concerns regarding food scrap composting program

Schultz is the Green Dubuque President and has been involved with waste diversion and composting for many years. Schultz is advocating for support to expand curbside collection of food scraps and composting at Dubuque Metropolitan Area Solid Waste Agency (DMASWA) compost facility. Currently, the food scrap program is used by more than 500 customers with a waiting list of 97 people. The City of Dubuque has had a food scrap collection program for 15 years and there are 200 full scale composting programs in United States. The City of Dubuque estimates about 102 tons of foods scraps comingled with yard waste is collected each year. Without a formal composting permit from the Iowa DNR, DMASWA can only collect 104 tons combined yard waste and food scraps. No new food scrap collection was permitted after the limit was reached because it violated the permit. DMASWA agency applied to renew the permit for the landfill but did not apply to be a permitted compost facility. DMASWA applied for a permit in June, but the permit was not accepted, and the Iowa DNR sent a cease-and-desist letter for the composting facility. DMASWA requested a delay to assess the feasibility, cost, and timeline to become a permitted facility. In order for the City to continue the composting program, DMASAW will need to apply to operate a permitted compost facility in October 2023. Schultz stated that many City plans address the desire to increase landfill diversion, including the Climate Action Plan, which has a goal of “50% landfill diversion of recyclables/compostables by 2030” and a “50% food waste reduction and diversion”. Green Dubuque is requesting DMASWA to assess the feasibility of applying for permit to expand/update food waste diversion. Green Dubuque is asking the commission to act in a timely manner pending the DNA permit deadline.

Question: Is there a current permit right now for food scraps?

Answer: Currently the facility is operating without a permit, as the DNR changed their regulations.

Question: How much of current program can be maintained if there isn't a permit?

Answer: 104 tons per year, combined yard waste and compost.

Question: What is going on with the permitting process?

Answer: Compost facility was a permit by rule facility (if you meet the conditions, it is permitted.) DNR initially included a landfill permit if you had a composting facility. Now, there are many compost by rule facilities and it is difficult for DNR to manage. DNR now requires facilities to apply for a permit by rule or to apply to be a permitted facility. Interpretation of rules by DNR staff was that you could take up to 2 tons of food waste and unlimited yard waste per week. DMASWA has collected food waste and yard waster for the past 12 years. Rules are now interpreted differently by DNR. To allow time to notify citizens and participants, DMASWA asked for a 30-day extension. DMASAW contacted DNR again to ask about the feasibility of making it a permitted facility. It would cost \$7,000 to cover the cost of installing a pad for compost. Additionally, DMASWA has started a study about the feasibility of becoming a permitted facility. Environmental reporting has never shown negative impacts from what DMASAW is currently doing. DNR determined that they would give a 90-day extension to continue to accept food waste until October 19th. DMASAW needs clarification on DNR's interpretation of how to manage feed stockpile. DMASWA will ask DNR for continued enforcement discretion to have time clarify this issue and the costs associated to upgrade the facility to manage the feed stockpile. The earliest recommendation will be in October.

Question: How much money is going to be invested to expand the landfill in the next 20-30 years?

Answer: DMASAW does not currently have a design for expansion and only rough estimates for costs because without a plan, it is difficult to estimate cost.

Question: Have other municipalities been impacted by the new regulations?

Answer: DMASAW is not privy to DNR's information. Cedar Rapids, Iowa City, Des Moines are permitted facilities, but most smaller facilities are not permitted.

Hoffman motioned to send a letter to City Council in support of a permitted compost facility. Kennicker seconded. Motion carried. Hoffman will draft letter.

OLD BUSINESS

1. Policy Work – Review ordinances and policies as they relate to Climate Action Plan and determine subcommittees and where to focus plane height, urban agriculture, and tree canopy Reports from Commissioners regarding Climate Action Plan (CAP) activities:

Bell discussed that the Planning and Health Department are reviewing the urban agriculture document. Bell proposes that City staff meets to discuss this document and that the Planning and Health Departments get added to the agenda when appropriate.

Next Steps:

Follow up to invite DMASWA and Public Works with meeting updates.

HOW DID I SHOW UP? COMMISSIONER REPORTS:

Jayawickrama is going to a conference in Ohio discussing microplastics in elephants.

Lewis mentioned that Park(ing) Day is happening, and people can volunteer online through Dubuque Main Street on Volunteer DBQ or attend the event.

Kennicker discussed that Parks and Rec commission sent letter to City Council to get clarification for names of City Parks. Commission was not aware that old park was under 'Sister City' guidelines and commission will get more clarification.

Hoffman mentioned that there is a Hungarian soil scientist in Dubuque who will be working with University of Dubuque staff and students.

Bell stated that over \$10,000 in tree vouchers were given away. Dubuque Trees Forever will meet to discuss their planting days in the fall. City of Dubuque's Sustainability Department was one of 12 chosen cities to participate in Cities Forward Initiative and was paired with a Latin American city.

Motion to adjourn by all.

NEXT MEETING: The next commission meeting will occur on October 5, 2023, at 5 pm at the Jule Operations and Training Center (JOTC) in the Circle Conference Room, 949 Kerper Blvd.

ADJOURNMENT: The Commission adjourned at 6:20pm.

Minutes approved by: _____

Jacob Kohlhaas, Commission Chair

Prepared by: _____

Gina Bell, Sustainable Community Coordinator

CITY OF DUBUQUE - COMMISSION MEETING MINUTES

GOVERNMENTAL BODY: Resilient Community Advisory Commission (RCAC)

DATE: October 5, 2023

TIME: 5:00 pm

LOCATION: Jule Operations and Training Center (JOTC) Circle Conference Room, 949 Kerper Blvd.

MEMBERS PRESENT: Katharine Connolly, Robin Kennicker, Steven Drahozal, Adam Hoffman, Jake Kohlhaas, Dean Boles

MEMBERS ABSENT: Sandra Evans, Josh Chamberland, Lalith Jayawickrama

STAFF PRESENT: Gina Bell, Amanda Lewis

Commissioner Kohlhaas called the meeting to order at 5:06 pm.

TEST AGENDA

MINUTES APPROVAL: Kennicker motioned to approve the September minutes. Katherine seconded. Motion carried.

PUBLIC COMMENT:

NEW BUSINESS

1. Sustainable Dubuque Grants Recommendation

Drahozal motioned to approve Sustainable Dubuque Grant Recommendation. Kennicker seconded. Boles abstained. Motion carried.

2. Solid Waste Agency grant support (from March) – Ken Miller, DMASWA and Jake Jansen, Public Works

Jake Jensen, Resource Management Supervisor with City of Dubuque. FY22&FY23 Waste Minimization Reports presented. Worked closely with consultants to obtain data with benchmarking goals from 2037 Imagine Dubuque Plan. Curbside collection is offered to single family homes and buildings of 6 units or less for trash collection and recycling options. Additionally, have organic collection, which is mainly yard waste and diversion programs for TVs, appliances, paint, etc. FY23 total customer counts: 20,658 combined uses of single-family homes up to buildings with 6 or less units.

Resource Management Department has three goals:

- Goal #1: Increase the overall waste diversion rate, including recycling, yard waste, and food scraps.
 - o FY22 has a 22.87% diversion rate.
 - o FY23 has a 24.10% diversion rate.
 - o Landfill Tonnage over time graph which trended upwards and peaked during 2020-2021 and is decreasing.
- Goal #2 Reduce per customer annual waste disposal based on landfilled waste and total annual waste generation.
 - o National average waste generation rate per household (2.5 people) per week: 28 pounds for recycling, 59 pounds for waste
 - o Dubuque average waste generation rate per household (2.5 people) per week: 7.5 pounds recycling, 23.7 pounds waste.

- Daily per person waste generation rate is 1.85 pounds in Dubuque and 4.8 pounds in State of Iowa.
- Goal #3 Incorporate greenhouse gas reduction initiative into waste minimization planning using WARM analysis specific to waste diversion efforts. WARM analysis includes:
 - Distance to the disposal sites
 - Presence of a landfill gas recovery system at the landfill
 - Annual precipitation rate

Community engagement, targeting new Dubuque residents, is used to boost waste diversion. Social media, website views and search tools to determine where materials go, utilized cart sticker campaign where QR code is linked to the search tool, with a large usage increase from FY22 to FY23.

Routing software investment is a newer tool to email customers with violations, like extra materials, large items without an appointment, people not having trash out on time, contaminated recycling, etc.

DNR waste characteristic study: DNR measures a load of garbage and sort it out to determine what is the most that makes up a typical load in the landfill:

- Food waste
- Plastic film
- Textiles and leather
- Mixed recyclable paper
- Compostable paper

About 27% of material going into the landfill in Dubuque is food waste.

Next Steps:

- Develop waste minimization long term plan
- Waste minimization intern (funded for FY24)
- Invest in outreach
- Recycling cart expansion- switching from bins to carts
- Revamp food scrap recycling
- Promote reuse

Question: Are they still looking at ideas of recycling construction materials?

Answer: Don't collect it at curbside collection, but it can possibly be donated and reused via Habitat Restore.

Question: What is the plan for a waste minimization plan?

Answer: Looking at hiring a consultant to do some of the work and find potential comparisons with other cities.

Update on environmental Study: Ken Miller, Dubuque Metropolitan Area Solid Waste Agency

- Consultant is preparing construction design for drainage around compost site to install the compost pads
- Part of plan will include permitting assistance and look at what is the capacity for food waste so the compost turns out okay rather than sludge. Don't want to take in more food waste than can properly be managed because there will be odor issues.

Question: Will we be able to continue to have a City compost facility?

Answer: Facility will be a permitted site, but not with an unlimited amount of taking in food waste.

Question: Out of roughly 25% of food waste that is going into the landfill, how much of that can be diverted?

Answer: Facility will be able to take in 200 tons of straight food waste per year because they don't have enough other materials (yard waste) to mix with it, which would almost double the amount that is currently taken in (which is 104 tons per year). 25% would be 3,000 tons, but some of it would not be able to be composted (like meat and dairy. Meat cannot be composted under State of Iowa's regulations without significant changes to the composting facility).

Question: When will the composting facility be up to date?

Answer: Most likely, next spring.

Composting program is through Dubuque Metropolitan Area Solid Waste Agency and is not a City program. Want to continue discussions about what is the best option for food waste diversion.

3. Public Input related to DMASWA food scrap compost

Paul Schultz: Has concerns about the need to hire people who know how to manage the composting facility. Met with people who recently moved to Dubuque and people who have concerns about not being able to compost their food scraps due to a lack of space on their own properties.

Terry Stewart: Wants to understand why meat can't be composted. Desires to have the City maximize potential for displacing food waste from the landfill. Has concerns about food scraps going into the landfill. Coaches people at church to educate people how to properly compost and recycle. Attends events and has a leave no trace philosophy.

Paul Uzel: Revamp does not mean reduce and would like to see the language changed to increase the food scrap program. Without food scrap recycling program, many people can't compost at home.

OLD BUSINESS

1. Policy Work – Review ordinances and policies as they relate to Climate Action Plan and determine subcommittees and where to focus plane height, urban agriculture, and tree canopy. Reports from Commissioners regarding Climate Action Plan (CAP) activities:

Bell will update City website with current greenhouse gas inventory soon.

Next Steps:

Follow up next meeting about how Commission can support a solid waste plan to maximize waste reduction and composting.

HOW DID I SHOW UP? COMMISSIONER REPORTS:

Kennicker discussed a tour via the Parks and Rec Commission to discuss park names that are very small and just have street names attached to the park. Conversations included creative ideas that would fit in very small parks.

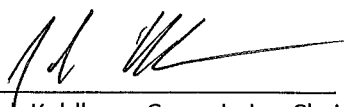
Boles discussed improvement to home improvement loan package. If you are so low income that you won't ever be able to pay back the loan, it has now turned into a grant.

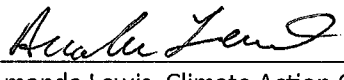
Jake went to commissioner picnic and movie screening at National Mississippi River Museum.

Motion to adjourn by all.

NEXT MEETING: The next commission meeting will occur on November 2, 2023, at 5pm at the Jule Operations and Training Center (JOTC) in the Circle Conference Room, 949 Kerper Blvd.

ADJOURNMENT: The Commission adjourned at 6:30pm.

Minutes approved by: 
Jacob Kohlhaas, Commission Chair

Prepared by: 
Amanda Lewis, Climate Action Coordinator

CITY OF DUBUQUE - COMMISSION MEETING MINUTES

GOVERNMENTAL BODY: Resilient Community Advisory Commission (RCAC)

DATE: November 2, 2023

TIME: 5:00 pm

LOCATION: Jule Operations and Training Center (JOTC) Circle Conference Room, 949 Kerper Blvd.

MEMBERS PRESENT: Katharine Connolly, Robin Kennicker, Steven Drahozal, Adam Hoffman, Jake Kohlhaas, Dean Boles, Lalith Jayawickrama, Sandra Evans

MEMBERS ABSENT: Josh Chamberland

STAFF PRESENT: Amanda Lewis

Commissioner Kohlhaas called the meeting to order at 5:01pm.

TEST AGENDA

MINUTES APPROVAL: Kennicker motioned to approve the October minutes. Boles seconded. Motion carried.

PUBLIC COMMENT:

Paul Schultz: 1040 Carmel Drive

- Attended DMASWA meeting and board approved 5-year strategic plan, but there was no public process to give input. Wants to see the implementation of a 10-year solid waste management plan based on Imagine Dubuque 2037 Plan and Climate Action Plan. Would like to see additional opportunities for public input/public meetings at DMASWA meetings.

NEW BUSINESS

1. Bike Route Signage Update – Next steps with Engineering/Steve Sampson Brown

Jon Dienst and Steve Sampson Brown – Engineering Department

- Smart Parking and Mobility Plan: Move DBQ where all information will be posted. Speed is a significant contributor to deaths on roadways and particularly hazardous to pedestrians and impacts comfort level for cyclists. Want to design a low-stress bike network where people of all ages and experience levels can feel comfortable riding.
- Bike Lane Design Standards: Via National Association of City Transportation Officials (NACTO) bikeway design guides, discussed different bike lane designs including shared street/boulevards (with signage), on street bike lanes, and separated bike lanes.
- Connecting Downtown Destinations Project: Designing bike lanes so they go to a destination where someone wants to go rather than install bike lanes that don't go anywhere, which relates to ECIA plan.
- Bike Lane Pilot: During education and public engagement sessions, question about cycling comfort was posed in relation for an east/west street. Most people felt comfortable on 9th and 10th street. Engineering Department conducted traffic data and speed studies and there is potential for a bike lane on 9th to go east bound and 10th to go west bound. Showed examples of potential bike lanes in relation to existing streets.
- Bike & Pedestrian Safety Campaign: Planning a bike and road safety public education campaign in the spring. Campaign will focus on cars, pedestrians, and cyclists, shared use trails, expectations about bike signage, etc. and collaborate with the police department to increase awareness.
- Regional Bike & Ped Plan – Signage for Bike Routes: ECIA study did not determine where it was safe to integrate cyclists with motorists, so some areas need further traffic studies. It is possible

to examine streets that are already suitable for bike lanes to get signs in sooner, but better to wait for a more overall plan with other street projects in progress. Asking for more time to work on public safety campaign in the spring and understand that there is progress being made and engagement with businesses. There are also new national standards that will be coming out that will include promotion of the safety, inclusion, and mobility of all users.

- Additional Information: The Engineering Department is looking at one way to two-way traffic on White Street to get people comfortable walking, which is better for businesses. The preference for bike lanes is to have buffered, dedicated bike lanes. Pavement parking and signage will be included to clearly mark bike lanes/boulevards, especially for people who are from out of town. Bike lanes can be singular on different streets, like having a split on Locust and Bluff with one lane on each street going in different directions. This would leave room for angled parking and a bike lane with one lane of traffic (as these streets have less traffic than Grandview, which is only one lane of traffic).

Question: Many students don't pay attention when they are crossing streets – will education be done in the schools?

Answer: Yes, there is an opportunity for education in the schools. There are also additional resources through the Bicycle Coalition that gets involved with education – for both cyclists and motorists.

Question: Are there statistics on who is walking and riding cyclists?

Answer: Can get data from the US community census survey, which gives percentages of cyclists and walkers. Also have cameras in Dubuque where City can obtain counts of pedestrians, cyclists, and cars. Dubuque doesn't buy data to track where people are cycling and walking.

2. Deron Muering- Stormwater discussion

NPDES MS4 permit

- City's permit expires at the end of 2024. The City will work with Iowa DNR to modify a permit that makes sense for Dubuque. To apply for the MS4 permit, public education & outreach, volunteer opportunities, and public participation & involvement is needed. Seeking commission's input on what makes sense in terms of commission's role going forward as it relates to public engagement.

Question: When are green alleys on the north end going to be put in?

Answer: always looking at grants and there are three alleys under design. Using SRF sponsorship to install them – allows some of what you'd pay in interest and put some of the money into other projects. Looking at slowly adding funding in capital budget.

Question: What happens with snow melt and how does it impact storm water?

Answer: Inspections happen at sites in the City and measures chloride samples – it is monitored to determine where chloride is coming from in relation to salt accumulation from snow melt.

Question: Have you approached Catfish creek Management watershed authority?

Answer: Have not approached them yet and are partners with Dubuque Watershed committee.

Follow up: Steve will ask Catfish Creek Watershed chair about having joint meetings with the Catfish Creek Watershed.

3. Discussion/Review of Waste Reduction Report and Solid Wastes Plan support discussion

Connolly motioned to draft a letter to city council for a solid waste plan in coordination with DMSAW and include public input and public meetings. Kennicker seconded. Boles will draft a letter. Motion carried.

4. Education and graduation rates discussion and support ideas (Goal setting/SD grants)

Determine what is role in our relation to education. Boles has presented in the past about education and education relates to resiliency, but it is difficult to leverage educational efforts. Sustainability grants do say they need an educational component.

Education depends on state funding and school board, but graduation rates impact City and employment rates. NICC has programs to support students that are funded by the City and offer GED classes.

Question: Has there been any organization about why the graduation rate is low?

Answer: Boles has been unsuccessful communicating with the school district to determine causes.

Next step: Evans motioned to create an education subcommittee to increase the graduation rate in relation to resiliency. Hoffmann seconded. Motion carried. Boles, Hoffmann, Kennicker, and Drahozal volunteered to join subcommittee.

OLD BUSINESS

- 1. Policy Work** – Review ordinances and policies as they relate to Climate Action Plan and determine subcommittees and where to focus plane height, urban agriculture, and tree canopy.
- a. Reports from Commissioners regarding Climate Action Plan (CAP) activities:
Urban agriculture policy and paring recycling and trash containers has been moved through various city departments. They will both be reporting back in December.

HOW DID I SHOW UP? COMMISSIONER REPORTS:

Kohlhaas mentioned Sustainable Colleges Coalition is hosting an eco-trivia event next Thursday for college students (and anyone else is welcome) at Backpocket.

Motion to adjourn by all.

NEXT MEETING: The next commission meeting will occur on December 7, 2023, at 5pm at the Jule Operations and Training Center (JOTC) in the Circle Conference Room, 949 Kerper Blvd.

ADJOURNMENT: The Commission adjourned at 6:47pm.

Minutes approved by: _____

Jacob Kohlhaas, Commission Chair

Prepared by: _____e/Amanda L. Lewis

Amanda Lewis, Climate Action Coordinator

CITY OF DUBUQUE - COMMISSION MEETING MINUTES

GOVERNMENTAL BODY: Resilient Community Advisory Commission (RCAC)

DATE: December 7, 2023

TIME: 5:00 pm

LOCATION: Jule Operations and Training Center (JOTC) Circle Conference Room, 949 Kerper Blvd.

MEMBERS PRESENT: Katharine Connolly, Steven Drahozal, Adam Hoffman, Dean Boles, Lalith Jayawickrama, Sandra Evans, Josh Chamberland

MEMBERS ABSENT: Jake Kohlhaas, Robin Kennicker

STAFF PRESENT: Amanda Lewis

Commissioner Hoffman called the meeting to order at 5:01pm.

TEST AGENDA

MINUTES APPROVAL: Boles motioned to approve the November minutes. Connolly seconded. Motion carried. Chamberland abstained.

PUBLIC COMMENT:

NEW BUSINESS

1. Urban Ag Guide – Feedback from Public Health and Planning Departments

Jason Duba – Assistant City Planner

For zoning code purposes, if it's not listed in the code in one district, it is not permitted in that district.

There is a special provision for keeping hens for egg production. Livestock are only permitted in the agriculture district.

Zoning code defines livestock and as a permitted use in an agricultural district.

Bee keeping is not defined in the code.

The urban ag guide can also include recommendations for residents.

Mary Rose Corrigan – public Health Director

When problems arise, City staff doesn't have a lot of authority to control or enforce issues if they are not written in the code.

McKinzie Flanagan– Animal Control for City of Dubuque.

Concerning hens and ducks, avian flu is ramping up and suggests checking the DNR about avian flu for wording related to that.

Many people keep rabbits as pets rather than for agricultural purposes.

Question: Why are goats prohibited?

Answer: Lots of complaints from neighbors and if it gets loose, it is hard for animal control to trap. There not a code that currently exists to allow people to have goats or other livestock.

Question: Do you deal with zoonotic issues?

Answer: City does not deal with this. Animal control officers are in charge of domestic pets, but not other livestock or animals.

Question: Do chickens need to be registered?

Answer: There is no current regulation on registering chickens.

Follow up: Chamberland, Evans, and Kohlhaas will edit document to have staff review it again.

2. Update from GIS on Street Trees – Jacob Ironside, GIS Department

Ironside showed maps with comparison of tree canopy from 2008 using LiDAR data. In 2016, data began to document Emerald Ash Borer (EAB). In 2019 and 2022, comparison maps show how tree canopy is progressing. By overlaying data, maps can demonstrate show missing tree canopy from EAB.

Branching Out Dubuque initiative will be tracked in GIS where people will be able to document trees. This information can be used to see species, type, and photos as far as maintenance, trimming, etc. There will also be a dashboard to include how many trees have been planted and where there is still space available to plant trees. This information can be tailored to specific departments' needs.

The Branching Out Dubuque Project is looking at specific census tracks 1, 13, 5, and 12. Track 12 shows more of a commercial district and tree losses are coming from construction in this area. Tracks 1, 3, and 5 are located more on the north end of Dubuque, with a mix of residential and commercial land uses.

Students with the University of Iowa working on a project potentially using AI to calculate how much space there is along streets to figure out what type of trees can be planted.

GIS can derive the existence of over 7,200 trees based on existing city records maintained by Parks, Engineering, and Public Works. However, that does not necessarily include information about what kinds of trees.

Question: Is there a positive change map that show an increase in tree canopy?

Answer: Do not have a positive change map because within 10 years, the map probably wouldn't show much.

Question: Does the City view an area that is mostly commercial as an area where trees cannot be planted?

Answer: No, but there is more limited space to plant trees.

Question: Do you track what percentage of tree canopy has increased or decreased in Dubuque?

Answer: It is unclear at this point because the data hasn't been tracked for a long enough period.

Question: What is the percentage of trees in Dubuque that die each year?

Answer: The forestry department would have to answer that.

3. CAP update – Amanda Lewis, Sustainability Department

Lewis presented and discussed Climate Action Plan actions that are in progress, including a small commercial building pilot, tracking energy bills for City-owned buildings, receiving the Iowa Initiatives for Sustainable Communities Grant, and writing the RFP for the greenhouse gas inventory.

Question: Can we get data on the amount of money the City spends on energy bills?

Answer: No because our department is not tracking all the energy bills in the city, only specific buildings.

OLD BUSINESS

1. Facilities and Recycling – written responses from City Staff

Since each of these are managed facilities GRC, Imon Arena, FF are private mgmt. we cannot tell them what to do as our current agreements do not outline that as a requirement. I know that GRC and FF typically do have both containers in rooms I am in. I am not sure at the Imon Arena. If the Resiliency Commission wishes to meet with the managers of the facilities to encourage the activity, consider this or go further steps, they are welcome to. Jared can get you or whomever the contact info for each GM. Marie Ware, Director of Leisure Services

All the downtown city facilities already pair recycling with trash receptacles all the way down to the level of individual workspaces. Custodial staff also sorts mismatched items into the appropriate containers as part of their trash concierge service. I can't speak for other city buildings and do not know if there is an official city AP that addresses recycling containers. Justin Hogan, Facilities Manager

There might be opportunities to use a grant through DMASWA to pair recycling containers as long as they are standard colors.

Question: Is it worth the money to spend money on colored containers?

Answer: Want to have colored containers, pictures of items that belong in each one, etc. to avoid contamination. There is grant money available for this.

Follow up: Bell will ask Marie Ware if General Managers can come to RCAC to have a discussion with Ken Miller about colored containers for recycling, trash, etc. and to let her know that grant funding is available.

- ### 2. Policy Work – Review ordinances and policies as they relate to Climate Action Plan and determine subcommittees and where to focus plane height, urban agriculture, and tree canopy.
- Reports from Commissioners regarding Climate Action Plan (CAP) activities:

HOW DID I SHOW UP? COMMISSIONER REPORTS:

Boles Community Development Advisory Commission approved 2 grants: one to improve group housing and another grant to buy land to build a 46-unit apartment building using CDBG funding.

Chamberland reached out to City to ask about crosswalk on University Avenue and City staff there will be further review of this area.

Hoffmann presented at a solar panel presentation with opportunities related to solar.


Lewis introduced new Green Iowa AmeriCorps member.

Motion to adjourn by all.

NEXT MEETING: The next commission meeting will occur on January 4, 2023, at 5pm at the Jule Operations and Training Center (JOTC) in the Circle Conference Room, 949 Kerper Blvd.

ADJOURNMENT: The Commission adjourned at 6:40pm.

Minutes approved by: _____


Jacob Kohlhaas, Commission Chair

Prepared by: e./Amanda L. Lewis

Amanda Lewis, Climate Action Coordinator

Minutes
The Dubuque Transit Advisory Board Meeting
Thursday, September 14th, 2023
4:30 pm-5:30 pm
Intermodal Conference Room
950 Elm Street, Dubuque, IA 52001

Transit Advisory Board Members:

- | | |
|---|---|
| <input type="checkbox"/> Robert Daughters, Chair | <input checked="" type="checkbox"/> Matt Esser |
| <input checked="" type="checkbox"/> Garrett Heidenreich | <input checked="" type="checkbox"/> Greg Orwoll |

Others Present

- | | |
|--|---|
| <input checked="" type="checkbox"/> Ryan Knuckey
<i>Director of Transportation Services</i> | <input checked="" type="checkbox"/> Jodi Johnson
<i>Operations Supervisor</i> |
| <input type="checkbox"/> Russell Stecklein
<i>Operations Supervisor</i> | <input checked="" type="checkbox"/> Joseph Lueck
<i>Transportation Analyst</i> |

1. Call to Order

The Dubuque Transit Advisory Board (TAB) meeting was called to order at 4:34 pm.

2. Review/approve the agenda for the Thursday, September 14, 2023, Dubuque Transit Advisory Board meeting

An agenda item to discuss adding an Americans with Disabilities Act (ADA) Reasonable Modification Policy Statement and Complaint Procedures to the Jule's website by Jodi Johnson was added. Motion by Orwoll, second by Heidenreich to approve agenda as amended. The motion passed unanimously.

3. Review/approve the minutes from the Thursday, December 8, 2022, Dubuque Transit Advisory Board meeting

Motion by Heidenreich, second by Esser to approve the minutes from the December Dubuque TAB meeting. The motion passed unanimously.

4. Adding an ADA Reasonable Modification Policy Statement and Complaint Procedures to the Jule's website by Jodi Johnson

Johnson presented the policy statement and complaint form to the TAB. The policy statement outlines the Jule's commitment to ensuring no person is excluded from participation or denied the benefits of its services on the basis of disability. The statement also explains complaints may be filed within 180 days of the alleged

discrimination and who to file with. Motion by Orwoll, Heidenreich seconded. The motion passed unanimously.

5. Director update on grant status and additional service to the Orange Line

Johnson announced the addition of five stops to the Orange Line. The additional stops will extend service to the Mt. Carmel Bluffs, add a stop by Murphy Park, and add three additional stops along S. Grandview as the Orange Line makes its way to N. Grandview instead of traveling along Locust and Dodge. The Orange Line will follow the new route starting in October 2023.

Knuckey reported the Transit Department is finishing a few projects and will conduct a survey in the Spring of calendar year 2024 (CY24).

Knuckey reported we are very close to electric buses. Once an electric bus has been purchased, Transit Department will add 2—3 Low-Floor MiniBuses. Still reviewing which company to purchase from. Could be here as soon as Spring of CY25.

Knuckey reported 3—5 of the Ford MiniBuses will be retrofitted with a new harness system. The goal is to order any new MiniBus with this feature as a factory option.

6. Ridership Report

Johnson reported ridership for fiscal year 2023 (FY23) is up from FY22 and FY21.

Johnson reported ridership for Commuter Routes is doing well. No specific goals have been set yet. Will continue to collect data and review in six months.

Knuckey reported college students are now fare free due to Federal Transit Administration (FTA) funding and when compared to ridership. Going fare free with college students could increase ridership and as a result increase funding from the FTA. Iowa City went fare free a year ago. Ridership is up for Iowa City and Dubuque Transit Department has been in communication with Iowa City to observe progress. So far it has been going well for them.

7. Board Comments

Orwoll requested the Transit Department notify TAB of press release of current activities before notifying the general public.

8. Adjournment

Motion by Orwoll to adjourn, second by Esser. The meeting adjourned at 5:34pm.

Respectfully submitted,

These minutes passed, approved, and adopted on this 14th day of September 2023.

Robert Daughters, Chair
Dubuque Transit Advisory Board



**MINUTES
CITY OF DUBUQUE ZONING BOARD OF ADJUSTMENT
REGULAR SESSION**

5:30 p.m.

Thursday, January 25, 2024

City Council Chambers, Historic Federal Building

Board Members Present: Board Members Keith Ahlvin, Gwen Kosel, Rena Stierman.

Board Members Excused: Jonathan McCoy, Matt Mauss

Board Members Unexcused: None

Staff Members Present: Shena Moon and Travis Schrobilgen

CALL TO ORDER: The meeting was called to order by Vice-Chairperson Ahlvin at 5:30 p.m.

MINUTES: Motion by Kosel, seconded by Stierman, to approve the minutes of the December 14, 2023 Zoning Board of Adjustment meeting as submitted. Motion carried by the following vote: Aye – Kosel, Stierman, and Ahlvin; Nay – None.

DOCKET 48-23: Application of Greg Prehm, 25 Bissel Lane to construct a building 10' from the side and rear property lines where 20' is required for each in a C-3 General Commercial zoning district.

Staff presented the memo noting that the applicant's request to table to a future meeting was due to only three board members being present. Vice-Chairperson Ahlvin noted that the request seemed appropriate.

Motion by Kosel, seconded by Stierman, to table the request to a future meeting. Motion carried by the following vote: Aye – Kosel, Stierman, and Ahlvin; Nay – None.

Docket 52-23 and Docket 53-23 for 2613 University Avenue were presented and discussed simultaneously.

DOCKET 52-23: Application of Alex Ellerbeck, 2613 University Avenue to operate businesses with a deficit of 10 off-street parking spaces in a C-1 Neighborhood Commercial zoning district.

DOCKET 53-23: Application of Alex Ellerbeck, 2613 University Avenue to allow an indoor restaurant as a conditional use in C-1 Neighborhood Commercial Zoning district.

The applicant, Alex Ellerbeck, spoke in favor of the request. He explained the changes that were made to the proposal, including reducing the number of tables for the proposed coffee shop and reducing the number of beauty salon chairs/users which reduced the parking variance request to four (4) spaces. He also noted that the indoor restaurant will be a 1,000 sq. ft. coffee shop with two (2) tables and eight (8) chairs total.

Brian Pregler, 2622 Van Buren Street, spoke and expressed concerns with the request citing potential parking, safety, and garbage issues.

Staff Member Moon detailed the revised proposal and the changes in the request since the previous Board review. She discussed how the applicant reduced the number of beauty salon chairs and how the applicant worked with city staff to identify potential options for providing additional parking on the subject property. She stated that the Conditional Use Permit (CUP) was tied specifically to the coffee shop and that if denied the parking variance would not be needed at this time; however, it was possible that a future use in the coffee shop space may still require a parking variance, but the number of spaces would need to be determined based on use. Staff Member Moon presented a parking exhibit to the Board showing available on-street public parking spaces along Van Buren Street and University Avenue. She stated that the request is for four (4) spaces and clarified that the Unified Development Code categorizes various types of restaurants as "indoor restaurants", including a coffee shop. She discussed the total number of spaces required for the site and stated that since the property benefits from a parking credit and existing parking that accounts for fourteen (14) spaces, and that the total parking demand has been reduced to eighteen (18) spaces, the applicant now requires a parking variance of four (4) spaces, rather than original request for ten (10) spaces.

The Board discussed the proposal and questioned whether a new CUP would be required if a different restaurant replaced the proposed coffee shop. Staff Member Moon stated that an indoor restaurant of similar use and size could potentially operate under an approved CUP; however, any expansion of the indoor restaurant use or intensification of the use would require a new CUP.

JJ Butcher, 2613 University Avenue, spoke in favor of the request. He stated that he intends to operate the proposed coffee shop on the subject property and clarified that they intend to have two (2) tables and eight (8) chairs within the restaurant space, not the three (3) tables and twelve (12) chairs that was mentioned in the staff report.

The Board questioned whether the reduction to two (2) tables and eight (8) chairs would decrease the number of parking variance spaces being requested. Staff Member Moon clarified that it would reduce the parking variance request down to three (3) spaces.

Vice-Chairperson Ahlvin stated that the subject property is an oddly-shaped corner lot making modifications to the lot challenging. He stated that with the reduction in the quantity of parking spaces being requested in the variance, he could support the

project. Board Member Stierman stated that with the variety of uses she would not expect the parking demand to be at a maximum at all times throughout the day. Board Member Kosel stated that she found the reduction in the parking variance request to three (3) spaces to be acceptable.

Docket 52-23: Motion by Ahlvin, seconded by Stierman, to approve the request with the following condition:

1. The parking variance is limited to three (3) spaces.

Motion carried by the following vote: Aye – Ahlvin, Kosel, and Stierman; Nay – None.

Docket 53-23: Motion by Stierman, seconded by Kosel, to approve the request with following condition:

1. The indoor restaurant be limited to eight (8) chairs.

Motion carried by the following vote: Aye – Ahlvin, Kosel, and Stierman; Nay – None.

ITEMS FROM PUBLIC: None.

ITEMS FROM BOARD: None.

ITEMS FROM STAFF: None.

ADJOURNMENT: Motion by Ahlvin, seconded by Kosel, to adjourn the January 25, 2024, Zoning Board of Adjustment meeting. Motion carried by the following vote: Aye – Ahlvin, Kosel, and Stierman; Nay – None

The meeting adjourned at 6:06 p.m.

Respectfully submitted,

Shena Moon, Associate Planner

Adopted

**MINUTES
CITY OF DUBUQUE ZONING BOARD OF ADJUSTMENT
REGULAR SESSION**

5:30 p.m.

Thursday, February 22, 2024

City Council Chambers, Historic Federal Building

Board Members Present: Chairperson Jonathan McCoy, Board Members Keith Ahlvin, Rena Stierman, and Matt Mauss.

Board Members Excused: Gwen Kosel.

Board Members Unexcused: None.

Staff Members Present: Shena Moon, Travis Schrobilgen, and Jason Duba

CALL TO ORDER: The meeting was called to order by Chairperson McCoy at 5:30 p.m.

MINUTES: Motion by McCoy, seconded by Stierman, to approve the minutes of the January 25, 2024 Zoning Board of Adjustment meeting as submitted. Motion carried by the following vote: Aye – Ahlvin, Mauss, and Stierman; Nay – None; Abstain – McCoy.

DOCKET 48-23: Application of Greg Prehm, 25 Bissel Lane to construct a building 10' from the side and rear property lines where 20' is required for each in a C-3 General Commercial zoning district.

Staff Member Duba explained the applicant's request to table and modify his request for next month's meeting.

Motion by McCoy, seconded by Mauss, to table the docket at the applicant's request. Motion carried by the following vote: Aye – Ahlvin, Mauss, Stierman, and McCoy; Nay – None.

DOCKET 01-24: Application of Scott and Tracy Billmeyer of 527 East 22nd Street to allow an attached garage 6" from the side property line and 3' from rear property line where 3' and 10' minimum is required, respectively, and to cover 55% of the lot with structures where 50% maximum is allowed in the R-2A Alternate Two-Family Residential zoning district.

Scott Billmeyer, 527 East 22nd Street, spoke in favor of the request. He explained that he's seeking to attach the existing garage to the dwelling and construct a room in place of the existing deck. He referred to an aerial photo that he had marked to indicate the aspects and scope of the project.

There was no public input.

Staff Member Schrobilgen detailed the staff report noting that the applicant is seeking to attach the existing dwelling and garage, which then changes the garage from a detached structure to an attached structure thereby prompting different bulk standards for the existing garage. He noted that the previously approved special exceptions for the property now need to be reapproved as they relate to an attached garage structure and increase the total lot coverage area. He then described the change from 54% coverage to 55% coverage pointing out the deck which is 16 square feet larger than was approved by a previous special exception, and that an ADA ramp was added, accounting for the increase of 1%.

Board Member Ahlvin stated that he was okay with the request since it did not change the footprint of the structures. He wanted to ensure that stormwater runoff is maintained on the property. Chair McCoy asked the applicant if he was amenable to a condition requiring stormwater be maintained on the subject property. Mr. Billmeyer replied that the runoff already goes to a gutter and drains to the alley and that this configuration would not change with the proposed project.

Motion by Mauss, seconded by Stierman, to approve the request with the following condition:

1. Stormwater runoff shall be managed on the subject property and where appropriate, drained to the permeable paver alley.

Motion carried by the following vote: Aye – Ahlvin, Mauss, Stierman, and McCoy; Nay – None.

ITEMS FROM PUBLIC: None.

ITEMS FROM BOARD: McCoy asked if staff had a chance to look into the private parking arrangement for a residential building located near the St. Mary's Cathedral site. Staff noted they would look into the matter and report back to the Board.

ITEMS FROM STAFF: None.

ADJOURNMENT: Motion by McCoy, seconded by Ahlvin, to adjourn the February 22, 2024 Zoning Board of Adjustment meeting. Motion carried by the following vote: Aye – Ahlvin, Mauss, Stierman and McCoy; Nay – None

The meeting adjourned at 5:44 p.m.

Respectfully submitted,

Shena Moon, Associate Planner

Adopted

MINUTES
HISTORIC PRESERVATION COMMISSION
REGULAR SESSION
5:30 p.m.
Thursday, February 15, 2024
City Council Chambers, Historic Federal Building

Commissioners Present: Commissioners Thea Dement, Bill Doyle, Janice Esser, Christina Monk (5:37), Heidi Pettitt and Rick Stuter

Commissioners Excused: Chairperson Melissa Daykin Cassill, Tim Gau

Commissioners Unexcused: None.

Staff Members Present: Wally Wernimont, Travis Schrobilgen. Chris Happ Olson attended virtually.

CALL TO ORDER: The meeting was called to order by Vice-Chair Dement at 5:30 p.m.

MINUTES: Motion by Doyle, seconded by Esser, to approve the minutes of the January 18, 2024 meeting as submitted. Motion carried by the following vote: Aye – Dement, Doyle, Esser, Pettitt, and Stuter; Nay – none.

ACTION ITEMS:

DEMOLITION PERMIT

Applicant: Emmett Clair, Gronen
Owner: Klauer Manufacturing Co.
Address: 422 Rhomberg Avenue
Project: Demolish Commercial Building
District: Washington Neighborhood Conservation District

Staff Member Happ Olson presented the staff report noting the historic reviews that have been done and that the property was originally developed as a Hardee's and carwash. She stated that the demolition had already begun and that a steel frame is all that remains of the 430 Rhomberg building. She also noted that 422 Rhomberg was a vacant Hardee's restaurant. She noted that a building permit had been approved and that due to a system mapping error, the site was not flagged as 'within a conservation district'. She then described building permits that had been pulled historically and other site documentation, which helps describe the site development. She noted that the most recent survey was done for the Bee Branch Project by Wally Wernimont and the property was designated as not architecturally significant.

Emmett Clair, 900 Jackson Street, described the project noting the steel structure would remain in place for future development.

The Commission asked for confirmation that the plan was to keep the steel structure and the applicant confirmed that the plan is to keep and use the steel structure for future site development.

The commission had no further comment and found the request appropriate, due to the fact that the property was not architecturally or historically significant.

Motion by Doyle, seconded by Pettitt, to approve the application as submitted. Motion carried by the following vote: Aye – Dement, Doyle, Esser, Monk, Pettitt, and Stuter; Nay – none.

DESIGN REVIEW

Applicant: Terry Koelker, Buesing & Associates Inc.
Owner: Gk Engineering & Land Surveying LLC
Address: 1212 Locust Street
Project: Reconfigure alley facing landing and stairs
District: Jackson Park Historic District

Staff Member Happ Olson presented the staff report noting that the property is treated as a residential property for design review. Happ Olson noted that the 1978-79 Kriviskey survey designated the property as supportive within a historic district, and that during the National Register Historic District designation it was evaluated as contributing, and during the 2003 Jim Jacobsen Phase IV update it was confirmed as contributing. Happ Olson then discussed the proposal, noting that the rear stairwell was rarely used, in poor condition and had failed. She said the work was halted and provided contemporary photos of the stairs and landing for the commission to review. She stated that building code requires a taller guard and handrails, and that it will have cedar lap matching the two existing side and rear porches. She stated it will have spindles at the handrail. She stated that the new layout is more prominent, on a primary façade, it is being relocated for practical use of the business.

Terry Koelker, Buesing and Associates at 1212 Locust, representing the applicant and owner, noting that the deck was in a deteriorated condition and that an employee had fallen through it. He described the proposal specifically noting that the location is in a more practical location, that it would consist of the same materials as the front porch, that it would be painted, and that the railing would be taller because of building code.

Commissioners stated that the building was a beautifully preserved structure. They asked whether the rear stairway layout was original? Mr. Koelker said that it was probably not original. Staff member Happ Olson noted that a room was added to the northeast side of the structure, and that some alterations have occurred over time including the addition of the front wrap-around porch. Commissioners then asked if

there were other changes to the building and if the applicant intended to add skirting below the landing and stairs. Mr. Koelker said no other changes were proposed and they did not want to add a skirt and cover the lower-level windows.

The commission, the applicant and staff shared some additional history on the property.

Motion by Esser, seconded by Doyle, to approve the application as submitted and with the condition that stair spindles match the front porch and the structure be painted to match the house. Motion carried by the following vote: Aye – Dement, Doyle, Esser, Monk, Pettitt, and Stuter; Nay – none.

Commissioner Stuter excused himself and left the remainder of the meeting.

DESIGN REVIEW

Applicant:	Chris Martin
Owner:	11 th Street Properties LLC
Address:	605 W. 11 th Street
Project:	Replace porch windows and install new porch handrail
District:	West 11 th Street Historic District

Staff Member Happ Olson presented the staff report noting that the handrail portion of the request is required by building code. She detailed the history of the property noting a series of additions, that it was considered a supportive structure in 1979, that it is contributing to the W. 11 Street Historic District, and that it was confirmed as contributing in the 2003 Phase IV survey. She then described the proposal noting that there are three parts to the project with a fourth part needing discussion as well. The first item detailed was the northernmost windows on the west side of the converted porch. Happ Olson noted that the windows being proposed were the same size, shape, style, type, and material as the existing windows and would meet the architectural guidelines. She noted that no Commission review was required for this portion of the project. Happ Olson then described the second part of the request which included replacement of the remaining windows on the west and south side of the converted porch. She detailed the history of the porch noting the porch was originally an open porch which was then enclosed, but it is unclear what the first windows installed on this existing porch were. She noted the proposal was to modify the openings to one-over-one-over-one plate glass design, as is present on some places on the porch. She then described the proposed railing as the third part of the proposal. She noted that the railing is a requirement of the building code and that in these cases the aim is to minimize the visual impact of the railing. She concluded that review should consider the project as a design review on a residential structure.

Chris Martin, 163 Nevada Street, represented as applicant for the request, stating that he was going to attempt to ask the property owners to remove all the windows and return it to an open porch. He clarified that the front windows are currently vinyl, that they are in bad shape and noted they are a mixture of windows that don't line up.

Staff Member Olson stated that the fourth part of the request was to allow staff to sign off on additional windows on the porch as they intend to do the same treatment on the remainder of the windows over time, that being replacing inconsistently installed windows on the porch with the one-over-one-over-one design to create more continuity. Chris Martin aimed to clarify the request. He stated that he is asking for staff to have the ability to sign off on all the windows on the entire structure and said there were about 22 of them and some of them are rotted. He said the plan was to replace wood windows with aluminum clad wood windows of a similar size and design.

Planning Services Director Wally Wernimont asked for clarification on the request. He stated that his understanding is that the windows in the packet with the green and yellow borders would all be replaced with one-over-one-over-one windows and that 22 additional windows would come later but the applicant was asking if planning staff could sign off on the proposal to replace those 22 wood windows with aluminum clad windows of a similar size and design? The applicant and commission confirmed that they all agreed with that statement.

Staff member Olson noted that the railing would need review and approval as well and that the motion could be together or separate.

Commissioner Monk noted that the railing is minimized and that she was ok with the railing. Commissioner Esser concurred noting that the building code requirement was unfortunate, but the proposed treatment was acceptable.

Commissioners then noted that aluminum clad were ok for the remaining 22 windows and that they do not have a problem with staff signing off on those provided the windows stay a similar profile.

Motion by Pettitt, seconded by Doye, to approve the application as submitted and with the condition that staff may sign off on the remaining 22 windows with aluminum clad wood windows, provided they meet all other historical guidelines. Motion carried by the following vote: Aye – Dement, Doyle, Esser, Monk, and Pettitt; Nay – none.

ITEMS FROM PUBLIC:

Claudette Bees, Henion Street, asked the Commission what options her and her husband have and whether they could replace arched windows with rectangular windows. She noted that the dwelling has many windows and that the cost of replacement for arched windows was astronomical.

The Commissioners noted that refurbishing and fixing the existing wood windows and then installing storm windows either on the interior or exterior of the window would be as efficient as a new vinyl window and would be much cheaper.

Staff reiterated that storm windows would be a better option for cost and efficiency and added that most heat is lost through the roof of a home and suggested Claudette check the insulation of the attic space.

ITEMS FROM COMMISSION:

Commissioner Doyle reminded all in attendance that Architecture Days will be coming up soon, beginning May 6.

ITEMS FROM STAFF:

Workplan Considerations

Staff Member Wernimont stated that the workplan went to Council and they received feedback. The Council is requesting the HPC to consider adding an workplan item that would look at other populations and groups in Dubuque that helped shape the City. Wernimont noted that there is a history of Greek, Jewish, Hispanic, and Marshalese populations in Dubuque.

Staff noted that a number of current projects would be largely complete by June 30 and that there is capacity to add other projects.

The commission discussed the request noting a number of populations that make sense and that some work has been done already which would be good resources. They said research could be done to determine which populations have all been a part of Dubuque's history. The commission consensus was in favor of updating the workplan to include the feasibility of investigating other underrepresented populations in the area of survey work.

Dubuque Brewing and Malting Update

Staff Member Wernimont provided a brief summary about the property stating there are a lot of safety issues with the structure and that the City Council has a weekly update regarding the site.

Upcoming Award Nominations

Staff Member Happ Olson discussed the 22nd Annual Ken Kringle Awards. She asked the commission for input on nominations for award winners and went through a list for consideration. 249 W 1st Street, 105 Locust Street, 1090 W. 3rd Street, and 2900 Jackson Street were all discussed. 1450 Iowa Street was later discussed and added to the nomination list.

Growing Sustainability Conference

Staff Member Wernimont described the conference that will take place on April 23-24 and let the commission know that the conference was available to commissioners who were interested in attending. Commissioners Dement, Monk, Pettitt, and Esser all expressed interest.

1450 Iowa Update

Staff noted that this property received some design approval previously and that the applicant is proposing to make an alteration to the north side stairway/egress. They noted that the existing stairway is all metal, that it is in poor condition and cannot be salvaged. The applicant proposes to construct a wood frame stairwell, with wood treads and railing, but would reuse the metal risers. Staff showed pictures of the existing conditions, the decorative metal risers intended for reuse, and proposed wood spindles. Staff asked whether a staff member could approve this change or if it would need to come back before the Commission.

The commission discussed the proposal noting that the property looks fantastic, that the work is of high quality and thus far, meets the prior approvals. They noted that the color of the stairs stating that it will look nice whether it is painted to match the porch or painted black like the existing stairwell. They noted they had no concerns allowing staff to sign off on the work provided the applicant reuses the risers and matches the spindles to the front porch, as proposed.

The commission voted by consensus to allow the design change to be approved by staff provided the risers were reused and using the spindles as indicated by the owner.

ADJOURNMENT: Motion by Monk, seconded by Esser to adjourn the February 15, 2024 Commission meeting. Motion carried by the following vote: Aye – Dement, Doyle, Esser, Monk, and Pettitt; Nay – none.

The meeting adjourned at 7:45 p.m.

Respectfully submitted,

Wally Wernimont, Planning Services Director

Adopted



ARTS AND CULTURAL AFFAIRS COMMISSION MINUTES

DATE: Wednesday, December 27, 2023

TIME: 3:33 PM

LOCATION: Multicultural Family Center, 1157 Central Ave., Dubuque, IA 52001

Regular Meeting

Commissioners Present: Nicholas HALDER (chair); Noelle CHESNEY (vice-chair); Tom Robbins; Doug DONALD; Paula NEUHAUS

Commissioners Absent: Sue RIEDEL; Shirley DAVIS-ORWOLL

Staff Present: Bonnie SPURLING (Arts & Cultural Affairs Manager); Mike WILLIAMS (Intern)

Public Present: Bree Hernandez, Alessandro Barboglio

HALDER called the meeting to order following staff assurance of Iowa Open Meeting compliance at 3:33 PM.

Roll Call & Review of Minutes

Roll call conducted, followed by approval of November 22, 2023 minutes with no edits.

DONALD moved to approve with corrections seconded by ROBBINS. Vote: Unanimously affirmed. Motion carries.

Status Reports from Staff

SPURLING reports for Office of Arts & Cultural Affairs;

Winter Arts Snow Sculpting competition will be held February 8-11, 2024 with this year planning to add a teen sculpting team.

SPURLING reports committee for Art on the River has been meeting and chosen the theme for Art on the River 2024 –2025 of “Culture Conversation”.

Alltogether Dubuque marketing campaign will be completed by Gigantic by January 18th, for a launch at Creatives Cafe scheduled for February 8th 2024.

Updates From Master Plan Working Groups

No updates to report from Master Plan working groups.

Old Business – Strategic Plan Goals Reporting and Discussion

Discussion took place regarding the strategic priorities and objectives created by the Arts & Culture Advisory Commission, for the Commission. Priorities will continue to be reviewed by the Commission.

New Business – Dubuque Museum of Art Special Projects Grant Request

SPURLING reports receiving an inquiry from the Dubuque Museum of Art requesting for a change in project and use of funds which were awarded from Special Projects Grant.

Commission discussed and agreed to deny this request, with recommendation for the Dubuque Museum of Art to return grant funds.

DONALD motion to deny this request, NEUHAUS seconds. Vote: Unanimously affirmed. Motion carries.

Public Comment/Correspondence

None

Events and Engagement Reporting from Commissioners

None Reported.

Adjournment motioned by ROBBINS seconded by NEUHAUS at **4:59 PM**.

Next Regular Meeting: Tuesday, January 23, 2023, at 3:30 PM at the Multicultural Family Center

Respectfully submitted:

Bonnie Spurling

Arts & Cultural Affairs Manager, City of Dubuque

These minutes were passed and approved on _____ January 23, 2023

Witnessed By _____ *Nick Halder* (signature)

Nick Halder (printed)

Chair (officer position)



ARTS AND CULTURAL AFFAIRS COMMISSION MINUTES

DATE: Tuesday, January 23, 2024

TIME: 3:33 PM

LOCATION: Multicultural Family Center, 1157 Central Ave., Dubuque, IA 52001

Regular Meeting

Commissioners Present: Nicholas HALDER (chair); Paula NEUHAUS (recorder); Tom ROBBINS; Doug DONALD; Shirley DAVIS-ORWOLL; Sue RIEDEL;

Commissioners Absent: ; Noelle CHESNEY (vice-chair);

Staff Present: Bonnie SPURLING (Arts & Cultural Affairs Manager); Mike WILLIAMS (Intern)

Public Present: None

HALDER called the meeting to order following staff assurance of Iowa Open Meeting compliance at 3:33 PM.

Roll Call & Review of Minutes

Roll call was skipped due to only Commissioners and City staff present at the time of roll call.

NEUHAUS moved to approve minutes from December 27, 2023, with corrections provided by HALDER, seconded by RIEDEL. Vote: *Unanimously affirmed. Motion carries.*

Status Reports from Staff

SPURLING reports for Office of Arts & Cultural Affairs;

Winter Arts Snow Sculpting Festival still in motion to occur February 8-11, currently have received applications for six teams, with no teen teams at this time.

AllTogether Dubuque will be launched on the new Creatives Cafe date, March 7, 2024. Gigantic fulfilling phase two to complete Alltogether website before launch.

Art on the River call for artists and application will open on January 25, 2024.

Creatives Cafe to take place at the National Mississippi River Museum & Aquarium from 6 – 8 p.m on Thursday, March 7, 2024.

Updates From Master Plan Working Groups

Old Business – Other

SPURLING reports the Dubuque Museum of Art has returned Special Project grant funding in the amount of \$4,832, requesting to roll this money over to future grant programs.

RIEDEL motions to approve request, seconded by NEUHAUS.

Old Business – Commission Strategic Plan Goals – Reporting and Discussion

HALDER reports meeting with commissioners NEUHAUS and City staff Spurling to discuss the status and recommendations for the commission's current strategic priorities.

HALDER reports most progress is currently underway with priorities one and three.

HALDER advises of priority two and four may not be appropriate work for the commission, rather City staff and recommends commission removes its current second and fourth priorities.

New Business – Operating Support Grant Updates for Review and Acceptance

NEUHAUS presents a summary of changes made to Operating Support Grant application to create better understanding for applicants and a more streamlined process. RIEDEL and SPURLING highlight the leadership and work done by NEUHAUS.

ROBBINS motions to approve changes to Operating Support Grant application, DAVIS-ORWOLL seconds.

Public Comment/Correspondence

None

Events and Engagement Reporting from Commissioners

DONALD reports for Fly-By-Night Production company will be hosting play "Wishlist" the weekend of January 26-28 and February 2-3 in the Bijou Room of the Five Flags Center.

Adjournment motioned by DONALD seconded by DAVIS-ORWOLL at 4:48 PM.

Next Regular Meeting: Tuesday, February 27, 2024, at 3:30 PM at the Multicultural Family Center

Respectfully submitted:

Bonnie Spurling

Arts & Cultural Affairs Manager, City of Dubuque

These minutes were passed and approved on _____ February 27, 2024

Witnessed By _____ *Nick Halder* (signature)

Nick Halder (printed)

Chair (officer position)

APPROVED MINUTES OF CABLE TV COMMISSION MEETING

Aug. 29, 2023

VIRTUAL MEETING

MEMBERS PRESENT: Pauline Maloney (Chair), Jennifer Tigges, Ron Tigges

MEMBERS ABSENT: None

OTHERS PRESENT:

- Randy Gehl and Felicia Carner, City of Dubuque
- Craig Schaefer, Loras College
- Mike Cyze, Michael Lawrence, and Ry Resnick, Dubuque Community Schools

Maloney called the meeting to order at 4:00 p.m.

Acceptance of the Agenda

- Upon a motion by JTigges, seconded by RTigges, the agenda was accepted by a vote of 3 - 0.

Approval of the Minutes of Dec. 8, 2021

- Upon a motion by JTigges, seconded by RTigges, minutes of the Dec. 8, 2021, meeting were approved 3 - 0.

Oaths of Office for Reappointed Commissioners

- Oaths of Office were administered for reappointed commissioners Malony and RTigges by JTigges

Election of Officers

- JTigges was elected chair and RTigges was elected vice chair by a vote of 3-0. JTigges assumed management of the meeting from Maloney immediately.

Public Input

- There was no public input.

Staff Update

- Gehl provided an update on the PEG Equipment Fund, reporting that it had a current balance of \$1,477,696.21, not including an expected final contribution of \$71,536.95 from Mediacom. He also reported that the City's auditors no longer consider the PEG Equipment Fund, citing a change in accounting standards, so the fund has been converted to a sub-fund of the City's general fund. He said the fund will continue to be used as it has been in the past, with funds reserved for equipment purchases related to the production of PEG channel programming, and staff will review other operating expenses related to PEG programming that may be considered in the future.

PEG Equipment Fund Applications

- The Commission received three funding requests from the PEG Equipment Fund. Applications and related cost documentation were provided to commissioners in advance of the meeting. Meeting attendees representing the applying organizations were invited to make comments before the commission considered their requests.
- Dubuque Community School District staff reviewed the district's application for nearly \$34,000 worth of equipment, including two cameras and related accessories, field lighting kits, audio capturing devices, editing equipment, visual backdrops, and teleprompting equipment. As required, the district's application included cost estimates from three vendors. Following a discussion of the request, RTigges made a motion to award the school district up to \$35,000 for the requested new equipment and any associated shipping costs. Maloney seconded the motion. Commission voted 3-0 to approve.
- Craig Schaefer, professor of communication arts at Loras College, reviewed the college's request for \$25,000 worth of equipment, including: three cameras and related accessories, a backdrop, and teleprompting equipment. Following a discussion of the request, Maloney made a motion to award Loras College up to \$25,000 for the requested new equipment and any associated shipping costs. RTigges seconded the motion. Commission voted 3-0 to approve.
- Felicia Carner, multimedia specialist with the City of Dubuque, showed a video featuring the programming the City has produced using equipment purchased with PEG Grant funds and then reviewed the City's for \$54,174.01. Carner identified an error in two quotes that adjusted the final request by an additional \$124.74, increasing the total amount from \$54,174.01 to \$54,298.75, but not change the recommended vendor. The application included funds for stationary and remote editing stations (including two desktop computers and two laptop computers) and equipment including two cameras and related accessories, two action cameras and accessories, portable teleprompting equipment, backdrops, audio recording equipment, and lighting equipment. Following a discussion of the request and commissioner comments/questions on the drone included in the request and audio issues in the City Council Chambers, Maloney made a motion to award the City up to \$55,000 for the requested new equipment and any associated shipping costs. RTigges seconded the motion. Commission voted 3-0 to approve.
- RTigges complimented the school district on the programming they are producing. Discussion followed on the anticipated future needs of all three PEG channel operators to make significant funding requests to replace aging equipment and systems. JTigges suggested a future commission meeting be held at Loras College or the Dubuque Community School District's facilities to visit the facilities as a "pre-funding" tour.

Adjournment

- Upon a motion by RTigges, seconded by Maloney, and 3-0 vote, the meeting adjourned at 4:50 p.m.

DUBUQUE REGIONAL AIRPORT COMMISSION MEETING

Tuesday, January 16, 2024

4:00 p.m.

Dubuque Regional Airport
Terminal Conference Room

PRESENT: RJ Blocker (on phone), Doug Brotherton, Sue Clemenson (on phone), Mariann Kurtz Weber, Mike Phillips

ABSENT: None

STAFF: Todd Dalsing, Dan Klaas (on phone), Cheryl Sheldon

GUESTS: Eric Scott, Foth Infrastructure (on phone)

PUBLIC INPUT

None.

AIRPORT COMMISSION MINUTES

Commissioner Brotherton moved to approve the minutes of the December 12, 2023, meeting, and Commissioner Kurtz Weber seconded the motion. This motion passed unanimously.

OLD BUSINESS

01. REVIEW AIRPORT STATISTICS

Jet A fuel sales were down slightly in December from previous years. Avelo Airlines and Sun Country Airlines enplanements combined were over 19,000 for 2023. Avelo Airlines will be changing to seasonal service at Dubuque after April 6, 2024, and returning in November 2024. Commissioner Kurtz Weber asked why Avelo was cancelling service in the summer during our busiest months. Their aircraft will be down for maintenance in the summer. Commissioner Brotherton asked what would happen to the pilots. They will go into the pool for other Avelo locations. Commissioner Kurtz Weber asked if we would reach our 10,000 enplanements for the year. Yes, we anticipate reaching that milestone.

NEW BUSINESS

ACTION ITEMS

02. FAA REIMBURSABLE AGREEMENT RELOCATE TAXIWAY A PHASE 3 RESOLUTION

Commissioner Kurtz Weber made a motion to accept Resolution No. A100-1-2024 Authorizing FAA Grant Agreement for Relocate Taxiway A Project. Commissioner Brotherton seconded the motion. This motion passed unanimously.

A FAA reimbursable agreement is required when an airport project impacts any of the FAA owned and operated equipment on an airfield. The Taxiway Alpha project impacts navigational aid electrical and communication components during the sitework phase and specifically excavation.

03. FAA AIRPORT CAPITAL IMPROVEMENTS PROGRAM (ACIP) FY25 PROGRAM RESOLUTION

Commissioner Brotherton made a motion to accept Resolution No. A200-1-2024 Endorsement of Federal Aviation Administration Airport Capital Improvement Program Application for the Dubuque Regional Airport Commission. Commissioner Kurtz Weber seconded the motion. This motion passed unanimously.

The Airport is required to submit an airport capital improvement program application annually if they are requesting funds that relate to capital items related to enhancing airport safety, capacity, security, and environmental concerns.

Commissioner Kurtz Weber asked if the FAA must fund the projects listed in our application. The Airport must have the project listed before it can be funded, but the FAA does not have to fund every project listed.

DISCUSSION

04. AIRPORT PROJECTS UPDATE

The Chamber will be hosting an Air Service Forum on February 22, 2024. The Williamsport Airport (similar to DBQ) recently announced they will be starting service with Southern Air to/from Dulles. This will be twice daily service on a nine-seat aircraft for a minimum revenue guarantee of \$1.9 million.

The Taxiway Alpha project will be bidding phase two of the construction this spring.

05. CORRESPONDENCE RECEIVED SINCE DECEMBER 12, 2023, COMMISSION MEETING

None.

NEXT COMMISSION MEETING

The next scheduled Commission meeting tentative date is February 27, 2023, at 4:00 p.m.

Commissioner Brotherton moved to adjourn the meeting and the motion was seconded by Commissioner Kurtz Weber. This motion passed unanimously.

The meeting was adjourned at 4:50 p.m.

Minutes respectfully submitted by Cheryl Sheldon.

City of Dubuque
City Council Meeting

Consent Items # 02.

ITEM TITLE: Notice of Claims and Suits
SUMMARY: Roger and Mary Rollinger for property damage; Brian Zeimet for property damage.
SUGGESTED DISPOSITION: Suggested Disposition: Receive and File; Refer to City Attorney

ATTACHMENTS:

Description	Type
Claim by Roger and Mary Rollinger	Supporting Documentation
Claim by Brian Zeimet	Supporting Documentation

CLAIM AGAINST THE CITY OF DUBUQUE, IOWA

mvm
Legal
Anielle Swift

This written report constitutes your claim against the City of Dubuque, Iowa. You should complete this form in full and attach any additional information that supports your claim.

