



**CITY OF DUBUQUE, IOWA
CITY COUNCIL MEETING**
Historic Federal Building: 350 W. 6th
Street - Second-Floor Council
Chambers.
January 21, 2025 at 6:30 PM

**Council meetings are streamed live and archived at
www.cityofdubuque.org/media and broadcast on CityChannel Dubuque
Mediacom cable channel 8 or digital 117.2 and ImOn channel 5.**

PROVIDING VIRTUAL PUBLIC INPUT

Log into GoToMeeting using the information listed below. If you are joining by computer, use the chat function to indicate the item you would like to speak on or state your intention to speak during the appropriate section. If you are joining by phone, indicate the item you would like to speak on during the appropriate section. All comments, whether audio or written, must include your name and address.

Use the following link to 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

ROLL CALL ORDER FOR MEETING

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

WORK SESSION

6:00 PM - Capital Improvement Project GIS Application

GIS Coordinator/Analyst Nikki Rosemeyer will introduce the Capital Improvements Project GIS application.

REGULAR SESSION

6:30 PM

PLEDGE OF ALLEGIANCE

CONSENT ITEMS

1. Minutes and Reports Submitted

City Council Proceedings of January 6, 2025; Civil Service Commission of December 11 and December 19, 2024; Community Development Advisory Commission of November 20, 2024; Equity and Human Rights Commission of December 17, 2024; Library Board of Trustees Update of December 19, 2024; Resilient Community Advisory Commission of November 7, 2024; Zoning Advisory Commission of November 6, 2024; Proof of Publication for City Council Proceedings of December 16, 2024.

Suggested Disposition: Receive and File

2. Notice of Claims and Suits

David Rupp 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: Elijah Callahan for vehicle damage; Daniel Dunne for vehicle damage; Elizabeth Gonner for vehicle damage; David Rupp 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. First Amendment to Development Agreement between the City of Dubuque and HG APT LLC for the Rehabilitation of 2901 Central Avenue

City Manager recommending City Council approval of the attached Resolution approving the First Amendment to Development Agreement between the City of Dubuque and HG APT LLC.

RESOLUTION Approving The First Amendment To Development Agreement By And Between The City Of Dubuque, Iowa And HG Apt LLC

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

6. John F. Kennedy Road and W. 32nd Street Intersection Improvement Project - Acceptance of Public Improvement Construction Contract - PROJECT 5521000048

City Manager recommending City Council adopt the attached resolution to accept the Public Improvement Construction Contract and to authorize the payment of the contract amount of \$454,326.89 to Eastern Iowa Excavating and Concrete, LLC, of Cascade, IA, for the John F. Kennedy Road and W. 32nd Street Intersection Improvement Project.

RESOLUTION Accepting The John F. Kennedy Road And W. 32nd Street

Intersection Improvement Project And Authorizing Final Payment To The Contractor

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

7. Acceptance of a Quit Claim Deed for Highway Access Rights from Switch Homes, LLC

City Manager recommending City Council acceptance of a Quit Claim Deed from Switch Homes, LLC, conveying their interest in certain highway access rights across part of The Farm Subdivision in the City of Dubuque, Iowa.

RESOLUTION Accepting A Quit Claim Deed From Switch Homes, LLC, For Certain Highway Access Rights Across Part Of The Farm Subdivision, In The City Of Dubuque, Iowa

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

8. Acceptance of Certain Public Subdivision Improvements in Phase I of The Farm Subdivision

City Manager recommending City Council accept the public improvements in Phase 1 of the Farm Subdivision as described.

RESOLUTION Accepting Public Improvements In Phase 1 Of The Farm Subdivision, In The City Of Dubuque, Iowa

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

9. Acceptance of a Storm Water Detention Basin and Berm Easement from Ehrlich Properties, LLC over Lot 2-10 of North Grandview Estates No. 2, in the City of Dubuque Iowa

City Manager recommending City Council adopt a resolution accepting the Grant of Storm Water Detention Basin and Berm Easement through, over and across Part of Lot 2-10 of North Grandview Estates No. 2, in the City of Dubuque Iowa, as shown on the attached Plat of Survey of Plat of Survey off Lot 1-10 and Lot 2-10 of North Grandview Estates No. 2, in the City of Dubuque Iowa, recorded as Instrument Number 2024-00012271 in the Dubuque County Recorder's Office, to facilitate the future ownership and maintenance of the south detention basin facility in North Grandview Estates No. 2.

RESOLUTION Accepting A Grant Of Permanent Easement For Storm Water Detention Basin And Berm, Over And Across Part Of Lot 2-10 Of North Grandview Estates No. 2, In The City Of Dubuque, Iowa

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

10. Iowa Department of Transportation Bridge Cleaning Project Notification

Correspondence from Jesse Tibodeau, Assistant District Engineer with the Iowa Department of Transportation, notifying the City Council of bridge cleaning on US-20 over the Mississippi River.

Suggested Disposition: Receive and File

11. Grass and weed cutting and garbage collection assessments

City Manager recommending City Council adopt the attached resolution authorizing

the City to certify grass and weed cutting and garbage collection charges to the Dubuque County Treasurer in order to establish real property liens for collection of such charges.

RESOLUTION Authorizing The City To Collect Delinquent Grass And Weed Cutting And Garbage Collection Charges In Accordance With Title 6-4-3A And Title 6-8-2 Of The Code Of Ordinances Of The City Of Dubuque, Iowa

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

12. Electric Fuel Excise Tax and Charging Fee Increase Recommendation

City Manager recommending City Council adopt a resolution increasing the established fee (\$0.17/kWh fee) to \$0.25/kWh for use of public electric vehicle (EV) charging stations in public parking facilities, to recover the state excise tax, electric vehicle service equipment (EVSE) transaction fees and cloud plan, and electricity, as well as adopt an overstay fee of \$2.00/hour upon vehicles reaching 85% of battery capacity.

RESOLUTION Establishing Rates And Charges For Electric Vehicle Charging

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

13. Approval of Tree City USA application

City Manager recommending City Council adopt the resolution for the approval to submit an application for Dubuque to become recertified and designated as a Tree City USA.

RESOLUTION Retroactively Authorizing The Filing Of An Application For Designation As A Tree City USA With The Arbor Day Foundation

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

14. Five Flags Civic Center Operations Management Services RFP

City Manager recommending City Council approval on the Five Flags Civic Center Operations Management Services RFP.

Suggested Disposition: Receive and File; Approve

15. US Census Boundary and Annexation Survey

City Manager sharing information that the Planning Services Department staff reviewed the boundary the Census Bureau has for the city as part of the annual Boundary and Annexation Survey (BAS) and found it to be accurate.

Suggested Disposition: Receive and File

16. Final Plat of North English Estates

City Manager recommending City Council adopt a resolution approving the Final Plat of North English Estates as it is in compliance with the City of Dubuque's Unified Development Code and the City's policy for sustainability points when receiving public assistance.

RESOLUTION Approving The Final Plat Of North English Estates, Dubuque County, Iowa

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

17. Final Plat of Sandman Homestead

Zoning Advisory Commission recommending approval of the Final Plat of Sandman Homestead subject to waiving the street frontage requirement for Lot 1 and Lot 3.
RESOLUTION Approving the Final Plat of Sandman Homestead, Dubuque County, Iowa

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

18. City of Dubuque and Theisen's Warehouse, LLC Property Right of Way Plats and Dedications – for Future Intersection Improvements at Chavenelle Road and South Heacock Road and Future Extension of South Heacock Road

City Manager recommending City Council approval of the above-described Acquisition Plats for future roundabout improvements at the intersection of Chavenelle Road and South Heacock Road and for the future northerly extension of South Heacock Road, and acceptance of the corresponding reservations and dedication of said lots for Right of Way for street and utility purposes, through the adoption of the enclosed resolution.

RESOLUTION Approving The Acquisition Plats Of Lot A Of Lot 1-2 McFadden Farm Place No. 4, Lot 1a Of McFadden Farm Place No. 5, And Lot 2a Of Dubuque Industrial Center West 9th Addition, All In The City Of Dubuque, Dubuque County, Iowa

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

19. Public Works Staffing Request - Project and Facilities Manager

City Manager recommending City Council approval of a full-time Project and Facilities Manager (G-18) increasing the Public Works personnel complement by +1.00 FTE, or 2080 hours.

Suggested Disposition: Receive and File; Approve

20. Civil Service Certified Lists - Firefighter-Paramedic / Firefighter-EMT and Police Officer

Civil Service Commission submitting the certified lists for the positions of Firefighter-Paramedic / Firefighter-EMT and Police Officer.

Suggested Disposition: Receive and File; Make Matter of Record

21. Approval of Retail Alcohol Licenses

City Manager recommending City Council approval of retail alcohol licenses as submitted.

RESOLUTION 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

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

ITEMS SET FOR PUBLIC HEARING

These agenda items are being scheduled for a future public hearing on the date indicated.

1. ImOn Ice Arena Dehumidification System Upgrade Project - Initiate Public

Bidding Process and Setting Date for a Public Hearing Project No. 2849900004

City Manager recommending City Council preliminary approval of the proposed plans, specifications, form of contract and construction estimate of \$1,265,800.00 for the ImOn Ice Arena Dehumidification System Upgrade Project, establishing the date of the public hearing for February 3, 2025, and authorizing the Engineering Department to advertise for bids for the project.

RESOLUTION ImOn Ice Arena Dehumidification System Upgrade Project: Preliminary Approval Of Plans, Specifications, Form Of Contract, And Estimated Cost; Setting Date Of Public Hearing On Plans, Specifications, Form Of Contract, And Estimated Cost; And Ordering The Advertisement For Bids

Suggested Disposition: Receive and File; Adopt Resolution(s), Set Public Hearing for February 3, 2025

BOARDS/COMMISSIONS

1. Boards and Commission Appointments

Appointments to the following commissions to be made at the meeting.

Building Code Advisory and Appeals Board

One, 3-Year term through January 1, 2027 (Vacant Multidisciplinary Rep. term of Schoenhard)

Applicant:

Michael Shimkus, 4917 Twilight Dr. (Qualifies for Multidisciplinary Rep.)

Community Development Advisory Commission

One, 3-Year term through February 15, 2027 (Vacant Low/Moderate Income Rep. term of Hammel Jr.)

One, 3-Year term through February 15, 2028 (Expiring At-Large term of Boles)

Applicants:

Dean Boles, 1715 Geraldine Dr. (Qualifies for At-Large)

Dale L. Campbell Jr., 210 Jones St. (Qualifies for At-Large and Low/Moderate Income Rep.)

Equity and Human Rights Commission

Two, 3-Year terms through January 1, 2028 (Expiring terms of Baumhover and Freiburger)

Applicants:

Rick Baumhover, 601 Garfield Ave.

Michaela Freiburger, 1718 Diane Ct.

Traci Phillipson, 2120 Rhomberg Ave.

PUBLIC HEARINGS

Residents are invited to address the City Council on the following agenda items. Please come to the podium and state your name and address when the item you

wish to speak to is being considered.

1. Central Avenue and White Street Corridor Traffic Study Summary Report Public Hearing

Proof of publication on notice of public hearing to consider City Council adopt a resolution approving the Central Avenue and White Street Corridor Traffic Study Summary Report and adopting the Multi-Modal Alternative as the selected alternate which will function as a guide and the City's long-term master plan for the redevelopment and revitalization of the Central Avenue and White Street corridors, in conjunction with the previously adopted Central Avenue Corridor Streetscape Master Plan, and City Manager recommending approval.

RESOLUTION Approval Of The Central Avenue And White Street Corridor Traffic Study Summary Report

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

2. Dubuque Gate & Pump Station Flood Mitigation (16th St Detention Basin) Public Hearing

Proof of publication on notice of public hearing to consider City Council approve the plans, specifications, form of contract, and construction estimate of \$25,400,000.00 for the Dubuque Gate & Pump Station Flood Mitigation (16th St Detention Basin) project, and City Manager recommending approval.

RESOLUTION Approval Of Plans, Specifications, Form Of Contract, And Estimated Cost For The Dubuque Gate & Pump Station Flood Mitigation (16th St Detention Basin)

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

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 5 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 where authorized by the Mayor.

1. Grand River Center Presentation of FY 2024 Annual Report

City Manager sharing information for the OVG 360 Grand River Center General Manager Ryan Bonifas to give a presentation to the City Council for the FY 2024 Annual Report.

Suggested Disposition: Receive and File; Presentation

2. Proceedings to Complete Action on the Issuance of \$26,221,000 Sewer Revenue Capital Loan Notes (State Revolving Loan Fund Program) Old Mill Rd. Lift Station and Force Main Project – Phase I

City Manager recommending City Council approval of the suggested proceedings to complete action required on the \$26,221,000 Sewer Revenue Capital Loan Notes (State Revolving Loan Fund Program) Old Mill Rd. Lift Station and Force Main Project – Phase I prepared by Bond Counsel and to present a resolution for City Council to adopt entitled “Series Resolution authorizing and approving a Loan and Disbursement Agreement and providing for the issuance of \$26,221,000 Sewer Revenue Bonds, Series 2025 Bonds, and amending certain provisions.”

RESOLUTION Series Resolution authorizing and approving a Loan and Disbursement Agreement and providing for the issuance of \$26,221,000 Sewer Revenue Bonds, Series 2025 and other documents related to the Series 2025 Bonds, and amending certain provisions

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

3. Proceedings to Direct Advertisement for Sale of \$6,500,000 Tax Exempt General Obligation Bonds, Series 2025A, \$8,500,000 Taxable General Obligation Bonds, Series 2025B, \$9,250,000 Taxable General Obligation Urban Renewal Bonds, Series 2025C, Approval of the Preliminary Official Statements, and Approval of Electronic Bidding Procedures

City Manager recommends City Council approval of the suggested proceedings for approving the advertisement for sale, preliminary Official Statements, and electronic bidding procedures for the \$6,500,000 Tax Exempt General Obligation Bonds, Series 2025A, \$8,500,000 Taxable General Obligation Bonds, Series 2025B, and \$9,250,000 Taxable General Obligation Urban Renewal Bonds, Series 2025C.

RESOLUTION Setting The Date For The Sale Of General Obligation Corporate Purpose Bonds, Series 2025A And Authorizing The Use Of A Preliminary Official Statement In Connection Therewith

RESOLUTION Setting The Date For The Sale Of Taxable General Obligation Corporate Purpose Bonds, Series 2025B And Authorizing The Use Of A Preliminary Official Statement In Connection Therewith

RESOLUTION Setting The Date For The Sale Of Taxable General Obligation Urban Renewal Bonds, Series 2025C And Authorizing The Use Of A Preliminary Official Statement In Connection Therewith

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

4. Historic Millwork District Outdoor Community Space Engagement, Design, and Construction Management Consultant Selection Approval and Authorization of Contract

City Manager recommending City Council authorize the City Manager to negotiate and execute a contract with Confluence to undertake the Historic Millwork District Outdoor Community Space Engagement, Design, and Construction Management.

RESOLUTION Authorizing The City Manager To Negotiate And Execute A Contract With Confluence For Historic Millwork District Outdoor Community Space

Engagement, Design, And Construction Management
Suggested Disposition: Receive and File; Adopt Resolution(s)

5. Work Session Request: Travel Dubuque Annual Update

Travel Dubuque President and CEO Keith Rahe requesting City Council schedule a work session for February 3, 2025, at 6:00 p.m. to present an annual update.

Suggested Disposition: Receive and File; Council

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 at ctyclerk@cityofdubuque.org or by mail to 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 at ctyclerk@cityofdubuque.org or by mail to 50 W. 13th St., Dubuque, IA 52001, before said time of meeting.

Individuals 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**

WORK SESSION #

ITEM TITLE: 6:00 PM - Capital Improvement Project GIS Application
SUMMARY: GIS Coordinator/Analyst Nikki Rosemeyer will introduce the
Capital Improvements Project GIS application.

**SUGGESTED
DISPOSITION:**

ATTACHMENTS:

1. MVM Memo
2. Staff_Memo_CIPWorkSession_20250121
3. CIPApplication_Presentation

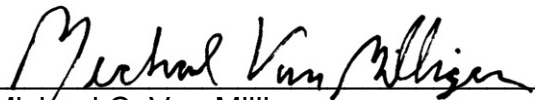
TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

SUBJECT: Capital Improvement Project GIS Application Work Session with City Council

DATE: January 13, 2025

GIS Coordinator/Analyst Nikki Rosemeyer is submitting information for the work session scheduled for 6:00 p.m. on Tuesday, January 21, 2025. This work session will introduce council members to the Capital Improvements Project GIS application.


Michael C. Van Milligen

MCVM:sv
Attachment

cc: Crenna Brumwell, City Attorney
Cori Burbach, Assistant City Manager
Randy Gehl, Public Information Officer
Nikki Rosemeyer, GIS Coordinator/Analyst



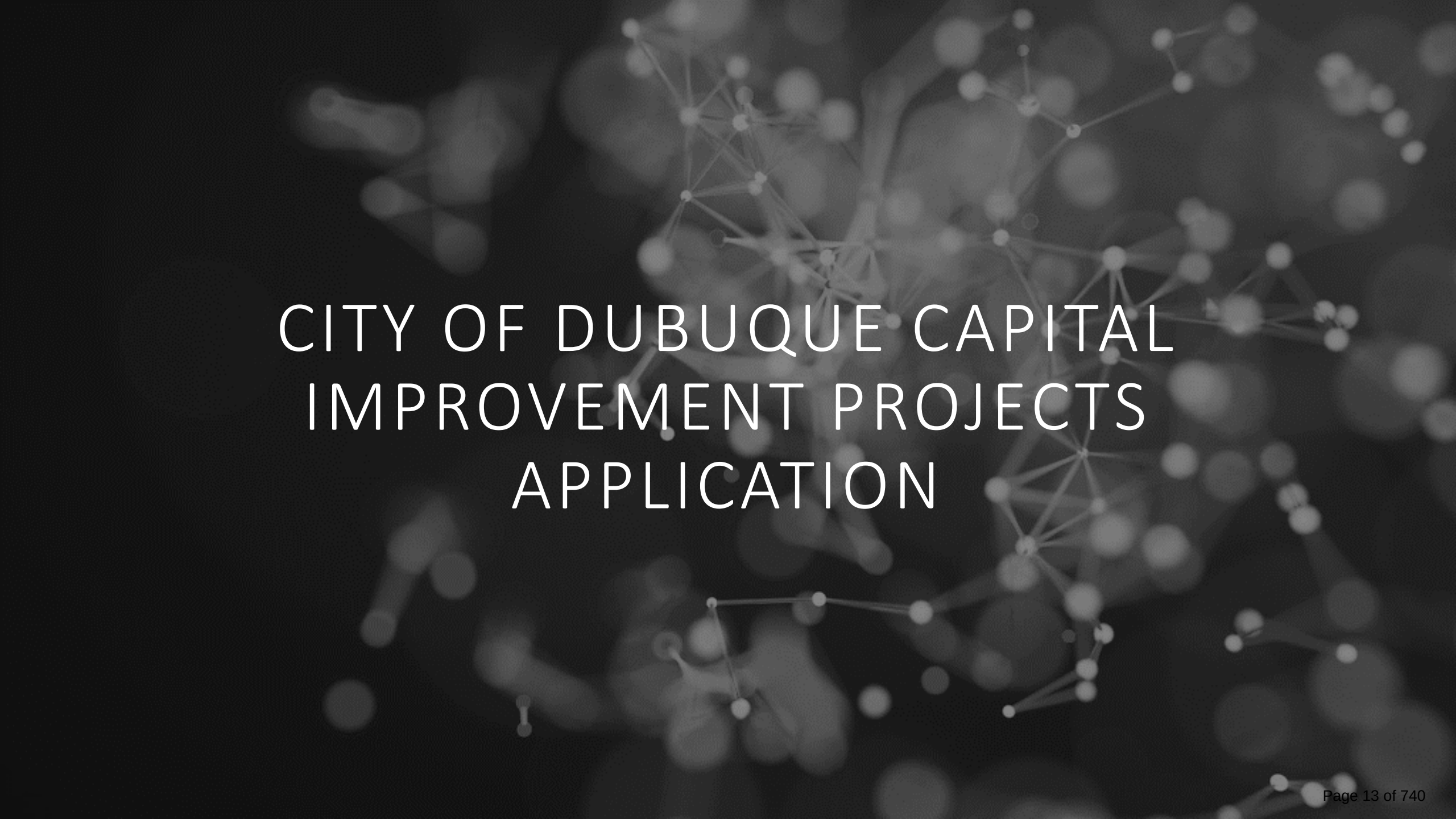
TO: City Manager Michael C Van Milligan
FROM: GIS Coordinator/Analyst Nikki Rosemeyer
DATE: Thursday, December 5, 2024
RE: Capital Improvement Project GIS Application Work Session with City Council

This memo is to request a 30-minute work session with City Council on Tuesday, January 21, 2025 at 6 P.M. This work session will introduce council members to the Capital Improvements Project GIS application.

The link for the application is:

<https://dubuque.maps.arcgis.com/apps/dashboards/35ed6d59633c4c53a04b272cf48d1a7f>.

CC: Public Information Officer Randy Gehl



CITY OF DUBUQUE CAPITAL IMPROVEMENT PROJECTS APPLICATION



The Capital Improvement Plan provides a visual representation and description of capital projects ongoing during this fiscal year.

Non-location specific projects are assigned to the location of the Department administering the funds.

Apply Filters

Department
All

Funding Source
All

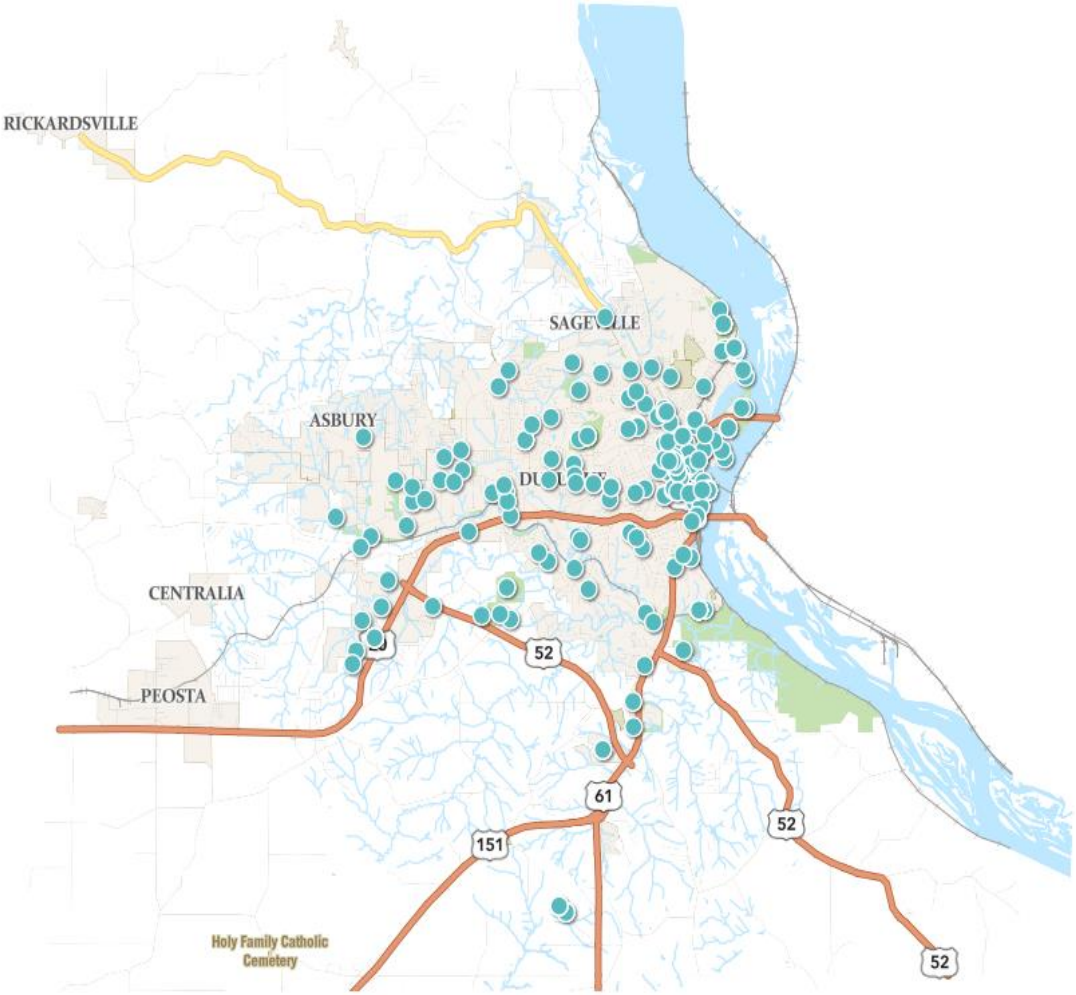
Start Year
All

Total Projects

390

Total Cost

\$424.5M



Project List

Search...