The Claim must be filed with the City Clerk at City Hall, 50 W. 13th St., Dubuque, IA 52001. It will then be referred by the City Council to the appropriate department for investigation. Once that investigation is completed, a report and recommendation will be submitted to the City Council. You will be provided with a copy of that report and recommendation.

THE FINAL DECISION ON ALL CLAIMS IS MADE BY THE CITY COUNCIL. NO EMPLOYEE OF THE CITY OF DUBUQUE HAS THE AUTHORITY TO MAKE ANY REPRESENTATION TO YOU AS TO WHETHER YOUR CLAIM WILL OR WILL NOT BE PAID.

1. Name of Claimant: Roger & Mary Rollinger
2. Address: 2999 Muscatine St
City: Dubuque State: IA Zip: 52001
3. Telephone Number: (563) 582-1485
4. Date of Incident: 1-13-24
5. Time of Incident: 9 a.m.
6. Location of Incident (Be specific): 2999 Muscatine St.

7. DESCRIBE ACCIDENT OR OCCURRENCE THAT CAUSED INJURY OR DAMAGE. (Give full details upon which you base your claim. If a City employee was involved, give the employee's name.)

City manhole completely backed up

8. What were weather conditions like? cold / snowy
9. Give name and address of any witnesses: Mr Rooter Plumbing employee
10. Did police investigate? (If so, give names of officers.)
No
11. Was anyone injured? (If so, give names, addresses, and extent of injuries).
No

12. Was any damage done to property? (If so, describe property and the extent of damages. Attach estimates of damages or describe basis for ascertaining extent of damage.)

No

13. What other damages do you claim, if any? Mr Rooter Plumbing invoice

14. Have you been compensated for any part or all of your claim by any insurance company? (If so, give name and address of insurance company and amount paid.)

No

15. What amount do you claim from the City of Dubuque?

\$ 301.31

16. Why do you claim the City of Dubuque is responsible?

city manhole issue

17. Have you made any claim against anyone else for damages as a result of this incident? (If yes, give name and address.)

No

18. If the answer to Question 17 is yes, have you received any payment from that source, and if so, in what amount?

Dated at Dubuque, Iowa this 22 day of February, 20 24.

Mary Rollinger

(Signature)

Mary Rollinger

(Print Name)

CLAIM AGAINST THE CITY OF DUBUQUE, IOWA

mvm
Legal
Arielle Swift

This written report constitutes your claim against the City of Dubuque, Iowa. You should complete this form in full and attach any additional information that supports your claim.

The Claim must be filed with the City Clerk at City Hall, 50 W. 13th St., Dubuque, IA 52001. It will then be referred by the City Council to the appropriate department for investigation. Once that investigation is completed, a report and recommendation will be submitted to the City Council. You will be provided with a copy of that report and recommendation.

THE FINAL DECISION ON ALL CLAIMS IS MADE BY THE CITY COUNCIL. NO EMPLOYEE OF THE CITY OF DUBUQUE HAS THE AUTHORITY TO MAKE ANY REPRESENTATION TO YOU AS TO WHETHER YOUR CLAIM WILL OR WILL NOT BE PAID.

1. Name of Claimant: Brian Zeimet
2. Address: 380 Stoltz St
City: Dubuque State: IA Zip: _____
3. Telephone Number: 563-581-9886
4. Date of Incident: 1-13-24
5. Time of Incident: Roughly 10:00 A.M.
6. Location of Incident (Be specific): City sewer main and residents of 380 Stoltz Street

7. DESCRIBE ACCIDENT OR OCCURRENCE THAT CAUSED INJURY OR DAMAGE. (Give full details upon which you base your claim. If a City employee was involved, give the employee's name.)

Black water backed up into mine and my next door neighbors basements at the same time due to backed up sewer main

8. What were weather conditions like? Sunny seasonable temps. Had recieved over 2' of snow in one week leading up to event
9. Give name and address of any witnesses: _____

10. Did police investigate? (If so, give names of officers.)

No

11. Was anyone injured? (If so, give names, addresses, and extent of injuries).

No

12. Was any damage done to property? (If so, describe property and the extent of damages. Attach estimates of damages or describe basis for ascertaining extent of damage.)

Carpet (\$111), Service Master (\$2635.51)

13. What other damages do you claim, if any?

Lost wages (\$712)
16 hours missed work at \$29/hr on check, \$6.50/hr retirement, \$9/hr health and wellness

14. Have you been compensated for any part or all of your claim by any insurance company? (If so, give name and address of insurance company and amount paid.)

No

15. What amount do you claim from the City of Dubuque?

\$3458.51

16. Why do you claim the City of Dubuque is responsible?

sewer line failure

17. Have you made any claim against anyone else for damages as a result of this incident? (If yes, give name and address.)

No

18. If the answer to Question 17 is yes, have you received any payment from that source, and if so, in what amount?

NA

Dated at Dubuque, Iowa this 22 day of February, 2024.

Brian Zeimet

(Signature)

Brian Zeimet

(Print Name)

City of Dubuque
City Council Meeting

Consent Items # 03.

ITEM TITLE:	Disposition of Claims	
SUMMARY:	City Attorney advising that the following claims have been referred to Public Entity Risk Services of Iowa, the agent for the Iowa Communities Assurance Pool: Roger and Mary Rollinger for property damage; Brian Zeimet for property damage.	
SUGGESTED DISPOSITION:	Suggested Disposition: Receive and File; Concur	
<u>ATTACHMENTS:</u>		
Description		Type
ICAP Referral		Supporting Documentation

MEMORANDUM

JONI MEDINGER
LEGAL ADMINISTRATIVE ASSISTANT

To: Mayor Brad M. Cavanagh and
Members of the City Council

DATE: 2/27/2024

RE: Claim Against the City of Dubuque by Roger and Mary Rollinger

<u>Claimant</u>	<u>Date of Claim</u>	<u>Date of Incident</u>	<u>Nature of Claim</u>
Roger and Mary Rollinger	2/22/2024	1/13/2024	Property Damage

This is a claim in which claimant alleges Claimant's property was damaged due to a sewer line backing up into the Claimant's basement.

This claim has been referred to the Iowa Communities Assurance Pool.

cc: Michael C. Van Milligen, City Manager
Arielle Swift, Public Works Director
Roger and Mary Rollinger

MEMORANDUM

JONI MEDINGER
LEGAL ADMINISTRATIVE ASSISTANT

To: Mayor Brad M. Cavanagh and
Members of the City Council

DATE: 2/27/2024

RE: Claim Against the City of Dubuque by Brian Zeimet

<u>Claimant</u>	<u>Date of Claim</u>	<u>Date of Incident</u>	<u>Nature of Claim</u>
Brian Zeimet	2/22/2024	1/13/2024	Property Damage

This is a claim in which claimant alleges Claimant's property was damaged due to a sewer line backing up into the Claimant's basement.

This claim has been referred to the Iowa Communities Assurance Pool.

cc: Michael C. Van Milligen, City Manager
Arielle Swift, Public Works Director
Brian Zeimet

City of Dubuque
City Council Meeting

Consent Items # 04.

ITEM TITLE: Approval of City Expenditures

SUMMARY: City Manager recommending City Council approval for payment of City expenditures.

RESOLUTION Authorizing the Chief Financial Officer/City Treasurer to make certain payments of bills that must be paid and approved for payment in accordance with City procedures

SUGGESTED DISPOSITION: Suggested Disposition: Receive and File; Adopt Resolution(s)

ATTACHMENTS:

Description	Type
Council Memo	City Manager Memo
Resolution	Resolutions
Expenditure Report	Supporting Documentation
Expenditure Report - Exceptions	Supporting Documentation



TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

SUBJECT: Expenses Submitted for City Council Approval

DATE: February 26, 2024

Finance is submitting the following expenses to City Council for approval at the March 4, 2024 meeting. Payments on these expenses will be made March 6, 2024

In addition, Finance is submitting expenses paid since February 21, 2024 to City Council for review. The payments for these claims were approved either by prior City Council action or meet the criteria as an exemption to prior City Council approval.

Pursuant to Iowa Code §372.13A *Payments without prior authorization of council*, all expenses are submitted to City Council for approval before payment, except if approved by prior City Council action or are exempt under City Council resolution 142.18.

RESOLUTION NO.

AUTHORIZING THE CHIEF FINANCIAL OFFICER / CITY TREASURER TO MAKE CERTAIN PAYMENTS OF BILLS THAT MUST BE PAID AND APPROVED FOR PAYMENT IN ACCORDANCE WITH CITY PROCEDURES

Whereas, Section 1-7-7(E) of the Municipal Code of the City of Dubuque provides that the Finance Director-City Treasurer shall keep an accurate account of all disbursements, money, or property, specifying date, to whom, and from what fund paid; and

Whereas, the invoices, presented by those firms and persons providing such goods and services have been pre-audited by Finance Department personnel in accordance with generally accepted internal control procedures and have been determined to have been requisitioned for a lawful municipal purpose; and

Whereas, the Chief Financial Officer-City Treasurer has provided a list of Expenditures attached hereto, and by this reference made a part hereof, to be drawn to pay for goods and services provided for City purposes; and

Whereas, the City Council of the City of Dubuque has heretofore, by Resolution 142-18 adopted May 7, 2018, authorized the Chief Financial Officer-City Treasurer to issue checks in payment of certain expenditures known as Exception Expenditures prior to City Council approval and such list is attached hereto.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DUBUQUE, IOWA THAT:

Section 1. The Chief Financial Officer-City Treasurer is hereby authorized to issue payment for goods and services provided for City purposes in response to the purchase orders and contracts issued in compliance with state and municipal code requirements as requested by designated requisitioning authorities in accordance with approved budget appropriations.

Section 2. In accordance with Iowa Code Section 372.13(6), the City Clerk and Chief Financial Officer are hereby authorized and directed to provide the statement of receipts and disbursements to the City Council, and to publish a summary thereof.

Passed, approved, and adopted this _____ day of _____, 20__.

Brad M. Cavanagh, Mayor

Attest:

Adrienne N. Breitfelder, City Clerk

COUNCIL APPROVAL

PAYDATE 03-06-24

VENDOR NAME	NET AMOUNT	INVOICE DESCRIPTION	
1800TShirts	\$ 624.00	Transit Employee Uniforms	
1800TShirts	308.00	Transit Employee Uniforms	
A & G ELECTRIC COMPANY	98.00	Fed Bldg - Replace Ballasts	
A & G ELECTRIC COMPANY	47,029.75	DBQ EV Charger Install Project	
ACCESS TECHNOLOGIES INC	555.54	Replace MX-FN27N	
ACCURATE ANALYTICAL TESTING	136.00	Dust Wipes LHH21 2/26	
ADDOCO INC	160.00	MULCH FOR PORT	
AECOM TECHNICAL SERVICES INC	2,446.76		22200328
Ahern Fire Protection	6,395.00	EMERGENCY REPAIRS TO GARAGE WATER MAIN	
AHLERS & COONEY PC	70.00	Labor and Employment	
AHLERS & COONEY PC	199.50	Labor and Employment	
AHLERS & COONEY PC	7,667.96	January and February Services	
AHLERS & COONEY PC	111.00	January and February Services	
AHLERS & COONEY PC	1,651.50	January and February Services	
AIRGAS USA LLC	29.64	Medical Oxygen for Ambulances	
AIRGAS USA LLC	3,293.05	Liquid Oxygen - FY24	
AIRGAS USA LLC	3,246.44	Liquid Oxygen - FY24	
AIRGAS USA LLC	3,293.72	Liquid Oxygen - FY24	
AIRGAS USA LLC	2,208.37	Liquid Oxygen - FY24	
AIRGAS USA LLC	3,264.68	Liquid Oxygen - FY24	
AIRGAS USA LLC	30.17	Nitrogen for Sampling Well Depth	
AIRGAS USA LLC	543.89	Liquid Oxygen - FY24	
AIRGAS USA LLC	3,291.03	Liquid Oxygen - FY24	
AIRGAS USA LLC	3,196.44	Liquid Oxygen - FY24	
ALL SEASONS HEATING & COOLING	460.00	ST4-Maintenance on heater at Station 4	
ALL SEASONS HEATING & COOLING	1,116.44	EQUIPMENT INSPECTION-BUNKER HVAC	
ALLIANT ENERGY	918.25	FBO Jet Center Bld lower level	
ALLIANT ENERGY	46.70	A Lites, T-Hangars 11 - 16 electrical service	
ALLIANT ENERGY	39.30	2820 Brunswick-City Owned Property (Alliant Energy	
ALLIANT ENERGY	184.28	ELECTRIC BILLS THRU JUNE 2024	
ALLIANT ENERGY	488.46	Quonset Hangar Electrical	
ALLIANT ENERGY	15.04	Self Fueler electrical service	
ALLIANT ENERGY	26.99	H lites, T-Hangars 61 - 68 electrical service	
ALLIANT ENERGY	193.88	ELECTRIC BILLS THRU JUNE 2024	
ALLIANT ENERGY	38.60	C Lites, T-Hangars 31 - 38 electrical service	
ALLIANT ENERGY	243.82	Flight Ops Bld electrical service	
ALLIANT ENERGY	214.01	Dmarc Bld electrical service	
ALLIANT ENERGY	164.26	Admin, Jet Center Bld electrical service	
ALLIANT ENERGY	457.03	Parking Lots 1 & 2 Lites electrical service	
ALLIANT ENERGY	41.98	ELECTRIC BILLS THRU JUNE 2024	
ALLIANT ENERGY	578.60	ELECTRIC BILLS THRU JUNE 2024	
ALLIANT ENERGY	108.84	Parking Lot Lites electrical service	
ALLIANT ENERGY	97.24	ELECTRIC BILLS THRU JUNE 2024	
ALLIANT ENERGY	182.28	SRE Bld electrical service	
ALLIANT ENERGY	31.02	FY24: 2543 White St - SCADA Flow Meter Electricity	
ALLIANT ENERGY	40.44	B Lites, T-Hangars 21 - 28 electrical service	
ALLIANT ENERGY	1,683.63	ARFF Bld electrical service	
ALLIANT ENERGY	61.85	Alliant 0557811000 Port Ramp FY24	
ALLIANT ENERGY	2,125.19	UTILITY EXPENSE - ELECTRICITY	
ALLIANT ENERGY	154.03	Corp Hangar #88 electrical service	
ALLIANT ENERGY	24.55	Old County Garage electrical service	
ALTORFER INC	1,944.00	Annex-Generator Machine Inspection & Testing	
ALTORFER INC	1,304.13	Repair Enginer & Generator-Starter to be replaced	

VENDOR NAME	NET AMOUNT	INVOICE DESCRIPTION	
AMANDA S DEMUTH	280.00	Mandy DeMuth- after school volleyball instructor	
AMELIA K NOONAN	280.00	Amelia Noonan- after school volleyball instructor	
AMERICAN POLICE CANINE ASSOCIATION	75.00	Membership Renewal	
AMERICAN POLICE CANINE ASSOCIATION	75.00	Membership Renewal	
Anthony C Bradley	640.00	Radon Testing HH/21LHH February 2024	
Approved Networks LLC	234.00	Optical Transceivers, Passives and Systems	
ARAMARK UNIFORM SERVICES	0.18	Uniform cleaning for mechanic; shop towels cleanin	
ARAMARK UNIFORM SERVICES	195.01	Uniform cleaning for mechanic; shop towels cleanin	
ASCENT AVIATION GROUP INC	295.00	TotalFBO Software Maintenance	
AV FUEL	25,644.84	Aviation fuel for resale	
AV FUEL	26,202.78	Aviation fuel for resale	
AV FUEL	24,853.29	Aviation fuel for resale	
B L MURRAY COMPANY INC	142.51	TP and Multi-fold Towels for the WRRC	
BAKER & TAYLOR CO BOOKS	817.97	Continuations for Library collection	
BALL HORTICULTURAL COMPANY	3,014.79	SEED FOR GREENHOUSE	
BALL HORTICULTURAL COMPANY	198.91	SEED FOR GREENHOUSE	
BALL HORTICULTURAL COMPANY	4,078.55	SEED FOR GREENHOUSE	
BENJAMIN J POTHOFF	97.60	Reimbursement for trip to Cedar Rapids - Mileage	
BI-COUNTY DISPOSAL INC	60.00	Weekly transfer of LF scrap metal	
BLACK HILLS/IOWA GAS UTILITY CO	262.24	Flight Ops Bld natural gas service	
BLACK HILLS/IOWA GAS UTILITY CO	259.10	Corp Hangar #88 natural gas service	
BLACK HILLS/IOWA GAS UTILITY CO	1,715.97	UTILITY EXPENSE - GAS	
BLACK HILLS/IOWA GAS UTILITY CO	679.74	SRE Bld natural gas service	
BLACK HILLS/IOWA GAS UTILITY CO	770.66	ARFF/Maint Bld natural gas service	
BLACK HILLS/IOWA GAS UTILITY CO	533.56	UTILITY EXPENSE - GAS	
BLACK HILLS/IOWA GAS UTILITY CO	469.47	UTILITY EXPENSE - GAS	
BLACK HILLS/IOWA GAS UTILITY CO	294.33	GAS BILLS THRU JUNE 2024	
BLACK HILLS/IOWA GAS UTILITY CO	138.61	FBO Office natural gas service	
BLACK HILLS/IOWA GAS UTILITY CO	572.45	Terminal building natural gas service	
BLACK HILLS/IOWA GAS UTILITY CO	583.19	Locust Ramp Electricity FY24	
BLACK HILLS/IOWA GAS UTILITY CO	133.67	Admin, Jet Center Bld natural gas service	
BLACK HILLS/IOWA GAS UTILITY CO	182.64	GAS BILLS THRU JUNE 2024	
BLACK HILLS/IOWA GAS UTILITY CO	857.92	FBO Hangar natural gas service	
BLACKSTONE ENVIRONMENTAL INC	2,437.50	Comiskey Park Expansion Site Investigation	
BLACKSTONE ENVIRONMENTAL INC	1,635.00	Cedar & Terminal Streets Lift Station 1934.04-1	
BLACKSTONE ENVIRONMENTAL INC	2,520.00	West Blum Site Assessment	
BLACKSTONE ENVIRONMENTAL INC	1,320.00	Underground Storage Tank Closure-CSPL	
BLACKSTONE ENVIRONMENTAL INC	32,721.25		22200249
Bradley M Cavanagh	18.75	2/7/24 lunch with rep of CN & Dubuque staff	
Bradley M Cavanagh	12.98	2/21/24 Dinner w/ airport's air service consultant	
BRIANNE M BOALS	210.00	Brianne Boals- after school volleyball instructor	
BUTT'S FLORIST & GREENHOUSE	55.00	FLOWER ARRANGEMENTS FOR MFC	
CARLISLE RYAN DIGITAL SERVICES	226.73	Award Banquet Programs	
CENGAGE LEARNING INC	236.72	Large print books for adult collection	
CENGAGE LEARNING INC	62.38	Large print books for adult collection	
CENGAGE LEARNING INC	90.37	Large print books for adult collection	
CENGAGE LEARNING INC	148.75	Large print books for adult collection	
CENGAGE LEARNING INC	31.99	Large print books for adult collection	
CENGAGE LEARNING INC	55.18	Large print books for adult collection	
CENTER POINT INC	97.08	Large Print books for Adult collection	
CENTER POINT INC	23.97	Large Print books for Adult collection	
CHAMBER DEVELOPMENT LLC	2,169.35	FY24 RENT FOR 300 MAIN, SUITE 330	
CHARLES A SINGLETON	240.00	Charles A. Singleton-basketball referee	
CHARLOTTE'S COFFEE HOUSE	276.13	2/6/24 Leadership Team Mtg Catering	
CHEMSEARCH	625.31	BOILER CHEMICALS-PARK BOILER	
CINTAS CORP	273.88	FY2024 Blanket Order - Uniforms	

VENDOR NAME	NET AMOUNT	INVOICE DESCRIPTION
CINTAS CORP	56.84	Cleaning Supplies / Mats - Intermodal facility
CINTAS CORP	46.64	FY24: Floor Mat Services - City Hall, Annex, & Fed
CINTAS CORP	501.02	Various Maintenance - FY24
CINTAS CORP	191.49	Mats, Cloths, shop towels JOTC FY24
CINTAS CORP	631.44	Rugs/Towels for the WRRC-FY24
CINTAS CORP	173.72	FY2024 Blanket Order - Uniforms
CINTAS CORP	58.53	Cleaning Supplies / Mats - Intermodal facility
CINTAS CORP	155.30	FY2024 Blanket Order - Uniforms
CINTAS CORP	191.49	Mats, Cloths, shop towels JOTC FY24
CITY TREASURER	4,050.00	SUMMER START UP MONEY
COMMUNICATIONS ENGINEERING CO	680.00	Federal Building Tech Installation
Cottingham & Butler Insurance Services Inc	2,917.00	Ongoing Consulting payments 10-1-23 to 10-1-24
CRAWFORD HEATING AND COOLING CO INC	105.00	Toilet repairs - Mens room - JOTC
DIETZ ENTERPRISES LLC	5,943.00	81 Gandolfo HH Change Order
DIETZ ENTERPRISES LLC	441.00	1105 Cleveland HH Change Order1
DUANE F ROLING	210.00	Duane Roling- basketball ref from 2/7/24-2/20/24
DUBUQUE AREA CONVENTION & VISITORS	2,500.00	GLAAAE Conference support
DUBUQUE COUNTY ABSTRACT & TITLE	400.00	Abstract - Faith Temple United Pentecostal Church
DUBUQUE COUNTY ABSTRACT & TITLE	125.00	Lein Waiver-Faith Temple United Pentecostal Church
DUBUQUE COUNTY E911 BOARD	3,261.18	Access Fees E911
DUBUQUE COUNTY RECORDER	7.00	RECORDING FEE FOR 2400 CENTRAL
DUBUQUE COUNTY RECORDER	27.00	Official Receipt: 2023-00006100
DUBUQUE COUNTY SHERIFF	4,894.99	DDTF Jan2024 Shared Expenses
DUBUQUE COUNTY SHERIFF	21,409.69	Dubuque County Sheriff Jan 2024 Expenses
DUBUQUE HOSE & HYDRAULICS	106.01	Parts for MTE snow equipment
DUBUQUE HOSE & HYDRAULICS	8.80	D5911012C 5/8" Hose Size machined Brass
DUBUQUE HOSE & HYDRAULICS	35.35	Bin fill 2/15/2024 Washer Tap Pipe Brass coupling
DUBUQUE SIGN COMPANY	213.80	Locust St Ramp Signage
DUBUQUE VISITING NURSE ASSOCIATION	599.16	January 2024 Healthy Homes VNA Work
DUBUQUE VISITING NURSE ASSOCIATION	993.31	January 2024 Lead VNA Work
DURIDE	30,000.00	Duride POS Contract FY24
EAST CENTRAL INTERGOVERN ASSOC	190.00	RESEARCH FOR 2ND CAT GRANT
EAST CENTRAL INTERGOVERN ASSOC	750.00	Dietz Contract Lead Cert Class
EAST CENTRAL INTERGOVERN ASSOC	524.00	SAMPLING TECH AND INSPECTOR RISK ASSESSOR REFRESHE
EAST CENTRAL INTERGOVERN ASSOC	750.00	SAMPLING TECH AND INSPECTOR RISK ASSESSOR REFRESHE
ELECTRONIC PRINT INC	130.00	Trespass Forms
ELIZABETH M KUHLE	245.00	Elizabeth Kuhle- after school volleyball instructo
Elly Tebon	245.00	Elly Tebon- after school volleyball instructor
Emma Fitzgibbons	245.00	Emma Fitzgibbons-after school volleyball instructo
Emma Lynn Powell	210.00	Emma Powell- after school volleyball instructor
EUROFINS ENV TESTING NORTH CENTRAL	212.60	NPDES - 02/14/24
EUROFINS ENV TESTING NORTH CENTRAL	212.60	NPDES - 01/24/24
EUROFINS ENV TESTING NORTH CENTRAL	2,764.88	HSW Excess Flow Analysis for Disposal
EUROFINS ENV TESTING NORTH CENTRAL	2,073.66	HSW Excess Flow Analysis for Disposal - 01/31/24
EUROFINS ENV TESTING NORTH CENTRAL	169.80	Giese Powder Coat - 1st Qtr 2024 - 01/31/24
EUROFINS ENV TESTING NORTH CENTRAL	219.35	NPDES - 01/31/24
EUROFINS ENV TESTING NORTH CENTRAL	239.35	NPDES - 02/07/24
EUROFINS ENV TESTING NORTH CENTRAL	149.80	AIH - 1st Qtr 2024
EUROFINS ENV TESTING NORTH CENTRAL	149.80	RIE- 1st Qtr 2024 - 02/21/24
EVOLOGIC INC	16,870.00	Emergency SCADA PLC Migration - Terminal Street
EXPRESS EMPLOYMENT PROFESSIONALS	2,372.50	HR Temp Admin Assistants week of 2/18/24
EXPRESS EMPLOYMENT PROFESSIONALS	2,492.95	HR Temp Admin Assistants-week ending 2/25/24
FAST LANE MOTOR PARTS LLC	80.43	JOTC shop supplies
FEDEX	74.65	SooGreen Agreement - Express Shipping
FEDEX	82.31	Covenant Sent to DNR - Express Shipping
FERGUSON WATER WORKS SUPPLY #2516	103.95	METER GASKETS FOR STOCK

VENDOR NAME	NET AMOUNT	INVOICE DESCRIPTION
FLYNN COMPANY INC	50,120.79	Relocate Taxiway Alpha Construction (Phase 1)
FORVIS, LLP	18,375.00	Audit Services FY23
FOTH INFRASTRUCTURE & ENVIRO LLC	4,708.00	Relocate Taxiway Alpha Construction Engineering
FOTH INFRASTRUCTURE & ENVIRO LLC	917.09	Install PV System Construction-AIP #77
FOTH INFRASTRUCTURE & ENVIRO LLC	12,142.22	Construct Hangar #105 Construction Engineering
FOUR MOUNDS FOUNDATION	5,000.00	2071 Ellen OAHMP Invoice
FOUR MOUNDS FOUNDATION	14,609.47	Four Mounds FY2024 Agreement
Gavin Sarvis	150.00	Gavin Sarvis- basketball ref from 2/7/24-2/20/24
GIESE SHEET METAL CO INC	5,589.78	HDQ-Maintenance on Heater in NW Corner of Bay
GILLIG LLC	90.78	51-34477-004 Switch Windshield wiper Unit 2697
GILLIG LLC	370.97	82-07935-006 Brake kit Shoe & lining Unit 2683
GILLIG LLC	557.62	26-45474-000R Windshield Curb Side W/O Tint band
GRAYMONT WESTERN LIME INC	4,818.96	FY2024 High Calcium Quicklime Blanket PO
GRAYMONT WESTERN LIME INC	4,642.32	FY2024 High Calcium Quicklime Blanket PO
GRAYMONT WESTERN LIME INC	4,824.48	FY2024 High Calcium Quicklime Blanket PO
Gulf Coast Trauma Institute	14,125.09	Consulting - 2/5, 13, 14, 20
Haley D Francke	67.99	Haley Francke- mileage reimbursement
HANLEY AUTO BODY INC	3,297.00	Paint Patrol vehicle
HANLEY AUTO BODY INC	3,297.00	Paint Patrol vehicle
HAWKINS INC	6,098.06	Sodium Hydroxide -(Calcium Carbonate)
HDR ENGINEERING INC	11,318.75	Sanitary Sewer Asset Mgmt Plan
HDR ENGINEERING INC	12,066.25	Sanitary Sewer Asset Mgmt Plan
HEARTLAND VIDEO SYSTEMS INC	42,840.31	PEG Broadcasting Servers for City
HERBST UPHOLSTERY	145.00	SEAT UPHOLSTERED #4455
HOLLY FREIBURGER	245.00	Holly Freiburger-after school volleyball instructo
HOYNE LANDSCAPING & SNOW PLOWING	640.00	Snow shoveling for 2022-2023 season
HOYNE LANDSCAPING & SNOW PLOWING	640.00	Snow shoveling for 2022-2023 season
I & S Group, Inc.	840.00	Prof Svcs - Pretreatment Program Assistance
Illion Digital Tech Solutions US LTD LLC	4,174.00	illion phone/sms notification service
IMWCA	4,477.71	TPA 411 Payments - January 2024
IMWCA	11,778.96	TPA Payments - January 2024
INDEPENDENT PUBLIC ADVISORS LLC	4,750.00	Quarterly Retainer Services
INGRAM LIBRARY SERVICES INC.	2,116.72	Library books for Adult Collection 1st/2nd qtr
INGRAM LIBRARY SERVICES INC.	362.22	Children's Books for Library collection
INGRAM LIBRARY SERVICES INC.	20.08	Teen YA Library Materials for collection
INGRAM LIBRARY SERVICES INC.	1,705.46	Library books for Adult Collection 1st/2nd qtr
INGRAM LIBRARY SERVICES INC.	1,796.01	Children's Books for Library collection
INGRAM LIBRARY SERVICES INC.	992.48	Teen YA Library Materials for collection
IOWA COMMUNITIES ASSURANCE POOL	3,710.00	FY24 DAMAGE CLAIMS
IOWA DARE ASSOCIATION	100.00	DARE Association Dues
IOWA DARE ASSOCIATION	100.00	DARE Association Dues
IOWA DARE ASSOCIATION	100.00	DARE Association Dues
IOWA DARE ASSOCIATION	100.00	DARE Association Dues
IOWA DEPARTMENT OF PUBLIC SAFETY	50.00	Certification Fees
IOWA DEPARTMENT OF PUBLIC SAFETY	25.00	Certification Fees
IOWA DEPARTMENT OF PUBLIC SAFETY	50.00	Certification Fees
IOWA DEPARTMENT OF PUBLIC SAFETY	50.00	Certification Fees
IOWA DEPARTMENT OF PUBLIC SAFETY	2,886.00	Iowa System quarterly billing FY24
IOWA DEPARTMENT OF PUBLIC SAFETY	3,399.00	FY24 Iowa System Billing
Iowa Health System	495.00	EMS Pharmacy Fees
IOWA LIBRARY ASSOCIATION	30.00	Iowa Library Association Memberships - Board&Kello
IOWA LIBRARY ASSOCIATION	110.00	Iowa Library Association Memberships - Board&Kello
IOWA LIBRARY ASSOCIATION	30.00	Iowa Library Association Memberships - Board&Kello
IOWA LIBRARY ASSOCIATION	30.00	Iowa Library Association Memberships - Board&Kello
IOWA LIBRARY ASSOCIATION	30.00	Iowa Library Association Memberships - Board&Kello
IOWA LIBRARY ASSOCIATION	30.00	Iowa Library Association Memberships - Board&Kello

VENDOR NAME	NET AMOUNT	INVOICE DESCRIPTION
IOWA LIBRARY ASSOCIATION	30.00	Iowa Library Association Memberships - Board&Kello
IOWA LIBRARY ASSOCIATION	25.00	Iowa Library Association Memberships - Board&Kello
IOWA ONE CALL	116.10	FY24: Iowa One Call - Utility Locates
J & R SUPPLY COMPANY	2,100.00	COLLISION REPAIR KIT FOR MEDALION FIRE HYDRANTS
J & R SUPPLY COMPANY	56,023.70	Water Main Parts
J & R SUPPLY COMPANY	166.00	Eagle Valley Det. Basin Maint Supplies
JACK P LUDESCHER	729.00	Tuition Reimbursement - Final term
JAEGER PLUMBING & PUMP INC	7,369.00	Abandon Well Plugging-Briarwood Sub Division
JANDA MOTOR SERVICES	1,725.00	Centrifuge #1 Hydraulic Motor Repair
JANICE F BELL	32.00	PATCHES FOR PARKING UNIFORMS
Johannan J Frost	120.00	Johannan Frost- basketball ref from 2/7/24-2/20/24
Joseph Ungs	1,759.48	Building Energy Efficiency Pilot Program Joe Ungs
Joseph Ungs	2,686.62	Building Energy Efficiency Pilot Program Joe Ungs
KANE, NORBY AND REDDICK, PC	1,871.50	January Services
Katie M. Schmitt	280.00	Katie Schmitt- after school volleyball instructor
KELLY ANN DAVIS	80.00	Kelly Davis per diem for EBL Class 020824-020924
KENNETH J WELTER	120.00	Ken Welter- basketball ref from 2/7/24-2/20/24
KINTZINGER LAW FIRM PLC	560.00	Mediation on 02/06/2024
KRISTEN K DIETZ	167.71	Kristen Dietz- mileage reimbursement
KRUSER SEPTIC SERVICE INC	255.00	FY24 Vac/Jetting Svcs @ the WRRRC & Lift Stations
KRUSER SEPTIC SERVICE INC	785.00	FY24 Vac/Jetting Svcs @ the WRRRC & Lift Stations
LAMAR TEXAS LIMITED PARTNERSHIP	580.00	2/19-2/25/24 Billboard Ad Seasonal/Summer Job Fair
LeeAnn M Peterson	280.00	Leann Peterson- after school volleyball instructor
LESLEIN TRUCKING	19,548.90	FY24 Blanket PO - Sludge Hauling
MAV RESTORATIONS LLC	1,000.00	3542 Keymeer HH OAHMP Change Order 1
MAV RESTORATIONS LLC	15,050.00	835 Clarke LEAD Invoice
MAX SMITH CONSTRUCTION	1,528.95	2023 Concrete Work in the Public ROW/Sidewalks
MCCULLOUGH CREATIVE	2,875.00	Leisure Services Seasonal Employment Bus Wrap
MCDERMOTT EXCAVATING	6,583.13	EMERGENCY WATER MAIN BREAK REPAIR
MCGRATH AUTOMOTIVE GROUP INC	103.69	E0203 84870461 Cable SP-Ord 2593774 Cable
MEDICAL ASSOCIATES	2,458.00	Pre-employ. Phy., DS & vaccinations 2-1-24
MEDICAL ASSOCIATES	420.00	Psychology Coaching Sessions
Megan Stecklein	245.00	Megan Stecklein- after school volleyball instructo
MERCY FAMILY PHARMACY	53.97	Prescription for Fessler, Thomas
MICHAEL W WEIKERT JR	648.00	Collection & Proper Disposal Appliances BLANKET
MICS CONSTRUCTION	20,005.00	1018 Lincoln LHH21 Construction Payment #1
MID AMERICA METER	435.77	UME Testing Fee
MIDWEST TAPE LLC	490.33	DVD, BluRay, CD audio, and di
MIDWEST TAPE LLC	217.32	Children's AV and Video for collection
MIDWEST TAPE LLC	653.24	DVD, BluRay, CD audio, and di
MIDWEST TAPE LLC	209.76	Children's AV and Video for collection
MIKE FINNIN FORD LLC	42.24	FB5Z 7829165 AA Moulding
MIKE FINNIN FORD LLC	237.08	FB5Z 725557 AA:Panel Finish Unit 2112
MIKE FINNIN FORD LLC	468.27	LX6Z 5230 W Muffler Asy Kit Exhaust
MILLWORK HOTEL ASSOCIATES LLC	1,855.79	1018 Lincoln LHH21 Relocation
MOBOTREX INC	30.00	Traffic Signal Parts
MOLO OIL COMPANY	64,273.44	BP card @ 16th St. BP & BP on Penn Ave 2/20/2024
MOLO OIL COMPANY	3,251.69	BP card @ JFK BP, Fmly Mart Central Key We2/20/24
MSA PROFESSIONAL SERVICES INC	8,360.00	NW Arterial Intersection Control Eval-Gantz
MSA PROFESSIONAL SERVICES INC	9,321.25	Seippel and Airborne RBT Vert Design
MSA PROFESSIONAL SERVICES INC	34,845.93	Kerper Ct Kerper Blvd Roundabout Professional Serv
MUNICIPAL COLLECTIONS OF AMERICA IN	428.37	Ambulance Collection Fees
NAN MCKAY & ASSOCIATES, INC	239.00	Housing Choice Voucher MB Digital Revision Service
NICHOLAS EDWARDS, MD	3,333.33	EMS Director Yearly Salary for EMS Support
NORTHERN LIGHTS FOODSERVICE	1,065.23	MISC FOOD AND SUPPLIES FOR BHGC SNACK BAR
O'REILLY AUTOMOTIVE INC	218.87	SM1399 Semi-Met Pad Brake Motor Unit 1918

VENDOR NAME	NET AMOUNT	INVOICE DESCRIPTION
ORIGIN DESIGN CO	2,337.00	ROW Riverfront Leases
O'TOOLE OFFICE SUPPLY COMPANY	103.22	office supply order
OVERHEAD DOOR COMPANY	2,893.00	America's Hangar door repair
OVERHEAD DOOR COMPANY	304.50	Replace Springs in Garage Door
OVERHEAD DOOR COMPANY	185.00	ST2-Overhead Door Maintenance
OVERHEAD DOOR COMPANY	107.00	ST4-Overhead Door Maintenance
OVERHEAD DOOR COMPANY	107.00	HDQ-Overhead Door Maintenance at Headquarters
PAMELA J CONNOLLY	630.00	Pam Connolly- Chair Yoga
Patrick Quarnstrom	210.00	Patrick Quarnstrom- basketball referee
PER MAR SECURITY SERVICES	224.55	FY24: Federal Building Monitoring Services
PHELPS THE UNIFORM SPECIALISTS	46.13	Uniform cleaning for mechanic; shop towels cleanin
PHELPS THE UNIFORM SPECIALISTS	45.43	Uniform cleaning for mechanic; shop towels cleanin
PORTZEN CONSTRUCTION INC	41,165.40	Terminal Street Lift Station Repairs
PORTZEN CONSTRUCTION INC	2,166.60	Terminal Street Lift Station Repairs
POWER PROCESS EQUIPMENT INC	2,850.04	Inplant Waste Rotating Assembly and Parts
PRECISE MRM LLC	360.00	Automatic Vehicle Locator - Nov 2023
R W BORLEY ADVERTISING INC	50.00	Redemption Certificate - Polsean
R&R Sanitation	9,000.00	Landfill Refund
RACOM CORPORATION	401.25	HEADSET REPAIRS-TREE CREW
RACOM CORPORATION	201.78	ADAPTER AND EAR SEALS FOR HEAD SETS-TREE CREW
RACOM CORPORATION	250.00	Repair Tailgate Light
RACOM CORPORATION	115.47	HDQ-Magnetic mount in A/C office for Radio
RADIO DUBUQUE INC	450.00	Avelo Airlines marketing campaign
REGIONAL AIRLINE ASSOCIATION	1,250.00	Annual membership dues
RILCO FLUID CARE	1,085.00	DEF-Bulk Kerper Ct
RITE ENVIRONMENTAL INC	122.25	Used Antifreeze and Oil/Oil Filter Collection
RIVER CITY STONE	294.69	CY2023 Various Stone
RIVER CITY STONE	253.68	FY24 Blanket PO- Rock/Stone Fill for Water Main Re
RIVER CITY STONE	566.59	FY24 Blanket PO- Rock/Stone Fill for Water Main Re
ROBERT G WRIGHT JR	6,800.00	1775 Auburn LHH21 Construction
ROBERT G WRIGHT JR	150.00	2221 St Celia HH Final Invoice
ROSENBAUER MINNESOTA LLC	6,967.80	43742 Ground Pressure Sensor & Program Unit 1921
RSM US LLP	45,668.28	Professional Services: Financial Statement Prep
RSM US LLP	14,203.56	Professional Services: Financial Statement Prep
Ryan Carroll	2,140.00	Snow Removal Services - 1-23-24
SADLER POWER TRAIN INC	117.58	HC3Z1S175C Ford F450F550 Axle Wheel Seal unit 194
SANDRY FIRE SUPPLY LLC	81.49	MSA Repair, Waist belt
SANDRY FIRE SUPPLY LLC	816.00	SCBA Face Pieces
SARAH A BERNA	48.29	SARAH BERNA MILEAGE REIMBURSEMENT 12/1/23-1/26/24
SARAH J PETERSEN	266.20	Sarah Petersen Travel Reimbursement
SCHUMACHER, DAVE	13.50	DEER TAG REIMBURSEMENT SHORT PAID
SELECTIVE INSURANCE COMPANY OF AMER	2,316.00	FLOOD INSURANCE RENEWAL-DBQ ICE ARENA
SerJon Bennett	30.02	Gas from Academy for new officers
SerJon Bennett	45.91	Gas from Academy for new officers
SKYLINE TRUCKING & STORAGE INC	180.00	COMPOST FOR TREE CREW
SPECIAL MARKETS INSURANCE CONSULTAN	952.36	AMERICORPS HEALTH INSURANCE 1/1/24-1/31/24
SPX CORPORATION	175.55	Genfare Mobile Ticketing
STEEL MART	20.00	5lb Aluminum Square
Stephanie Lynne Lambe	280.00	Stephanie Lambe- after school volleyball instructo
STRAND ASSOCIATES INC	2,360.99	WRRRC Misc Service - FY21-Tsk 20-09-#1154-085
STRAND ASSOCIATES INC	601.20	Bergfeld Pond Outlet Structure Repair
STRAND ASSOCIATES INC	3,557.43	Old Mill Rd Pumping Station
STRAND ASSOCIATES INC	2,057.00	Old Mill Rd Pumping Station
STRAND ASSOCIATES INC	2,260.00	Granger Creek Pumping Station Design
Susan Noonan	280.00	Susie Noonan- after school volleyball instructor
Telos Corporation	166.25	Fingerprint checks for TSA security

VENDOR NAME	NET AMOUNT	INVOICE DESCRIPTION
THE FISCHER COMPANIES	80.00	EHR Parking Spaces 10/Ctrl (2 total)
THE FISCHER COMPANIES	80.00	EHR Parking Spaces 10/Ctrl (2 total)
THE FISCHER COMPANIES	120.00	Parking Murphy Link Althoff
THE LOCKSMITH EXPRESS	115.00	1266 Jackson St.-City Owned Prop(Locksmith Express
THE LOCKSMITH EXPRESS	8.75	Spare Keys for Plaza Drive Lift Station
THE LOCKSMITH EXPRESS	40.00	Keys for Building #80
THE LOCKSMITH EXPRESS	235.00	LOCKS FOR EPP RESTROOM REMODEL PROJECT
THE LOCKSMITH EXPRESS	115.00	Install Locks on 1266 Jackson
THE METRIX COMPANY	193.82	FY2024 Franchise Fees
THEISENS INC	100.00	Uniform boots for Grant Vandevoorde
THEISENS INC	47.97	Supplies for MTE snow equipment
TIARA D GOOCH	280.00	Tiara Gooch- after school volleyball instructor
TRICON CONSTRUCTION GROUP	209,217.19	Construct Hangar #105
TRISTA M DAVID	245.00	Trista David- after school volleyball instructor
TURPIN DODGE OF DUBUQUE LLC	1,233.75	52014720AA Radiator-Hold Unit 1915
TURPIN DODGE OF DUBUQUE LLC	151.50	68049116AA Shoe-Park245E unit 1918
TURPIN DODGE OF DUBUQUE LLC	92.93	5149077AB Sensor-FL24C Unit 0907
TURPIN DODGE OF DUBUQUE LLC	16,466.51	Unit1901 Repair Head gasket Replace long engine a
TVG - MGT Holdings LP	4,389.00	HR Temp Talent Acquisitions Coord.- 2/3 & 2/10/24
TYLER TECHNOLOGIES, INC	80,800.00	Dubuque IA- Amendment IMP
Unified Therapy Services	425.00	81 Gandolfo Unified Therapy Invoice
UNION HOERMANN PRESS	296.00	OAHP and HH Post Cards
UNION HOERMANN PRESS	119.00	Safety Committee Cards
UNION HOERMANN PRESS	335.00	Curbside collection Brochures 2/1/24
UNITY POINT FINLEY OCCUPATIONAL HEA	819.62	Medical testing for new officer
UNIVERSITY OF DUBUQUE	4,541.85	FY2024 Franchise Fees
UNIVERSITY OF DUBUQUE	1,539.56	FY2024 Franchise Fees
VERIZON WIRELESS SERVICES LLC	255.92	Fixed Route Rangers Data
VERIZON WIRELESS SERVICES LLC	257.75	Fixed Route Rangers Data
VESSCO INC	797.72	BELT FOR SLAKER #3-EMERGENCY ORDER
VICTOR D STRIBLING	245.00	Victor Stribling-after school volleyball instructo
WAUSAU EQUIPMENT CO INC	941.00	Axle parts for MTE snow equipment
WELU PRINTING COMPANY	46.66	Business Cards for John Wiley
WELU PRINTING COMPANY	209.24	Landfill Statements
WELU PRINTING COMPANY	36.68	FY24 Welu Printing Police Business Cards
WELU PRINTING COMPANY	387.59	Backflow Prevention Assess. Test Data Rep. Qt#3619
WELU PRINTING COMPANY	582.88	LEAD SERVICE LINE REPL. LETTERS, ENVELOPS, MAILING
WELU PRINTING COMPANY	330.12	FY24 Welu Printing Police Business Cards
WESTPHAL & COMPANY, INC	741.15	JOTC SERVICE CALL
WHKS AND COMPANY	326.64	PROFESSIONAL ENGINEERING SERVICES FOR 3000 JACKSON
WHKS AND COMPANY	1,747.34	B2E2 Corridor Drone Survey Work
WILKENS DIEUJUSTE	300.00	Tobacco Compliance Funds
William Arndt	270.00	Will Arndt- basketball ref from 2/7/24-2/20/24
WORLD BOOK ENCYCL INC	3,654.00	World Book Online Encyclopedia
YODER, LAVERN	13.50	DEER TAG REIMBURSEMENT SHORT PAID
	<u>\$ 1,393,409.83</u>	

EXCEPTIONS TO COUNCIL APPROVAL

CHECK #	CHECK/PAYMENT DATE	VENDOR NAME	INVOICE AMOUNT	INVOICE DESCRIPTION
1007810	2/28/2024	ACCURATE ANALYTICAL TESTING	\$	104.00 835 Clarke Dr LHH21 Dust Wipes
1007810	2/28/2024	ACCURATE ANALYTICAL TESTING		65.00 2317.5 Queen LHH21 Dust Wipes
1007810	2/28/2024	ACCURATE ANALYTICAL TESTING		65.00 340 Lowell LHH21 Dust Wipes 2/15
1007818	2/28/2024	ADVANTAGE SHEET METAL INC		1,945.00 Accuator Replacement
1007818	2/28/2024	ADVANTAGE SHEET METAL INC		1,040.00 HVAC Service - AHU3 tripping freezer stat
1007818	2/28/2024	ADVANTAGE SHEET METAL INC		1,445.00 Fed Bldg - Ordered/Installed Top Actuator
1007818	2/28/2024	ADVANTAGE SHEET METAL INC		1,039.30 City Hall - Filter Change for HR
1007818	2/28/2024	ADVANTAGE SHEET METAL INC		1,050.87 MFC - Filter Change
1007752	2/21/2024	A-L-L EQUIPMENT		1,238.00 Inspect/Repaid Air Compressors -Bld #20-1/30/24
512755	2/28/2024	ALLIANT ENERGY		29.12 ELECTRIC BILLS THRU JUNE 2024
512755	2/28/2024	ALLIANT ENERGY		63.78 ELECTRIC BILLS THRU JUNE 2024
512755	2/28/2024	ALLIANT ENERGY		2,129.48 ELECTRIC BILLS THRU JUNE 2024
512755	2/28/2024	ALLIANT ENERGY		14,577.85 WRRC Electrical Expense - FY24
512755	2/28/2024	ALLIANT ENERGY		14,555.55 WRRC Electrical Expense - FY24
1007817	2/28/2024	Andrew Accacian		64.00 Travel Reimbursement to attend IAFF Peer Support
512796	2/28/2024	Ann Marie Jannette		52.85 Reimburse Office Supply Cost to Personal Card
1007815	2/28/2024	Anthony C Bradley		2,835.00 2551 Elm St HH Radon Mitigation System
1007815	2/28/2024	Anthony C Bradley		2,835.00 103 E 32nd St HH Radon Mitigation System
1007815	2/28/2024	Anthony C Bradley		3,945.00 3642 Keymeer HH Radon Mitigation System
1007815	2/28/2024	Anthony C Bradley		2,150.00 485 Davis HH Radon Mitigation System
1007779	2/28/2024	AV FUEL		35.00 Avfuel hub online POS
1007768	2/21/2024	BARD MATERIALS CENTRAL		2,273.13 CY2023 Various Concrete Products
1007824	2/28/2024	BARD MATERIALS CENTRAL		488.50 Culvert Abandonment
1007769	2/21/2024	BAY SCAN TECHNOLOGIES		1,924.21 Processing supplies for library collections
240800059	2/15/2024	BC/BS OF IOWA/WELLMARK		169,300.43 Wellmark Weekly
240800058	2/22/2024	BC/BS OF IOWA/WELLMARK		150,834.56 Wellmark Weekly
1007753	2/21/2024	BIECHLER ELECTRIC INC		205.00 Air Methods Hangar door switch repair
1007753	2/21/2024	BIECHLER ELECTRIC INC		399.08 Quonset Hangar door switch repair
1007778	2/28/2024	BLACK HILLS/IOWA GAS UTILITY CO		132.59 FY24 Blanket PO-Gas Costs
1007778	2/28/2024	BLACK HILLS/IOWA GAS UTILITY CO		35.26 FY24 Blanket PO-Gas Costs
1007778	2/28/2024	BLACK HILLS/IOWA GAS UTILITY CO		180.91 FY24 Blanket PO-Gas Costs
1007778	2/28/2024	BLACK HILLS/IOWA GAS UTILITY CO		130.38 FY24 Blanket PO-Gas Costs
1007778	2/28/2024	BLACK HILLS/IOWA GAS UTILITY CO		593.05 GAS BILLS THRU JUNE 2024
1007778	2/28/2024	BLACK HILLS/IOWA GAS UTILITY CO		138.35 GAS BILLS THRU JUNE 2024
1007778	2/28/2024	BLACK HILLS/IOWA GAS UTILITY CO		436.30 FY24: 1300 Main St - City Annex Natural Gas
1007778	2/28/2024	BLACK HILLS/IOWA GAS UTILITY CO		139.55 514 Angella St - Black Hills Energy
1007778	2/28/2024	BLACK HILLS/IOWA GAS UTILITY CO		4,251.83 FY24: 305 W. 6th St - Federal Building Natural Gas
240800017	2/15/2024	BLUEFIN PAYMENT SYSTEMS LLC		767.45 Monthly Fees
1007774	2/21/2024	BOUND TO STAY BOUND BOOKS INC		350.26 Children's Books for Library collection
512756	2/28/2024	BUTT'S FLORIST & GREENHOUSE		55.00 FLOWER ARRANGEMENTS FOR MFC
1007775	2/21/2024	BYWATER SOLUTIONS LLC		14,280.00 Annual Support/Development Aspen Discovery and KOH
1007775	2/21/2024	BYWATER SOLUTIONS LLC		14,280.00 Annual Support/Development Aspen Discovery and KOH
1007811	2/28/2024	C&C MANUFACTURING LLC		223.97 23358000 Hose 2 2/2" x 4 1/2 Long
1007777	2/21/2024	CAPITAL SANITARY		154.81 Janitorial Supplies
1007777	2/21/2024	CAPITAL SANITARY		95.56 Janitorial Supplies
1007777	2/21/2024	CAPITAL SANITARY		139.80 Janitorial Supplies - Intermodal
1007777	2/21/2024	CAPITAL SANITARY		82.62 Janitorial Supplies - Intermodal
1007777	2/21/2024	CAPITAL SANITARY		288.86 Janitorial Supplies
1007777	2/21/2024	CAPITAL SANITARY		160.29 Janitorial Supplies
512757	2/28/2024	COW GOVERNMENT INC		1,486.08 Receipt printers for ILS checkouts
240800057	2/27/2024	CENTURY LINK		83.30 FY24 CL PHONE CHARGES
240800056	2/27/2024	CENTURY LINK		41.65 FY24 CL PHONE CHARGES
240800055	2/27/2024	CENTURY LINK		124.95 FY24 CL PHONE CHARGES
240800054	2/27/2024	CENTURY LINK		264.14 FY24 CL PHONE CHARGES
240800053	2/27/2024	CENTURY LINK		41.65 FY24 CL PHONE CHARGES
240800052	2/27/2024	CENTURY LINK		52.65 FY24 CL PHONE CHARGES
240800051	2/27/2024	CENTURY LINK		126.95 FY24 CL PHONE CHARGES
240800050	2/27/2024	CENTURY LINK		5,353.50 FY24 CL PHONE CHARGES
240800049	2/27/2024	CENTURY LINK		194.30 FY24 CL PHONE CHARGES
240800048	2/27/2024	CENTURY LINK		1.28 FY24 CL PHONE CHARGES
240800047	2/27/2024	CENTURY LINK		2,384.50 FY24 CL PHONE CHARGES
240800046	2/27/2024	CENTURY LINK		83.34 FY24 CL PHONE CHARGES
240800045	2/27/2024	CENTURY LINK		41.67 FY24 CL PHONE CHARGES
240800044	2/27/2024	CENTURY LINK		125.01 FY24 CL PHONE CHARGES
240800043	2/27/2024	CENTURY LINK		264.22 FY24 CL PHONE CHARGES
240800042	2/27/2024	CENTURY LINK		41.67 FY24 CL PHONE CHARGES
240800041	2/27/2024	CENTURY LINK		52.67 FY24 CL PHONE CHARGES
240800040	2/27/2024	CENTURY LINK		127.01 FY24 CL PHONE CHARGES
240800039	2/27/2024	CENTURY LINK		5,413.23 FY24 CL PHONE CHARGES
240800038	2/27/2024	CENTURY LINK		203.01 FY24 CL PHONE CHARGES
240800037	2/27/2024	CENTURY LINK		7.40 FY24 CL PHONE CHARGES
240800036	2/27/2024	CENTURY LINK		2,384.68 FY24 CL PHONE CHARGES
1007780	2/28/2024	CHEMSEARCH		265.00 Torrent Agreement - Parts Washer -Bld#90 - Jan. 24
1007781	2/28/2024	CINTAS CORP		174.04 FY2024 Blanket Order - Uniforms
512784	2/28/2024	CLEAVER-BROOKS SALES AND SERVICE		5,661.00 Boiler Service Agreement - FY24
1007776	2/21/2024	COMELEC INTERNET SERVICES		126.45 COMELEC INTERNET SERVICE
1007754	2/21/2024	COMELEC SERVICES INC		120.00 KDUB Tower Fees - 8 Units
1007782	2/28/2024	COMMUNICATIONS ENGINEERING CO		425.80 Fortinent Wireless Annual Support 24-25
1007782	2/28/2024	COMMUNICATIONS ENGINEERING CO		1,300.00 PHASE 1 OF FIREWALL AND SWITCH FOR POD MARINA
1007783	2/28/2024	CONNEY SAFETY PRODUCTS		114.61 ICE PACKS FOR PROGRAM SUPERVIROR, BRIAN FELDOTT

CHECK #	CHECK/PAYMENT DATE	VENDOR NAME	INVOICE AMOUNT	INVOICE DESCRIPTION
512758	2/28/2024	CONTINENTAL FIRE SPRINKLER CO	431.25	Investigate Small Leak 2401 Central Jule
2	2/23/2024	ConvergeOne Inc	241,570.00	Server and Storage Replacement
1007755	2/21/2024	CRESCENT ELECTRIC	927.96	HOLOPHANE AMERICON CONTEMPO LED STREET LIGHT
512754	2/20/2024	DAN ARENSDORF CONSTRUCTION	21,443.75	Snow Removal 1/14/24
512754	2/20/2024	DAN ARENSDORF CONSTRUCTION	23,687.50	Snow Removal 1/14/24
1007784	2/28/2024	DEMCO INC	549.40	Processing supplies for library collections
512790	2/28/2024	DIETZ ENTERPRISES LLC	2,647.00	2485 Trygg Healthy Homes Invoice 3
512790	2/28/2024	DIETZ ENTERPRISES LLC	1,447.00	465 Esther HH Invoice 2
1007812	2/28/2024	Digitech Computer LLC	10,138.60	Ambulance Billing Cash Receipts
512759	2/28/2024	DRIVE LINE OF DUBUQUE INC	1,048.93	Unit 3252 hydraulic tank/clean degrease Hyd Tank
512760	2/28/2024	DUBUQUE COMMUNITY SCHOOL DIST	2,063.89	FY 2024 Franchise Fees
512760	2/28/2024	DUBUQUE COMMUNITY SCHOOL DIST	835.91	FY 2024 Franchise Fees
512760	2/28/2024	DUBUQUE COMMUNITY SCHOOL DIST	3,744.78	FY 2024 Franchise Fees
512760	2/28/2024	DUBUQUE COMMUNITY SCHOOL DIST	46.39	FY 2024 Franchise Fees
512775	2/28/2024	DUBUQUE COUNTY E911 BOARD	1,057.68	Access Fees E911 Parking
512761	2/28/2024	DUBUQUE COUNTY RECORDER	27.00	Watermain Easement
1007756	2/21/2024	DUBUQUE FIRE EQUIPMENT INC	105.80	40-Hydrotest Low Pressure Fire Ext
1007756	2/21/2024	DUBUQUE FIRE EQUIPMENT INC	123.00	30-CABFT20 Red Cato Chief 20# Fire Ext cabinet
1007756	2/21/2024	DUBUQUE FIRE EQUIPMENT INC	244.40	Annual Terminal fire suppression system service
1007786	2/28/2024	DUBUQUE HOSE & HYDRAULICS	2.26	BBN162 Iron pipe BL nipple 1 x 2
1007786	2/28/2024	DUBUQUE HOSE & HYDRAULICS	5.76	XGV0458 FHSCS SS 1/4 - 20X5/8 Parts
1007786	2/28/2024	DUBUQUE HOSE & HYDRAULICS	218.89	Bin Fill 2/15/2024
1007770	2/21/2024	DUBUQUELAND DOOR COMPANY	265.98	Service Call Landfill North Door Inoperable
1007770	2/21/2024	DUBUQUELAND DOOR COMPANY	440.65	Service Call Landfill North Door Photo Eye
1007770	2/21/2024	DUBUQUELAND DOOR COMPANY	1,308.12	Service Call MSC Doors 14/15 Not Closing
1007819	2/28/2024	ED M FELD EQUIPMENT CO INC	41.78	SW Rock DP - Rocker Switch
240800016	2/15/2024	ELAVON INC	192.38	BUNKER HILL CC FEES
512771	2/28/2024	ELIZABETH GREEN	2,669.47	5861 Ruggo Hooks for 8.2mm & 10m, 9/0 11/0
512771	2/28/2024	ELIZABETH GREEN	2,746.20	5861 Ruggo Hooks for 8.2mm & 10m, 9/0 11/0
1007787	2/28/2024	ELLIOTT EQUIPMENT COMPANY	962.24	07PK-0009-05-Assembly Breather & Shipping & Handli
1007787	2/28/2024	ELLIOTT EQUIPMENT COMPANY	4,424.68	Unit 3413 Replacement Hydraulic Tank Weldment
1007803	2/28/2024	EXPRESS EMPLOYMENT PROFESSIONALS	2,208.25	HR Temp Admin Assistants week of 2/11/24
1007803	2/28/2024	EXPRESS EMPLOYMENT PROFESSIONALS	1,261.44	Administrative Assistant Stark 32 HOURS 02/11/24
240700041	2/21/2024	FEDERAL AVIATION ADMINISTRATION	89,323.62	FAA support of the Taxiway Reconstruction Project
1007789	2/28/2024	FOUR MOUNDS FOUNDATION	5,000.00	3645 Keymeer OAHMP Work
1007790	2/28/2024	FRANSYL EQUIPMENT INC	1,051.79	install new shims & pads outer boom Unit 3232
512762	2/28/2024	GIESE SHEET METAL CO INC	24,297.00	WALK IN COOLER FLOOR REPAIRS
512779	2/28/2024	GILLIG LLC	91.00	53-70062-000 Filter Kit Trans Oil .5 .6 unit 2682
512779	2/28/2024	GILLIG LLC	322.79	Unit 2683 Clamp Gasket Exhaust Coupling
512794	2/28/2024	Global Flight Solutions, LLC	4,000.00	Air Service Consulting
512793	2/28/2024	Heartland Business Systems, LLC	2,778.75	Mitel Migration 2012 servers to 2019
1007825	2/28/2024	HEIMAN INC	3,382.93	Metro 1 Series Tips, 1.5" & 1.5" Ball Valves
1007791	2/28/2024	HENDERSON PRODUCTS INC	7,082.00	119482 Bushing EPDM Polar Flex Space Steel
1007791	2/28/2024	HENDERSON PRODUCTS INC	7,628.40	119520 Guard curb plow guard winter
1007801	2/28/2024	HILLS & DALES CHILD DEVELOPMENT	173.72	FY 2024 Franchise Fees
1007801	2/28/2024	HILLS & DALES CHILD DEVELOPMENT	396.73	FY 2024 Franchise Fees
512764	2/28/2024	HOLY FAMILY CATHOLIC SCHOOLS	142.58	FY 2024 Franchise Fees
512764	2/28/2024	HOLY FAMILY CATHOLIC SCHOOLS	118.08	FY 2024 Franchise Fees
512764	2/28/2024	HOLY FAMILY CATHOLIC SCHOOLS	1,599.23	FY 2024 Franchise Fees
512777	2/28/2024	HOTEL JULIEN DUBUQUE	189.41	Interviews with Budget and Finance Manager
512777	2/28/2024	HOTEL JULIEN DUBUQUE	225.09	Interviews with Budget and Finance Manager
512765	2/28/2024	IIMC	125.00	iimc membership dues - gleason
240800019	2/15/2024	INTEGRITY PAYMENT SYSTEMS	173.00	FY24 Monthly Library CC Fees
1007757	2/21/2024	IOWA PRISON INDUSTRIES	1,530.50	TRAFFIC SIGNS INV 036892 09/29/23
512763	2/28/2024	JAMES J GRAVES	40.00	Decals for new vehicles Unit 4920
1007805	2/28/2024	JOHNSON CONTROLS	1,632.54	ALARM AND DETECTION REG LABOR JAN & FEB FY24
1007785	2/28/2024	JON W DIENST	44.25	Trvl Reimb-Annual Concrete Paving Workshop
1007785	2/28/2024	JON W DIENST	73.75	Trvl Reimb-IDOT Fed Aid Overview
1007806	2/28/2024	KENNETH M MILLER	265.28	NAHMMMA BOARD DIR WRKSHOP 1/30/24
1007807	2/28/2024	KILBURG EQUIPMENT LLC	679.11	83252 Deflector Panel & freight
1007758	2/21/2024	KONE INC	2,474.00	Ramps Elevator Maintenance FY24
1007758	2/21/2024	KONE INC	200.00	Elevator Maintenance - FY24
1007820	2/28/2024	KONE INC	2,034.00	FY24: Federal Building - Quarterly Elevator Maint.
512766	2/28/2024	LAMAR TEXAS LIMITED PARTNERSHIP	6,000.00	VolunteerDBQ Recruitment Campaign
1007814	2/28/2024	Luke Rupp	73.75	Trvl Reimb - Fed Aid Overview
1007814	2/28/2024	Luke Rupp	44.25	Trvl Reimb-Annual Concrete Paving Workshop
512787	2/28/2024	MACQUEEN EQUIPMENT GROUP	5,344.15	001-7123 Cylinder Eject HFPK Truck 3405
1007821	2/28/2024	MAQUOKETA VALLEY ELECTRIC COOP	2,407.09	Energy Costs
1007759	2/21/2024	MAQUOKETA VALLEY ELECTRIC COOP	156.45	Energy Costs
1007759	2/21/2024	MAQUOKETA VALLEY ELECTRIC COOP	105.04	Energy Costs
1007759	2/21/2024	MAQUOKETA VALLEY ELECTRIC COOP	39.89	Obstruction lite electrical
1007759	2/21/2024	MAQUOKETA VALLEY ELECTRIC COOP	39.82	Obstruction lite electrical
1007759	2/21/2024	MAQUOKETA VALLEY ELECTRIC COOP	92.41	Airport Ent Rd & GA Sign electrical
1007759	2/21/2024	MAQUOKETA VALLEY ELECTRIC COOP	7,123.51	Terminal Building electrical
1007759	2/21/2024	MAQUOKETA VALLEY ELECTRIC COOP	523.15	Airfield lighting electrical
1007759	2/21/2024	MAQUOKETA VALLEY ELECTRIC COOP	715.77	FY24 Blanket PO - Electricity Costs
1007759	2/21/2024	MAQUOKETA VALLEY ELECTRIC COOP	234.59	FY24 Blanket PO - Electricity Costs
1007821	2/28/2024	MAQUOKETA VALLEY ELECTRIC COOP	1,271.20	FY24 Blanket PO - Electricity Costs
1007759	2/21/2024	MAQUOKETA VALLEY ELECTRIC COOP	138.94	Electrical Svc - Airport Lift Station - FY24
512780	2/28/2024	MARRIOTT INTERNATIONAL	1,547.74	243 W 11th St Relocation
512767	2/28/2024	MARTIN EQUIPMENT OF IL INC	1,002.67	Unit 4034 Mount and balance two loose 16's

CHECK #	CHECK/PAYMENT DATE	VENDOR NAME	INVOICE AMOUNT	INVOICE DESCRIPTION
512792	2/28/2024	Maussco, LLC	575.00	2155 N Main St. Hommen, Quario (B1, 3-10; LR1; K1-8.10 13597415 Sensor
512786	2/28/2024	MCGRATH AUTOMOTIVE GROUP INC		
512800	2/28/2024	MEDICAL ASSOCIATES	386.46	AMBULANCE REFUND
1007800	2/28/2024	MIDWEST ALARM SERVICES INC	74.16	Intermodal Ramp - Battery Replacement
240800015	2/15/2024	MIDWESTONE BANK	463.00	February Mid Month Run 2024 HAP
1007788	2/28/2024	MIKE FINNIN FORD LLC	163.96	LB5Z 7803598 AD moulding Wring spord Unit1803
512789	2/28/2024	MILLWORK HOTEL ASSOCIATES LLC	1,490.67	835 Clarke Dr LHH21 Relocation-2
512789	2/28/2024	MILLWORK HOTEL ASSOCIATES LLC	1,490.67	835 Clarke Dr LHH21 Relocation-1
512768	2/28/2024	MOLO OIL COMPANY	49,647.16	BP card @ 16th St. BP & BP on Penn Ave 1/20/2024
512768	2/28/2024	MOLO OIL COMPANY	1,511.27	BP card @ JFK BP, Fmly Mart Central Key We11/20/2
512768	2/28/2024	MOLO OIL COMPANY	491.63	BP 1073500BP University 2335 Univer Fuel Purchases
512785	2/28/2024	MOLO PETROLEUM LLC	800.15	110840 Mobil SHC629 5 gal Enviro Serv Fee Landfil
512778	2/28/2024	MOLO PLUMBING & HEATING	450.00	Water Line Extension
1007762	2/21/2024	MR ROOTER PLUMBING	1,432.18	Landfill Service Call/General Plumbing
1007762	2/21/2024	MR ROOTER PLUMBING	1,332.50	Landfill General Plumbing (Pumping)
1007762	2/21/2024	MR ROOTER PLUMBING	1,432.18	Landfill General Plumbing (Pumping)
512769	2/28/2024	MULGREW OIL COMPANY	634.51	#2 70/30 Diesel Blend Week of 2/5/2024 Landfill
512769	2/28/2024	MULGREW OIL COMPANY	1,327.86	#2 70/30 Diesel Blend Week of 2/5/2024 Landfill
512769	2/28/2024	MULGREW OIL COMPANY	966.10	#2 70/30 Diesel Blend Week of 2/5/2024 Landfill
512769	2/28/2024	MULGREW OIL COMPANY	603.44	#2 70/30 Diesel Blend Week of 2/5/2024 Landfill
512769	2/28/2024	MULGREW OIL COMPANY	907.72	#2 70/30 Diesel Blend Week of 2/12/2024 Landfill
512769	2/28/2024	MULGREW OIL COMPANY	2,243.08	#2 70/30 Diesel Blend Week of 2/12/2024 Landfill
512769	2/28/2024	MULGREW OIL COMPANY	659.77	#2 70/30 Diesel Blend Week of 2/12/2024 Landfill
512769	2/28/2024	MULGREW OIL COMPANY	1,171.17	#2 70/30 Diesel Blend Week of 2/12/2024 Landfill
512769	2/28/2024	MULGREW OIL COMPANY	862.13	Fuel Order for the Golf Course
1007792	2/28/2024	MUNICIPAL PIPE TOOL CO LLC	308.45	TX343 Cable Assy 12P)8P WTR3
1007792	2/28/2024	MUNICIPAL PIPE TOOL CO LLC	500.64	WS050- Y Eliminator M/C W-Tap PR/SPR P-LFT
1007760	2/21/2024	NAPA AUTO PARTS & SUPPLY	217.36	Parts for Truck 1
512788	2/28/2024	NEAL REPAIR LLC	600.00	Broom 9 repair
240800020	2/15/2024	OPENEDGE - GLOBAL PAYMENTS	136.00	Port of Dubuque Marina Monthly CC Fees
512798	2/28/2024	Orville J Fargo	50.00	Civil War Program March 17
1007772	2/21/2024	OVERDRIVE INC	746.79	Downloadable audio and ebooks for adult collection
1007772	2/21/2024	OVERDRIVE INC	952.70	Downloadable audio and ebooks for adult collection
1007826	2/28/2024	OVERDRIVE INC	1,128.95	Downloadable audio and ebooks for adult collection
240700044	2/22/2024	PAYMENTUS GROUP INC	12.00	Online Utility Billing
1007808	2/28/2024	PHELPS THE UNIFORM SPECIALISTS	45.43	Uniform cleaning for mechanic; shop towels cleanin
1007809	2/28/2024	PHILIP E GROMMET X	44.25	Trvl Reimb-Annual Concrete Paving Workshop
512770	2/28/2024	PITNEY BOWES GLOBAL FINANCIAL	254.43	Postage machine annual lease
512774	2/28/2024	PRAIRIE FARMS	2,633.69	FY2024 Franchise Fees
512774	2/28/2024	PRAIRIE FARMS	386.63	FY2024 Franchise Fees
1007761	2/21/2024	RAINBO OIL COMPANY	525.68	Pump for DEF barrel
1007802	2/28/2024	RAPIDS REPRODUCTION INC	148.32	Temporary Signage 5th St Ramp and Central Ramp
512776	2/28/2024	RDG PLANNING & DESIGN	1,806.25	REPLACEMENT OF LED PARKING GARAGE LIGHTING
512772	2/28/2024	RILCO FLUID CARE	2,135.00	TEC Guard Extreme Tec DEF BULK
512772	2/28/2024	RILCO FLUID CARE	1,123.75	TEC Guard Extreme Tec DEF BULK - Garage
512772	2/28/2024	RILCO FLUID CARE	148.70	550035091 PZ15W30 Tec-Kool Defense Gold
512783	2/28/2024	RITE HITE	59,189.39	TIF Fall Nov 2023/FY24
240800018	2/15/2024	RXBENEFITS INC	1,121.78	FY24 Prescription Admin & Claims
240700043	2/22/2024	RXBENEFITS INC	71,650.42	FY24 Prescription Admin & Claims-8/19 to 9/1/23
240800031	2/27/2024	RXBENEFITS INC	62,147.91	FY24 Prescription Admin & Claims-2/3 to 2/16/24
512797	2/28/2024	Ryan Carroll	370.00	Snow Removal Services - 1-29-24
512797	2/28/2024	Ryan Carroll	910.00	Snow Removal Services - 1-17-24
512797	2/28/2024	Ryan Carroll	930.00	Snow Removal Services - 1-26-24
512773	2/28/2024	SADLER POWER TRAIN INC	36.40	CTK5029 FleetStrip Coolant Test Kit
512773	2/28/2024	SADLER POWER TRAIN INC	1,695.00	20lb Truck air Jac stand TAJ5-2000
512773	2/28/2024	SADLER POWER TRAIN INC	31.88	BE13250 Stop Light Switch Unit 1902
512801	2/28/2024	Sam Engbrecht	49.74	AMBULANCE REFUND
1007813	2/28/2024	Save On SP, LLC	1,483.35	Savings on specialty drugs-1/9/24 to 1/23/24
1007771	2/21/2024	SERVICE ONE INC	322.60	2820 Brunswick-City Owned Property (ServiceOne)
240800032	2/27/2024	SISCO	240.00	FY24 Short Term Disability Ins. Prem. - March 2024
1007794	2/28/2024	STRAND ASSOCIATES INC	1,800.00	WTP & Water Dist.Sys SCADA Upgrade
1007763	2/21/2024	SUPERIOR WELDING SUPPLY CO	5.51	Surcharge S4953406
1007764	2/21/2024	TELEGRAPH HERALD	1,578.18	Publishing Monthly Expense/Revenues
1007822	2/28/2024	TELEGRAPH HERALD	18.22	public notice
512781	2/28/2024	THOMPSON TIRE & RETREAD	54.00	20076298 Mount and balance two loose 16's
512781	2/28/2024	THOMPSON TIRE & RETREAD	33.00	Passenger tire flat repair loose Unit 1704
512781	2/28/2024	THOMPSON TIRE & RETREAD	63.00	Med truck Flat repair on Veh Plug installed w/patc
512781	2/28/2024	THOMPSON TIRE & RETREAD	1,042.19	20076311 Unit 3401 11R225 PC tires
512781	2/28/2024	THOMPSON TIRE & RETREAD	110.00	Unit 9960 Left front flat tire
512782	2/28/2024	THOMPSON TRUCK & TRAILER INC	62.24	20116539 CABLE Tank Mtg Assy SU
512782	2/28/2024	THOMPSON TRUCK & TRAILER INC	340.13	201115281 Pump Kit 5010870R92 & Core
512782	2/28/2024	THOMPSON TRUCK & TRAILER INC	103.74	201116916 Connector Termal Assy Freight
512782	2/28/2024	THOMPSON TRUCK & TRAILER INC	538.43	201116561 2604187C92 Tank, Surge Tank
512782	2/28/2024	THOMPSON TRUCK & TRAILER INC	307.97	201116656 1881016C92 Sensor Assy Mass air Flo
512782	2/28/2024	THOMPSON TRUCK & TRAILER INC	217.80	201116808 HF28943 Filter-Hydraulic
512782	2/28/2024	THOMPSON TRUCK & TRAILER INC	303.82	MTE snow equipment parts
1007795	2/28/2024	THREE RIVERS FS INC	270.00	Spectra Lube Red Grease #2 Tube 2/15/2024
1007795	2/28/2024	THREE RIVERS FS INC	276.10	Diesel Exhaust Fluid Bulk Landfill
1007793	2/28/2024	TIMOTHY L SPECHT	900.00	243 W 11th ST #3 HH Invoice 2
512795	2/28/2024	Toys for Trucks Inc	4,367.00	Unit 0908 Ford Ranger Leer-100RCC-NLD23689
240800021	2/20/2024	TRANSFIRST	1,877.98	Monthly CC Fees for Passport

CHECK #	CHECK/PAYMENT DATE	VENDOR NAME	INVOICE AMOUNT	INVOICE DESCRIPTION
240800029	2/20/2024	TRANSFIRST	379.50	Ramps CC Charges
240800022	2/20/2024	TRANSFIRST	355.71	Intermodal Ramp CC Fees
240800023	2/20/2024	TRANSFIRST	405.71	UB/Parking Tickets CC Fees
240800024	2/20/2024	TRANSFIRST	233.13	Credit Card Fees
240800025	2/20/2024	TRANSFIRST	403.34	Ramps CC Charges
240800035	2/27/2024	TREASURER STATE OF IOWA	227.37	FY24 Leisure Services Sales Tax
240800034	2/27/2024	TREASURER STATE OF IOWA	12,582.09	FY24 Metro Sales Tax
1007796	2/28/2024	TRICON CONSTRUCTION GROUP	161,995.18	Construct Hangar #105
1007765	2/21/2024	TRUCK COUNTRY OF IOWA INC	1,736.88	X101631644 101F/BW R109685 Air Dyer
1007765	2/21/2024	TRUCK COUNTRY OF IOWA INC	2,320.43	X101631383 101C/5296003 Reactor Decomposition
1007765	2/21/2024	TRUCK COUNTRY OF IOWA INC	599.98	101143987 Unit 4008 Check and advise pass wind ino
1007765	2/21/2024	TRUCK COUNTRY OF IOWA INC	358.02	unit 3245 Diagnose & advise Cond Unit in Derate
1007765	2/21/2024	TRUCK COUNTRY OF IOWA INC	604.10	Unit 4004 General repair gasket connection
1007765	2/21/2024	TRUCK COUNTRY OF IOWA INC	20.29	Unit 3223 101F/66-01788-003 Horn Elec Single brkt
1007765	2/21/2024	TRUCK COUNTRY OF IOWA INC	(750.00)	Turbo Charger Unit 4002
1007765	2/21/2024	TRUCK COUNTRY OF IOWA INC	(96.00)	10033071 Brake Drum, XK3124715QP Brake Shoe
1007765	2/21/2024	TRUCK COUNTRY OF IOWA INC	(1,599.00)	101X/GM-369 TAIS 2000 W/Extension
1007765	2/21/2024	TRUCK COUNTRY OF IOWA INC	(1,344.00)	X101621870 101F/BW R109685 Air Dryers
1007765	2/21/2024	TRUCK COUNTRY OF IOWA INC	(339.27)	101F/7-22191-001 Tube Supply ISC ITOC
1007765	2/21/2024	TRUCK COUNTRY OF IOWA INC	(15.00)	101C/5462277NX Sensor, 101F/DDE23530464 Unit #2682
1007765	2/21/2024	TRUCK COUNTRY OF IOWA INC	(144.00)	101F/PAC 12162197 B Connector Unit 4271
1007765	2/21/2024	TRUCK COUNTRY OF IOWA INC	(32.08)	101F/01-32732-452 Belt 8rib, EPDM-POLY 2452MM
1007765	2/21/2024	TRUCK COUNTRY OF IOWA INC	(144.00)	101F/BW 5002063Air Dryer and core
1007765	2/21/2024	TRUCK COUNTRY OF IOWA INC	(64.80)	101D/ABP AE1131MF 12 V starting Battery GRP31
1007765	2/21/2024	TRUCK COUNTRY OF IOWA INC	(255.00)	X101629860 Sensor Nitrogen Oxide
1007765	2/21/2024	TRUCK COUNTRY OF IOWA INC	(255.00)	unit 3216 101625654 101C/4326869RX
1007765	2/21/2024	TRUCK COUNTRY OF IOWA INC	164.44	Unit 2683 101C/4384138 Senso,DFN Pressure
1007765	2/21/2024	TRUCK COUNTRY OF IOWA INC	80.94	Unit 3245 101F/17-12438-000 Latch hood Cowl mtd
1007765	2/21/2024	TRUCK COUNTRY OF IOWA INC	384.04	12v Starting batter Kit Filter INV101621011
1007765	2/21/2024	TRUCK COUNTRY OF IOWA INC	463.05	101/E A7660005-001 Control Valve Work Brake Ut3402
1007765	2/21/2024	TRUCK COUNTRY OF IOWA INC	2,847.84	101f/BW R109685 Air Dryer ASM
1007765	2/21/2024	TRUCK COUNTRY OF IOWA INC	497.25	Unit 3218 Diagnose & Advise Code for Turbo
1007765	2/21/2024	TRUCK COUNTRY OF IOWA INC	775.58	Unit 3962 Sensor Nitrogen Oxide & Core
1007765	2/21/2024	TRUCK COUNTRY OF IOWA INC	616.59	Diagnose and Advise Condition Passenger window ino
1007765	2/21/2024	TRUCK COUNTRY OF IOWA INC	1,354.16	Unit 4002 Rear Diff lock will not disengage
1007765	2/21/2024	TRUCK COUNTRY OF IOWA INC	23.04	101F01-32006-001 Hos radiator Upper M2 2010
1007765	2/21/2024	TRUCK COUNTRY OF IOWA INC	606.99	101F/ABP N202001 1744 Rad aluminum Unit 2703
1007823	2/28/2024	TRUCK COUNTRY OF IOWA INC	106.51	101D/FG CV50628 Crankcase vent kit Unit 3407
1007823	2/28/2024	TRUCK COUNTRY OF IOWA INC	217.45	101F/A17-20566-000 Fender -QTR 108/114SD SA LH
1007823	2/28/2024	TRUCK COUNTRY OF IOWA INC	232.70	101D/ABP AE 1131MF 12v Starting Battery & Core
1007823	2/28/2024	TRUCK COUNTRY OF IOWA INC	1,395.33	Unit 4002 Rear Diff lock will no disengage
1007823	2/28/2024	TRUCK COUNTRY OF IOWA INC	427.78	Unit 2683 Gasket AFM Device Sensor Temperature
1007823	2/28/2024	TRUCK COUNTRY OF IOWA INC	853.99	Unit 2682 Kit EXH RCN Valve & core
512799	2/28/2024	Tyler Simmons	120.00	BASKETBALL REFEREE, TYLER SIMMONS
512791	2/28/2024	TYLER TECHNOLOGIES, INC	14,800.00	Projected Management
512791	2/28/2024	TYLER TECHNOLOGIES, INC	14,800.00	Projected Management
1007797	2/28/2024	ULINE INC	58.30	H-3353-ADD 36x18 Industrial Shelf
1007816	2/28/2024	Valentine Construction Co LLC	5,699.88	Snow Removal 1/29/24
240800027	2/20/2024	VERMONT SYSTEMS, INC	214.06	FY24 Vermont CC Fees
240800028	2/20/2024	VERMONT SYSTEMS, INC	24.11	FY24 Vermont CC Fees
240700042	2/22/2024	VERMONT SYSTEMS, INC	329.86	FY24 Vermont CC Fees
1007804	2/28/2024	VRBAN FIRE PROTECTION INC	283.00	ANNUAL INSPECTION INTERMODAL
1007798	2/28/2024	WARTBURG THEOLOGICAL SEMINARY	161.24	FY2024 Franchise Fees
1007798	2/28/2024	WARTBURG THEOLOGICAL SEMINARY	622.90	FY2024 Franchise Fees
1007766	2/21/2024	WENZEL TOWING SERVICE	75.00	Unit1901 City Tow 90 JFK to Turpin
1007766	2/21/2024	WENZEL TOWING SERVICE	100.00	795 Julien DBQ to Flatbed Tow
1007799	2/28/2024	WHKS AND COMPANY	2,866.64	JEFFERSON PARK RETAINING WALL PROJECT
1007799	2/28/2024	WHKS AND COMPANY	7,840.00	EAGLE VALLEY, WESTBROOK, AND ENGLISH RIDGE CONTRAC
1007773	2/21/2024	WOODMAN ELECTRICAL CONTRACTORS	1,674.56	Issues for Fin Tub Radiators
1007767	2/21/2024	ZOLL MEDICAL CORPORATION	153.86	Auto Pulse Soft Stretcher
			<u>\$</u>	<u>1,491,047.96</u>

City of Dubuque
City Council Meeting

Consent Items # 05.

ITEM TITLE: Authorized Depository Institutions
SUMMARY: City Manager requesting City Council approval of a resolution that increases the depository limit of Iowa Public Agency Investment Trust to \$60 million.

SUGGESTED DISPOSITION: **RESOLUTION** Naming Depositories
Suggested Disposition: Receive and File; Adopt Resolution(s)

ATTACHMENTS:

Description	Type
MVM Memo	City Manager Memo
Staff Memo	Staff Memo
Resolution	Resolutions

TO: The Honorable Mayor and City Council Members
FROM: Michael C. Van Milligen, City Manager
SUBJECT: Authorized Depository Institutions
DATE: February 28, 2024

Chief Financial Officer Jennifer Larson requests City Council approval of a resolution that increases the depository limit of Iowa Public Agency Investment Trust to \$60 million.

I concur with the recommendation and respectfully request Mayor and City Council approval.



Michael C. Van Milligen

MCVM:jml
Attachment

cc: Crenna Brumwell, City Attorney
Cori Burbach, Assistant City Manager
Jennifer Larson, Chief Financial Officer
Brian DeMoss, Finance Manager



TO: Michael C. Van Milligen, City Manager

FROM: Jennifer Larson, Chief Financial Officer

SUBJECT: Authorized Depository Institutions

DATE: February 28, 2024

INTRODUCTION

Chapter 12C.2 of the Code of Iowa states that a public entity shall enter into the minutes of its governing body, by resolution or written statement, the name of each financial institution eligible for the deposit of public funds and the maximum amount authorized for deposit therein. This procedure is required if a financial institution changes its name or home office location, if the maximum balance is changed, or if a financial institution is added or deleted.

DISCUSSION

The attached depository resolution increases Iowa Public Agency Investment Trust to \$60 million.

ACTION

The action step is for City Council to adopt the attached resolution approving an increase to the limit of Iowa Public Agency Investment Trust to \$60 million.

JML

Enclosures

RESOLUTION NO. -24

RESOLUTION NAMING DEPOSITORIES

Whereas, Chapter 12C.2 of the Code of Iowa states that the approval of a financial institution as a depository shall be by written resolution or order which shall be entered of record in the minutes of the approving board, and which shall distinctly name each depository approved, and specify the maximum amount which may be kept on deposit in each depository; and

Whereas, This procedure is required if a financial institution changes its name or home office location, if the maximum amount is changed, or if a financial institution is added or deleted.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DUBUQUE, IOWA:

Section 1. That the following financial institutions are approved to be depositories of the City of Dubuque, Iowa funds in conformance with all applicable provisions of the Iowa Code Chapter 12C.2. The City Treasurer is hereby authorized to deposit City of Dubuque, Iowa funds in amounts not to exceed the maximum approved for each respective financial institution as set out below.

Depository Name	Location of Home Office	Maximum Balance
MidWestOne Bank	Iowa City, Iowa	\$60,000,000
Dubuque Bank & Trust Company	Dubuque, Iowa	\$60,000,000
Iowa Public Agency Investment Trust	West Des Moines, Iowa	\$60,000,000
U.S. Bank	Minneapolis, Minnesota	\$40,000,000
Fidelity Bank & Trust	Dyersville, Iowa	\$40,000,000
Dupaco Community Credit Union	Dubuque, Iowa	\$40,000,000
DuTrac Community Credit Union	Dubuque, Iowa	\$40,000,000
Collins Community Credit Union	Cedar Rapids, Iowa	\$40,000,000
Capra Bank	Dubuque, Iowa	\$40,000,000
Green State Credit Union	North Liberty, Iowa	\$40,000,000
Vibrant Credit Union	Moline, Iowa	\$40,000,000
Premier Bank	Dubuque, Iowa	\$40,000,000
Hometown Bank	Fond du Lac, Wisconsin	\$ 250,000

Passed, approved and adopted this 4th day of March 2024.

Brad M. Cavanagh, Mayor

Attest:

Adrienne N. Breitfelder, City Clerk

City of Dubuque
City Council Meeting

Consent Items # 06.

ITEM TITLE: US Census Boundary and Annexation Survey
SUMMARY: City Manager sharing information and raising awareness of the annual process for the U.S. Census Bureau Boundary and Annexation Survey.
SUGGESTED DISPOSITION: Suggested Disposition: Receive and File

ATTACHMENTS:

Description	Type
MVM Memo	City Manager Memo
Staff Memo	Staff Memo
2023 Annexation Map	Supporting Documentation

TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

SUBJECT: US Census Boundary and Annexation Survey

DATE: February 29, 2024

Planning Services Director Wally Wernimont is sharing information and raising awareness of the annual process for the U.S. Census Bureau Boundary and Annexation Survey.

City of Dubuque Planning Services staff reviewed the boundary the Census Bureau has for the city and found it needed to add the three areas that were annexed in 2023:

- Brehm Acres: 2.804 acres east of Cottingham Road and west of Dubuque Industrial Center South to accommodate the development of the Simmons Pet Food warehouse.
- Weber Acres: 4.56 acres adjacent to Westside Drive to clean up excess Iowa DOT property following completion of the Southwest Arterial.
- Butler Children's Garden: 18.717 acres north of the Dubuque Arboretum for the development of a children's play area.

These three areas, totaling 26.081 acres, were submitted to the Census for inclusion in the city of Dubuque incorporated area.



Michael C. Van Milligen

MCVM:sv
Attachment

cc: Crenna Brumwell, City Attorney
Cori Burbach, Assistant City Manager
Wally Wernimont, Planning Services Director
Jason Duba, Assistant Planner



TO: Michael C. Van Milligen, City Manager

FROM: Wally Wernimont, Planning Services Director 

DATE: February 13, 2024

RE: US Census Boundary and Annexation Survey

INTRODUCTION

The U.S. Census Bureau annually conducts the Boundary and Annexation Survey (BAS). The City of Dubuque, along with other units of government across the country, received notice in January to participate in BAS.

BACKGROUND

BAS is an opportunity for units of government to ensure that the Census Bureau has current and accurate legal boundary, name, and status information for their jurisdiction. The Census Bureau uses this boundary information for data collection, tabulation, and dissemination for the decennial census, American Community Survey (ACS), Population Estimates Program (PEP), and many other censuses and surveys.

The federal government allocates more than \$2.8 trillion in federal funds annually for health, welfare, infrastructure, education, and other federal programs and services. Correct boundaries ensure governments receive funds appropriately and have the best data available for their decision-making processes.

DISCUSSION

City of Dubuque Planning Services staff reviewed the boundary the Census Bureau has for the city and found it needed to add the three areas that were annexed in 2023 (see attached map):

- Brehm Acres: 2.804 acres east of Cottingham Road and west of Dubuque Industrial Center South to accommodate the development of the Simmons Pet Food warehouse.
- Weber Acres: 4.56 acres adjacent to Westside Drive to clean up excess Iowa DOT property following completion of the Southwest Arterial.
- Butler Children's Garden: 18.717 acres north of the Dubuque Arboretum for the development of a children's play area.

These three areas, totaling 26.081 acres, were submitted to the Census for inclusion in the city of Dubuque incorporated area.

REQUESTED ACTION

No requested action at this time. Planning Services staff submitted a response indicating these changes through the BAS online portal. This is an advisory memo to inform the City Council of this action and raise awareness of this annual process.

Attachment – 2023 Annexations Map

Prepared by Jason Duba, Assistant Planner

2023 Annexations

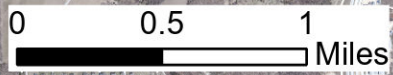
**Butler
Children's
Garden**



**Weber
Acres**



**Brehm
Acres**



**City of Dubuque
City Council Meeting**

Consent Items # 07.

ITEM TITLE:	Acceptance of Grant of Easement for Storm Sewer Utility across Rabbit Hollow Nature Conservancy, Inc. Property off of Rockdale Rd. in Dubuque
SUMMARY:	City Manager recommending City Council adopt a resolution accepting the Grant of Easement for storm sewer utility from Rabbit Hollow Nature Conservancy, Inc. for recently constructed storm sewer extension improvements across part of Lot 2 of Rabbit Hollow Place # 5, in the City of Dubuque, Iowa.
	RESOLUTION Accepting a Grant of Easement for storm sewer utility through, under and across part of Lot 2 of Rabbit Hollow Place # 5, in the City of Dubuque, Iowa
SUGGESTED DISPOSITION:	Suggested Disposition: Receive and File; Adopt Resolution(s)
<u>ATTACHMENTS:</u>	
Description	Type
MVM Memo	City Manager Memo
Staff Memo	Staff Memo
Resolution	Resolutions
Grant of Storm Easement	Supporting Documentation
Area Map	Supporting Documentation



TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

SUBJECT: Acceptance of Grant of Easement for Storm Sewer Utility across Rabbit Hollow Nature Conservancy, Inc. Property off of Rockdale Rd. in Dubuque

DATE: February 27, 2024

City Engineer Gus Psihoyos is recommending City Council adopt a resolution accepting the Grant of Easement for storm sewer utility from Rabbit Hollow Nature Conservancy, Inc. for recently constructed storm sewer extension improvements across part of Lot 2 of Rabbit Hollow Place # 5, in the City of Dubuque, Iowa.

I concur with the recommendation and respectfully request Mayor and City Council approval.


Michael C. Van Milligen

MCVM:sv
Attachment

cc: Crenna Brumwell, City Attorney
Cori Burbach, Assistant City Manager
Gus Psihoyos, City Engineer
Nate Kieffer, PE/PLS

TO: Michael C. Van Milligen, City Manager

FROM: Gus Psihoyos, City Engineer

SUBJECT: Acceptance of Grant of Easement for Storm Sewer Utility across Rabbit Hollow Nature Conservancy, Inc. Property off of Rockdale Rd. in Dubuque

DATE: February 26, 2024

INTRODUCTION

The purpose of this memorandum is to seek acceptance of a grant of easement for storm sewer utility from Rabbit Hollow Nature Conservancy, Inc. for recently constructed storm sewer extension improvements across part of Lot 2 of Rabbit Hollow Place # 5, in the City of Dubuque, Iowa.

DISCUSSION

The Engineering Department recently completed a storm sewer extension project off of Rockdale Road to address some erosion issues that were occurring on property owned by Rabbit Hollow Nature Conservancy, Inc.. The project included an extension of an existing storm sewer that drains the Rockdale Road pavement, installation of an energy dissipating outlet structure, and installation of a rip rap outlet area. The storm sewer extension project was coordinated with the property owner.

The City of Dubuque will own and maintain the newly constructed storm sewer extension and appurtenances. The attached Grant of Easement shows the location of the storm sewer easement across the Rabbit Hollow Nature Conservancy, Inc. property. The property owner has executed the grant of easement.

RECOMMENDATION

I recommend accepting the Grant of Easement for Storm Sewer Utility through, under and across Part of Lot 2 of Rabbit Hollow Place # 5, in the City of Dubuque, Iowa, as shown on Exhibit A on the attached Grant of Easement.

ACTION TO BE TAKEN

I respectfully request acceptance of the Grant of Easement for Storm Sewer Utility from Rabbit Hollow Nature Conservancy, Inc. through the adoption of the enclosed resolution.

Prepared by Nate Kieffer, PE/PLS

Prepared by: Nate Kieffer, City of Dubuque, 50 W. 13th Street, Dubuque, IA 52001 (563) 589-4270

Return to: Nate Kieffer, City of Dubuque, 50 W. 13th Street, Dubuque, IA 52001 (563) 589-4270

RESOLUTION NO. -24

ACCEPTING A GRANT OF EASEMENT FOR STORM SEWER UTILITY THROUGH, UNDER AND ACROSS PART OF LOT 2 OF RABBIT HOLLOW PLACE # 5, IN THE CITY OF DUBUQUE, IOWA

Whereas, Rabbit Hollow Nature Conservancy, Inc. has executed a Grant Easement for Storm Sewer Utility through, under and across Part of Lot 2 of Rabbit Hollow Place # 5, in the City of Dubuque, Iowa.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DUBUQUE, IOWA:

Section 1. The City Council of the City of Dubuque, Iowa, hereby approves of, accepts and consents to the Grant of Easement for Storm Sewer Utility through, under and across Part of Lot 2 of Rabbit Hollow Place # 5, in the City of Dubuque, Iowa from Rabbit Hollow Nature Conservancy, Inc., a copy of which is attached hereto.

Section 2. The Mayor is hereby authorized and directed to execute and acknowledge on behalf of the City of Dubuque any instruments in connection herewith.

Passed, approved and adopted this 4th of March 2024.

Brad M. Cavanagh, Mayor

Attest:

Adrienne N. Breitfelder, City Clerk

Prepared by: Nate Kieffer, City of Dubuque, 50 W. 13th Street, Dubuque, Iowa 52001 (563)589-4270
Return to: Nate Kieffer, City of Dubuque, 50 W. 13th Street, Dubuque, Iowa 52001 (563)589-4270

GRANT OF STORM SEWER UTILITY EASEMENT

For and in consideration of One and 00/100's Dollars (\$1.00) and other good and valuable consideration, the receipt whereof is hereby acknowledged, RABBIT HOLLOW NATURE CONSERVANCY, INC., ("Grantor"), of Dubuque County, State of Iowa, for themselves, their heirs and assigns, do hereby grant, sell and convey to the CITY OF DUBUQUE, IOWA, ("Grantee"), a municipal corporation, its agents and contractors, from the date hereof, rights of ways and easements through, under and across the following described real estate situated in Dubuque, Iowa, to wit:

Part of Lot 2 of Rabbit Hollow Place # 5, in the City of Dubuque, Iowa, as shown on Exhibit A attached hereto and by reference made a part hereof.

Said easement shall be as shown on the attached Exhibit A for the purpose of constructing and maintaining a storm sewer utility and other appurtenances, along with the right, privilege and authority to construct, reconstruct, maintain, operate, repair, patrol and remove said improvements. Said easement shall also include the right to cut, trim or remove trees, bushes and roots as may be required incident to rights given herein.

It is understood and agreed that the Grantee herein shall restore the disturbed area to like conditions due to the construction, maintenance or repair of said storm sewer and appurtenances. Grantee shall provide Grantor with a minimum of seven days' notice prior to accessing the easement area.

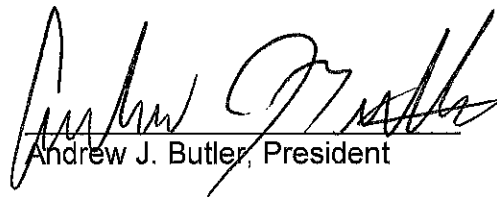
Grantor shall not erect any structure over or within the easement area without obtaining the prior written approval of the City Engineer. Grantor shall not change the grade, elevation, and contour or perform any construction or excavation that will diminish the lateral support or integrity of said improvements without obtaining the prior written consent of the City Engineer.

To have and to hold unto the said City of Dubuque, Iowa, forever, and the undersigned do hereby expressly covenant that they are the owners in fee of said real estate and have good right to execute this agreement, and that the Grantee, its agents or contractors, shall at all times have free access to and egress from and over said real estate to maintain or repair said storm sewer utility thereon or therein.

Dated at Dubuque, Iowa this 19th day of February, 2024.

RABBIT HOLLOW NATURE
CONSERVANCY, INC.

By:


Andrew J. Butler, President

NOTARY PUBLIC

STATE OF IOWA,

COUNTY OF DUBUQUE, SS:

On this 19th day of Feb, A.D., 2024 before me, the undersigned, a Notary Public in and for said County, in said State, personally appeared Andrew J. Butler to me known to be the identical person(s) named in and who executed the within and foregoing instrument, to which this is attached, and acknowledged that they executed the same as their voluntary act and deed.


Notary Public In and For Said State

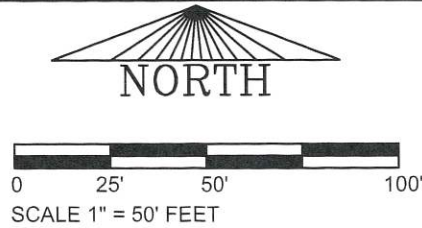
Traci A. Kelly
Iowa Notarial Seal
Commission # 165316
My Commission Expires: 6-8-25

Prepared By: Nate Kieffer 50 West 13th St. Dubuque, IA 52001 Ph:563-589-4270



CITY OF DUBUQUE
ENGINEERING DEPARTMENT
CITY HALL, 50 WEST 13th STREET
DUBUQUE, IA 52001-4864
PHONE (563) 589-4270 FAX (563) 589-4205
Drawn By: RNK Approved By: RNK Date: 02-26-2024

**PART OF LOT 2 RABBIT HOLLOW PLACE # 5,
CITY OF DUBUQUE, IOWA**
C.I.P. Number: Sheet Number: 1 of 1



LEGEND

- FOUND SURVEY MONUMENT AS NOTED
- R.O.W. RIGHT OF WAY
- (100.00') RECORD DIMENSION
- // LINE BREAK
- ADJACENT PROPERTY LINE
- RIGHT OF WAY LINE
- PROPOSED EASEMENT LINE



I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Land Surveyor under the laws of the State of Iowa.

For the City of Dubuque

RN N. K 02-26-2024

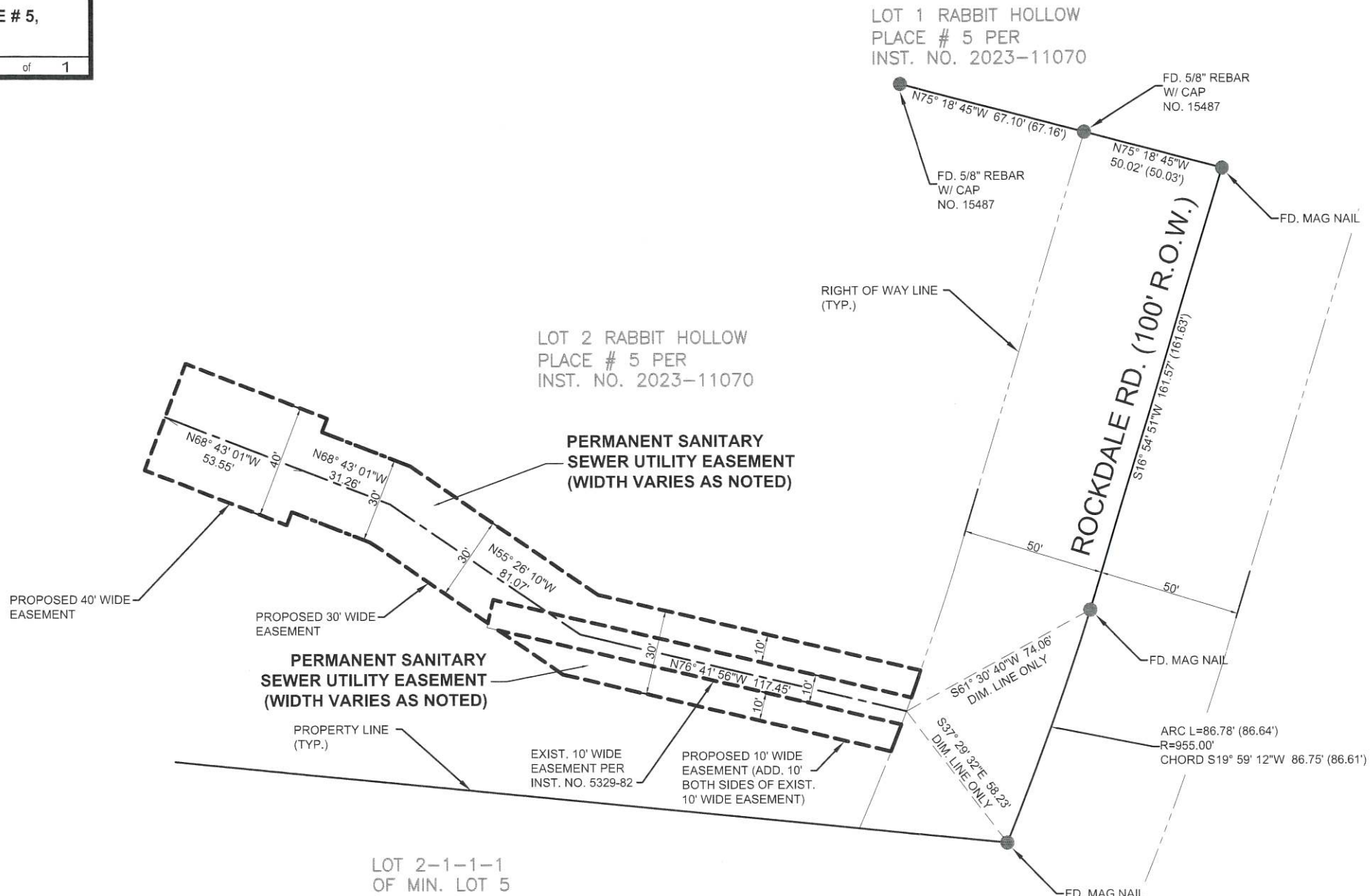
Russell N. Kieffer Iowa Lic. No. 18128 Date
My license renewal date is December 31, 2024
Pages or sheets covered by this seal: THIS PAGE ONLY

NOTES:

1. ALL MEASUREMENTS ARE IN FEET AND DECIMALS THEREOF.
2. PROPRIETOR OF ABOVE DESCRIBED LOT: RABBIT HOLLOW NATURE CONSERVANCY, INC.
3. SURVEY REQUESTED BY: CITY OF DUBUQUE, 50 W. 13TH ST. DUBUQUE, IOWA
4. THIS EASEMENT PLAT IS SUBJECT TO ALL EASEMENTS OF RECORD AND NOT OF RECORD.

NOTE:

THIS SURVEY IS LOCATED IN THE SE & SW 1/4 SECTION 36, T89N, R2E (DUBUQUE TOWNSHIP) OF THE 5TH P.M. IN THE CITY OF DUBUQUE, DUBUQUE COUNTY IOWA



CITY OF DUBUQUE
EXHIBIT A - STORM SEWER UTILITY EASEMENT

COUNTY DUBUQUE PARCEL NO. _____ JOB NO. _____
PROJECT BUTLER ROCKDALE STM. SECTION 36 TWP 89N RANGE 2E
ROW-FEE N/A EXIST. ROAD N/A PERM. EASEM'T SEE ABOVE
LEGAL DESCRIPTION PART OF LOT 2 RABBIT HOLLOW PLACE # 5
OWNER RABBIT HOLLOW NATURE CONSERVANCY, INC.



505 5th Avenue, Suite 444
Des Moines, IA 50309-2321

www.inhf.org
info@inhf.org
515-288-1846

February 19, 2024

Rabbit Hollow Land Conservancy, Inc.
898 Mount Carmel Road
Dubuque, IA 52003

Re: Storm Sewer Utility Easement

Dear Mr. Butler,

Thank you for your email dated February 19, 2024, requesting permission to grant the City of Dubuque a Storm Sewer Utility Easement. For clarification purposes, this project is related to an existing storm sewer utility easement filed on record on September 30, 1982. From your description, the City is requesting this easement to update the existing one to provide greater accuracy and correct some erosion issues within the utility corridor. INHF has reviewed your request and terms of the easement and find your request to be consistent. Please accept this letter as approval for your proposed project.

If you have any questions, please contact Tylar Samuels or me at evanwaus@inhf.org.

Thank you,

A handwritten signature in black ink that reads "Erin Van Waus".

Erin Van Waus
Conservation Easement Director

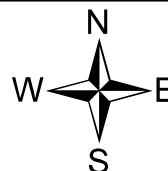
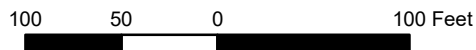


**AREA MAP -
STORM SEWER
EASEMENT**



DISCLAIMER: This information was compiled using the Dubuque Area Geographic Information System (DAGIS), which includes data created by both the City of Dubuque and Dubuque County. It is understood that, while the City of Dubuque and participating agencies utilized the most current and accurate information available, DAGIS and its suppliers do not warrant the accuracy or currency of the information or data contained herein. The City and participating agencies shall not be held liable for any direct, indirect, incidental, consequential, punitive, or special damages, whether foreseeable or unforeseeable, arising out of the authorized or unauthorized use of this data or the inability to use this data or out of any breach of warranty whatsoever.

1 inch = 100 feet



Map Prepared by:
City of Dubuque
Engineering Division
50 West 13th Street
Dubuque, Iowa 52001
Phone: (563) 589-4270
Fax: (563) 589-4205

**City of Dubuque
City Council Meeting**

Consent Items # 08.

ITEM TITLE: 2022 John F. Kennedy Road Sidewalk Installation Project

SUMMARY: City Manager recommending City Council adopt the attached resolutions to accept the public improvements, approve the Final Schedule of Assessments, and to authorize the payment of the final contract amount of \$599,582.62 to Midwest Concrete, Inc., of Peosta, IA, for the 2022 John F. Kennedy Road Sidewalk Installation Project, Iowa DOT Project TAP-U-2100-703-8I-31 subject to Iowa DOT concurrence and levy the special assessments in the amount of \$79,180.24.

RESOLUTION Accepting the 2022 John F. Kennedy Road Sidewalk Installation Project - Iowa DOT Project TAP-U-2100-703-8I-31 and authorizing the payment of the contract amount to the contractor

RESOLUTION Adopting the Final Assessment Schedule for the 2022 John F. Kennedy Road Sidewalk Installation Project - Iowa DOT PROJECT TAP-U-2100-703-8I-31

SUGGESTED DISPOSITION: Suggested Disposition: Receive and File; Adopt Resolution(s)

ATTACHMENTS:

Description	Type
MVM Memo	City Manager Memo
Staff Memo	Staff Memo
Resolution	Resolutions
Engineer's Certificate of Completion	Supporting Documentation
Assessment Resolution	Resolutions
Notice of Assessment	Supporting Documentation
Final Schedule of Assessments	Supporting Documentation



TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

SUBJECT: 2022 John F. Kennedy Road Sidewalk Installation Project
Iowa DOT Project TAP-U-2100-703-8I-31
(Project 5522100020 and PROJECT 5524000003)

DATE: February 29, 2024

City Engineer Gus Psihoyos is recommending City Council adopt the attached resolutions to accept the public improvements, approve the Final Schedule of Assessments, and to authorize the payment of the final contract amount of \$599,582.62 to Midwest Concrete, Inc., of Peosta, IA, for the 2022 John F. Kennedy Road Sidewalk Installation Project, Iowa DOT Project TAP-U-2100-703-8I-31 subject to Iowa DOT concurrence and levy the special assessments in the amount of \$79,180.24.

I concur with the recommendation and respectfully request Mayor and City Council approval.


Michael C. Van Milligen

MCVM:sv
Attachment

cc: Crenna Brumwell, City Attorney
Cori Burbach, Assistant City Manager
Gus Psihoyos, City Engineer
Jon Dienst, Civil Engineer II
Bob Schiesl, Assistant City Engineer
Adam Decker, Engineering Technician
Phil Grommet, Engineering Technician



TO: Michael C. Van Milligen, City Manager

FROM: Gus Psihoyos, City Engineer

DATE: February 26, 2024

RE: 2022 John F. Kennedy Road Sidewalk Installation Project
Iowa DOT Project TAP-U-2100-703-8I-31
(PROJECT 5521000010 and PROJECT 5524000003)

INTRODUCTION

The attached resolution provides for the acceptance of the public improvement construction contract and the establishment of the Final Schedule of Assessments for the 2022 John F. Kennedy Road Sidewalk Installation Project, Iowa DOT Project TAP-U-2100-703-8I-31 between Asbury Road and the NW Arterial.

BACKGROUND

Since 1999 there have been discussions in the community concerning sidewalks along John F. Kennedy Road between Asbury Road and the NW Arterial. Numerous petitions were received both for and against the installation of sidewalks.

In July 2021 the City of Dubuque was notified it received a \$190,000 grant to be used toward a Safe Routes to School project on John F. Kennedy Road.

On November 15, 2021 the City Council adopted the Resolution of Necessity and Preliminary Schedule of Assessments for the project on a 7-0 vote.

The City Council also approved the funding agreement for the \$190,000 in Safe Routes to School Funds with the Iowa Department of Transportation on May 16, 2022.

DISCUSSION

The John F. Kennedy Road Sidewalk Installation Project was completed by Midwest Concrete, Inc. in the final contract amount of \$599,582.62 which is a 11.4% increase from the original contract amount of \$538,457.10. The increase is primarily due to additional sidewalk replacement to accommodate required federal ADA slope requirements for the sidewalk and ADA ramps. Some of the retaining walls also needed to be re-worked from the original design due to grading issues. Additional driveway transitions needed to occur to accommodate the new ADA compliant sidewalk crossing some driveways.

The retaining wall adjacent to 2659 John F. Kennedy Road had a planned concrete wall to be installed to accommodate the sidewalk. Instead, the property owner approached the city to see if a limestone block wall could be installed. The city coordinated with the contractor and a limestone wall was installed. This was a cost neutral change, and the adjacent property owner takes ownership of the wall, including future maintenance responsibilities moving forward. The remaining concrete retaining walls that were installed on the project are city owned walls and will be noted as such in the city's Geographic Information System (GIS).

BUDGET IMPACT

The project cost for the 2022 John F. Kennedy Road Sidewalk Installation Project is as follows:

Description		Award	Final
Construction Contract		\$ 538,457.12	\$ 599,582.62
Contingency		26,922.86	0.00
Construction Engineering & Inspection		67,845.60	<u>89,937.39</u>
	Total	\$633,225.58	<u>\$689,520.01</u>

The project funding summary is as follows:

CIP No.	Fund Description	Fund Amount
5521000010	City Owned Sidewalk Program City Costs	\$ 100,000.00
5529900006	Villa Street Retaining Wall	320,339.77
	TAP – Safe Routes to School Funding	190,000.00
	Special Assessments	79,180.24
	Total Project Funding	<u>\$ 689,520.01</u>

To cover the additional project costs, staff are proposing using \$320,339.77 of FY 22 funds allocated to the Villa Street Retaining Wall. City staff continue to monitor the Villa Street Retaining Wall and have not observed any further movement of the wall. Any additional funds required for the Villa Street Wall will be budgeted in a future year.

SPECIAL ASSESSMENTS

The final public improvements assessment (sidewalk work) based on the engineers estimate, including contingency and engineering is \$79,180.24. One property owner replaced their sidewalk privately and was not assessed. The remaining assessments are unchanged from the Preliminary Schedule of Special Assessments. Actual final costs for the installation of the sidewalks exceeded preliminary assessment estimates due to rising construction costs and the timing of the actual construction. Per Iowa code, the final assessments cannot exceed the preliminary assessments presented to property owners. As a result, construction costs above preliminary assessment costs are absorbed by the city.

Special assessments may be paid in full or in part without interest at the City of Dubuque, Office of the City Engineer. After approximately 30 days, any unpaid assessment will be levied against said benefited property with the Dubuque County Treasurer and any balance over \$500 will be payable in 15 annual installments at the County Treasurer's Office and will draw annual interest at three percent (3%).

FINAL ASSESSMENT SCHEDULE

The schedule for the Final Assessment process is as follows:

Council Approve Final Schedule of Assessments	March 4, 2024
Mail Final Special Assessments Notice to Property Owners	March 8, 2024
Publish Notice of Final Assessment	1 st Publication: March 8, 2024
	2 nd Publication: March 15, 2024
Deadline for Paying Assessment to City, Without Interest	April 8, 2024

ACTION TO BE TAKEN

I recommend that the City Council adopt the attached resolutions to accept the public improvements, approve the Final Schedule of Assessments, and to authorize the payment of the final contract amount of \$599,582.62 to Midwest Concrete, Inc., of Peosta, IA, for the 2022 John F. Kennedy Road Sidewalk Installation Project, Iowa DOT Project TAP-U-2100-703-8I-31 subject to Iowa DOT concurrence and levy the special assessments in the amount of \$79,180.24.

Prepared By: Jon Dienst, Civil Engineer II
cc: Crenna Brumwell, City Attorney
Bob Schiesl, Assistant City Engineer
Adam Decker, Engineering Technician
Phil Grommet, Engineering Technician

RESOLUTION NO. -24

ACCEPTING THE 2022 JOHN F. KENNEDY ROAD SIDEWALK INSTALLATION PROJECT - IOWA DOT PROJECT TAP-U-2100-703-8I-31 AND AUTHORIZING THE PAYMENT OF THE CONTRACT AMOUNT TO THE CONTRACTOR

WHEREAS, the Public Improvement Contract for the 2022 John F. Kennedy Road Sidewalk Installation Project - Iowa DOT Project TAP-U-2100-703-8I-31 (the Project) has been completed by the contractor, Midwest Concrete Inc. (Contractor), and the City Engineer has examined the work and recommends that the Project be accepted; and

WHEREAS, the concrete retaining walls constructed to accommodate the sidewalks will remain city owned and the responsibility of the city for future maintenance;

WHEREAS, the limestone retaining wall adjacent to 2659 John F. Kennedy Road was constructed to accommodate the sidewalk but will remain a private retaining wall with future maintenance responsibility belonging to the abutting property owner;

WHEREAS, the final contract amount for the Project is \$599,582.62;

WHEREAS, the Contractor has previously been paid \$581,595.14, leaving a balance of \$17,987.48; and

WHEREAS, the City Council finds that the recommendation of the City Engineer should be accepted.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DUBUQUE, IOWA:

Section 1. The recommendation of the City Engineer is approved and the Project is hereby accepted.

Section 2. The Director of Finance and Budget is hereby directed to pay the balance of the retainage of \$17,987.48 as provided in Iowa Code chapter 573, and to pay such retainage in accordance with the provisions of Iowa Code chapter 573 or Iowa chapter 26.13.

Passed, approved and adopted this 4th day of March 2024.

Brad M. Cavanagh, Mayor

Attest:

Adrienne N. Breitfelder, CMC City Clerk

CITY ENGINEER'S CERTIFICATE OF FINAL COMPLETION OF THE 2022 JOHN F. KENNEDY ROAD SIDEWALK INSTALLATION PROJECT - IOWA DOT PROJECT TAP-U-2100-703-8I-31

The undersigned City Engineer of the City of Dubuque, Iowa, hereby certifies that he has inspected the 2022 John F. Kennedy Road Sidewalk Installation Project – Iowa DOT Project TAP-U-2100-703—8I-31 has been performed in compliance with the terms of the Public Improvement Contract, and that the total cost of the completed work is \$689,520.01.

Dated this 4th day of March 2024.



Gus Psihoyos, City Engineer

Filed in the office of the City Clerk on the 4th day of March 2024.

Adrienne N. Breitfelder, CMC City Clerk

ADOPTING THE FINAL ASSESSMENT SCHEDULE FOR THE 2022 JOHN F. KENNEDY ROAD SIDEWALK INSTALLATION PROJECT - IOWA DOT PROJECT TAP-U-2100-703-8I-31

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DUBUQUE, IOWA:

Section 1. After full consideration, the Final Schedule of Assessments as shown on the attached Exhibit A, is hereby approved for the 2022 John F. Kennedy Road Sidewalk Installation Project - Iowa DOT Project TAP-U-2100-703-8I-31.

Section 2. There is hereby assessed and levied as a special tax against and upon each of the benefited properties, the respective sums indicated. The amounts shown in said Final Schedule of Assessments as deficiencies are found to be proper and levied conditionally against the respective properties benefited by the improvements as shown in the Final Schedule of Assessments, subject to the provisions of Iowa Code § 384.63. Said assessments against said lots are hereby declared to be in proportion to the special benefits conferred and not in excess of twenty-five percent of the value of same.

Section 3. The City Clerk be and is hereby directed to certify the Final Schedule of Assessments to the County Treasurer of Dubuque County, Iowa, and to publish notice of said certification once each week for two consecutive weeks in the manner provided in Iowa Code § 362.3, the first publication of which shall be not more than fifteen days from the date of filing of the Final Schedule of Assessments. On or before the date of the second publication of the notice, the City Clerk shall also mail a copy of said notice to property owners whose property is subject to assessment, as provided in Iowa Code § 384.60.

Section 4. The assessments may be paid in full or in part without interest at the office of the City Engineer, City Hall, 50 W. 13th Street, Dubuque, Iowa, at any time within 30 days after the date of the first notice of the Final Schedule of Assessments. Thereafter, unpaid assessments of \$500.00 or more are payable in 15 annual installments at the County Treasurer's Office, Dubuque County Courthouse, 720 Central Avenue, Dubuque, Iowa, and will draw annual interest at three percent (3%) computed to December 1 next following the due dates of the respective installments as provided in Section 384.65 of the Code of Iowa. Each installment will be delinquent from October 1 following its due date on July 1 of each year. However, when the last day of September is a Saturday or Sunday, that amount shall be delinquent from the second business day of October. Delinquent installments will draw the same delinquent interest as ordinary taxes. Property owners may elect to pay any annual installments semi-annually in advance.

Passed, approved and adopted this 4th day of March 2024.

Brad M. Cavanagh, Mayor

Attest:

Adrienne N. Breitfelder, CMC City Clerk

**NOTICE TO PROPERTY OWNERS FOR FILING OF THE FINAL SCHEDULE OF
ASSESSMENTS FOR THE 2022 JOHN F. KENNEDY ROAD SIDEWALK
INSTALLATION PROJECT - IOWA DOT PROJECT TAP-U-2100-703-8I-31**

TO THE PERSONS OWNING PROPERTY WITHIN THE DISTRICT DESCRIBED AS
FOLLOWS IN THE CITY OF DUBUQUE, IOWA:

The public improvement and location is as follows:

Installation of public sidewalk of the following Street:

2022 John F. Kennedy Road Sidewalk Installation Project

- Installation of 3884 LF of 4' wide concrete sidewalk
- Installation of 1164 SF of retaining wall at 7 locations
- Installation of new ADA pedestrian access ramps at street intersections
- Restoration of disturbed areas with seed, fertilizer and mulch

The proposed district to be benefited and subject to assessment for the cost of
such improvements is described as follows:

All properties abutting or served by utilities in the following street:

- John F. Kennedy Road from Asbury Road to the NW Arterial

You are hereby notified that the Final Schedule of Assessments attached exhibit "A"
against the benefited properties within the district described above, a copy of which Final
Schedule of Assessments is attached exhibit A, has been adopted and the assessments
confirmed by the City Council of the City of Dubuque, Iowa, and that said Final Schedule
of Assessments has been certified to the Dubuque County Treasurer.

The assessments may be paid in full or in part without interest at the office of the City Engineer, City Hall, 50 W. 13th Street, Dubuque, Iowa, at any time within 30 days after the date of the first notice of the Final Schedule of Assessments. Thereafter, unpaid assessments of \$500.00 or more are payable in 15 annual installments at the County Treasurer's Office, Dubuque County Courthouse, 720 Central Avenue, Dubuque, Iowa, and will draw annual interest at three percent (3%) computed to December 1 next following the due dates of the respective installments as provided in Section 384.65 of the Code of Iowa. Each installment will be delinquent from October 1 following its due date on July 1 of each year. However, when the last day of September is a Saturday or Sunday, that amount shall be delinquent from the second business day of October. Delinquent installments will draw the same delinquent interest as ordinary taxes. Property owners may elect to pay any annual installments semi-annually in advance.

Adrienne N. Breitfelder, CMC City Clerk

EXHIBIT A

CITY OF DUBUQUE, IOWA

2022 JOHN F. KENNEDY ROAD SIDEWALK INSTALLTION PROJECT - IOWA DOT PROJECT TAP-U-2100-703-8I-31

FINAL SCHEDULE OF VALUATION AND PROPOSED ASSESSMENTS

DATE: FEBRUARY 26, 2024

The following schedule is hereby determined to show each lot proposed to be assessed for the improvement shown in the title together with the amount proposed to be assessed against each lot and the valuations shown opposite each lot are hereby fixed as the true valuations of such lots by the City Council of the City of Dubuque.