Ladder Truck & Pumper Replacement
Department: Fire
Total Cost: \$5,920,401

Fire Station Expansion/Relocation
Department: Fire
Total Cost: \$4,773,700

Fire Headquarters HVAC Replacement
Department: Fire
Total Cost: \$1,291,154

Ambulance Replacement
Department: Fire
Total Cost: \$1,106,367

Fire Station Exhaust Systems
Department: Fire
Total Cost: \$179,600

Outdoor/Warning Siren Repair/Replace
Department: Fire
Total Cost: \$159,080

Implement Mechanical & Electrical System Design Study Recommendations
Department: Fire
Total Cost: \$54,961

Fire Administration Office Update
Department: Fire
Total Cost: \$300,000

Zoll Cardiac Monitors
Department: Fire
Total Cost: \$300,000

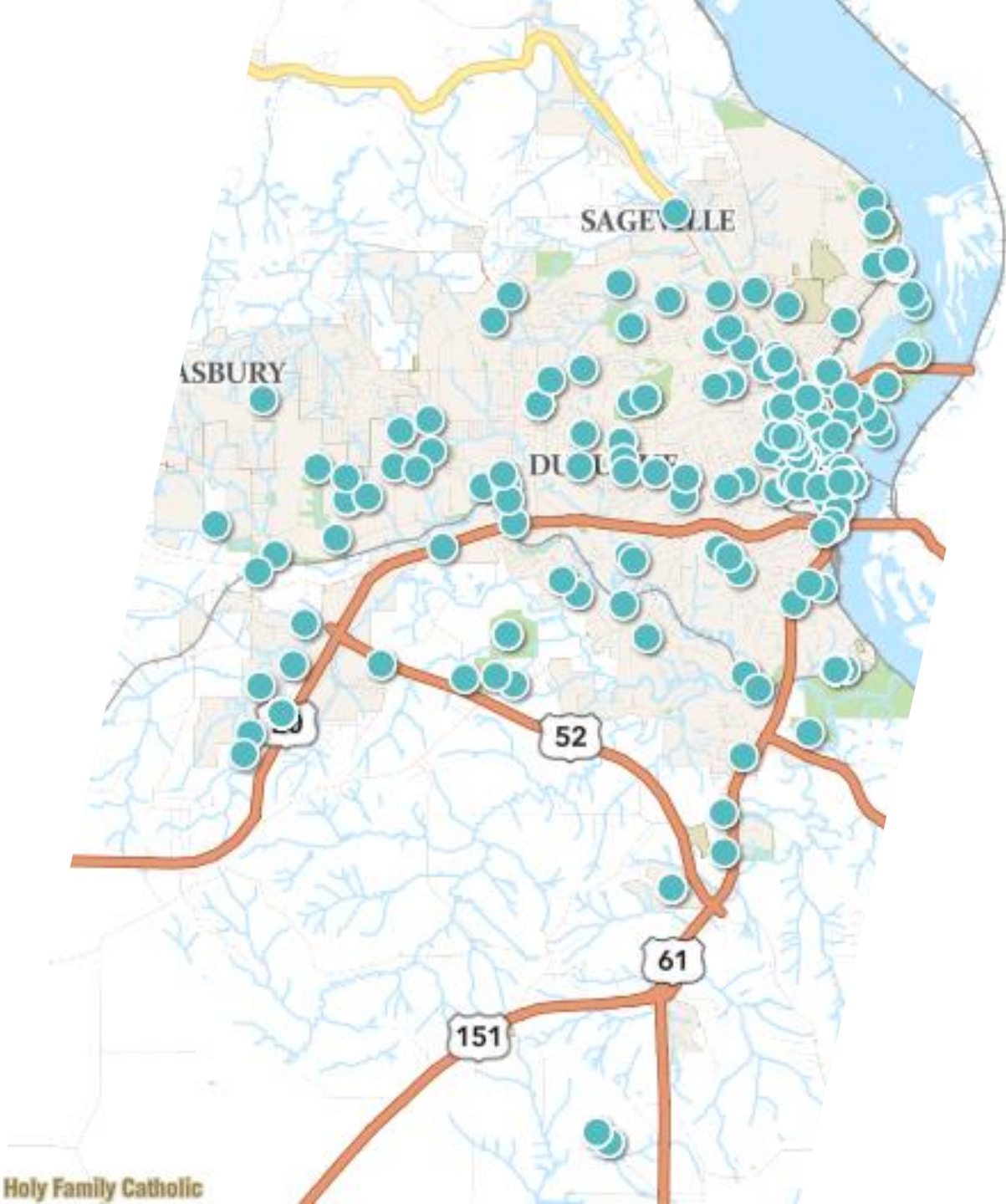
Fire Department Bunk Room Remodel
Department: Fire
Total Cost: \$1,470,000

Fire Boat Replacement
Department: Fire
Total Cost: \$340,000

Fire Station Storage Sheds
Department: Fire
Total Cost: \$36,000

All Fire Stations - Tuck Pointing, Sealing and Exterior Maintenance
Department: Fire
Total Cost: \$200,000

Building Maintenance at Fire Station 3



HOW TO USE APPLICATION

FILTERS

PROJECT LIST

MAP SEARCH

FILTERS



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Building Maintenance at Fire Station 3

- Search by Department, Funding Source, or Start Year
- Map is linked to filters, meaning you will only see what you have filtered.

FILTERS

Powered by Esri

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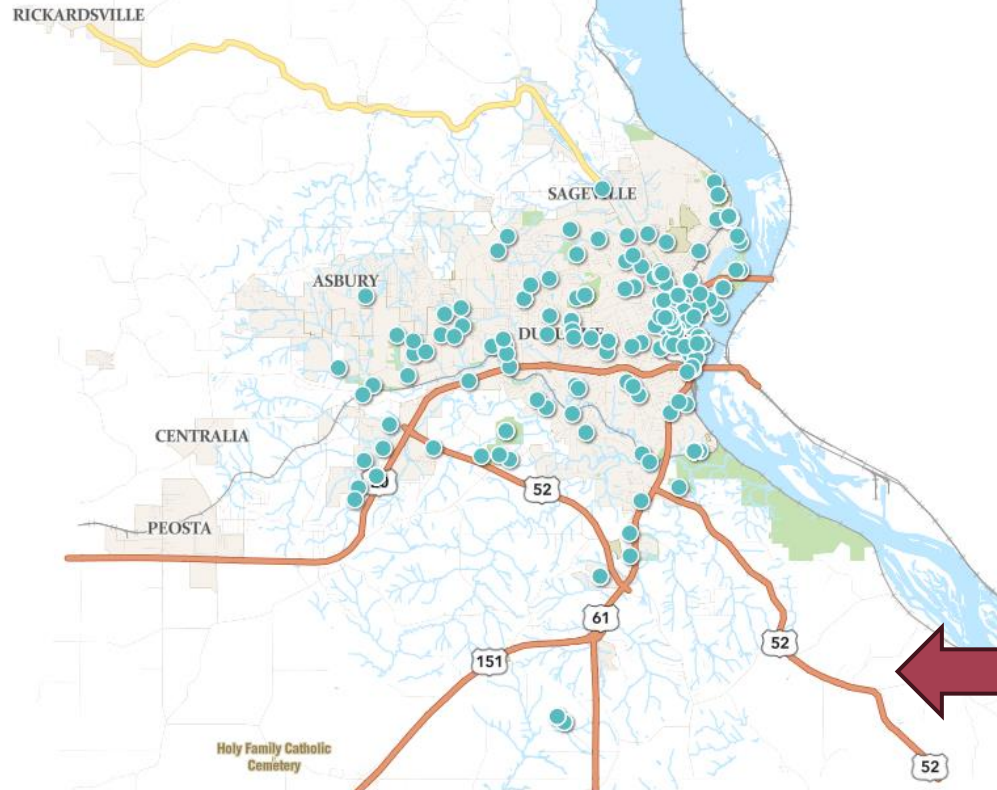
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- Zoom in to see projects shown as areas as opposed to points.
- Clicking on a project will show you budget and expenditures by year.

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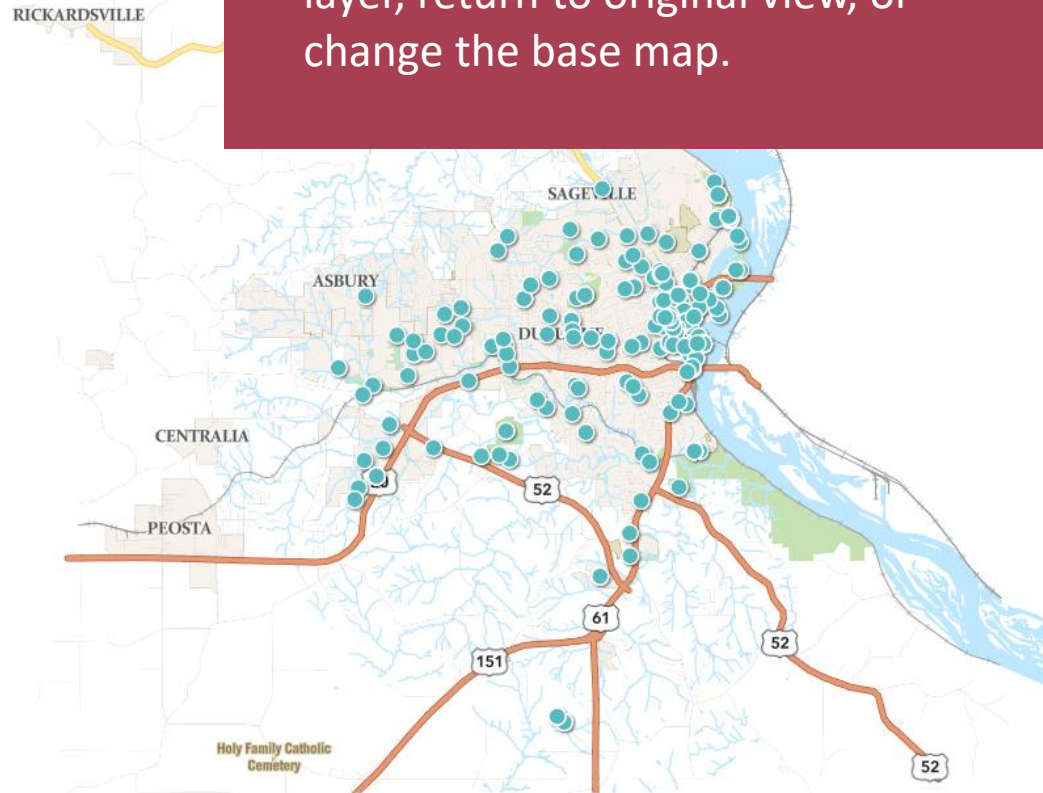
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- Click here to add asphalt overlay layer, return to original view, or change the base map.



Powered by Esri

MAP SEARCH

[HTTPS://DUBUQUE.MAPS.ARCG
IS.COM/APPS/DASHBOARDS/35
ED6D59633C4C53A04B272CF48
D1A7F](https://dubuque.maps.arcgis.com/apps/dashboards/35ED6D59633C4C53A04B272CF48D1A7F)

CAPITAL IMPROVEMENT PROJECT DASHBOARD

**City of Dubuque
City Council**

CONSENT ITEMS # 1.

ITEM TITLE: Minutes and Reports Submitted

SUMMARY: City Council Proceedings of January 6, 2025; Civil Service Commission of December 11 and December 19, 2024; Community Development Advisory Commission of November 20, 2024; Equity and Human Rights Commission of December 17, 2024; Library Board of Trustees Update of December 19, 2024; Resilient Community Advisory Commission of November 7, 2024; Zoning Advisory Commission of November 6, 2024; Proof of Publication for City Council Proceedings of December 16, 2024.

SUGGESTED DISPOSITION: Receive and File

ATTACHMENTS:

1. 1 6 25 City Council Proceedings
2. Civil Service Minutes 12 11 24
3. Civil Service Minutes 12 19 24
4. Community Development Advisory Commission Minutes
5. Equity and Human Rights Commission Minutes
6. Library Board of Trustees Update
7. Resilient Community Advisory Commission Minutes
8. Proof of Publication for City Council Proceedings of 12 16 24

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

The Dubuque City Council met in regular session at 6:30 p.m. on January 6, 2025 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

PROCLAMATIONS

1. Wahlert Catholic High School 2024 Iowa Class 3A Football Champions was accepted by Assistant Principal and Football Coach Jamie Marshall and members of the football team on behalf of Wahlert Catholic High School.

2. Human Trafficking and Modern-Day Slavery Prevention Month (January 2025) was accepted by Mary Lechtenberg on behalf of the Tri-State Coalition Against Human Trafficking and Modern-Day Slavery.

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 December 16, 2024; Civil Service Commission of October 18, November 8, and November 13, 2024; Equity and Human Rights Commission of November 12, 2024; Zoning Board of Adjustment of November 21, 2024; Proof of Publication for City Council Proceedings of November 18 and December 2, 2024. Upon motion the documents were received and filed.

2. Notice of Claims and Suits: Elijah Callahan for vehicle damage; Daniel Dunne for vehicle damage; Elizabeth Gonner for vehicle damage; Amy Smith 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: Lois Kamp for vehicle damage; Amy Smith 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. 1-25 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. 2025 Federal Legislative Priorities: Upon motion the documents were received, filed, and approved.

6. Request to Change the Scope of Homeowner Assistance Programs Funded by Water Operating Budget: City Manager recommended City Council approval to combine and revise the scope of the homeowner assistance programs offered by the Water Department, and to proceed with the implementation of the Leaking Lead Service Line Replacement Program, as outlined in the attached document. Upon motion the documents were received, filed, and approved.

7. Finance Department Request for Full-Time Budget/Financial Accounting Analyst Position: Upon motion the documents were received, filed, and approved.

8. Signed Contract(s): CDB Utility Contractors for the Park Hill Fiber Optic Path; CDB Utility Contractors for the Shallow Well Field Fiber Optic Path; Conlon Construction Co. for the Iowa Amphitheater at Schmitt Island Bid Package 2; Racom for the SCADA Security Camera System Upgrade Project 2024. Upon motion the documents were received and filed.

9. Improvement Contracts / Performance, Payment, and Maintenance Bonds MDE, LLC for the 2024 SRF Green Alley Project; Portzen Construction Inc. for the Ruby Sutton Building Second Floor Remodel Project; Tschiggfrie Excavating Co. for the Kerper Boulevard Lift Station Replacement. Upon motion the documents were received, filed, and approved.

10. Acceptance of Dedication of Property for Future Right of Way Purposes from Switch Homes of Dubuque, LLC – The Farm Subdivision: Upon motion the documents were received and filed, and Resolution No. 2-25 Accepting The Dedication Of Property, Being Outlot E Of The Farm In The City Of Dubuque, Iowa, From Switch Homes Of Dubuque, LLC, For Future Road Right Of Way Purposes was adopted.

11. Keymont Drive Pavement Rehabilitation Project - Acceptance of Public Improvement: PROJECT 5521000018: Upon motion the documents were received and filed, and Resolution No. 3-25 Accepting The Keymont Drive Pavement Rehabilitation Project And Authorizing Final Payment To The Contractor was adopted.

ITEMS SET FOR PUBLIC HEARING

Motion by Sprank to receive and file the documents, adopt the resolution, and set the public hearing as indicated. Seconded by Roussell. Motion carried 7-0.

1. Setting a Public Hearing for the Central Avenue and White Street Traffic Study Recommendation: Upon motion the documents were received and filed and Resolution No. 4-25 Setting Date Of Public Hearing On The Central Avenue And White Street Corridor Traffic Study Summary Report was adopted setting a public hearing for a meeting to commence at 6:30 p.m. on January 21, 2025 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. Building Code Advisory and Appeals Board: One, 3-Year term through January 1, 2027 (Vacant Multidisciplinary Rep. term of Schoenhard). Applicant: Michael Shimkus, 4917 Twilight Dr. (Qualifies for Multidisciplinary Rep.). Shimkus spoke in support of their application.

2. Community Development Advisory Commission: One, 3-Year term through February 15, 2027 (Vacant Low/Moderate Income Rep. term of Hammel Jr.); One, 3-Year term through February 15, 2028 (Expiring At-Large term of Boles). Applicants: Dean Boles, 1715 Geraldine Dr. (Qualifies for At-Large); Dale L. Campbell Jr., 210 Jones St. (Qualifies for At-Large and Low/Moderate Income Rep.)

3. Equity and Human Rights Commission: Two, 3-Year terms through January 1, 2028 (Expiring terms of Baumhover and Freiburger). Applicants: Rick Baumhover, 601 Garfield Ave.; Michaela Freiburger, 1718 Diane Ct.; Traci Phillipson, 2120 Rhomberg Ave. Baumhover spoke in support of their application.

PUBLIC HEARINGS

1. Resolution Approving a Proposed Development Agreement with Dubuque and Jackson County Habitat for Humanity: Motion by Roussell to receive and file the documents and adopt Resolution No. 5-25 Approving A Development Agreement By And Between The City Of Dubuque, Iowa And Dubuque And Jackson County Habitat For Humanity, Including The Proposed Issuance Of Urban Renewal Tax Increment Revenue Grant. Seconded by Wethal. In response to a question, Van Milligen cited Greater Dubuque Development Corporation's (GDDC) housing study, which identified a shortage of 1,100 units in Dubuque. Following the study, the City Council implemented various incentives to promote housing development, which many recent developers have utilized. The City Council expressed enthusiasm for the progress of this project. Motion carried 7-0.

2. Approving a Purchase Agreement by and between the City of Dubuque and Theisen's Warehouse, LLC providing for the Sale of City-owned Real Estate: Motion by Jones to receive and file the documents and adopt Resolution No. 6-25 Approving The Disposal Of An Interest In City Of Dubuque Real Estate By Sale To Theisen's Warehouse, LLC Pursuant To A Purchase Agreement By And Between The City Of Dubuque And Theisen's Warehouse, LLC. Seconded by Farber. Motion carried 7-0.

3. Proceedings for the Public Hearing on the Issuance of Not to Exceed \$24,250,000 General Obligation Bonds, Series 2025ABC: Motion by Farber to receive and file the documents and adopt Resolution No. 7-25 Taking additional action on proposals to enter into Loan Agreements and combining Loan Agreements. Seconded by Sprank. In response to a question, Chief Financial Officer Jennifer Larson outlined the next steps, noting that the bond sale is scheduled for March 3, with the results to be presented at the City Council meeting that evening. Larson stated that the bond sale is not anticipated to impact the city's bond rating. Larson also stated that, although the city typically issues debt annually, no debt was issued in 2024, with the issuance deferred to 2025. The City Council recommended including the city's debt reduction policy in future memorandums on bond sales. Van Milligen confirmed that this information will be incorporated when this bond sale is next presented to the City Council. Motion carried 7-0.

PUBLIC INPUT

Rick Dickinson, President and CEO of Greater Dubuque Development Corporation, thanked the City Council for supporting Public Hearings No. 2 and 3 and thanked Dubuque Bank and Trust (DB&T) for their cooperation with the City regarding Action Item No. 1.

ACTION ITEMS

1. DB&T Interest Earnings Press Release: Motion by Jones to receive and file the documents. Seconded by Resnick. City Council Members expressed gratitude to city staff and DB&T for collaborating to resolve the interest earnings discrepancy. This effort led to DB&T recently paying the City over \$2 million in interest earnings following a review of the banking services agreement between the City and DB&T from 2007 to the present. The City Council confirmed that the amount paid by DB&T is accurate and clarified that earlier figures cited by others were incorrect due to unknown variables at the time. The City Council also highlighted steps to prevent a recurrence, including assigning a city staff member to monitor accounts and modifying the scope of the Investment Oversight Advisory Commission through Action Item No. 2. Motion carried 7-0.

2. Code of Ordinances Amendment – Title 2 Chapter 3 Investment Oversight Advisory Commission: 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 Resnick. City Council members commended the change, emphasizing its importance in enhancing oversight of the city's cash management practices. Motion carried 7-0.

Motion by Jones for final consideration and passage of Ordinance No. 1-25 Amending City Of Dubuque Code Of Ordinances Title 2 Boards And Commissions, Chapter 3 Investment Oversight Advisory Commission. Seconded by Resnick. Motion carried 7-0.

3. Mayor and City Council Appointments to Boards and Committees: Motion by Roussell to receive and file the documents and refer to the City Council for discussion. Seconded by Sprank. No changes were made to any board or committee appointments. Motion carried 7-0.

4. HEART Partnership Video: Motion by Sprank to receive and file the documents and view the video. Seconded by Wethal. A video on the HEART Partnership was shown. It can also be viewed on the City of Dubuque YouTube channel at https://www.youtube.com/watch?v=h_HNnBKFdyY. Motion carried 7-0.

5. Lincoln Playground CDBG Project Ribbon-Cutting Video: Motion by Roussell to receive and file the documents and view the video. Seconded by Jones. A video summary of the grand opening of Lincoln Elementary School's new playground, a project which received nearly \$630,000 in Community Development Block Grant funds, was shown. The video can also be viewed on the City of Dubuque YouTube channel at <https://youtu.be/-t43rJlZlhc>. Motion carried 7-0.

COUNCIL MEMBER REPORTS

Council Member Jones reflected on the recent passing of Former President Jimmy Carter, Loras alum Greg Gumbel, Former Heritage Works President and CEO Duane Hagerty, Cynthia Louise Nelms Byrne, Morgan Frazer, George Holland, and Lloyd Gudenkauf. Jones reported on a recent Dubuque Main Street event, William Intrilligator being awarded the Telegraph Herald's 2024 First Citizen Award, and a recent Dubuque 365ink article about upcoming initiatives in Dubuque. Jones also mentioned the upcoming Special Olympics Iowa Winter Games and the posthumous induction of Paul Gorrell and John Powers to their hall of fame.

Council Member Sprank reported on upcoming neighborhood association meetings.

Council Member Wethal reported on visiting Island Social and the New Year's Day hike at Mines of Spain.

Mayor Cavanagh reported on the Special Olympics Iowa Winter Games, the Dubuque Racing Association's (DRA) upcoming celebration of their 40th anniversary, and the upcoming state legislative session.

CLOSED SESSION

Motion by Jones to convene in closed session at 7:51 p.m. to discuss Purchase or Sale of Real Estate – Chapter 21.5(1)(j) Code of Iowa. Seconded by Roussell. 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 8:09 p.m. stating that staff had been given proper direction.

ADJOURNMENT

There being no further business, Mayor Cavanagh declared the meeting adjourned at 8:09 p.m.

/s/Adrienne N. Breitfelder, CMC
City Clerk

MINUTES

Government Body: CITY OF DUBUQUE CIVIL SERVICE COMMISSION
Date: December 11, 2024
Time: 4:15 PM
Place of Meeting: City Hall – Conference Room A – 50 W 13th St.

Present: Commissioners Carla Heathcote, Scott Crabill, Dan White (virtual)

Also present: Police Captain Scott Baxter, Assistant Fire Chief Josh Knepper, City Clerk Adrienne Breitfelder (virtual), Assistant City Attorney Jason Lehman, Kyle McCoy (Attorney – virtual), Holly Corkery (Attorney - virtual), Chris Gray (Telegraph Herald)

Commissioner Heathcote called the meeting to order at 4:17 p.m.

1. Approval of minutes from the November 13, 2024 meeting. Motion by White to approve the minutes as submitted. Seconded by Crabill. Motion carried 3-0.
2. City of Dubuque's Motion in Limine regarding Aidan Carr's Civil Service Appeal Hearing. Attorney Corkery, retained to provide a legal opinion on the motion, summarized the motion and sought the commission's direction on how to proceed. The commission decided to hear arguments from both parties. Attorney Lehman presented arguments in favor of the motion, while Attorney McCoy argued against the motion to the Commission. After some discussion by the commissioners, a motion was made by Heathcote to deny the Motion in Limine. Seconded by White. Commissioner Crabill announced his intent to abstain, citing his absence from the upcoming hearing. Motion carried 2-0 with Commissioner Crabill abstaining.
3. Police and Fire Department Reports. Assistant Fire Chief Josh Knepper provided information on staffing/new hire numbers and recent testing that was conducted. Police Captain Scott Baxter spoke about the Precision Policing Center, staffing/new hire numbers and future testing for the position of Police Officer.
4. Adjournment. Motion by Heathcote to adjourn at 4:48 p.m. Seconded by Crabill. Motion carried 3-0.

Submitted by Pamela McCarron, Permit Clerk

MINUTES

Government Body: CIVIL SERVICE COMMISSION
Date: December 19, 2024
Time: 1:00 PM
Place of Meeting: Historic Federal Building – Council Chambers, 350 W 6th Street

Present: Chairperson Dan White and Commissioner Carla Heathcote

Also present: Assistant City Attorney Jason Lehman, Attorney Kyle McCoy, Appellant Aidan Carr, Former Police Captain and Commissioner Scott Crabill (abstained from participating in the hearing as a commissioner), Police Captain Jason Pace, Chief Human Resources Officer Shelley Stickfort, Police Chief Jeremy Jensen, Police Investigator Kurt Rosenthal, and Court Reporter Rachel Waterhouse.

1. Hearing on the Appeal of Aidan Carr.

The hearing was called to order at 1:15 p.m.

Swearing in of witnesses: Carr, Crabill, Pace, Stickfort, Jensen, and Rosenthal by Chairperson White.

Appearing for the City of Dubuque: Assistant City Attorney Jason Lehman.

Appearing for Carr: Attorney Kyle McCoy.

Opening statement was given by Lehman and waived by McCoy.

Witnesses for the City of Dubuque: Carr, Crabill, Pace, Stickfort, Jensen.

Exhibits offered: A – R.

A recess occurred from 2:59 p.m. to 3:09 p.m.

Witnesses for Carr: Rosenthal

Exhibits Offered: #1-3

Following testimony and discussion among the Commission, a motion was made by Heathcote for a continuance. Seconded by White. Motion carried 2-0.

Motion by White to adjourn at 4:04 p.m. Seconded by Heathcote. Motion carried 2-0.