Parcel	Address	Lot Description	Property Owners	Mailing Address	City/State	Valuation 2023	Valuation w/Improvements	FRONTAGE	Sidewalk Cost	Total Assessment
1015308001	3260 RAVEN OAKS DR	LOT 2 RAVEN OAKS	DOLLINC LLC	E 10002 COUNTY RD P	WISCONSIN DELLS, WI 53965	\$1,596,800.00	\$1,599,767.27	135.00	\$2,967.27	\$2,967.27
1015351001	2690 MARYWOOD DR	LOT 1 BLK 27 CLOVER HILLS SUB	ROEDER, JOHN J	306 N 3RD ST	BELLEVUE, IA 52031	\$258,400.00	\$261,696.97	150.00	\$3,296.97	\$3,296.97
1015353001	2691 MARYWOOD DR	LOT 14 BLK 22 CLOVER HILLS SUB	CLANCY, PATRICK J & SHERI A	2691 MARYWOOD DR	DUBUQUE, IA 52001	\$176,500.00	\$179,928.85	156.00	\$3,428.85	\$3,428.85
1015353004	2640 JOHN F KENNEDY RD	LOT 1-1-3-1 & LOT 1-2-1-2-3-1 HIGHLAND FARM	PFOHL, JOHN A & JUDY M	2640 JOHN F KENNEDY RD	DUBUQUE, IA 52001	\$180,700.00	\$182,897.98	104.21	\$2,197.98	\$2,197.98
1015353005	2636 JOHN F KENNEDY RD	LOT 2-1-3-1 & LOT 2-2-1-2-3-1 HIGHLAND FARM	TIMMERMAN, LE ROY J & JULIE K	2636 JOHN F KENNEDY RD	DUBUQUE, IA 52001	\$250,000.00	\$251,758.38	80.00	\$1,758.38	\$1,758.38
1015353014	2549 ROSEWOOD DR	LOT 1 BLK 22 CLOVER HILLS SUB	LINDEN, TYLER	2549 ROSEWOOD DR	DUBUQUE, IA 52001	\$194,400.00	\$196,714.03	105.28	\$2,314.03	\$2,314.03
1015353019	2644 JOHN F KENNEDY RD	LOT 2 CAROL MEYER PLACE	HILBY, CLAYTON	2644 JOHN F KENNEDY RD	DUBUQUE, IA 52001	\$258,400.00	\$259,828.69	65.00	\$1,428.69	\$1,428.69
1015354026	2548 ROSEWOOD DR	LOT 23 BLK 21 CLOVER HILLS SUB	MCDONNELL, DANIEL C & MARGIE J	2548 ROSEWOOD DR	DUBUQUE, IA 52001	\$205,500.00	\$207,697.98	100.00	\$2,197.98	\$2,197.98
1015354030	2511 MARYWOOD DR	LOT 1 BLK 21 CLOVER HILLS SUB	YOUTZY, LARRY J & LINDA A	2511 MARYWOOD DR	DUBUQUE, IA 52001	\$182,800.00	\$184,997.98	100.00	\$2,197.98	\$2,197.98
1015358001	2512 MARYWOOD DR	LOT 1 BLK 20 CLOVER HILLS SUB	SOARING EAGLES ENTERPRISES LLC	6340 SAULK TRL	DUBUQUE, IA 52002	\$196,000.00	\$198,048.08	93.18	\$2,048.08	\$2,048.08
1016277006	3057 JOHN F KENNEDY RD	LOT 2-1-1-1-9 NE 1/4 SEC 16 T89N R2E	KEY CITY RENTALS LLC	3253 ARROWWOOD LN	DUBUQUE, IA 52001	\$214,900.00	\$216,548.49	75.00	\$1,648.49	\$1,648.49
1016277007	3037 JOHN F KENNEDY RD	LOT 1-2-1-1-9 NE 1/4 - SEC 16 T89N R2E	KEY CITY RENTALS LLC	3253 ARROWWOOD LN	DUBUQUE, IA 52001	\$181,200.00	\$183,288.08	95.00	\$2,088.08	\$2,088.08
1016277008	3017 JOHN F KENNEDY RD	LOT 2-2-1-1-9 NE 1/4 - SEC 16 T89N R2E	WINDERS, JACQUELINE A	3017 JOHN F KENNEDY RD	DUBUQUE, IA 52002	\$177,100.00	\$178,990.26	86.00	\$1,890.26	\$1,890.26
1016277009	2995 JOHN F KENNEDY RD	LOT 2-1-1-1-9 NE 1/4 SEC 16 T89N R2E	HANKINS, CHRISTOPHER B & TESS M	2995 JOHN F KENNEDY RD	DUBUQUE, IA 52002	\$200,700.00	\$202,458.38	80.00	\$1,758.38	\$1,758.38
1016277012	2935 JOHN F KENNEDY RD	LOT 2-1-1-1-1-1-1-1-9 NE 1/4 SEC 16 T89N - R2E (LANDS INSIDE)	MEYER, LORI ANN	2935 JOHN F KENNEDY RD	DUBUQUE, IA 52002	\$161,600.00	\$162,698.99	50.00	\$1,098.99	\$1,098.99
1016277014	3169 JOHN F KENNEDY RD	BAL LOT 1-2-9 NE 1/4 SEC 16 T89N R2E	SCHEMMEL, CHARLES J & SHARON L	3169 JOHN F KENNEDY RD	DUBUQUE, IA 52002	\$193,785.00	\$193,785.74	13.00	\$285.74	\$285.74
1016277015	3199 JOHN F KENNEDY RD	BAL OF LOT 2-1-1-1-1-1-1-1-9 NE 1/4 SEC 16 T89N R2E	JAHNKE, VIRGINIA E	5575 PENNSYLVANIA AVE, ROOM 307	DUBUQUE, IA 52002	\$115,700.00	\$117,664.34	89.37	\$1,964.34	\$1,964.34
1016279010	JOHN F KENNEDY RD	LOT 4 BRUECKS SUB	KOHNEN, JOHN J TRUST 3/26/07	7326 N CITRUS RD	WADDELL, AZ 85355	\$37,200.00	\$39,397.98	100.00	\$2,197.98	\$2,197.98
1016279011	3038 JOHN F KENNEDY RD	LOT 3 BRUECKS SUB	KOHNEN, JOHN J TRUST 3/26/07	7326 N CITRUS RD	WADDELL, AZ 85355	\$200,400.00	\$202,597.98	100.00	\$2,197.98	\$2,197.98
1016279012	3038 JOHN F KENNEDY RD	LOT 2 BRUECKS SUB	KOHNEN, JOHN J TRUST 3/26/07	7326 N CITRUS RD	WADDELL, AZ 85355	\$36,700.00	\$38,897.98	100.00	\$2,197.98	\$2,197.98
1016279021	3298 W 32ND ST	BAL OF BAL OF LOT 8 BRUECKS SUB	PASK, ARIN C	3298 W 32ND ST	DUBUQUE, IA 52001	\$199,200.00	\$203,240.55	183.83	\$4,040.55	\$4,040.55
1016279023	2986 JOHN F. KENNEDY RD	BAL LOT 1 BRUECKS SUB	MOZENA, RODNEY M ETAL	14862 OLD HIGHWAY RD	DUBUQUE, IA 52002	\$36,700.00	\$38,612.24	87.00	\$1,912.24	\$1,912.24
1016479011	2699 JOHN F KENNEDY RD	LOT 2 OLD TIMERS ATHLETIC & SUPPER CLUB PLACE	SULLIVAN, SAMUEL J	2699 JOHN F KENNEDY RD	DUBUQUE, IA 52002	\$574,700.00	\$575,469.29	35.00	\$769.29	\$769.29
1016483017	2639 JOHN F KENNEDY RD	LOT 2-1-2 S1/2 OF 2-1 MIN LOT 452	EBM LLC	2659 JOHN F KENNEDY RD	DUBUQUE, IA 52002	\$45,000.00	\$46,648.49	75.00	\$1,648.49	\$1,648.49
1016483019	2571 JOHN F KENNEDY RD	LOT 2-1-2 OF E 2.00 AC OF LOT 1 J P METTELS SUB NO 2	HUSEMAN PROPERTIES LLC	2571 JOHN F KENNEDY RD	DUBUQUE, IA 52002	\$161,400.00	\$162,872.65	66.50	\$1,472.65	\$1,472.65
1016483020	2571 JOHN F KENNEDY RD	LOT 2-1-1-2 E 2.00 AC OF 1 J P METTELS SUB NO 2	HUSEMAN PROPERTIES LLC	2571 JOHN F KENNEDY RD	DUBUQUE, IA 52002	\$226,900.00	\$227,933.05	47.00	\$1,033.05	\$1,033.05
1016483021	2551 JOHN F KENNEDY RD	LOT 1-1-1-2-E 2 AC LOT 1 JOHN METTEL SUB # 2	LESLEIN, KENNETH A & COLLEEN	2551 JOHN F KENNEDY RD	DUBUQUE, IA 52002	\$216,100.00	\$217,330.87	56.00	\$1,230.87	\$1,230.87
1016483022	2531 JOHN F KENNEDY RD	LOT 2-2 OF E 2.00 AC OF 1 JOHN METTELS SUB # 2	LAIRD, ZACHARY A	2531 JFK RD	DUBUQUE, IA 52002	\$207,300.00	\$210,015.17	123.53	\$2,715.17	\$2,715.17
1016483028	3305 KAUFMANN AVE	LOT 5 BLK 1 JOHANSEN SUB #1	ZULIC, ZUHDIA & MINE	3305 KAUFMANN AVE	DUBUQUE, IA 52002	\$194,800.00	\$198,316.77	160.00	\$3,516.77	\$3,516.77
1016483029	2659 JOHN F KENNEDY RD	LOTS 1-1 & 2-1 OLD TIMERS ATHLETIC & SUPPER CLUB PLACE	EBM LLC	2659 JOHN F KENNEDY RD	DUBUQUE, IA 52002	\$990,900.00	\$995,142.10	193.00	\$4,242.10	\$4,242.10
1022101001	3299 KAUFMANN AVE	LOT 1 BLK 18 CLOVER HILLS SUB	GAGNE, PAMELA P	3299 KAUFMANN AVE	DUBUQUE, IA 52001	\$183,900.00	\$185,658.38	80.00	\$1,758.38	\$1,758.38
1022103001	JOHN F KENNEDY RD	LOT 11 (EXC E 100') BLK 17 CLOVER HILLS SUB	LAW BUILDING CO LLP	2345 JOHN F KENNEDY RD	DUBUQUE, IA 52002	\$69,700.00	\$70,579.19	40.00	\$879.19	\$879.19
1022103003	2455 GORDON DR	LOT 10 BLK 17 CLOVER HILLS SUB	SPLINTER, JOHN I & POLLYANNA	2455 GORDON DR	DUBUQUE, IA 52001	\$190,100.00	\$190,100.00	61.25	\$0.00	\$0.00
1022103004	2419 GORDON DR	LOT 9 BLK 17 CLOVER HILLS SUB	MCKILLIP, JOSEPH L & NANCY A	2419 GORDON DR	DUBUQUE, IA 52001	\$171,600.00	\$172,946.26	61.25	\$1,346.26	\$1,346.26
1022103005	2395 GORDON DR	LOT 8 BLK 17 CLOVER HILLS SUB	LINDECKER, CRAIG M & JASPER, DEANNE M	2395 GORDON DR	DUBUQUE, IA 52001	\$180,700.00	\$182,046.26	61.25	\$1,346.26	\$1,346.26
1022103006	2381 GORDON DR	LOT 7 BLK 17 CLOVER HILLS SUB	LYNN, LEIGH ANN	2381 GORDON DR	DUBUQUE, IA 52001	\$238,100.00	\$239,446.26	61.25	\$1,346.26	\$1,346.26
1022103007	2361 GORDON DR	LOT 6 BLK 17 CLOVER HILLS SUB	STRUB, JAMIE M	2361 GORDON DR	DUBUQUE, IA 52001	\$189,800.00	\$191,146.26	61.25	\$1,346.26	\$1,346.26
1022103008	2343 GORDON DR	LOT 5 BLK 17 CLOVER HILLS SUB	WERNIMONT, RONALD J	2343 GORDON DR	DUBUQUE, IA 52001	\$165,100.00	\$166,446.26	61.25	\$1,346.26	\$1,346.26
1022103009	2333 GORDON DR	LOT 4 BLK 17 CLOVER HILLS SUB	HOWE, JUDY A/K/A JUDITH M HOWE	2333 GORDON DR	DUBUQUE, IA 52001	\$181,500.00	\$182,846.26	61.25	\$1,346.26	\$1,346.26
1022103010	2315 GORDON DR	LOT 3 BLK 17 CLOVER HILLS SUB	BUOL, RICK J & DANA K	2315 GORDON DR	DUBUQUE, IA 52001	\$206,400.00	\$207,746.26	61.25	\$1,346.26	\$1,346.26
1022103011	2299 GORDON DR	LOT 2 BLK 17 CLOVER HILLS SUB	SCHMITT, JOSHUA D & JAYNA M ETAL	14643 YANCY ST NE	HAM LAKE, MN 55304	\$174,900.00	\$176,246.26	61.25	\$1,346.26	\$1,346.26
1022103012	2291 GORDON DR	LOT 2-1 NEIL PLACE & LOT 1-1 BLK 17 CLOVER HILLS SUB	RETTENBERGER, MICHAEL D & JOLENE L	2291 GORDON DR	DUBUQUE, IA 52001	\$245,500.00	\$247,263.22	80.22	\$1,763.22	\$1,763.22
1022103020	2300 JOHN F KENNEDY RD	LOT 2 NEIL PLACE; LOT 1 & 2 OF NEIL PLACE #2	J&K REAL ESTATE LLC	2300 JOHN F KENNEDY RD	DUBUQUE, IA 52001	\$861,900.00	\$862,163.76	12.00	\$263.76	\$263.76
									\$79,180.24	\$79,180.24

City of Dubuque
City Council Meeting

Consent Items # 09.

ITEM TITLE: Seippel Road Water Main Relocation Project - Acceptance of Public Improvement Construction Contract

SUMMARY: City Manager recommending City Council adopt the attached resolution to accept the improvements and to authorize the payment of the contract amount of \$175,308.58 to Horsfield Construction, Inc. for the Seippel Road Water Main Relocation Project.

SUGGESTED DISPOSITION: **RESOLUTION** Accepting the Seippel Road Water Main Relocation Project and authorizing the payment to the contractor
Suggested Disposition: Receive and File; Adopt Resolution(s)

ATTACHMENTS:

Description	Type
MVM Memo	City Manager Memo
Staff Memo	Staff Memo
Resolution	Resolutions
Engineer's Certificate of Completion	Supporting Documentation



TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

SUBJECT: Seippel Road Water Main Relocation Project
Acceptance of Public Improvement Construction Contract
Project Code: 7402594,4281000025, 4281000040

DATE: February 29, 2024

Assistant City Engineer Robert Schiesl is recommending City Council adopt the attached resolution to accept the improvements and to authorize the payment of the contract amount of \$175,308.58 to Horsfield Construction, Inc. for the Seippel Road Water Main Relocation Project.

I concur with the recommendation and respectfully request Mayor and City Council approval.



Michael C. Van Milligen

MCVM:sv

Attachment

cc: Crenna Brumwell, City Attorney
Cori Burbach, Assistant City Manager
Gus Psihoyos, City Engineer
Robert Schiesl, Assistant City Engineer
Jenny Larson, Chief Financial Officer
Chris Lester, Water Department Director

TO: Michael C. Van Milligen, City Manager
Gus Psihoyos, City Engineer

FROM: Robert Schiesl, Assistant City Engineer

SUBJECT: Seippel Road Water Main Relocation Project
Acceptance of Public Improvement Construction Contract
Project Code: 7402594,4281000025, 4281000040

DATE: February 27, 2024

INTRODUCTION

The enclosed resolution provides for the acceptance of the public improvement construction contract for the Seippel Road Water Main Relocation Project.

BACKGROUND

The Iowa Department of Transportation (Iowa DOT) recently completed the new US Highway 20 Swiss Valley interchange project. As part of the US Highway 20 safety improvements, Priority 1 access control was implemented along the corridor between the Old Highway intersection and the new Swiss Valley interchange, requiring all existing at-grade access locations be eliminated. This resulted in the original landfill access on US20 being removed and a new frontage road access (Airborne Road) was created. The new Airborne Road connects directly to Seippel Road, near the Southwest Arterial interchange. Now completed, Airborne Road is under the jurisdiction of the City as a local public street.

DISCUSSION

For the past several construction seasons, the Engineering and Water Department have collaborated with the Iowa DOT to reroute impacted water main and construct new water main along Seippel Road, Cottingham Road and North Cascade Road. The new water main is now fully operational and provides the City with a more resilient and sustainable water distribution system.

The Seippel Road Water Main Relocation Project was completed by Horsfield Construction, Inc. of Epworth, IA in the final contract amount of \$175,308.58 which is a 66% increase from the original contract amount of \$105,351.50. The contract increase (\$69,957) is due to adding two (2) 16-inch gate valves (\$20,510) and adding a 140 foot 24-inch steel casing pipe (\$47,331) under the SW Arterial near Chesterfield Road to support a future water main crossing.

The cost to install the 24-inch steel casing pipe under the SW Arterial prior to the highway being paved provided a significant benefit and cost savings to the City, saving approximately \$300,000 versus directionally drilling a casing pipe through rock and shale at a future date.

RECOMMENDATION

I recommend that the City Council accept the improvements and authorize the payment of the contract amount of \$175,308.58 to Horsfield Construction, Inc. for the Seippel Road Water Main Relocation Project.

BUDGET IMPACT

The project cost summary for the Seippel Road Water Main Relocation Project is summarized below:

Description	Cost Estimate	Award	Final
Construction	\$126,200.00	\$105,351.50	\$175,308.58
Total Construction Cost	\$126,200.00	\$105,351.50	\$175,308.58

The proposed project funding is summarized as follows:

Project Code	Fund Description	Fund Amount
740 2594	SW Arterial - Water Main Extension	\$ 94,321.82
4281000025	Airborne Road WM Extension	33,655.96
4281000040	Chesterfield Drive Water Main	47,330.80
	Total Project Funding	\$175,308.58

REQUESTED ACTION

The City Council is requested to adopt the attached resolution to accept the improvements and to authorize the payment of the contract amount of \$175,308.58 to Horsfield Construction, Inc. for the Seippel Road Water Main Relocation Project.

cc: Jenny Larson, Chief Financial Officer
Chris Lester, Water Dept Manager

F:\PROJECTS\SOUTHWEST ARTERIAL\Interchange - US20 Paving (44)\Watermain Relocation - Landfill Road\Council & Staff Documents\Acceptance

RESOLUTION NO. -24

**ACCEPTING THE SEIPPEL ROAD WATER MAIN RELOCATION PROJECT AND
AUTHORIZING THE PAYMENT TO THE CONTRACTOR**

WHEREAS, the public improvement contract for the Seippel Road Water Main Relocation Project, (the Project) has been completed by the Contractor, Horsfield Construction, Inc. (Contractor), the City Engineer has examined the work and recommends that the Project be accepted; and

WHEREAS, the final contract amount for the Project is \$175,308.58;

WHEREAS, the Contractor has previously been paid \$94,321.82, leaving a balance of \$80,986.76; and

WHEREAS, the City Council finds that the recommendation of the City Engineer should be accepted.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DUBUQUE, IOWA:

SECTION 1. The recommendation of the City Engineer is approved, and the Project is hereby accepted.

SECTION 2. The Finance Director is hereby directed to pay to the Contractor the balance of the retainage of \$80,986.76 as provided in Iowa Code chapter 573, and to pay such retainage in accordance with the provisions of Iowa Code chapter 573 or Iowa Code chapter 26.13.

Passed, approved, and adopted this 4th day of March 2024.

Brad M. Cavanagh, Mayor


Attest:

Adrienne N. Breittfelder, City Clerk

**CITY ENGINEER'S CERTIFICATE OF FINAL COMPLETION OF SEIPPEL ROAD
WATER MAIN RELOCATION PROJECT**

The undersigned City Engineer of the City of Dubuque, Iowa, hereby certifies that he has inspected the Seippel Road Water Main Relocation Project has been performed in compliance with the terms of the Public Improvement Contract, and that the total cost of the completed work is \$175,308.58.

Dated this 27th day of February 2024.


Gus Psihoyos, City Engineer

Filed in the office of the City Clerk on the 27th day of February 2024.


Adrienne N. Breitfelder, City Clerk

City of Dubuque
City Council Meeting

Consent Items # 010.

ITEM TITLE:	Dubuque Area Chamber of Commerce’s Air Service Survey Results and Dubuque Air Service Goals and Objectives	
SUMMARY:	City Manager providing a copy of the Dubuque Area Chamber of Commerce’s Air Service Survey Results and Dubuque Air Service Goals and Objectives.	
SUGGESTED DISPOSITION:	Suggested Disposition: Receive and File	
<u>ATTACHMENTS:</u>		
Description		Type
Supporting Documentation		Supporting Documentation

Fly DBQ by the numbers

(Results provided by the Chamber's Air Service Survey)

\$142
for convenience

Convenience Matters! Employers stated they were willing to pay an average of \$142 per ticket for the convenience, time savings and efficiency of flights out of the DBQ Regional Airport

91%

91% of residents surveyed indicated that they support efforts to recruit DBQ air service.

73%

73% of employers surveyed support efforts to attract service understanding it may require financial guarantees and 69% of employers surveyed support the use of City/County funds to attract service.

97%

97% of residents expect increased air service will have a positive impact on the greater Dubuque economy.

53%

Over half (53%) of employers indicated their air travel operations are back to their pre-COVID levels

95%

95% of employers survey expect increased air service to have a positive impact on the greater Dubuque economy.

ORD

Chicago O'Hare is the most favored hub destination with 83% of employers surveyed including this hub in their top two choices. Dallas is the second most favored hub followed by Denver, Minneapolis

Vision



Create regional economic growth and sustainability through air service development and supporting programs.

Mission



Restore, maintain, and increase commercial air service at the Dubuque Regional Airport

What can you do?



FLY DBQ with current and future flights. Advocate for local air service by attending forums and supporting Dubuque Area Chamber initiatives to restore, retain and increase daily commercial air service at the Dubuque Regional Airport. Support the non-profit DBQ Air.

Dubuque Air Service Goals and Objectives

1 RESTORE, RETAIN & INCREASE Daily Commercial Air Service to a Major Hub

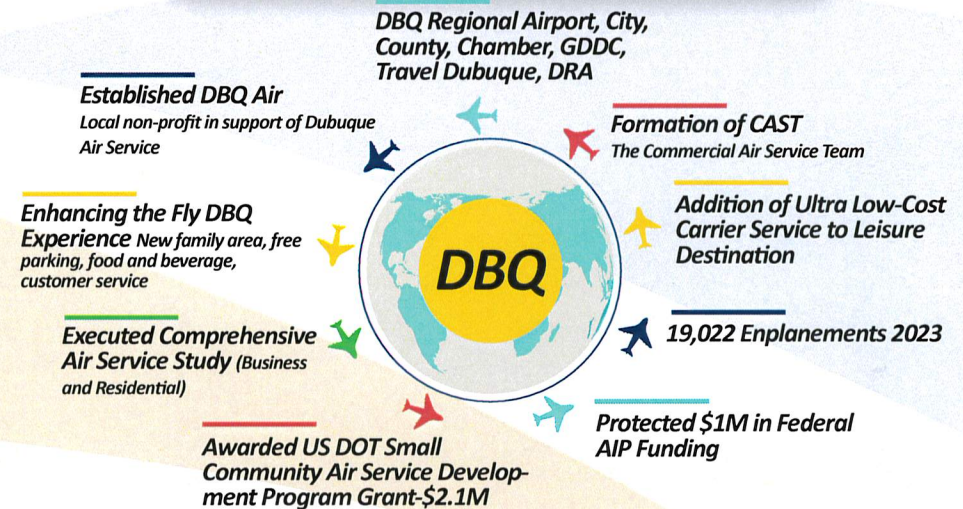
2 TELL OUR STORY
We are relentless in our efforts and will not be denied!

3 FLY DBQ
with current and future flights
ADVOCATE
Fight for our right for air service
FINANCIAL AND RESOURCE SUPPORT
(DBQ Air)

The Dbq Air Service Dilemma

- *September 2022 - Loss of all daily commercial air service*
- *Not eligible for Essential Air Service (EAS)*
- *Inadequate fund availability to support Minimum Revenue Guarantees (MRG)*
- *Pilot Shortage/Airline Worker Shortage*
- *Reduced small jet inventory*
- *75 Miles to closest access to Global Marketplace*
- *Employer and Businesses Impacted*

The Dbq Air Service Crusade



City of Dubuque
City Council Meeting

Consent Items # 011.

ITEM TITLE: 3000 Jackson Dubuque Brewing and Malting Project Update
SUMMARY: City Manager submitting a status update on the Dubuque Brewing and Malting project at 3000 Jackson Street.
SUGGESTED DISPOSITION: Suggested Disposition: Receive and File

ATTACHMENTS:

Description	Type
MVM Memo	City Manager Memo
Staff Memo	Staff Memo



TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

SUBJECT: 3000 Jackson Dubuque Brewing and Malting Project Update

DATE: February 27, 2024

Housing & Community Development Director Alexis Steger is submitting a status update on the Dubuque Brewing and Malting project at 3000 Jackson Street.


Michael C. Van Milligen

MCVM:sv

Attachment

cc: Crenna Brumwell, City Attorney
Cori Burbach, Assistant City Manager
Alexis Steger, Housing & Community Development Director
Jill Connors, Economic Development Director
Wally Wernimont, Planning Services Director
Michael Belmont, Asst. Housing & Comm Development Director



Housing & Community
Development Department
350 W 6th Street, Suite 312
Dubuque, Iowa 52001-4763
Office (563) 589-4230
<http://www.cityofdubuque.org>

TO: Michael C. Van Milligen, City Manager

FROM: Alexis M. Steger, Housing and Community Development Director

SUBJECT: 3000 Jackson, Dubuque Brewing and Malting Building Update

DATE: February 27, 2024

INTRODUCTION

This memorandum provides a status update on the Dubuque Brewing and Malting project at 3000 Jackson Street.

BACKGROUND

February 19, 2024 staff presented a memo to update the City Council providing the following information:

The chute to remove the asbestos material has been constructed and materials are being removed this week.

Zinser, the construction company hired by the owner, has submitted the following timeline:

- Mobilize and setup equipment March 11 – March 15
- Demolition of building – March 18 – April 5th
- Cleanup of site April 8 – April 12

The owner has requested that the building be demolished above the third floor and then the remainder would be demolished with the intent to salvage and recycle usable building materials. City staff are only recommending this option if the entire demolition scope of work is included, with no break in work until the entire building is demolished.

DISCUSSION

Most of the asbestos removal work has been completed and the chute constructed to aid in the removal has been removed. There is some asbestos that is not safe to remove from the inside. The removal of this remaining asbestos will be completed by Zinser, with the proper lift equipment, prior to the demolition starting.

The sewer was scoped Tuesday February 20, 2024. The Alliant service change application with a plan for a new disconnect was submitted to Alliant Monday February 26, 2024, after a plan for service line changes to continue service to Prairie Farms was completed by the owner.

Wednesday February 28th, the Fire Department will complete a site visit for their sign off on the demolition permit application.

The owner is also exploring recycling options for the building materials and has asked a local contractor to evaluate and provide a proposal for the salvage of those materials.

RECOMMENDATION

This memo is for information only.

CC: Jill Connors; Economic Development Director
Wally Wernimont, City Planner
Michael Belmont, Asst. Housing & Comm Development Director

City of Dubuque
City Council Meeting

Consent Items # 012.

ITEM TITLE: Letter of Support for Dubuque County Energy District
SUMMARY: City Manager sharing information on the City Manager’s Letter of Support for the Dubuque County Energy District’s grant application to The Funders Network’s (TFN) Partners for Places (P4P).
SUGGESTED DISPOSITION: Suggested Disposition: Receive and File

ATTACHMENTS:

Description	Type
MVM Memo	City Manager Memo
Staff Memo	Staff Memo
Letter of Support DCED	Supporting Documentation



TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

SUBJECT: Letter of Support for Dubuque County Energy District

DATE: February 27, 2024

Director of Sustainability Gina Bell is sharing information on the City Manager's Letter of Support for the Dubuque County Energy District's grant application to The Funders Network's (TFN) Partners for Places (P4P).

The P4P grant will support the Dubuque County Energy District to develop energy efficiency and building science literacy among Dubuque's frontline communities, thereby potentially reducing carbon footprint and energy burden, while enhancing employment opportunities. The project addresses equity, sustainability, and resiliency, while providing job opportunities and work experience for residents. Additionally, the work directly supports our 50% by 2030 Community Climate Action and Resiliency Plan.


Michael C. Van Milligen

MCVM:sv
Attachment

cc: Crenna Brumwell, City Attorney
Cori Burbach, Assistant City Manager
Gina Bell, Director of Sustainability



TO: Michael Van Milligen, City Manager

FROM: Gina Bell, Director of Sustainability

DATE: February 26, 2024

RE: Letter of Support for Dubuque County Energy District

INTRODUCTION

The purpose of this memo is to request City Manager approval of a letter of support to The Funders Network's (TFN) Partners for Places (P4P) grant application on behalf of The Dubuque County Energy District, working closely with the Office of Sustainability.

BACKGROUND

The Funders Network Partner for Places grant program is seeking applications from city/community foundation/non-profit collaborations from across the U.S. focused on building and enhancing climate resilience in their communities.

The City of Dubuque has been a member of the Urban Sustainability Directors Network (USDN) for several years and has partnered with the Community Foundation on a P4P grant in the past to support community-focused sustainability efforts.

DISCUSSION

The P4P grant will support the Dubuque County Energy District to develop energy efficiency and building science literacy among Dubuque's frontline communities, thereby potentially reducing carbon footprint and energy burden, while enhancing employment opportunities. Energy auditors and coaches are greatly needed in the region. Additionally, the grant will serve to both build the organization's structure, as well as continue the work of increase energy efficiency in housing stock throughout Dubuque. The project addresses equity, sustainability, and resiliency, while providing job opportunities and work experience for residents. Additionally, the work directly supports our 50% by 2030 Community Climate Action and Resiliency Plan. The result will guide future engagements with frontline communities and help to move forward climate action in our City. A letter of support from the City is required as a part of the grant application.

BUDGET IMPACT

No impact.

REQUESTED ACTION

The City Manager gave approval and signature on the letter of support for the application.



City Manager's Office
50 W. 13th Street
Dubuque, IA 52001
Office (563) 589-4110
www.cityofdubuque.org

February 21, 2024

Ms. Ashley Quintana
Program Manager
The Funders Network
2000 Ponce de Leon Blvd, Suite 600
Coral Gables, FL 33134

RE: Letter of Support – Community Action for Energy Efficient and Sustainable Living

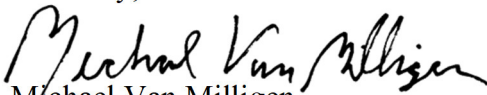
Dear Ms. Quintana,

On behalf of The City of Dubuque I wish to express my full support for the Dubuque County Energy District's application for the Community Action for Energy Efficient and Sustainable Living project. Support from The Funders Network will support the reduction of inequities that currently exist in the energy efficiency of housing in Dubuque County. This project will allow the Dubuque County Energy District to develop energy efficiency and building science literacy among Dubuque's frontline communities, thereby potentially reducing carbon footprint and energy burden, while enhancing employment opportunities.

The City of Dubuque supports the Community Action for Energy Efficient and Sustainable Living project because this aligns with the City's goal to make Dubuque livable, viable and equitable for all residents. The project addresses equity, sustainability, and resiliency, while providing job opportunities and work experience for residents. Additionally, the work directly supports our 50% by 2030 Community Climate Action and Resiliency Plan and supports our Equitable Poverty Prevention Plan. The result will guide future engagements with frontline communities and help to move forward climate action in our city.

Please give the highest consideration to the Dubuque County Energy District's request for support from The Funders Network.

Sincerely,


Michael Van Milligen
City Manager

City of Dubuque
City Council Meeting

Consent Items # 013.

ITEM TITLE: Bloomberg’s Youth Climate Action Grant Application Submittal
SUMMARY: City Manager recommending City Council approval of the submission of a grant application and funding request to the Bloomberg Youth Climate Action grant program.
SUGGESTED DISPOSITION: Suggested Disposition: Receive and File; Approve

ATTACHMENTS:

Description	Type
MVM Memo	City Manager Memo
Staff Memo	Staff Memo
Grant Application	Supporting Documentation



TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

SUBJECT: Bloomberg's Youth Climate Action Grant Application Submittal

DATE: February 27, 2024

Director of Sustainability Gina Bell is recommending City Council approval of the submission of a grant application and funding request to the Bloomberg Youth Climate Action grant program.

The grant offers \$50,000 to be administered as mini grants to youth, for youth led climate actions. The funding would address equity, sustainability, and resiliency, while providing capital and experiences for youth. Additionally, the work would directly support our 50% by 2030 Community Climate Action and Resiliency Plan.

The grant request is \$50,000.00. An additional \$100,000.00 is potentially available. No match is required and there is no additional budget impact; however, the project will require staff time.

I concur with the recommendation and respectfully request Mayor and City Council approval.


Michael C. Van Milligen

MCVM:sv

Attachment

cc: Crenna Brumwell, City Attorney
Cori Burbach, Assistant City Manager
Gina Bell, Director of Sustainability



TO: Michael Van Milligen, City Manager

FROM: Gina Bell, Director of Sustainability

DATE: February 20, 2024

RE: Bloomberg's Youth Climate Action Grant Application Submittal

INTRODUCTION

The purpose of this memo is to request City Council approval of a grant application and funding request to the Bloomberg Youth Climate Action grant program.

BACKGROUND

Last December (2023) Mayor Cavanagh and I attended the United Nations Conference of the Parties or COP28 in Dubai, United Arab Emirates. During the Local Climate Action Summit (LCAS), Michael Bloomberg announced a grant opportunity to Mayors participating in the LCAS to help fund global youth climate action. We submitted our letter of interest and recently received an invitation to submit a grant application.

DISCUSSION

Building on the success of past youth-led climate actions by the Teen Resiliency Corps, and with the full support (including a pledge) from Mayor Cavanagh, we submitted the grant application, sharing both vulnerabilities facing Dubuque related to climate change as well as ideas for youth projects we'd like to fund. The grant offers \$50,000 to be administered as mini grants to youth, for youth led climate actions. The funding would address equity, sustainability, and resiliency, while providing capital and experiences for youth. Additionally, the work would directly support our 50% by 2030 Community Climate Action and Resiliency Plan.

If we are successful, and able to disburse the initial \$50,000, an additional \$100,000 would be granted to the city for continued youth-led climate action and greatly help to move forward climate action in our City.

BUDGET IMPACT

The grant request is \$50,000.00. An additional \$100,000.00 is potentially available. No match is required and there is no additional budget impact; however, the project will require staff time.

REQUESTED ACTION

Due to time constraints of the grant opportunity, the application was submitted to meet the deadline. I respectfully request the City Council approve the submittal of the grant proposal to the Bloomberg Youth Climate Action grant program.

Youth Climate Action Fund (YCAF) Application – Bloomberg Philanthropies x Local Governments

[Application Portal](#) opens Thursday, February 15, 2024

Submitted: Tuesday February 20, 2024

Hard Deadline: EOD Thursday, February 29, 2024

Award: \$50,000 (and if distributed in 6 months' time, an additional \$100,000)

Grant Purpose: Youth-led climate action via mini-grants

1. Please provide the following basic information:

- a. City Name: Dubuque
- b. State Name: Iowa
- c. Country Name: United States
- d. Region: North America12/31/2025
- e. Mayor's Name: Brad M. Cavanagh
- f. Mayor's Email: BCavanagh@cityofdubuque.org
- g. Mayor's Preferred
Phone Number: (563) 690-6502
- h. Mayoral Term
Start Date: January 1, 2022
- i. Mayoral Term
End Date: December 31, 2025
- j. Applicant's Name
(if not mayor): Gina Bell
- k. Applicant's Email
(if not mayor): GBell@cityofdubuque.org
- l. Confirmation that Applicant is authorized to submit application on behalf of city
 - i. Select One: ☒ YES ☐ NO
- m. Preferred Language: English
- n. City Population: 58,873
- o. City Social
Media Accounts:
 - i. <https://www.facebook.com/CityOfDubuque/>
 - ii. <https://twitter.com/cityofdubuque>
 - iii. <https://www.instagram.com/cityofdubuquegov/>
 - iv. <https://www.youtube.com/user/DubuquePIO>
 - v. <https://nextdoor.com/profile/7127545/>
 - vi. <https://www.linkedin.com/company/city-of-dubuque-iowa/>

2. Briefly describe the key impacts of climate change that your city is already facing and/or could face in the future.

The following highlight the vulnerabilities to climate risk facing Dubuque, excerpted from the most recent Dubuque Climate Vulnerability Assessment. The city knows that our most

vulnerable populations (Black, Latino, Marshallese, low-income and elderly) will be impacted first and worst by the following:

Heat Stress (High) - Warmer temperatures and more extreme heat may lead to higher risk of heat-related illness.

Air Quality (Medium-High) - Increased heat may result in more days of poor air quality and exposure to allergens, impacting respiratory illnesses.

Energy Burden & Housing (High) - Warmer temperatures will increase demand for air conditioning and weatherization needs. Energy costs may be difficult for vulnerable populations to meet. Heavier rains coupled with higher risk of surface drought conditions may cause more local flooding, particularly “flash flooding” which could cause damage to housing and reduce mobility for portions of the community.

Stormwater Management (High) - Heavier rains coupled with higher risk of surface drought conditions may significantly increase demand on stormwater management. The city’s stormwater infrastructure may not be capable of handling the amount of runoff during more frequent heavy downpours, requiring resources to make needed upgrades.

Trees, Greenspace, and Agriculture (Medium) - Increased temperatures and changes to precipitation will stress trees, greenspace, and agriculture. Conditions may be more favorable for disease, pests, and invasive species. Trees and crop species which formerly thrived in the area’s climate may be less suited for future climate conditions.

Surface Water Quality (High) - Increases to heavy rain events and flooding/flash flooding risk may negatively impact water quality in the city’s lakes, streams, and rivers. Increased pollutants and contamination potential, combined with increased annual water temperatures could increase risk to algal and bacteria growth, harming habitats and limiting recreation.

Mental Health (Medium-High) - Exposure to increased climate impacts and disasters may lead to increased anxiety and other mental health ramifications.

Vector-Borne Disease (Medium) - Longer growing seasons and higher temperatures may increase vector-borne diseases like West Nile Virus and Lyme disease.

3. Please provide a publicly accessible link to your city’s climate action plan.

<https://www.cityofdubuque.org/DocumentCenter/View/46662/Dubuque-Climate-Action-Plan-2020-Full-Report-FINAL>

4. Describe 2-3 youth-led or youth-focused climate projects that you would be excited to support with a microgrant through this program.

- a) Marshallese youth engagement and education series to highlight their islands' challenges related to sea level rise and showing their strength and resilience as they fight for their islands while living in Dubuque, Iowa.
- b) Youth led bike rides to raise awareness that many Dubuque youth have limited access to a car for transportation and demand safer streets and better bike infrastructure.
- c) Public Art campaign related to the impacts of climate change as outlined in the community climate action plan and what actions residents can take.

5. Other than providing funding, how might your city support these projects (I.e., by making available tools or equipment to youth volunteers, expediting permitting for mural projects, or

by joining in to add additional staffing capacity, etc.)?

The city has long supported youth climate action through engagement efforts and youth participation in the update of the climate action plan. The city solidified support of youth and climate action with the formation of the Teen Resiliency Corps which includes reoccurring funding in the Sustainability Office's budget. City sustainability staff, the Resilient Community Advisory Commissioners and volunteers have committed to supporting, mentoring, and sponsoring youth who are taking climate action. We have partnerships with many youth-facing organizations as well as work well cross-departmentally to support youth driven projects such as securing necessary permits, providing equipment and materials and/or waiving fees. Past examples include waiving special events permits and fees for a sustainability fair and lending supplies for river cleanups and tree planting efforts.

6. Please name the city staff member who will be responsible for implementing your city's Youth Climate Action Fund program, and provide:

- a. First and Last Name: Gina Bell
- b. Title and City Department: Director of Sustainability, Office of Sustainability
- c. Email: GBell@cityofdubuque.org
- d. Preferred Phone Number: (563) 690-6038
- e. A brief description of their role: Gina Bell, the Director of Sustainability, and her team, is responsible for delivering the Mayor and City Council's priority to strengthen our community's resiliency through climate action. She works both internally, to review, advise and promote sustainability within City operations; and externally to build partnerships and support resident's efforts, while fostering collaboration throughout the community in Dubuque, Iowa.
- f. Confirmation that they will participate in all required webinars and coaching calls hosted by the Bloomberg Philanthropies Youth Climate Action Fund.
 - i. Select One: ☒ YES ☐ NO
- g. Confirmation that they, on behalf of your city, will manage (or coordinate the management of) the city's Youth Climate Action Fund project—soliciting and selecting youth-led or youth-focused climate projects, collecting and elevating stories of success to Bloomberg Philanthropies and its partners, and completing periodic financial and impact reporting.
 - i. Select One: ☒ YES ☐ NO

7. [Mayor's Pledge] – please sign and return. <https://uclg.org/wp-content/uploads/2024/02/Youth-Climate-Action-Fund-Mayors-Pledge.pdf> (signed 2/20.2024)

8. Preferred Currency: US Dollars

City of Dubuque
City Council Meeting

Consent Items # 014.

ITEM TITLE:	Approval to Provide Matching Funding for a Historic Structure Report for Eagle Point Park	
SUMMARY:	City Manager recommending City Council approval to provide matching funding of \$75,000 for the grant application to be filed by Heritage Works to the Jeffris Heartland Fund to develop a Historic Structures Report (HSR) for the Alfred Caldwell designed buildings at Eagle Point Park.	
SUGGESTED DISPOSITION:	Suggested Disposition: Receive and File; Approve	
ATTACHMENTS:		
Description	Type	
MVM Memo	City Manager Memo	
Staff Memo	Staff Memo	
MOU	Supporting Documentation	
Application	Supporting Documentation	
Proposal	Supporting Documentation	
SHPO State Eligibility	Supporting Documentation	



TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

SUBJECT: Approval to Provide Matching Funding for a Historic Structure Report for Eagle Point Park

DATE: February 29, 2024

Leisure Services Director Marie Ware and Planning Services Director Wally Wernimont are recommending City Council approval to provide matching funding of \$75,000 for the grant application to be filed by Heritage Works to the Jeffris Heartland Fund to develop a Historic Structures Report (HSR) for the Alfred Caldwell designed buildings at Eagle Point Park. A Memorandum of Understanding (MOU) outlines the City of Dubuque and Heritage Works' proposed partnership and they also request Mayor and City Council approval of the MOU.

I concur with the recommendation and respectfully request Mayor and City Council approval.


Michael C. Van Milligen

MCVM:sv

Attachment

cc: Crenna Brumwell, City Attorney
Cori Burbach, Assistant City Manager
Marie Ware, Leisure Services Director
Wally Wernimont, Planning Services Director
Chris Happ Olson, Assistant Planner

TO: Michael C. Van Milligen, City Manager

FROM: Marie Ware, Leisure Services Director *M. Ware*
Wally Wernimont, Planning Services Director *WW*

SUBJECT: Approval to Provide Matching Funding for a Historic Structure Report for Eagle Point Park

DATE: February 26, 2024

INTRODUCTION

This memo requests approval of providing matching funding for the grant application to the [Jeffris Heartland Fund](#) to develop a Historic Structures Report (HSR) for the Alfred Caldwell designed buildings at Eagle Point Park and request approval of the enclosed Memorandum of Understanding (MOU). The MOU outlines the City of Dubuque and Heritage Works' proposed partnership.

BACKGROUND

Eagle Point Park is a National Register Historic District and a Dubuque Landmark Site. The site has a mixture of buildings that contribute to its history, which are in different stages of repair. In order to plan and utilize our City funding wisely, an HSR is needed in order to assess and prioritize work to be accomplished on each of the historic structures.

Eagle Point Park has many structures (some of which are Caldwell designed) and an important cultural landscape. The previously budgeted city funding will not be enough to move forward for all the work involved in an HSR for the site. We convened a team of Leisure Services and Planning Services Department staff to pursue additional sources of funds, identifying that the Jeffris Family Foundation (Jeffris) might be a good fit for funding to develop the HSR, with an opportunity for a grant of \$50,000. If an HSR grant is received from Jeffris, it could position us to leverage additional funds for restoration from them, up to \$1 million matching funds for bricks and mortar.

Jeffris has a hands-on approach to projects and requires a partnership with a local 501c3 instead of working with public entities like cities. Assistant Planner Chris Happ Olson reached out to Heritage Works, a local 501c3 due to their previous experience

with Jeffris at Steeple Square and the Mathias Ham House. The Jeffris-funded Steeple Square project was completed in 2021. The Jeffris-funded Ham House project is in the fundraising stage for the bricks and mortar portion, scheduled for completion by June 2026. Heritage Works had leadership in both projects and has an established relationship with Jeffris. Jeffris has agreed to consider an HSR request for Eagle Point Park while the Ham House project is in progress. Provided the project is complete and the grant requirements are satisfied, the City in Partnership with Heritage Works would have the opportunity to move forward with a request for the bricks and mortar funding from Jeffris for Eagle Point Park following the completion of the park's HSR and the Ham House bricks and mortar project.

DISCUSSION

In order to garner Jeffris support, the park must be recognized with state or national significance. The City recently sought further evaluation from the State Historic Preservation Office (SHPO) as to its significance. Upon our request, the SHPO issued a preliminary determination of eligibility stating that they believe Eagle Point Park has state significance, based on the information we provided, which is required for seeking Jeffris funds. The Eligibility Review is included with this memo. With an HSR budget increased to \$125,000 (\$50,000 from Jeffris and \$75,000 city match) we will be able to complete the HSR for the Caldwell-designed structures.

In the past decade, Heritage Works has researched Eagle Point Park and has hosted community tours and educational sessions. They have relationships nationwide with experts, historians, and architects familiar with the park, its Midwest aesthetic landscape style, and Caldwell. Heritage Works has assembled a specialized team that is uniquely qualified to complete the HSR as the Eagle Point Park structures are one of a kind. A proposal by Wiss, Janney, Elstner Associates Inc. is enclosed. The Planning Services Department has reviewed this proposal. Duane Hagerty has cultivated a relationship with Tom Jeffris and the two other Jeffris trustees over the years and is well positioned as an appropriate and experienced local 501c3 partner.

This project has similarities to the Miracle League project where planning is completed and a 501c3 assists leading the initiative. Eagle Point Park is dearly loved by our community. A completed HSR would provide the necessary information to pursue a challenge grant for bricks and mortar in the future. Heritage Works could assist with matching fundraising campaign in those later phases. The HSR will provide the details we as a city need to preserve the structures and cultural heritage of Eagle Point Park. It also provides information that would be used in fundraising. A successful project could further lead to additional bricks and mortar grants in the future from Jeffris through their [Capital Campaign Challenge Grants](#) program.

We feel the most viable approach is working with Heritage Works as the trusted organization that Jeffris is familiar with, that being Heritage Works. Our initial inquiries to Jeffris have been positively met by their president Tom Jeffris who expressed personal interest in the project. Heritage Works has discussed this at their board level and is ready to move forward with partnership. The matching funding of \$75,000 would be provided to Heritage Works at the time of approval of the Jeffris grant which is attached

to this item. A draft MOU between the City of Dubuque and Heritage Works is enclosed and is required to help demonstrate the City's support of the project with matching funding and partnership.

BUDGET IMPACT

The Leisure Services Department has Project 5543000002-100-64900, Account 100-55-0000-76-750-5570-00-02-64900 in FY24 for an Eagle Point Park historic structure report funded at \$75,000.

REQUESTED ACTION

We request Mayor and City Council approval for providing matching funding of \$75,000 for the grant application to be filed by Heritage Works to the [Jeffris Heartland Fund](#) to develop a Historic Structures Report (HSR) for the Alfred Caldwell designed buildings at Eagle Point Park. A Memorandum of Understanding (MOU) outlines the City of Dubuque and Heritage Works' proposed partnership and we request Mayor and City Council approval of the MOU.

Prepared by: Chris Happ Olson, Assistant Planner

Enclosures: Draft Application to the Jeffris Family Foundation
MOU between Heritage Works and the City of Dubuque
Proposal from Wiss, Janney, Elstner Associates Inc.
SHPO State Eligibility Review

cc: Christine Happ Olson, Assistant Planner
Stephen Fehsal, Park Division Manager
Jared Charland, Project and Facilities Manager
Duane Hagerty, Heritage Works

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU") is entered into as of March 4, 2024 by and between Heritage Works Inc., hereinafter referred to as "Heritage Works," and the City of Dubuque, Iowa, hereinafter referred to as "City."

BACKGROUND: Heritage Works seeks to pursue a grant from the Jeffris Family Foundation Heartland Fund in the amount of \$50,000 to support a Historic Structures Report for the Alfred Caldwell-designed buildings at Eagle Point Park in Dubuque, Iowa (the Project). Heritage Works will act as the applicant and fiscal agent for the grant.

TERMS:

1. **Grant Application and Funding:** a. Heritage Works shall be responsible for submitting the grant application to the Jeffris Family Foundation Heartland Fund for the Project. b. The Jeffris Family Foundation Heartland Fund grant request is \$50,000. c. City agrees to provide additional funding of \$75,000 to support any additional costs associated with the Project subject to the terms set forth in this MOU.
2. **Roles and Responsibilities:**
 - a. Heritage Works: i. Will act as the applicant and fiscal agent for the Jeffris Family Foundation Heartland Fund grant.
 - b. City: i. Commits to providing \$75,000 for expenses related to the Project. The City's contribution is provided only if the grant application to Jeffris for \$50,000 is successful. ii. Will collaborate with Heritage Works in the planning and execution of the Project. iii. Will provide grant writing support to Heritage Works in preparing the application for the Jeffris Family Foundation Heartland Fund grant.
3. **Duration:** This MOU shall be effective as of the date first above written and shall continue until the completion of the Project or termination by mutual agreement.
4. **Insurance and Contract Requirements:** This MOU is for the sole purpose of seeking a grant from the Jeffris Family Foundation. Any following work, including the engagement of a team to undertake the Project using the leveraged funding, is subject to contract between the City of Dubuque and Heritage Works, which will spell out all necessary components, including terms, expectations, management and insurance requirements for the contractor and subcontractors.

AMENDMENTS: Any amendments to this MOU must be made in writing and signed by both parties.

TERMINATION: Either party may terminate this MOU with written notice delivered to the other party if there is a material breach of any term or condition herein.

GOVERNING LAW: This MOU shall be governed by and construed in accordance with the laws of the State of Iowa.

IN WITNESS WHEREOF, the parties hereto have executed this MOU as of the date first above written.

Heritage Works Inc.:

A handwritten signature in black ink, appearing to read "Duane P. Hagerty", with a long horizontal stroke extending to the right.

Duane Hagerty, President/CEO
Heritage Works Inc.

City of Dubuque, Iowa:

Authorized Official Signature and Title
City of Dubuque, Iowa

JEFFRIS HEARTLAND FUND 2023 Grant Application

Application instructions: Please enter all answers directly into the grey fields next to the questions. Please limit your answers to the word count where indicated.

APPLICANT INFORMATION

1. Name of Applicant: Heritage Works, Inc.

Address: 489 W. 4th Street

City: Dubuque

State: IA

Zip: 52001

Telephone: 563-564-4080

Fax: NA

E-Mail Address: dhagerty@heritageworksdbq.com

Website: www.heritageworksdbq.com

2. Contact (individual responsible for project):

Name: Duane Hagerty

Title: President & CEO

Address: 489 W. 4th Street

City: Dubuque

State: IA

Zip: 52001

Daytime Telephone: 773-319-0209

Fax: NA

E-Mail Address: dhagerty@heritageworksdbq.com

3. Is the applicant a government agency or a tax-exempt organization pursuant to Section 501(c)(3) of the Internal Revenue Code, current in its annual tax filings with the Internal Revenue Service? Non-profit organizations must provide proof of their tax-exempt status before being considered and the status of tax filings for recent years will be verified. ☒ YES ☐ NO

4. Mission: Briefly describe the goal or mission of your organization. Include an explanation of how it relates to the project under consideration for funding. (<75 words)

Our mission is Historic Activation: harnessing the past to inspire our future. We're experts in envisioning, planning, and executing redevelopments of historic buildings in ways that will continuously evolve to serve people in the community, while retaining their historic character. Since our inception, we have spearheaded efforts in bringing attention to Alfred Caldwell's stunning work at Eagle Point Park through community educational events, walking tours and planning discussions with the City of Dubuque.

PROPERTY DESCRIPTION

Describe the property that will be the focus of this study:

5. Property Name: Alfred Caldwell Picnic Shelters at Eagle Point Park

6. Property:

Street Address: 2601 Shiras Avenue

City: Dubuque

State: Iowa

Zip: 52001

Population*: 58,117

7. Date(s) of Original Construction: 1934-1936

8. Architect or Designer (if known): Alfred Caldwell

9. Property Owner: City of Dubuque

If the property owner is not the applicant, provide a letter of authorization from the property owner.

10. Provide a concise description of the property under consideration for this project. Please explain the historic and current function of the property. (<100 words)

The property is a site consisting of three limestone masonry buildings constructed as picnic shelters and accessory uses on the north side of Eagle Point Park in Dubuque, Iowa. Each of these buildings is connected by a network of flagstone walkways, promenades, plazas and other site features. The northernmost building is the Stone Shelter. The easternmost building is the Bridge Promenade that spans the main entrance road through the park. The westernmost building was constructed as a utilitarian pumphouse and tool storage building. All three are still used as picnic shelters.

HISTORIC SIGNIFICANCE OF THE SITE

11. The property must be individually listed on or have documentation that it is individually eligible for the National Register of Historic Places. Contributing structures within a National Register historic district also must be individually eligible for listing on the National Register of Historic Places. Priority will be given to sites of documented national and then statewide historic significance. **Sites of local significance are not be eligible.**

Level of Significance of the Site:

National Historic Landmark ☐

Individually Listed or Eligible for National
Register of Historic Places with National Significance ☐

Individually Listed or Eligible for National
Register of Historic Places with Statewide Significance ☒

12. Describe the property's association with prominent figures of national, regional, or statewide importance, and/or with events of national, regional, or statewide significance. (<50 words)

In 1934, Dubuque utilized \$200,000 in WPA funds to improve Eagle Point Park, hiring Alfred Caldwell to design the first buildings in his career. He led over 200 men during the depths of the Great Depression. The park is considered one of the best WPA examples in Iowa.

13. Describe the architectural merit of the property, including association with designers of national, regional, or statewide importance, if applicable. (<50 words)

The young landscape architect Caldwell built a site that is more expansive, intact and suited to the landscape than even Caldwell's later-designed National Historic Landmark Lily Pool in Lincoln Park, Chicago. The design emphasizes horizontality, and use of natural materials, including local limestone and timber.

14. Describe the decorative arts component of the property, if any. (<50 words)

Decorative arts are woven into each aspect of the site and buildings. The most apparent decorative component is the extensive limestone carving and placement of stones. Like a natural growth from the site, ledges, benches, mantles, fireplaces, light fixtures and promenades unfold and are seamlessly integrated.

PROPOSED ACTIVITY AND PLAN

15. Summarize the schedule for this immediate planning activity and how that fits into the overall schedule for development of the property. (<75 words)

Work on the HSR for the three buildings and immediately adjacent site features will begin in June, 2024 and be complete by March, 2025. If invited, we would likely apply for the Jeffris Challenge Grant in spring of 2026. The first phase of restoration could begin in spring or summer of 2027. The overall goal is to have restoration of all of Caldwell's work complete for the centennial celebration of the site's completion in 2037.

16. Has a consultant for the project been selected? If yes, please list consultant(s) below.

Heritage Works has selected a team that will be led by Wiss, Janney, Elstner & Associates (WJE). The WJE contacts will be Deborah Slaton and Mike Ford. They will manage the HSR process and write the HSR. WJE has extensive experience preparing HSRs for all types of projects and Slaton wrote NPS Preservation Brief #43 outlining the preparation and use of HSRs. Julia Bachrach Consulting, will be the historic consultant. Julia brings with her a wealth of knowledge related to Alfred Caldwell, including working with him when she was the historian for the Chicago Park District. Jeffrey Morton will join the team as the local architect. Jeff has years of experience with adaptive reuse of historic buildings projects, including work at Steeple Square. The City of Dubuque, as owners, will provide funding and leadership on-site, with representation from the Planning and Leisure Services Departments.

17. Describe how support from the Jeffris Family Foundation will be acknowledged. (<50 words)

Jeffris Family Foundation will be acknowledged in all public communications related to the project. The Jeffris logo will be included in any press releases, videos, website postings and social media, for which the team has control. Jeffris will also be acknowledged in the HSR.

FINANCIAL INFORMATION

18. Jeffris Heartland Fund project budget:

Please note: **Total Project Income and Total Project Expenses must balance.**

Income Sources	Amount	Expenses	Amount
Jeffris Heartland Fund grant (amount requested from Jeffris Foundation)	<u>\$50,000</u>	Consultant Fees	<u>\$125,000</u>
Matching Funds (identify sources and note if funding is anticipated or secured)		Travel/per diem	_____
<u>City of Dubuque Grant</u>	<u>\$75,000</u>	Printing/Mailing Costs	_____
<u>(secured)</u>	_____	Photography Costs	_____
_____	_____	Other (specify):	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Total Project Income	<u>\$125,000</u>	Total Project Expenses	<u>\$125,000</u>

19. Explain your plans to undertake a capital campaign within three years. (<75 words)

The Caldwell site at Eagle Point Park is beloved by the Dubuque community. After an award of the Jeffris Challenge Grant, we could be ready to conduct a community fundraising plan to raise at least 2/3rds of the funds necessary to complete the awarded project. Outreach would include businesses, major individual donors, state and national grants and the public at large. We would also engage fans of Alfred Caldwell throughout the country to solicit donations.

ORGANIZATIONAL EXCELLENCE

20. Describe an example of programming and/or services offered by your organization that are directly related to the property. In your answer, please explain how these programs/services help support your organization's mission. (<75 words)

In October of 2016 Heritage Works sponsored a two-day event specifically focused on the work of Alfred Caldwell at Eagle Point Park. The event included an art exhibit, educational presentations and tours of the landscape and buildings, drawing over 750 participants. In 2020 we conducted a virtual tour of Caldwell landscapes and buildings which can be seen on our YouTube channel, raising awareness about these historic assets in our community and beyond.

21. Describe at least two examples of community support for your organization that relates to facility improvements. (<75 words)

In 2015, Heritage Works attracted the support of a Dubuque philanthropist who donated over \$800,000 as seed money to begin operations with the mission of raising awareness for historic preservation and assist people working to complete historic redevelopment projects. Between 2018 - 2022 we helped the Unitarian Universalist Fellowship of Dubuque, a congregation with fewer than 50 members, raise over \$2 million in historic tax credits, grants and donations to restore their 1885 church.

CERTIFICATION

Acting as a duly authorized representative of the applicant, I am submitting this request for a Jeffris Heartland Fund grant.

Name: Duane Hagerty

Title: President & CEO

Signature: _____

Date: _____

SUBMITTAL

- Please read the application form carefully and contact the assigned Director of the Jeffris Family Foundation for clarification.
- Requested information or “not applicable” should be entered in the space provided.
- Incomplete, faxed or handwritten applications will not be considered.
- Materials submitted will not be returned.
- Submission of videos and oversized documents is discouraged.
- Letters of endorsement are useful, but not essential.
- Please keep attachments to a minimum. We will request any documentation and supplemental information if we deem it important.

Save the completed application form as a .pdf and email it to the Jeffris Family Foundation Administrative email (peggy@jeffrisfoundation.org) and copy the Foundation Director with whom you have been working.

- It is not necessary to include the Guidelines and Eligibility summary that precedes this form.
- Attach four (4) different digital images of the property illustrating its overall character and character defining features.
- Attach a copy of the Applicant’s Internal Revenue Service determination letter of tax-exempt status.
- Attach a letter of authorization from the property owner if needed.

Mail a hard copy of the application with requested and optional attachments to the Foundation office:
Peggy Sheridan, Administrative Assistant
Jeffris Family Foundation
P.O. Box 1160
Janesville, Wisconsin 53547-1160

MEMORANDUM OF UNDERSTANDING

Between

HERITAGE WORKS, INC. AND CITY OF DUBUQUE

This Memorandum of Understanding ("MOU") is entered into as of February __, 2024, by and between Heritage Works Inc., hereinafter referred to as "Heritage Works," and the City of Dubuque, Iowa, hereinafter referred to as the "City."

BACKGROUND: Heritage Works seeks to pursue a grant from the Jeffris Family Foundation Heartland Fund in the amount of \$50,000 to support a Historic Structures Report for the Alfred Caldwell-designed buildings at Eagle Point Park in Dubuque, Iowa. Heritage Works will act as the applicant and fiscal agent for the grant and project. The City of Dubuque authorizes Heritage Works to pursue this application under the terms and conditions of this MOU.

TERMS:

1. **Grant Application and Funding:** a. Heritage Works shall be responsible for submitting the grant application to the Jeffris Family Foundation Heartland Fund for the aforementioned project. b. The Jeffris Family Foundation Heartland Fund grant amount is \$50,000. c. The City of Dubuque agrees to provide additional funding of a minimum of \$75,000 to support any additional costs associated with the Historic Structures Report.
2. **Roles and Responsibilities:** a. Heritage Works: i. Will act as the applicant and fiscal agent for the Jeffris Family Foundation Heartland Fund grant. ii. Will oversee the implementation of the project and ensure compliance with grant requirements. iii. Will submit regular progress reports to the City of Dubuque.
b. City of Dubuque: i. Will provide \$50,000 minimum match for the grant and an additional minimum of \$25,000 for other costs related to the development of a Historic Structures Report. ii. Will offer grant writing support to Heritage Works for the successful acquisition of the Jeffris Family Foundation Heartland Fund grant. iii. Will collaborate with Heritage Works in the planning and execution of the project.
3. **Duration:** This MOU shall be effective as of the date first above written and shall continue until the completion of the project or termination by mutual agreement.

AMENDMENTS: Any amendments to this MOU must be made in writing and signed by both parties.

TERMINATION: Either party may terminate this MOU with written notice to the other party if there is a material breach of any term or condition herein.

GOVERNING LAW: This MOU shall be governed by and construed in accordance with the laws of the State of Iowa.

IN WITNESS WHEREOF, the parties hereto have executed this MOU as of the date first above written.

Heritage Works Inc.:

[Authorized Signature]
Duane Hagerty, President/CEO
Heritage Works Inc.

City of Dubuque, Iowa:

[Authorized Signature]
Mike Van Milligen, City Manager
City of Dubuque, Iowa

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUN 18 2015

HERITAGE WORKS INC
900 JACKSON ST STE LL2
DUBUQUE, IA 52001

Employer Identification Number:
47-4071538
DLN:
17053147324035
Contact Person:
JOSEPH R KENNEDY ID# 31647
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Effective Date of Exemption:
May 22, 2015
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Based on the information you submitted with your application, we have determined you are likely to qualify as a private operating foundation described in section 4942(j)(3) of the Code. Accordingly, you are treated as a private operating foundation for your first year. After that, you will be treated as a private operating foundation as long as you continue to meet the requirements of section 4942(j)(3). You are required to file Form 990-PF annually.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PF" in the search bar to view Publication 4221-PF, Compliance Guide for 501(c)(3) Private Foundations, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,



Director, Exempt Organizations

ELIGIBILITY REVIEW NATIONAL REGISTER OF HISTORIC PLACES

Review Date: 10/13/2023

Property Information:

Name of Property:	<u>Eagle Point Park Historic District</u>	
Historic District:	<u>Eagle Point Park Historic District</u>	(ISIF # -)
Multiple Property Form:	<u>N/A</u>	(HADB # -)
Address:	<u>2601 Shiras Avenue</u>	
City & County:	<u>Dubuque, Dubuque County, Iowa</u>	

Eligibility:

- ☐ Insufficient documentation was provided for our review. Please provide the information requested in the "Additional Comments" section, below.
- ☐ This property is considered not eligible for individual listing on the National Register of Historic Places or is "non-contributing" in a listed or eligible historic district. See "Additional Comments" below.
- ☐ This potential district is considered eligible for listing on the National Register of Historic Places.
National Register Criteria: A ☐ B ☐ C ☐ D ☐
- ☒ This property is considered individually eligible for listing on the National Register of Historic Places.
National Register Criteria: A ☒ B ☐ C ☒ D ☐
- ☐ This property is considered "contributing" in a National Register-listed or eligible historic district.
National Register Criteria: A ☐ B ☐ C ☐ D ☐

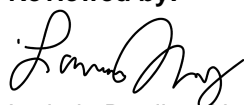
Be advised that this determination is preliminary and based solely on the information provided at the time of the review. Additional research and documentation may be needed to actually nominate an "eligible" or "contributing" property to the National Register. That research may ultimately prove that the property is not, in fact, eligible for listing. Additional research may also prove that properties with a preliminary determination of "not eligible" or "non-contributing" are, in fact, eligible.

This review does not constitute comment for the purposes of Section 106 of the National Historic Preservation Act, the Historic Preservation and Cultural Entertainment District Tax Credit Program, or the Federal Historic Preservation Tax Incentives Program.

Additional Comments:

The Eagle Point Park Historic District is currently listed in the National Register of Historic Places with Local significance under Criterion A for Entertainment/Recreation and Criterion C for Landscape Architecture. The State Historic Preservation Office of Iowa agrees the property has State significance and supports a substantive amendment to the nomination form. Eagle Point Park is an important early example of Alfred Caldwell's park design and maintains excellent integrity. There is no comparable park located within the State of Iowa and additional research is recommended to determine the possibility of National significance.

Reviewed by:



Lorinda Bradley, National Register Coordinator



Sara Andre, Architectural Historian



Eagle Point Park – Bridge Promenade
View to the Southwest
Photo dated February 18, 2024



Eagle Point Park – Stone Shelter
(now known as the Indian Room)
View to the west
Photo dated February 18, 2024



Eagle Point Park – Pump House and Tool Building
(now known as the Veranda Rooms)
View to the Northwest
Photo dated February 18, 2024



Eagle Point Park – Connecting Plazas and Promenades
(Veranda Rooms in left foreground, Bridge on right, Indian
Room in the distance/center)

View to the North

Photo dated February 18, 2024



Wiss, Janney, Elstner Associates, Inc.

330 Pfingsten Road
Northbrook, Illinois 60062
847.272.7400 tel
www.wje.com

February 16, 2024- REVISED

Duane Hagerty
President and CEO
Heritage Works Dubuque
489 Fourth Street
Dubuque, Iowa 52001

Eagle Point Park Historic Structures Report

Scope of Services and Qualifications

WJE No. 2024.0714

Dear Duane:

Wiss, Janney, Elstner Associates, Inc. (WJE) and our consultants, Julia Bachrach of Julia Bachrach Consulting, LLC, and Jeffrey Morton of Jeff Morton Associates, are pleased to provide this scope of services and qualifications information for preparation of a historic structures report (HSR) for Eagle Point Park in Dubuque, Iowa. We understand that Heritage Works Dubuque, in consultation with the City of Dubuque, will submit a grant proposal to the Jeffers Foundation in support of funding this study.

As requested, the following information is provided:

- Scope of services letter (this document), including a brief qualifications overview
- WJE historic preservation qualifications overview
- WJE Historic Structures Report qualifications overview
- Resumes for key project personnel

QUALIFICATIONS OVERVIEW

WJE project team personnel are nationally recognized in historic preservation and have wide-ranging experience in all aspects of planning, investigation, condition assessment, and repair and preservation. The WJE project team offers the following unique qualification for this project:

- A multi-disciplinary team of professionals, including historical architects, landscape architects, professional engineers, historians, and conservators, with extensive experience developing Historic Structure Reports and related studies.
- Extensive experience with Secretary of the Interior's Standards for the Treatment of Historic Properties, *NPS Preservation Brief 43: The Preparation and Use of Historic Structure Reports* (authored by WJE team member Deborah Slaton), the Secretary of the Interior's Standards and Guidelines for Architectural and Engineering Documentation, and *NPS Preservation Brief 36: Protecting Cultural Landscapes*, as well as other relevant codes and standards, and their application to historic properties.
- Team members with experience that greatly exceeds the Secretary of the Interior's Professional Qualification Standards in their respective disciplines.
- Experience with historic properties in the project area and region, and specifically other significant properties that were designed by Alfred Caldwell in the 1930s.

Atlanta | Austin | Boston | Chicago | Cleveland | Dallas | Denver | Detroit | Doylestown | Honolulu | Houston | Indianapolis
London | Los Angeles | Milwaukee | Minneapolis | New Haven | Northbrook (HQ) | New York | Philadelphia | Pittsburgh
Portland | Princeton | Raleigh | San Antonio | San Diego | San Francisco | Seattle | South Florida | Washington, DC

Please see the attached capability profiles for an overview of WJE experience in historic preservation and in the development of Historic Structures Reports.

Project Team Members

Mike Ford, Wiss, Janney, Elstner Associates, Inc.

Mike Ford, WJE Senior Associate and Historical Architect, will be the project lead and coordinate the scope of services outlined below. In addition to managing the project team, he will participate in site work to document and evaluate the existing structures, and in developing the physical description, condition assessment, significance evaluation, and treatment recommendations for the report. He will also participate in compiling the final report and will attend meetings over videoconference. If the Additional Services described below are included in the scope of the project, Mr. Ford will coordinate laboratory materials and finishes studies performed by WJE in-house personnel.

Deborah Slaton, Wiss, Janney, Elstner Associates, Inc.

Deborah Slaton, WJE Principal and historian/conservator, will assist the project team in coordination and development of the report, and will edit the draft and final work product. She will also be available to support the project team throughout the work process.

Julia Bachrach, Julia Bachrach Consulting, LLC

Ms. Bachrach, principal of Julia Bachrach Consulting and historian, will perform the archival research, write the historical component of the report, and lead development of the evaluation of significance. She will be on site to attend the kickoff meeting and to document the existing landscape components within the study area, and to visit Dubuque locations that have relevant archival materials. Ms. Bachrach will collaborate with Robert E. Grese, Professor Emeritus of Environment and Sustainability, University of Michigan.

Jeffrey Morton, Jeffrey Morton Associates

Mr. Morton, principal of Jeffrey Morton Associates and historical architect, will participate in the site visit and assist in the development of the report. Mr. Morton will lead the development of measured drawings and assist in the coordination of the order of magnitude cost estimate and the topographic study. Mr. Morton will also attend the final presentation and meeting with the City of Dubuque.

The key project team members will be assisted by other WJE historical architects, engineers, and conservators as needed throughout the project.

Please refer to the attached resumes for key project team members.

SCOPE OF SERVICES

Based on discussion with our understanding of your project requirements and our past experience with similar projects, we anticipate providing the following scope of services.

The project team will develop a Historic Structures Report following the guidance afforded in *National Park Service Preservation Brief 43: The Preparation and Use of Historic Structure Reports*. A single historic

structure report will be prepared for the three subject structures. The study area will include the three historic structures and their immediate environs.

Tasks to be undertaken as part of this work effort will include the following:

1. **Research and Archival Documentation.** The project team will review documentation and relevant research materials provided to us by your office as well as research by the project team in local archives and in other sources accessed online. The research will be used in developing a historical context narrative for the report and will likely include an overview of the history of the Dubuque park system, Eagle Point Park, and Alfred Caldwell, as well as information specific to the subject structures, and changes and alterations made to them over the years. The research will be important in analyzing the significance and integrity of the structures and will also assist in developing a chronology of construction for the structures that will describe the buildings as originally constructed and will note any documented modifications.
2. **Site Visit.** Following notice to proceed, the project team will coordinate with Heritage Works Dubuque to schedule an initial site visit to review existing conditions and conduct documentation. In conjunction with this site visit, representatives of the WJE project team will meet with available representatives of Heritage Works Dubuque and the City of Dubuque for orientation and to discuss the project. The multi-day site visit will include a visual assessment of the buildings conducted from grade, ladders, and safely accessible locations on the buildings (e.g., roofs, etc.) and include an evaluation of the existing architectural features and materials. Exterior features, including walls, roofs, windows and doors, and interior features such as floors, walls, trim, murals, and any built-in features (if present) will be reviewed and evaluated during the site visit. Adjacent site features such as exterior stairs, terraces, and railings that are integral to access and design of the structures will be evaluated as part of the study. Any visible components of the structural system will also be surveyed. Depending upon conditions observed, detailed structural analysis may be recommended for future consideration. The condition of exterior features and interior spaces, materials, and finishes will be reviewed and described, with particular attention to character-defining historic features. Information gathered during field work will be recorded with digital photographs, sketches, and written notes.
3. **Report Preparation.** WJE will prepare the HSR following guidance afforded by National Park Service Preservation *Brief 43 – The Preparation and Use of Historic Structure Reports*. We will provide a draft report for review by Heritage Works Dubuque and relevant and invited entities (e.g., City of Dubuque representatives) identified by your office. Comments provided by Heritage Works Dubuque following review of the draft report will be addressed in the final report submittal as appropriate. The final report is expected to generally follow the report outline provided below:
 - Executive Summary
 - Management Summary
 - Developmental History
 - Historical context
 - Chronology of development and use
 - Physical Description
 - Exterior and interior description of three buildings
 - Condition assessment (organized by material and system)
 - Material studies (if performed)

- Evaluation of Significance and Integrity
- Treatment Recommendations
 - Preservation objectives
 - Recommendations (organized by material and system)
 - Prioritization of repairs based on preservation objectives
- Order of Magnitude Costs
- Appendices (laboratory reports, paint analysis reports, measured drawings)

The report will be illustrated with photographs and annotated floor plans to supplement the description of the buildings and their features, as well as to highlight any notable features and conditions observed as part of this study and changes over time.

A cultural landscape assessment is not part of this study but may be recommended in the HSR. Archaeological assessment is also not a part of this scope of services. If archaeological studies have previously been performed at the site, we will review and briefly summarize the findings of these studies in the HSR.

4. **Order of Magnitude Costs.** Order magnitude of costs for the recommended work will be developed for the final report. Using the treatment recommendations provided in the report, cost information will be based on an itemized list of repairs. Working with a local contractor, the project team will develop order of magnitude costs to perform a scope of work recommended in the HSR and include the cost estimate as an appendix to the report.
5. **Meetings and Presentations.** In addition to the project kickoff meeting, to be held on site during the site visit, the project team anticipates one meeting via videoconference following comments from the draft HSR report. The intent of the meeting will be to discuss and clarify comments in preparation for finalizing the report. After the final report has been submitted, members of the project team will attend (either in person or videoconference) a public meeting in which the findings of the HSR will be presented by Heritage Works Dubuque. The project team will be available to answer any questions following the presentation.
6. **Measured Drawings.** Measured drawings will be prepared to depict the existing conditions of the three buildings and adjacent site features within the study area. Development of the drawings will include several site visits to document the existing construction for drawing purposes. The drawings will include a site plan, floor plan(s), and four elevations for each structure and will be prepared using AutoCAD. The final drawings will be presented on a title block in the appendix to the report. The drawings may also be annotated and used as illustrations in the report.

Additional Services

The above scope of work does not include further investigation to observed concealed conditions (e.g., inspection openings, nondestructive testing), structural analysis, or identification and testing of potentially hazardous materials (such as for lead, asbestos, or other materials that may be present.). If indicated by conditions observed, WJE will recommend further studies or analysis as part of the HSR and will be available to provide a proposal for *Additional Services* upon request.

We understand that Heritage Works Dubuque is also interested in including additional services which may include the following as part of this HSR:

- Laboratory Studies of Materials.** Laboratory studies may include the evaluation of materials and finishes. Specific services may include evaluation of mortar, stone, and interior wall finishes, which would be performed by WJE petrographers, chemists, conservators, and engineers. As part of this task, WJE will remove mortar and interior paint samples to be used in the evaluation during the site visit; sample locations will be coordinated with Heritage Works Dubuque while on site. A laboratory petrographic examination will be performed to characterize the mortar material and provide information for an appropriate mortar for future repair and repointing efforts. (A more extensive chemical evaluation and analysis of the mortar is not included in this scope of services.) Finishes analysis will include evaluation of selected samples of interior wall finishes from the three buildings to determine the earliest extant finish. Our findings from these studies will be summarized in the HSR, with the laboratory analysis report and finishes analysis report included as an appendix to the HSR. A conservation plan and paint analysis of the murals and other artwork on site is not included in this evaluation but may be recommended in the HSR.

The exact scope and extent of sampling and analysis is unknown at this time and would likely be discussed on site as conditions at the three buildings are observed up close and under field microscope. Therefore, an allowance has been established based on our assumptions for the extent of services and will be refined during the site visit. Material sampling for the analysis would be performed during the site visit.

Budget and Schedule

WJE proposes to complete the scope of services outlined in Tasks 1 through 6 above for a fixed fee of \$115,000. This fee includes the Historic Structures Report. Additional budget will be required to complete related studies as noted below. Fees for tasks listed below include direct expenses (primarily travel-related) that pertain to specific tasks.

Task #	Task	WJE
1	Research and Archival Documentation	\$12,500
2	Site Visit (with expenses)	\$15,000
3	Report Preparation	\$55,000
4	Order of Magnitude Costs	\$10,000
5	Meetings and Presentations	\$2,500
6	Measured Drawings	\$20,000
Scope of Services (Tasks 1 through 6) Total		\$115,000

ADDITIONAL SERVICES		
	Laboratory Studies of Materials (Allowance)	\$10,000
Additional Services Subtotal		\$10,000
TOTAL		\$125,000

We are available to work with Heritage Works Dubuque to develop a project schedule upon confirmation of grant funding and receipt of notice to proceed for our project team.

Our project team greatly appreciates the opportunity to assist Heritage Works Dubuque and the City of Dubuque with the assessment and stewardship of this unique and important historic site and structures.

Sincerely,

WISS, JANNEY, ELSTNER ASSOCIATES, INC.



Mike Ford
Senior Associate



Deborah Slaton
Principal

Attachments:

WJE Historic Preservation Services Overview
WJE Historic Structures Reports Capability Profile
Resumes for Key Project Team Members



WJE HISTORIC PRESERVATION QUALIFICATIONS



CAPABILITY PROFILE

Historic Preservation Services

National Register and National Historic Landmark Experience

BACKGROUND

WJE is uniquely qualified to respond to the technical and aesthetic needs of architecturally significant and historic structures. WJE project personnel are nationally recognized leaders in the field of historic preservation. The firm has been recognized by the Harley J. McKee Award for Outstanding Contributions to Preservation Technology by the Association for Preservation Technology International (APT). Our preservation personnel have extensive experience working within federal, state, and local preservation guidelines and standards. WJE professional experience greatly exceeds the Secretary of the Interior's Professional Qualification Standards for Architectural History and for Historic Architecture. WJE has extensive experience working on properties listed on the National Register of Historic Places and National Historic Landmarks. Projects for which WJE has provided preservation services have included historic properties under the stewardship of the National Park Service, General Services Administration, State Historic Preservation Offices, and numerous other federal and state agencies as well as non-profit organizations.

SCOPE OF SERVICES

WJE has extensive knowledge and experience in preservation architecture and engineering, as well as materials conservation, including past work on many studies, investigations, and construction projects for National Register and National Historic Landmark properties. WJE regularly completes historic preservation documents such as Historic Structure Reports, HABS/HAER documentation, National Register nominations, and historic district surveys. Our specialized technical services for historic properties include nondestructive evaluations, supported by our in-house materials science group.

WJE work on historic buildings and structures has included research and writing of numerous Historic Structure Reports and Cultural Landscape Reports; National Register, Historic American Building Survey, and Historic American Engineering Record documentation; condition assessments and investigations; facade and roofing repair and restoration projects; materials conservation studies and finishes analysis; structural analysis and upgrading; and cyclical maintenance planning. WJE preservation personnel are expert in the evaluation of historic properties and in the application of the Secretary of the Interior's Standards. In addition, WJE is familiar with government contracting requirements for federal and state work on listed historic structures, and regularly responds to the technical and logistical challenges inherent in investigating and implementing repairs at these historic structures.

Following is a partial list of National Historic Landmarks and National Register properties for which WJE has provided historic preservation services.

- Alcatraz Island, San Francisco, California
- American Museum of Natural History, New York, New York
- Andersonville National Historic Site, Andersonville, Georgia
- Angels Gate Lighthouse, Los Angeles Harbor, California
- Anheuser Busch Brewery, St. Louis, Missouri
- Auditorium Building, Chicago, Illinois
- Baker Beach, Battery Marcus Miller, Presidio, San Francisco, California
- Bathhouse Row, Hot Springs, Arkansas
- Battery 234 Battery Commander's Station/Coincidence Range Finder Tower, Fort Pickens, Gulf Islands National Seashore, Florida
- Battery Cullum-Sevier, Fort Pickens, Gulf Islands National Seashore, Florida
- Battery Hambright, Fort Pulaski, Savannah, Georgia
- Battery Langdon, Fort Pickens, Gulf Islands National Seashore, Florida
- Battery Spencer, Golden Gate National Recreation Area, Sausalito, California
- Biloxi Lighthouse, Biloxi, Mississippi
- Blue Ridge Parkway Historic Survey, Asheville, North Carolina
- Cape Canaveral Air Force Station, Brevard County, Florida
- Cape Hatteras Light Station, Buxton, North Carolina





CAPABILITY PROFILE

Historic Preservation Services

National Register and National Historic Landmark Experience



- Cape Lookout Village, Carteret County, North Carolina
- Carson Pirie Scott and Company Store, Chicago, Illinois
- Castle Green, Pasadena, California
- Chagall mosaic, Les Quatre Saison, Chicago, Illinois
- Charles Gates Dawes House, Evanston, Illinois
- Chicago Board of Trade Building, Chicago, Illinois
- Church of the Holy Family, Cahokia, Illinois
- Colorado Street Bridge, Pasadena, California
- Cow Creek Adobe, Death Valley National Park, California
- Drakesbad Guest Ranch, Lassen Volcanic National Park, California
- Dry Tortugas National Park, Florida
- Eames House, Pacific Palisades, California
- Eastern Columbia Lofts, Los Angeles, California
- Evans' Rendezvous, American Beach, Florida
- Flamingo Mission 66 Developed Area, Everglades National Park, Florida
- Flat Top Estate (Moses H. Cone Memorial Park), Blowing Rock, North Carolina
- Faneuil Hall, Boston, Massachusetts
- Farnsworth House, Plano, Illinois
- Fisher Building, Detroit, Michigan
- Flamingo Mission 66 Developed Area, Everglades National Park, Florida
- Fort Atkinson, Fort Atkinson State Preserve, Fort Atkinson, Iowa
- Fort Barry Balloon Hangar, Marin Headlands, Golden Gate National Recreation Area, California
- Fort Casey, Battery Worth, Whidbey Island, Washington
- Fort Cronkhite (eighteen buildings), Golden Gate National Park, San Francisco, California
- Fort Jefferson, Dry Tortugas National Park, Florida – National Register nomination for Dry Tortugas (including fort and related structures and site)
- Fort Mason Building 201, Golden Gate National Park, San Francisco, California
- Fort Mason Tunnel Golden Gate National Park, San Francisco, California
- Fort Mott, Salem County, New Jersey
- Fort Pulaski, Savannah, Georgia
- Fort Raleigh National Historic Site, Roanoke Island, North Carolina
- Fort Sheridan, Highland Park, Illinois
- Gateway Arch, St. Louis, Missouri
- Gateway National Recreation Area, Staten Island, New York
- Georgia State Capitol, Atlanta, Georgia
- Good Fellow Club Youth Camp, Indiana Dunes National Lakeshore, Porter, Indiana
- Gulf Islands National Seashore, Florida
- HM-69 Nike Missile Base, Everglades National Park, Florida
- Hay House, Macon, Georgia
- Herbert Hoover Birthplace, West Branch, Iowa
- Horseshoe Bend National Military Park, Alabama
- Hollyhock House, Los Angeles, California
- Hotel Florence, Pullman Historic District, Chicago, Illinois
- Illinois State Capitol, Springfield, Illinois
- Isabella Stewart Gardner Museum, Boston, Massachusetts
- Jardinette Apartments, Los Angeles, California
- John F. Kennedy Center for the Performing Arts, Washington, D.C.
- Kennesaw Mountain National Battlefield, Marietta, Georgia
- Kingsley Plantation, Florida
- Kirby Cove, Golden Gate National Recreation Area, Sausalito, California
- Liberty Memorial, Kansas City, Missouri
- Main Lodge, Glacier Bay National Park and Preserve, Alaska
- Mammoth Cave National Park, Kentucky
- Marquette Building, Chicago, Illinois

- Marshall Field Company Store, Chicago, Illinois
- Martin Luther King, Jr., Memorial Library, Washington, D.C.
- Martin Luther King, Jr., National Historical Park, Atlanta, Georgia
- Merchants' Exchange Building, Philadelphia, Pennsylvania
- Metropolitan Museum of Art, New York, New York
- Milwaukee Federal Building and U.S. Courthouse, Milwaukee, Wisconsin
- Mining Support Structures, Fort Pickens, Gulf Islands National Seashore, Florida
- Minneapolis State Capitol, St. Paul, Minnesota
- Mississippi State Capitol, Jackson, Mississippi
- Mitchell Park Horticultural Conservatory Domes, Milwaukee, Wisconsin
- Mount Vernon Historic High School, Alexandria, Virginia
- Natchez National Military Park, Natchez, Mississippi
- Nebraska State Capitol, Lincoln, Nebraska
- Neon Museum, Las Vegas, Nevada
- New York Public Library, New York, New York
- Nicodemus National Historic Site, Nicodemus, Kansas
- Ninety-Six National Historic Site, Ninety Six, South Carolina
- Noland House, Harry S Truman National Historic Site, Independence, Missouri
- North Dakota State Capitol, Bismarck, North Dakota
- Pacific Asia Museum, Pasadena, California
- Paradise Inn and Annex, Mount Rainier National Park, Washington
- Pennsylvania Academy of the Fine Arts, Philadelphia, Pennsylvania
- Pennsylvania State Memorial, Gettysburg National Military Park, Pennsylvania
- Pensacola Harbor Defense Project, Gulf Islands National Seashore, Florida: National Register nomination (multiple resources)
- Perry's Victory and International Peace Memorial, Put-In-Bay, Ohio
- Picasso sculpture (untitled), Chicago, Illinois
- Presidio of San Francisco, San Francisco, California
- Philadelphia City Hall, Philadelphia, Pennsylvania
- Philadelphia Savings Fund Society (PSFS) Building, Philadelphia, Pennsylvania
- Pigtail Bridge, Wind Cave National Park, South Dakota
- Portsmouth Village, Carteret County, North Carolina
- Presidio Trust, Building 640, San Francisco, California
- Raspberry Island Lighthouse, Apostle Islands National Lakeshore, Wisconsin
- Rancho San Andres Castro Adobe, Watsonville, California
- Rangers Club, Yosemite National Park, California
- Reconstruction Era National Monument, Beaufort, South Carolina
- Reliance Building, Chicago, Illinois
- Richmond Shipyard No. 3, Richmond, California
- St. Elizabeths West Campus, Washington, D.C.
- Ste. Genevieve Historic District, Ste. Genevieve, Missouri
- S. C. Johnson Company, Racine, Wisconsin
- San Francisco Maritime Museum, San Francisco, California
- San Jacinto Monument, Houston, Texas
- Sears, Roebuck & Company Mail Order Building, California
- Shark Valley Tower, Everglades National Park, Florida
- Smithsonian Institution, Washington, D.C.
- Stones River National Battlefield, Murfreesboro, Tennessee
- Teweles Seed Tower Apartments, Milwaukee, Wisconsin
- Texas State Capitol, Austin, Texas
- Tuskegee Airmen National Historic Site, Alabama



CAPABILITY PROFILE

- Tuskegee Institute, Alabama
- Union Building, Keweenaw National Historical Park, Michigan
- United States Custom House, New Orleans, Louisiana
- Unity Temple, Oak Park, Illinois
- Vicksburg National Military Park, Vicksburg, Mississippi
- Volcano House, Hawai'i Volcanoes National Park
- Washington Monument, Washington, D.C.
- Washington National Cathedral, Washington, D.C.
- Wawona Hotel, Yosemite National Park, California
- West Baden Springs Hotel, West Baden Springs, Indiana
- White Wolf Historic District, Yosemite Valley, California
- Willa Cather Childhood Home, Red Cloud, Nebraska
- Wisconsin State Capitol, Madison, Wisconsin
- Woolworth Building, New York, New York
- Wright Brothers National Memorial Visitor Center, Kill Devil Hills, North Carolina



WJE HISTORIC STRUCTURE REPORT QUALIFICATIONS



BACKGROUND

A Historic Structure Report (HSR) is a type of study created by the National Park Service that is generally commissioned by the property owner for a building or structure that has been designated as historically or architecturally significant. The HSR provides a historical context; a record of original construction and changes over time, including past work on the historic structure; an assessment of current conditions, and treatment recommendations for future work. The HSR combines the results of historical research and field investigations to guide the decision-making process for the historic structure. (Deborah Slaton of WJE is author of the *National Park Service Preservation Brief 43: Preparation and Use of Historic Structure Reports*.)

WJE has prepared Historic Structure Reports for a private, institutional, and governmental clients, for building types ranging from vernacular to monumental. A typical HSR scope of services includes archival research and document review, investigation and documentation of existing conditions, analysis of historic significance and integrity, and development of treatment recommendations. The study may also include preparation of record photography and measured drawings, as well as specialized WJE services such as historic finishes analysis, structural analysis, or laboratory materials investigation.

REPRESENTATIVE HISTORIC STRUCTURE REPORTS

- Alligator Reef Lighthouse, Islamorada, Florida
- Ash Grove, Fairfax County Park Authority, Vienna, Virginia
- Battery Hambright, Fort Pulaski National Monument, Savannah, Georgia
- Battery Cullum-Sevier, Fort Pickens, Gulf Islands National Seashore, Pensacola, Florida
- Battery Langdon, Fort Pickens, Gulf Islands National Seashore, Pensacola, Florida
- Battery 234 CFS/BCS Tower, Fort Pickens, Gulf Islands National Seashore, Pensacola, Florida
- Bluffs Lodge, Doughton Park, Blue Ridge Parkway, Laurel Springs, North Carolina
- Bollman House, Los Angeles, California
- Castillo San Cristóbal, San Juan National Historic Site, San Juan, Puerto Rico (*in progress*)
- Cedar Point Ruins, Timucuan Ecological and Historic Park, Jacksonville, Florida
- Charles Pinckney Snee Farm National Historic Site, Sullivan's Island, South Carolina
- Clemyjontri House, McLean, Virginia
- Coquille River Lighthouse, Bullards Beach State Park, Bandon, Oregon
- Coronado Theater, Rockford, Illinois
- Darrah Hall, Reconstruction Era National Monument, Penn Center, South Carolina
- Evans' Rendezvous, American Beach, Florida
- Fairfax Arms, Fairfax County Park Authority, Colchester, Virginia
- Flamingo Mission 66 Developed Area and HM-69 Nike Missile Site, Everglades National Park, Florida

REPRESENTATIVE HISTORIC STRUCTURE REPORTS (CONTINUED)

- Forks-of-the-Road Bridge, Natchez National Historical Park, Natchez, Mississippi
- Flamingo Developed Area, Everglades National Park, Florida (multiple structures)
- Fort Atkinson, Fort Atkinson State Preserve, Fort Atkinson, Iowa
- Fort Pickens and Battery Pensacola, Gulf Islands National Seashore, Jacksonville, Florida (in progress)
- Fort Pulaski, Fort Pulaski National Monument, Savannah, Georgia
- Gateway Arch, Jefferson National Expansion Memorial, St. Louis, Missouri
- George Washington Carver Museum, Tuskegee Institute, Tuskegee, Alabama
- Grand Coulee Dam, Washington
- HM-69 Nike Missile Site, Everglades National Park, Florida (multiple structures)
- Hoskins House and Coble Barn, Guilford Courthouse National Military Park, Greensboro, North Carolina
- Hotel Florence, Pullman State Historic Site, Chicago, Illinois
- Hungry Horse Dam, Montana
- Illinois State Capitol, Springfield, Illinois
- Janelia Manor and Carraige House, Howard Hughes Medical Institute, Ashburn, Virginia
- Lahey Lost Valley House, Fairfax County Park Authority, Lorton, Virginia
- Little Rock Central High School, Little Rock, Arkansas
- Martin Luther King, Jr., National Historical Park, Atlanta, Georgia (seven residential structures and fire station)
- Martin Luther King, Jr., Birth Home, Atlanta, Georgia (HSR update)
- Melrose Servants' Stable, Natchez National Historical Park, Natchez, Mississippi
- Milwaukee Federal Building and U.S. Courthouse, Milwaukee, Wisconsin
- Mining Support Structures, Fort Pickens, Gulf Islands National Seashore, Pensacola, Florida
- Mission 66 Visitor Center, Fort Pulaski National Monument, Savannah, Georgia
- Mount Gilead, Fairfax County Park Authority, Centerville, Virginia
- Nicodemus National Historic Site, Nicodemus, Kansas
- Noland House, Harry S Truman National Historic Site, Independence, Missouri
- The Oaks (Booker T. Washington home), Tuskegee Institute, Tuskegee, Alabama
- Old Firehouse, Reconstruction Era National Monument, Beaufort, South Carolina
- Original Mount Vernon High School, Fairfax County Public Works and Environmental Services, Alexandria, Virginia
- Palazzo Canevaro—US Consulate, Florence, Italy
- Penn Center School, Reconstruction Era National Monument, Beaufort, South Carolina
- Peter Strauss Ranch, Santa Monica Mountains, California
- President William Jefferson Clinton Birthplace Home, Hope, Arkansas
- Quarters 208, San Juan National Historic Site, San Juan, Puerto Rico
- Queen Mary Lifeboats, Long Beach, California
- Rigg-Buckley House, Fairfax County Park Authority, Centreville, Virginia
- St. Elizabeths Hospital West Campus, Washington, D.C. (individual HSRs for seventy buildings)
- Shark Valley Tower, Everglades National Park, Florida (multiple structures)
- Stones River National Military Park, Murfreesboro, Tennessee (individual HSRs for eleven structures)
- Superintendent's Residence, Mammoth Cave National Park, Mammoth Cave, Kentucky
- Tabby Slave Cabins, Kingsley Plantation, Timucuan Ecological and Historic Preserve, Jacksonville, Florida
- Walla Walla Armory, Washington Military Department, Walla Walla, Washington
- West End (World War II) Bunkers, Fort Pulaski National Monument, Savannah, Georgia (*in progress*)
- Wisconsin State Capitol, Madison, Wisconsin
- Winfield House (US Ambassador's Residence), London, UK



RESUMES FOR KEY PROJECT PERSONNEL

Michael J. Ford | Senior Associate



EDUCATION

- University of Iowa
 - Bachelor of Science, Geography/Geology, 1996
- University of Illinois at Urbana-Champaign
 - Master of Architecture, Preservation, 2005

PRACTICE AREAS

- Historic Preservation
- Historic Structures Studies
- Condition Assessment
- Repair and Rehabilitation Design
- Roofing and Waterproofing
- Construction Observation
- Facade Assessment

REGISTRATIONS

- Architect in IL

PROFESSIONAL AFFILIATIONS

- American Institute of Architects
- Association for Preservation Technology
- Construction History Society of America
- National Trust for Historic Preservation

CONTACT

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EXPERIENCE

Michael Ford has been involved in numerous architectural preservation and repair projects since joining WJE in 2008. He contributes to projects by performing condition surveys, investigating distress conditions, and preparing repair drawings and specifications for a wide range of historic and modern materials. Mr. Ford also has extensive experience in the research for and preparation of Historic Structure Reports, Cultural Landscape Inventories, and Historic American Building Surveys as well as experience in performing architectural historical surveys of rural and urban districts.

In addition to his historic preservation experience, Mr. Ford has participated in and directed a number of stone cladding, roofing and waterproofing, and exterior envelope investigations; prepared construction documents for their repair; and performed construction observation services during implementation.

REPRESENTATIVE PROJECTS

Historic Preservation

- Milwaukee Federal Building - Milwaukee, WI: Building investigation and assessment of the stone cladding, development of repair documents, and construction observation
- Hoover Dam, Monument Plaza - Boulder City, NV: Investigation and assessment of plaza, development of repair specifications and drawings, and construction observation
- Missouri State Capitol - Jefferson City, MO: Investigation and assessment of the limestone cladding, masonry cleaning trials, development of repair documents, and construction period services
- Wyoming State Capitol - Cheyenne, WY: Investigation and assessment of the sandstone cladding, development of repair documents, and construction period services
- Minnesota State Capitol - St. Paul: Building investigation and assessment of stone cladding system, development of repair documents, and construction observation
- Fort Atkinson - Fort Atkinson, Iowa: Historic structures report and development of repair and stabilization drawings for 1840s rubble stone masonry fort.

Historic Structures Studies and Surveys

- Hellman Street Craftsman Historic District - Long Beach, CA: Architectural survey of

approximately 450 single-family properties; archival research and documentation; assessment of significance and integrity; development of database and GIS mapping

- Tabby Slave Cabins, Timucuan Ecological and Historic Preserve- Jacksonville, FL: Building assessment, archival research, and writing of Historic Structures Report for twenty-five slave cabins constructed of tabby concrete.
- Chadwell Gap, Cumberland Gap National Historic Park - Middlesboro, KY: Archival research, writing, and mapping for National Register Determination of Eligibility and Cultural Landscape Report
- San Juan National Historic Site - San Juan, Puerto Rico: Building investigation and assessment, writing of Historic Structure Report, and development of drawings for the Historic American Building Survey for an early-nineteenth-century residence.
- Joint Base Pearl Harbor/Hickam - Honolulu, HI: Architectural historical survey of over 2,000 military structures, bridges, and facilities at the joint Navy and Air Force base

Material Conservation

- "Marble Garden", Aspen Institute - Aspen, CO: Evaluation of cleaning and in-field conservation of marble components of the art installation
- "Untitled" - Chicago, IL: Evaluation and recommendations for treatment of graffiti and streaking of weathered steel sculpture
- Empire Building - Juneau, AK: Assessment of cast stone panels and evaluation of cleaning to address soiling and biological growth
- Stahlman Building - Nashville, TN: Evaluation, laboratory analysis, and recommendations for treatment of soiling at historic limestone-clad building

Repair and Rehabilitation Design

- North Shore Congregation Israel - Glencoe, IL: Investigation and assessment of historic architectural precast concrete, development of repair documents, and construction observation
- Altamont Apartments - Asheville, NC: Terra cotta cornice assessment, construction documents, and construction observation

Deborah Slaton | Principal



EDUCATION

- Northwestern University
 - Bachelor of Arts, 1975
- University of Illinois at Chicago
 - Master of Arts, English, Program for Writers, 1976
- University of Illinois at Urbana-Champaign
 - Master of Architecture, Architectural Engineering (with Architectural History coursework), 1982

PRACTICE AREAS

- Architectural conservation
- Cultural Landscape Reports
- HABS/HAER documentation
- Historic preservation
- Historic Structure Reports
- Materials conservation
- National Register nominations
- Preservation planning

PROFESSIONAL AFFILIATIONS

- Association for Preservation Technology International, Fellow
- American Institute for Conservation
- Construction History Society of America
- DOCOMOMO-US
- Historic Preservation Education Foundation, Director
- Society of Architectural Historians

CONTACT

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EXPERIENCE

Ms. Slaton specializes in historic preservation and materials conservation. She has served as principal investigator and author/co-author of numerous Historic Structures Reports, Cultural Landscape Reports, planning documents, and historic landmark designation documentation for National Register-listed properties, National Historic Landmarks, and World Heritage Sites. She meets the Secretary of the Interior's Professional Qualifications Standards for architectural history and history, and has published and lectured extensively on historic preservation and materials conservation. Ms. Slaton is editor of the proceedings of several national historic preservation conferences, author of National Park Service *Preservation Brief No. 43: Preparation and Use of Historic Structure Reports*, and co-author of *Preservation Brief No. 15: Preservation of Historic Concrete*. She received the Society of Architectural Historians Award for Preservation Advocacy and Stewardship of the Built Environment in 2018.

REPRESENTATIVE PROJECTS

- Blue Ridge Parkway, North Carolina and Virginia: Historic Resource Survey and Assessment for buildings, structures, bridges, and tunnels; Cultural Landscape Reports; Historic Structure Reports; National Register nomination
- Everglades National Park, Florida (World Heritage Site): Cultural Landscape Inventories and Historic Structures Reports for Flamingo Developed Area, HM-69 Nike Missile Base, and Shark Valley Tower
- Fort Pulaski National Monument, Savannah, Georgia: Historic Structure Reports for Fort Pulaski, Battery Hambright, Mission 66 Visitor Center, and World War II bunkers; National Register nomination (*in progress*)
- Grand Coulee Dam, Washington, and Hungry Horse Dam, Montana: Historic Structure Reports
- Mammoth Cave National Park, Kentucky (World Heritage Site): Historic Structure Report; Cultural Landscape Reports; National Register Additional Documentation
- Martin Luther King, Jr., National Historical Park, Atlanta, Georgia: Historic Structure Reports for nine buildings; Cultural Landscape Report.

- Mississippi State Capitol, Jackson, Mississippi: Preservation consulting for exterior envelope repair and interior finishes analysis
- Pensacola Harbor Defense Project, Gulf Islands National Seashore, Florida: National Register nomination; Historic Structure Reports; Cultural Landscape Report
- St. Elizabeths West Campus, Washington, DC: Historic Structure Reports and Historic American Building Survey documentation
- Salk Institute, La Jolla, California: Conservation Management Plan; repair and conservation of teak and concrete facades
- San Juan National Historic Site, San Juan, Puerto Rico (World Heritage Site): Historic Structure Report for Quarters 208; Cultural Landscape Reports for El Morro Esplanade and Historic City Wall; Historic Structure Report for Castillo San Cristóbal (*in progress*); consulting for repair of Castillo San Felipe del Morro Lighthouse
- Timucuan Ecological and Historic Preserve, Florida: National Register nomination for Kingsley Plantation; Historic Structures Reports; Cultural Landscape Report/Environmental Assessment for Spanish American War Battery
- University of Chicago: Assessment and preservation plan for modernist buildings campus-wide
- University of Georgia: Historic Preservation Master Plan for historic resources statewide; preservation consulting for modern historic stadium
- University of Mississippi Medical Center, Jackson, Mississippi: Survey and documentation report for Section 106 (*in progress*)
- Vicksburg National Military Park and Vicksburg National Cemetery, Vicksburg, Mississippi: Cultural Landscape Reports and Cultural Landscape Inventory; preservation consulting for Pennsylvania State Monument

TECHNICAL COMMITTEES

- Association for Preservation Technology International Technical Committees on Modern Heritage, Materials, and Sustainable Preservation; Publications Committee
- Society of Architectural Historians Heritage Conservation Committee



Biography and Qualifications

Julia Bachrach Consulting LLC is a sole-proprietor, woman-owned business with WBE certification in Cook County and City of Chicago and DBE certification with the Chicago Transit Authority and the State of Illinois. Bachrach is a historian who has extensive expertise in historic preservation planning, landmarks nominations, cultural landscape documentation, and historic properties reports for Section 106 review processes. She holds a Master of Science Degree in Cultural Resource Preservation from the Landscape Architecture Dept. of the University of Wisconsin-Madison and Bachelor of Arts Degree in American Studies and Historic Preservation from Roger Williams University, Bristol, RI.

Bachrach has over 30 years of professional experience in the field of historic preservation. She meets professional qualifications and standards for history and architectural history as set forth by Secretary of the Interior, United States National Park Service.

Prior to establishing her consulting practice in 2017, Bachrach served as the Historian and Preservation Planner for the Chicago Park District for more than two decades. She managed the Park District's extensive archives, conducted historic research, prepared dozens of successful nominations to the National Register of Historic Places and two National Historic Landmark nominations, and worked with architects, landscape architects and other professionals on restoration and rehabilitation projects. More recently, as a consultant, she prepared the successful National Register nomination of the Alfred Caldwell-designed Promontory Point in Burnham Park and conducted research and writing for the property's successful nomination as a Chicago Landmark. She also prepared a Cultural Landscape Report for the Edith Farnsworth House in Plano, IL

Bachrach often works closely with representatives of the National Park Service; Illinois State Historic Preservation Office; museums; historic preservation commissions; and preservation advocacy organizations. She served on the Board of Trustees for the Illinois Historic Preservation Agency from 2010 to 2016.

Bachrach specializes in preparing reports and documentation for NEPA and Section 106 review processes. She was the lead author of the *Section 106 Historic Properties Identification Report for the DuSable North Lake Shore Drive Phase I Study* and she is currently a consulting architectural historic for the Chicago Transit Authority assisting on Section 106/707 and Section 4 (f) reports.

Bachrach is the author of several books including *The City in a Garden: A History of Chicago's Parks*. She contributed to other publications such as the *AIA Guide to Chicago*, *Midwestern Landscape Architecture*, the *Oxford Companion to the Garden*, and *Art Deco Chicago*. She has appeared on television and radio programs including the national public television special, *10 Parks that Changed America*.

Julia Bachrach Consulting, LLC
6337 N. Hermitage Avenue
Chicago, IL 60660
Julia@Jbachrach.com
www.jbachrach.com



JEFFREY
MORTON
ASSOCIATES

ARCHITECTURE
INTERIOR DESIGN
STRUCTURAL ENGINEERING

206 Bluff Street
Dubuque IA 52001

fax: 563.585.0952
563.585.0043

JEFFREY MORTON, ARCHITECT - RESUME

EDUCATION

1980 to 1986

University of Arizona, College of Architecture, Tucson, Arizona.
Degree Awarded: Bachelor of Architecture, May 1986.

1979 to 1980

University of Wisconsin-Milwaukee, College of Architecture,
Milwaukee, Wisconsin.

REGISTRATION STATUS

Registered/Licensed Architect in the States of Iowa, Illinois and
Wisconsin

PROFESSIONAL AFFILIATIONS

NCARB (National Council of Architectural Registration
Boards)

EMPLOYMENT

09/1998 to present

Self employed: Sole Proprietor of Architectural Firm (Jeffrey Morton
Associates, Dubuque, Iowa) specializing in
restoration/rehabilitation/adaptive reuse of historic buildings.

10/1993 to 09/1998

Charlie Glab Architect, Dubuque, Iowa
Project Architect for crafted residential and medium sized
Commercial projects.

09/1991 to 10/1993

Durrant Architects, Inc., Dubuque, Iowa
Project Architect for health care projects.

04/1989 to 08/1991

Peterman Associates, Inc., Mequon, Wisconsin
Project Architect for wide range of commercial and industrial projects.

10/1987 to 04/1989

Heike Design Associates, Brookfield, Wisconsin
Project Designer for commercial/retail, industrial, and
Educational projects.

01/1984 to 08/1987

Albert N. Hopper, Jr. Architect, Tucson, Arizona
Project/Office Manager for residential, commercial and
industrial projects.

ELIGIBILITY REVIEW NATIONAL REGISTER OF HISTORIC PLACES

Review Date: 10/13/2023

Property Information:

Name of Property:	<u>Eagle Point Park Historic District</u>	
Historic District:	<u>Eagle Point Park Historic District</u>	(ISIF # -)
Multiple Property Form:	<u>N/A</u>	(HADB # -)
Address:	<u>2601 Shiras Avenue</u>	
City & County:	<u>Dubuque, Dubuque County, Iowa</u>	

Eligibility:

- ☐ Insufficient documentation was provided for our review. Please provide the information requested in the "Additional Comments" section, below.
- ☐ This property is considered not eligible for individual listing on the National Register of Historic Places or is "non-contributing" in a listed or eligible historic district. See "Additional Comments" below.
- ☐ This potential district is considered eligible for listing on the National Register of Historic Places.
National Register Criteria: A ☐ B ☐ C ☐ D ☐
- ☒ This property is considered individually eligible for listing on the National Register of Historic Places.
National Register Criteria: A ☒ B ☐ C ☒ D ☐
- ☐ This property is considered "contributing" in a National Register-listed or eligible historic district.
National Register Criteria: A ☐ B ☐ C ☐ D ☐


Be advised that this determination is preliminary and based solely on the information provided at the time of the review. Additional research and documentation may be needed to actually nominate an "eligible" or "contributing" property to the National Register. That research may ultimately prove that the property is not, in fact, eligible for listing. Additional research may also prove that properties with a preliminary determination of "not eligible" or "non-contributing" are, in fact, eligible.

This review does not constitute comment for the purposes of Section 106 of the National Historic Preservation Act, the Historic Preservation and Cultural Entertainment District Tax Credit Program, or the Federal Historic Preservation Tax Incentives Program.

Additional Comments:

The Eagle Point Park Historic District is currently listed in the National Register of Historic Places with Local significance under Criterion A for Entertainment/Recreation and Criterion C for Landscape Architecture. The State Historic Preservation Office of Iowa agrees the property has State significance and supports a substantive amendment to the nomination form. Eagle Point Park is an important early example of Alfred Caldwell's park design and maintains excellent integrity. There is no comparable park located within the State of Iowa and additional research is recommended to determine the possibility of National significance.

Reviewed by:



Lorinda Bradley, National Register Coordinator



Sara Andre, Architectural Historian

Jared Charland

From: Lorinda Bradley <Lorinda.Bradley@IowaEDA.com>
Sent: Monday, October 16, 2023 9:56 AM
To: Christine Happ Olson; Sara Andre (sara.andre@iowa.gov)
Cc: dhagerty; Wally Wernimont; Marie Ware; Stephen J. Fehsal; Jared Charland
Subject: Re: Significance at Eagle Point Park, Dubuque
Attachments: Eagle Point Park - State Eligibility Review Form Signed Complete.pdf

Caution! This message was sent from outside your organization.

[Allow sender](#) | [Block sender](#)

Dear Chris,

Thank you for your request to review Eagle Point Park in Dubuque, Iowa for State significance. I have attached an eligibility determination to this email, which indicates that SHPO agrees the property has State significance and we recommend a substantive amendment to the National Register nomination to reflect this status.

Please let us know if you have any questions or concerns about our determination.

Best,

Lorinda

LORINDA BRADLEY | State Historic Preservation Office - National Register Coordinator

IOWA ECONOMIC DEVELOPMENT AUTHORITY

1963 Bell Avenue, Suite 200 | Des Moines, Iowa 50315

+1 (515) 348-6294 | lorinda.bradley@iowaeda.com



NOTICE: Effective June 21, 2023, my address, email address, and phone number have changed. While my previous contact information will forward for a short period of time, please update your address book to include my new address, email address, and phone number to match the signature information above and begin using this new contact information effective immediately. Thank you!

From: Christine Happ Olson <colson@cityofdubuque.org>
Sent: Friday, October 6, 2023 12:56 PM
To: Lorinda Bradley <lorinda.bradley@iowaeda.com>; Sara Andre (sara.andre@iowa.gov) <sara.andre@iowa.gov>
Cc: dhagerty <dhagerty@heritageworksdbq.com>; Wally Wernimont <Wwernimo@cityofdubuque.org>; Marie Ware <Mware@cityofdubuque.org>; Stephen J. Fehsal <Sfehshal@cityofdubuque.org>; Jared Charland <Jcharlan@cityofdubuque.org>
Subject: Significance at Eagle Point Park, Dubuque

Good Afternoon Lorinda and Sara,

We wanted to follow up with you regarding the significance of Eagle Point Park. Currently this property is listed as a National Register Historic District, and we chose to protect this City-owned resource as a Dubuque Landmark Site following that NRHD designation. For a number of reasons when we originally listed the property on the NRHP, we only were able to research enough to obtain local significance. It had to do more with capacity at the time than the significance of the site. We are asking for a reconsideration of this.

At minimum, the property has statewide significance. There is no other Alfred Caldwell site in Iowa and no other comparable park in the state. The buildings and landscape are very much intact. This was the young Caldwell's first attempt at designing and constructing buildings, and he did it masterfully, leading hundreds of largely previously untrained people in the process. Caldwell is known nationally, a landscape architect coming out of the Midwest landscape aesthetic under the influence of Jens Jensen and Frank Lloyd Wright. He left Dubuque and was at Chicago later, working for the Chicago Parks Department. His Lilypond in Lincoln Park Zoo pales in comparison to Eagle Point Park, and it is a National Historic Landmark. Caldwell taught at the Illinois Institute of Technology in Chicago, under master architect Mies van de Rohe.

Eagle Point Park was partially developed before Caldwell arrived, further developed after he left, and added on to over the years with additional land which serves as buffers to the park. We completed over a million dollar ecological restoration in the last five years and are looking to move forward with a Historic Structure Report and possibly Cultural Landscape Report, in order that we can properly raise funding for and restore these resources, while also making them more accessible to the public.

We appreciate your consideration. A statement of significance can help us garner significant grant funding to start this process. Please let us know if you need anything else from us.

Thank you and have a great weekend,



Christine Happ Olson
Assistant Planner
563-589-4210 x2

To uncover Dubuque's Black heritage, visit:
www.cityofdubuque.org/blackheritagesurvey

City of Dubuque
City Council Meeting

Consent Items # 015.

ITEM TITLE:	American Flood Coalition Membership	
SUMMARY:	Correspondence from the City of Dubuque to the American Flood Coalition regarding the city's decision to join the coalition. The American Flood Coalition is a nonpartisan group of political, military, business, and local leaders that have come together to drive adaptation to higher seas, stronger storms, and more frequent flooding. The coalition seeks to advance solutions that support flood-affected communities.	
SUGGESTED DISPOSITION:	Suggested Disposition: Receive and File	
<u>ATTACHMENTS:</u>		
Description		Type
Correspondence		Supporting Documentation



Office of the Mayor
City Hall
50 West 13th Street
Dubuque, IA 52001-4845
www.cityofdubuque.org

February 21, 2024

Melissa Roberts
Executive Director
American Flood Coalition
1501 M St. NW Suite 430 Washington, DC 20005

Dear Ms. Roberts,

Through my authority as Mayor, I am submitting this letter to you as documentation of the City of Dubuque's decision to join the American Flood Coalition.

As a member of the American Flood Coalition we can apply the tools and resources provided by the coalition to improve our communications with residents on flooding challenges and solutions. There are also opportunities to use these resources in order to advance projects and programs within our community. Lastly, our staff is looking forward to using the expertise of the American Flood Coalition staff as a source of support in developing responses to flooding and sea level rise.

I understand that there are no financial or legal ties or obligations to membership.

Sincerely,

Brad Cavanagh
Mayor
City of Dubuque, Iowa

City of Dubuque
City Council Meeting

Consent Items # 016.

ITEM TITLE:	Letters of Support for Ham House Interior Restoration & Preservation Project	
SUMMARY:	City Manager recommending City Council approval of letters of support and authorization for the Dubuque County Historical Society (DCHS) to apply for two grants for interior restoration and preservation at the Mathias Ham House.	
SUGGESTED DISPOSITION:	Suggested Disposition: Receive and File; Approve	
ATTACHMENTS:		
Description	Type	
MVM Memo	City Manager Memo	
cover memo	Staff Memo	
ltr of authorization	Staff Memo	
Woods Mitchell ltr of support	Staff Memo	
Favrot ltr of support	Staff Memo	



TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

SUBJECT: Letters of Support for Ham House Interior Restoration & Preservation Project

DATE: February 29, 2024

Assistant City Manager Cori Burbach is recommending City Council approval of letters of support and authorization for the Dubuque County Historical Society (DCHS) to apply for two grants for interior restoration and preservation at the Mathias Ham House.

I concur with the recommendation and respectfully request Mayor and City Council approval.


Michael C. Van Milligen

MCVM:sv
Attachment

cc: Crenna Brumwell, City Attorney
Cori Burbach, Assistant City Manager
Marie Ware, Leisure Services Director

TO: Michael Van Milligen, City Manager

FROM: Cori Burbach, Assistant City Manager

DATE: February 28, 2024

RE: Letters of Support for Ham House Interior Restoration & Preservation Project

INTRODUCTION

The purpose of this memo is to request Council approval of letters of support and authorization for the Dubuque County Historical Society (DCHS) to apply for two grants for interior restoration and preservation at the Mathias Ham House.

BACKGROUND

The City of Dubuque and the DCHS have an owner and lessee agreement that guides our partnership in caring for this historic property. The Mathias Ham House, a National Register of Historic Places property, is owned by the City of Dubuque. The DCHS maintains and programs the interior of the Ham House, and the two organizations work collaboratively on exterior and grounds restoration and preservation.

DISCUSSION

The DCHS requested two letters of support from the City of Dubuque for grants that would fund restoration and preservation at the Mathias Ham House. The grant programs are the Cynthia Woods Mitchell Fund for Historic Interiors program and the Johanna Favrot Fund for Historic Preservation program. All funding secured will support a \$1 million interior restoration project outlined in the Mathias Ham House Historic Structure Report. Grant funds would provide a match to the secured Jeffris Family Foundation Challenge Grant of \$500,000. Consultants on the project include Stickley-Morton Architects, Duane Hagerty, Gronen Restoration, and the Iowa State Historic Preservation Office (SHPO). The grant requests also require the attached letter of authorization indicating the DCHS has the authority to perform work on the City-owned facility.

BUDGET IMPACT

No City funds are associated with these letters of authorization and support.

REQUESTED ACTION

I respectfully request City Council approval of the attached letters of authorization and support for the DCHS to apply for two grants for interior restoration and preservation at the Mathias Ham House.

Cc: Marie Ware, Leisure Services Manager



City Managers Office
50 W 13th St
Dubuque IA 52001
Office (563) 589.4110
www.cityofdubuque.org

February 26, 2024

Kurt Strand, President & CEO
Dubuque County Historical Society
350 E. 3rd Street
Dubuque, IA 52001

SUBJECT: Letter of Authorization for Dubuque County Historical Society's Mathias Ham House Interior Preservation and Restoration Project.

Dear Mr. Strand,

I am pleased to provide this letter of authorization on behalf of the City of Dubuque in support of the Dubuque County Historical Society's forthcoming Mathias Ham House Interior Preservation and Restoration Project.

The City of Dubuque and the Historical Society have an owner and lessee agreement that guides our partnership in caring for this historic property. The Mathias Ham House, a National Register of Historic Places property, is designated as a City Landmark Site.

In our long collaboration with the Dubuque County Historical Society, stewarding the historic architecture as well as the historic site, we've recognized the power of working partnerships and the fundamental significance of the Ham House and its' site structures as representative of our cultural heritage. The City's Historic Preservation Commission has the responsibility to promote the protection, enhancement, and perpetuation of such landmarks through outreach, education, and design review. The interior restoration and preservation, guided by the Mathias Ham House Historic Structure Report, will ensure the house's preservation for years to come.

The Dubuque County Historical Society's dedication to preserving and interpreting the history of the Mathias Ham House offers enriching and engaging experiences to visitors and residents, furthering the social and cultural vibrancy of our community. The City of Dubuque supports your continued initiatives to care for the interior of the Mathias Ham House. We look forward to the collaborative process of enhancing and preserving this historic landmark.

Sincerely,

Michael Van Milligen
City Manager



City Managers Office
50 W 13th St
Dubuque IA 52001
Office (563) 589.4110
www.cityofdubuque.org

February 28, 2024

Kurt Strand
President & CEO
Dubuque County Historical Society
350 E. 3rd Street
Dubuque, IA 52001

SUBJECT: Letter of Support for Cynthia Woods Mitchell Fund for Historic Interiors Grant Application for Mathias Ham House

Dear Mr. Strand,

I am pleased to provide this letter of support on behalf of the City of Dubuque in support of the Dubuque County Historical Society's (DCHS) application to the Cynthia Woods Mitchell Fund for Historic Interiors grant program in support of your Mathias Ham House interior restoration and preservation project, as outlined in the Mathias Ham House Historic Structure Report.

In our long collaboration with the Dubuque County Historical Society stewarding the historic architecture as well as the historic site, we've recognized the power of working partnerships and the fundamental significance of the historic site on our cultural heritage. The City's Historic Preservation Commission has the responsibility to promote the protection, enhancement, and perpetuation of such landmarks through outreach, education, and design review.

The Dubuque County Historical Society's dedication to preserving the Mathias Ham House and interpreting its' historic site provide engaging learning experiences to visitors and residents, furthering the social and cultural vibrancy of our community. The City of Dubuque supports your initiative to seek funding to support this \$1 million dollar preservation initiative. The success of the Jeffris Family Foundation Challenge Grant Match and DCHS's Preserve the Wonder Capital Campaign reflect both the community's and the region's support of your historic preservation endeavor.

We look forward to the collaborative process of enhancing and preserving this historic landmark.

Sincerely,

Mike Van Milligen
City Manager



City Managers Office
50 W 13th St
Dubuque IA 52001
Office (563) 589.4110
www.cityofdubuque.org

February 26, 2024

Kurt Strand
President & CEO
Dubuque County Historical Society
350 E. 3rd Street
Dubuque, IA 52001

SUBJECT: Letter of Support for Johanna Favrot Fund for Historic Preservation Grant Application for Mathias Ham House

Dear Mr. Strand,

I am pleased to provide this letter of support on behalf of the City of Dubuque in support of the Dubuque County Historical Society's (DCHS) application to the Johanna Favrot Fund for Historic Preservation grant program requesting support of your Mathias Ham House interior restoration and preservation project, as outlined in the Mathias Ham House Historic Structure Report.

In our long collaboration with the Dubuque County Historical Society stewarding the historic architecture as well as the historic site, we've recognized the power of working partnerships and the fundamental significance of the historic site on our cultural heritage. The City's Historic Preservation Commission has the responsibility to promote the protection, enhancement, and perpetuation of such landmarks through outreach, education, and design review.

The Dubuque County Historical Society's dedication to preserving the Mathias Ham House and interpreting its' historic site provide engaging learning experiences to visitors and residents, furthering the social and cultural vibrancy of our community. The City of Dubuque supports your initiative to seek funding to support this \$1 million dollar preservation initiative. The success of the Jeffris Family Foundation Challenge Grant Match and DCHS's Preserve the Wonder Capital Campaign reflect both the community's and the region's support of your endeavor.

We look forward to the collaborative process of enhancing and preserving this historic landmark.

Sincerely,

Mike Van Milligen
City Manager

City of Dubuque
City Council Meeting

Consent Items # 017.

ITEM TITLE: Request for City Council Ratification of Two Amendments to current Collective Bargaining Agreements (DPPA and Teamsters (Bus Operators))

SUMMARY: City Manager recommending City Council ratify the attached referenced Collective Bargaining Agreements (DPPA and Teamsters (Bus Operators)) amendments.

SUGGESTED DISPOSITION: Suggested Disposition: Receive and File; Approve

ATTACHMENTS:

Description

MVM Memo
Staff Memo
DPPA Amendment
Teamsters Amendment

Type

City Manager Memo
Staff Memo
Supporting Documentation
Supporting Documentation



TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

SUBJECT: Request for City Council Ratification of Two Amendments to current Collective Bargaining Agreements (DPPA and Teamsters (Bus Operators)

DATE: February 29, 2024

Chief Human Resources Officer Shelley Stickfort is recommending City Council ratify the attached referenced Collective Bargaining Agreements (DPPA and Teamsters (Bus Operators) amendments.

I concur with the recommendation and respectfully request Mayor and City Council approval.


Michael C. Van Milligen

MCVM:sv

Attachment

cc: Crenna Brumwell, City Attorney
Cori Burbach, Assistant City Manager
Shelley Stickfort, Chief Human Resources Officer

TO: Mike Van Milligen, City Manager

FROM: Shelley M. Stickfort, Human Resources Director

DATE: February 29, 2024

RE: Request for City Council Ratification of Two Amendments to current Collective Bargaining Agreements (DPPA and Teamsters (Bus Operators))

To provide for vacation accrual and use processes more aligned with employee needs and to better assure service and department operational needs the following Amendments to two of the existing union/collective bargaining agreements (CBA's) have been proposed to, and have been or are expected to be ratified by, the respective unions:

1. Third Amendment to Dubuque Police Protective Association July 1, 2020 through June 30, 2024: Revises Article XVI VACATION to define the hours of accrued vacation per pay period, the maximum hours of accrual, and the rates of pay for vacation hours.
2. Proposed, not yet ratified by union, Second Amendment to Teamsters Local No. 120 Bus Operators July 1, 2022 through June 30, 2025: Revises Article 16 VACATIONS at Section 3 of the article to provide employee's the ability to carryover accrued, unused vacation from year to year to a maximum vacation accumulation cap of two hundred and forty (240) hours.

I am recommending that the Dubuque City Council ratify the above referenced CBA amendments.

I respectfully request your support for this recommendation.

Attachments: The two Amendment documents

**PROPOSED
THIRD AMENDMENT**

**To
Agreement
Between
The City of Dubuque, Iowa
and
DUBUQUE POLICE PROTECTIVE ASSOCIATION**

July 1, 2020 – June 30, 2024

SECTION 1

Effective date to March 17, 2024, Article XVI – **VACATIONS**, of the Agreement is amended to define the hours of accrued vacation per pay period, the maximum hours of accrual, and rates of pay for vacation hours.

ARTICLE XVI

VACATIONS

Section 1

Employees covered by this Agreement shall accrue vacation leave on the following basis:

- a) Employees who have completed less than three (3) years of continuous service shall accrue vacation each year at the rate of 3.08 hours per pay period, for a total of eighty (80) hours.
- b) Employees who have completed three (3) years of continuous service, but less than seven (7) years of continuous service shall accrue vacation each year at the rate of 4.62 hours per pay period, for a total of one hundred twenty (120) hours.
- c) Employees who have completed seven (7) years of continuous service, but less than twenty-two (22) years of continuous service shall accrue vacation each year at the rate of 6.16 hours per pay period, for a total of one hundred sixty (160) hours.
- d) Employees who have completed twenty-two (22) or more years of continuous service shall accrue vacation each year at the rate of 7.70 hours per pay period, for a total of two hundred (200) hours.

Vacation accrual increases on the employee's anniversary date.

Unused, accrued vacation may carry over from year to year to a maximum vacation cap of two hundred and forty (240) hours.

Section 2

An employee shall receive vacation pay for each hour used at the employee's base rate of pay, plus longevity pay, educational bonus, and shift premium at the time vacation leave is used.

Section 3

Probationary employees shall not be granted vacation leave until the completion of the Field Training Program, unless authorized by the Chief of Police or designee.

No vacation time shall be accrued during layoff due to lack of work when such layoff exceeds thirty (30) days.

No vacation time shall be accrued during a personal leave of absence when such personal leave of absence extends beyond sixty (60) days.

Section 4

There shall be no changes in the manner or method of scheduling and approving vacations, unless mutually agreed upon by the Association and the Chief of Police.

Section 5

An employee who is absent from work due to illness or injury for a period not to exceed two (2) months shall continue to accrue vacation time.

Section 6

Employees who have six (6) months or more continuous employment and who voluntarily resign or enter military service and provide the City with a minimum of two calendar weeks' notice, shall receive accrued and unused vacation to the last actual workday. The accrued, unused hours shall be paid at the employee's base rate of pay at the time of separation.

Section 7

Employees shall be given the opportunity to convert one (1) week (forty [40] hours) of vacation to compensatory time. The conversion option shall be made available during the period when vacations are scheduled. Employees may also convert sixteen (16) holiday hours to compensatory time. The maximum accrual of compensatory time in lieu of overtime pay shall be eighty (80) hours. The maximum accrual of compensatory time of eighty (80) hours includes vacation hours (up to 40 hours) and holiday hours (up to 16 hours) converted into compensatory time.

Section 2.

Each person signing this Third Amendment on behalf of a party represents and warrants that the requisite power and authority to enter into, execute, and deliver this Third Amendment on behalf of such party and that this Third Amendment is valid and legally binding obligation of such party enforceable against it.

Section 3:

This Third Amendment represents the entire agreement between the parties with respect to its subject matter and supersedes all prior discussions or understandings that the parties may have with respect to the same.

Executed in Dubuque, Iowa as of the date first above written.

CITY OF DUBUQUE, IOWA

DUBUQUE POLICE PROTECTIVE ASSOCIATION

By: _____
Brad M. Cavanaugh, Mayor

By:  02/06/24
Kurt Rosenthal, President

ATTEST: _____
Adrienne Breitfelder, City Clerk

**PROPOSED
SECOND AMENDMENT**

**To
Agreement
Between
The City of Dubuque, Iowa
and
Teamsters Local Union No. 120 – Bus Operators**

July 1, 2022 – June 30, 2025

SECTION 1:

Effective date of March 17, 2024, Article 16 – **VACATIONS** of the Agreement is amended to define the maximum hours of vacation accumulation.

ARTICLE 16

VACATIONS

Section 3 is amended to read as follows:

The vacation anniversary date of an employee shall be the same as the employee's seniority date.

Vacations are to be taken within the twelve (12) month period immediately following the employee's vacation anniversary date. When operational needs as determined by the department manager preclude the employee's use of their vacation within the twelve (12) month period following the employee's anniversary date, employees may accumulate or carry over accrued, unused vacation from year to year up to a maximum cap of two hundred and forty (240) vacation hours.

SECTION 2:

Each person signing this Second Amendment on behalf of a party represents and warrants that the requisite power and authority to enter into, execute, and deliver this Second Amendment on behalf of such party and that this Second Amendment is valid and legally binding obligation of such party enforceable against it.