Submitted by Pam McCarron, Permit Clerk

**MINUTES
COMMUNITY DEVELOPMENT ADVISORY COMMISSION
(APPROVED)**

DATE: Wednesday, November 20, 2024
TIME: 5:30 p.m.
PLACE: Housing and Community Development Department.
350 West 6th Street, Conference Room 250; Dubuque, IA 52001

Chairperson Julie Woodyard called the meeting to order at 5:35 p.m. following staff assurance of compliance with Iowa Open Meeting Law.

Commissioners Present: Dean Boles, Dominique Jeter (virtual), Renee Kehoe, Gabriel Mozena (virtual) and Julie Woodyard.

Commissioners Absent: Michelle Hinke (excused absence).

Staff Present: Mary Bridget Corken-Deutsch, Stacey Weeber, Anderson Sainci- Director of Shared Prosperity and Neighborhood Support

Public Present: None

Certification of Minutes – October 16, 2024

Commissioner Kehoe motioned to approve the Minutes for the October 16, 2024, Community Development Advisory Commission Meeting. Commissioner Boles seconded. Motion carried 5-0.

Correspondence/Public Input

There was no public input.

Reports

a. Office of Shared Prosperity and Neighborhood Support

Anderson Sainci (Director of Shared Prosperity and Neighborhood Support) spoke on a Pathways to Prosperity handout. Sainci stated the approach is to collaboratively make an impact on poverty and fostering prosperity. They will inform others on data and promising practices to measure and accelerate collective impact, facilitate and convene collaboration to address poverty, racial equity, and socio-economic opportunity, initiate new partnerships and nurture existing ones to advance prosperity and invest in initiatives that address poverty and enhance neighborhoods. They will also focus on community and neighborhood engagement. Boles and Jeter both graduated from the City Life Program, which is run out to Office of Shared Prosperity and Neighborhood Support. City Life is how they were able to find City commissioner opportunities.

Old Business

a. None

New Business

a. Public Hearing for Draft Analysis of Impediments to Fair Housing

Motion by Commissioner Boles to open the public hearing for Draft Analysis of Impediments to Fair Housing. Seconded by Commissioner Jeter. Motion carried 5-0.

Chair Woodyard asked if there were any public comments. No public present to comment.

Corken-Deutsch provided brief power point on the Draft Analysis of Impediments to Fair Housing created by MSA. Corken-Deutsch went over the goals and actions. Discussion from Commissioners on goals and actions included asking if local data exists to support whether “flipping” of affordable rental housing by outside investors is a problem, is not allowing pets in rental units an impediment, and do landlords need help purchasing buildings to keep rents affordable.

**MINUTES
COMMUNITY DEVELOPMENT ADVISORY COMMISSION
(APPROVED)**

Motion by Commissioner Boles to close the public hearing Draft Analysis of Impediments to Fair Housing. Seconded by Commissioner Jeter. Motion carried 5-0.

Motion by Commissioner Boles to approve the public hearing Draft Analysis of Impediments to Fair Housing. Seconded by Commissioner Kehoe. Motion carried 5-0.

b. Set Public Hearing for Final Analysis of Impediments to Fair Housing

Corken-Deutsch provided a memo requesting the Community Development Advisory Commission set a public hearing on January 15, 2025, at 5:30pm for the Final Analysis of Impediments to Fair Housing. Motion by Commissioner Jeter to set the public hearing for Final Analysis of Impediments for January 15, 2025, at 5:30 p.m., and authorize staff to publish public notice of public hearing and public comment period for 30 days from November 21, 2024-January 2, 2025. Seconded by Commissioner Mozena. Motion carried 5-0.

Reports

a. Housing Commission

Corken-Deutsch stated the approved meeting minutes were provided in the packet for the commission members to review. Commissioner Kehoe is on the commission, but had no further comment on the minutes.

b. Resilient Community Advisory Commission

No reports were available. Commissioner Boles stated some residents were upset with how many deer were in the City of Dubuque.

c. Equity and Human Rights Commission

Corken-Deutsch provided the meeting minutes in the packet. No other comments from the commission on the approved minutes.

Information Sharing

a) CDAC Member Term Expiration Date

Corken-Deutsch stated Commissioner Boles, Commissioner Jeter, and Commissioner Hinke's terms expire February 15, 2025. She asked if those commission members were wanting to serve another term to complete an application. It takes two council meetings for approval. There are two LMI openings and one at large. Boles asked about professors at Dubuque colleges recruiting students for the committee.

b) Basically CDBG-Chapter 9-Other Eligible Activities Discussion

Commissioner Boles discussed putting \$1,000.00 aside for interim assistance as the video stated.

c) Basically CDBG-Chapter 10-Other Federal Requirements

Corken-Deutsch stated there was a video for Chapter 10, Other Federal Requirements and an additional 6 chapters to read that coincide with the video.

Adjournment

There being no further business to come before the Commission, Commissioner Mozena moved to adjourn the meeting. Commissioner Kehoe seconded. Motion passed by voice vote. Meeting adjourned at 6:52 p.m.

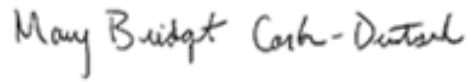
Minutes taken by:



Stacey Weeber
Housing Financial Specialist

**MINUTES
COMMUNITY DEVELOPMENT ADVISORY COMMISSION
(APPROVED)**

Respectfully Submitted:

A handwritten signature in cursive script that reads "Mary Bridget Corken-Deutsch".

Mary Bridget Corken-Deutsch
Community Development Specialist

EQUITY AND HUMAN RIGHTS COMMISSION MEETING MINUTES
December 17, 2024

DATE: Tuesday, December 17, 2024

TIME: 4:30 PM

LOCATION: Multicultural Family Center, 1157 Central Avenue, Dubuque, IA 52001

The meeting was called to order at 4:31 pm.

Commissioners Present: Jake Kurczek, Matthew Zanger, Michaela Freiburger, Dave Heiar, Rick Baumhover, Maita Joliet (virtual), Nikkole Nutter (virtual)

Commissioners Absent: none

Staff Present: Gisella Aiken Shadle, Chief of Equity and Human Rights; Ann Marie Jannette, Equity and Human Rights Specialist

Approval of Meeting Minutes

Motion to approve the minutes from the November 12, 2024, meeting by Freiburger, seconded by Zanger. All in favor.

Public Input

One member of the public attended. They had no input.

Reports

Caseload Report

- Complaints filed – number of complaints that were signed during the month
 - November amount: 0
- Active investigations – investigations that are currently active but in various stages (active, administrative review, initiated, on hold, etc.)
 - November amount: 17
- Incidents in mediation – complaints currently in mediation
 - November amount: 1
- Incidents in full hearing – complaints in full hearing process
 - November amount: 0
- Inquiries – calls/inquiries that don't result in an official complaint being filed (including outreach events)
 - November amount: 10
- Complaints closed during the month – signed complaints that were closed during the month (doesn't include inquiries or complaints that were never filed)
 - November amount: 3
- Total inquiries and complaints FY25 – signed complaints filed in FY25
 - November amount: 23

There were no complaints filed in November, so no example was provided.

Director's Report

Aitken-Shadle reported that there is a new commissioner that has been appointed to the commission. DeLano Cain-Watson has been appointed and will be invited to January's meeting.

The hiring of a third person for the Equity and Human Rights Department (EHR) will be underway soon. The job description is with Human Resources and for a job category and pay scale to be assigned.

Aitken-Shadle will oversee the DEIB Committee. At the last meeting with the committee, they developed a mission and vision statement. She also noted that her department had conducted two training sessions for internal staff in November, one on identity, and one on EQ skills that was given with the police chief Jeremy Jensen.

Jannette reported on takeaways from the GARE Conference in St. Louis last month. She and Zanger also reported on the Human Rights Conference in Waterloo earlier in December.

Chairperson's Report

Chairperson Kurczek reached out to the state representatives and invited them to the meeting, however none of them responded. He reported that he had conducted a training session at Loras College with topics such as identity, language, equity, and stereotypes.

Freiburger and Baumhover reported that they had both reapplied for the commission.

Old Business:

On November 18, the updated ordinance was put before the city council. The extra two readings at future council meetings was waived and it was unanimously passed.

Heiar requested that the rest of the commissioner binder be updated. Aitken-Shadle to look into it in January.

New Business:

Motion by Heiar to approve Baumhover to serve as the primary representative of the EHR Commission on the Dubuque Community Police Relations Committee (DCPRC) and Zanger to serve as an alternate. Motion seconded by Freiburger. All in favor.

Reflections and Updates

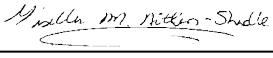
Heiar reported that at the recent NAACP meeting they had discussed implementing a program aimed at finding discriminatory acts in housing in Dubuque. Heiar was also invited by the Northeast Iowa Workforce Development Board to help set up a program for DEI. Heiar is also working with the Better Together Committee at the Community Foundation on the creation of Know Your Rights documents for immigrants in the area.

Freiburger reported that a resident felt the Dubuque Equitable Community Grant was discriminatory towards Black people because most couldn't afford to file for a 501(c)(3) or to have a fiscal agent. Aitken-Shadle will look into the language for next year's grant.

Adjournment:

Motion to adjourn by Freiburger, seconded by Heiar. All in favor. The meeting ended at 6:00 p.m.

The next regularly scheduled meeting is scheduled for Tuesday, January 14, 2025, at 4:30 p.m., at the Multicultural Family Center.

Minutes approved as submitted: 

Minutes approved as corrected: _____

*Carnegie-Stout Public Library
Library Board of Trustees Update
From the Meeting December 19, 2024*

Present: Victor Lieberman, President; Alanda Gregory, Vice President; and Trustees, Greg Gorton, Diann Guns, Christy Monk, and Pam Mullin

- The Board approved library expenditures.
- The Board approved a Noon opening for May 8, 2025 to allow library staff to attend the City of Dubuque Employee Appreciation Breakfast
- The Board did not meet in November of 2024, so this is a two-month update.
- The Library hosted Annie's Foundation on November 9. Annie's Foundation is a Des Moines nonprofit that provides free books to the public. Their main focus is on books that have been banned from Iowa's public schools. Over 200 Dubuque community members attended to learn more about the legal efforts regarding the recent legislation removing titles from school libraries and over 170 books were distributed to attendees.
- The Dubuque Senior High School Madrigal Singers performed for the Library's annual tree lighting ceremony on December 7. Over 100 attendees enjoyed the performance and cheered on one young resident that was selected to be the official tree lighter.
- The Library organized several popular community events including The Dubuque History Expo (Oct. 20), Paws for Good w/Dubuque Human Society (Oct. 26), Quilts of Valor Ceremony (Nov. 3), Family Literacy Month (all of November), and so much more!
- The Library is sad to say good by to both Michelle Oberhoffer, Circulation Services Manager (17 years) and Deb Stephenson, Relations Supervisor (36 years) who both retired on December 27. Congrats on your retirement!

Statistical Highlights	October Count	November Count
Total Checkouts	37,936	37,231
Total Visitors	19,333	18,173
Total Program Attendance	2,649	2,871
Total Computer/Wi-Fi Use	14,032	14,287

Library Board of Trustees



Victor Lieberman, Board President
Alanda Gregory, Vice-President
Andy Bland, Board Secretary
Robert Armstrong
Greg Gorton
Christy Monk
Pam Mullin



Nick Rossman, Library Director

CITY OF DUBUQUE - COMMISSION MEETING MINUTES

GOVERNMENTAL BODY: Resilient Community Advisory Commission (RCAC)

DATE: 11/07/2024

TIME: 5:00 pm

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

MEMBERS PRESENT: Jake Kohlhaas, Dean Boles, Lalith Jayawickrama, Robin Kennicker, Nolan Bielinski, Rachel Boeke, and Sandra Evans

MEMBERS ABSENT: N/A

STAFF PRESENT: Gina Bell and Michelle Kim

Chair Kohlhaas called the meeting to order at 5:03pm

TEST AGENDA

OATH OF OFFICE: Nolan Bielinski and Rachel Schmidt Boeke are sworn in as commissioners.

MINUTES APPROVAL:

Kennicker motioned to approve the October minutes. Evans seconded. Motion carried.

PUBLIC COMMENT: N/A

NEW BUSINESS

1. The Dubuque House – energy efficiency and affordable housing with Shane Hoeper
 - a. The City has accumulated a number of small lots over the years, one of these lots are home to the Dubuque house. Taking over vacant lots is a way to facilitate vibrancy in the neighborhoods. The goal for the Dubuque house is to create a universal model/plan that can also be used on different lots. This plan would include a decent number of bedrooms, make room for possible future expansion, no windows on the side so you could perhaps build row houses, and for them to be more energy efficient than the 2012 code. This house is going to be an example to developers, city leaders, etc to show people that these standards are attainable.
2. Local Non-profits/Sustainable Dubuque Grantee Input: Current efforts and concerns related to sustainability and resiliency with Rachel Boeke, Korrin Schriver, Jessica Pfohl Paisley
 - a. Korrin Schriver: Owner of a local urban farm which is a combination of commercial and community plots. They also have chickens, ducks, and

goats (used for weed management) as well as provides a space for local students to do career development if interested in urban ag, husbandry, etc. She also has a space where they grow microgreens and hydroponics indoors. Some successes have been re-zoning the ball field that the farm is on to agricultural zoning. Some things that make things difficult are some permitting issues (\$626 quote from the city just to go through the process of finding out if they can go through with changing the sign of the previous tenant). It's also difficult to make energy efficiency improvements when you are renting a building, there is no incentive for the landlord to make any changes (large single pane windows that leak heat, non LED lightbulbs, etc). They also run into issues with selling local produce to larger businesses that have contracts with suppliers that forces them to sole source. Being a small business they have less flexibility when talking about where they can distribute and there are not that many incentives for people to buy local produce when it can be slightly more expensive.

- b. Rachel Boeke (not as a commissioner, as a representative of the Mission): They got solar panels on their greenhouse last year with the promise of the tax credit, and they have not been able to find out how to get that 30% back for installing solar. The Mission is at the forefront of homelessness in Dubuque, it's difficult to find people who want to work with our homeless community members. After the Mission is at capacity there is literally nowhere else for houseless people to sleep. 650 people use the Mission as their address to have their mail sent. Recently, it seems like the rates of homelessness have been going up, a lot of these folks are people who are experiencing homelessness for the first time.
 - c. Jessica Pfohl Paisley sent a statement to the commission as she was not able to make it in person tonight.
3. Sustainable Dubuque Grant – City Council request
- a. The Mayor requested that we reallocate the money/ add it back to the larger pot or provide another recommendation based on how this meets a principle of Sustainable Dubuque and other grant qualifications.
 - b. Robin is making a motion to not fund Clarity Clinic and take that money to be used to fully fund projects that weren't fully funded and move that remaining money after fully allocating to the next pot.
 - i. Unanimous yes to move this forward

Old Business

1. Policy Work – Review ordinances and policies as they relate to Climate Action Plan and determine subcommittees as needed

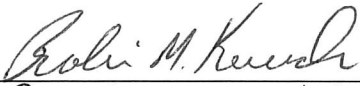
- a. Reports from Commissioners regarding Climate Action Plan (CAP) activities
- 2. Policy Work – Follow Up Needed from City Staff/Council/Manager
 - a. Deer Issue Follow Up + Public Health recommendation
 - i. Is there an easier way to get areas within city limits to okay hunting?
Hunting within city limits is difficult and experienced hunters have way more places to hunt
 - ii. studies show that reducing deer populations does not interrupt the Lyme disease issue unless you completely eradicate the deer population
 - iii. Is there an economic angle that we can take? Cost of deer collisions with vehicles?
 - iv. Sustainable Dubuque Green Iowa members put together a list of deer resistance/deterrent plants to plant in their yards.
 - v. Is there a way to connect bow deer hunters to landowners that have large plots?
 - vi. Research deer management programs that other city's do?
 - vii. Someone could talk to at Iowa State extension.
 - viii. Is this something we want to pursue as a commission?

9. Commissioner Reports: How Did I Show Up?

- Robin is also a member of the Parks commission and they need community input
- Dean – CDAC - analysis of impediments to fair housing in Dubuque, it is out for public comment now.

Next meeting date: The next commission meeting will occur on January 9, 2025, at 5pm at the Jule Operations and Training Center (JOTC) in the Circle Conference Room, 949 Kerper Blvd.

ADJOURNMENT: The Commission adjourned at 6:42 pm.

Minutes approved by: 
Robin Kennicker, Acting
~~Jacob Kohlhaas~~, Commission Chair

Prepared by: 

Michelle Kim, Climate Action Coordinator

STATE OF IOWA
DUBUQUE COUNTY

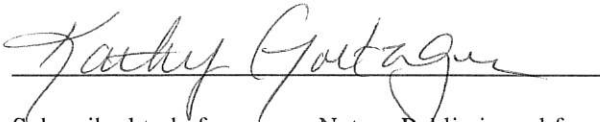
SS:

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:

12/27/2024

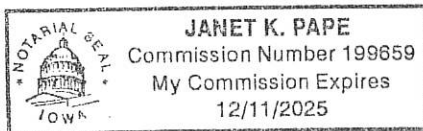
and for which the charge is 417.81



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

this 27th day of December, 2024


Notary Public in and for Dubuque County, Iowa.



CITY OF DUBUQUE, IOWA
CITY COUNCIL PROCEEDINGS
SPECIAL SESSION

The Dubuque City Council met in special session at 5:15 p.m. on December 16, 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 Greater Dubuque Development Corporation and Retail Strategies findings and recommendations.

WORK SESSION

Greater Dubuque Development Corporation - Retail Strategies Findings and Recommendations

Rick Dickinson, President and CEO of Greater Dubuque Development Corporation, and Michael Warsaw, Portfolio Director of Retail Strategies, presented their findings and recommendations on opportunities to enhance the community's retail and hospitality sectors. In response to questions, the presenters explained that the community's makeup influences the types of businesses that can be recruited, noting that it has broadened in recent years. Warsaw discussed the data retailers use to identify new markets and encouraged the City Council to collaborate with developers to reduce lead times.

There being no further business, Mayor Cavanagh declared the meeting adjourned at 6:27 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 December 16, 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
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 December 2, 2024; Five Flags Civic Center Advisory Commission of September 9, 2024; Historic Preservation Commission of October 17, 2024; Long Range Planning Advisory Commission Draft Minutes of November 20, 2024; Park and Recreation Commission of November 12, 2024; Resilient Community Advisory Commission of October 3, 2024; Proof of Publication for City Council Proceedings of November 4, 2024. Upon motion the documents were received and filed.

2. Notice of Claims and Suits: Lois Kamp for vehicle damage; Laura Schroeder 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: Sierra Eversoll for vehicle damage; Bryn Kittle for vehicle damage; Laura Schroeder 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. 398-24 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. Kohl's Department Store 2023 & 2024 Property Tax Appeal Stipulation of Settlement Approval: Senior Counsel recommended approval of the Stipulation of Settlement for a 2023 and 2024 property tax appeal filed by Kohl's Department Store, Inc. for their property located at 2595 NW Arterial. Upon motion the documents were received, filed, and approved.

6. Temporary Agreement Between the City of Dubuque and ITC Midwest, LLC to Operate an Electric Transmission System in the City of Dubuque: Upon motion the documents were received and filed, and Resolution No. 399-24 Approving An Agreement Between The City Of Dubuque And ITC Midwest, LLC To Operate An Electric Transmission System In The City Of Dubuque was adopted.

7. Public, Educational, and Governmental (PEG) Access Equipment Grant Program and PEG Channel Guidelines Updates: City Manager recommended City Council approval of changes to the policies and procedures related to the Public, Educational, and Governmental (PEG) Access Equipment Grant Program and guidelines for Dubuques PEG channels as attached. Upon motion the documents were received, filed, and approved.

8. FY2025 Main Street Iowa Program Agreement: Upon motion the documents were received and filed, and Resolution No. 400-24 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.

9. State of Iowa Business Financial Assistance Contract among Universal Tank & Fabrication Inc., the City of Dubuque, and the Iowa Economic Development Authority: Upon motion the documents were received and filed, and Resolution No. 401-24 Approving The Contract For State Business Financial Assistance By And Among Universal Tank & Fabrication Inc., The City Of Dubuque, Iowa, And The Iowa Economic Development Authority was adopted.

10. FY24/PY23 End-of-Year Review for the Community Development Block Grant Consolidated Annual Performance and Evaluation Report (CAPER): Upon motion the documents were received and filed.

11. Lead & Healthy Home Program Grant Agreement: Upon motion the documents were received and filed, and Resolution No. 402-24 Resolution Authorizing The City Manager Or His Designee To Execute An Agreement And Any Further Documents Required For The Execution Of The Lead And Healthy Homes Grant Award was adopted.

12. Request for Approval of Pet Licensing Service RFP: Upon

motion the documents were received, filed, and approved.

13. Acceptance of Certain Subdivision Improvements in Silver Oaks Estates #3 (Phase 2 of Silver Oaks Subdivision): Upon motion the documents were received and filed, and Resolution No. 403-24 Accepting Public Improvements in Silver Oaks Estates # 3 (Silver Oaks Phase 2), in the City of Dubuque, Iowa was adopted.

14. Union at the Marina, LP Property Right of Way Plat and Dedication for Proposed Parking Lot Improvements on Hawthorne Street: Upon motion the documents were received and filed, and Resolution No. 404-24 Approving the Acquisition Plat of Lot A of Lot 1-2 of Block 2 in River Front Subdivision No. 3, in the City of Dubuque, Iowa was adopted.

15. Approval for Amendment #2 with Vidl Solutions: Upon motion the documents were received, filed, and approved.

16. Signed Contract(s): Tschiggfrie Excavating, Co. for the Broadway Sanitary Sewer Improvements Project. Upon motion the documents were received and filed.

17. Drug and Alcohol Policy - DBA The Jule: Upon motion the documents were received, filed, and approved.

18. Approval of Retail Alcohol Licenses: Upon motion the documents were received and filed, and Resolution No. 405-24 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.

19. Approval of Retail Tobacco, Tobacco Products, Alternative Nicotine Products, Vapor Products, and Device Permit Applications: Upon motion the documents were received and filed, and Resolution No. 406-24 Approving Applications For Retail Tobacco, Tobacco Products, Alternative Nicotine Products, Vapor Products, And Device Permits, As Required By Iowa Code 453A.47A And Senate File 345 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 Sprank. Motion carried 7-0.

1. Resolution Setting a Public Hearing on a Proposed Development Agreement with Dubuque and Jackson County Habitat for Humanity: Upon motion the documents were received and filed and Resolution No. 407-24 Fixing The Date For A Public Hearing Of The City Council Of The City Of Dubuque, Iowa On A Development Agreement By And Between The City Of Dubuque, Iowa And Dubuque And Jackson County Habitat For Humanity, Including The Proposed Issuance Of Urban Renewal Tax Increment Revenue Grant Obligations Relating Thereto And Providing For The Publication Of Notice Thereof was adopted setting a public hearing for a meeting to commence at 6:30 p.m. on January 6, 2025 in the Historic Federal Building.

2. Setting a Public Hearing on a Proposed Purchase Agreement by and between the City of Dubuque and Theisens Warehouse, LLC providing for the Sale of City-owned Real Estate: Upon motion the documents were received and filed and Resolution No. 408-24 Intent To Dispose Of An Interest In City Of Dubuque Real Estate By Sale To Theisens Warehouse, LLC Pursuant To A Purchase Agreement By And Between The City Of Dubuque And Theisens Warehouse, LLC And Fixing The Date For A Public Hearing Of The City Council Of The City Of Dubuque, Iowa On The Purchase Agreement And Providing For The Publication Of

Notice Thereof was adopted setting a public hearing for a meeting to commence at 6:30 p.m. on January 6, 2025 in the Historic Federal Building.

3. Proceedings to Set Public Hearing on the Issuance of Not to Exceed \$24,250,000 General Obligation Bonds, Series 2025ABC: Upon motion the documents were received and filed and Resolution No. 409-24 Setting The Date For Public Hearings On Proposals To Enter Into General Obligation Loan Agreements And To Borrow Money Thereunder was adopted setting a public hearing for a meeting to commence at 6:30 p.m. on January 6, 2025 in the Historic Federal Building.

4. Dubuque Gate & Pump Station Flood Mitigation (16th St Detention Basin) Initiate Public Bidding Process and Setting Date for a Public Hearing: Upon motion the documents were received and filed and Resolution No. 410-24 Preliminary Approval Of Plans, Specifications, Form Of Contract, And Estimated Cost; Setting Date Of Public Hearing On Plans, Specifications, Form Of Contract, And Estimated Cost; And Ordering The Advertisement For Bids For The Dubuque Gate & Pump Station Flood Mitigation (16th St Detention Basin) was adopted setting a public hearing for a meeting to commence at 6:30 p.m. on January 21, 2025 in the Historic Federal Building.

BOARDS/COMMISSIONS

Appointments were made to the following boards/commissions.

1. Arts and Cultural Affairs Advisory Commission: One, 3-Year term through June 30, 2025 (Vacant Business Professional, lives or works inside cultural district term of Robins); One, 3-Year term through June 30, 2026 (Vacant Public Member 3 term of Riedel); One, 3-Year term through June 30, 2027 (Vacant Business Professional Term of Neuhaus). Applicants: David Barba, 2400 Central Ave. (qualifies for Public Member 3 and Business Professional terms); Gail Chavenelle, 1155 Kelly Ln. (qualifies for Public Member 3 and Business Professional terms); Aaron Hefel, 515 1/2 W. 8th St. (qualifies for Business Professional, lives or works inside cultural district; Public Member 3 and Business Professional terms); Bree Hernandez, 1298 Locust St. (qualifies for Business Professional, lives or works inside cultural district; Public Member 3 and Business Professional terms); and Jessica Ochoa, 1970 Hale St. (qualifies for Public Member 3 and Business Professional terms). Upon roll call vote, Hefel was appointed to the Business Professional, lives or works inside cultural district term; David Barba was appointed to the Public Member 3 term; and Gail Chavenelle was appointed to the Business Professional term. Hefel received 4 votes (Wethal, Roussell, Cavanagh, Resnick) while Hernandez received the remaining 3 votes for the Business Professional, lives or works inside cultural district term. Barba received 4 votes (Roussell, Cavanagh, Sprank, Jones), Ochoa received 2 votes (Farber and Resnick, and Chavenelle received the remaining vote for the Public Member 3 term. Chavenelle received 5 votes (Wethal, Farber, Roussell, Cavanagh, Jones), Bree Hernandez received one vote (Sprank), and Ochoa received the remaining vote for the Business Professional term.

2. Equity and Human Rights Commission: One, 3-Year term through January 1, 2027 (Vacant term of Sampson-Brown). Applicants: DeLano Cain-Watson, 994 Patricia Ann Dr. and Traci Phillipson, 2120 Rhomberg Ave. Upon roll call vote, Cain-Watson was appointed to the term, receiving all 7 votes.

PUBLIC HEARINGS

1. Resolution Approving a Proposed Amended and Restated Urban Renewal Plan for the Greater Downtown Urban Renewal Area, Version 2024.3: Motion by Farber to receive and file the documents and adopt Resolution No. 411-24 Approving The Amended And Restated Urban Renewal Plan For The Greater Downtown Urban Renewal Area, Version 2024.3. Seconded by Wethal. Motion carried 7-0.

PUBLIC INPUT

Clark Schloz, 2925 Burlington St., spoke about recent increases in city utility rates and the city's transparency in providing requested information.

ACTION ITEMS

1. Adoption of the 2024 Chaplain Schmitt Island Development Plan: Motion by Roussell to receive and file the documents and adopt Resolution No. 412-24 Adopting A Development Plan For Chaplain Schmitt Island. Seconded by Sprank. City Council Members thanked residents for their input on the plan, emphasizing specific suggestions for adding an additional sheet of ice at the ImOn Arena. In response to questions, Van Milligen outlined the hiring process to replace outgoing DRA President and CEO Alex Dixon and stated that implementing the plan will require multiple funding sources and take time. Council Members expressed gratitude to Dixon for his contributions and stressed the importance of partnerships in bringing the plan to fruition. Motion carried 7-0.

2. Iowa Amphitheater on Schmitt Island Project Bid Package No. 2 (Utilities, Paving & Amphitheater Stage) Award Public Improvement Contract Project Code: 5575000022: Motion by Sprank to receive and file the documents and adopt Resolution No. 413-24 Awarding Public Improvement Contract For The Iowa Amphitheater On Schmitt Island Project Bid Package No. 2 (Utilities, Paving & Amphitheater Stage). Seconded by Wethal. In response to a question, Dixon explained that alternative add-on amenities were chosen over stage rigging because they were more cost-effective. Motion carried 7-0.

3. Resolution Approving an Amended and Restated Development Agreement with Walter Development, LLC: Motion by Jones to receive and file the documents and adopt Resolution No. 414-24 Approving An Amended And Restated Development Agreement By And Between The City Of Dubuque, Iowa And Walter Development, LLC. Seconded by Resnick. Motion carried 7-0.

4. Ruby Sutton Building 2nd Floor Renovation Project - Award Public Improvement Contract Project No. 5565000021: Motion by Roussell to receive and file the documents and adopt Resolution No. 415-24 Awarding Public Improvement Contract For The Ruby Sutton Building 2nd Floor Renovation Project. Seconded by Wethal. City Council Members expressed satisfaction that the alternative bid could be incorporated. Motion carried 7-0.

5. Leisure Services Comprehensive Master Plan Consultant Selection Approval and Authorization of Contract: Motion by Farber to receive and file the documents and adopt Resolution No. 416-24 Authorizing The City Manager To Negotiate And Execute A Contract With Kimley-Horn For The Leisure Services Comprehensive Master Plan. Seconded by Sprank. City Council Members noted that understanding the status of each park would be valuable. Leisure Services Director Marie Ware explained that the plan will offer feedback for benchmarking the parks

and aid in planning for the future. Motion carried 7-0.

6. Hawks Goodmann & Associates Independent Contractor Agreement: Motion by Wethal to receive and file the documents and approve contracting with Hawks Goodmann & Associates to assist with strategic partnerships at the federal level. Seconded by Sprank. City Council Members expressed their enthusiasm for continuing to collaborate with recently retired Director of Strategic Partnerships Teri Goodmann and emphasized the importance of assessing the best ways to engage with federal and state officials following the recent election. Motion carried 7-0.

7. Controlled Livestock Grazing Ordinance Amendment: 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. Breitfelder and Brumwell addressed questions about the amendment review process and the businesses currently licensed for controlled livestock grazing. Motion carried 7-0. Motion by Jones for final consideration and passage of Ordinance No. 62-24 Amending City Of Dubuque Code Of Ordinances Title 7 Police, Fire And Public Safety, Chapter 6 Animal Control, Article A Miscellaneous Provisions, Section 7-6A-2 Restrictions On Maintaining Livestock. Seconded by Wethal. Motion carried 7-0.

8. Ordinance No. 52-24-A Correcting the Title of Ordinance No. 52-24: 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 Farber. Motion carried 7-0.

Motion by Jones for final consideration and passage of Ordinance No. 52-24-A Amending Ordinance No. 8-22, As Amended, Providing That General Property Taxes Levied And Collected Each Year On All Property Located Within The Greater Downtown Urban Renewal District 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 Urban Renewal Plan For The Greater Downtown Urban Renewal District, To Correct The Title Of Ord. No. 52-24 By Removing Certain Property From the Division Of Revenues. Seconded by Farber. Motion carried 7-0.

9. Ordinance No. 53-24-A Correcting the Title of Ordinance No. 53-24: 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 Sprank. Motion carried 7-0.

Motion by Roussell for final consideration and passage of Ordinance No. 53-24-A Amending Ordinance No. 52-24-A, As Amended, Providing That General Property Taxes Levied And Collected Each Year On All Property Located Within The Greater Downtown Urban Renewal District 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 Urban Renewal Plan For The Greater Downtown Urban Renewal District, To Correct The Title Of Ord. No. 53-24 By Adding The Hawthorne Street And Locust Street Subareas To The Division Of Revenues. Seconded by Sprank. Motion carried 7-0.

10. Proposed Ordinance change to update the rental license cycle to two- years: 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 Roussell. City Council Members commended the updates to the rental license cycle. Motion carried 7-0.

Motion by Jones for final consideration and passage of Ordinance No. 63-24 Amending City Of Dubuque Code Of Ordinances Title 14 Building And Development, Chapter 1 Building Codes, Article J Property Maintenance Code, Section 14-1J-3 Rental Licenses. Seconded by Roussell. Motion carried 7-0.

11. Work Session Request: Capital Improvement Projects GIS Application: Motion by Resnick to receive and file the documents and schedule the work session for 6:00 p.m. on January 21, 2025. Seconded by Jones. Motion carried 7-0.

COUNCIL MEMBER REPORTS

Council Member Farber highlighted a recent donation from John and Alice Butler to the University of Dubuque (UD) for the creation of a medical school. Farber also reported on attending a recent Federal Communications Commission (FCC) committee meeting.

Council Member Jones also discussed the UD announcement and noted public safety staffs annual holiday visit to Hills and Dales.

Council Member Wethal addressed the recent school shooting in Madison, WI, and commented on the UD announcement.

Council Member Sprank reported on attending neighborhood association meetings, the Merry Millwork Market, and volunteering at a recent food giveaway. Sprank also emphasized the importance of securing a new tenant for the upcoming vacancy on Central Avenue due to Hartig Drugs departure.

Mayor Cavanagh reflected on the Madison school shooting and the UD announcement. He also highlighted the community's current momentum driven by recent projects and initiatives, expressing excitement for the future.

CLOSED SESSION

Motion by Jones to convene in closed session at 8:10 p.m. to discuss Pending Litigation and Purchase or Sale of Real Estate Chapter 21.5(1)(c),(j) Code of Iowa. Seconded by Wethal. Mayor Cavanagh stated for the record that the attorney who will consult with 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 9:57 p.m. stating that staff had been given proper direction.

ADJOURNMENT

There being no further business, Mayor Cavanagh declared the meeting adjourned at 9:57 p.m.

/s/Adrienne N. Breitsfelder, CMC

City Clerk

1t 12/27

**City of Dubuque
City Council**

CONSENT ITEMS # 2.

ITEM TITLE:	Notice of Claims and Suits
SUMMARY:	David Rupp for property damage.
SUGGESTED DISPOSITION:	Receive and File; Refer to City Attorney

ATTACHMENTS:

1. Claim by David Rupp

CLAIM AGAINST THE CITY OF DUBUQUE, IOWA

Mum
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: David Rupp
2. Address: 2014 Dock Street
City: Dubuque State: IA Zip: 52001
3. Telephone Number: 563-845-8886
4. Date of Incident: 12/30/24
5. Time of Incident: between 6:30am - 9:00am during garbage pick-up times
6. Location of Incident (Be specific): alley - 2014 Dock 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.)

automated arm on garbage truck broke a 4x4 fence post.

8. What were weather conditions like? early morning / dry
9. Give name and address of any witnesses: NONE
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.)

broke 4x4 fence post.

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

NONE

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?

\$250.00

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

City garbage pick up broke fence post.

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?

No-

Dated at Dubuque, Iowa this 6 day of January, 2025.

(Signature)

(Print Name)

(Rev. 9/24)

City Clerk's Office
Dubuque, IA

2025 JAN -8 AM 10:39

RECEIVED

**City of Dubuque
City Council**

CONSENT ITEMS # 3.

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: Elijah Callahan for vehicle damage; Daniel Dunne for vehicle damage; Elizabeth Gonner for vehicle damage; David Rupp for property damage.
SUGGESTED DISPOSITION:	Receive and File; Concur
ATTACHMENTS:	
1. ICAP 1 21 25	



MEMORANDUM

JONI MEDINGER
LEGAL ADMINISTRATIVE ASSISTANT

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

DATE: 1/7/2025

RE: Claim Against the City of Dubuque by Elijah Callahan

<u>Claimant</u>	<u>Date of Claim</u>	<u>Date of Incident</u>	<u>Nature of Claim</u>
Elijah Callahan	12/27/2024	12/20/2024	Vehicle Damage

This is a claim in which Claimant alleges Claimant's vehicle was damaged by a "large chunk of pavement that had been pulled up out of the street."

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

cc: Michael C. Van Milligen, City Manager
Arielle Swift, Public Works Director
Elijah Callahan



MEMORANDUM

JONI MEDINGER
LEGAL ADMINISTRATIVE ASSISTANT

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

DATE: 1/7/2025

RE: Claim Against the City of Dubuque by Daniel Dunne

<u>Claimant</u>	<u>Date of Claim</u>	<u>Date of Incident</u>	<u>Nature of Claim</u>
Daniel Dunne	1/2/2025	12/14/2024	Vehicle Damage

This is a claim in which Claimant alleges Claimant's vehicle was damaged due to being struck by a City snowplow.

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

cc: Michael C. Van Milligen, City Manager
Arielle Swift, Public Works Director
Daniel Dunne



MEMORANDUM

JONI MEDINGER
LEGAL ADMINISTRATIVE ASSISTANT

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

DATE: 1/7/2025

RE: Claim Against the City of Dubuque by Elizabeth Gonner

<u>Claimant</u>	<u>Date of Claim</u>	<u>Date of Incident</u>	<u>Nature of Claim</u>
Elizabeth Gonner	1/2/2025	12/24/2024	Vehicle Damage

This is a claim in which Claimant alleges Claimant's vehicle was damaged when it was struck by bullets fired by City of Dubuque Police while City of Dubuque Police were in pursuit of a suspect.

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

cc: Michael C. Van Milligen, City Manager
Jeremy Jensen, Chief of Police
Elizabeth Gonner



MEMORANDUM

JONI MEDINGER
LEGAL ADMINISTRATIVE ASSISTANT

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

DATE: David Rupp

RE: Claim Against the City of Dubuque by David Rupp

<u>Claimant</u>	<u>Date of Claim</u>	<u>Date of Incident</u>	<u>Nature of Claim</u>
David Rupp	1/6/2025	12/30/2024	Property Damage

This is a claim in which Claimant alleges Claimant's fence post was broken by a City garbage truck.

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

cc: Michael C. Van Milligen, City Manager
Arielle Swift, Public Works Director
David Rupp

**City of Dubuque
City Council**

CONSENT ITEMS # 4.

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: Receive and File; Adopt Resolution(s)

ATTACHMENTS:

1. Memo Council for 01.21.25
2. Resolution_Approving_Expenditures (40)
3. Expenditure Report - Exceptions
4. Expenditure Report - Approvals



TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

SUBJECT: Expenses Submitted for City Council Approval

DATE: January 13, 2025

Finance is submitting the following expenses to City Council for approval at the January 21, 2025, meeting. Payments on these expenses will be made January 22, 2025.

In addition, Finance is submitting expenses paid since January 8, 2025 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

EXCEPTIONS TO COUNCIL APPROVAL

CHECK #	CHECK/PAYMENT DATE	VENDOR NAME	INVOICE AMOUNT	INVOICE DESCRIPTION
516170	1/15/2025	1800TShirts	\$ 425.00	Transit Employee Uniforms
516170	1/15/2025	1800TShirts	816.00	Transit Employee Uniforms
516170	1/15/2025	1800TShirts	615.00	Transit Employee Uniforms
516170	1/15/2025	1800TShirts	355.00	Transit Employee Uniforms
1012226	1/2/2025	1ST AYD CORP	336.18	Janitorial Supplies - JOTC Garage
250700009	1/13/2025	3C PAYMENT USA CORP	121.00	FY25 PARK ACH FEES
1012353	1/15/2025	A & G ELECTRIC COMPANY	1,421.63	Intermodal Ramp Kiosk Install
1012353	1/15/2025	A & G ELECTRIC COMPANY	257.46	Intermodal Ramp Kiosk Install
1012353	1/15/2025	A & G ELECTRIC COMPANY	728.00	Air Methods hangar door generator repair
516053	1/2/2025	ACCESS TECHNOLOGIES INC	8,379.37	FY25 Copy and Print Costs for Malfunctions
1012261	1/2/2025	ACCURATE ANALYTICAL TESTING	12.00	815 Harlan HH Accurate Dust Wipes
1012218	1/2/2025	ADDOCO INC	1,280.00	MULCH FOR GREENHOUSE AREAS
1012218	1/2/2025	ADDOCO INC	640.00	MULCH FOR GREENHOUSE AREAS
1012354	1/15/2025	ADDOCO INC	480.00	MULCH FOR GREENHOUSE AREAS
1012354	1/15/2025	ADDOCO INC	160.00	MULCH FOR GREENHOUSE AREAS
516038	1/2/2025	ADVANCE DESIGNS	40.00	STAFF UNIFORMS
516038	1/2/2025	ADVANCE DESIGNS	822.36	STAFF UNIFORMS
1012348	1/8/2025	ADVANTAGE SHEET METAL INC	964.00	HVAC REPAIRS TO JOTC
1012364	1/15/2025	AECOM TECHNICAL SERVICES INC	41,682.44	B2E2 (705) RAISE Planning Grant Design Services
1012364	1/15/2025	AECOM TECHNICAL SERVICES INC	19,783.12	22200328
516088	1/2/2025	ALEXI WENZEL	551.82	Ambulance Refund
1012433	1/15/2025	A-L-L EQUIPMENT	355.00	AIR COMPRESSOR REPAIRS
516039	1/2/2025	ALL SEASONS HEATING & COOLING	12,590.00	VFD FOR AIR HANDLER 6
516134	1/15/2025	ALL SEASONS HEATING & COOLING	230.00	Boiler tubes and labor
1012432	1/15/2025	Allen Media Broadcasting Evansville, Inc.	456.64	Denver Air Conn Marketing - New service ORD-DBQ
1012432	1/15/2025	Allen Media Broadcasting Evansville, Inc.	865.00	Denver Air Conn Marketing - New service ORD-DBQ
1012432	1/15/2025	Allen Media Broadcasting Evansville, Inc.	450.00	Denver Air Conn Marketing - New service ORD-DBQ
516040	1/2/2025	ALLIANT ENERGY	30.31	ELECTRIC BILLS FOR FY25
516040	1/2/2025	ALLIANT ENERGY	2,416.50	ELECTRIC BILLS FOR FY25
516040	1/2/2025	ALLIANT ENERGY	598.36	FBO Jet Center Bld lower level
516040	1/2/2025	ALLIANT ENERGY	48.93	A Lites, T-Hangars 11 - 16 electrical service
516040	1/2/2025	ALLIANT ENERGY	24.78	T-hangar #36 electrical
516040	1/2/2025	ALLIANT ENERGY	272.79	Quonset Hangar Electrical
516040	1/2/2025	ALLIANT ENERGY	102.54	H lites, T-Hangars 61 - 68 electrical service
516040	1/2/2025	ALLIANT ENERGY	35.97	C Lites, T-Hangars 31 - 38 electrical service
516040	1/2/2025	ALLIANT ENERGY	313.74	Flight Ops Bld electrical service
516040	1/2/2025	ALLIANT ENERGY	204.96	Admin, Jet Center Bld electrical service
516040	1/2/2025	ALLIANT ENERGY	14.57	Self Fueler electrical service
516040	1/2/2025	ALLIANT ENERGY	64.45	Parking Lots 1 & 2 Lites electrical service
516040	1/2/2025	ALLIANT ENERGY	93.21	Parking Lot Lites electrical service
516040	1/2/2025	ALLIANT ENERGY	173.81	SRE Bld electrical service
516040	1/2/2025	ALLIANT ENERGY	41.83	B Lites, T-Hangars 21 - 28 electrical service
516040	1/2/2025	ALLIANT ENERGY	1,524.96	ARFF Bld electrical service
516040	1/2/2025	ALLIANT ENERGY	201.02	Corp Hangar #88 electrical service
516040	1/2/2025	ALLIANT ENERGY	54.47	Old County Garage electrical service
516135	1/15/2025	ALLIANT ENERGY	4,510.93	ELECTRIC BILLS FOR FY25
516135	1/15/2025	ALLIANT ENERGY	117.73	ELECTRIC BILLS FOR FY25
516135	1/15/2025	ALLIANT ENERGY	33.21	Energy Costs for Various Locations
516135	1/15/2025	ALLIANT ENERGY	35.43	Energy Costs for Various Locations
516135	1/15/2025	ALLIANT ENERGY	1,670.08	Energy Costs for Various Locations
516135	1/15/2025	ALLIANT ENERGY	93.66	Energy Costs for Various Locations
516135	1/15/2025	ALLIANT ENERGY	1,208.98	ELECTRIC BILLS FOR FY25
516135	1/15/2025	ALLIANT ENERGY	204.77	FY25 Electrical Service for 300 Main, Suite 330
516135	1/15/2025	ALLIANT ENERGY	5,029.68	Electrical Service for building
516135	1/15/2025	ALLIANT ENERGY	33.71	2820 Brunswick St - Alliant Energy (City Owned)
516135	1/15/2025	ALLIANT ENERGY	69.65	514 Angella St - Alliant Energy (City Owned)
516135	1/15/2025	ALLIANT ENERGY	73.37	ELECTRIC BILLS FOR FY25
516135	1/15/2025	ALLIANT ENERGY	2,291.93	Electricity for JOTC Dec 24
516135	1/15/2025	ALLIANT ENERGY	1,612.95	Electricity for Intermodal Dec 24
516135	1/15/2025	ALLIANT ENERGY	545.53	Corp Hangar #105 electrical service
516135	1/15/2025	ALLIANT ENERGY	4,251.75	ELECTRIC BILLS FOR FY25
516135	1/15/2025	ALLIANT ENERGY	2,933.03	FY25: 1503 W. 3rd St - Cell Tower Electricity
516135	1/15/2025	ALLIANT ENERGY	189.20	FY25: 1805 Central Ave-Old Engine House-LB/HSE/LA
516135	1/15/2025	ALLIANT ENERGY	31.90	FY25: 2543 White St - SCADA Flow Meter Electricity
516135	1/15/2025	ALLIANT ENERGY	27.83	FY25: 510 E. 22nd St
516135	1/15/2025	ALLIANT ENERGY	31.48	FY25: 2356 Washington - BBranch Camera Electricity
1012405	1/15/2025	AMERICAN LEGAL PUBLISHING CORP	500.00	annual web hosting fee
1012429	1/15/2025	Andrew Klobe	90.00	Basketball Referee
1012423	1/15/2025	Anne Marie Greenwood	45.09	Mileage Reimbursement
1012411	1/15/2025	Anthony C Bradley	2,310.00	3589 Keymeer HH Radon Solutions Install
516082	1/2/2025	AT&T Mobility National Accounts, LLC	2,959.06	Public Works mobile comms services Oct 29/Nov 28
516186	1/15/2025	AT&T Mobility National Accounts, LLC	2,830.20	Cellular Service for Department
516186	1/15/2025	AT&T Mobility National Accounts, LLC	5,826.37	AT&T Monthly First Net Charges Dec 19, 2024
516186	1/15/2025	AT&T Mobility National Accounts, LLC	1,930.03	IPHONES AND IPADS PARKS- NOV 29-DEC 28, 2024
516172	1/15/2025	AUTOMOTIVE ENTERPRISES (AIH)	268.88	FY2025 Franchise Fees
1012220	1/2/2025	AV FUEL	1,515.04	Filters for testing aviation fuel
1012220	1/2/2025	AV FUEL	20,918.30	Aviation fuel for resale
1012220	1/2/2025	AV FUEL	21,292.50	Aviation fuel for resale
1012356	1/15/2025	AV FUEL	35.00	Avfuel hub online POS
1012356	1/15/2025	AV FUEL	21,460.76	Aviation fuel for resale