SECTION 3:

This Second Amendment represents the entire agreement between the parties with respect to its subject matter and supersedes all prior discussions or understandings that the parties may have with respect to the same.

Executed in Dubuque, Iowa March 4, 2024.

CITY OF DUBUQUE, IOWA

**TEAMSTERS LOCAL UNION NO. 120
BUS OPERATORS**

By: _____
Brad M. Cavanaugh, Mayor

By: _____
Kevin Saylor, Vice President/Business Agent

ATTEST: _____
Adrienne Breitsfelder, City Clerk

City of Dubuque
City Council Meeting

Boards/Commissions # 01.

ITEM TITLE: Boards and Commission Application Review

SUMMARY: Applicants are invited to address the City Council regarding their desire to serve on the following Boards/Commissions. Applicant appointments will be made at the next City Council meeting.

Housing Appeals and Mediation Board
One, 3-Year Term through January 1, 2027 (Vacant term of Lenhart)
Applicant:

- Jeff Lenhart, 1085 Main St.

**SUGGESTED
DISPOSITION:**

ATTACHMENTS:

Description	Type
Overview Sheet	Supporting Documentation
Housing Appeals and Mediation Board Applicant	Supporting Documentation
Details and Openings	Supporting Documentation

**APPLICATIONS FOR CITY OF DUBUQUE
BOARDS AND COMMISSIONS
For Council Meeting,
Monday, March 4, 2024
6:30 p.m., Historic Federal Building, 350 W. 6th Street**

<p>APPLICANTS ARE INVITED TO ADDRESS THE COUNCIL REGARDING THEIR APPLICATION FOR APPOINTMENT</p>

Housing Appeals and Mediation Board

One, 3-Year Term through January 1, 2027 (Vacant term of Lenhart)

Applicant:

- Jeff Lenhart, 1085 Main St.

14-1J-7: HOUSING APPEALS AND MEDIATION BOARD:

- A. Board Created: There is hereby created the Housing Appeals and Mediation Board.
- B. Purpose: The purpose of the board is to hear appeals relative to repair deadlines and nuisance abatement orders, decisions, or determinations made by the code official and landlord/tenant disputes regarding property access, nuisance abatement and rent abatement due to the failure of the responsible party to correct city code violations in a timely manner.
- C. Internal Organization And Rules: The board may adopt rules and regulations to govern its organizational procedures as may be necessary and which are not in conflict with this code or the Iowa Code.
- D. Procedures For Operation: All administrative, personnel, accounting, budgetary, and procurement policies of the city govern the board in all its operations.
- E. Membership:
 - 1. The board comprises five (5) residents of the city, appointed by the city council.
 - 2. Residents must be eighteen (18) years of age or older.
 - 3. Special Experience And Training Qualifications: The housing appeals and mediation board shall be comprised of residents with an interest in fair and equitable housing with emphasis on balance of landlords, tenants and other interested citizens.
- F. Oath: Each person, upon appointment or reappointment to the board, must execute an oath of office at the first meeting of the board following appointment or reappointment or at the city clerk's office any time prior to the first meeting of the board following the appointment or reappointment.
- G. Terms: The term of office for members of the board is three (3) years or until such member's successor is appointed and qualified.
- H. Vacancies: Vacancies must be filled in the same manner as original appointments.
- I. Officers/Organization: The board must choose annually a chairperson and vice chairperson, each to serve a term of one year. The code official or the code official's designee is the secretary of the board. The board must fill a vacancy among its officers for the remainder of the officer's unexpired term.
- J. Meetings:
 - 1. The board shall meet upon notice from the chairman, within not less than ten (10) days and not more than ninety (90) days of the filing of an appeal or a request for mediation, at stated periodic meetings, or at the written request of a majority of the members.
 - 2. Attendance:
 - a. In the event a member of the board has been absent for three (3) or more consecutive meetings of the board, without being excused by the chairperson, such absence will be grounds for the board to recommend to the city council that the position be declared vacant and a replacement appointed.
 - b. Attendance must be entered upon the minutes of all meetings.
 - 3. Minutes: A copy of the minutes of all regular and special meetings of the board must be filed with the city council within ten (10) working days after each meeting, or by the next regularly scheduled city council meeting, whichever is later.
 - 4. Quorum: Three (3) members of the board must be in attendance to constitute a quorum for the transaction of business. An affirmative vote of a majority of the members present and voting is necessary for the adoption of any motion or resolution.
- K. Compensation: Members serve without compensation, provided that they may receive reimbursement for necessary travel and other expenses while on official board business within the limits established in the city administrative policies and budget.
- L. Removal: The city council may remove any member for cause upon written charges and after a public hearing.
- M. Powers:
 - 1. Repair Timeline Appeals:
 - a. An appeal of repair deadlines shall be based on a claim that specific code violations cannot be corrected in the timeframe prescribed by the inspector. The board shall evaluate whether the violations can be corrected in the time frame prescribed by the inspector. The board may uphold the timeframe prescribed by the inspector or grant an extension of time not to exceed nine (9) months from the date of the notice of violation.
 - b. In no event shall the board have the authority to amend the violation as determined by the inspector or wave requirements of this code.
 - 2. Nuisance Abatement:
 - a. An appeal of a nuisance abatement order shall be based on the claim that the true intent of Title 6, Chapters 4 and 8 related to rubbish and garbage have not been correctly interpreted or the provisions don't fully apply. The board may uphold the finding of a nuisance and ordered abatement, modify the deadline for nuisance abatement, or reverse the nuisance designation based on determination that the condition is not a violation of the code.
 - b. In no event shall the board have the authority to waive the requirements of this code.
 - 3. Mediation:

a. An application for mediation shall be based on the claim that either the landlord or tenant have failed to fulfill their duties as required by the lease between the parties, the Iowa Code, or the city code.

b. The City will work directly with magistrates within the Iowa District Court in and for Dubuque County to best serve the needs of the involved parties and encourage building positive landlord tenant relationships for the betterment of the community during an eviction proceeding.

c. The board will hear all issues related to the requested mediation, ask questions necessary to develop a full understanding of the issues, guide participants to develop mutually agreeable solutions, and assist in recording binding written agreements between the parties.

Failure to resolve issues in mediation will result in a referral to the appropriate jurisdictional authority (court) along with a copy of the mediation record and any exhibits or evidence provided by parties of the mediation.

4. All appeal hearings shall be conducted in accordance with the procedures specified in this Code.

N. Application For Appeal:

1. Any person affected by a nuisance abatement order or repair timeline decision of the code official shall have the right to appeal to the housing appeals and mediation board, provided a written application for appeal is filed within twenty (20) days after the day the decision, notice, or order was served and prior to the deadline on the notice.

2. An application for appeal shall dispute the timeline necessary to complete repair or the designation of a condition as a nuisance.

O. Disqualification Of Member: A member shall not hear an appeal in which that member has a personal, professional, or financial interest.

P. Postponed Hearing: Either the City, the party appealing, or a mediation participant may request a postponement of a proceeding subject to the approval of the Code official. In no event may a postponement exceed ninety (90) days beyond the date of the appeal. (Ord. 30-16, 6-20-2016, eff. 7-1-2016; amd. Ord. 34-17, 7-5-2017; Ord. 50-20, 12-7-2020)

Trish Gleason

From: noreply@civicplus.com
Sent: Friday, February 16, 2024 10:18 AM
To: Adrienne Breitfelder; Trish Gleason; Alexis Steger; Michael Belmont
Subject: Online Form Submittal: Board/Commission Application Form

This sender is trusted.

Board/Commission Application Form

Individuals serving on Boards and Commissions play an important role in advising the City Council on matters of interest to our community and its future. The City Clerk's Office, City Hall, 50 West 13th Street, Dubuque, IA, accepts applications for any Board and/or Commission at any time. Applications stay active for one year from the date of receipt in the Clerk's Office. Applications to multiple vacancies and/or reappointment requests requires separate applications.

Please complete the online application and separate optional demographic information below

Personal Information

Select the Board, Commission, or Committee applying for: Housing Appeals and Mediation Board

Name: Jeff Lenhart

Please enter the best way to pronounce your name below: *Field not completed.*

How did you hear about City of Dubuque Boards and Commission? Other:

If other, please specify: City of Dubuque Housing team member

Gender (choose all that apply) Note: Some City Boards/Commissions are subject to the gender balance requirement in Iowa Code Section 69.16A
Man

If trans or transgender please specify:	<i>Field not completed.</i>
If another identity please specify:	<i>Field not completed.</i>
Street Address: PLEASE NOTE: you must live within the Dubuque city limits to apply/serve on a City of Dubuque board or commission.	1085 Main Street, Apartment 4C
City	Dubuque
State	Iowa
Zip Code:	52001
Preferred Phone Number:	563-880-1042
Email Address(es):	lenhartjeff@gmail.com
Place of Employment:	Dubuque Rescue Mission
Business Phone Number:	563-583-1394
Job Title/ Duties:	Executive Assistant
Please list your experience, skills and or education that have prepared you for service on this board/commission:	My involvement since I've been in Dubuque, with homelessness, along with national housing/homeless organizations have opened my eyes in major ways about the problems that people WITH homes, along with individuals who have no homes, struggle with.
What contributions can you make or state reason for applying?	I believe I can be the voice of people who sometimes feel like they have no voice when it comes to housing problems in our community. It's important to ask questions, to understand situations, to try to have an open mind when individuals have housing problems in our community.
Describe your experience working in diverse environments:	I've been a team member at the Dubuque Rescue Mission since 2015, and prior to that, I was a volunteer. I've been able to meet with individuals from ALL walks of life, being able to see their struggles that they face with affordable housing,

landlord/tenant issues, not being able to have a decent and safe place to call home.

Describe your experience engaging other community members to gather their input and opinions:	It's been helpful to ask questions to community members, to try and get to the root of the problems that they face, especially dealing with housing issues. Whether it's meeting with citizens face-to-face, or even using social media to create dialogue, and open discussion, has proven to be very useful in the past.
---	--

List two references: (Include their name and phone number)	Rick Mihm: 563-451-8935 Deborah and Roy Buol: 563-564-5455
---	---

Are you currently serving on other Boards, Commissions, or Committees?	No
--	----

If yes, which?	<i>Field not completed.</i>
----------------	-----------------------------

Have you served on a Board, Commission, or Committee before?	Yes
--	-----

If yes, which?	Human Rights Commission, Housing and Community Development, Housing Appeals and Mediation
----------------	---

Have you participated in the City Life program?	Yes
---	-----

If so, when?	2013-2014
--------------	-----------

Have you participated in the Intercultural Competency Program offered through the City of Dubuque or other organizations?	Yes
---	-----

If yes to the above question, please list the organization that offered the program and the date of completion:?	City of Dubuque
--	-----------------

This application is a public document and as such can be reproduced and distributed for the public. Each application for reappointment to a City Board or Commission will be considered without regard to incumbency. Misrepresentations on this application will constitute just cause for removal of an appointee. Specific

attention should be directed to possible conflict of interest. For further clarification, if a situation arises, contact the City Clerk's Office or the City Attorney's Office.

Signature (type your name here as electronic verification): Jeff Lenhart

Date: 02/16/2024

Email not displaying correctly? [View it in your browser.](#)

CITY OF DUBUQUE

BOARDS AND COMMISSIONS DETAILS AND OPENINGS

X / X / 24

Indicates openings within 2023

Open

Indicates Current Opening

Indicates board or commission is subject to the provisions of Iowa Code section 69.16A relating to gender balance

Indicates Public Member representing board or commission and appointed as a representative to a separate board or commission

AIRPORT COMMISSION

4 Yr. Term - Meets 4th Tuesday, 4 p.m., Airport Conf. Room

Public Member 1	Douglas	Brotherton	9/14/25
Public Member 2	Marianne	Kurtz-Weber	9/14/25
Public Member 3	Michael	Phillips	9/14/26
Public Member 4	Robert	Blocker	9/14/26
Public Member 5	Sue	Clemenson	9/14/24

AIRPORT ZONING BOARD OF ADJUSTMENTS

5 Yr. Term - Meets on Call

County Rep.	Laurie	Guy	2/15/26
County Rep.	Mary	Goebel	2/15/26
Public Member 1	Open	Open	unknown
ZBA Rep.	Rena	Stierman	3/25/27
ZBA Rep.	Jonathan	McCoy	3/25/26

AIRPORT ZONING COMMISSION

6 Yr. Term - Meets on Call

County Rep.	Open	Open	12/31/26
County Rep.	Mary	Goebel	12/31/26
Public Member 1	Open	Open	12/31/26
ZAC Rep.	Richard	Russell	7/1/24
ZAC Rep.	Matthew	Mulligan	7/1/25

ARTS AND CULTURAL AFFAIRS ADVISORY COMMISSION

3 Yr. Term - Meets 4th Tuesday, 3:30 p.m., MFC or Varied locations

Business Pro 1	Noelle	Chesney	6/30/24
In Cultural & Entertain Dist. 1	Paula	Neuhaus	6/30/24
Out Cultural & Entertain Dist. 1	Thomas	Robbins	6/30/25
Public Member 1	Shirley	Davis-Orwoll	6/30/25
Public Member 2	Doug	Donald	6/30/26
Public Member 3	Susan	Riedel	6/30/26
Public Member 4	Nicholas	Halder	6/30/25

BUILDING CODE ADVISORY AND APPEALS BOARD

3 Yr. Term -Meets on Call; 4:30 p.m., Federal Bldg.

Altn. Commercial Construct Pro 1	Open	Open	1/1/24
Altn. Electrical Construct Pro 1	Adam	Brown	1/1/27
Altn. HVAC Construct Pro 1	Open	Open	1/1/24
Altn. Plumbing Construct Pro 1	Open	Open	1/1/24
Altn. Residential Construct Pro 1	Open	Open	1/1/24
Commercial Construct Pro 1	Open	Open	1/1/24
Electrical Construct Pro 1	Thomas	Townsend	1/1/27
HVAC Construct Pro 1	Corey	Valaskey	1/1/27
Multidisciplinary Rep. 1	Open	Open	1/1/24
Multidisciplinary Rep. 2	Open	Open	1/1/24
Plumbing Construct Pro 1	Open	Open	1/1/24
Residential Construct Pro 1	Open	Open	1/1/24

BOARD OF LIBRARY TRUSTEES

4 Yr. Term - Meets 4th Thur. 4 p.m., Library

Public Member 1	Andrew	Bland	7/1/26
Public Member 2	A. Alanda	Gregory	7/1/26
Public Member 3	Victor	Lieberman	7/1/27
Public Member 4	Pam	Mullin	7/1/27
Public Member 5	Robert	Armstrong	7/1/24
Public Member 6	Christina	Monk	7/1/24
Public Member 7	Greg	Gorton	7/1/25

CABLE TELEVISION COMMISSION

3 Yr. Term - Meets on Call., Varied locations

Public Member 1	Pauline	Maloney	7/1/26
Public Member 2	Georgina	Guerrero	7/1/26
Public Member 3	Ronald	Tigges	7/1/26
Public Member 4	Open	Open	7/1/24
Public Member 5	Jennifer	Tigges	7/1/24

CATFISH CREEK WATERSHED MANGT. AUTHORITY

4 Yr. term - Meets Quarterly

Public Member 1 **	Steven	Drahozal	7/16/24
Public Member 2	Jared	Mc Govern	7/16/24

CIVIC CENTER ADVISORY COMMISSION

3 Yr. Term - Meets last Mon. of every third month,

3:30 p.m., Five Flags

Public Member 1	Danielle	Jacobs	6/29/24
Public Member 2	Mc Kenzie	Blau	6/29/25
Public Member 3	Brenda	Christner	6/29/25
Public Member 4	Bryce	Parks	6/29/24
Public Member 5	Rod	Bakke	6/29/25

CIVIL SERVICE COMMISSION

3 Year Term - Meets 2nd Wed., 4:15 p.m., City Hall

Public Member 1	Scott	Crabill	4/6/26
Public Member 2	Carla	Heathcote	4/6/24
Public Member 3	Daniel	White	4/6/25

COMMUNITY DEVELOPMENT ADVISORY COMMISSION

3 Yr. Term - Meets 3rd Wed., 5:30 p.m., Federal Bldg./Housing

Housing Commission Rep. 1	Renee	Kehoe	8/17/24
Low/Moderate Income Rep. 1	Kelly	Fox	2/15/26
Low/Moderate Income Rep. 2	Gerald	Hammel Jr.	2/15/27
Low/Moderate Income Rep. 3	Julie	Woodyard	2/15/24
Low/Moderate Income Rep. 4	Dominique	Jeter	2/15/25
Public Member 1	Sasha	Williams	2/15/24
Public Member 2 **	Dean	Boles	2/15/25
Public Member 3	Michelle	Hinke	2/15/25
Public Member 4	Gabriel	Mozena	2/15/26

Equity and Human Rights Commission**3 Yr. Term - Meets 2nd Tus. 4:30 p.m., MFC Conf. room 2**

Public Member 1	Carla	Anderson	1/1/25
Public Member 2	Enoc	Sanchez	1/1/26
Public Member 3	Matt	Zanger	1/1/26
Public Member 4	Jake	Kurczek	1/1/26
Public Member 5	Open	Open	1/1/24
Public Member 6	Theresa	Sampson	1/1/27
Public Member 7	Maitha	Jolet	1/1/25
Public Member 8	David	Heiar	1/1/24
Public Member 9	Michaela	Freiburger	1/1/25

HISTORIC PRESERVATION COMMISSION**3 Yr. Term - Meets 3rd Thur., 5:30 p.m., Federal Bldg.**

Architect At-Large 1	Christina	Monk	7/1/26
Cathedral District 1	Open	Open	7/1/26
Jackson Park District 1	Janice	Esser	7/1/25
Langworthy District 1	Thea	Dement	7/1/26
Old Main District 1	Open	Open	7/1/24
Public Member 1	Melissa	Cassill	7/1/24
Public Member 2	William	Doyle	7/1/24
Public Member 3	Tim	Gau	7/1/24
West 11th District 1	Rick	Stuter	7/1/25
Interim District Rep. 1	Heidi	Pettit	Until district appointment made

HOUSING APPEALS AND MEDIATION BOARD**3 - Yr. Term - Meets on Call, 4:30 p.m., Federal Bldg.**

Public Member 1	Mary	Gotz	1/1/27
Public Member 2	Luke	Hoffmann	1/1/27
Public Member 3	Open	Open	1/1/24
Public Member 4	Lynn	Sutton	1/1/27
Public Member 5	Open	Open	1/1/24

HOUSING COMMISSION**3 Yr. Term - Meets 4th Tues. (Jan, Aril, July, Oct), 4:00 p.m., Fed. Bldg.**

Public Member 1 **	Renee	Kehoe	8/17/24
Public Member 2	Ross	Janes	8/17/24
Public Member 3	Rick	Merfeld	8/17/25
Public Member 4	Open	Open	8/17/24
Public Member 5	Sam	Wooden	8/17/24
Public Member 6	Cathy	Dickens	8/17/25
Public Member 7	Julietta	Scott	8/17/26
Public Member 8 **	Rick	Baumhover	8/17/25
Public Member 9 ** **	Amy	Eudaley	8/17/26
Section 8 Rep. 1	Open	Open	8/17/24

HOUSING TRUST FUND ADVISORY COMMITTEE**3 Yr. Term - Meets as needed, 7:30 a.m., Federal Bldg.**

Housing Commission Rep. 1	Rick	Baumhover	8/17/25
Housing Commission Rep. 2	Amy	Eudaley	8/17/26
Public Member 1	Open	Open	8/17/25
Public Member 2	Jim	Holz	8/17/24
Public Member 3	Michelle	Becwar	8/17/24

INVESTMENT OVERSIGHT ADVISORY COMMISSION**3 Yr. Term - Meets 4th Wed.(Jan., April, July, Oct.) 3 p.m., City Hall**

Public Member 1	Daniel	Garza	7/1/26
Public Member 2	Molly	Valaskey	7/1/24
Public Member 3	Phillip	Heim	7/1/24
Public Member 4	Joshua	Merritt	7/1/25
Public Member 5	Gary	Ruden	7/1/25

LONG RANGE PLANNING ADVISORY COMM.**3 Yr. Term - Meets 3rd Wed. 5:30 p.m., Federal Bldg.**

Housing Commission Rep. 1	Rick	Merfeld	8/17/25
Public Member 1	Mark	Ward	7/1/26
Public Member 2	Michael	Rabagia	7/1/26
Public Member 3	Tyler	Stoffel	7/1/24
Public Member 4	Beth	McGrath	7/1/24
Public Member 5	Cliff	Conrad	7/1/25
Public Member 6	Open	Open	7/1/25

PARKS AND RECREATION ADVISORY COMMISSION**3 Yr. Term - Meets 2nd Tues., 4:30 p.m. MFC/Varied locations**

Public Member 1 **	Robin	Kennicker	6/30/26
Public Member 2	Ron	Axtell	6/30/26
Public Member 3	Jessica	Ochoa	6/30/26
Public Member 4	Jennifer	Tigges	6/30/24
Public Member 5	Lori	Ollendick	6/30/25
Public Member 6	Josh	Jorgenson	6/30/25
Public Member 7	Jason	Henkel	6/30/25

RESILIENT COMMUNITY ADVISORY COMMISSION**3 Yr. Term - Meets 1st Thur. 5:00 p.m. , Jule Op. & Train. Center**

Commission Cross Rep. 1	Steven	Drahozal	7/16/24
Commission Cross Rep. 2	Robin	Kennicker	6/30/26
Commission Cross Rep. 3	Dean	Boles	2/15/25
Public Member 1	Sandra	Evans	7/1/25
Public Member 2	Adam	Hoffman	7/1/24
Public Member 3	Joshua	Chamberland	7/1/26
Public Member 4	Lalith	Jayawickrama	7/1/26
Public Member 5	Katharine	Connolly	7/1/24
Public Member 6	Jacob	Kohlhaas	7/1/25

TRANSIT ADVISORY BOARD**3 Yr. Term - Meets bi-monthly Sept. to May, 2nd Thur.****Intermodal Transit Station**

Public Member 1	Open	Open	7/30/25
Public Member 2	Open	Open	7/30/26
Public Member 3	Greg	Orwoll	7/30/26
Public Member 4	Dora	Serna	7/30/26
Public Member 5	Matthew	Esser	7/30/24

ZONING ADVISORY COMMISSION**3 Yr. Term - Meets 1st Wed., 6:00 p.m., Fed. Bldg..**

Public Member 1 **	Matthew	Mulligan	7/1/25
Public Member 2	Martha	Christ	7/1/26
Public Member 3	Carrie	Lohrmann	7/1/26
Public Member 4	Teri	Zuccaro	7/1/26
Public Member 5	Richard	Russell	7/1/24
Public Member 6	Ryan	Sempf	7/1/24
Public Member 7	Pat	Norton	7/1/25

ZONING BOARD OF ADJUSTMENTS**5 Yr. Term - Meets 4th Thur., 5:30 p.m. Fed. Bldg..**

Public Member 1	Gwen	Kosel	3/25/24
Public Member 2 **	Keith	Ahlvin	3/25/25
Public Member 3	Jonathan	McCoy	3/25/26
Public Member 4	Rena	Stierman	3/25/27
Public Member 5	Matthew	Mauss	3/25/28

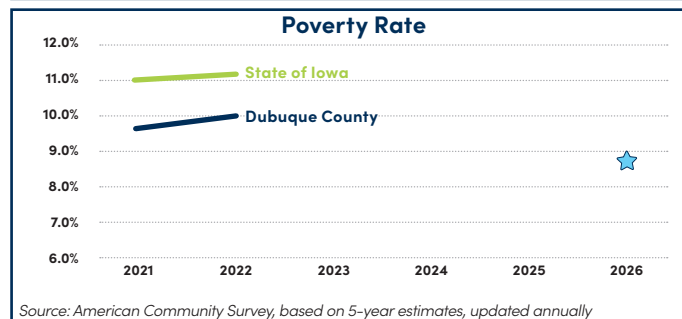
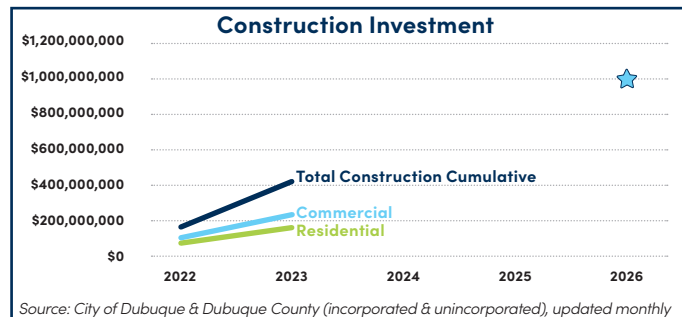
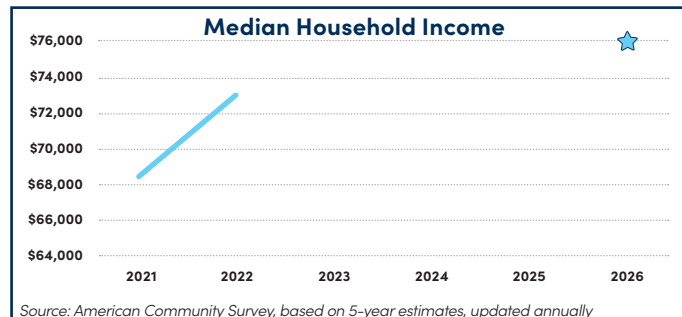
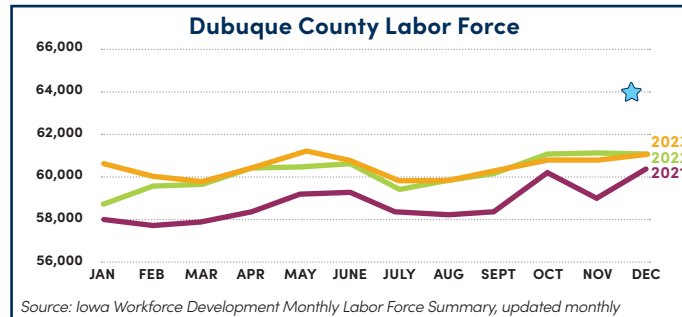
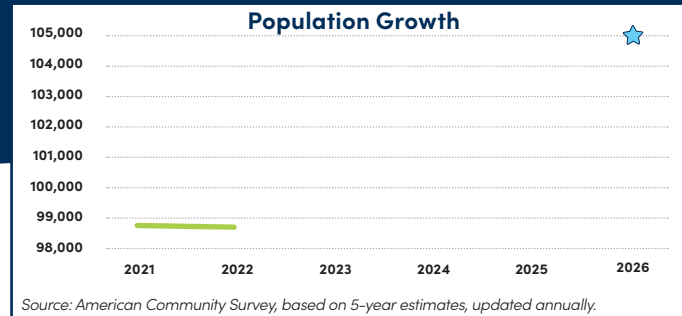
City of Dubuque
City Council Meeting

Action Items # 01.

ITEM TITLE:	Greater Dubuque Development Corporation's 'You Can Be Great Here' Campaign Progress Brochure	
SUMMARY:	City Manager providing a copy of Greater Dubuque Development Corporation's 'You Can Be Great Here' Campaign Progress Brochure that will be distributed with City utility bills from February 14 through March 6, 2024.	
SUGGESTED DISPOSITION:	Suggested Disposition: Receive and File	
<u>ATTACHMENTS:</u>		
Description		Type
'You Can Be Great Here' Campaign Progress Brochure		Supporting Documentation

YOU can be great here PROGRESS

2022-2027 Campaign



Dubuque County Population Growth

105,000

★ **GOAL:** Make 2027 the year that the Dubuque County population reaches 105,000.

PROGRESS: MAINTAINING – As of April 2023, Dubuque County's population is holding steady at 98,677.

Dubuque County Labor Force

64,000 Jobs*

★ **GOAL:** Grow our regional workforce to over 64,000 jobs by 2027.

PROGRESS: RECOVERING – Recovery continues with near pre-pandemic employment levels at 61,100 as of December 2023 and a high of 61,300 in May 2023.

*Nationally 13% of workers work 100% virtually and if it is for an out of town employer, they would not be counted in this number.

Dubuque County Median Household Income

\$76,000

★ **GOAL:** Increase Dubuque County's median household income to \$76,000 by 2027.

PROGRESS: ON TRACK – As of December 2023, median household income has increased from \$68,198 (2021 benchmark) to \$73,495.

Construction Investment

\$1 billion

★ **GOAL:** Encourage and facilitate \$1 billion of cumulative new residential and commercial construction by 2027.

PROGRESS: ON TRACK – As of December 2023, total cumulative residential and commercial construction investment in Dubuque County rose to \$402,605,219.

Poverty Reduction

-5%

★ **GOAL:** By 2027, reduce the number of households below the Dubuque County Supplemental Poverty Measurement by five percent to 8.8%.

PROGRESS: OFF TRACK – As of December 2023, the poverty rate for Dubuque County rose from 9.9% to 10.0%.

YOU can be great here.

2022-2027 Campaign



Established in November 1984, Greater Dubuque Development is a public/private non-profit partnership formed for the purpose of creating and retaining quality employment within our region while maintaining and enhancing our quality of life for the benefit of all businesses and citizens. While our focus is on Dubuque and Dubuque County, also referred to in economic development terms as the Dubuque Metropolitan Statistical Area (MSA), the positive impact of our actions and relationships ripple throughout the Tri-State region.

Our 2022-2027 **YOU can be great here** campaign is a five-year plan with aggressive goals, clear strategies, and actionable steps aimed at population growth, job creation, increased wages, construction investment, and poverty reduction. Through our three pillars of Workforce Solutions, Business Services, and Strategic Initiatives, we support and grow our business community and their workforce while constantly improving our region's quality of life. With the help of regional leaders, businesses, non-profits, educational institutions, and citizens working closely together, we can create a vibrant region of choice that delivers on the promise **YOU can be great here.**

2027 Goals

105K population

Make 2027 the year that the Dubuque County population reaches 105,000.

64K jobs

By 2027, grow the regional workforce of Dubuque County to 64,000.

\$76K median household income

Increase the Dubuque MSA median household income to \$76,000 by 2027.

\$1B construction investment

Encourage and facilitate \$1 billion of cumulative new residential and commercial construction by 2027.

-5% reduce poverty

By 2027, reduce the number of households below the Dubuque County Supplemental Poverty Measurement by five percent.

YOU can be great here.

Schmid Innovation Center | 900 Jackson Street, Suite 109, Dubuque, Iowa 52001 | 563.557.9049
www.greaterdubuque.org | youcanbegreatthere.com

Our region's economic future and delivering on the promise that **YOU can be great here** will be built on the strength and stability of three critical priorities:

WORKFORCE solutions
BUSINESS services
STRATEGIC initiatives



WORKFORCE SOLUTIONS

Manage resources and facilitate relationships that streamline connections between employers and job seekers.

AccessDubuqueJobs.com
Spring & Fall Career Fairs
HR Professionals Cohort
Work that Works Flexible College Employment Program
Rapid Response Outreach
Workforce Solutions Events

13,488
New Jobs Posted to AccessDubuqueJobs.com Regional Job Board (FY23*)

395
Job Seeker Career Fair Attendees (FY23*)

Recruit and retain newcomers through direct programming and targeted marketing strategies.

Distinctively Dubuque Newcomer Program
Community Tours & Relocation Guide
YOU can be great here Marketing Campaign
Annual Welcome to Dubuque Student Outreach

102 Participants in Distinctively Dubuque Newcomer Program (FY23*)

92 Community Tours Provided (FY23*)

Connect untapped talent with opportunities for personal and professional growth in the community.

YOU can be great here Community of Colleges Events
Dubuque Works Network
Opportunity Dubuque Certificate Training Tuition Support

3,582 Opportunity Dubuque Certificate Completions (since 2011 program launch)

BUSINESS SERVICES

Establish and maintain trusted relationships with business community and public sector to advocate and support regional growth.

InfoAction Interviews
Business Assistance Requests
Monthly Touchpoints with Municipal & State Government, Utilities, Others
Quarterly Tri-State Economic Developer Convenings

250+ InfoAction Interviews Annually

247 Business Assistance Request Followups (FY23*)

Identify and promote opportunities for business relocation and business expansion within the region.

Regional Project Facilitation
National Marketing Proposals
RESimplifi / LOIS Property Listings

5 New Expansions Assisted by Greater Dubuque Development (FY24 to date**) **\$46,905,000** New Expansion Investment (FY24 to date**)

Provide access to labor data and market insights to maximize resources and promote adoption of best practices.

Quarterly & Annual Action Dashboard Reports
Annual Wage & Occupations Report
Annual Skills Gap Analysis
Salary.com Compensation Analysis Services
Business Services Informational Events

STRATEGIC INITIATIVES

Facilitate economic growth by analyzing and cooperatively addressing gaps in community services.

2022 Dubuque Housing Needs Assessment
2022 Greater Dubuque Child Care Analysis
NEXT GEN Perceptions Survey

Greater Dubuque Child Care Analysis

Bring the public and private sectors together to secure and utilize diverse resources to deliver on community priorities.

Increase Child Care Capacity
Housing Tax Credits & Incentives
Renewable Energy & Biogas Projects
Urban Redevelopment Planning & Projects

\$2.158M Child Care Business Incentive Grant, State of Iowa (Sept. 2022)

\$560,000 State Grant for Dubuque Child Care Provider Wage Enhancement Program (Dec. 2023)

Identify and remove barriers, improve public policy and incentives to empower the private sector and inspire equitable development.

Housing Development Policy
Public Transit Commuter Route & College Student Fare Waiver
Broadband Provider Expansion & Universal Connectivity

1,994 Proposed New Housing Units (as of Dec. 2023)

*FY23=July 1, 2022 – June 30, 2023 **FY24 to date=July 1, 2023 – December 31, 2023

City of Dubuque
City Council Meeting

Action Items # 02.

ITEM TITLE: Prepared Live
SUMMARY: City Manager sharing information on a new web-based platform Prepared Live that Emergency Communications Center will go live with on March 4th, 2024.
SUGGESTED DISPOSITION: Receive and File; PresentationSuggested Disposition:

ATTACHMENTS:

Description	Type
MVM Memo	City Manager Memo
Memo - Prepared Live	Staff Memo
Tier packages available - Prepared Live	Supporting Documentation
Pricing Breakdown - Prepared Live	Supporting Documentation



TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

SUBJECT: Prepared Live

DATE: February 29, 2024

Emergency Communications Center Director Jessica George-Rethwisch is sharing information on a new web-based platform Prepared Live that Emergency Communications Center will go live with on March 4th, 2024.


Michael C. Van Milligen

MCVM:sv
Attachment

cc: Crenna Brumwell, City Attorney
Cori Burbach, Assistant City Manager
Jessica George-Rethwisch, Director Emergency Communications Center



To: Michael Van Milligen, City Manager

From: Jessica George-Rethwisch, Director Emergency Communications Center

Subject: Prepared Live

Date: February 27, 2024

Introduction: Share information on a new web-based platform Prepared Live that Emergency Communications Center will go live with on March 4th, 2024

Background: Emergency Communications technology is constantly changing; the day is here we can see live video on scene from 911 callers. This new program called Prepared Live will allow the community to text and livestream video with 911. When someone calls 911 from their cell phone, the dispatcher will ask the required questions and offer the caller a link that will enable the caller to share their location and livestream it from their mobile device. Prepared Live is web-based so there is no downloading of apps. Prepared Live has several priced tiers, as the tiers grow more items are added. The starter tier we have is zero cost. 911 dispatchers have access to two-way text, photo, video, livestream, GPS location, and Chat with responders. All text messages, photos and videos will be archived. One perk for the increased tiers is translation of over 160 languages on text message. Which is only available free for a limited time only. If the community is supportive of using the program we will explore the other tiers to see what will be the best fit for us agency.

You never know what will be on the 911 call when answered. As we all know many of the 911 calls are more stressful than others. Dispatchers hear the panicked voices or cries from callers trying to help loved ones. One concern I had before getting this program was the videos or photos the dispatch staff would be subjected to see; however, we do have the ability to blur the scene. Video will still go to the archives as normal to be used in future if needed by law enforcement, but the dispatcher does not have to watch what is happening on the screen in front of them. Dispatch staff have been in practice/training mode for several weeks to learn the program. We are excited for these new programs and advancing of technology in the Emergency Communications world!

Packages built to meet your agency’s mission-critical needs

	Starter Texting, location, media, and live stream – all for free	Base Locate and communicate with every caller, no matter their language or circumstance	Plus Add call audio processing that increases efficiency and drives life-saving outcomes	Unlimited Supercharge your entire operation with a synthesized view of every data point
Texting				
Outbound texting	✓	✓	✓	✓
Custom canned messages	✓	✓	✓	✓
Inbound texting		✓	✓	✓
Text translation for 160 languages		✓	✓	✓
Real-time text		✓	✓	✓
Media				
Media share through text	✓	✓	✓	✓
Live stream video	✓	✓	✓	✓
Unlimited media storage	✓	✓	✓	✓
Audio in live stream video		✓	✓	✓
Location				
GPS location through link	✓	✓	✓	✓
what3words		✓	✓	✓
Z-axis location		✓	✓	✓
Automatic ALI location			✓	✓
Call Audio				
Incoming 911 call incidents			✓	✓
Audio playback and recording			✓	✓
Live call audio transcript			✓	✓
Live call audio translation for 19 languages			✓	✓
Hangup automatic follow-up texts			✓	✓
Analytics and Monitoring				
Keyword alerts for text		✓	✓	✓
Flagging incidents		✓	✓	✓
Usage analytics		✓	✓	✓
Custom workflows		✓	✓	✓
Keyword alerts for audio			✓	✓
AI-Powered Insights				
Summary insights				✓
Instant sentiment analysis				✓
Person description summary				✓
Media analysis				✓
Security				
SSO	✓	✓	✓	✓
SAML 2.0		✓	✓	✓
Audit Logs		✓	✓	✓

Hi Jessica!

Below is the pricing, and I've also attached a tier breakdown that should help.

The big thing to think about and consider is if you'd like to have those workflow automation tools and insight assistive technology - and ask yourself (which knowing you, you're already doing) how much of an impact would it have if for 911 callbacks my dispatchers did **not** have to spend time on say 80% of them because Prepared would automatically send out that first initial text.

Prepared Assist: \$6,000

Prepared Assist +: \$19,500

Prepared Assist Unlimited: \$25,350

Those would be the pricing based on the three tiers, given that 30k call volume that you shared (great because that's a cut-off for a tier, so you're not in that next 30-50k tier.)

Please do let me know if you have any questions!

Zach

City of Dubuque
City Council Meeting

Action Items # 03.

ITEM TITLE:

Approve Reimagine Comiskey Park-Phase 2 National Park Service Outdoor Recreation Legacy Grant Application Submission

SUMMARY:

City Manager recommending City Council approval of the Reimagine Comiskey Park-Phase 2 National Park Service Outdoor Recreation Legacy Grant application submission and adopt the resolution.

RESOLUTION

Authorizing the Mayor to execute an application for the National Park Service Outdoor Recreation Legacy Partnership Program Grant and authorizing the Leisure Services Director and the City Manager to approve the application

SUGGESTED DISPOSITION:

Suggested Disposition: Receive and File; Adopt Resolution(s)

ATTACHMENTS:

Description	Type
MVM Memo	City Manager Memo
Staff Memo	Staff Memo
Resolution	Supporting Documentation
Grant Application_Uploaded 3.4.24	Supporting Documentation

TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

SUBJECT: Approve Reimagine Comiskey Park-Phase 2 National Park Service
Outdoor Recreation Legacy Grant Application Submission

DATE: February 29, 2024

Leisure Services Director Marie Ware is recommending City Council approval of the Reimagine Comiskey Park-Phase 2 National Park Service Outdoor Recreation Legacy Grant application submission and adopt the resolution.

Outdoor Recreation Legacy Partnership (ORLP) funding will support recreational improvements at Comiskey Park. The project will provide residents in the North End and Washington neighborhoods with greater opportunities for play and leisure activities. Federal investment will support:

- Construction of two full-size basketball courts;
- Development of new shaded picnic areas;
- Replacement of an older basketball court, skate spot, and tennis court with a multi-use playing field;
- Building trails throughout the park;
- Establishment of a new park entryway;
- Creation of a 53-stall parking lot; and
- Additional landscaping including trees and native plantings.

I concur with the recommendation and respectfully request Mayor and City Council approval.


Michael C. Van Milligen

MCVM:sv
Attachment

cc: Crenna Brumwell, City Attorney
Cori Burbach, Assistant City Manager
Marie Ware, Leisure Services Director
(list continues next page)

Jenny Larson, Chief Financial Officer
Nathan Kelleher, Budget/Financial Analyst
Steve Fehsal, Park Division Manager
Jared Charland, Project and Facilities Manager

TO: Michael C. Van Milligen, City Manager
FROM: Marie L. Ware, Leisure Services Manager
SUBJECT: Approve Reimagine Comiskey Park-Phase 2 National Park Service
Outdoor Recreation Legacy Grant Application Submission
DATE: February 29, 2024

INTRODUCTION

The purpose of this memo is to request Mayor and City Council approval of the Reimagine Comiskey Park-Phase 2 National Park Service Outdoor Recreation Legacy Grant application submission and adopt the resolution.

BACKGROUND

In July of 2023 Reimagine Comiskey Park Phase 1 opened to the public. Since before that time staff have been searching for grants to assist with Phase 2 funding. The Outdoor Recreation Legacy Partnership program assisted in funding Phase 1. Prior to this round 7 funding communities were not eligible to reapply for a second grant on the same property. The round 7 Notice of Funding Opportunity (NOFO) for ORLP was changed to allow this making it a grant that could be sought again.

DISCUSSION

Outdoor Recreation Legacy Partnership (ORLP) funding will support recreational improvements at Comiskey Park in Dubuque, Iowa. The project will provide disadvantaged residents in the North End and Washington neighborhoods with greater opportunities for play and leisure activities. National Park Service (NPS) resources will benefit people who live in Census Tract 19061000500, with 24.1% poverty (compared to 12.5% nationally), a median household income of \$37,952 (less than the national level of \$75,149), and a significant minority population (23.7%). Federal investment will support:

- Construction of two full-size basketball courts;
- Development of new shaded picnic areas;
- Replacement of an older basketball court, skate spot, and tennis court with a multi-use playing field;
- Building trails throughout the park;

- Establishment of a new park entryway;
- Creation of a 53-stall parking lot; and
- Additional landscaping including trees and native plantings.

Rehabilitation of Comiskey Park will transform this loved to death public space. The proposed improvements are a result of the extensive [“Re-Imagine Comiskey” community engagement process](#) (supported with a previous ORLP grant) that involved input sessions, focus groups, community surveys, and a music-infused Hip Hop PARKitecture workshop designed for children ages 10-17. Key planning participants included local neighborhood associations, the Dubuque Community School District youth, youth organizations, and non-profit community partners.

All proposed work can be completed within 1 1/2 years. The City will break ground at Comiskey Park within 1/2 year. Key project milestones include completion of final design (December 2024, pre-agreement), permits secured (August 2025), construction commences (June 2026), and park re-opening (July 2027).

Anticipated Amount: \$1,973,850

Match Required: Yes

Match Funding Source: City of Dubuque capital funding (FY26) \$1,697,000 and City of Dubuque CDBG funding FY 24 and FY 25 \$276,850

Match Amount: \$1,973,850

Application Due Date: 3/1/24

Anticipated Notification Date: 11/1/2025

Anticipated Receipt of money: 7/30/27

Departments Involved: Leisure Services, Engineering

GRANT OBJECTIVE

The purpose of the National Park Service Outdoor Recreation Legacy Partnership program (ORLP) grant is to provide significantly improved recreation opportunities in urban, disadvantaged communities, consistent with the purposes and requirements of the LWCF Act and LWCF manual. To meet ORLP objectives and goals, the project must meet recreational goals as identified in and align with at least one priority of Iowa’s State Comprehensive Outdoor Recreation Plan (SCORP), be located in a city of population 30,000 or more and be located within a census tract that is determined to be disadvantaged per the Climate and Environmental Justice Screening Tool. Dubuque meets all those.

The ORLP Round 7 program competition priorities are projects that as green and blue spaces, and tree cover help to cool the air, reduce pollution, and have positive effects on mental and physical health, nature-based projects will earn a 5-point bonus. Nature-based projects are those where nature is a major element of, or strongly supports, the proposed recreational activity. Additional benefits may include, but are not limited to, projects that: expand public-private partnerships to leverage matching share resources, provide economic benefits to the local community, use sustainable design/materials,

include site features that consider the needs of all demographics, and/or involve the redevelopment of blighted or distressed property.

There is no opportunity to reapply for these funds if granted this phase two project as the ORLP grant can only be used two times for the same location.

GOAL(S) ADDRESSED

Council Goal: Diverse Arts, Culture, Parks, and Recreation: Experiences and Activities

Outcome

Have well-built, well maintained and upgraded parks, parks amenities and recreational/park facilities

Values(s)

Choice for residents' leisure time

Family-oriented activities for all generations

Accessible, equitable and diverse recreational and enrichment programs, facilities and activities

Enriches quality of life

Access to quality parks, facilities and park amenities for all

ACTION REQUESTED

I respectfully request Mayor and City Council approval of the Reimagine Comiskey Park-Phase 2 National Park Service Outdoor Recreation Legacy Grant application submission and adopt the resolution.

cc: Jenny Larson, Chief Financial Officer
Nathan Kelleher, Budget/Financial Analyst
Steve Fehsal, Park Division Manager
Jared Charland, Project and Facilities Manager

RESOLUTION NO. ____ - ____

RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN APPLICATION FOR THE NATIONAL PARK SERVICE OUTDOOR RECREATION LEGACY PARTNERSHIP PROGRAM GRANT AND AUTHORIZING THE LEISURE SERVICES DIRECTOR AND THE CITY MANAGER TO APPROVE THE APPLICATION

Whereas, the City of Dubuque wishes to find matching funds for already budgeted funds to complete the Comiskey Park renovation; and

Whereas, the City of Dubuque proposes to apply for funding through the National Park Service Outdoor Recreation Legacy Partnership Program for Phase 2.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DUBUQUE, IOWA, THAT:

Section 1. That the Mayor hereby is authorized and directed to submit an application for the Reimagine Comiskey Park-Phase 2 project on behalf of the City of Dubuque.

Section 2. That the Leisure Services Director and the City Manager are hereby authorized to approve the application that is submitted to Jessica Flatt.

Section 2. That the City Manager is hereby authorized and directed to forward said application and resulting standard executed contract to the respective agencies in a timely fashion and as required by the Iowa Department of Natural Resources.

Passed, approved and adopted this 4th day of March 2024.

Brad M. Cavanaugh, Mayor

Attest:

Adrienne N. Breitfelder, City Clerk

**Iowa Department of Natural Resources
Land and Water Conservation Fund, Outdoor Recreation Legacy Partnership (ORLP) Program
Round 7 Project Narrative (10 Page Limit, 12-point font)**

A. PROJECT DATA PAGE (1 page limit)

State Contact Name: Jessica Flatt Email: jessica.flatt@idnr.iow.gov
Project Sponsor & Contact Name: City of Dubuque, Leisure Services Director Marie Ware
Email: mware@cityofdubuque.org
Name of Park/Property: Comiskey Park
Project Title: Reimagine Comiskey Park - Phase 2
Name of Property Title Holder: City of Dubuque
Project Property Address/Location: 255 East 24th Street, Dubuque, Iowa 52001
Project City's 2020 Census Population (must be over 30,000): 59,667
Project site and community(ies) served listed by Census Tract number: 19061000500

Select the Applicable Project Type:

☐ Acquisition ☒ New Development ☒ Renovation ☐ Combo Acquisition/Development

Select the Applicable Project Result:

☐ New Park ☒ Expanded Existing Park ☐ Neither Expanded nor New Park

Indicate if the park or site was assisted through a previous ORLP, LWCF, Urban Park and Recreation Recovery (UPARR) grant and/or was it obtained through the Federal Parks to Lands program:

☒ ORLP ☐ LWCF ☐ UPARR ☐ FLP ☐ Park has not been assisted with any of these funds/programs.

List date of assistance, amount, and work funded/land purchased if assistance received: March 1, 2018

Work funded in previous ORLP grant

The 3.74-acre Comiskey Park serves as the only convenient outdoor space for Dubuque's low-income Washington and North End Neighborhoods. Existing amenities (playground equipment, skate park, tennis court, basketball courts, softball field, soccer goals, community center) were overused and did not meet current recreation demands. The City of Dubuque purchased an adjacent 1.95 acre parcel to expand Comiskey Park. Expansion efforts increased recreation access, enhance quality of life and improve health outcomes for Dubuque's disadvantaged households. A community engagement and planning process led to improvements outlined in the grant including a splash park, additional basketball court, all-inclusive playground equipment, trees, shade structures and benches and park amenities.

PROJECT SUMMARY (up to 250 words)

Outdoor Recreation Legacy Partnership (ORLP) funding will support recreational improvements at Comiskey Park in Dubuque, Iowa. The project will provide disadvantaged residents in the North End and Washington neighborhoods with greater opportunities for play and leisure activities. National Park Service (NPS) resources will benefit people who live in Census Tract 19061000500, with 24.1% poverty (compared to 12.5% nationally), a median household income of \$37,952 (less than the national level of \$75,149), and a significant minority population (23.7%). Federal investment will support:

- Construction of two full-size basketball courts;
- Development of new shaded picnic areas;
- Replacement of an older basketball court, skate spot, and tennis court with a multi-use playing field;
- Building trails throughout the park;
- Establishment of a new park entryway;
- Creation of a 53-stall parking lot; and
- Additional landscaping including trees and native plantings.

Rehabilitation of Comiskey Park will transform this loved to death public space. The proposed improvements are a result of the extensive “Re-Imagine Comiskey” community engagement process (supported with a previous ORLP grant) that involved input sessions, focus groups, community surveys, and a music-infused Hip Hop PARKitecture workshop designed for children ages 10-17. Key planning participants included local neighborhood associations, the Dubuque Community School District youth, youth organizations, and non-profit community partners.

All proposed work can be completed within 1 1/2 years. The City will break ground at Comiskey Park within 1/2 year. Key project milestones include completion of final design (December 2024, pre-agreement), permits secured (August 2025), construction commences (June 2026), and park re-opening (July 2027).

B. PROJECT OVERVIEW (2-page limit)

Dubuque seeks ORLP funding to support recreational improvements at Comiskey Park (255 East 24th Street). The property sits within Census Tract 19061000500, identified as “disadvantaged” by the White House Council on Environmental Quality’s Climate and Economic Justice Screening Tool (CEJST). Comiskey Park is a 5.7-acre public space that includes numerous recreational features, including a signature playground, splash pad, 2 outdoor basketball courts, 3 shaded picnic shelters, skate spot, tennis court, softball/baseball field, open space for other activities, and the existing Comiskey building which provides restrooms for the park. The eastern approximately 1/3 of the park is new development and the western 2/3 is redevelopment. A 2017 ORLP grant helped to begin Comiskey Park’s transformation into a showcase neighborhood attraction. This second phase of work will complete the vision established through the “Re-Imagine Comiskey” community engagement process.

Comiskey Park is the only convenient outdoor space for Dubuque’s historic North End and Washington neighborhoods. This area is characterized by older building stock on small lots. The majority of residents in these neighborhoods are low- to moderate-income, and are diverse racially and ethnically compared to the city as a whole. Census Tract 19061000500 has higher poverty (24.1%, compared to 12.5% nationally), lower median household income (\$37,952 compared to \$75,149 across the United States), and a significant minority population (23.7%). Recreational improvement efforts at Comiskey Park will increase park access, enhance quality of life, and mitigate health disparities for disadvantaged households in Dubuque.

With federal investment, Dubuque will conduct the following improvements (see site plan):

- **Basketball courts** – One colorful basketball court (see photo) was developed with 2017 ORLP funding. Opened in 2023, demand at the facility for court time is high. Additional funding is required to build two more full-size basketball courts.
- **Multi-use playing field** – The old basketball court and skate spot are at end of useful life and will be removed. The never used tennis court and softball infield will be removed. These will be replaced with a new, well-drained, multi-use playing field. The phase 1 playground and splash pad removed multi-use lawn playing field and this proposed project when complete will end with a larger lawn area clear of obstacles. A large multi-use field is needed at Comiskey Park to accommodate a variety of sports, open recreation play. Community input highly rated an open field for sports, lawn games, and recreation.
- **Play area** – A new hard surface play area adjacent to the 2 new basketball courts encourages open recreation by children of all ages and abilities.
- **Trails** – Dubuque will construct fully accessible concrete pathways throughout the public space to provide better accessibility to park features and promote healthy living.
- **Shaded structures and amenities** – Families in the North End and Washington neighborhoods are very active in Comiskey Park seven days a week. It is one of Dubuque’s busiest parks all year long both before and after Phase 1 and will increase with phase 2. On Sundays, after church services, Marshallese residents will gather for a full day of picnicing and play. 6 new shaded structures, 7 grills, 12 picnic tables, 4 seat walls, 18 benches and a drinking fountain will be added. The current structures are used heavily for parties and gatherings as people have small houses thus more are needed. Picnic areas, shade, and grills rated high in public engagement.

- **Seating** – Benches and seat walls will be installed around the new basketball courts and picnic area. Where possible, these amenities will be curved and/or placed to encourage conversations among neighborhood residents. This was very successful in Phase 1. More seating was highly recommended in public engagement.
- **Park entryway** – A new entryway to Comiskey Park mirroring the current 24th and Jackson entry will be created 25th Street and Jackson Street, across from the Dubuque Marshallese New Hope church. Community input favored keeping the existing fence along Jackson and 25th Streets but removing the fence at the corner for better park access and an accessible entry..
- **Parking lot** – An old 18-stall parking lot will be removed to support new shade structures and picnicking adjacent to the splash pad. A new 53-stall parking lot will be constructed near the proposed basketball courts, providing greater access to the park and serving as a trailhead for the adjacent Heritage Trail extension. The parking lot includes two parking spaces for persons with disabilities. A larger parking lot is crucial as this neighborhood has street parking for residents due to small lots with one car or no garage. The lot is needed so park use traffic does not negatively impact the neighborhood.
- **Bike loops** –18 bike loops will be provided throughout the park supporting alternative transportation modes.
- **Lighting** – Community input highlighted safety and lighting was called out as important component to increased safety which also promotes after-hours activities, and contributes to the overall aesthetic appeal of the park. New pedestrian lighting will be installed along trails and streets. The 2 new basketball courts will be lit for extended play.
- **Landscaping** – Trees, native and perennial plants, and stormwater management areas containing native plants will be added. Shade was very important in community engagement and trees specifically were called out as very important.

The need for park amenities is growing within the city. All the proposed improvements are new development activities, aimed at expanding recreational opportunities at Comiskey Park. The identified features have been prioritized by the community, which will benefit residents of Census Tract 19061000500. There are no constraints to developing the recommended recreational elements at the site. Overhead electric lines parallel 24th Street, partially along Jackson Street, and the eastern line of the park.

Dubuque has engaged with the public multiple times over the last several years, supported with the 2017 ORLP funding. Branded “Re-Imagine Comiskey,” the process included a broad cross-section of the community – North End and Washington neighborhood residents, park patrons, local businesses, and other organizations. Saiki Design was selected to assist with community input. Subcontractor Urban Assets brought on-the-ground equity experience. Michael Ford of BrandNu Design, known as the Hip Hop Architect, added another dimension with his use of music and other forms of expression to attract marginalized residents who typically do not get involved in capital project planning. The consultants, along with Dubuque’s Leisure Services, Engineering, Human Rights, Planning, and Neighborhood Development departments, created a Comiskey Park master plan that directly represents the views of participating stakeholders and residents.

ORLP investment will help Dubuque provide an array of outdoor amenities and establish a greater passive/active recreation balance that people of all ages and interests can enjoy. The project responds to the recreational demands of the community.

C. PROJECT CRITERIA INFORMATION (up to 7 pages)

Criterion 1 – Project Merit (50-points)

Recreational demand is high in Dubuque. Limited downtown parks and deteriorating conditions at many of these facilities create barriers for residents seeking to enjoy the outdoors. The City must invest in and strengthen its park system to meet expanding needs. The proposed improvements at Comiskey Park help to enhance recreational opportunities for some of Dubuque's most economically-disadvantaged populations.

Comiskey Park is a recreational asset that serves the marginalized North End and Washington neighborhoods. Located at 255 East 24th Street, the facility sits in Census Tract 19061000500, identified as "disadvantaged" by CEJST. Census Tract 19061000500 suffers from poor quality housing stock, income inequality, and economic disinvestment. This area includes a significant minority population (23.7%), with strong Black (13.8%), Hispanic (4.5%), and Pacific Islander (3.6%) representation. The U.S. Census Bureau reports poverty rates of 24.1% in the area, more than twice the county (10.0%) and state (11.1%) levels. The household median income in the neighborhoods surrounding Comiskey Park is \$37,952, well below the Iowa (\$70,571) and United States (\$75,149) measures. Exactly 33.9% of households in Census Tract 19061000500 rely upon Food Stamp benefits. The North End and Washington neighborhoods include significant numbers of children under 18 (22.1%), seniors 65 and over (13.6%), and disabled residents (19.7%).

In total, approximately 5,842 people live within a 0.5-mile radius of Comiskey Park and 15,142 residents are within 1.0 mile of the facility. There are limited close-to-home outdoor recreation sites within the project area. Within 0.5 mile or a 10-minute walk of Comiskey Park, only the 1-mile Bee Branch Creek Greenway (multi-use trail, outdoor amphitheater, garden, and bioswale boardwalk), 1-acre Burden Park (basketball court, playground), and 3-acre Madison Park (playground, shelter) exist. A number of smaller neighborhood parks sit within 1.0 mile of Comiskey Park, including the 1-acre Avon (playground), 0.2-acre Elmwood Green Park (open space), 9-acre Gay Park (baseball/softball field, basketball court, playground), 0.2-acre Grant Park (open space), 2-acre Jackson (playground), 0.2-acre Orange Park (playground), 0.5-acre Pinard Park (playground), and 0.1-acre Rocco Buda Jr. Park (playground, shelter). Many of these facilities are not easily accessible for many North End and Washington neighborhood residents due to transportation and natural barriers including bluffs (Madison, Gay, Rocco Buda Jr, Elmwood Garden, and Avon).

Nature-based Solution

Due to small lot sizes, there is little open space in the North End and Washington neighborhoods. ORLP funding will support the development of a large, grass multi-use playing field where residents can gather for sports and other recreational activities creating a large open space. Trails through the outdoor public space will encourage regular exercise and healthier lifestyles. Along one trail in the eastern portion of the park is a linear area of native grasses and forbes near benches and a shade structure creating a passive nature element to the active park. The enhanced natural components includes new trees, new stormwater management bioswale, 6 decorative planting beds of perennial plants. The park was devastated by Emerald Ash Borer and only had 8 trees remaining in the park. The 2017 ORLP grant added 9 and this grant would add an additional 54 trees. Jackson Street was a tree lined street before EAB and only one tree currently remains. This project will

create tree lined streets. Trees and shade were highly desired additions in public engagement especially in active areas of the park for spectators. The trees will be maintained after planting and grant close out by the Multicultural Family Center Teen Resiliency Corps through a US Forest Service Urban Forestry grant.

Community Engagement

Dubuque conducted various community engagement activities which led to the development of the Comiskey Park master plan, supported with ORLP funding. In 2019, the City's Leisure Services Department, in partnership with a consulting team, launched the "Re-Imagine Comiskey" campaign to gather input from the community on how to improve the public space. Outreach tools used were the Leisure Services website, social media, media releases, email blasts, information provided through the school district to students, informational flyers circulated by partners and posted throughout the neighborhoods, banner and posters at the park, and more. A kickoff event attended by approx. 75 people, focus groups (5 with approx. 20 participants) and a concept reveal attended by approx. 85 people were held to identify their desires for the park from dreams to concepts to the final master plan. A music-infused Hip Hop PARKitecture workshop was designed for children ages 10-17 with approximately 25 participants. At the workshop, attendees explored city park planning and urban design through hip hop culture and worked in small groups to create a design concept for Comiskey Park. Residents were also invited to share their ideas through online and paper surveys. 192 responses were received from the survey. The campaign was nearly complete when COVID delayed the conclusion of engagement until 2021.

During the campaign, many stakeholder groups were engaged including the North End Neighborhood Association, youth organizations (e.g., children from neighboring Audubon and Fulton Elementary Schools, PTA's), and non-profit partners (e.g., Fountain of Youth, Dream Center). The City also partnered with the Multicultural Family Center, Crescent Community Health Center, the Carnegie Stout Public Library, and others to conduct outreach. Crescent Community Health Center arranged a special meeting with Marshallese women with an interpreter present to assist all those present in filling out the survey and Leisure Services staff answered questions. As the final design planning was being held residents were surveyed again to help select specific components of the splash pad and playground as well as the colors of each. The components and colors you see today in Phase 1 are the top choices of those surveyed at this step.

The result of the community engagement sessions and surveys indicated that residents felt the playground, basketball courts, and an open field for sports, lawn games, and recreation were important amenities to keep, enlarge, and/or upgrade at the park. Other desired amenities included a splash pad, picnic areas, grills, more seating, and park shelters that are currently available on a first-come, first-serve basis. Passive areas with native planting and paths were desired. They preferred more and smaller shade structures versus one large one.

In March 2020, the project team shared the vision the community developed for the expanded and improved Comiskey Park. The public was invited to review two draft concepts and provide comments, thoughts, and reactions to help shape the final park design. The Parks and Recreation Advisory Commission and Dubuque City Council approved the Comiskey Park master plan in 2021. Phase 1 of the "Re-Imagine Comiskey" improvements (\$2.4 million total) were constructed in 2022 and early 2023. A ribbon-cutting for Phase 1 completion was held June 29, 2023. The

event set the record for the most people participating in an opening celebration in Dubuque history. The ribbon was wrapped around all the park elements and everyone present (youngest to oldest) was handed kid scissors to cut their portion of the ribbon, dignitaries along-side neighborhood residents.

The North End, Point, and Washington neighborhoods are so enthused by the recommended Phase 2 improvements at Comiskey Park and cannot wait. The project enjoys a high level of support from area residents and local partners. The attached letters of support demonstrate the partnerships and collaborative efforts and the love for what is there and opportunity to expand it.

The community input prior to Phase 1 was inclusive and thorough. A major focus was placed on hearing the voices of the marginalized and amplifying their voices in the designs. Then coming back to them to make sure we heard right. The feedback from Phase 1 is to continue with the plan and finish it as designed in the master plan. The engagement included a focus on diversity, equity, and inclusion of underrepresented groups and the success of that is evidenced in the use of the park by individuals of all ages of the underrepresented groups. This phase of development is making their dreams and desires come true. As with the first phase, a communication plan will be put in place to share details of the award if received as well as construction steps and updates. Another special inclusive focused ribbon cutting would be held.

Preventing Gentrification

Dubuque's project meets the Biden Administration's Executive Order on *Advancing Racial Equity and Support for Underserved Communities Through the Federal Government* and Justice40 Initiative goals. Equity and inclusion are central frameworks of the City's mission to build a vibrant community. Through that lens, Dubuque has identified the need to improve recreational access for minority and low-income residents within the North End and Washington neighborhoods. Revitalization of Comiskey Park complements local policies to increase transit-oriented development, encourage sustainable growth, promote affordable housing, and prevent gentrification.