CHECK #	CHECK/PAYMENT DATE	VENDOR NAME	INVOICE AMOUNT	INVOICE DESCRIPTION
1012356	1/15/2025	AV FUEL	20,808.63	Aviation fuel for resale
1012356	1/15/2025	AV FUEL	21,795.76	Aviation fuel for resale
1012356	1/15/2025	AV FUEL	21,460.76	Aviation fuel for resale
1012286	1/2/2025	B G BRECKE INC	600.00	Boiler Checks for Central Storage
1012441	1/15/2025	B G BRECKE INC	175.80	HDQ-Maintenance on Boiler
1012441	1/15/2025	B G BRECKE INC	5,395.81	BOILER TUBE REPLACEMENTS FOR BOILER #1 WTP
1012221	1/2/2025	BAKER & TAYLOR CO BOOKS	340.72	Library materials for the adult collection
1012357	1/15/2025	BAKER & TAYLOR CO BOOKS	191.18	Library materials for the adult collection
1012357	1/15/2025	BAKER & TAYLOR CO BOOKS	245.32	Library materials for the adult collection
1012357	1/15/2025	BAKER & TAYLOR CO BOOKS	71.75	Continuations and Serials 7/1/24 to 6/30/25
1012360	1/15/2025	BALL HORTICULTURAL COMPANY	131.53	SEEDS FOR GREENHOUSE
1012360	1/15/2025	BALL HORTICULTURAL COMPANY	807.88	SEEDS FOR GREENHOUSE
1012360	1/15/2025	BALL HORTICULTURAL COMPANY	2.33	SEEDS FOR GREENHOUSE
1012439	1/15/2025	BARD MATERIALS CENTRAL	931.00	Prospect Sanitary - Concrete
1012439	1/15/2025	BARD MATERIALS CENTRAL	1,125.00	2701 Broadway St - Concrete
1012269	1/2/2025	Bauer Built Inc	175.00	Bus Tire Repairs/Dismount loose assemblies
1012269	1/2/2025	Bauer Built Inc	174.00	Bus Tire Repairs Gillig #2503
250700013	1/2/2025	BC/BS OF IOWA/WELLMARK	143,786.51	Wellmark Weekly
250700014	1/9/2025	BC/BS OF IOWA/WELLMARK	165,529.42	Wellmark Weekly
516073	1/2/2025	BERNARD COMMUNICATIONS COMPANY	99.95	Public & Private Wireless Service
1012255	1/2/2025	BERVEN INDUSTRIES LLC	24,625.00	Solid airfield deicing product
1012434	1/15/2025	BIECHLER ELECTRIC INC	305.54	Fiber installation for line service office
1012434	1/15/2025	BIECHLER ELECTRIC INC	426.86	Flight Ops Bld office lights for Foth Offices
1012434	1/15/2025	BIECHLER ELECTRIC INC	551.10	Electrical for airfield brining system holding tan
516086	1/2/2025	Black Bear Lodge North	774.78	Lodging for Training-Sniper
1012219	1/2/2025	BLACK HILLS/IOWA GAS UTILITY CO	698.49	NATURAL GAS FOR FY25
1012219	1/2/2025	BLACK HILLS/IOWA GAS UTILITY CO	184.29	NATURAL GAS FOR FY25
1012219	1/2/2025	BLACK HILLS/IOWA GAS UTILITY CO	165.22	NATURAL GAS FOR FY25
1012219	1/2/2025	BLACK HILLS/IOWA GAS UTILITY CO	35.26	NATURAL GAS FOR FY25
1012219	1/2/2025	BLACK HILLS/IOWA GAS UTILITY CO	363.70	NATURAL GAS FOR FY25
1012219	1/2/2025	BLACK HILLS/IOWA GAS UTILITY CO	208.59	Flight Ops Bld natural gas service
1012219	1/2/2025	BLACK HILLS/IOWA GAS UTILITY CO	711.05	Hangar 105 natural gas service
1012219	1/2/2025	BLACK HILLS/IOWA GAS UTILITY CO	173.01	Corp Hangar #88 natural gas service
1012219	1/2/2025	BLACK HILLS/IOWA GAS UTILITY CO	475.50	SRE Bld natural gas service
1012219	1/2/2025	BLACK HILLS/IOWA GAS UTILITY CO	398.50	ARFF/Maint Bld natural gas service
1012219	1/2/2025	BLACK HILLS/IOWA GAS UTILITY CO	169.55	FBO Office natural gas service
1012219	1/2/2025	BLACK HILLS/IOWA GAS UTILITY CO	429.07	Terminal building natural gas service
1012219	1/2/2025	BLACK HILLS/IOWA GAS UTILITY CO	102.25	Admin, Jet Center Bld natural gas service
1012219	1/2/2025	BLACK HILLS/IOWA GAS UTILITY CO	507.60	FBO Hangar natural gas service
1012355	1/15/2025	BLACK HILLS/IOWA GAS UTILITY CO	317.30	NATURAL GAS FOR FY25
1012355	1/15/2025	BLACK HILLS/IOWA GAS UTILITY CO	130.62	NATURAL GAS FOR FY25
1012355	1/15/2025	BLACK HILLS/IOWA GAS UTILITY CO	84.73	NATURAL GAS FOR FY25
1012355	1/15/2025	BLACK HILLS/IOWA GAS UTILITY CO	75.56	NATURAL GAS FOR FY25
1012355	1/15/2025	BLACK HILLS/IOWA GAS UTILITY CO	38.06	NATURAL GAS FOR FY25
1012355	1/15/2025	BLACK HILLS/IOWA GAS UTILITY CO	35.77	NATURAL GAS FOR FY25
1012355	1/15/2025	BLACK HILLS/IOWA GAS UTILITY CO	80.14	FY2025 BLANKET PO - GAS COSTS
1012355	1/15/2025	BLACK HILLS/IOWA GAS UTILITY CO	204.85	FY2025 BLANKET PO - GAS COSTS
1012355	1/15/2025	BLACK HILLS/IOWA GAS UTILITY CO	40.36	FY2025 BLANKET PO - GAS COSTS
1012355	1/15/2025	BLACK HILLS/IOWA GAS UTILITY CO	133.34	2820 Brunswick-Black Hills Energy (City Owned)
1012355	1/15/2025	BLACK HILLS/IOWA GAS UTILITY CO	175.74	821 Garfield - Black Hills Energy (City Owned)
1012355	1/15/2025	BLACK HILLS/IOWA GAS UTILITY CO	282.27	FY25: 1300 Main St - City Annex Natural Gas
1012355	1/15/2025	BLACK HILLS/IOWA GAS UTILITY CO	2,555.32	FY25: 305 W. 6th St - Federal Building Natural Gas
250700003	1/8/2025	BLUEFIN PAYMENT SYSTEMS LLC	147.60	Monthly Fees
250700007	1/13/2025	BLUEFIN PAYMENT SYSTEMS LLC	685.01	Monthly Fees
1012421	1/15/2025	BluePath Finance FC IV LLC	383.21	UTILITY EXPENSE - ELECTRICITY
1012268	1/2/2025	Bolton and Menk Inc.	31,422.56	Central & White - Corridor Traffic Study
1012268	1/2/2025	Bolton and Menk Inc.	27,007.00	Central & White - Corridor Traffic Study
1012426	1/15/2025	Boomerang Corp	275,112.25	Granger Creek Lift Station Improvements
1012263	1/2/2025	BRENDAN B NUGENT	91.81	Technical Crash Investigation Course II
1012403	1/15/2025	BRENDAN B NUGENT	60.00	Per Diem NAMI Annual Conference
1012393	1/15/2025	BRIAN S FELDOTT	60.63	Mileage Reimbursement
1012417	1/15/2025	Brittney Hayes	55.74	Mileage Reimbursement
516178	1/15/2025	BUS COALITION, THE	1,000.00	Bus Coalition Membership FY25
1012406	1/15/2025	CANDACE EUDALEY-LOEBACH	9,912.50	USDA QUAIP Project Management
1012289	1/2/2025	CAPITAL SANITARY	317.11	Janitorial Supplies
1012289	1/2/2025	CAPITAL SANITARY	636.24	Janitorial Supplies
1012289	1/2/2025	CAPITAL SANITARY	100.09	Janitorial Supplies
1012289	1/2/2025	CAPITAL SANITARY	162.36	ST3-Janitorial Supplies
1012444	1/15/2025	CAPITAL SANITARY	62.30	JANITORIAL SUPPLIES FOR PARKS
1012444	1/15/2025	CAPITAL SANITARY	509.27	ST4-Janitorial supplies
516192	1/15/2025	Carl Plumley	28.14	DECEMBER 2024 MILEAGE FOR CARL PLUMLEY
1012271	1/2/2025	CBRE Inc	3,000.00	Appraisal Agreement for Dubuque Marina and Yacht
1012227	1/2/2025	CENGAGE LEARNING INC	32.79	Adult large print books - materials
1012227	1/2/2025	CENGAGE LEARNING INC	771.74	Adult large print books - materials
1012227	1/2/2025	CENGAGE LEARNING INC	29.59	Adult large print books - materials
1012227	1/2/2025	CENGAGE LEARNING INC	29.59	Adult large print books - materials
1012227	1/2/2025	CENGAGE LEARNING INC	27.99	Adult large print books - materials
1012366	1/15/2025	CENGAGE LEARNING INC	22.39	Adult large print books - materials
1012366	1/15/2025	CENGAGE LEARNING INC	67.17	Adult large print books - materials
516067	1/2/2025	CENTER POINT INC	222.33	large print books for adult collection
1012407	1/15/2025	CHARLES A SINGLETON	90.00	Basketball Referee

CHECK #	CHECK/PAYMENT DATE	VENDOR NAME	INVOICE AMOUNT	INVOICE DESCRIPTION
516175	1/15/2025	CHAVENELLE STUDIO METALWORKS	396.00	Four Recognition Awards
1012222	1/2/2025	CINTAS CORP	45.06	FY25: City Hall, Annex, Fed Bldg - Floor Mat Servi
1012222	1/2/2025	CINTAS CORP	54.48	FY25: City Hall, Annex, Fed Bldg - Floor Mat Servi
1012359	1/15/2025	CINTAS CORP	289.13	Mats, Cloths, shop towels JOTC FY25
1012359	1/15/2025	CINTAS CORP	35.00	Janitorial Supplies- BHGC
1012359	1/15/2025	CINTAS CORP	35.00	Janitorial Supplies- BHGC
1012359	1/15/2025	CINTAS CORP	60.00	Cleaning Supplies / Mats - Intermodal facility
1012359	1/15/2025	CINTAS CORP	289.13	Mats, Cloths, shop towels JOTC FY25
1012359	1/15/2025	CINTAS CORP	35.00	Janitorial Supplies- BHGC
1012359	1/15/2025	CINTAS CORP	90.30	FY25: City Hall, Annex, Fed Bldg - Floor Mat Servi
1012359	1/15/2025	CINTAS CORP	45.06	FY25: City Hall, Annex, Fed Bldg - Floor Mat Servi
1012359	1/15/2025	CINTAS CORP	54.48	FY25: City Hall, Annex, Fed Bldg - Floor Mat Servi
1012359	1/15/2025	CINTAS CORP	208.14	Cintas Ramp Rugs FY25
1012359	1/15/2025	CINTAS CORP	208.14	Cintas Ramp Rugs FY25
1012359	1/15/2025	CINTAS CORP	208.14	Cintas Ramp Rugs FY25
516041	1/2/2025	CINTAS FIRST AID & SAFETY	48.34	FIRST AIDE CABINET RESTOCKED
516075	1/2/2025	CITY OF WATERLOO	80.00	Waterloo Human Rights Conference
1012277	1/2/2025	CLAREY'S SAFETY EQUIPMENT INC	10,700.00	Haz Mat Suits
516197	1/15/2025	Coast to Coast Personal Transportation	478.00	Denver Air lost bags delivery
516069	1/2/2025	COBRA PUMA GOLF	485.34	PRO SHOP SPECIALTY ITEMS
1012262	1/2/2025	COHESIVE KNOWLEDGE SOLUTIONS	12,500.00	Microsoft 365 Tech Training for staff
1012443	1/15/2025	COMELEC INTERNET SERVICES	60.00	INTERNET FOR CAMPGROUNDS
1012443	1/15/2025	COMELEC INTERNET SERVICES	126.45	COMELEC INTERNET SERVICE FY25
1012282	1/2/2025	COMMAND SECURITY SOLUTIONS	27.81	ALARM MONITORING FY25
1012282	1/2/2025	COMMAND SECURITY SOLUTIONS	27.81	ALARM MONITORING FY25
1012282	1/2/2025	COMMAND SECURITY SOLUTIONS	30.89	ALARM MONITORING FY25
1012282	1/2/2025	COMMAND SECURITY SOLUTIONS	457.20	ALARM MONITORING FY25
1012223	1/2/2025	COMMUNICATIONS ENGINEERING CO	1,205.00	Network equipment for Airport2 site.
1012223	1/2/2025	COMMUNICATIONS ENGINEERING CO	1,090.00	Network equipment for Airport1 site.
1012223	1/2/2025	COMMUNICATIONS ENGINEERING CO	200.00	Network Equipment for Well Field
1012223	1/2/2025	COMMUNICATIONS ENGINEERING CO	1,811.35	ParkHill Network Equipment
1012223	1/2/2025	COMMUNICATIONS ENGINEERING CO	160.68	Network equipment for Mt. Caramel Site
1012223	1/2/2025	COMMUNICATIONS ENGINEERING CO	305.00	Soccer WaterTank Network Hub Equipment
516169	1/15/2025	COMMUNITY INCORPORATED	3,250.00	36Sink Annual Media Coverage
516169	1/15/2025	COMMUNITY INCORPORATED	400.00	Denver Air Marketing - New service ORD-DBQ
1012390	1/15/2025	CONSTELLATION NEW ENERGY GAS DIV	198.54	FY25: 50 W. 13th St - City Hall Natural Gas
1012401	1/15/2025	CONVIVIAM URBAN FARMSTEAD	701.00	Volunteer Appreciation Reception
1012276	1/2/2025	Cooper Kay	729.00	Tuition Reimbursement for fall semester
1012361	1/15/2025	Cottingham & Butler Insurance Services Inc	2,917.00	Ongoing Consulting payments 10-1-24 to 10-1-25
1012349	1/8/2025	CRESCENT ELECTRIC	14,762.16	REPLACEMENT LIGHTING COMPONENTS
1012349	1/8/2025	CRESCENT ELECTRIC	97.56	REPLACEMENT LIGHTING COMPONENTS
1012349	1/8/2025	CRESCENT ELECTRIC	45.38	REPLACEMENT LIGHTING COMPONENTS
1012349	1/8/2025	CRESCENT ELECTRIC	225.99	REPLACEMENT LIGHTING COMPONENTS
1012349	1/8/2025	CRESCENT ELECTRIC	116.34	Lighting, ballast replacements
1012400	1/15/2025	Danielle Stowell	2,375.00	1667 Jackson St.-Wicked River Event Pro.-Blanket P
1012230	1/2/2025	DAVID A NESS	207.00	Travel Reimb - Axis Immerse Workshop - Boston MA
1012234	1/2/2025	DEBRA A SEARLES	35.38	DECEMBER 2024 MILEAGE FOR DEB SEARLES
516168	1/15/2025	DEERE & COMPANY	39,844.61	PURCHASE OF TRACTOR AND MOWER WITH TRADE INS
1012224	1/2/2025	DEMCO INC	968.44	Processing supplies for library materials
516076	1/2/2025	DIETZ ENTERPRISES LLC	5,072.40	2024 Concrete in the Public ROW - Dietz
516177	1/15/2025	DIETZ ENTERPRISES LLC	3,275.00	960 Boyer HH Dietz 1
1012380	1/15/2025	DITTMER RECYCLING INC	578.44	REFUSE FOR DEC 2024
1012380	1/15/2025	DITTMER RECYCLING INC	329.28	Weekly refuse and recycling pickup
516136	1/15/2025	DREW COOK & SONS EXCAVATING CO INC	10,750.00	116 W. 13th St.- Excavating- Sewer Lateral
516081	1/2/2025	Drive Line & Company, Inc.	4,929.00	Lift Gate for Facility Truck
516162	1/15/2025	DUANE F ROLING	105.00	Basketball Referee
516042	1/2/2025	DUBUQUE AREA CHAMBER OF COMMERCE	20.00	CHAMBER OF COMMERCE TRI-STATE MAYOR'S BREAKFAST
516138	1/15/2025	DUBUQUE AREA CHAMBER OF COMMERCE	20.00	Legislative kickoff 2025 meeting-Dalsing
516139	1/15/2025	DUBUQUE COMMUNITY SCHOOL DIST	74.47	FY2025 Franchise Fees
516139	1/15/2025	DUBUQUE COMMUNITY SCHOOL DIST	174.08	FY2025 Franchise Fees
516139	1/15/2025	DUBUQUE COMMUNITY SCHOOL DIST	782.59	FY2025 Franchise Fees
516139	1/15/2025	DUBUQUE COMMUNITY SCHOOL DIST	847.09	FY2025 Franchise Fees
516139	1/15/2025	DUBUQUE COMMUNITY SCHOOL DIST	2,090.49	FY2025 Franchise Fees
516139	1/15/2025	DUBUQUE COMMUNITY SCHOOL DIST	861.95	FY2025 Franchise Fees
516139	1/15/2025	DUBUQUE COMMUNITY SCHOOL DIST	4,737.15	FY2025 Franchise Fees
516140	1/15/2025	DUBUQUE COUNTY ABSTRACT & TITLE	145.00	Dubuque County Abstract & Title Company, LLC Blank
516065	1/2/2025	DUBUQUE COUNTY E911 BOARD	453.90	FY25: Emergency Radio System Access Fee - 5 Radios
1012225	1/2/2025	DUBUQUE COUNTY HISTORICAL SOCIETY	1,331.89	FY2025 Franchise Fees
1012225	1/2/2025	DUBUQUE COUNTY HISTORICAL SOCIETY	331.13	FY2025 Franchise Fees
516043	1/2/2025	DUBUQUE COUNTY RECORDER	99.00	November 2024 Recording Fees
516141	1/15/2025	DUBUQUE COUNTY RECORDER	12.00	Official Receipt 2024-00011518
516141	1/15/2025	DUBUQUE COUNTY RECORDER	419.00	Official Receipt 2024-00011553
516141	1/15/2025	DUBUQUE COUNTY RECORDER	36.00	Dubuque County Recorder-CDBG (Blanket PO)
516045	1/2/2025	DUBUQUE COUNTY SHERIFF	20,138.57	Nov 2024 Monthly Expenses
516044	1/2/2025	DUBUQUE COUNTY SHERIFF	5,521.66	Nov 2024 DDTF Shared Expenses
516142	1/15/2025	DUBUQUE COUNTY SHERIFF	348.00	Sheriff Services for December 2024
1012278	1/2/2025	DUBUQUE FIRE EQUIPMENT INC	260.00	Hydrotest-PSI Cascade Cylinder
1012363	1/15/2025	DUBUQUE HOSE & HYDRAULICS	353.87	Supplies for airfield brining system
1012363	1/15/2025	DUBUQUE HOSE & HYDRAULICS	7.25	Supplies for airfield brining system
1012363	1/15/2025	DUBUQUE HOSE & HYDRAULICS	312.00	Jigsaw

CHECK #	CHECK/PAYMENT DATE	VENDOR NAME	INVOICE AMOUNT	INVOICE DESCRIPTION
516182	1/15/2025	DUBUQUE MULCH COMPANY	360.00	TOPSOIL FOR MOWER ROUTES
516143	1/15/2025	DUBUQUE MUSEUM OF ART	232.67	FY2025 Franchise Fees
516143	1/15/2025	DUBUQUE MUSEUM OF ART	680.87	FY2025 Franchise Fees
516046	1/2/2025	DUBUQUE RACING ASSOCIATION LTD	24.75	November 2024 DRA Board Mtg Luncheon
516144	1/15/2025	DUBUQUE RACING ASSOCIATION LTD	19.80	December 2024 DRA Board Mtg Luncheon
1012247	1/2/2025	DUBUQUE SIGN COMPANY	103.55	Central Ramp Signage Repair
1012387	1/15/2025	DUBUQUE SIGN COMPANY	321.40	Intermodal Ramp Kiosk Signage
516145	1/15/2025	DUBUQUE VISITING NURSE ASSOCIATION	2,000.00	Lead Claim October 1, 2023 - June 30, 2024
1012285	1/2/2025	DUBUQUELAND DOOR COMPANY	221.03	Maintenance Doors Serviced
516070	1/2/2025	EASTERN IOWA ASPHALT MAINTENANCE IN	40,278.10	Asphalt Mastic Pavement Join & Crack Sealing
516070	1/2/2025	EASTERN IOWA ASPHALT MAINTENANCE IN	4,511.00	Lot Crack Filling
516070	1/2/2025	EASTERN IOWA ASPHALT MAINTENANCE IN	8,441.00	Lot Crack Filling
1012251	1/2/2025	ELECTRONIC PRINT INC	130.00	Trespass Forms
1012256	1/2/2025	ETHAN J LEMBKE	100.00	SFST Instructor Renewal Course
1012430	1/15/2025	EverFlow LLC	920.00	EverFlow LLC - Snow & Ice Removal - Blanket PO
1012392	1/15/2025	FEHR-GRAHAM & ASSOCIATES LLC	955.00	WELU PARK PLAYGROUND CONSULTATION/ENGAGEMENT
516047	1/2/2025	FINLEY HOSPITAL	4,496.00	FY2025 Franchise Fees
516047	1/2/2025	FINLEY HOSPITAL	199.80	FY2025 Franchise Fees
250700006	1/15/2025	FIRST DATA CORPORATION	69.90	First Data Mystique Charges
516063	1/2/2025	FLYNN COMPANY INC	696,287.19	Reconstruct GA Apron Construction (Phase 1)
516164	1/15/2025	FLYNN COMPANY INC	39,995.00	Reconstruct GA Apron Construction (Phase 1)
1012396	1/15/2025	FOLDING PARTITION SERVICES INC	225.00	JOTC Folding Door Repairs / Conference Room
1012242	1/2/2025	FOTH INFRASTRUCTURE & ENVIRO LLC	26,542.50	Reconstruct GA Apron Const Phase Engineering
1012242	1/2/2025	FOTH INFRASTRUCTURE & ENVIRO LLC	743.27	Relocate Taxiway Alpha Construction Engineering
1012242	1/2/2025	FOTH INFRASTRUCTURE & ENVIRO LLC	6,176.60	Relocate Taxiway A Construction Phase 3
1012382	1/15/2025	FOTH INFRASTRUCTURE & ENVIRO LLC	34,069.90	Relocate Taxiway A Construction Phase 4 Design
1012365	1/15/2025	FOUR MOUNDS FOUNDATION	40,745.90	FY25 FOUR MOUNDS CDBG
1012365	1/15/2025	FOUR MOUNDS FOUNDATION	13,600.00	514 Angella St. (City Owned Property) Four Mounds
1012365	1/15/2025	FOUR MOUNDS FOUNDATION	12,500.00	821 Garfield Ave. - Four Mounds Foundation- HEART
1012365	1/15/2025	FOUR MOUNDS FOUNDATION	2,050.00	3715 Mt Alpine OAHMP Four Mounds
1012365	1/15/2025	FOUR MOUNDS FOUNDATION	900.00	3715 Mt Alpine OAHMP Four Mounds 2
516083	1/2/2025	Full Bohr Concrete	4,665.42	Accessible Ramp-Corner of E. 14th & Washington St
516074	1/2/2025	G & R TREE SERVICE INC	1,800.00	TREE REMOVAL
516074	1/2/2025	G & R TREE SERVICE INC	3,800.00	TREE REMOVAL
516074	1/2/2025	G & R TREE SERVICE INC	3,500.00	TREE REMOVAL
516074	1/2/2025	G & R TREE SERVICE INC	3,000.00	TREE REMOVAL
1012420	1/15/2025	Gavin Sarvis	90.00	Basketball Referee
516048	1/2/2025	GIESE SHEET METAL CO INC	12,250.00	REPLACEMENT AIR COMPRESSOR
1012228	1/2/2025	GOODYEAR TIRE & RUBBER	1,773.26	Goodyear Tires Damaged Tires
1012228	1/2/2025	GOODYEAR TIRE & RUBBER	2,355.70	Goodyear Tires September 24
1012228	1/2/2025	GOODYEAR TIRE & RUBBER	2,391.18	Goodyear Tires November 24
1012228	1/2/2025	GOODYEAR TIRE & RUBBER	3,752.66	Goodyear Damaged Tires 2690 2692
1012412	1/15/2025	Graybar Electric Company, Inc.	143.00	Fiber Equipment
516198	1/15/2025	Great Lakes Meter Proving, Inc	4,728.00	Calibration of fuel tanks and trucks
516049	1/2/2025	GREATER DUBUQUE DEVELOPMENT CORP	10,500.00	FY25 Contracted Svcs-GDDC/Campaign 2027
516147	1/15/2025	GREATER DUBUQUE DEVELOPMENT CORP	80.00	12/13/24 Workforce Solutions Breakfast
1012402	1/15/2025	GREEN VALLEY LANDSCAPING LLC	6,439.50	English Ridge Det. Basin Maint
516190	1/15/2025	Hawkeye State Scale, Inc.	742.32	Terminal baggage scales calibration
1012437	1/15/2025	HEIAR BROTHERS FENCING INC	2,719.20	MATERIAL & LABOR TO INSTALL LINK FENCE AT BHGC
1012435	1/15/2025	HEIAR FENCING & SUPPLY INC	1,458.00	1770 KeyWay Dr - Fence
1012240	1/2/2025	HILLS & DALES CHILD DEVELOPMENT	457.60	FY2025 Franchise Fees
1012240	1/2/2025	HILLS & DALES CHILD DEVELOPMENT	87.96	FY2025 Franchise Fees
1012425	1/15/2025	HM Life Insurance Company	78,072.12	Stop Loss Insurance - January 2025
1012367	1/15/2025	HODGE COMPANY	9,597.88	January '25 Lease Payment 7900 Chavenelle
516050	1/2/2025	HOLY FAMILY CATHOLIC SCHOOLS	340.19	FY2025 Franchise Fees
516050	1/2/2025	HOLY FAMILY CATHOLIC SCHOOLS	1,713.55	FY2025 Franchise Fees
1012427	1/15/2025	Home Lab Restorations	21,050.00	467 Clarke HH Home Lab
1012427	1/15/2025	Home Lab Restorations	17,400.00	808 Rhomberg Ave. - Home Lab Restorations -HO Rehab
1012427	1/15/2025	Home Lab Restorations	21,800.00	1429 Elm St. - Home Lab Restorations, LLC(HO Rehab
516077	1/2/2025	IMON COMMUNICATIONS LLC	7,420.53	Kerper Blvd at Shiras Ext
1012264	1/2/2025	IMWCA	10,824.16	TPA 411 Payment - November 2024
1012264	1/2/2025	IMWCA	13,509.23	TPA Payment November 2024
1012404	1/15/2025	IMWCA	87,180.00	FY25 Work Comp Premium - Final Installment #7
516181	1/15/2025	INFOSEND INC	12,461.93	December Charges
1012249	1/2/2025	INGRAM LIBRARY SERVICES INC.	242.49	Children's books for collection for patrons
1012249	1/2/2025	INGRAM LIBRARY SERVICES INC.	1,322.24	Library books for adult collection for patrons
1012249	1/2/2025	INGRAM LIBRARY SERVICES INC.	113.59	Teen Young Adult Print Materials for collection
1012389	1/15/2025	INGRAM LIBRARY SERVICES INC.	694.89	Children's books for collection for patrons
1012389	1/15/2025	INGRAM LIBRARY SERVICES INC.	1,148.29	Library books for adult collection for patrons
1012389	1/15/2025	INGRAM LIBRARY SERVICES INC.	1,376.42	Library books for adult collection for patrons
1012389	1/15/2025	INGRAM LIBRARY SERVICES INC.	23.56	Teen Young Adult Print Materials for collection
1012381	1/15/2025	INTELIUS SCREENING SOLUTIONS LLC	578.01	FY25 Background Checks - December 2024
1012369	1/15/2025	IOWA BASE INC	9,125.00	Anchor Bolts & Handholes
1012252	1/2/2025	IOWA DEPARTMENT OF HUMAN SERVICES	35,581.85	GEMT Claims for January 2025
516148	1/15/2025	IOWA DEPT OF INSPECTIONS & APPEALS	225.00	Locust Ramp Elevator Maintenance Inspection
516148	1/15/2025	IOWA DEPT OF INSPECTIONS & APPEALS	225.00	Central Ramp Elevator #1 Maintenance Inspection
516148	1/15/2025	IOWA DEPT OF INSPECTIONS & APPEALS	225.00	Central Ramp Elevator #2 Maintenance Inspection
516148	1/15/2025	IOWA DEPT OF INSPECTIONS & APPEALS	175.00	Iowa Ramp Elevator Maintenance Inspection
516148	1/15/2025	IOWA DEPT OF INSPECTIONS & APPEALS	175.00	POD Elevator Maintenance Inspection
516148	1/15/2025	IOWA DEPT OF INSPECTIONS & APPEALS	175.00	Five Flags Elevator Maintenance Inspection
516148	1/15/2025	IOWA DEPT OF INSPECTIONS & APPEALS	175.00	Five Flags Elevator Maintenance Inspection