The City's Housing and Community Development Department has the following programs that work to combat gentrification:

- Down payment/closing cost assistance loans up to \$25,000 in that area for households under 80% annual median income (AMI). Zero percent interest, low-payment loans targeted directly to the Comiskey, and other low mod income census tracts connected to it.
- Housing rehabilitation loans up to \$25,000 for homeowners under 80% AMI in that area. Same loan terms. Under 30% AMI, loans are no payment, due on sale.
- Affordable housing creation is just starting with building an energy-efficient house on an infill lot less than a block from Comiskey that will be sold to a low-mod income household, with the opportunity for the downpayment loan listed above. The homes that the City or partners (like Affordable Housing Network, Inc. (AHNI)) sell are subject to a 21-year covenant stating that they must be owner-occupied during that time.
- Will also be building on lots on Brunswick in the North End Neighborhood which Comiskey is a part of.
- Affordable Housing Network, Inc. is one of our partners in affordable housing. They currently have 2 contracts with ANHI to:

- Purchase/Rehab/Resale single family homes (most in the area of Comiskey)
- Purchase/Rehab/Manage affordable rentals – They have 2 units a couple blocks away from Comiskey and are just starting another 4 units approximately 6 blocks from Comiskey.

Non housing-related programs include:

- Funding the non-profit Convivium located in the North End Neighborhood that manages community gardens in the area of Comiskey and provides access to fresh, healthy foods for the LMI populations surrounding the park.
- Funded LMI microenterprises in the area to increase opportunity for economic growth (City Girl Farming, Wicked River Events).

Recreational improvements will enhance quality of life for minority and low-income residents and support the City's equity goals. Dubuque is one of the first communities in the country to adopt a local equity plan – the 2021 *Dubuque Equitable Poverty Reduction and Prevention Plan*. Mayor Brad Cavanagh is committed to “closing the gaps” in the community so that race does not predict one's success. Dubuque has adopted numerous equity policies and practices to challenge long-standing racial bias. The City has also created the Office of Shared Prosperity and Neighborhood Support to ensure that historically-disenfranchised residents enjoy a seat at the table. Anderson Sainci, the Director of the Office of Shared Prosperity and Neighborhood Support, will support efforts to engage and inform disadvantaged individuals in project implementation.

Outcomes

The Comiskey Park project will help meet the outdoor recreation needs of underserved neighborhoods in Dubuque, as well as generate economic outcomes that benefit those households. Besides Comiskey Park, there are few recreational facilities within 0.5 miles of most area residents. Comiskey Park users still experience deteriorating conditions at the site, including an obsolete basketball court, skate spot, and a tennis court that is never used. A second round of ORLP investment will transform a once deteriorating facility and provide both passive/active recreational opportunities for users of all ages and abilities. Dubuque anticipates that use of facility will grow by 20% following the proposed improvements. This estimate is based on community feedback gathered through the planning process, similar experiences in other local parks following renovations, and increased use seen after Phase 1 completion.

The receipt of this grant would mean that Reimagine Comiskey could be accomplished in just 2 phases, disrupting the use of the park only twice. Prior to this Round 7 grant opportunity the City had been planning a four phased approach. If not funded, the city had a four-phase schedule that would disrupt the park activities and disenfranchise all participants of the engagement process as this will take up to 10 years to complete. Disenfranchising persons in lower socio-economic areas creates even greater disengagement and feeling of loss by the community.

The goal of the project is to improve close-to-home park and recreation opportunities for two marginalized areas – the North End and Washington neighborhoods. These targeted areas have high poverty and low access to outdoor recreation space (few significant parks within a 10-minute walk for much of the area besides Comiskey Park). The project will also generate economic benefits in the city. In the short-term, the construction activities at Comiskey Park will create jobs for area workers. The project will also create long-term jobs both at the site and within the surrounding area, including park maintenance workers, sports league officials, summer camp

counselors, summer free playground program supervisors, and indirect service sector employment (e.g., food). An improved Comiskey Park will also enhance the community's overall appeal and help to create a larger tax base.

Criterion 2 – Technical Excellence (50-points)

Alignment with SCORP

The Comiskey Park project aligns with the Iowa Statewide Comprehensive Outdoor Recreation Plan (SCORP):

- The Iowa 2023-2028 SCORP provides a “framework for outdoor recreation priorities and plans that will enhance Iowa’s natural resources while contributing to the well-being and enjoyment of all Iowans.” Overall, the proposed project meets Outdoor Recreation Priorities 1 (Enhance the Quality of Life of Iowans Through the Availability and Diversity of Natural Resources, Parks and Outdoor Recreation Opportunities) and 2 (The Right Opportunities. The Right Place. Done the Right Way) of the SCORP. Priority 1 recommendation is to embrace diversity, equity, and inclusion to improve access to all levels of need to enhance connection with the outdoors. p. 24-25

Dubuque has seen a changing demographic of a growing minority population, especially in the Comiskey neighborhood. This project creates a level playing field for individuals and groups according to their needs. It attracts, accommodates and we involved a wide range of diverse people that has and will continue to open doors so that all that want to participate can. The SCORP shared “Building a foundation of inclusiveness takes time and involves bringing to the table under-represented populations to hear their thought on the barriers to participation and improvements to areas and facilities as well as a willingness to take action.” The Criterion 1 Community Engagement section shares the time we took to listen and Phase 1 has proven out how if you listen, they will come and play. The under-represented populations are coming to Comiskey and enjoying it morning to night. The nature-based, passive component of Phase 2 meets the personal benefits of outdoor recreation including a sense of peace, relation or stress relief, positive family activities, mental and emotional health, health and fitness, healthy childhood development, and the healing power of the outdoors shared in the SCORP. The SCORP promotes a “diverse range of quality outdoor experiences ... at the local level to meet outdoor recreation, public health, and tourism demands.” The proposed play area will provide a “close-to-home recreation opportunity” for North End and Washington neighborhood children, particularly low-income and minority individuals (page 39 of SCORP).

The Iowa Department of Natural Resources conducted the 2022 Iowa Residents’ Participation in and Attitudes Toward Outdoor Recreation study to gather information for the 2023-2028 SCORP. Specific recreational components align with survey responses:

- **Basketball** – The SCORP highlights the physical benefits of outdoor recreation activities to “keep Iowans active and healthy throughout their life” (page 3 of SCORP). Basketball is a low-cost recreational activity that is hugely popular at Comiskey. Statewide, exactly 79 percent of respondents urged the State to invest in park facilities like basketball courts (p. 26 of study). New basketball courts will help to meet demand in the community.
- **Multi-use playing field** – Survey respondents in eastern Iowa prioritized the development of sports fields – 43 percent “high priority” and 35 percent “medium priority” (page 226

of study). Construction of a new multi-use playing field will accommodate a variety of sports and address more than one need.

- **Trails** – Survey respondents indicated that they spend 50.1 days per year on trails for exercise (page 6 of study). Trail use and walking were identified as the top two physical activities engaged in by Iowans (page 7 of study). New trail creation will help to promote healthy living.
- **Picnic areas** – Picnicking outdoors is a highly popular three-season activity in the state. The SCORP survey indicated that 84 percent of Iowans were interested in “picnicking, BBQing, or cooking out” in the near future (page 4 of the study). Trees, new shaded structures, picnic tables, and grills will help Dubuque to increase local opportunities for picnicking and provide users with a more enjoyable experience.

Relevant City Plans, Goals, and Initiatives Supporting the Project

- The *Imagine Dubuque 2037 Comprehensive Plan* notes that a key role of local government is to “provide services that enhance the quality of life in a community,” including the development of parks. Comiskey Park renovation is specifically referenced as a City Council priority (2018-2023).
- In 2021, the City released its *Dubuque Equitable Poverty Reduction and Prevention Plan*, which identifies policies and practices that ensure that all residents have a path to prosperity. The report specifically identified “access to resources” as a barrier that limits individuals’ employment opportunities, education, health care, and other civic life. ORLP funding will support a public park that has been historically neglected.
- The project supports Dubuque’s *2020 Climate Action Plan*, which identifies trees and greenspace as an important tool in reducing greenhouse gas emissions and clean the air and water by absorbing pollutants and reducing runoff.
- Dubuque County’s *Community Health Needs Assessment and Health Improvement Plan* (2023) identifies physical inactivity as a precursor to obesity, chronic heart disease, and diabetes. Comiskey Park improvements will provide a neighborhood space where residents can play outdoors and promotes active, healthy lifestyles.

Advancement of Other Park or Outdoor Recreation Plans

- The “Re-Imagine Comiskey” master planning process (2019-2021) gathered input from neighborhood residents and identified the proposed recreational improvements at the site. Phase 1 activities are already complete, creating a buzz around the city and increasing pride among North End and Washington neighborhood residents. This second phase of work will further transform Comiskey Park into a special place that provides the community with a connection to the outdoors as well as opportunities for physical activity and personal reflection.
- Dubuque is currently embarking on a comprehensive parks master plan engagement and planning process that will lay the groundwork for the future of the city’s parks (2024). This effort will include an in-depth review of existing parks, highlight strategies for future investment, and outline potential projects over the next several years. The “Re-Imagine Comiskey” engagement and planning process is the model for this undertaking. Additional federal investment in Comiskey Park aligns with Dubuque’s goal to focus park resources in underserved neighborhoods.

Planning Status, Milestones, and Readiness

A master plan was developed for the proposed improvements at Comiskey Park, supported with a 2017 ORLP grant. The City in March 2024 will hire the consultant for final design and construction documents to be completed in 2024, ahead of grant agreement (with approval from Iowa Department of Natural Resources and NPS). Groundbreaking will occur in June 2026, within 1/2 year of award. The project will be complete in 1½ years opening to the public in July 2027. See Project Timeline for details.

Non-Recreational Features within Project Boundary

The City has fee title to the property. Comiskey Park has an existing Comiskey building. This building houses electrical panels and equipment that run outdoor amenities as well as has outdoor restrooms. The indoor meeting room and restrooms and a large outdoor shaded porch are used as support to neighborhood meetings and events in addition to uses for support for many outdoor events that take place at Comiskey such as National Night Out held in cooperation with the Police Department, North End Neighborhood Association and local businesses with booths featuring non-profits.

No easements or leases exist on the site. There is water, sewer, electrical, fiber, and storm sewer utilities underground throughout Comiskey Park. A Phase 1 and 2 Environmental Site Analysis was completed on 7 old house parcels located next to the large building to the east of the park. In November of 2020 a comfort letter from IDNR was received regarding the planned recreational use of the seven parcels. The letter outlined actions to be taken regarding shallow soil, deep soil, and groundwater. Additional testing was performed identifying that the area of contamination is smaller than the two home lots prior to it becoming a park. The phase one current basketball court NE corner was placed a small area of the contamination with the appropriate approvals of all agencies. The remainder of the affected small area identified would be remediated in phase two development and proposed with a similar process of capping the contaminated area with the remaining two basketball courts and walkways to be built in Phase 2.

Project Team

The City has a track record of successfully managing park projects. Park construction will be managed by the City's Leisure Services Department. ORLP resources will be managed by Leisure Services Director Marie Ware and Park Division Manager Steve Fehsal. Ware managed the 2017 ORLP resources and has managed numerous state and federal grants in her 38-year parks and recreation career including 2 LWCF grants. Fehsal is responsible for the management and maintenance of various types of parkland, open space, shelters, structures, and equipment in Dubuque. Fehsal oversees the department's operating budget and capital improvement projects (more than \$8 million annually) and has a 27-year career in park maintenance. Leisure Services Director Marie Ware will serve as the overall project manager and assure that the community engagement is incorporated at every step of the project implementation and will administer ORLP resources and will be assisted by Project and Facilities Manager Jared Charland and Fehsal whom will keep the community informed of progress throughout the project and manage day-to-day construction issues if grant received. All lessons learning in the 2017 ORPL grant will be used in the completion of this grant request. The experience has allowed realistic timeframes and approvals and management of the details and processes of an ORLP grant.

Minority Impact Statement

Pursuant to 2008 Iowa Acts, HF 2393, Iowa Code Section 8.11, all grant applications submitted to the State of Iowa which are due beginning January 1, 2009 shall include a Minority Impact Statement. This is the state's mechanism to require grant applicants to consider the potential impact of the grant project's proposed programs or policies on minority groups.

Please choose the statement(s) that pertains to this grant application. Complete all the information requested for the chosen statement(s).

- ☒ The proposed grant project programs or policies could have a disproportionate or unique **positive** impact on minority persons.

Describe the positive impact expected from this project

The project will provide disadvantaged residents in the North End and Washington neighborhoods with greater opportunities for play and leisure activities. National Park Service (NPS) resources will benefit people who live in Census

Indicate which group is impacted:

- ☒ Women
- ☒ Persons with a Disability
- ☒ Blacks
- ☒ Latinos
- ☐ Asians
- ☒ Pacific Islanders
- ☐ American Indians
- ☐ Alaskan Native Americans
- ☒ Other

- ☐ The proposed grant project programs or policies could have a disproportionate or unique **negative** impact on minority persons.

Describe the negative impact expected from this project

Present the rationale for the existence of the proposed program or policy.

Provide evidence of consultation of representatives of the minority groups impacted.

Indicate which group is impacted:

- ☐ Women
- ☐ Persons with a Disability
- ☐ Blacks
- ☐ Latinos
- ☐ Asians
- ☐ Pacific Islanders
- ☐ American Indians
- ☐ Alaskan Native Americans
- ☐ Other

- ☐ The proposed grant project programs or policies are **not expected to have** a disproportionate or unique impact on minority persons.

Present the rationale for determining no impact.

I hereby certify that the information on this form is complete and accurate, to the best of my knowledge:

Name: Marie L. Ware

Title: Leisure Services Director

PROJECT TIMELINE

A master plan was developed with a high level of neighborhood involvement and approved for the proposed improvements at Comiskey Park, supported with a 2017 ORLP grant. The Master Plan is complete and was approved by the City Council in 2021. The Master Plan shows Phase 2 improvements included in this ORLP grant request.

Final design and construction documents will be completed in December of 2024, ahead of grant agreement (with approval from Iowa Department of Natural Resources and NPS). This would allow a quick transition from design to completing environmental and cultural review and approval. Certain reviews require 100% construction design to fill out the necessary paperwork or answer concerns of the agencies, if any. This would quickly be followed by all necessary permits. Certain permits would be worked on during the environmental and cultural review.

Groundbreaking will occur in June 2026, within 1/2 year of award. The project will be complete in 1½ years. Dubuque anticipates that Comiskey Park improvements will be open to the public in July 2027. See key project milestones below:

- Reimagine Comiskey Master Plan Developed and Approved: 2021
- Design and Construction Plans Begin After Design and Construction Management Consultant Contract Executed: March 2024 (pre-agreement)
- Design and Construction Plans 75% Complete: November 2024 (pre-agreement)
- Project Selection by NPS: November 2024
- City Design Reviews and Approvals: November-December 2024 (pre-agreement)
- Final Design and Construction Plans 100% Complete: December 2024 (pre-agreement)
- Environmental/Cultural Resource Review: January – June 2025 (pre-agreement)
- Required Permitting: July-August 2025 (pre-agreement)
- Full Application Submittal: September 2025
 - Note: This date move up if environmental/cultural resource reviews and permitting completes earlier. Dates are based on having to reapply with specifics of this phase 2 project. The 2017 ORLP grant provided familiarity of reviews and permitting agencies with the project area of Comiskey Park.
- Award Date by NPS: November 2025
- NPS/Iowa Department of Natural Resources Grant Agreement Executed by City: February 2026 (month 1)
 - Anticipated Term of Agreement: February 1, 2026-February 28, 2028
 - Note: Any delay in grant agreement changes the bidding and construction schedule.
- Bidding of Project Construction and Contract Execution: March-May 2026 (month 2-4)
- NPS Yearly Report Filed: March 2027
- Construction: June 2026-June 2027 (month 5-17)
- Open to Public: July 2027 (month 18)
- Closeout of Project and NPS Final Report: August – October 2027

The Notice of Use Restriction has already been recorded for Comiskey Park for the entire project area of this 2024 ORLP grant application. This was completed at the close out of the Comiskey Park 2017 ORLP grant.

Project Images Worksheet

To add photographs, simply click on the space for each image and select the photo to attach from your files. All photos must have a caption and photo credit. Photos should be of good quality. All application materials, including photographs, become the property of the National Park Service and may be reproduced by NPS or its partner organizations without permission; appropriate credit will be given for any such use.

- Please ensure you include one current photo per elevation as well as one current overall photo at a minimum.
- Photos should show current conditions and immediate threat. Include photos showing representative examples of damaged resources
- Color or black and white photos are both accepted
- Photographs should be of the community and the historic site, museum property, downtown, or significant resource involved in the project.



Caption: Image 1

2017 ORLP grant phase one - opening day. June 29, 2023. Improvements included splash pad, inclusive playground, basketball court, shade structures, seating, landscaping and trees.

Date Taken

6/29/23

Credit

Elevated Images



Image 2

Top left corner will be location of parking lot. The proposed basketball courts go to the left of current and at dirt pile shown at bottom of the photo to left of the tree. Current parking lot removed for picnic area and landscaping.

Date Taken

9/4/23

Credit

Engineering Dept - Troy Kress



Image 3

The new entry added top left at intersection. The basketball court, skate spot and tennis court removed. Trees would be added and large multi-purpose play area created. Walks extended and native along right side of park.

Date Taken

9/4/23

Credit

Engineering Dept - Troy Kress



Caption: Image 4

Corner of Jackson Street and 25th. New entry with fence opening and accessible entrance created. Streets will be tree lined and multi-purpose playing field created after removal of basketball and skate spot seen in photo.

Date Taken

2/20/24

Credit

Leisure Services Marie Ware



Caption: Image 5

Skate spot at end of life to be removed. Basketball to right and tennis court to the left will be removed. Large tree to right will be removed as is in the multi-purpose playing field.

Date Taken

2/20/24

Credit

Leisure Services - Marie Ware



Caption: Image 6

Large trees remain with two walkways incorporated in this shady area. Three shade structures will be added in this area and native seeding will be added to the left side park boundary. Dirt pile used during regrading.

Date Taken

2/20/24

Credit

Leisure Services - Marie Ware



Caption: Image 7

Current native planted stormwater management area that will be duplicated in Phase 2 near one of new added basketball courts.

Date Taken

2/20/24

Credit

Leisure Services - Marie Ware



Caption: Image 8 Decorative plantings will surround Comiskey building on three sides. This parking lot will be transformed into a picnic area with native plantings, shade structures, picnic tables, benches and seat walls.

Date Taken

2/20/24

Credit

Leisure Services - Marie Ware



Caption: Image 9 View from current playground looking out to what will be the multi-purpose play field. The shade structures proposed in the grant will be same type and style of the current ones added in Phase 1.

Date Taken

2/20/24

Credit

Leisure Services - Marie Ware



Caption: Image 10 Hip Hop PARKitecture. They dreamed soccer and more basketball courts with color.

Date Taken

2/8/20

Credit

Leisure Services - Marie Ware



Caption: Image 11 Kickoff engagement meeting - what you like and don't about Comiskey, brag, worry, what is your dream and engagement boards selecting images of what would like included in the park that they selected from.

Date Taken

1/9/20

Credit

Leisure Services - Marie Ware



Caption: Image 12

Concept Plan was shared. Everyone added dots of green where they liked and red where they did not on the concepts. Lots of discussion was held right at the boards with people sharing their perspectives with their neighbors and friends.



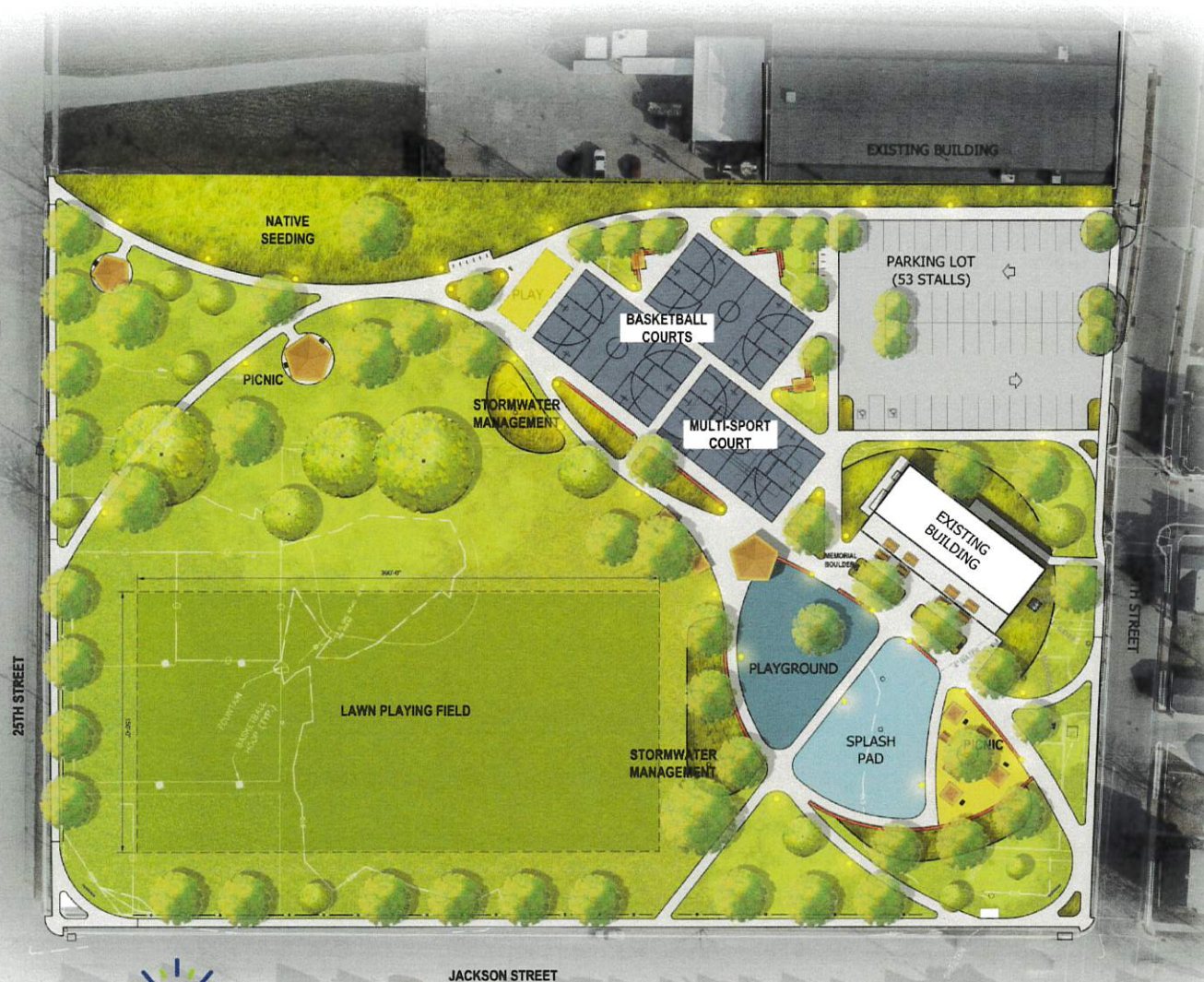
Caption: Image 13

Groups discussed the 2 concept plans reported out to all present. The question was what you liked best and did not like about each of the two designs presented. Individually each person gave input on if you had \$5 to spend on park features which park feature would you spend it all or divide it among features. Photos of splash park and playground designs were shared and they picked out the design look that they desired.



Comiskey Park

255 East 24th Street





LEGEND

-  PROPOSED TREE
-  EXISTING TREE
-  LAWN
-  NATIVE SEEDING
-  DECORATIVE PLANTING
-  CONCRETE WALKWAY
-  SPLASH PAD
-  PLAY AREA
-  STRIPED PLAY AREA
-  BASKETBALL SURFACING
-  ASPHALT
-  EXISTING FENCE (MODIFIED)
-  SHADE STRUCTURE
-  SIGNAGE
-  BIKE PARKING (12 STALLS TYP.)
-  DRINKING FOUNTAIN
-  PICNIC TABLE, TYP.
-  GRILL, TYP.
-  BASKETBALL HOOP, TYP.
-  LIGHTING
-  SEATING

RE-IMAGINE
COMISKEY

COMISKEY PARK SITE DESIGN - MASTER PLAN

SCALE 1" = 33'-0" (24/36)

January 22, 2021





LEGEND

- PROPOSED TREE
- EXISTING TREE
- PHASE 1 TREE
- LAWN
- NATIVE SEEDING
- DECORATIVE PLANTING
- CONCRETE WALKWAY
- SPLASH PAD
- PLAY AREA
- BASKETBALL SURFACING
- ASPHALT PARKING
- EXISTING FENCE (MODIFIED)
- SHADE STRUCTURE
- SIGNAGE
- BIKE PARKING
- DRINKING FOUNTAIN
- PICNIC TABLE, TYP.
- GRILL, TYP.
- BASKETBALL HOOP, TYP.
- LIGHTING
- SEATING





Dubuque City Hall
50 West 13th Street
Dubuque, IA 52001
Office (563) 589-4110
TTY (563) 690-6678
www.cityofdubuque.org

February 29, 2024

Jessica Flatt
Iowa Department of Natural Resources
Wallace State Office Building
502 E 9th Street
Des Moines, Iowa 50319

Ginger Carter
Mary Morrison
National Park Service
1849 C Street NW
Washington, DC 20240

Dear Jessica Flatt, Ginger Carter and Mary Morrison,

Please accept this letter of commitment from the City of Dubuque, Iowa for the Reimagine Comiskey Park – Phase 2 Outdoor Recreation Legacy Partnership program grant.

The City of Dubuque is committed to the following financial match for this grant application. This funding aligns with the timeline presented in the grant.

City of Dubuque capital funding FY26	\$1,697,000
City of Dubuque CDBG funding FY 24 and FY 25	\$ 276,850
TOTAL	\$1,973,850

Should you have any questions regarding this commitment, please feel free to contact Marie Ware, Leisure Services Director at mware@cityofdubuque.org or 563-564-7566 as she is staff liaison for the grant.

Sincerely,

Michael C. Van Milligen
City Manager

cc: Marie Ware, Leisure Services Director
Teri Goodman, Director of Strategic Partnerships

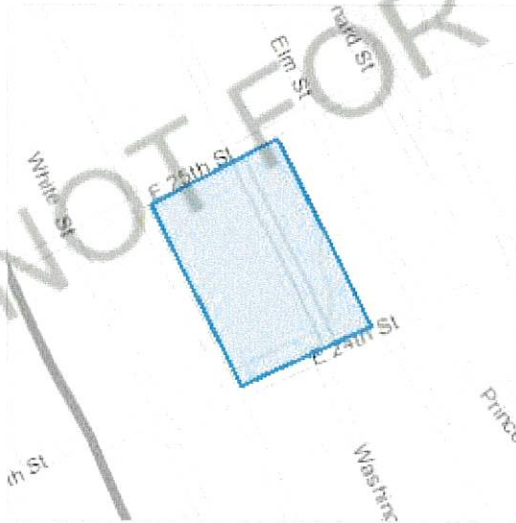
IPaC resource list

This report is an automatically generated list of species and other resources such as critical habitat (collectively referred to as *trust resources*) under the U.S. Fish and Wildlife Service's (USFWS) jurisdiction that are known or expected to be on or near the project area referenced below. The list may also include trust resources that occur outside of the project area, but that could potentially be directly or indirectly affected by activities in the project area. However, determining the likelihood and extent of effects a project may have on trust resources typically requires gathering additional site-specific (e.g., vegetation/species surveys) and project-specific (e.g., magnitude and timing of proposed activities) information.

Below is a summary of the project information you provided and contact information for the USFWS office(s) with jurisdiction in the defined project area. Please read the introduction to each section that follows (Endangered Species, Migratory Birds, USFWS Facilities, and NWI Wetlands) for additional information applicable to the trust resources addressed in that section.

Location

Dubuque County, Iowa



Local office

Illinois-Iowa Ecological Services Field Office

☎ (309) 757-5800

📠 (309) 757-5807

Illinois & Iowa Ecological Services Field Office
1511 47th Ave
Moline, IL 61265-7022

NOT FOR CONSULTATION

Endangered species

This resource list is for informational purposes only and does not constitute an analysis of project level impacts.

The primary information used to generate this list is the known or expected range of each species. Additional areas of influence (AOI) for species are also considered. An AOI includes areas outside of the species range if the species could be indirectly affected by activities in that area (e.g., placing a dam upstream of a fish population even if that fish does not occur at the dam site, may indirectly impact the species by reducing or eliminating water flow downstream). Because species can move, and site conditions can change, the species on this list are not guaranteed to be found on or near the project area. To fully determine any potential effects to species, additional site-specific and project-specific information is often required.

Section 7 of the Endangered Species Act **requires** Federal agencies to "request of the Secretary information whether any species which is listed or proposed to be listed may be present in the area of such proposed action" for any project that is conducted, permitted, funded, or licensed by any Federal agency. A letter from the local office and a species list which fulfills this requirement can **only** be obtained by requesting an official species list from either the Regulatory Review section in IPaC (see directions below) or from the local field office directly.

For project evaluations that require USFWS concurrence/review, please return to the IPaC website and request an official species list by doing the following:

1. Draw the project location and click CONTINUE.
2. Click DEFINE PROJECT.
3. Log in (if directed to do so).
4. Provide a name and description for your project.
5. Click REQUEST SPECIES LIST.

Listed species¹ and their critical habitats are managed by the [Ecological Services Program](#) of the U.S. Fish and Wildlife Service (USFWS) and the fisheries division of the National Oceanic and Atmospheric Administration (NOAA Fisheries²).

Species and critical habitats under the sole responsibility of NOAA Fisheries are **not** shown on this list. Please contact [NOAA Fisheries](#) for [species under their jurisdiction](#).

1. Species listed under the [Endangered Species Act](#) are threatened or endangered; IPaC also shows species that are candidates, or proposed, for listing. See the [listing status page](#) for more information. IPaC only shows species that are regulated by USFWS (see FAQ).

2. [NOAA Fisheries](#), also known as the National Marine Fisheries Service (NMFS), is an office of the National Oceanic and Atmospheric Administration within the Department of Commerce.

The following species are potentially affected by activities in this location:

Mammals

NAME

STATUS

Northern Long-eared Bat *Myotis septentrionalis*

Endangered

Wherever found

No critical habitat has been designated for this species.

<https://ecos.fws.gov/ecp/species/9045>

Tricolored Bat *Perimyotis subflavus*

Proposed Endangered

Wherever found

No critical habitat has been designated for this species.

<https://ecos.fws.gov/ecp/species/10515>

Birds

NAME

STATUS

Whooping Crane *Grus americana*

[EXPN](#)

No critical habitat has been designated for this species.

<https://ecos.fws.gov/ecp/species/758>

Clams

NAME

STATUS

Higgins Eye (pearly mussel) *Lampsilis higginsii*

Endangered

Wherever found

No critical habitat has been designated for this species.

<https://ecos.fws.gov/ecp/species/5428>

Sheepnose Mussel *Plethobasus cyphus*

Endangered

Wherever found

No critical habitat has been designated for this species.

<https://ecos.fws.gov/ecp/species/6903>

Insects

NAME

STATUS

Monarch Butterfly *Danaus plexippus*

Candidate

Wherever found

No critical habitat has been designated for this species.

<https://ecos.fws.gov/ecp/species/9743>

Flowering Plants

NAME

STATUS

Eastern Prairie Fringed Orchid *Platanthera leucophaea*

Threatened

Wherever found

No critical habitat has been designated for this species.

<https://ecos.fws.gov/ecp/species/601>

Critical habitats

Potential effects to critical habitat(s) in this location must be analyzed along with the endangered species themselves.

There are no critical habitats at this location.

You are still required to determine if your project(s) may have effects on all above listed species.

Bald & Golden Eagles

Bald and golden eagles are protected under the Bald and Golden Eagle Protection Act¹ and the Migratory Bird Treaty Act².

Any person or organization who plans or conducts activities that may result in impacts to bald or golden eagles, or their habitats³, should follow appropriate regulations and consider implementing appropriate conservation measures, as described in the links below.

Specifically, please review the ["Supplemental Information on Migratory Birds and Eagles"](#).

Additional information can be found using the following links:

- Eagle Management <https://www.fws.gov/program/eagle-management>
- Measures for avoiding and minimizing impacts to birds
<https://www.fws.gov/library/collections/avoiding-and-minimizing-incidental-take-migratory-birds>

- Nationwide conservation measures for birds
<https://www.fws.gov/sites/default/files/documents/nationwide-standard-conservation-measures.pdf>
- Supplemental Information for Migratory Birds and Eagles in IPaC
<https://www.fws.gov/media/supplemental-information-migratory-birds-and-bald-and-golden-eagles-may-occur-project-action>

There are likely bald eagles present in your project area. For additional information on bald eagles, refer to [Bald Eagle Nesting and Sensitivity to Human Activity](#).

For guidance on when to schedule activities or implement avoidance and minimization measures to reduce impacts to migratory birds on your list, see the PROBABILITY OF PRESENCE SUMMARY below to see when these birds are most likely to be present and breeding in your project area.

NAME

BREEDING SEASON

Bald Eagle *Haliaeetus leucocephalus*

Breeds Dec 1 to Aug 31

This is not a Bird of Conservation Concern (BCC) in this area, but warrants attention because of the Eagle Act or for potential susceptibilities in offshore areas from certain types of development or activities.

Golden Eagle *Aquila chrysaetos*

Breeds elsewhere

This is not a Bird of Conservation Concern (BCC) in this area, but warrants attention because of the Eagle Act or for potential susceptibilities in offshore areas from certain types of development or activities.

<https://ecos.fws.gov/ecp/species/1680>

Probability of Presence Summary

The graphs below provide our best understanding of when birds of concern are most likely to be present in your project area. This information can be used to tailor and schedule your project activities to avoid or minimize impacts to birds. Please make sure you read ["Supplemental Information on Migratory Birds and Eagles"](#), specifically the FAQ section titled "Proper Interpretation and Use of Your Migratory Bird Report" before using or attempting to interpret this report.

Probability of Presence (■)

Each green bar represents the bird's relative probability of presence in the 10km grid cell(s) your project overlaps during a particular week of the year. (A year is represented as 12 4-week months.) A taller bar indicates a higher probability of species presence. The survey

effort (see below) can be used to establish a level of confidence in the presence score. One can have higher confidence in the presence score if the corresponding survey effort is also high.

How is the probability of presence score calculated? The calculation is done in three steps:

1. The probability of presence for each week is calculated as the number of survey events in the week where the species was detected divided by the total number of survey events for that week. For example, if in week 12 there were 20 survey events and the Spotted Towhee was found in 5 of them, the probability of presence of the Spotted Towhee in week 12 is 0.25.
2. To properly present the pattern of presence across the year, the relative probability of presence is calculated. This is the probability of presence divided by the maximum probability of presence across all weeks. For example, imagine the probability of presence in week 20 for the Spotted Towhee is 0.05, and that the probability of presence at week 12 (0.25) is the maximum of any week of the year. The relative probability of presence on week 12 is $0.25/0.25 = 1$; at week 20 it is $0.05/0.25 = 0.2$.
3. The relative probability of presence calculated in the previous step undergoes a statistical conversion so that all possible values fall between 0 and 10, inclusive. This is the probability of presence score.

To see a bar's probability of presence score, simply hover your mouse cursor over the bar.

Breeding Season (■)

Yellow bars denote a very liberal estimate of the time-frame inside which the bird breeds across its entire range. If there are no yellow bars shown for a bird, it does not breed in your project area.

Survey Effort (|)

Vertical black lines superimposed on probability of presence bars indicate the number of surveys performed for that species in the 10km grid cell(s) your project area overlaps. The number of surveys is expressed as a range, for example, 33 to 64 surveys.

To see a bar's survey effort range, simply hover your mouse cursor over the bar.

No Data (—)

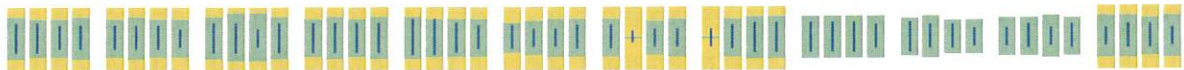
A week is marked as having no data if there were no survey events for that week.

Survey Timeframe

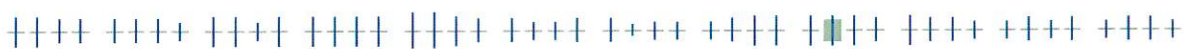
Surveys from only the last 10 years are used in order to ensure delivery of currently relevant information. The exception to this is areas off the Atlantic coast, where bird returns are based on all years of available data, since data in these areas is currently much more sparse.



Bald Eagle
Non-BCC
Vulnerable



Golden Eagle
Non-BCC
Vulnerable



What does IPaC use to generate the potential presence of bald and golden eagles in my specified location?

The potential for eagle presence is derived from data provided by the [Avian Knowledge Network \(AKN\)](#). The AKN data is based on a growing collection of [survey, banding, and citizen science datasets](#) and is queried and filtered to return a list of those birds reported as occurring in the 10km grid cell(s) which your project intersects, and that have been identified as warranting special attention because they are a BCC species in that area, an eagle ([Eagle Act](#) requirements may apply). To see a list of all birds potentially present in your project area, please visit the [Rapid Avian Information Locator \(RAIL\) Tool](#).

What does IPaC use to generate the probability of presence graphs of bald and golden eagles in my specified location?

The Migratory Bird Resource List is comprised of USFWS [Birds of Conservation Concern \(BCC\)](#) and other species that may warrant special attention in your project location.

The migratory bird list generated for your project is derived from data provided by the [Avian Knowledge Network \(AKN\)](#). The AKN data is based on a growing collection of [survey, banding, and citizen science datasets](#) and is queried and filtered to return a list of those birds reported as occurring in the 10km grid cell(s) which your project intersects, and that have been identified as warranting special attention because they are a BCC species in that area, an eagle ([Eagle Act](#) requirements may apply), or a species that has a particular vulnerability to offshore activities or development.

Again, the Migratory Bird Resource list includes only a subset of birds that may occur in your project area. It is not representative of all birds that may occur in your project area. To get a list of all birds potentially present in your project area, please visit the [Rapid Avian Information Locator \(RAIL\) Tool](#).

What if I have eagles on my list?

If your project has the potential to disturb or kill eagles, you may need to obtain a permit to avoid violating the [Eagle Act](#) should such impacts occur. Please contact your local Fish and Wildlife Service Field Office if you have questions.

Migratory birds

Certain birds are protected under the Migratory Bird Treaty Act¹ and the Bald and Golden Eagle Protection Act².

Any person or organization who plans or conducts activities that may result in impacts to migratory birds, eagles, and their habitats³ should follow appropriate regulations and consider implementing appropriate conservation measures, as described in the links below. Specifically, please review the ["Supplemental Information on Migratory Birds and Eagles"](#).

1. The [Migratory Birds Treaty Act](#) of 1918.
2. The [Bald and Golden Eagle Protection Act](#) of 1940.

Additional information can be found using the following links:

- Eagle Management <https://www.fws.gov/program/eagle-management>
- Measures for avoiding and minimizing impacts to birds
<https://www.fws.gov/library/collections/avoiding-and-minimizing-incidental-take-migratory-birds>
- Nationwide conservation measures for birds <https://www.fws.gov/sites/default/files/documents/nationwide-standard-conservation-measures.pdf>
- Supplemental Information for Migratory Birds and Eagles in IPaC
<https://www.fws.gov/media/supplemental-information-migratory-birds-and-bald-and-golden-eagles-may-occur-project-action>

The birds listed below are birds of particular concern either because they occur on the [USFWS Birds of Conservation Concern \(BCC\)](#) list or warrant special attention in your project location. To learn more about the levels of concern for birds on your list and how this list is generated, see the FAQ [below](#). This is not a list of every bird you may find in this location, nor a guarantee that every bird on this list will be found in your project area. To see exact locations of where birders and the general public have sighted birds in and around your project area, visit the [E-bird data mapping tool](#) (Tip: enter your location, desired date range and a species on your list). For projects that occur off the Atlantic Coast, additional maps and models detailing the relative occurrence and abundance of bird species on your list are available. Links to additional information about Atlantic Coast birds, and other important information about your migratory bird list, including how to properly interpret and use your migratory bird report, can be found [below](#).

For guidance on when to schedule activities or implement avoidance and minimization measures to reduce impacts to migratory birds on your list, see the PROBABILITY OF PRESENCE SUMMARY below to see when these birds are most likely to be present and breeding in your project area.

NAME

BREEDING SEASON

Bald Eagle *Haliaeetus leucocephalus*

Breeds Dec 1 to Aug 31

This is not a Bird of Conservation Concern (BCC) in this area, but warrants attention because of the Eagle Act or for potential susceptibilities in offshore areas from certain types of development or activities.

Black-billed Cuckoo *Coccyzus erythrophthalmus*

Breeds May 15 to Oct 10

This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

<https://ecos.fws.gov/ecp/species/9399>

Bobolink *Dolichonyx oryzivorus*

Breeds May 20 to Jul 31

This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

Canada Warbler *Cardellina canadensis*

Breeds May 20 to Aug 10

This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

Cerulean Warbler *Dendroica cerulea*

Breeds Apr 22 to Jul 20

This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

<https://ecos.fws.gov/ecp/species/2974>

Chimney Swift *Chaetura pelagica*

Breeds Mar 15 to Aug 25

This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

Golden Eagle *Aquila chrysaetos*

Breeds elsewhere

This is not a Bird of Conservation Concern (BCC) in this area, but warrants attention because of the Eagle Act or for potential susceptibilities in offshore areas from certain types of development or activities.

<https://ecos.fws.gov/ecp/species/1680>

Golden-winged Warbler *Vermivora chrysoptera*

Breeds May 1 to Jul 20

This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

<https://ecos.fws.gov/ecp/species/8745>

Henslow's Sparrow *Ammodramus henslowii*

Breeds May 1 to Aug 31

This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

<https://ecos.fws.gov/ecp/species/3941>

Lesser Yellowlegs *Tringa flavipes*

Breeds elsewhere

This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

<https://ecos.fws.gov/ecp/species/9679>

Long-eared Owl *asio otus*

Breeds Mar 1 to Jul 15

This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

<https://ecos.fws.gov/ecp/species/3631>

Pectoral Sandpiper *Calidris melanotos*

Breeds elsewhere

This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

Red-headed Woodpecker *Melanerpes erythrocephalus*

Breeds May 10 to Sep 10

This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

Rusty Blackbird *Euphagus carolinus*

Breeds elsewhere

This is a Bird of Conservation Concern (BCC) only in particular Bird Conservation Regions (BCRs) in the continental USA

Short-billed Dowitcher *Limnodromus griseus*

Breeds elsewhere

This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

<https://ecos.fws.gov/ecp/species/9480>

Wood Thrush *Hylocichla mustelina*

Breeds May 10 to Aug 31

This is a Bird of Conservation Concern (BCC) throughout its range in the continental USA and Alaska.

Probability of Presence Summary

The graphs below provide our best understanding of when birds of concern are most likely to be present in your project area. This information can be used to tailor and schedule your project activities to avoid or minimize impacts to birds. Please make sure you read ["Supplemental Information on Migratory Birds and Eagles"](#), specifically the FAQ section titled "Proper Interpretation and Use of Your Migratory Bird Report" before using or attempting to interpret this report.

Probability of Presence (■)

Each green bar represents the bird's relative probability of presence in the 10km grid cell(s) your project overlaps during a particular week of the year. (A year is represented as 12 4-week months.) A taller bar indicates a higher probability of species presence. The survey effort (see below) can be used to establish a level of confidence in the presence score. One can have higher confidence in the presence score if the corresponding survey effort is also high.

How is the probability of presence score calculated? The calculation is done in three steps:

1. The probability of presence for each week is calculated as the number of survey events in the week where the species was detected divided by the total number of survey events for that week. For example, if in week 12 there were 20 survey events and the Spotted Towhee was found in 5 of them, the probability of presence of the Spotted Towhee in week 12 is 0.25.
2. To properly present the pattern of presence across the year, the relative probability of presence is calculated. This is the probability of presence divided by the maximum probability of presence across all weeks. For example, imagine the probability of presence in week 20 for the Spotted Towhee is 0.05, and that the probability of presence at week 12 (0.25) is the maximum of any week of the year. The relative probability of presence on week 12 is $0.25/0.25 = 1$; at week 20 it is $0.05/0.25 = 0.2$.
3. The relative probability of presence calculated in the previous step undergoes a statistical conversion so that all possible values fall between 0 and 10, inclusive. This is the probability of presence score.

To see a bar's probability of presence score, simply hover your mouse cursor over the bar.

Breeding Season (■)

Yellow bars denote a very liberal estimate of the time-frame inside which the bird breeds across its entire range. If there are no yellow bars shown for a bird, it does not breed in your project area.

Survey Effort (|)

Vertical black lines superimposed on probability of presence bars indicate the number of surveys performed for that species in the 10km grid cell(s) your project area overlaps. The number of surveys is expressed as a range, for example, 33 to 64 surveys.

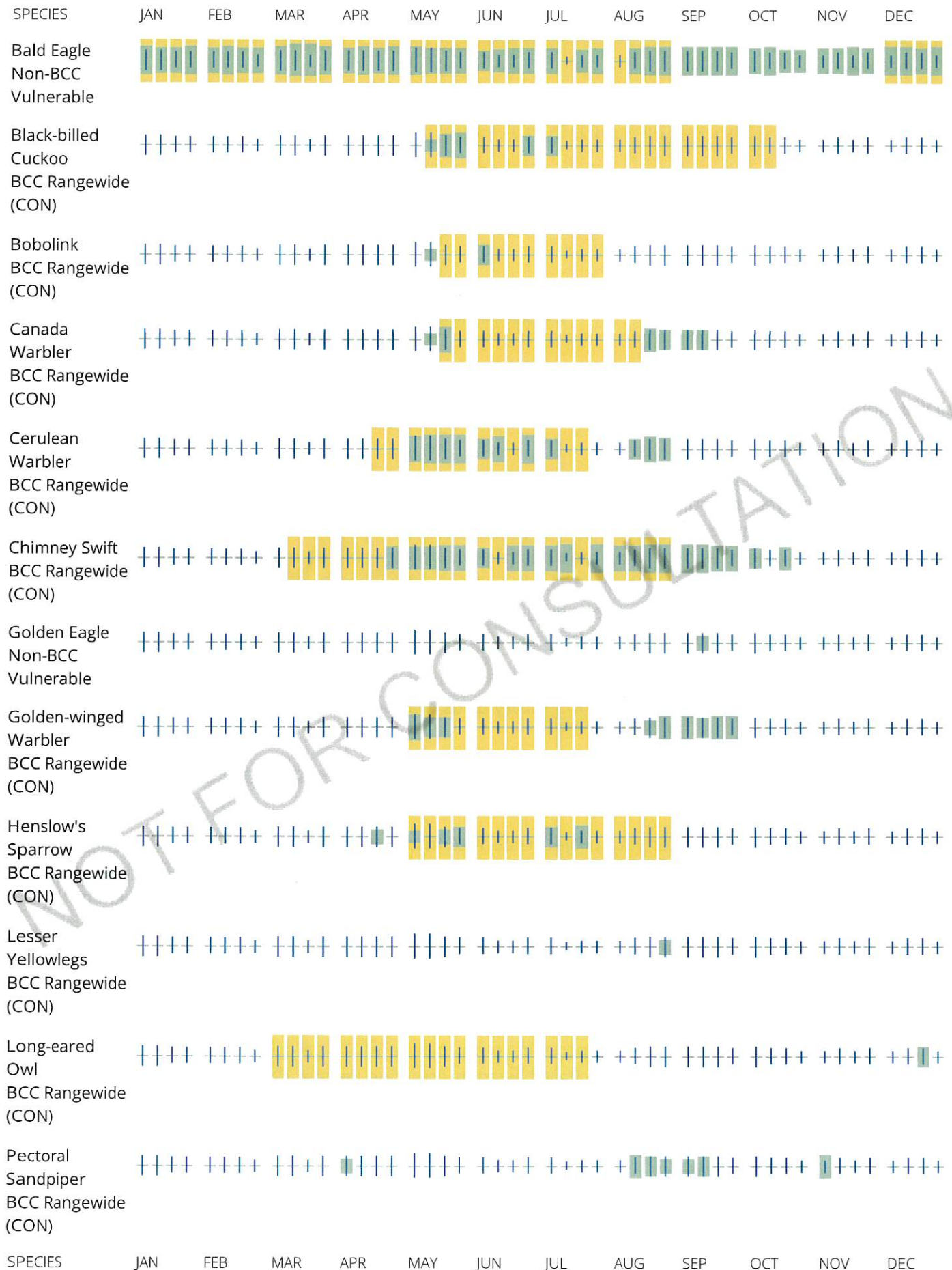
To see a bar's survey effort range, simply hover your mouse cursor over the bar.

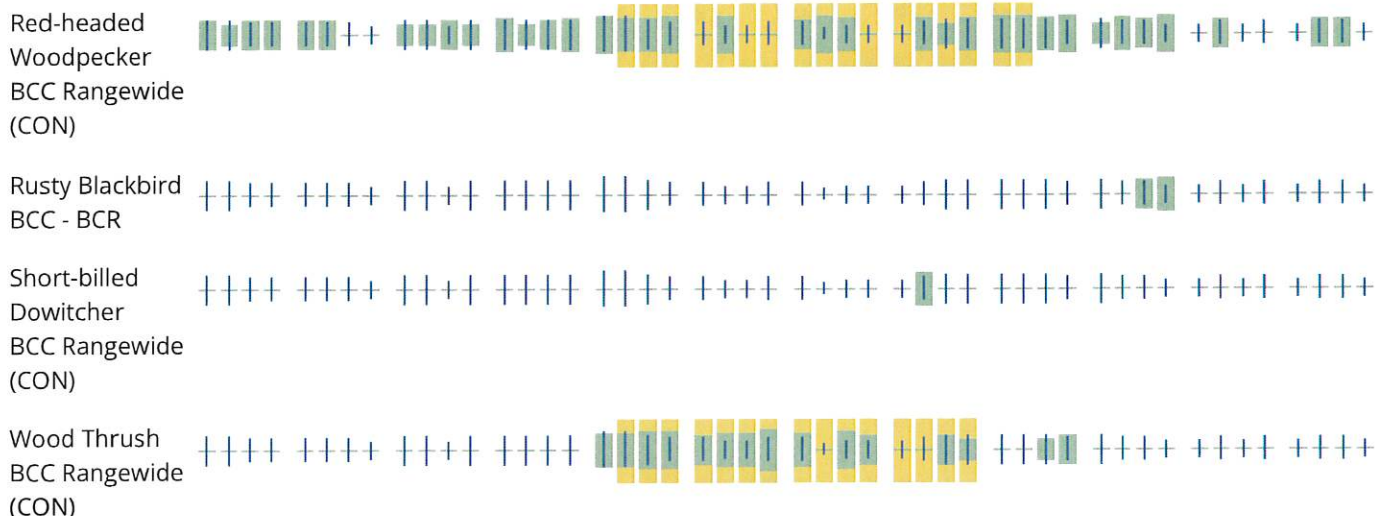
No Data (—)

A week is marked as having no data if there were no survey events for that week.

Survey Timeframe

Surveys from only the last 10 years are used in order to ensure delivery of currently relevant information. The exception to this is areas off the Atlantic coast, where bird returns are based on all years of available data, since data in these areas is currently much more sparse.





Tell me more about conservation measures I can implement to avoid or minimize impacts to migratory birds.

[Nationwide Conservation Measures](#) describes measures that can help avoid and minimize impacts to all birds at any location year round. Implementation of these measures is particularly important when birds are most likely to occur in the project area. When birds may be breeding in the area, identifying the locations of any active nests and avoiding their destruction is a very helpful impact minimization measure. To see when birds are most likely to occur and be breeding in your project area, view the Probability of Presence Summary. [Additional measures](#) or [permits](#) may be advisable depending on the type of activity you are conducting and the type of infrastructure or bird species present on your project site.

What does IPaC use to generate the list of migratory birds that potentially occur in my specified location?

The Migratory Bird Resource List is comprised of USFWS [Birds of Conservation Concern \(BCC\)](#) and other species that may warrant special attention in your project location.

The migratory bird list generated for your project is derived from data provided by the [Avian Knowledge Network \(AKN\)](#). The AKN data is based on a growing collection of [survey, banding, and citizen science datasets](#) and is queried and filtered to return a list of those birds reported as occurring in the 10km grid cell(s) which your project intersects, and that have been identified as warranting special attention because they are a BCC species in that area, an eagle ([Eagle Act](#) requirements may apply), or a species that has a particular vulnerability to offshore activities or development.

Again, the Migratory Bird Resource list includes only a subset of birds that may occur in your project area. It is not representative of all birds that may occur in your project area. To get a list of all birds potentially present in your project area, please visit the [Rapid Avian Information Locator \(RAIL\) Tool](#).

What does IPaC use to generate the probability of presence graphs for the migratory birds potentially occurring in my specified location?

The probability of presence graphs associated with your migratory bird list are based on data provided by the [Avian Knowledge Network \(AKN\)](#). This data is derived from a growing collection of [survey, banding, and citizen science datasets](#).

Probability of presence data is continuously being updated as new and better information becomes available. To learn more about how the probability of presence graphs are produced and how to interpret them, go the Probability of Presence Summary and then click on the "Tell me about these graphs" link.

How do I know if a bird is breeding, wintering or migrating in my area?

To see what part of a particular bird's range your project area falls within (i.e. breeding, wintering, migrating or year-round), you may query your location using the [RAIL Tool](#) and look at the range maps provided for birds in your area at the bottom of the profiles provided for each bird in your results. If a bird on your migratory bird species list has a breeding season associated with it, if that bird does occur in your project area, there may be nests present at some point within the timeframe specified. If "Breeds elsewhere" is indicated, then the bird likely does not breed in your project area.

What are the levels of concern for migratory birds?

Migratory birds delivered through IPaC fall into the following distinct categories of concern:

1. "BCC Rangewide" birds are [Birds of Conservation Concern](#) (BCC) that are of concern throughout their range anywhere within the USA (including Hawaii, the Pacific Islands, Puerto Rico, and the Virgin Islands);
2. "BCC - BCR" birds are BCCs that are of concern only in particular Bird Conservation Regions (BCRs) in the continental USA; and
3. "Non-BCC - Vulnerable" birds are not BCC species in your project area, but appear on your list either because of the [Eagle Act](#) requirements (for eagles) or (for non-eagles) potential susceptibilities in offshore areas from certain types of development or activities (e.g. offshore energy development or longline fishing).

Although it is important to try to avoid and minimize impacts to all birds, efforts should be made, in particular, to avoid and minimize impacts to the birds on this list, especially eagles and BCC species of rangewide concern. For more information on conservation measures you can implement to help avoid and minimize migratory bird impacts and requirements for eagles, please see the FAQs for these topics.

Details about birds that are potentially affected by offshore projects

For additional details about the relative occurrence and abundance of both individual bird species and groups of bird species within your project area off the Atlantic Coast, please visit the [Northeast Ocean Data Portal](#). The Portal also offers data and information about other taxa besides birds that may be helpful to you in your project review. Alternately, you may download the bird model results files underlying the portal maps through the [NOAA NCCOS Integrative Statistical Modeling and Predictive Mapping of Marine Bird Distributions and Abundance on the Atlantic Outer Continental Shelf](#) project webpage.

Bird tracking data can also provide additional details about occurrence and habitat use throughout the year, including migration. Models relying on survey data may not include this information. For additional information on marine bird tracking data, see the [Diving Bird Study](#) and the [nanotag studies](#) or contact [Caleb Spiegel](#) or [Pam Loring](#).

What if I have eagles on my list?

If your project has the potential to disturb or kill eagles, you may need to [obtain a permit](#) to avoid violating the Eagle Act should such impacts occur.

Proper Interpretation and Use of Your Migratory Bird Report

The migratory bird list generated is not a list of all birds in your project area, only a subset of birds of priority concern. To learn more about how your list is generated, and see options for identifying what other birds may be in your project area, please see the FAQ "What does IPaC use to generate the migratory birds potentially occurring in my specified location". Please be aware this report provides the "probability of presence" of birds within the 10 km grid cell(s) that overlap your project; not your exact project footprint. On the graphs provided, please also look carefully at the survey effort (indicated by the black vertical bar) and for the existence of the "no data" indicator (a red horizontal bar). A high survey effort is the key component. If the survey effort is high, then the probability of presence score can be viewed as more dependable. In contrast, a low survey effort bar or no data bar means a lack of data and, therefore, a lack of certainty about presence of the species. This list is not perfect; it is simply a starting point for identifying what birds of concern have the potential to be in your project area, when they might be there, and if they might be breeding (which means nests might be present). The list helps you know what to look for to confirm presence, and helps guide you in knowing when to implement conservation measures to avoid or minimize potential impacts from your project activities, should presence be confirmed. To learn more about conservation measures, visit the FAQ "Tell me about conservation measures I can implement to avoid or minimize impacts to migratory birds" at the bottom of your migratory bird trust resources page.

Facilities

National Wildlife Refuge lands

Any activity proposed on lands managed by the [National Wildlife Refuge](#) system must undergo a 'Compatibility Determination' conducted by the Refuge. Please contact the individual Refuges to discuss any questions or concerns.

There are no refuge lands at this location.

Fish hatcheries

There are no fish hatcheries at this location.

Wetlands in the National Wetlands Inventory (NWI)

Impacts to [NWI wetlands](#) and other aquatic habitats may be subject to regulation under Section 404 of the Clean Water Act, or other State/Federal statutes.

For more information please contact the Regulatory Program of the local [U.S. Army Corps of Engineers District](#).

Wetland information is not available at this time

This can happen when the National Wetlands Inventory (NWI) map service is unavailable, or for very large projects that intersect many wetland areas. Try again, or visit the [NWI map](#) to view wetlands at this location.

Data limitations

The Service's objective of mapping wetlands and deepwater habitats is to produce reconnaissance level information on the location, type and size of these resources. The maps are prepared from the analysis of high altitude imagery. Wetlands are identified based on vegetation, visible hydrology and geography. A margin of error is inherent in the use of imagery; thus, detailed on-the-ground inspection of any particular site may result in revision of the wetland boundaries or classification established through image analysis.

The accuracy of image interpretation depends on the quality of the imagery, the experience of the image analysts, the amount and quality of the collateral data and the amount of ground truth verification work conducted. Metadata should be consulted to determine the date of the source imagery used and any mapping problems.

Wetlands or other mapped features may have changed since the date of the imagery or field work. There may be occasional differences in polygon boundaries or classifications between the information depicted on the map and the actual conditions on site.

Data exclusions

Certain wetland habitats are excluded from the National mapping program because of the limitations of aerial imagery as the primary data source used to detect wetlands. These habitats include seagrasses or submerged aquatic vegetation that are found in the intertidal and subtidal zones of estuaries and nearshore coastal waters. Some deepwater reef communities (coral or tubercid worm reefs) have also been excluded from the inventory. These habitats, because of their depth, go undetected by aerial imagery.

Data precautions

Federal, state, and local regulatory agencies with jurisdiction over wetlands may define and describe wetlands in a different manner than that used in this inventory. There is no attempt, in either the design or products of this inventory, to define the limits of proprietary jurisdiction of any Federal, state, or local government or to establish the geographical scope of the regulatory programs of government agencies. Persons intending to engage in activities involving modifications within or adjacent to wetland areas should seek the advice of appropriate Federal, state, or local agencies concerning specified agency regulatory programs and proprietary jurisdictions that may affect such activities.

March 3, 2024

Mr. Charles Sams III
Director of National Park Services
1849 C Street, NW
Washington, DC 20240

Ms. Kayla Lyon
Director of Iowa Department of Natural Resources
502 East 9th Street, 4th Floor
Des Moines, IA 50319

Re: Comiskey Park

Dear Directors Sams and Director Lyons:

Comiskey Park and my story. At the end of 2008, husband and I purchased our home at 2473 Jackson St. directly across from Comiskey Park. We wanted a home in an established neighborhood and a sense of community. We wanted to live in a part of town with families and the energy they bring. We were first time home owners in our mid 20's. Once we found our home we fell in love with the neighborhood and the park.

I was told by my coworkers the park had a reputation for not being a nice park. I wanted to prove them wrong on this. We would purchase our home in winter. I waited till spring to start meeting my neighbors. My primary job was and is a less than five (5) blocks from our home. Somedays I walk or bike to work. My working hours are from 7am to 3:30pm. Once springtime bloomed, I made a point of reading books on my front porch after work. This allowed me to get to know my neighbors as I became a stable fixture.

Our house is directly across from the one and only basketball and court and cramped playground equipment. On my porch, I took note of the large number of various kids from though our community playing basketball and other games in the park. As well as a group of youth determined to defy gravity on the skate board ride. Some adult servicing tennis matches. From time-to-time pickup soccer games football scrimmages, rugby matches and baseball games were played as well.

Due to the location of Comiskey Park this one of only larger parks with a basketball court on this north end of town. The only other available basketball court space is at Prescott School which is about twelve (12) blocks south. The park is roughly five (5) acres on and flat. From my porch I can view most of the entire park.

Our old house didn't have central air either. As the summer days warmed up, we'd open our windows. We enjoyed hearing the sounds of kids being kids at the park till the flood lights would turn off at 10pm. I remember hearing kids talked about having to walk home to 12th or 13th street. In the spring of 2009, Chuck and I noticed a sign hanging on the fence staying a monthly neighborhood meeting would be taking place on Wednesday night at 6:30pm.

The neighborhood association was called the North End Neighborhood Association or NENA. Little did I know this association would be a pivotal part of my life. At NENA we met our neighbors, city staff, police and fire departments as well as our ward 3 elected city council member - Joyce Connors. This welcoming and inviting atmosphere was the foundation for things to come in my life.

Over the years neighbors would meet city staff and learned more and more about our city government. In 2010 the city staff started discussing with NENA the upcoming Bee Branch project. A project that would unearth a buried brick culvert spring and reshape the neighborhood. As well as address 500-year flood events and help protect millions of dollars of property damage from flooding.

Over the years NENA was updated on the project by city staff and Joyce Connors. Myself and others asked questions on how this would affect our lives. In 2012 my husband was elected to be the president of NENA and is currently on his fourth 3-year term as president. We watched from our porch this long thought-out project and how it would tie into Comiskey Park. In summer of 2016 Joyce Connors after being on city council for 16 years decided to retire from city council. My husband and I helped Kate Larson become elected to service.

When this phase of the Bee Branch was completed in 2018 at the ribbon cutting city staff announced the concept of Reimagine Comiskey Park. This project would incorporate multiple community voices in the north end to create a completely new park with citizen input. The city of Dubuque had never dreamed of such an undertaking. A consultant was hired to work with city staff and citizens.

In the summer of 2019, Kate Larson would step down from city council and I decided to throw my hat in the ring. With the help of neighbors and NENA I was elected to serve our citizens. In the fall of 2019 city staff started one of the most unique citizen inputs for the park remodel. A consultant was hired to work with city staff and citizens. The consultant and city staff wanted to incorporate multiple community voices in the north end; NENA, the Marshallese community, neighbors, school age kids, an at-risk youth center called The Dream Center as well as a general public survey we invited to multiple public input brain storming sessions. I would attend at least two said sessions. As an adult with no children. I offered limited input on play equipment. I just wanted to see the fence change. Unfortunately, my idea didn't take hold and I am okay with that to this day. This information gathering process was well thought out and would eventually guide city staff to create the master plan of the park.