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516149	1/15/2025	IOWA DEPT OF TRANSPORTATION	480.00	PCC Level II Certification
516051	1/2/2025	IOWA ONE CALL	608.80	FY25: Iowa One Call - Utility Locates
1012422	1/15/2025	IPS Grou Inc	76.26	Lcstrp/Intrmp Kiosk CC Transaction and Gateway Fee
1012370	1/15/2025	J & R SUPPLY COMPANY	3,849.50	Prospect & Broadway San. Swr. Repair Supplies
1012370	1/15/2025	J & R SUPPLY COMPANY	115.00	Prospect & Broadway San. Swr. Repair Supplies
1012370	1/15/2025	J & R SUPPLY COMPANY	573.00	Prospect & Broadway San. Swr. Repair Supplies
1012370	1/15/2025	J & R SUPPLY COMPANY	15.00	Prospect & Broadway San. Swr. Repair Supplies
1012370	1/15/2025	J & R SUPPLY COMPANY	1,500.00	Prospect & Broadway San. Swr. Repair Supplies
516064	1/2/2025	J&R RENTAL LLC	56.87	STIHL CHAINSAW PARTS
516146	1/15/2025	JAMES J GRAVES	52.20	Jule Bus decals
1012410	1/15/2025	Jason D Lehman	49.02	Lehman Mileage - May to September 2024
1012410	1/15/2025	Jason D Lehman	362.64	Lehman - IMAA Travel
516061	1/2/2025	JEFF UPMANN	2,080.00	Library periodicals
516188	1/15/2025	Jim Giese Commercial Roofing, Inc.	1,585.00	STORM DAMAGE -ROOF REPAIRS
1012241	1/2/2025	JOHN A LIPHARDT	77.65	Mileage Reimbursement - Oct 17-Nov 26
516180	1/15/2025	JOHNSON PLASTICS PLUS	546.20	Maker supplies for patrons and programming
1012253	1/2/2025	JUSTIN J DURA	140.67	Per Diem SFST Instructor Renewal Course
1012398	1/15/2025	Kanopy Inc	987.00	Kanopy Streaming Services for Adult collection
516196	1/15/2025	Kara Maxwell	308.00	Kara Maxwell Oct/Nov 2024 Art Sales
1012428	1/15/2025	Kathleen Martin	594.40	Kathleen Martin Oct/Nov 2024 Art Sales
516078	1/2/2025	Katie Cove Homeowners Association	800.00	2025 Association Dues - Road Fund/"HOA annual fees
1012287	1/2/2025	KIECKS CAREER APPAREL	1,413.79	Uniform for New Officer
1012279	1/2/2025	KONE INC	360.00	CoD MSC Maintenance Period 12/01/24-02/28/24
1012436	1/15/2025	KONE INC	4,458.76	Port Ramp Service Call
1012436	1/15/2025	KONE INC	2,474.00	FY24 Ramp Elevator Maintenance
1012274	1/2/2025	KZIA, Inc.	754.00	Denver Air Conn Marketing - New service ORD-DBQ
1012229	1/2/2025	LANGE SIGN GROUP	9,896.50	Replacement of External Electronic Message Centers
1012229	1/2/2025	LANGE SIGN GROUP	17,241.00	Replacement of External Electronic Message Centers
516179	1/15/2025	LEASE QUERY, LLC	14,091.99	Platform Subscription
516071	1/2/2025	LIBRARY IDEAS LLC	43.96	Vox Digital Readers for library collection youth
516084	1/2/2025	Lovewell Fencing Inc	7,900.00	Helen Ridge Guardrail Install
1012259	1/2/2025	LUCAS M GONYIER	192.20	REIMBURSEMENT FOR TRIP TO CEDAR RAPIDS
1012408	1/15/2025	MATTHEW A LEVIN	709.25	Per Diem for Homicide Investigations
1012272	1/2/2025	Matthew Dressler	8,300.00	2339 Coventry Park HH Dressler
1012424	1/15/2025	Matthew Dressler	1,500.00	1285 Thomas Pl HH Dressler
516079	1/2/2025	Maussco, LLC	1,825.00	874 S. Grandview HH Maussco
516080	1/2/2025	Maussco, LLC	1,020.00	874 S. Grandview OAHMP Massco
516184	1/15/2025	Maussco, LLC	4,040.00	2499 Pinard HH Maussco
1012266	1/2/2025	MAV RESTORATIONS LLC	13,400.00	912 Rhomberg OAHMP MAV
1012409	1/15/2025	MAV RESTORATIONS LLC	1,800.00	3095 Kaufmann HH MAV
516157	1/15/2025	MAX SMITH CONSTRUCTION	3,254.36	Sidewalk Repairs
1012267	1/2/2025	Maxwell Robert Bray O'Brien	333.13	Travel Reimb - IStorm - Ankeny, IA
1012371	1/15/2025	MCDERMOTT EXCAVATING	1,600.00	Fiber Vault Adjustment
1012371	1/15/2025	MCDERMOTT EXCAVATING	59,850.00	CONSTRUCTION OF 3 MINI PARKS
516150	1/15/2025	MEDIACOM	176.90	INTERNET FOR TREE CREW
516089	1/2/2025	MEDICAL ASSOCIATES	83.51	Ambulance Refund
516052	1/2/2025	MEDICAL ASSOCIATES	1,752.88	Physicals New Officers
516151	1/15/2025	MEDICAL ASSOCIATES	890.00	Pre-employ Phy, DS, vaccines, & Respirator exams
1012275	1/2/2025	Melia Stackis	23.45	Mileage reimb Sept-Oct 2024-Melia Stackis
1012372	1/15/2025	MERCY MEDICAL CENTER	2,077.57	FY2025 Franchise Fees
1012372	1/15/2025	MERCY MEDICAL CENTER	35,388.40	FY2025 Franchise Fees
1012246	1/2/2025	MIDWEST TAPE LLC	660.18	DVD, BluRay and CD Audio for adult collection
1012385	1/15/2025	MIDWEST TAPE LLC	164.04	DVD, BluRay and CD Audio for adult collection
1012385	1/15/2025	MIDWEST TAPE LLC	559.72	DVD, BluRay and CD Audio for adult collection
1012385	1/15/2025	MIDWEST TAPE LLC	5,946.37	Streaming of movies, ebooks, music eAudio Books, c
250700004	1/7/2025	MIDWESTONE BANK	1,133.00	January 2025 Admin Fee
250700002	1/7/2025	MIDWESTONE BANK	652,231.00	January 2025 HAP
516152	1/15/2025	MIRACLE CAR WASH CORP	19.63	PATROL TRUCKS WASHED-DEC 2024
1012358	1/15/2025	MOBOTREX INC	1,872.00	Visors for Signal Heads
1012358	1/15/2025	MOBOTREX INC	23,465.00	5: Controllers
1012358	1/15/2025	MOBOTREX INC	840.00	2 Traffic Controllers
1012358	1/15/2025	MOBOTREX INC	840.00	2 Traffic Controllers
1012431	1/15/2025	Monkey Wrench Production Repair LLC	69,988.00	6-SUPER TROOPER III SPOTLIGHTS & ACCESSORIES
516085	1/2/2025	MP Nexlevel LLC	108,562.05	Conduit Install Services - Seippel Rd
1012281	1/2/2025	MR ROOTER PLUMBING	2,148.70	Landfill General Plumbing
516156	1/15/2025	MR ROOTER PLUMBING	3,279.25	116 W. 13th St.- Mr. Rooter- Sewer Lateral
1012391	1/15/2025	NATIONAL BAND & TAG CO	115.21	PET PARK DOG TAGS FOR FY25
516193	1/15/2025	National Organization of Black Law Enforcement Ex	125.00	NOBLE Membership
1012248	1/2/2025	NETWORK COMPUTER SOLUTIONS	87.50	Helped Dan with new Time & Attendance logins
1012265	1/2/2025	NICHOLAS EDWARDS, MD	3,333.33	EMS Director Yearly Salary for EMS Support
516087	1/2/2025	North American Weapons & Tactical Training Center	2,250.00	Registration Fee Sniper Course
1012350	1/8/2025	NORTHEAST IOWA COMMUNITY COLLEGE	42.61	FY2025 Franchise Fees
1012350	1/8/2025	NORTHEAST IOWA COMMUNITY COLLEGE	280.70	FY2025 Franchise Fees
516054	1/2/2025	NORTHEAST IOWA COUNCIL	516.00	Explorers Program
516055	1/2/2025	ONMEDIA	240.00	Library ad campaign
516055	1/2/2025	ONMEDIA	265.00	Library ad campaign
516153	1/15/2025	ONMEDIA	2,650.00	Denver Air Conn Marketing - New service ORD-DBQ
250700012	1/2/2025	OPENEDGE - GLOBAL PAYMENTS	454.45	DMASWA Monthly CC Fees
250700011	1/13/2025	OPENEDGE - GLOBAL PAYMENTS	600.00	Miller Riverview Park Monthly CC Fees
250700010	1/13/2025	OPENEDGE - GLOBAL PAYMENTS	560.00	Port of Dubuque Marina Monthly CC Fees

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1012368	1/15/2025	ORIGIN DESIGN CO	17,513.97	Kerper Lift Station Consulting Engineering
516154	1/15/2025	ORKIN LLC	124.99	FY25 PEST CONTROL JOTC
516154	1/15/2025	ORKIN LLC	75.00	FY25 PEST CONTROL INTERMODAL
1012418	1/15/2025	Ostrom Painting & Sandblasting Inc	214,625.92	2024 Pavement Marking Project
1012440	1/15/2025	OVERDRIVE INC	587.27	downloadable audio and ebooks for adult collection
1012440	1/15/2025	OVERDRIVE INC	614.90	downloadable audio and ebooks for adult collection
1012440	1/15/2025	OVERDRIVE INC	772.49	downloadable audio and ebooks for adult collection
1012440	1/15/2025	OVERDRIVE INC	872.94	downloadable audio and ebooks for adult collection
1012442	1/15/2025	PARKING INC	175.00	Iowa/Five Flags Ramp Server Maintenance
1012442	1/15/2025	PARKING INC	175.00	Iowa/Five Flags Ramp Server Maintenance
516090	1/2/2025	PATRICIA GLANZ	689.81	Ambulance Refund
1012231	1/2/2025	PER MAR SECURITY SERVICES	15.00	AmeriCorps Member Background Checks
516201	1/15/2025	PERKINS, JEAN M	33.01	UB 06240 550 CANDLEWICK
1012260	1/2/2025	PHELPS THE UNIFORM SPECIALISTS	45.43	Uniform cleaning for mechanic; shop towels cleanin
1012399	1/15/2025	PHELPS THE UNIFORM SPECIALISTS	45.43	Uniform cleaning for mechanic; shop towels cleanin
516163	1/15/2025	PLUMB SUPPLY COMPANY	879.00	Water heater for UD America's Hangar
516163	1/15/2025	PLUMB SUPPLY COMPANY	501.36	Plumbing supplies for brining system holding tank
1012280	1/2/2025	POLYDYNE INC	11,385.00	Polymer - 3 totes
1012280	1/2/2025	POLYDYNE INC	23,460.00	Polymer - 6 totes
1012373	1/15/2025	PROQUEST LLC	1,840.40	Digital online subscriptions for collection
516166	1/15/2025	QUEEN B RADIO WISCONSIN INC	300.00	Denver Air Conn Marketing - New service ORD-DBQ
516166	1/15/2025	QUEEN B RADIO WISCONSIN INC	304.00	Denver Air Conn Marketing - New service ORD-DBQ
516174	1/15/2025	RACO MANUFACTURING & ENGINEERING CO	1,350.00	Pump Station Cloud Based Alarms
1012232	1/2/2025	RACOM CORPORATION	852.00	Repair Vehicle
1012232	1/2/2025	RACOM CORPORATION	199.90	HARD HAT ADAPTER REPAIRS
1012232	1/2/2025	RACOM CORPORATION	2,170.00	Meter Enforcement Radio Maintenance
516056	1/2/2025	RADIO DUBUQUE INC	193.00	Denver Air Conn Marketing - New service ORD-DBQ
516155	1/15/2025	RADIO DUBUQUE INC	5.00	Denver Air Conn Marketing - New service ORD-DBQ
516155	1/15/2025	RADIO DUBUQUE INC	300.00	Denver Air Conn Marketing - New service ORD-DBQ
516183	1/15/2025	RAM SERVICES LLC	1,020.00	3178 Sheridan HH RAM Install
516183	1/15/2025	RAM SERVICES LLC	1,085.00	433 Kaufmann Ave HH RAM radon install'
516183	1/15/2025	RAM SERVICES LLC	100.00	1429 Elm HH RAM pretest
516183	1/15/2025	RAM SERVICES LLC	100.00	225 Princeton HH RAM pretest
516183	1/15/2025	RAM SERVICES LLC	1,025.00	911 Stone Ridge HH RAM Install
1012245	1/2/2025	RAPIDS REPRODUCTION INC	765.40	Ruby Sutton Building Bid Sets
1012419	1/15/2025	RC Restoration LLC	16,675.00	2328 Roosevelt - RC Restoration LLC (HO Rehab)
1012233	1/2/2025	RILCO, Inc	885.00	Def, Kit Hornet W85 w/ coupler
1012374	1/15/2025	RILCO, Inc	332.50	Def Bulk
1012397	1/15/2025	ROBERT G WRIGHT JR	20,200.00	876 Clarke LL Wright
250700005	1/8/2025	RXBENEFITS INC	72,765.28	FY25 Prescription Admin & Claims- 12/7 to 12/20/24
516057	1/2/2025	SELCO INC	1,589.76	Pavement Marking Removed - 15th st
1012386	1/15/2025	SERVPRO OF DUBUQUE LLC	67,043.50	WATER EXTRACTION
1012273	1/2/2025	Shawn LaChappelle	1,750.00	Ice Arena Dehumidification HVAC
250700001	1/2/2025	SISCO	240.00	FY25 Short Term Disability Ins Prem - January 2025
516068	1/2/2025	SOFTCHOICE CORPORATION	35,494.52	Microsoft licensing required for CentralSquare.
516167	1/15/2025	SOFTCHOICE CORPORATION	98.94	Local backup storage device for backups.
1012375	1/15/2025	SPAHN & ROSE LUMBER	98.06	Lumber for brining system
1012375	1/15/2025	SPAHN & ROSE LUMBER	11.56	Lumber for brining system
516066	1/2/2025	ST LUKES HEALTH - UNITYPOINT CLINIC	630.00	Drug screens 10/28 to 11/20/24
516165	1/15/2025	ST LUKES HEALTH - UNITYPOINT CLINIC	504.00	FY25 Drug Screens - 11/22/24 to 12/18/24
516202	1/15/2025	State of Iowa HHS	266.97	Not COD payment
516195	1/15/2025	State of WI - DOT	1,210.00	Technical Crash Investigation Course II
516185	1/15/2025	Stephanie J Funke	135.20	Stephanie Funke Oct/Nov 2024 Art Sales
516194	1/15/2025	Steven R. Allen	45,742.00	FLOORING POLISH
1012235	1/2/2025	STRAND ASSOCIATES INC	22,710.25	Schmitt Island Sanitary Project
1012235	1/2/2025	STRAND ASSOCIATES INC	4,710.50	42-Inch Force Main Stabilization Proj
1012235	1/2/2025	STRAND ASSOCIATES INC	411.72	UBBC Railroad Culverts & Sanitary Sewer Crossing
1012235	1/2/2025	STRAND ASSOCIATES INC	5,086.86	Ruby Sutton Second Floor Structural Engineering
1012235	1/2/2025	STRAND ASSOCIATES INC	22,172.56	Ruby Sutton Second Floor Structural Engineering
1012377	1/15/2025	STRAND ASSOCIATES INC	904.50	Ruby Sutton Second Floor Structural Engineering
1012258	1/2/2025	SUPERIOR, LLC	397,463.99	Central Square 1st payment for hardward
1012283	1/2/2025	SUPERIOR WELDING SUPPLY CO	213.53	shop use heating tip
1012283	1/2/2025	SUPERIOR WELDING SUPPLY CO	162.11	shop use gasses
1012388	1/15/2025	SUSAN M STOPPELMOOR	1,098.40	FY25 RECREATION CLASS INSTRUCTOR
1012413	1/15/2025	Susan R. Farber	2,905.72	11/10/24 SF NLC City Summit_Tampa FL
1012413	1/15/2025	Susan R. Farber	49.13	11/10/24 SF NLC City Summit_Tampa FL_Airline Ticke
516173	1/15/2025	SUSTAINABLE STRATEGIES DC	7,500.00	Strategic Funding Services - Grant Writing
516199	1/15/2025	Tammy Hutchinson	122.00	refund - Approved by Jodi Johnson
1012351	1/8/2025	TELEGRAPH HERALD	264.48	PUBLICATION EXPENSES
1012351	1/8/2025	TELEGRAPH HERALD	925.66	PUBLICATION EXPENSES
1012438	1/15/2025	TELEGRAPH HERALD	31.92	PUBLICATION EXPENSES
1012438	1/15/2025	TELEGRAPH HERALD	2,024.00	Denver Air Conn Marketing - New service ORD-DBQ
516189	1/15/2025	Telos Corporation	234.50	Fingerprint checks for TSA security
1012244	1/2/2025	TERRY-DURIN COMPANY	79,475.00	Fiber Duct Purchase Package w/County
1012244	1/2/2025	TERRY-DURIN COMPANY	36,125.00	Fiber Duct Purchase Package w/County
516137	1/15/2025	THE DUBUQUE ADVERTISER	365.40	Budget ad
1012384	1/15/2025	THE FISCHER COMPANIES	120.00	FY25 Parking Murphy Link Althoff
1012384	1/15/2025	THE FISCHER COMPANIES	40.00	Parking Spot for Animal Control Officer
1012384	1/15/2025	THE FISCHER COMPANIES	80.00	parking fees/IH/RC031185
1012384	1/15/2025	THE FISCHER COMPANIES	40.00	Parking Spot-Media Services
1012384	1/15/2025	THE FISCHER COMPANIES	80.00	DEC 24 EHR FY25 Parking - 2 spaces

CHECK #	CHECK/PAYMENT DATE	VENDOR NAME	INVOICE AMOUNT	INVOICE DESCRIPTION
1012384	1/15/2025	THE FISCHER COMPANIES	80.00	Jan '25 EHR FY25 Parking - 2 spaces
516072	1/2/2025	THE METRIX COMPANY	183.08	FY2025 Franchise Fees
1012394	1/15/2025	THE POINT NEIGHBORHOOD ASSOCIATION	711.56	PNA Flyer FY25
516058	1/2/2025	THEISENS INC	19.98	SPRAY PAINT FOR PARKS
516133	1/9/2025	Thomas J Gantz	624.17	Settlement Agreement
516161	1/15/2025	THOMAS J KIEFER	210.00	Basketball Referee
1012395	1/15/2025	THOMAS J WARNER	580.00	Per Diem Homicide Investigations
1012376	1/15/2025	TIMOTHY L SPECHT	6,450.00	2422 White HH Specht
1012415	1/15/2025	TM Inc	285.00	Mail Courier Service
1012362	1/15/2025	TODD E DALSING	904.80	Travel reimbursement for ICAS Conference-Dalsing
1012254	1/2/2025	TONYA S ENGLAND	1,105.50	Tuition Reimbursement for Fall semester 2024
1012236	1/2/2025	TOP GRADE EXCAVATING INC	8,632.60	Seippel Rd Watermain Lowering Project
1012236	1/2/2025	TOP GRADE EXCAVATING INC	24,936.26	Kelly Ln Water Main Valve and Water Service Instal
1012378	1/15/2025	TOP GRADE EXCAVATING INC	11,023.00	12th & Elm Contaminated Soil Removal
516171	1/15/2025	TOWNSQUARE MEDIA LLC	600.00	Marketing for Denver Air new service
516171	1/15/2025	TOWNSQUARE MEDIA LLC	87.50	Marketing for Denver Air new service
250700015	1/13/2025	TRANSFIRST	656.70	Ramps CC Charges
250700016	1/13/2025	TRANSFIRST	318.90	UB/Parking Tickets CC Fees
250700017	1/13/2025	TRANSFIRST	616.60	Credit Card Fees
250700018	1/13/2025	TRANSFIRST	427.41	Intermodal Ramp CC Fees
250700019	1/13/2025	TRANSFIRST	2,828.29	Monthly CC Fees for Passport
1012237	1/2/2025	TRICON CONSTRUCTION GROUP	66,645.66	Construct Hangar #105
1012288	1/2/2025	TRI-STATE PORTA POTTY INC	590.00	Rental of units for Landfill and Streets
516059	1/2/2025	TRUCK COUNTRY OF IOWA INC	115,351.00	DUMP TRUCK CHASSIS
1012284	1/2/2025	TRUCK COUNTRY OF IOWA INC	161.06	stock fuel/water filter
1012284	1/2/2025	TRUCK COUNTRY OF IOWA INC	16.12	unit 4001 aat sensor
1012284	1/2/2025	TRUCK COUNTRY OF IOWA INC	54.73	unit 3407 shock kit-seat
1012284	1/2/2025	TRUCK COUNTRY OF IOWA INC	52.21	unit 540003 mirror glass
1012284	1/2/2025	TRUCK COUNTRY OF IOWA INC	22.91	unit 2680 gasket
1012284	1/2/2025	TRUCK COUNTRY OF IOWA INC	37.15	unit 2682 hose
1012284	1/2/2025	TRUCK COUNTRY OF IOWA INC	18.57	unit 2682 gasket, clamps
1012284	1/2/2025	TRUCK COUNTRY OF IOWA INC	545.09	unit 3236 header
1012284	1/2/2025	TRUCK COUNTRY OF IOWA INC	52.70	unit 3412 leveling valve
1012284	1/2/2025	TRUCK COUNTRY OF IOWA INC	42.50	stock 24-inch black plastic
1012284	1/2/2025	TRUCK COUNTRY OF IOWA INC	268.75	unit 2680 cooler core, gasket
1012284	1/2/2025	TRUCK COUNTRY OF IOWA INC	65.00	stock v-belt
1012284	1/2/2025	TRUCK COUNTRY OF IOWA INC	52.70	unit 3413 leveling valve
1012284	1/2/2025	TRUCK COUNTRY OF IOWA INC	11.88	unit 2681 sealing washer
1012238	1/2/2025	TSCHIGGFRIE EXCAVATING	45,750.67	Twin Ridge Lift Station Abandonment Project
516060	1/2/2025	UNION HOERMANN PRESS	2,837.88	2025 Goals & Priorities Utility Insert
516158	1/15/2025	UNION HOERMANN PRESS	163.45	FY2025 Franchise Fees
516091	1/2/2025	UNITED	305.01	Ambulance Refund
516092	1/2/2025	UNITED (CARE HMO)	146.03	Ambulance Refund
1012270	1/2/2025	Valentine Construction Co LLC	2,405.00	Valentine Snow/Ice Removal
1012270	1/2/2025	Valentine Construction Co LLC	200.00	Valentine Snow/Ice Removal
1012414	1/15/2025	Valentine Construction Co LLC	10,831.60	Valentine Snow/Ice Removal
516062	1/2/2025	VERIZON WIRELESS SERVICES LLC	100.10	Fixed Route Signs Data
516062	1/2/2025	VERIZON WIRELESS SERVICES LLC	256.32	Fixed Route Rangers Data
516159	1/15/2025	VERIZON WIRELESS SERVICES LLC	240.24	Fixed Route Rangers Data
1012243	1/2/2025	Vestis Group Inc (f/k/a Aramark)	105.14	Linen, table cloths, cleaning cloths
1012243	1/2/2025	Vestis Group Inc (f/k/a Aramark)	105.14	Linen, table cloths, cleaning cloths
1012383	1/15/2025	Vestis Group Inc (f/k/a Aramark)	105.14	Linen, table cloths, cleaning cloths
1012416	1/15/2025	Vidl Solutions, Inc	10,975.00	CC Goal-Organizational Culture Continuous Improvem
516187	1/15/2025	Virtual Velocity LLC	140,610.38	1199 Central F&H
1012250	1/2/2025	VRBAN FIRE PROTECTION INC	342.00	ANNUAL INSPECTION INTERMODAL
516191	1/15/2025	WB McCloud & Co, Inc.	46.40	FY25: 1805 Central - Monthly Pest Control
1012379	1/15/2025	WELU PRINTING COMPANY	36.68	FY25 Business Cards
516160	1/15/2025	WESTPHAL & COMPANY, INC	147.50	motion sensor recalibration
516200	1/15/2025	WICKED RIVER LLC	300.00	DEPOSIT REFUND
516176	1/15/2025	WISS, JANNEY, ELSTNER ASSOCIATES	37,500.00	EPP HISTORIC STRUCTURES CONSULTANTS
1012239	1/2/2025	WORLD BOOK ENCYCL INC	190.00	World Book Nonfiction Series bookset
1012239	1/2/2025	WORLD BOOK ENCYCL INC	957.00	World Book Nonfiction Series bookset
1012257	1/2/2025	WORLD DIVISION	450.87	Downtown lightpole banners
			<u>\$</u>	<u>5,210,593.20</u>

COUNCIL APPROVAL

PAYDATE 01-22-2025

VENDOR NAME	NET AMOUNT	INVOICE DESCRIPTION
1800TShirts	\$ 172.00	shirts for John G & Jim H
A & G ELECTRIC COMPANY	558.15	Replace Service, Disconnect for Mini split
A-1 CRANE RENTAL & MACHINERY MOVING	930.00	Putting 2 valves and chimney on Temporary Boiler
ADB SAFEGATE AMERICAS, LLC	1,157.65	Airfield lighting vault service repair part
ADDOCO INC	400.00	MULCH FOR GREENHOUSE AREAS
AIRGAS USA LLC	12.16	Medical Oxygen for Ambulances plus Lease Renewal
AIRGAS USA LLC	2.48	Liquid Oxygen - FY25
AIRGAS USA LLC	2.48	Large Argon Tank Rental 12/1/24 - 12/31/24
AIRGAS USA LLC	4.96	Small Acetylene and Oxygen Tank Rentals 12/1-12/31
AIRGAS USA LLC	7.44	Medical Oxygen for Ambulances plus Lease Renewal
AIRGAS USA LLC	3,236.27	Gas monitor calibration station
AIRGAS USA LLC	7,251.61	4 Gas Monitors and Calibration Equipment
AIRGAS USA LLC	10.18	Medical Oxygen for Ambulances plus Lease Renewal
AIRGAS USA LLC	2,944.44	FY25 BLANKET PO - CO2 FOR WATER TREATMENT PROCESS
AIRGAS USA LLC	17.51	Medical Oxygen for Ambulances plus Lease Renewal
AIRGAS USA LLC	6.38	Medical Oxygen for Ambulances plus Lease Renewal
AIRGAS USA LLC	2,935.05	Liquid Oxygen - FY25
AIRGAS USA LLC	2,599.90	Airgas Tank & Vaporizer Rental - FY25
AIRGAS USA LLC	3,339.75	Liquid Oxygen - FY25
AIRGAS USA LLC	40.72	Medical Oxygen for Ambulances plus Lease Renewal
AIRGAS USA LLC	20.36	Medical Oxygen for Ambulances plus Lease Renewal
AIRGAS USA LLC	3,261.71	Liquid Oxygen - FY25
AIRGAS USA LLC	3,325.94	Liquid Oxygen - FY25
AIRGAS USA LLC	3,149.82	Liquid Oxygen - FY25
AIRGAS USA LLC	2,976.48	Liquid Oxygen - FY25
AIRGAS USA LLC	2,323.86	Liquid Oxygen - FY25
AIRGAS USA LLC	3,266.54	Liquid Oxygen - FY25
AIRGAS USA LLC	3,410.18	Liquid Oxygen - FY25
AJGX3	90.00	Police Explorer Shirts
ALL SEASONS HEATING & COOLING	172.50	Terminal HVAC geothermal repair
ALLIANT ENERGY	202.28	Energy Costs for Various Locations
ALLIANT ENERGY	21.93	Alliant 0539621000 12th Bluff Lot FY25
ALLIANT ENERGY	6,078.77	0557811000 PORT RAMP FY25
ALLIANT ENERGY	86.71	Energy Costs for Various Locations
ALLIANT ENERGY	4,649.94	Alliant 1406331000 Intermodal Ramp FY25
ALLIANT ENERGY	599.78	Alliant 1477501000 5th Bell Lot FY25
ALLIANT ENERGY	5,096.20	Alliant 1522511000 5th St Ramp FY25
ALLIANT ENERGY	31.16	Energy Costs for Various Locations
ALLIANT ENERGY	3,220.61	FY25: 305 W. 6th St - Federal Building Electricity
ALLIANT ENERGY	2,126.73	FY25: 1300 Main St - City Annex Electricity
ALLIANT ENERGY	188.39	FY25: 1805 Central Ave-Old Engine House-LB/HSE/LA
ALLIANT ENERGY	5,537.18	Energy Costs for Various Locations
ALLIANT ENERGY	16,598.70	ALLIANT 4392701000 Ramps/Lots FY25
ALLIANT ENERGY	313.51	ELECTRIC BILLS FOR FY25
ALLIANT ENERGY	450.63	FY25: 1805 Central Ave-Old Engine House-LB/HSE/LA
ALLIANT ENERGY	100.46	Alliant 6477860931 12th Elm Lot FY25
ALLIANT ENERGY	3,360.07	FY25: 1157 Central Ave - MFC Building Electricity
ALLIANT ENERGY	3,160.85	FY25: 50 W. 13th St - City Hall Electricity
ALLIANT ENERGY	44.75	Energy Costs for Various Locations
ALLIANT ENERGY	760.56	0557811000 PORT RAMP FY25
ALLIANT ENERGY	85.33	Energy Costs for Various Locations
ALLIANT ENERGY	620.10	FY25: W. 5th Restrooms Electricity
ALLIANT ENERGY	68,579.75	FY2025 BLANKET PO - ELECTRICITY COSTS
ALLIANT ENERGY	25.48	Energy Costs for Various Locations
ALLIANT ENERGY	113.22	Energy Costs for Various Locations
ALLIANT ENERGY	414.32	ELECTRIC BILLS FOR FY25
ALLIANT ENERGY	17,107.47	WRRR Lift Stations - Electricity Expense FY25
ALTORFER INC	7,898.00	SERVICE - PLANT GENERATOR

VENDOR NAME	NET AMOUNT	INVOICE DESCRIPTION
Andrew Klobe	90.00	Basketball Referee
Andrew Reis	40.00	Basketball Referee
Andrew Reis	75.00	Basketball Referee
Aquatic Informatics Inc.	3,843.60	Wims Software Renewal-11/28/24-11/27/25
AT&T Mobility National Accounts, LLC	1,335.51	DECEMBER 2024 PHONE-IPAD FEES
AT&T Mobility National Accounts, LLC	2,987.91	Public Works First Net Monthly Charges
AT&T Mobility National Accounts, LLC	1,138.26	AT&T FirstNet - 111/29/24-12/28/24
Autohaus LTD	207.00	unit 2602 flap panel clip adjust
B L MURRAY COMPANY INC	41.88	Cleaning supplies
BAKER & TAYLOR CO BOOKS	163.82	Library materials for the adult collection
BAKER & TAYLOR CO BOOKS	10.19	Library materials for the adult collection
Bauer Built Inc	94.00	New Mini Buses - Snow tires put on/mounted
Bauer Built Inc	94.00	New Mini Buses - Snow tires put on/mounted
Bauer Built Inc	94.00	New Mini Buses - Snow tires put on/mounted
Bauer Built Inc	351.40	Bus Tire Repairs Gillig #2504
BERVEN INDUSTRIES LLC	565.25	Brining system refractometer
BIECHLER ELECTRIC INC	2,632.10	Electrical for line service office
BLACK HILLS/IOWA GAS UTILITY CO	911.32	DMASWA 11/22/24-12/26/24
BLACK HILLS/IOWA GAS UTILITY CO	224.22	514 Angella St - Black Hills Energy (City Owned)
BLACK HILLS/IOWA GAS UTILITY CO	339.81	UTILITY EXPENSE - GAS
BLACK HILLS/IOWA GAS UTILITY CO	1,039.51	FY25 INTERMODAL GAS UTILITIES
BLACK HILLS/IOWA GAS UTILITY CO	294.35	UTILITY EXPENSE - GAS
BLACK HILLS/IOWA GAS UTILITY CO	2,411.21	FY25 JOTC GAS UTILITIES
BLACK HILLS/IOWA GAS UTILITY CO	572.54	UTILITY EXPENSE - GAS
BLACKSTONE AUDIO BOOKS	86.88	Adult CD Audio Books 7/1/24 to 6/30/25
Book Farm LLC	22.95	Childrens books for collection
Braden Daniels	1,750.00	Tuition Reimbursement for Fall semester 2024
BRIANNA S JUSTIN	1,750.00	Tuition Reimbursement for Fall semester 2024
Brittney Hayes	55.54	Mileage Reimbursement
BUTT'S FLORIST & GREENHOUSE	55.00	FY25 MONTHLY FLOWER ARRANGEMENT
BUTT'S FLORIST & GREENHOUSE	55.00	FY25 MONTHLY FLOWER ARRANGEMENT
BUTT'S FLORIST & GREENHOUSE	55.00	FY25 MONTHLY FLOWER ARRANGEMENT
CENGAGE LEARNING INC	29.59	Adult large print books - materials
CENGAGE LEARNING INC	29.59	Adult large print books - materials
CENTRISYS CORPORATION	76,420.00	Centrifuge Repair Service
CES COMPUTERS INC	1,559.99	Replacement Computer for Operators
CES COMPUTERS INC	2,036.50	REPLACEMENT COMPUTER
CES COMPUTERS INC	1,625.50	FY25 Chief of EHR Computer Replacement
CES COMPUTERS INC	1,646.50	Laptop for Messerich
CHARLES A SINGLETON	90.00	Basketball Referee
CHEMSEARCH	169.95	Bld #75 - Lower Loop
CHEMSEARCH	375.00	Bld #80 - (Admin) - Two Loops
CHEMSEARCH	1,097.15	Boiler Chemical for Temporary Boiler - Chem 585
CHEMSEARCH	319.41	Bld #75 - Upper Loop
CHEMSEARCH	265.00	Torrent Agreement - Parts Washer -Bld#90 - Dec. 24
CHEMSEARCH	734.75	Boiler Chemical for Temporary Boiler - Chem 585
CHRISTOPHER D RICHARD	24,000.00	"Housing Dept TIF grants - 1706"
CINTAS CORP	60.00	Cleaning Supplies / Mats - Intermodal facility
CINTAS CORP	194.11	FY2025 BLANKET PO - UNIFORMS
CINTAS CORP	629.63	Rugs/Towels for the WRRC-FY25
CINTAS CORP	194.11	FY2025 BLANKET PO - UNIFORMS
CINTAS FIRST AID & SAFETY	62.12	FY2025 First Aid Supplies
CINTAS FIRST AID & SAFETY	35.83	Replenish Safety Supplies Garage
CINTAS FIRST AID & SAFETY	98.41	First Aid Supplies-WRRC - FY25
CINTAS FIRST AID & SAFETY	89.12	FY2025 BLANKET PO - FIRST AID SUPPLIES
CITY OF DUBUQUE	50.00	damage deposit refund for 2024
CLARKE UNIVERSITY	487.78	FY2025 Franchise Fees
CLARKE UNIVERSITY	2,411.06	FY2025 Franchise Fees
CLEVELAND GOLF	681.30	PRO SHOP SPECIALTY ITEMS
CLEVELAND GOLF	375.84	PRO SHOP SPECIALTY ITEMS
CLEVELAND GOLF	793.44	PRO SHOP SPECIALTY ITEMS

VENDOR NAME	NET AMOUNT	INVOICE DESCRIPTION
Coast to Coast Personal Transportation	402.00	Denver Air lost bags delivery
COMMUNICATIONS ENGINEERING CO	1,832.04	Landfill Network Project
CONSTELLATION NEW ENERGY GAS DIV	14,668.62	Natural Gas - FY25 - Constellation
CONSTELLATION NEW ENERGY GAS DIV	1,325.16	FY2025 BLANKET PO - GAS COSTS
CONSTELLATION NEW ENERGY GAS DIV	94.91	GAS BILL FOR 2241 LINCOLN
CORI L BURBACH	462.40	1/9 CB Women in the Civic Arena_Charleston SC
DANIEL J MAYNE	20.00	SWANA WatseCon Leadership
Danielle Stowell	2,265.00	1667 Jackson St.-Wicked River Event Pro.-Blanket P
Danielle Stowell	1,185.00	1667 Jackson St.-Wicked River Event Pro.-Blanket P
Danielle Stowell	5,499.50	GSCC Support - Wicked River LLC
DeepWalk Research, Inc.	3,500.00	Deepwalk Application
DEMCO INC	2,075.00	Demco Magboxes for library periodicals
DENISE C BLAKELEY-IHRIG	2,600.03	FY2025 BLANKET PO - CONSULTANT SERVICES
Dinges Partners Group	114.09	Leather Front for Helmet
Dinges Partners Group	6,873.00	Cleaning & repair of turnout gear for 1 year
Dinges Partners Group	931.80	2-Fire Helmets (Red & Yellow)
DITTMER RECYCLING INC	13,285.80	Landfill haul charges/inbound recycle 12/31/24
DITTMER RECYCLING INC	105.00	FY2025 BLANKET PO - TRASH AND RECYCLING CHARGES
DITTMER RECYCLING INC	412.95	Landfill Fees - 20 yrd/2 yrd - FY25
DUANE F ROLING	105.00	Basketball Referee
DUBUQUE AREA LABOR MGMNT COUNCIL	8,750.00	FY25 Contracted Svcs-DALMC
DUBUQUE COMMUNITY SCHOOL DIST	2,433.50	School Bus Rental
DUBUQUE COUNTY HISTORICAL SOCIETY	1,494.26	FY2025 Franchise Fees
DUBUQUE COUNTY HISTORICAL SOCIETY	467.66	FY2025 Franchise Fees
DUBUQUE COUNTY RECORDER	12.00	Official Receipt 2024-00011720
DUBUQUE HOSE & HYDRAULICS	77.88	Chlorine Sampler repair parts
DUBUQUE HOSE & HYDRAULICS	118.11	unit 2696 three way diverter, nipple
DUBUQUE HOSE & HYDRAULICS	275.59	unit 3408 hose fittings/sealant
DUBUQUE HOSE & HYDRAULICS	99.04	shop use
DUBUQUE HOSE & HYDRAULICS	955.68	unit 3215 couplers and nipples
DUBUQUE HOSE & HYDRAULICS	41.49	unit 3409 brake chamber repair
DUBUQUE HOSE & HYDRAULICS	74.37	unit 3403 hydraulic leak
DUBUQUE HOSE & HYDRAULICS	124.32	unit 2681 hoses, crimps
DUBUQUE HOSE & HYDRAULICS	18.67	unit 3405 tubes, nuts, sleeves, flares
DUBUQUE RESCUE MISSION	12,304.92	Waste Minimization Grant
DUBUQUE SIGN COMPANY	15.00	YELLOW VINYL DECALS
EASTERN IOWA ASPHALT MAINTENANCE IN	7,464.00	RESURFACING & STAMPING OF MAIN PARKING LOT & DRIVE
EASTERN IOWA EXCAV & CONCRETE LLC	7,559.59	Keymont Drive Pavement Rehabilitation Project
ECIA BUSINESS GROWTH INC	36,396.87	ECIA Membership Dues Planning Services
Engine 18 Solutions LLC	1,750.00	Local 3 Day Blue Card Certification Training
Engine 18 Solutions LLC	125.00	2 Day Blue Card Refresher Training at HDQ
ENGINEERED EQUIPMENT SOLUTIONS INC	10,143.34	Drip Traps - Building #70
Eocene Environmental Group	977.50	Amphitheater Enviro Services
EUROFINS ENV TESTING NORTH CENTRAL	239.35	NPDES - 11/20/24
EUROFINS ENV TESTING NORTH CENTRAL	169.80	Eagle Window - 4th Qtr 2024 - 11/26/24
EUROFINS ENV TESTING NORTH CENTRAL	215.25	NPDES - 12/18/24
EUROFINS ENV TESTING NORTH CENTRAL	212.60	NPDES - 12/11/24
EUROFINS ENV TESTING NORTH CENTRAL	481.50	KCP - TTO Testing - 11/13/24 - additional
EUROFINS ENV TESTING NORTH CENTRAL	169.80	Giese Powder Coat - 4th Qtr - 2024
EUROFINS ENV TESTING NORTH CENTRAL	239.35	NPDES - 11/27/24
EUROFINS ENV TESTING NORTH CENTRAL	169.80	RIE- 4th Qtr 2024 - 11/27/24
EUROFINS ENV TESTING NORTH CENTRAL	239.35	NPDES - 12/04/24
EUROFINS ENV TESTING NORTH CENTRAL	169.80	AIH - 4th Qtr 2024
EUROFINS ENV TESTING NORTH CENTRAL	16.05	Eagle Window - 4th Qtr 2024 - Reanalysis
EUROFINS ENV TESTING NORTH CENTRAL	481.50	Klauer - TTO Testing - 11/13/24
EUROFINS ENV TESTING NORTH CENTRAL	961.60	Giese - TTO Testing - 11/20/24
EUROFINS ENV TESTING NORTH CENTRAL	981.60	RIE - TTO Testing - 11/26/24
EVOLOGIC INC	717.48	Cedar St Lift Station Assistance - update elec pri
FEDEX	10.91	Fed X Shipping Fee-Water Bottle Sample - Lead
FINLEY HOSPITAL	324.24	FY2025 Franchise Fees
FINLEY HOSPITAL	3,923.46	FY2025 Franchise Fees

VENDOR NAME	NET AMOUNT	INVOICE DESCRIPTION
First District Department of Corrections	187.23	FY2025 Franchise Fees
First District Department of Corrections	675.09	FY2025 Franchise Fees
FORVIS, LLP	1,700.00	FY 23 Audit Metro
FORVIS, LLP	9,400.00	FY 23 Audit Passenger Facility
FOUR MOUNDS FOUNDATION	1,559.11	Four Mounds Fndtn Waste Minimization Grant payment
Franklin Andrew Unrau	151.82	Mileage Reimbursement
Frontline Public Safety Solutions	3,300.00	Training Software Membership
FUNDERS NETWORK	2,500.00	TFN Membership Renewal - City of Dubuque
Gavin Sarvis	90.00	Basketball Referee
GEISLER BROTHERS COMPANY	3,256.00	WRRC maintenance - 11/06/24
GEISLER BROTHERS COMPANY	436.00	Air Balance Check in Drum thickener rm-Bld#75
GEISLER BROTHERS COMPANY	2,256.00	WRRC maintenance - 12/16/24
GEISLER BROTHERS COMPANY	180.50	Checked Daikin Unit - Bld #75
George Jackson	622.94	Reimbursement for Per Diem for ICC Conference and
GIESE SHEET METAL CO INC	814.49	Metal rings for MTE
GINA M HODGSON	42.19	Mileage & Parking Fees 7/2/24 to 12/31/24
GRAYMONT WESTERN LIME INC	5,238.00	FY2025 BLANKET PO - HIGH CALCIUM QUICKLIME
GRAYMONT WESTERN LIME INC	5,210.00	FY2025 BLANKET PO - HIGH CALCIUM QUICKLIME
GRAYMONT WESTERN LIME INC	5,190.00	FY2025 BLANKET PO - HIGH CALCIUM QUICKLIME
GRAYMONT WESTERN LIME INC	5,242.00	FY2025 BLANKET PO - HIGH CALCIUM QUICKLIME
HANLEY AUTO BODY INC	9,210.60	unit 2504 repair/replace left front windshield
HAWKINS INC	6,572.20	Sodium Hypochlorite - Bulk order
HAWKINS INC	3,668.83	Sodium Hydroxide -(Calcium Carbonate)
HAWKINS INC	6,572.20	Sodium Hypochlorite - Bulk order
HAWKINS INC	7,312.67	Sodium Hydroxide -(Calcium Carbonate)
HD SUPPLY FACILITIES MAINT LTD	2,395.01	POLY SCALE-SCADA
HDR ENGINEERING INC	5,690.19	Sanitary Sewer Asset Mgmt Plan
HDR ENGINEERING INC	14,027.50	Sanitary Sewer Asset Mgmt Plan
HDR ENGINEERING INC	7,652.50	Sanitary Sewer Asset Mgmt Plan
HDR ENGINEERING INC	4,245.00	Sanitary Sewer Asset Mgmt Plan
HENDERSON PRODUCTS INC	1,596.65	unit 540005 pintle plate modification
HENDERSON PRODUCTS INC	1,596.65	unit 540004 pintle plate modification
HENDERSON PRODUCTS INC	1,252.54	stock flowmeter, cable splitter
HENDERSON PRODUCTS INC	102.00	stock pins
HENDERSON PRODUCTS INC	3,320.60	stock speed sensors
HILLCREST FAMILY SERVICES INC	399.39	FY2025 Franchise Fees
HILLCREST FAMILY SERVICES INC	281.32	FY2025 Franchise Fees
HILLS & DALES CHILD DEVELOPMENT	206.02	FY2025 Franchise Fees
HOUSING	679.29	Refund for electrical permit
HOUSING	6,464.94	FSS ESCROW TRANSFER #014473
Howmedica Osteonics Corp	1,352.00	Cardiac Monitors Replacements
Howmedica Osteonics Corp	208,652.21	Cardiac Monitors Replacements
Howmedica Osteonics Corp	803.40	Cardiac Monitors Replacements
Howmedica Osteonics Corp	14,822.16	Cardiac Monitors Replacements
Howmedica Osteonics Corp	111,000.00	Cardiac Monitors Replacements
Howmedica Osteonics Corp	3,185.20	3 Year Procure Maintenance Agreement on Powerloads
HYGIENIC LABORATORY	2,421.50	LEAD, METALS AND NITRATES TESTING FEE
Industrial/Organizational Solutions Inc.	191.00	firefighter testing materials
INGRAM LIBRARY SERVICES INC.	731.45	Children's books for collection for patrons
INGRAM LIBRARY SERVICES INC.	30.52	Teen Young Adult Print Materials for collection
INGRAM LIBRARY SERVICES INC.	1,269.70	Library books for adult collection for patrons
INGRAM LIBRARY SERVICES INC.	774.50	Children's books for collection for patrons
INGRAM LIBRARY SERVICES INC.	407.85	Teen Young Adult Print Materials for collection
INTERNATIONAL CITY/COUNTY	200.00	ICMA Membership Dues 1142029
INTERSTATE PIPE & SUPPLY	254.20	Flanges for Temporary Boiler
INTERSTATE PIPE & SUPPLY	2,258.40	Pipe and Fittings for the Temporary Boiler
INTERSTATE PIPE & SUPPLY	182.77	Fittings for the Temporary Boiler
INTERSTATE PIPE & SUPPLY	34.38	Stainless Steel Pipe Plugs-Diesel Fuel Tank
INTERSTATE PIPE & SUPPLY	465.29	Swing Check Valve for Temporary Boiler
IOWA DEPARTMENT OF HUMAN SERVICES	35,958.26	GEMT Claims for February 2024
IOWA DEPARTMENT OF PUBLIC SAFETY	50.00	Certification Fees

VENDOR NAME	NET AMOUNT	INVOICE DESCRIPTION
IOWA DEPARTMENT OF PUBLIC SAFETY	50.00	Certification Fees
IOWA DEPT OF INSPECTIONS & APPEALS	40.00	Boiler Inspection - 12/17/24
Isabella David	42.00	Parking Spot - Bella David - January 2025
J & R SUPPLY COMPANY	1,604.70	Plug valve parts for the Centrifuge Valves
J & R SUPPLY COMPANY	131.40	Hard Hats for the WRRRC
J & R SUPPLY COMPANY	2,266.00	Fittings for the Temporary Boiler
J & R SUPPLY COMPANY	1,749.00	Pipe for brining system storage tank
J&R RENTAL LLC	830.20	Temporary Heater for the Boiler Room in Bld #75
J&R RENTAL LLC	167.40	Propane for the Temporary Heater - Boiler Rm #75
J&R RENTAL LLC	93.00	Propane for the Temporary Heater - Boiler Rm #75
J&R RENTAL LLC	22.80	Propane Tank for Temporary Heat - Boiler Rm #75
J&R RENTAL LLC	74.40	Propane for the Temporary Heater - Boiler Rm #75
JACOB T IRONSIDE	499.72	7/14-7/19/24 J. Ironside Esri Conference San Diego
JOHNSON CONTROLS	889.38	Service Call - Bld #80 panel issues
Johnson Lancaster and Associates	7,135.71	ICE FLAKER
Karl Chevrolet Inc	244.89	Visibility black antennas for black Chev. Tahoes
KEN SAIKI DESIGN INC	18,592.25	COMISKEY PARK -PHASE 2
KENNETH J MEYER	273.50	Gloves for Operators & Lab
KENNETH J MEYER	135.00	shop supplies
KENNETH J WELTER	90.00	Basketball Referee
KENNETH M MILLER	420.00	SWANA WatseCon Leadership
Key Lime Air Corp	276,608.03	Minimum Revenue Guarantee-SCASD Grant
KILBURG EQUIPMENT LLC	721.48	stock o-rings, seals, caps, misc
KIM A HERRIG	394.00	FY25 Custodial Services for 300 Main, Suite 330
Kluesner Sanitation LLC	60.00	Scrap steel from DMASWA to Alter 12/30/24
Life-Assist, Inc	165.36	Sodium Chloride for Ambulances
LIFES A FEAST	402.32	Terminal restaurant subsidy
LIFES A FEAST	874.00	Terminal restaurant subsidy
LINOH20 LLC	43,820.00	CHLORINE ANALYZERS FOR WTP-SCADA
LORAS COLLEGE	259.83	FY2025 Franchise Fees
LORAS COLLEGE	4,009.49	FY2025 Franchise Fees
MACQUEEN EQUIPMENT GROUP	39.73	unit 2704 panel nuts
MANDERS INC	6,148.75	8th & Iowa - Colored Concrete Match
MARTIN EQUIPMENT OF IL INC	118.65	unit 3453 warranty work
MARTIN EQUIPMENT OF IL INC	250.63	unit 3472 switch
MARTIN EQUIPMENT OF IL INC	3,564.29	unit 3455 multi-func and isolators
MARTIN EQUIPMENT OF IL INC	157.08	unit 3472 hydraulic parts
MARTIN EQUIPMENT OF IL INC	732.44	unit 3453 cap screw, washer, seal
MARTIN EQUIPMENT OF IL INC	273.76	unit 3453 svc
MARTIN EQUIPMENT OF IL INC	1,012.24	unit 3250 nuts, bolts, parts
MARTIN EQUIPMENT OF IL INC	253.37	unit 3476 fluid analysis kit, filter
MARTIN EQUIPMENT OF IL INC	1,443.48	unit 3453 isolators
MARTIN EQUIPMENT OF IL INC	142.44	unit 3471 fuel condi
MARTIN EQUIPMENT OF IL INC	186.61	unit 3480 switch, glow plug
MARTIN EQUIPMENT OF IL INC	1,168.60	unit 3453 cap screws, washers, guide, casting
MARTIN EQUIPMENT OF IL INC	965.44	unit 3452 cutting edge, bolt, dura-max
MARTIN EQUIPMENT OF IL INC	66.80	stock pins
MARTIN EQUIPMENT OF IL INC	21.98	unit 3255 dust unloader valve
MARTIN EQUIPMENT OF IL INC	103.98	unit 3255 seal, gasket, thermostats, o-ring
Matthew Dressler	5,950.00	3904 Cora HH Dressler
MEDICAL ASSOCIATES	140.00	Psychology Coaching Sessions
MERCY FAMILY PHARMACY	58.16	Prescriptions for Fessler
MICHAEL C VAN MILLIGEN	5.40	1/8 Business luncheon with Keith Rahe
MICHAEL C VAN MILLIGEN	17.40	1/14 Business luncheon with Brian Burke, Simmons
MICHAEL J SIEVERS	102.00	Reimbursement for Per Diem for IAEI Conference
MIDWEST PATCH/HI-VIZ SAFETY	2,875.00	Street Signs, Blanks, Supplies
MIDWEST TAPE LLC	384.56	DVD, BluRay and CD Audio for adult collection
MIKE FINNIN FORD LLC	(120.00)	UNIT 1701 brake lining/insulator/seal/tray asy/mot
MIKE FINNIN FORD LLC	463.89	unit 110030 brake parts
MIKE FINNIN FORD LLC	295.48	unit 0916 bolts, screws, manifold asy
MIKE FINNIN FORD LLC	39.04	unit 3102 screws

VENDOR NAME	NET AMOUNT	INVOICE DESCRIPTION
MIKE FINNIN FORD LLC	66.27	unit 110030 exhaust sensor
MIKE FINNIN FORD LLC	633.52	unit 110003 front end, coolant system svc
MODERN PIPING INC	4,739.00	Re-Establish Natural Gas Svc to Facility after 12/
MODERN PIPING INC	6,944.30	Inspect/Test Temp Boiler for the WRRC
MODERN PIPING INC	5,788.00	Auxilliary Boiler Hot Heating Water Piping
Morris Newspaper Corporation of Wisconsin	948.00	Denver Air Conn Marketing - New service ORD-DBQ
MORRISON BROTHERS CO	287.58	unit 3453 metal fab
MORRISON BROTHERS CO	54.45	unit 3252 aluminum sheet
MULGREW OIL COMPANY	184.34	#2 - Dyed Bio Diesel Bid Kerper Ct
MULGREW OIL COMPANY	806.16	#2 - Dyed Diesel
MULGREW OIL COMPANY	51.38	#2 - Dyed Diesel Bid Kerper Ct.
MULGREW OIL COMPANY	72.29	Huff St gen #2 PRM DYED WNTR DSL ULS15PPM
MULGREW OIL COMPANY	269.50	#2 - Dyed Bio Diesel Bid Kerper Ct.
MULGREW OIL COMPANY	820.88	Diesel for use @ WRRC
MUNICIPAL COLLECTIONS OF AMERICA IN	259.11	AMBULANCE COLLECTION FEES
MUNICIPAL COLLECTIONS OF AMERICA IN	95.69	AMBULANCE COLLECTION FEES
MUNICIPAL COLLECTIONS OF AMERICA IN	70.79	Collection Fees for Utility Billing
MUNICIPAL COLLECTIONS OF AMERICA IN	438.09	AMBULANCE COLLECTION FEES
NICHOLAS EDWARDS, MD	3,333.33	EMS Director Yearly Salary for EMS Support
Nusrat Nawshin	290.20	Nusrat Nawshin Travel Request
NUTRI JECT SYSTEMS INC	9,100.00	Biosolids Agreement - FY25 - Storage
NUTRI JECT SYSTEMS INC	3,506.14	Biosolids Agreement - FY25 - Hauling
Offset Construction	12,492.40	Prospect St Sanitary Sewer Repairs
Offset Construction	7,452.10	2701 Broadway st - Sanitary Repair
OPENING SPECIALISTS INC	1,808.00	replace slider/motion sensor main entrance
O'REILLY AUTOMOTIVE INC	77.66	unit 0916 coolant hose
O'REILLY AUTOMOTIVE INC	239.80	stock wiper blades
O'REILLY AUTOMOTIVE INC	712.53	unit 0916 spark plugs, wire set, coil sets
O'REILLY AUTOMOTIVE INC	158.52	unit 0916 v-belt, belt tensioner, pulley
ORIGIN DESIGN CO	30,167.29	ReBidding BBranch Pumping Station Project
ORIGIN DESIGN CO	35,501.75	Professional Services- Lead Svc Line Repl. Proj.
ORKIN LLC	77.18	Pest Control for the Landfill 01/02/25
OVERHEAD DOOR COMPANY	2,450.00	HDQ-Overhead Door Maintenance at Headquarters
Parsons Transportation Group Inc	32,363.68	STREETS Project
Parsons Transportation Group Inc	46,084.78	STREETS Project
Paul Ascheman	450.00	Critical Incident Debriefing
PEERLESS WELL & PUMP INC	54,721.00	WELL NO.7 REHABILITATION PROJECT 2024-PHASE 2
PEGGY S ABIDI	138.41	MILEAGE REIMBURSEMENT-ABIDI
PHELPS THE UNIFORM SPECIALISTS	45.43	Uniform cleaning for mechanic; shop towels cleanin
Pomp's Tire Service, Inc.	7,600.00	LF Unit 3475: Tire Order
PORTZEN CONSTRUCTION INC	19,150.00	Bee Branch Curb Stop Repair
PRAIRIE FARMS	2,887.88	FY2025 Franchise Fees
PRAIRIE FARMS	462.77	FY2025 Franchise Fees
QUAD OPTICAL SERVICES LLC	5,708.80	INSTALL MICRODUCT & FIBER INTO EXISTING DUCT-SCADA
RACOM CORPORATION	1,168.20	Security Camera Monitors for Bld #80 Ctrl Room
RACOM CORPORATION	4,462.86	Perry Street Lift Station PTP Link
RACOM CORPORATION	15,839.66	Install Additional Camera's at the WRRC
RACOM CORPORATION	1,097.96	Repair Truck Bay Camera's due to 12/4/24 incident
RACOM CORPORATION	10,080.00	2 Radio Units plus Accessories for 2 Command Vehic
RAM SERVICES LLC	100.00	816 Rose #4 LHH RAM pretest
RAM SERVICES LLC	100.00	816 Rose #3 LHH RAM pretest
RAM SERVICES LLC	100.00	1408 Washington HH RAM pretest
RAM SERVICES LLC	100.00	1866 Washington LHH RAM pretest
RAM SERVICES LLC	100.00	2226 Washington LHH RAM pretest
RAM SERVICES LLC	100.00	441 Burch LHH RAM pretest
RAM SERVICES LLC	100.00	1660 Iowa LHH RAM pretest
RAM SERVICES LLC	100.00	2710 Washington LHH RAM pretest
RILCO, Inc	218.75	Def Bulk
RIVER CITY STONE	106.76	JUL-DEC Various Stone
RIVER CITY STONE	343.31	JUL-DEC Various Stone
RIVER CITY STONE	240.82	JUL-DEC Various Stone

VENDOR NAME	NET AMOUNT	INVOICE DESCRIPTION
RIVER CITY STONE	250.66	JUL-DEC Various Stone
RIVER CITY STONE	200.92	JUL-DEC Various Stone
RIVER CITY STONE	58.04	JUL-DEC Various Stone
RIVER CITY STONE	75.94	JUL-DEC Various Stone
RIVER CITY STONE	219.16	JUL-DEC Various Stone
RIVER CITY STONE	88.79	JUL-DEC Various Stone
RIVER CITY STONE	106.60	JUL-DEC Various Stone
RIVER CITY STONE	427.81	FY25 BLANKET PO-ROCK/STONE FILL FOR WATER MAIN REP
RIVER CITY STONE	104.08	FY25 BLANKET PO-ROCK/STONE FILL FOR WATER MAIN REP
RIVER CITY STONE	362.52	FY25 BLANKET PO-ROCK/STONE FILL FOR WATER MAIN REP
ROUSSELOT INC	5,224.09	FY2025 Franchise Fees
ROUSSELOT INC	710.02	FY2025 Franchise Fees
SADLER POWER TRAIN INC	321.00	stock next generation universal white round
SADLER POWER TRAIN INC	321.00	stock round white
SADLER POWER TRAIN INC	214.00	stock next generation universal white round
SADLER POWER TRAIN INC	23.60	unit 3246 anti sail brackets
SADLER POWER TRAIN INC	280.00	unit 3412 oil cartridges
SADLER POWER TRAIN INC	19.45	unit 3403 LED pigtail
SADLER POWER TRAIN INC	116.97	unit 3226 and stock circuit breakers
SADLER POWER TRAIN INC	10.29	unit 3401 lamp and pigtail
SADLER POWER TRAIN INC	318.24	shop use grease
SAFETY-KLEEN CORP	656.51	LF Parts Wash Station Maintenance 12/21/24
SARAH A BERNA	178.09	Mileage Reimbursement
SERVPRO OF DUBUQUE LLC	17,524.25	Emergency - Water Damage Restoration - Annex
SHERWIN WILLIAMS COMPANY	164.00	shop paint
Springshare LLC	644.65	sms fees for library notices
STEARNS, CONRAD, SCHMIDT CONSUL ENG	6,237.50	Landfill Fire Mitigation
STRAND ASSOCIATES INC	394.29	WRRR Drying Pad & Cost to Treat Analysis
STRAND ASSOCIATES INC	124.77	SCADA on call services for flow meters
STRAND ASSOCIATES INC	10,500.00	High Strength Waste
STRAND ASSOCIATES INC	24,400.00	High Strength Waste
STRAND ASSOCIATES INC	1,621.07	SCADA on call services for flow meters
THE LOCKSMITH EXPRESS	346.00	Lock replacements for terminal ATO; hangar padlock
THEISENS INC	53.99	Parking Uniform shoes
THOMAS J KIEFER	90.00	Basketball Referee
THOMPSON TIRE & RETREAD	373.40	unit 4909 wheel/tire svc
THOMPSON TIRE & RETREAD	570.74	unit 3222 wheel/tire svc
THOMPSON TIRE & RETREAD	581.44	unit 3412 wheel/tire svc
THOMPSON TIRE & RETREAD	76.00	unit 3407 wheel/tire svc
THOMPSON TRUCK & TRAILER INC	105.06	stock thermostat assembly
TONYA S ENGLAND	18.92	Mileage & Parking Fees 7/1/24 to 12/31/24
TRICON CONSTRUCTION GROUP	52,855.41	Landfill Scale and Entrance Improvement Project #3
TSCHIGGFRIE EXCAVATING	3,625.00	Pump Blended Sludge Tank due to 12/4/24 incident
TURPIN DODGE OF DUBUQUE LLC	4,330.72	unit 4909 steering/suspension parts
UNION HOERMANN PRESS	781.62	E. 15th St Closing Postcard + Postage
UNISON SOLUTIONS INC	275.00	Monthly Analysis of H2S for Air Permit compliance
VAN METER INDUSTRIAL INC	145.61	Duct Components
VAN-WALL EQUIPMENT CO	195.20	Machine Equipment Maintenance
VERIZON WIRELESS SERVICES LLC	100.12	Fixed Route Signs Data
VERIZON WIRELESS SERVICES LLC	255.56	Fixed Route Rangers Data
VERIZON WIRELESS SERVICES LLC	823.56	Staff cell phones and data for surface tablets
Vestis Group Inc (f/k/a Aramark)	105.14	Linen, table cloths, cleaning cloths
VRBAN FIRE PROTECTION INC	11,457.00	Port Ramp Service Call
VRBAN FIRE PROTECTION INC	506.00	Quarterly Fire Sprinkler Inspect - WRRR - 11/15/24
WARTBURG THEOLOGICAL SEMINARY	615.12	FY2025 Franchise Fees
WARTBURG THEOLOGICAL SEMINARY	176.07	FY2025 Franchise Fees
WB McCloud & Co, Inc.	530.00	Pest Prevention - monthly
WELU PRINTING COMPANY	869.51	BOIL ADVISORY DOOR HANGERS
WELU PRINTING COMPANY	869.51	INTERUPPTING WATER SERVICE DOOR HANGERS
WELU PRINTING COMPANY	40.46	LF Business Cards: Ted George
WESTPHAL & COMPANY, INC	2,010.00	Bld #75 Solids Conveyor Motor Relocation

VENDOR NAME	NET AMOUNT	INVOICE DESCRIPTION
WEX HEALTH INC	997.51	FY25 COBRA, Commuter, FSA Admin - Dec 2024
Wilson Restaurant Supply	8,172.00	PLATE COVERS
Wilson Restaurant Supply	19,599.72	HOT BOXES-4
Wilson Restaurant Supply	3,530.93	ELECTRIC FOOD SLICER
Winwater of Eldridge, IA CO	2,157.18	2" CORPS & CURB STOPS FOR TAPS
Wolter, Inc.	725.42	replacing gaskets
Wolter, Inc.	871.38	generator preventative maintenance
ZEPHYR ALUMINUM PRODUCTS	79.20	JOTC Garage Window replacement
	<u>\$ 1,924,758.31</u>	

**City of Dubuque
City Council**

CONSENT ITEMS # 5.

ITEM TITLE: First Amendment to Development Agreement between the City of Dubuque and HG APT LLC for the Rehabilitation of 2901 Central Avenue

SUMMARY: City Manager recommending City Council approval of the attached Resolution approving the First Amendment to Development Agreement between the City of Dubuque and HG APT LLC.

RESOLUTION Approving The First Amendment To Development Agreement By And Between The City Of Dubuque, Iowa And HG Apt LLC

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

ATTACHMENTS:

1. MVM Memo
2. Staff Memo
3. First Amendment
4. Resolution

TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

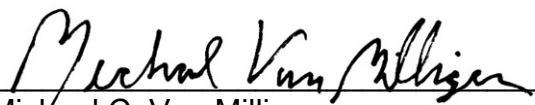
SUBJECT: First Amendment to Development Agreement between the City of Dubuque and HG APT LLC for the Rehabilitation of 2901 Central Avenue

DATE: January 15, 2025

Economic Development Director Jill Connors is recommending City Council approval of the attached Resolution approving the First Amendment to Development Agreement between the City of Dubuque and HG APT LLC. This project will further the goals and priorities of the City Council and bring 18 new market rate rental units to the Central Avenue Corridor.

The rehabilitation of 2901 Central Avenue is nearing completion. A majority of the units and the façade have been completed, but some Minimum Improvements required in the Development Agreement remain outstanding. The Developer has remained in close communication with City staff and believe the project will be fully completed by April 1, 2025. The attached Resolution approves the First Amendment to Development Agreement extending the project completion date to April 1, 2025. This will allow time for the project to be completed and properly inspected.

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
Jill Connors, Economic Development Director



Economic Development
Department
1300 Main Street
Dubuque, Iowa 52001-4763
Office (563) 589-4393
TTY (563) 690-6678
<http://www.cityofdubuque.org>

TO: Michael C. Van Milligen, City Manager

FROM: Jill M. Connors, Economic Development Director

SUBJECT: First Amendment to Development Agreement between the City of Dubuque and HG APT LLC for the Rehabilitation of 2901 Central Avenue

DATE: January 14, 2025

INTRODUCTION

This memorandum presents for City Council consideration and action the attached Resolution approving a First Amendment to Development Agreement between the City of Dubuque and HG APT LLC for the Rehabilitation of 2901 Central Avenue.

BACKGROUND

The Downtown Rehabilitation Loan Program (DRLP) provides several incentives from the Economic Development department for the rehabilitation of historic buildings in our greater downtown.

This program has had a positive impact in the appearance and livability of our downtown, which leads to a more attractive business and residential environment. As such, the Economic Development Department finds these programs to be great tools for attracting and retaining a quality workforce for our businesses.

The City entered into a Development Agreement dated September 5, 2023 for the redevelopment of 2901 Central Avenue. The Agreement includes a Housing Creation Incentive in an amount not to exceed \$180,000 (18 units at \$10,000 per unit), a Downtown Rehabilitation Grant not to exceed \$35,000 for costs related to the façade of the structure, and 15 years of tax increment financing.

The original agreement required the minimum improvements to the property be completed by December 31, 2024.

DISCUSSION

The rehabilitation of 2901 Central Avenue is nearing completion. A majority of the units and the façade have been completed, but some Minimum Improvements required in the Development Agreement remain outstanding. The Developer has remained in close communication with City staff and believe the project will be fully completed by April 1, 2025. The attached Resolution approves the First Amendment to Development Agreement extending the project completion date to April 1, 2025. This will allow time for the project to be completed and properly inspected.

RECOMMENDATION / ACTION STEP

I respectfully request City Council approval of the attached Resolution approving the First Amendment to Development Agreement between the City of Dubuque and HG APT LLC. This project will further the goals and priorities of the City Council and bring 18 new market rate rental units to the Central Avenue Corridor.

**FIRST AMENDMENT
TO
DEVELOPMENT AGREEMENT
BETWEEN
THE CITY OF DUBUQUE, IOWA
AND
HG APT LLC**

This First Amendment to Development Agreement, dated for reference purposes the 6th day of January, 2025, is made and entered into by the City of Dubuque, Iowa, a municipality (City), established pursuant to the Iowa Code and acting under authorization of Iowa Code Chapter 403, as amended (the Urban Renewal Act), and HG APT LLC (Developer).

WHEREAS, City and Developer entered into a Development Agreement dated September 5, 2023 (the Agreement); and

WHEREAS, City and Developer desire to amend the Agreement as set forth herein.

NOW THEREFORE, IN CONSIDERATION OF THE MUTUAL TERMS AND COVENANTS CONTAINED HEREIN, CITY AND DEVELOPER AGREE AS FOLLOWS:

Section 1. Section 2.4 of the Agreement is hereby amended to read as follows:

2.4 Timing of Improvements. Developer hereby agrees that construction of the Minimum Improvements on the Property shall be commenced by November 1, 2023 and shall be substantially completed by April 1, 2025. The time frames for the performance of these obligations shall be suspended due to unavoidable delays meaning delays, outside the control of the party claiming its occurrence in good faith, which are the direct result of strikes, other labor troubles, unusual shortages of materials or labor, unusually severe or prolonged bad weather, acts of God, fire or other casualty to the Minimum Improvements, litigation commenced by third parties which, by injunction or other similar judicial action or by the exercise of reasonable discretion directly results in delays, or acts of any federal, state or local government which directly result in extraordinary delays. The time for performance of such obligations shall be extended only for the period of such delay.

Section 2. Except as modified herein, the Agreement shall remain in full force and effect.

CITY OF DUBUQUE, IOWA

HG APT LLC

By: _____
Brad M. Cavanagh, Mayor

By: 
Josh Manders, Owner

Attest:

Adrienne N. Breitfelder, City Clerk

RESOLUTION NO. ____-25

APPROVING THE FIRST AMENDMENT TO DEVELOPMENT AGREEMENT BY AND BETWEEN THE CITY OF DUBUQUE, IOWA AND HG APT LLC

Whereas, the City of Dubuque (City) and HG APT LLC (Developer) entered into a Development Agreement dated September 5, 2023 for the redevelopment of 2901 Central Avenue in the City of Dubuque, Iowa (the Project); and

Whereas, City and Developer desire to amend the Development Agreement as set forth in the attached First Amendment to Development Agreement.

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

Section 1. The First Amendment to Development Agreement by and between the City of Dubuque, Iowa and HG APT LLC, copy of which is attached hereto, in hereby approved.

Section 2. The Mayor is hereby authorized and directed to execute the First Amendment to Development Agreement on behalf of the City of Dubuque and the City Clerk is authorized and directed to attest to his signature.

Section 3. The City Manager is authorized to take such actions as are necessary to comply with the terms of the First Amendment to Development Agreement as herein approved.

Passed, approved, and adopted this 21st day of January, 2025.

Brad M. Cavanagh, Mayor

Attest:

Adrienne N. Breitfelder, City Clerk

**City of Dubuque
City Council**

CONSENT ITEMS # 6.

ITEM TITLE: John F. Kennedy Road and W. 32nd Street Intersection Improvement Project - Acceptance of Public Improvement Construction Contract - PROJECT 5521000048

SUMMARY: City Manager recommending City Council adopt the attached resolution to accept the Public Improvement Construction Contract and to authorize the payment of the contract amount of \$454,326.89 to Eastern Iowa Excavating and Concrete, LLC, of Cascade, IA, for the John F. Kennedy Road and W. 32nd Street Intersection Improvement Project.
RESOLUTION Accepting The John F. Kennedy Road And W. 32nd Street Intersection Improvement Project And Authorizing Final Payment To The Contractor

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

ATTACHMENTS:

1. MVM Memo
2. 1 Memo Acceptance JFK and 32nd Traffic Signals
3. 2 Acceptance Resolutions JFK and 32nd Traffic Signals
4. 3 Engineer's Certificate of Completion

TO: The Honorable Mayor and City Council Members

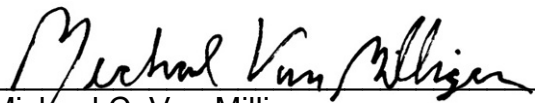
FROM: Michael C. Van Milligen, City Manager

SUBJECT: John F. Kennedy Road and W. 32nd Street Intersection Improvement Project
Acceptance of Public Improvement Construction Contract
PROJECT 5521000048

DATE: January 13, 2025

City Engineer Gus Psihoyos is recommending City Council adopt the attached resolution to accept the Public Improvement Construction Contract and to authorize the payment of the contract amount of \$454,326.89 to Eastern Iowa Excavating and Concrete, LLC, of Cascade, IA, for the John F. Kennedy Road and W. 32nd Street Intersection Improvement 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
Jon Dienst, Civil Engineer II
Arielle Swift, Public Works Director
Bob Schiesl, Assistant City Engineer
Dave Ness, Civil Engineer II
Duane Richter, Traffic Engineer

TO: Michael C. Van Milligen, City Manager

FROM: Gus Psihoyos, City Engineer

DATE: January 6, 2025

RE: John F. Kennedy Road and W. 32nd Street Intersection Improvement Project
Acceptance of Public Improvement Construction Contract
PROJECT 5521000048

INTRODUCTION

The attached resolution provides for the acceptance of the public improvement construction contract for the John F. Kennedy Road and W. 32nd Street Intersection Improvement Project.

BACKGROUND

The project provided for the construction of a new 4-legged intersection with traffic signals at John F. Kennedy Road and W. 32nd Street. This intersection included new traffic signals and mast arms for improved visibility of the traffic signals, ADA pedestrian access ramps, related sidewalk, turn lane, and pavement widening work. Additionally, storm sewer intakes were reconstructed.

These improvements were driven by future traffic impacts from a new retail strip mall and future development next to the Kwik Stop on the east side of John F. Kennedy Road.

DISCUSSION

The John F. Kennedy Road and W. 32nd Street Intersection Improvement Project was completed by Eastern Iowa Excavating and Concrete, LLC. in the final contract amount of \$454,326.89 which is a 9.2% increase above the original contract amount of \$416,192.45.

The additional cost is due to:

- 1) Additional pavement rehabilitation needed on John F. Kennedy Road due to poor joint condition.
- 2) The David Drive intersection was reconstructed to fix pavement and drainage issues at this location. This work was added since the contractor was nearby. The previous pavement at this location caused issues for Public Works staff when plowing and was rough on vehicles.

RECOMMENDATION

I recommend that the City Council accept the Public Improvements and authorized the payment of \$454,326.89 to Eastern Iowa Excavating & Concrete, LLC for the John F. Kennedy Road and W. 32nd Street Intersection Improvement Project.

BUDGET IMPACT

The project cost for the John F. Kennedy Road and W. 32nd Street Intersection Improvement Project is as follows:

Description	Award	Final
Construction Contract	\$ 416,195.45	\$ 454,326.89
Contingency	53,735.72	0.00
Construction Engineering & Inspection	88,693.62	65,956.30
Pre-ordered Construction Materials	67,740.00	64,838.00
Total	\$626,364.79	\$585,121.19

The project funding summary is as follows:

Project No.	Fund Description	Fund Amount
	Developer Share	\$ 357,755.52
	Developer Water Main Extension	27,560.40
5521000048	City Share*	199,805.27
	Total Project Funding	\$ 585,121.19

*\$62,500 of this was funded from a 2015 agreement between the City of Dubuque and Kivlahan Farms, LC. that was placed in an escrow account for the benefit of the City to be available to the City at the time that traffic signal construction was warranted.

ACTION TO BE TAKEN

The City Council is requested to adopt the attached resolution to accept the Public Improvement Construction Contract and to authorize the payment of the contract amount of \$454,326.89 to Eastern Iowa Excavating and Concrete, LLC, of Cascade, IA, for the John F. Kennedy Road and W. 32nd