In 2020 neighbors were excited to see the master plan and the monumental neighborhood project they helped create. The master plan would contain walking trails, three (3) basketball courts, seating, updated and larger parking lot, dark sky lighting, park benches, grilling stations, stormwater management area, a large playing field, picnic spaces, shade structures, over fifty (50) trees and a prairie native seeding area to encourage pollinators to flourish. Myself and many others were excited and felt a true sense of ownership of the things to come. Unfortunately, all the ideas were over the original budget and the project would be cut into two phases.

Then in 2020 and 2021 COVID grinds the project to halt. In 2022 Phase 1 is jumpstarted with some delays. In the spring of 2023, the project begins while neighbors watch on. Then on June 29, 2023 is the ribbon cutting for phase 1 of the Comiskey Park project.

I have to say this was one of the most fun and energetic ribbon cuttings. Imagin 800 to 1000 kids and adults around the half the park with holding scissors waiting to cut a ribbon. We were all given a chance to cut the ribbon. Once cut the kids dropped their scissors and ran full stream to be THE FIRST on to playground equipment or the splash pad. The energy would continue all summer and into the fall. Kids and families enjoyed the park. Basketball games, skate boarding, using the splash pad and new play ground equipment. These last few days we have an early spring with temperature up reaching close to the 70 degrees. The park has been enjoyed by multiple neighborhood kids and families dealing with cabin fever. I opened my windows myself and it put a smile on my face, hearing the kids enjoy the park again.

Neighbors want to see phase 2 happen. There are times they feel sort of disenfranchised by not seeing their dreams completed in phase 1. They want to see and use the two (2) additional basketball courts, the trails, the greenery, the new picnic areas with shaped structures and the additional off-street parking. I am asking for your support to help make the dreams of my neighborhood come true. If approved I'll be personally inviting you to attend the 2nd ribbon cutting.

Thank you and sincerely,



Danny Sprank

Ward 3

2473 Jackson St

(563) 690 6507

NORTH END NEIGHBORHOOD ASSOCIATION

2-25-2024

Mr. Charles Sams III
Director
National Park Service
1849 C Street, NW
Washington, DC 20240

Ms. Kayla Lyon
Director
Iowa Department of Natural Resources
502 East 9th Street, 4th Floor
Des Moines, IA 50319-0034

RE: Support for Dubuque's Comiskey Park Improvements Project

Dear Director Sams and Director Lyon:

On behalf of NENA, I wish to express my full support for the City of Dubuque's application for Outdoor Recreation Legacy Partnership (ORLP) grant funding. Federal investment will support the transformation of Comiskey Park into a premier public space. The project is located in an underserved Census Tract with high poverty, low median household incomes, and a significant minority population. ORLP resources will support the following improvements at Comiskey Park:

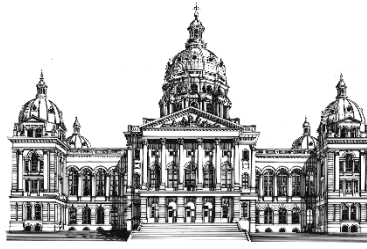
- Two full-size basketball courts;
- New shaded picnic areas;
- A multi-use playing field;
- Trails throughout the park;
- A new park entryway;
- A 53-stall parking lot; and
- Additional landscaping.

NENA supports the proposed park project because it supports our mission of keeping people active in our community in a positive ways.

Please give the highest consideration to the City of Dubuque's request for ORLP funding.

Sincerely,

Chuck Harris
NENA President



Iowa Senate

State of Iowa
Ninetieth General Assembly
STATEHOUSE
Des Moines, IA 50319

February 26, 2024

Mr. Charles Sams III
Director
National Park Service
1849 C Street, NW
Washington, DC 20240

Ms. Kayla Lyon
Director
Iowa Department of Natural Resources
502 East 9th Street, 4th Floor
Des Moines, IA 50319-0034

RE: Support for Dubuque's Comiskey Park Improvements Project

Dear Director Sams and Director Lyon:

I wish to express my full support for the City of Dubuque's application for Outdoor Recreation Legacy Partnership (ORLP) grant funding. Federal investment will support the transformation of Comiskey Park into a premier public space. The project is located in an underserved Census Tract with high poverty, low median household incomes, and a significant minority population. ORLP resources will support the following improvements at Comiskey Park:

- Two full-size basketball courts;
- New shaded picnic areas;
- A multi-use playing field;
- Trails throughout the park;
- A new park entryway;
- A 53-stall parking lot; and
-

I live in this neighborhood and witnessed firsthand the joy the new splash pads in this city park brought to the kids and their parents last summer. Building the basketball courts, trails, and other amenities will not only have a positive impact in this diverse neighborhood, but it will create a stronger community, and improve the economic investment in the north end of Dubuque.

Please give the highest consideration to the City of Dubuque's request for ORLP funding.

Sincerely,

A handwritten signature in black ink that reads "Pam Jochum". The signature is written in a cursive style with a large, looped capital "P" and a trailing flourish.

Senate Democratic Leader
Senator Pam Jochum



#

b

February 23, 2024

Mr. Charles Sams III
Director
National Park Service
1849 C Street, NW
Washington, DC 20240

Ms. Kayla Lyon
Director
Iowa Department of Natural Resources
502 East 9th Street, 4th Floor
Des Moines, IA 50319-0034

RE: Support for Dubuque's Comiskey Park Improvements Project

Dear Director Sams and Director Lyon:

On behalf of Centrally Rooted, I wish to express my full support for the City of Dubuque's application for Outdoor Recreation Legacy Partnership (ORLP) grant funding. Federal investment will support the transformation of Comiskey Park into a premier public space. The project is located in an underserved Census Tract with high poverty, low median household incomes, and a significant minority population. ORLP resources will support the following improvements at Comiskey Park:

- Two full-size basketball courts;
- New shaded picnic areas;
- A multi-use playing field;
- Trails throughout the park;
- A new park entryway;
- A 53-stall parking lot; and
- Additional landscaping.

Centrally Rooted supports the proposed park project because both our location and mission have been carefully chosen and stated to support the children and families in Dubuque's North End (specifically the lower-income/underserved populations). We seek to support opportunities for these residents whether those be artistic or athletic in nature. We seek to build Dubuque up as a thriving community of residents

563-663-1694 | centrallyrooted.com
2230 Central Ave Dubuque IA 52001



_____ b
who care about their property, their neighborhood, their community and their city. These additions to
Comiskey Park will instill a sense of pride in this part of Dubuque as well as draw families to build up
these neighborhoods.

Please give the highest consideration to the City of Dubuque's request for ORLP funding.

Sincerely,

Jill Klinebriel, Chair
Centrally Rooted

The Point Neighborhood Association (PNA)

DATE Feb 22, 2024

Mr. Charles Sams III
Director
National Park Service
1849 C Street, NW
Washington, DC 20240

Ms. Kayla Lyon
Director
Iowa Department of Natural Resources
502 East 9th Street, 4th Floor
Des Moines, IA 50319-0034

RE: Support for Dubuque's Comiskey Park Improvements Project

Dear Director Sams and Director Lyon:

On behalf of The Point Neighborhood Association, we wish to express our full support for the City of Dubuque's application for Outdoor Recreation Legacy Partnership (ORLP) grant funding. Federal investment will support the transformation of Comiskey Park into a premier public space. The project is located in an underserved Census Tract with high poverty, low median household incomes, and a significant minority population. ORLP resources will support the following improvements at Comiskey Park:

- Two full-size basketball courts;
- New shaded picnic areas;
- A multi-use playing field;
- Trails throughout the park;
- A new park entryway;
- A 53-stall parking lot; and
- Additional landscaping.

The Point Neighborhood Association supports the new proposed park project and I can tell you why this is so important to all of us in the neighborhood and the City of Dubuque. Currently the park is used by many citizens not only from the North end of town but from the citizens all over town and visitors who come to Dubuque. Let us keep the momentum going and add the updates to the park. They love the new amenities that are currently there, but stress it is vital for the other amenities to be added to make the park more user friendly and add a new investment and create a more robust economy in the north end of town,

Please give the highest consideration to the City of Dubuque's request for ORLP funding.

Sincerely, The Point Neighborhood Association President Sandy Plumley and Secretary Robin Kennicker



NATIONAL MISSISSIPPI RIVER MUSEUM & AQUARIUM

IN ASSOCIATION WITH THE SMITHSONIAN INSTITUTION

February 20, 2024

Mr. Charles Sams III
Director
National Park Service
1849 C Street, NW
Washington, DC 20240

Ms. Kayla Lyon
Director
Iowa Department of Natural Resources
502 East 9th Street, 4th Floor
Des Moines, IA 50319-0034

RE: Support for Dubuque's Comiskey Park Improvements Project

Dear Director Sams and Director Lyon:

On behalf of The National Mississippi River Museum & Aquarium, I wish to express my full support for the City of Dubuque's application for Outdoor Recreation Legacy Partnership (ORLP) grant funding. Federal investment will support the transformation of Comiskey Park into a premier public space. The project is located in an underserved Census Tract with high poverty, low median household incomes, and a significant minority population. ORLP resources will support the following improvements at Comiskey Park:

- Two full-size basketball courts;
- New shaded picnic areas;
- A multi-use playing field;
- Trails throughout the park;
- A new park entryway;
- A 53-stall parking lot; and
- Additional landscaping.

The National Mississippi River Museum & Aquarium supports the City's proposed park project as it aligns with our programmatic research that reveals public parks and green space provide critical physical, psychological, and social benefits to our urban residents. Through the Museum's Big River CAARES program, which introduces outdoor and water recreation programs to urban youth living in the economically-distressed neighborhoods, we have witnessed increased stewardship toward natural resources due to outdoor play.

We encourage you to give the highest consideration to the City of Dubuque's request for ORLP funding.

Sincerely,

Kurt Strand
President & CEO



February 19, 2024

Mr. Charles Sams III
Director
National Park Service
1849 C Street, NW
Washington, DC 20240

Ms. Kayla Lyon
Director
Iowa Department of Natural Resources
502 East 9th Street, 4th Floor
Des Moines, IA 50319-0034

RE: Support for Dubuque's Comiskey Park Improvements Project

Dear Director Sams and Director Lyon:

On behalf of Travel Dubuque, I wish to express my full support for the City of Dubuque's application for Outdoor Recreation Legacy Partnership (ORLP) grant funding. Federal investment will support the transformation of Comiskey Park into a premier public space. The project is located in an underserved Census Tract with high poverty, low median household incomes, and a significant minority population. ORLP resources will support the following improvements at Comiskey Park:

- Two full-size basketball courts;
- New shaded picnic areas;
- A multi-use playing field;
- Trails throughout the park;
- A new park entryway;
- A 53-stall parking lot; and
- Additional landscaping.

TRAVELDUBUQUE.COM

300 Main Street, Suite 120 | Dubuque, Iowa | 52001



Travel Dubuque fully supports the proposed park project. Parks play a vital role in enhancing the quality of life for residents by providing opportunities for recreation, relaxation, and social interaction. They serve as a gathering place where people of all ages can come together to enjoy nature, participate in outdoor activities, and foster a sense of community.

Please give the highest consideration to the City of Dubuque's request for ORLP funding.

Sincerely,

Sincerely,

A handwritten signature in black ink that reads "Keith Rahe". The signature is written in a cursive, flowing style.

Keith Rahe
PRESIDENT & CEO
Travel Dubuque

TRAVELDUBUQUE.COM

300 Main Street, Suite 120 | Dubuque, Iowa | 52001

WHERE  STARTED



Dubuque

COMMUNITY SCHOOLS

Amy Hawkins | Superintendent of Schools
ahawkins@dbqschools.org | P 563/552-3012 | F 563/552-3014
2300 Chaney Road | Dubuque, Iowa 52001-3059 | www.dbqschools.org

Mr. Charles Sams III
Director
National Park Service
1849 C Street, NW
Washington, DC 20240

Ms. Kayla Lyon
Director
Iowa Department of Natural Resources
502 East 9th Street, 4th Floor
Des Moines, IA 50319-0034

February 22, 2024

RE: Support for Dubuque's Comiskey Park Improvements Project

Dear Director Sams and Director Lyon,

On behalf of the Dubuque Community School District, I am pleased to express strong support for the City of Dubuque's Outdoor Recreation Legacy Partnership (ORLP) grant funding.


Federal investment will support the transformation of Comiskey Park into a premier public space. The project is located in an underserved Census Tract with high poverty, low median household incomes, and a significant minority population. ORLP resources will support the following improvements at Comiskey Park:

- Two full-size basketball courts
- New shaded picnic areas;
- A multi-use playing field;
- Trails throughout the park;
- A new park entryway;
- A 53-stall parking lot; and
- Additional landscaping.

Comiskey Park is a recreational facility that is highly used by students and families of the Dubuque Community School District. It is truly a community gathering point and its enhancement will lead to continued community vitality. We are excited to see Comiskey Park continue to be a gathering destination of choice in our community – one that fosters strong relationships, health and wellness, and community pride.

Thank you in advance for your full consideration of the City of Dubuque's grant application, and for your commitment to improving the vitality of our community and in communities across the country.

Sincerely,


Amy Hawkins
Superintendent of Schools



February 19, 2024

Mr. Charles Sams III
Director
National Park Service
1849 C Street, NW
Washington, DC 20240

Ms. Kayla Lyon
Director
Iowa Department of Natural Resources
502 East 9th Street, 4th Floor
Des Moines, IA 50319-0034

RE: Support for Dubuque's Comiskey Park Improvements Project

Dear Director Sams and Director Lyon:

On behalf of Crescent Community Health Center, I wish to express my full support for the City of Dubuque's application for Outdoor Recreation Legacy Partnership (ORLP) grant funding. Federal investment will support the transformation of Comiskey Park into a premier public space. The project is located in an underserved Census Tract with high poverty, low median household incomes, and a significant minority population. ORLP resources will support the following improvements at Comiskey Park:

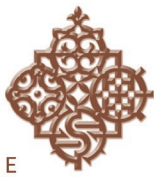
- Two full-size basketball courts;
- New shaded picnic areas;
- A multi-use playing field;
- Trails throughout the park;
- A new park entryway;
- A 53-stall parking lot; and
- Additional landscaping.

Crescent Community Health Center supports the proposed park project because many of our patients struggle with the ability to have venues for improved recreational opportunities, better quality of life and the health benefits of outdoor exercise. We are opening a new wellness center for indoor activities in April 2024 – the proposed Comiskey improvements will certainly be a benefit to the underserved in our area. Our most recent community health needs assessment revealed the struggles with not having enough venues for physical activity leading to obesity, diabetes, and hypertension.

Please give the highest consideration to the City of Dubuque's request for ORLP funding.

Sincerely,

Gary Collins, CEO
Crescent Community Health Center
563.690.2860



D U B U Q U E

MAIN STREET

1069 MAIN STREET • DUBUQUE • IOWA • 52001-4724

[563]588-4400 • [563]588-0645-FAX • WWW.DUBUQUEMAINSTREET.ORG

Mr. Charles Sams III, Director
National Park Service
1849 C Street, NW
Washington, DC 20240

February 22, 2024

Ms. Kayla Lyon, Director
Iowa Department of Natural Resources
502 East 9th Street, 4th Floor
Des Moines, IA 50319-0034

RE: Support for Dubuque's Comiskey Park Improvements Project

Dear Director Sams and Director Lyon:

On behalf of Dubuque Main Street, I wish to express my full support for the City of Dubuque's application for Outdoor Recreation Legacy Partnership (ORLP) grant funding. Federal investment will support the transformation of Comiskey Park into a premier public space. The project is in an underserved Census Tract with high poverty, low median household incomes, and a significant minority population. ORLP resources will support the following improvements at Comiskey Park:

- Two full-size basketball courts.
- New shaded picnic areas.
- A multi-use playing field.
- Trails throughout the park.
- A new park entryway.
- A 53-stall parking lot; and
- Additional landscaping.

Dubuque Main Street supports the proposed park project because the changes to Comiskey Park have injected hope and positivity into the residents of this neighborhood. It is important for Dubuque to complete this incredible park because the children of the neighborhood deserve it, it adds a sense of place and pride to the neighborhood, and adds values to the properties within walking distance.

Please give the highest consideration to the City of Dubuque's request for ORLP funding.

Sincerely,

Danielle Jacobs
Executive Director
Dubuque Main Street



February 22, 2024

Mr. Charles Sams III
Director
National Park Service
1849 C Street, NW
Washington, DC 20240

Ms. Kayla Lyon
Director
Iowa Department of Natural Resources
502 East 9th Street, 4th Floor
Des Moines, IA 50319-0034

RE: Support for Dubuque's Comiskey Park Improvements Project

Dear Director Sams and Director Lyon:

On behalf of DRA (Dubuque Racing Association) I wish to express my full support for the City of Dubuque's application for Outdoor Recreation Legacy Partnership (ORLP) grant funding. Federal investment will support the transformation of Comiskey Park into a premier public space. The project is located in an underserved Census Tract with high poverty, low median household incomes, and a significant minority population. ORLP resources will support the following improvements at Comiskey Park:

- Two full-size basketball courts;
- New shaded picnic areas;
- A multi-use playing field;
- Trails throughout the park;
- A new park entryway;
- A 53-stall parking lot; and
- Additional landscaping.

DRA supports the proposed park project because it represents a crucial investment in the community's well-being, promising improved recreational opportunities and a better quality of life for all residents. By transforming Comiskey Park into a vibrant public space, we anticipate significant health benefits, increased social cohesion, and enhanced access to nature, aligning with our mission to promote a thriving and equitable Dubuque.

Please give the highest consideration to the City of Dubuque's request for ORLP funding.

Sincerely,

Alex Dixon, President & CEO

December 31, 2021

Mr. Charles Sams III
Director
National Park Service
1849 C Street, NW
Washington, DC 20240

Ms. Kayla Lyon
Director
Iowa Department of Natural Resources
502 East 9th Street, 4th Floor
Des Moines, IA 50319-0034

RE: Support for Dubuque's Comiskey Park Improvements Project

Dear Director Sams and Director Lyon:

On behalf of the Community Foundation of Greater Dubuque, I wish to express my full support for the City of Dubuque's application for Outdoor Recreation Legacy Partnership (ORLP) grant funding. Federal investment will support the transformation of Comiskey Park into a premier public space. The project is located in an underserved Census Tract with high poverty, low median household incomes, and a significant minority population. ORLP resources will support the following improvements at Comiskey Park:

- Two full-size basketball courts;
- New shaded picnic areas;
- A multi-use playing field;
- Trails throughout the park;
- A new park entryway;
- A 53-stall parking lot; and
- Additional landscaping.

The Community Foundation of Greater Dubuque supports the proposed park project because this neighborhood has been traditionally underserved by outdoor recreation amenities. All residents in Dubuque deserve access to parks that help promote healthy lifestyles, fitness, and community cohesion.

Please give the highest consideration to the City of Dubuque's request for ORLP funding.

Sincerely,



Nancy Van Milligen
President & CEO

February 23, 2024



Schmid Innovation Center
900 Jackson St., Suite 109
Dubuque, IA 52001
www.greaterdubuque.org

Mr. Charles Sams III
Director
National Park Service
1849 C Street, NW
Washington, DC 20240

Ms. Kayla Lyon
Director
Iowa Department of Natural Resources
502 East 9th Street, 4th Floor
Des Moines, IA 50319-0034

RE: Support for Dubuque's Comiskey Park Improvements Project

Dear Director Sams and Director Lyon:

On behalf of Greater Dubuque Development Corporation I wish to express my full support for the City of Dubuque's application for Outdoor Recreation Legacy Partnership (ORLP) grant funding. Federal investment will support the transformation of Comiskey Park into a premier public space. The project is located in an underserved Census Tract with high poverty, low median household incomes, and a significant minority population. ORLP resources will support the following improvements at Comiskey Park:

- Two full-size basketball courts;
- New shaded picnic areas;
- A multi-use playing field;
- Trails throughout the park;
- A new park entryway;
- A 53-stall parking lot; and
- Additional landscaping.

Greater Dubuque Development knows that the key to any community's future is to be a community of choice. The improvements funded by the ORLP grant will create that community in one of our most challenged neighborhoods. It is right and fitting that Dubuque's finest park is in our poorest census track.

Please give the highest consideration to the City of Dubuque's request for ORLP funding.

In your service,

A handwritten signature in black ink, appearing to read "Rick Dickinson".

Rick Dickinson
President & CEO



300 Main Street | Suite 200 | Dubuque, IA 52001

February 22nd, 2024

Mr. Charles Sams III
Director
National Park Service
1849 C Street, NW
Washington, DC 20240

Ms. Kayla Lyon
Director
Iowa Department of Natural Resources
502 East 9th Street, 4th Floor
Des Moines, IA 50319-0034

RE: Support for Dubuque's Comiskey Park Improvements Project

Dear Director Sams and Director Lyon:

On behalf of the Dubuque Area Chamber of Commerce, I wish to express my full support for the City of Dubuque's application for Outdoor Recreation Legacy Partnership (ORLP) grant funding. Federal investment will support the transformation of Comiskey Park into a premier public space. The project is located in an underserved Census Tract with prevalent poverty, low median household incomes, and a significant minority population. ORLP resources will support the following improvements at Comiskey Park:

- Two full-size basketball courts
- New shaded picnic areas
- A multi-use playing field
- Trails throughout the park
- A new park entryway
- A 53-stall parking lot
- Additional landscaping

The Dubuque Area Chamber of Commerce supports the proposed park project because investing in amenities promotes a high quality of life which is key to attracting and retaining talent in our region. We support continued investment in parks, waterways, and facilities that meet the needs of residents.

Please give the highest consideration to the City of Dubuque's request for ORLP funding.

Sincerely,

A handwritten signature in black ink that reads "Molly Grover".

Molly Grover, President & CEO
Dubuque Area Chamber of Commerce

Rep. Lindsay James

Iowa House District 71



1007 E Grand Ave, Des Moines, IA 50319



563-235-4278



lindsay.james@legis.iowa.gov



February 26, 2024

Mr. Charles Sams III
Director
National Park Service
1849 C Street, NW
Washington, DC 20240

Ms. Kayla Lyon
Director
Iowa Department of Natural Resources
502 East 9th Street, 4th Floor
Des Moines, IA 50319-0034

RE: Support for Dubuque's Comiskey Park Improvements Project

Dear Director Sams and Director Lyon:

On behalf of the City of Dubuque, I wish to express my full support for the City of Dubuque's application for Outdoor Recreation Legacy Partnership (ORLP) grant funding. Federal investment will support the transformation of Comiskey Park into a premier public space. The project is located in an underserved Census Tract with high poverty, low median household incomes, and a significant minority population. ORLP resources will support the following improvements at Comiskey Park:

- Two full-size basketball courts;
- New shaded picnic areas;
- A multi-use playing field;
- Trails throughout the park;
- A new park entryway;
- A 53-stall parking lot; and
- Additional landscaping.

The City of Dubuque supports the proposed park project because the improved recreational opportunities will help create a better quality of life for the residents of this underserved neighborhood. Everyone, regardless of income level, deserves access to high-quality recreational opportunities. Please give the highest consideration to the City of Dubuque's request for ORLP funding. Sincerely,

Sincerely,

Lindsay James
State Representative
Iowa House District 71

JONI K. ERNST
IOWA

VICE CHAIRMAN,
SENATE REPUBLICAN CONFERENCE

WASHINGTON, DC OFFICE
730 HART SENATE OFFICE BUILDING
WASHINGTON, DC 20510
PHONE: 202-224-3254
FAX: 202-224-9369

WWW.ERNST.SENATE.GOV

United States Senate

February 29, 2024

COMMITTEES
ARMED SERVICES
AGRICULTURE, NUTRITION
AND FORESTRY
ENVIRONMENT
AND PUBLIC WORKS
JUDICIARY
SMALL BUSINESS
AND ENTREPRENEURSHIP

Ms. Elaine Hackett
Congressional Liaison
National Park Service
1849 C Street NW, Room 3325
Washington, DC 20240-0001

Dear Ms. Hackett,

I wish to express my support for the City of Dubuque, Iowa's application for Outdoor Recreation Legacy Partnership (ORLP) grant funding. Federal investment will support the transformation of Comiskey Park into a premier public space. The project is located in an underserved Census Tract with high poverty, low median household incomes, and a significant minority population. ORLP resources will support the many needed improvements at Comiskey Park.

I would appreciate your thorough and expeditious consideration for Dubuque, in accordance with all rules and regulations. Please forward your response to Emily Covey in my Des Moines office at 733 Federal Building, 210 Walnut Street, Des Moines, IA 50309 or by phone at (515) 284-4574. Emily may also be reached by email at Emily_Covey@ernst.senate.gov.

Sincerely,



Joni K. Ernst
United States Senator

JE/EC

DES MOINES OFFICE
733 FEDERAL BUILDING
210 WALNUT STREET
DES MOINES, IA 50309
PHONE: 515-284-4574
FAX: 515-284-4937

CEDAR RAPIDS OFFICE
111 SEVENTH AVENUE SE
SUITE 480
CEDAR RAPIDS, IA 52401
PHONE: 319-365-4504
FAX: 319-365-4683

DAVENPORT OFFICE
201 WEST SECOND STREET
SUITE 806
DAVENPORT, IA 52801
PHONE: 563-322-0677
FAX: 563-322-0854

SIOUX CITY OFFICE
194 FEDERAL BUILDING
320 SIXTH STREET
SIOUX CITY, IA 51101
PHONE: 712-252-1550
FAX: 712-252-1638

COUNCIL BLUFFS OFFICE
221 FEDERAL BUILDING
8 SOUTH SIXTH STREET
COUNCIL BLUFFS, IA 51501
PHONE: 712-352-1167
FAX: 712-352-0087

ASHLEY HINSON

2ND DISTRICT, IOWA

SELECT COMMITTEE ON THE
STRATEGIC COMPETITION BETWEEN
THE UNITED STATES AND THE
CHINESE COMMUNIST PARTY

Congress of the United States
House of Representatives
Washington, DC 20515-1501

COMMITTEE ON APPROPRIATIONS

SUBCOMMITTEES

FINANCIAL SERVICES AND GENERAL
GOVERNMENT

AGRICULTURE, RURAL DEVELOPMENT,
FOOD AND DRUG ADMINISTRATION

HOMELAND SECURITY

Teri Goodmann
Director of Strategic Partnerships
City of Dubuque, Iowa
50 West 13th Street
Dubuque, Iowa 52001

Dear Ms. Goodmann:

I write in support of the City of Dubuque's application for the Outdoor Recreation Legacy Partnership (ORLP) grant for Phase Two of Comiskey Park. I intend to submit a formal letter of support directly to the Department of the Interior for the City's application.

Please do not hesitate to reach out to Georgie Hilby in my office at georgie.hilby@mail.house.gov should you have any questions.

Sincerely


Ashley Hinson
Member of Congress

City of Dubuque
City Council Meeting

Action Items # 04.

ITEM TITLE: 2023 Dubuque Police Department Annual Report
SUMMARY: City Manager providing a copy of the 2023 Dubuque Police Department Annual Report.
SUGGESTED DISPOSITION: Suggested Disposition: Receive and File

ATTACHMENTS:

Description	Type
2023 Dubuque Police Department Annual Report	Supporting Documentation



20
23

DUBUQUE POLICE DEPARTMENT

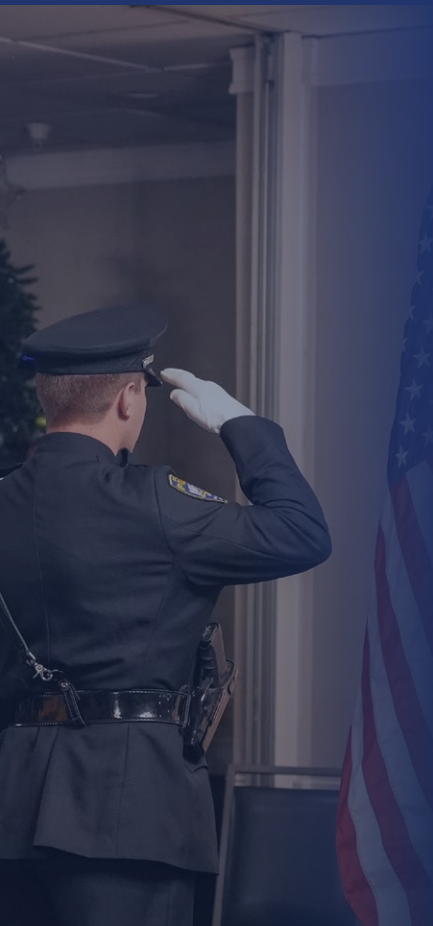
ANNUAL REPORT



The goal of the City's approach to public safety is to make Dubuque the safest community possible with the understanding that community safety is not just about injury prevention and crime prevention; it is about increasing well-being and building a vibrant, engaged, and equitable community.

Working to ensure residents experience an increased sense of well-being, a sustainable quality of life, a reduction in the numbers and cost of injuries, the preservation of income and assets, and improved perceptions of safety is a top priority for Dubuque city government.

Dubuque has had
**a 29% reduction in
overall crime**
from 2015-2023





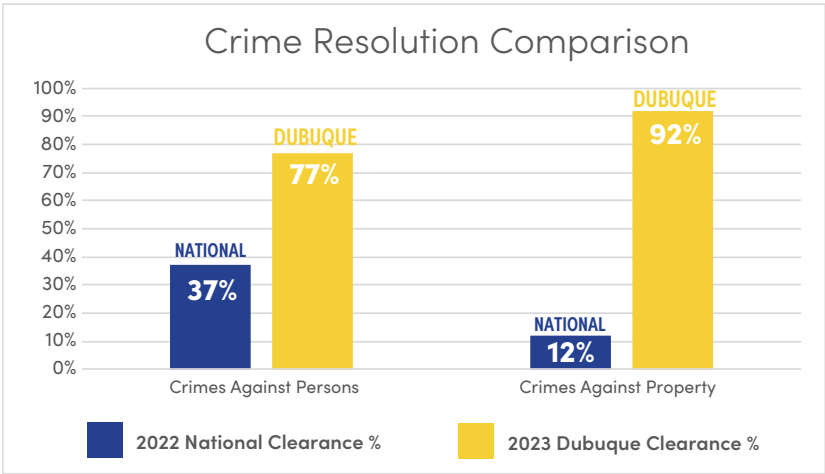
CHIEF’S MESSAGE

Dubuque Police Chief Jeremy Jensen

The Dubuque Police Department is dedicated to delivering exceptional police services, a commitment realized through robust community partnerships. Our annual report serves as a tool for both the department and the community, offering valuable insights into trends, informing resource allocation decisions, and highlighting opportunities for supporting our community. What insights does the report offer? It underscores Dubuque as a safe community, showcases the transparency and dedication of our police department to excellence, and reaffirms our unwavering commitment to serving the people with integrity and care.

While it is impossible to prevent some crimes from occurring, it is important to know that the Dubuque Police Department excels in solving crimes.

In 2024, the Dubuque City Council approved the Police Department’s request to implement a license plate reader camera system. The system will use 22 cameras installed at Dubuque’s major intersections and entry points to record vehicle license plate data. The technology will serve as a force multiplier for the department, helping authorities identify and track wanted vehicles and aiding in criminal investigations.



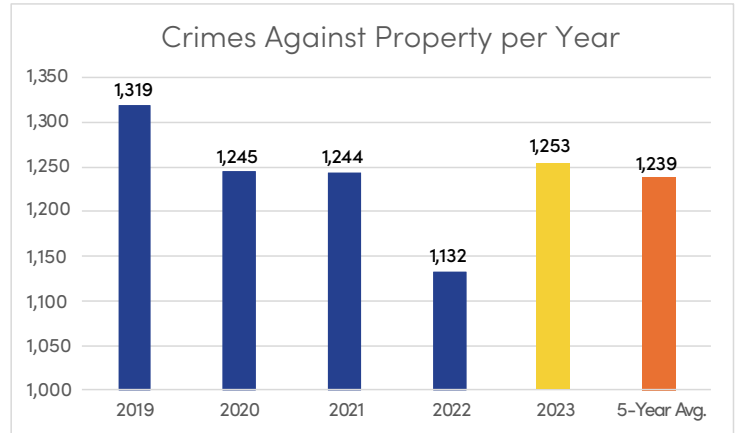
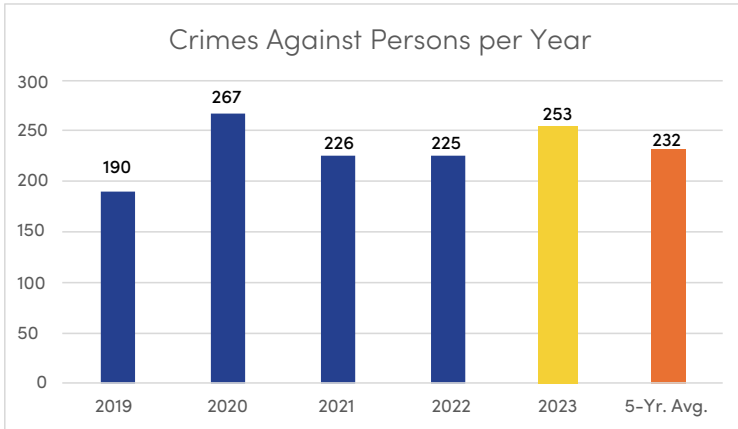
The resolution rate of the Dubuque Police Department encompasses cases that are suspended due to exhausted leads, thus halting further investigation. It’s important to note that the calculation method for the national resolution rate may differ from ours.

In 2023, Dubuque Police resolved **77%** of all Crimes Against Persons committed in the city. The national average for 2022 (the most current on record via FBI data) was 37%.



Dubuque has one of the most robust camera systems in the region, significantly contributing to the crime resolution rate.

PART I CRIMES

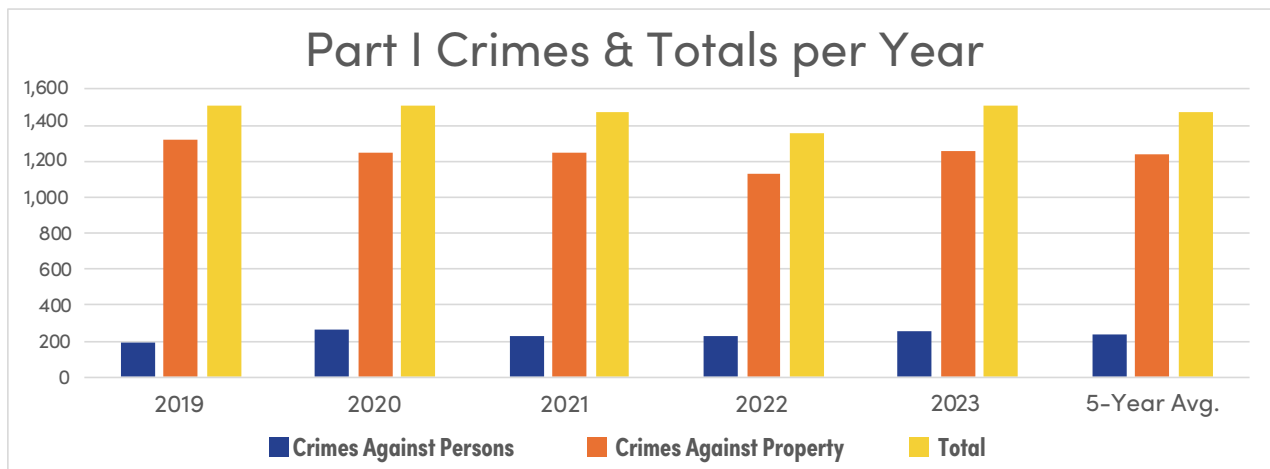


	2022	2023
Aggravated Assault	125	171
Sexual Assault	77	73
Robbery	22	7
Murder	1	2
Total	225	253

	2022	2023
Theft of Motor Vehicle	53	46
Arson	6	8
Burglary	213	171
Theft	860	1,028
Total	1,132	1,253



A robbery happens to a person and a burglary happens to a place (home, garage, car, etc.).
From 2020 to 2023, reported sexual assaults in Dubuque decreased by over 30%.





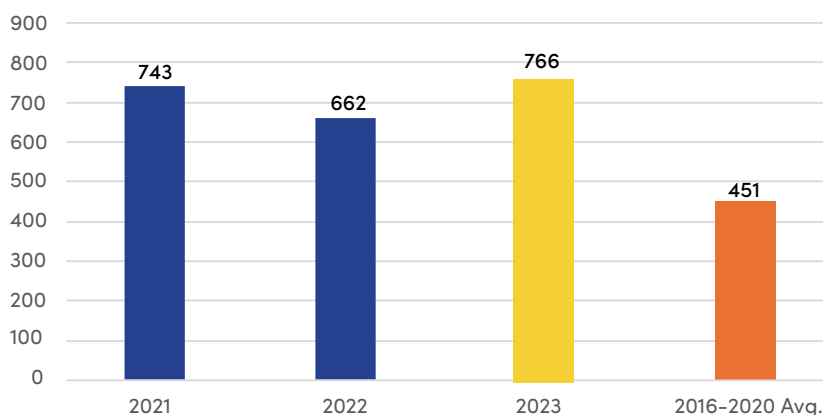
Critical Incident Team

The Dubuque Police Department's Critical Incident Team (CIT) aims to use the Secondary Responder model to assist individuals who may be experiencing a brain health or substance abuse crisis. In situations where first responders identify that the subject is dealing with these issues, a secondary responder trained to specifically deal with mental health, substance abuse, and homelessness, provides assistance and follow-up.

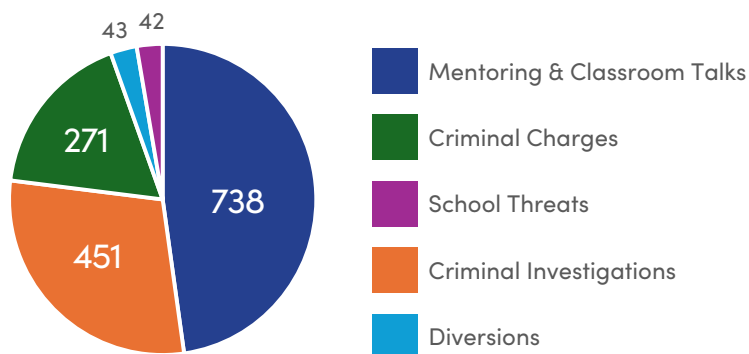
Community-Oriented Policing

The Dubuque Police Department subscribes to the Community Oriented Policing strategy of working directly with residents to address crime, perceptions of police, and overall community quality of life through positive police interactions and relationship building in the community. DPD's Community Policy Division includes a bicycle patrol unit, School Resource Officers, and a crime prevention and public information unit.

Brain Health Calls by Year



2023 School Resource Officer Activities



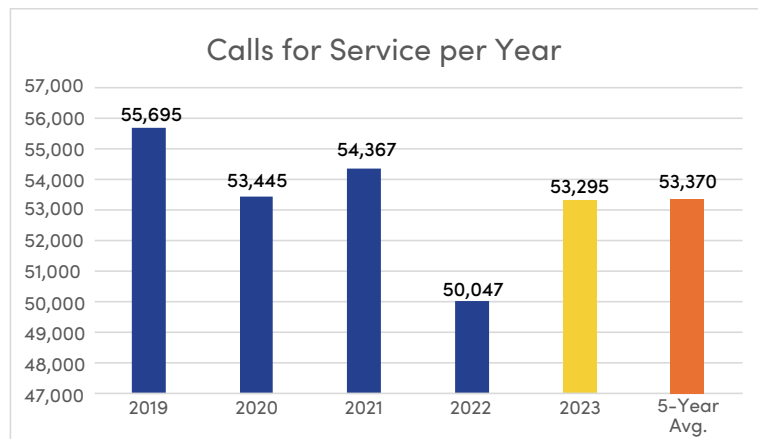
SCHOOL RESOURCE OFFICER PROGRAM

School Resource Officers (SROs) serve within seven of Dubuque's public schools, providing support ranging from counseling and mentoring students to addressing crimes that are committed on campus. SROs are paid 50% by Dubuque Community Schools and are vital members of their school's administrative team, helping to solve problems in the school community, while also being an educational resource and positive role model for students.



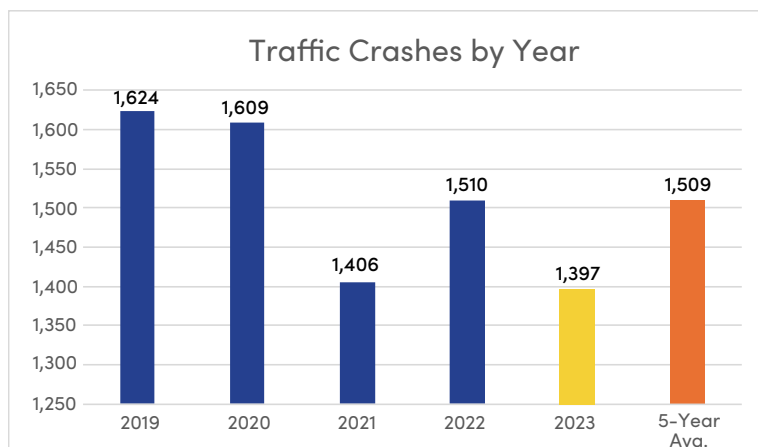
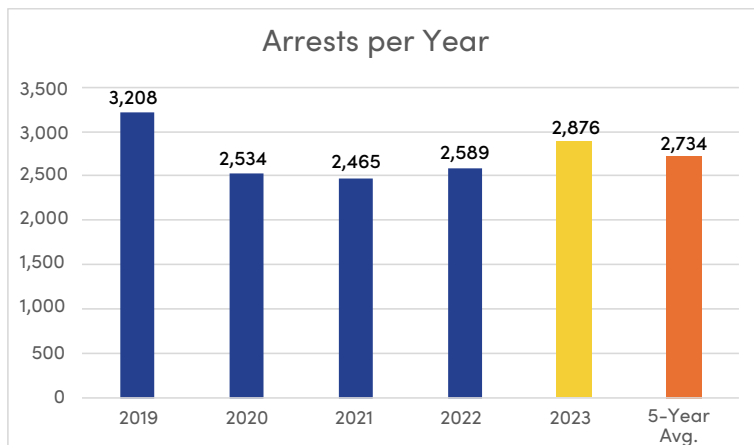
Calls for Service

Calls for service remain consistent across the five-year average. Because of the 24/7 nature of law enforcement, Dubuque Police Department continues to respond to calls for service ranging from nuisance calls to the Part I crimes listed in the chart on page 3.



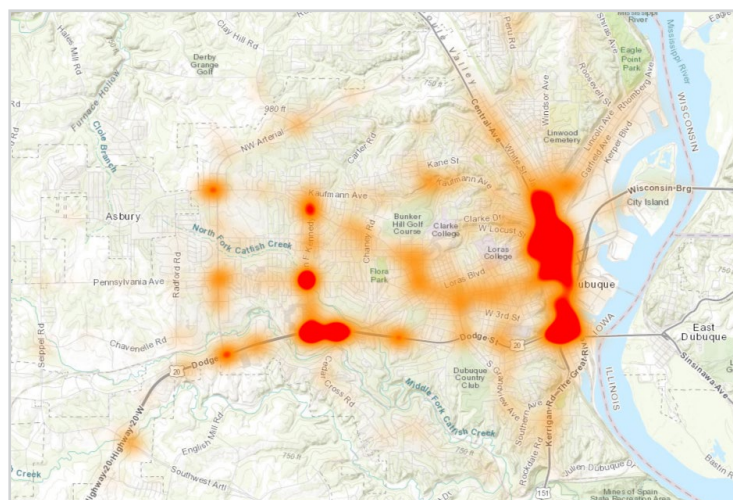
Arrests

The arrest count includes arrests that are custodial, as well as arrests when suspects were cited and released. This does not include simple misdemeanor traffic violations. Arrests range from simple misdemeanors such as public intoxication to Class A felonies such as murder.



Traffic crashes consist of property damage, personal injury, and fatality crashes. In 2023, there was one fatality and 15 serious injury crashes. Overall, 200 injuries were reported in crashes. The most common crash causations were speed and failure to maintain control, which includes rear-end accidents.

The heat map to the right illustrates the locations of traffic crashes in Dubuque in 2023. The red areas represent locations of more frequent traffic crashes.



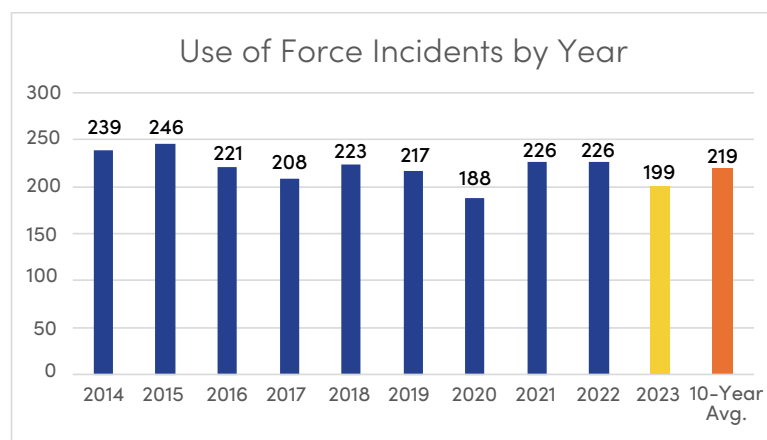


Use of Force

Dubuque Police Department policy states a Use of Force Report (UOF) is to be applied under the following circumstances:

All incidents requiring the application of force involving the use of lethal or less-lethal weapons will be reported in writing to the chief of police. A Reportable Use of Force report will be submitted in all cases where an injury or death results from, or is alleged to have resulted from, actions by an employee of the department whether through the use of lethal, less-lethal, or weaponless physical force; or whenever physical force is used at a level greater than soft hand techniques or simple handcuffing.

Officers will file a use of force report to the chief of police, through their immediate commanding officer, detailing any incident in which the officer draws and displays a departmental firearm. A use of force report will generally not be required in instances where an officer has drawn his/her weapon as a safety precaution only, such as during a building search.



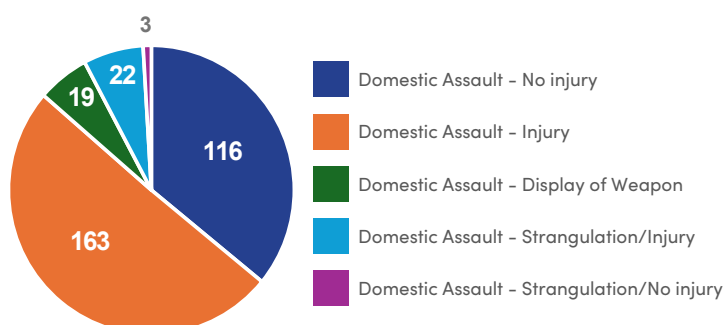
2023 Percentage of Arrests Involving Use of Force

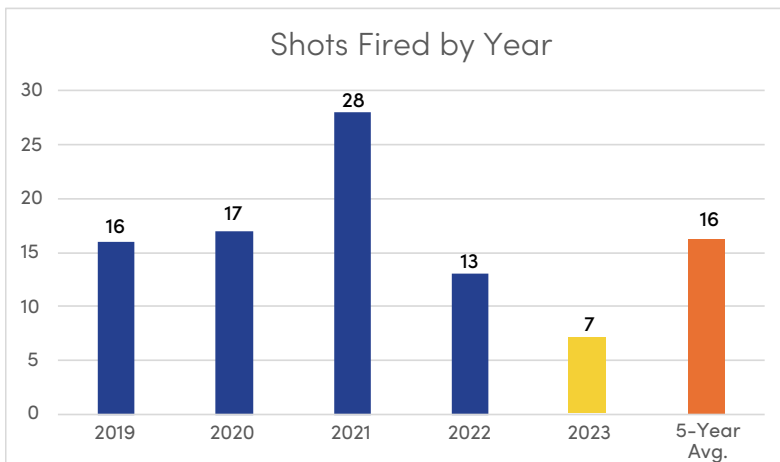
Arrests without Use of Force	93%
Arrests with Use of Force	7%

2023 Taser Deployment & Voluntary Compliance

Voluntary Compliance Obtained	88%
Voluntary Compliance Not Attained	12%

2023 Domestic Assaults by Offense





In 2023, the Dubuque Police Department responded to seven incidents of shots fired. This is a significant decrease since 2021. Reduction is credited to a number of factors that include an extensive public safety camera network and diligent police work.

Additionally, a Dubuque Police officer is assigned as a Task Force Officer (TFO) to the Bureau of Alcohol, Tobacco, and Firearms. In 2023, this officer investigated 30 Federal firearms violations, which included indictments in 23 of those cases.

Dubuque Drug Task Force (DDTF)

The Dubuque Police Department is in a joint drug task force with the Dubuque County Sheriff's Department. While marijuana accounts for the majority of drug investigations, opioids and drug overdoses have become the most concerning.

In the past 20 years, methamphetamine was the concerning drug. In 2023, there were no methamphetamine labs reported or investigated. However, the most concerning drug currently is Fentanyl, which is now being found in all types of drugs and is being made to look like common over the counter drugs or even candy. Fentanyl was a contributing factor in all of the opioid death cases.

Drug Investigations - 2023

General Investigations	323
Overdose Investigations	29
Opioid Death Investigations	7
Overdose Investigations	29

In addition to investigations, the DDTF conducted **21 educational presentations** to the public.

CALEA

SINCE 1993

The Dubuque Police Department has been accredited by the **Commission on Accreditation of Law Enforcement**

Agencies (CALEA) since 1993. To retain accredited status, department has to comply with 459 standards in order to retain accredited status. Accreditation is an important achievement because it tells the citizens and persons dealing with the police department that it is organized and operating consistent with best practice professional standards.

The Dubuque PD employs **115** sworn officers across six divisions: patrol, criminal investigations division, community policing, special operations, professional standards, and staff bureau. Staff includes graduates of the FBI National Academy, Northwestern University School of Police Staff & Command, and the Police Executive Research Forum's Senior Management Institute for Police.



PROFESSIONAL STANDARDS

All allegations of employee misconduct or complaints made against the Department, including anonymous complaints, are appropriately received, recorded and investigated.

Complaints which are less serious in nature, such as alleged rudeness, tardiness, etc. are referred to and investigated by the employee's immediate supervisor.

Complaints of a serious nature, such as, allegations of criminal misconduct, corruption, excessive force, breach of civil rights, or

ongoing negative behavior by an employee are referred to the Police Chief, Assistant Chief, or Professional Standards Supervisor for formal investigation.

In 2023 there were 40 complaint cases completed. Thirty-four cases were initiated by citizens, one was initiated by an officer, and two were initiated by DPD command staff. Six cases rose to the level of a Formal Investigation.

Thirty cases remained at the Inquiry or Informal Complaint level. Five of these cases were founded.

Thirty-five complaints were for poor job performance. Two complaints of excessive force were submitted, both of which were unfounded.

Thirty-one of 40 complaints were deemed unfounded once the investigation had concluded.

Due to the use of body worn cameras and in-car camera systems, Professional Standards is able to accurately review most officer/citizen interactions.



Dubuque Police Department
563-589-4410 | police@cityofdubuque.org
www.cityofdubuque.org/police

City of Dubuque
City Council Meeting

Action Items # 05.

ITEM TITLE:	Central Avenue and White Street Corridor Traffic Study Recommendation for Selection of Professional Consultant Services	
SUMMARY:	City Manager recommending City Council approval in the selection of Bolton & Menk, Inc. as the first-ranked Consultant and that the City be authorized to negotiate a Professional Consultant Services Agreement to complete a corridor study for Central Avenue and White Street and the feasibility of corridor solutions based on public engagement and a holistic approach using traffic calming and urban design elements.	
SUGGESTED DISPOSITION:	Suggested Disposition: Receive and File; Approve	
ATTACHMENTS:		
Description	Type	
MVM Memo	City Manager Memo	
Staff Memo	Staff Memo	



TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

SUBJECT: Central Avenue and White Street Corridor Traffic Study
Recommendation for Selection of Professional Consultant Services

DATE: February 29, 2024

City Engineer Gus Psihoyos is recommending City Council approval in the selection of Bolton & Menk, Inc. as the first-ranked Consultant and that the City be authorized to negotiate a Professional Consultant Services Agreement to complete a corridor study for Central Avenue and White Street and the feasibility of corridor solutions based on public engagement and a holistic approach using traffic calming and urban design elements

I concur with the recommendation and respectfully request Mayor and City Council approval.


Michael C. Van Milligen

MCVM:sv
Attachment

cc: Crenna Brumwell, City Attorney
Cori Burbach, Assistant City Manager
Gus Psihoyos, City Engineer
Justine Hull, Traffic Engineer

TO: Michael C. Van Milligen, City Manager

FROM: Gus Psihoyos, City Engineer

SUBJECT: Central Avenue and White Street Corridor Traffic Study
Recommendation for Selection of Professional Consultant Services

DATE: February 28, 2024

INTRODUCTION

The purpose of this memorandum is to request Mayor and City Council concurrence in the selection of Bolton & Menk, Inc. of Des Moines, Iowa as the Professional Services Consultant to complete a corridor traffic study for Central Avenue and White Street. The purpose of this corridor study is to produce corridor solutions which calm traffic, to create more livable neighborhoods, to increase the economic vitality throughout the corridor, to create a comfortable public realm walking and biking, to leverage the design of the recently completed Central Avenue Streetscaping Plan, while at the same time providing reasonable efficient traffic flow on these two primary north/south routes downtown.

BACKGROUND

Central Avenue and White Street initially started over 150 years ago as platforms for building wealth within Dubuque's neighborhoods. Over time these streets were added into the State of Iowa's highway network and were modified, and their purpose converted into providing a higher-speed connection between productive places. There is concern with safety for users who utilize transportation modes other than cars and trucks. In January 2023, the Dubuque City Council adopted the Central Avenue Corridor Streetscape Master Plan.

Through the adoption of the plan, the City Council made investing in the Central Avenue corridor a high priority and sought to preserve the corridor's history and to spur economic revitalization. These corridors have historically been the "main street" for the Washington Neighborhood, one of Dubuque's oldest neighborhoods. These streets are lined with historic buildings offering commercial and retail opportunities on the ground floor and residential spaces on upper floors.

In January 2021, as a part of a Memorandum of Understanding between the City and the State of Iowa, jurisdictional control of Central Avenue and White Street was transferred from the State of Iowa to the City. The transfer of jurisdictional control provides the City with an opportunity to evaluate the possibility of converting Central Avenue and White Streets to a two-way street and to implement best practices for complete streets and urban design elements to accomplish the goal of the Central Avenue Corridor Streetscape Master Plan.

PROJECT OBJECTIVES

The community has a stable and diversified manufacturing base and a growing service sector. Dubuque is the major retail, medical, education and employment center for the tri-state area. Tourism continues to be a major economic force in the community. City government works in collaboration with the private sector to promote economic development. The job creation and unemployment numbers show that Dubuque is growing steadily in the current economic climate. Dubuque's construction numbers reveal an even more encouraging picture. The City has formed strong relationships with the local business community to promote continued economic growth and success.

With these two corridors spanning from 4th Street to 22nd Street, a holistic approach to review the corridors and engage each different area on Central Avenue and White Street to evaluate desired outcomes and feasibility. A robust public outreach and corridor engagement with the residents, stakeholders, and the private sector (business, trucks) will be needed to establish potential solutions and opportunities.

The stated outcome will be achieved by analyzing and accounting for the study influencing factors and using all variables in a wholistic approach with traffic engineering and urban planning.

Traffic Related Factors

- Corridor limits
- Existing & Purposed Traffic Volume & Distribution
- Signalization
- Mobility Technology
- Signage

Roadway Related Factors

- On-street parking
- Trucks
- Roadway lighting

Mobility Related Factors

- Bike Lanes
- ADA Access
- Alleys
- Comfort of Users
- Transportation

Urban Design Related Factors

- Visual interest
- Vegetation/Landscape
- Lighting

Other steps influencing the outcome will include, analyzing how other major on-going downtown roadway infrastructure projects will impact vehicular and biking traffic on these two corridors, seeking and understanding community and city staff stakeholder fears and desires through multifaceted engagement, and developing several alternatives that can be evaluated by the community before a final recommendation is made to and selected.

CONSULTANT SELECTION COMMITTEE

The Consultant Selection Committee for the Central Avenue and White Street Corridor Traffic Study includes the following:

- Gus Psihoyos, City Engineer
- Robert Schiesl, Assistant City Engineer
- Justine Hull, Traffic Engineer
- Jill Connors, Economic Development Director
- Anderson Sainci, Director Office of Shared Prosperity and Neighborhood Support
- Arielle Swift, Public Works Director

- Steve Sampson Brown, Project Manager
- Duane Richter, Traffic Engineer
- Rick Dickinson, Greater Dubuque Development Corp., President & CEO
- Joe Kirk, Prairie Farms Distribution Manager
- Terry Mozena, Mozena Realty Group, Realtor & Owner

CONSULTANT SELECTION PROCESS

The consultant selection was based upon the consultant's qualifications and experience, and the Selection Committee's determination of the consultant best suited for this specific design project.

On December 5, 2023, the City issued solicitations for competitive proposals from qualified professional consulting engineering firms or project teams to determine interest and capabilities providing Professional Consultant Services that will include project management, public involvement and engagement communications/visual animations and displays with the public and private sector, and traffic report with alternative for feasible options on both corridors.

On January 19, 2024, seven (7) consultant response proposals were received and are listed as follows (in alphabetical order):

- Anderson Bogart
- Bolton & Menk, Inc.
- Foth Infrastructure & Environment, LLC
- ITERIS Inc
- Olsson
- Sam Schwartz
- Strand Associates, Inc.

The Consultant Selection Committee reviewed the proposals, conducted an initial screening, and invited Bolton & Menk, Foth, and Strand to participate in presentations and interviews on February 9, 15 & 16, 2024.

Following the consultant interviews, the Consultant Selection Committee met to evaluate and rate each of the consultants. The Committee carefully deliberated each consultant's strengths and weaknesses. Although each of the consultants was uniquely qualified, the Selection Committee selected Bolton & Menk, Inc. of Des Moines, Iowa as the first-ranked consultant. The selection ranking was based upon the overall strength of information provided in the Consultant's response proposal submitted, the Consultant's presentation and interviews, and the Consultant's demonstrated competence, experience, and qualifications. The final consultant selection ranking and the recommended order of preference to initiate contract negotiations is as follows:

- No. 1 – Bolton & Menk, Inc.
- No. 2 – Strand Associates, Inc.
- No. 3 – Foth Infrastructure & Environnement, LLC

PROJECT TEAM

The Bolton & Menk, Inc. firm provides infrastructure solutions that include traffic engineering, urban planning, engagement, and public information, along with mobility solutions and financial funding aid to clients around the country. Corridor studies analyzing the feasibility of one-way to two-way conversion with urban design and mobility aspects are areas of expertise for this in-house team. With recent projects dealing with these same corridor questions for solutions with older cities who have great opportunity to create spaces that are shared, engaging, and valuable (placemaking) for their community has Bolton & Menk at the forefront in this specific experience with corridor studies.

Bolton & Menk's has recent, within the last 3 years, experience with corridor studies in the state of Iowa and other Midwest communities, along with subcontractor work with our own Smart Parking and Mobility Management Study.

Bolton & Menk's workflow includes the understanding that one value/outcome cannot be seen without the interconnection or success of another. These urban systems and values are interconnected whether it's economic development or sustainable infrastructure. Safety, economy, mobility, community and placemaking are key components that this team will include to create feasible corridor solutions for Central Avenue and White Street.

CONSULTANT TEAM QUALIFICATIONS

Bolton & Menk assembled an in-depth, in-house, multidisciplinary project team with the capability, talent, qualifications, and experience to successfully complete the traffic and mobility elements, engage the community, and create feasible corridor recommendations.

PROJECT MANAGER

An important evaluation criteria were the qualifications and experience of the lead consultant's Project Manager. Bolton & Menk has designated Ms. Jennifer McCoy, PE, PTOE as Project Manager to lead the project team.

- 24 years of professional experience in both the public and private sector, serving most recently at the City of Des Moines city traffic engineer from 2011 to 2019.
- While at the City of Des Moines, she worked on several road-diet and streetscape projects and implemented four (4) one-way to two-way conversions.
- Expertise in traffic operations studies and design, safety analysis and multimodal studies with neighborhood traffic calming, on-street parking and parking ramp operations, and policy development, budgeting, and grant writing.

PROJECT SCHEDULE

The anticipated remaining schedule for the Central Avenue and White Street Corridor Traffic Study scope of services, fee proposal negotiations and contract approval are as follows:

- | | | |
|-------------------------------------|------------------|-------------|
| • Council Approve RFP Issuance | December 4, 2023 | ✓ Completed |
| • RFP's Released to Consultants | December 5, 2023 | ✓ Completed |
| • Consultant Response Proposals Due | January 19, 2024 | ✓ Completed |
| • Selection Committee Review | January 26, 2024 | ✓ Completed |

- Consultant(s) Invited to Interview January 30, 2024 ✓ Completed
- Consultant Presentations / Interviews February 5-16, 2024 ✓ Completed
- **Recommendation to City Council March 4, 2024**
- Negotiate Scope of Services / Fees Mar 5 - Mar 26, 2024
- City Council Approve Contract April 1, 2024
- Consultant - Notice to Proceed April 2, 2024

RECOMMENDATION

Based on the review of proposals, the presentations, and interviews, and qualifications, the Consultant Selection Committee recommends the selection of Bolton & Menk, Inc. as the first-ranked Consultant and that the City be authorized to negotiate a Professional Consultant Services Agreement to complete a corridor study for Central Avenue and White Street and the feasibility of corridor solutions based on public engagement and a holistic approach using traffic calming and urban design elements.

BUDGET IMPACT

The current available funding for the Central Avenue and White Street Corridor Traffic Study and the estimated Professional Consultant Services fee is summarized as follows:

Project Code	Fund Description	Fund Amount
5524000038	Central/White Traffic Study	\$ 265,000.00
	Total Project Funding	\$ 265,000.00

ACTION TO BE TAKEN

I respectfully request Mayor and City Council concurrence in the selection of Bolton & Menk, Inc. as the first-ranked Consultant and that the City be authorized to negotiate a Professional Consultant Services Agreement to complete a corridor study for Central Avenue and White Street and the feasibility of corridor solutions based on public engagement and a holistic approach using traffic calming and urban design elements.

Prepared by: Justine Hull, Traffic Engineer

cc: Robert Schiesl, Assistant City Engineer
 Duane Richter, Traffic Engineer
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 Anderson Sainci, Director Office of Shared Prosperity and Neighborhood Support
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 Terry Mozena, Mozena Realty Group, Realtor & Owner

**City of Dubuque
City Council Meeting**

Closed Session - Bottom # 0

ITEM TITLE: Purchase or Sale of Real Estate – Chapter 21.5(1)(j) Code of Iowa
SUMMARY:
SUGGESTED
DISPOSITION: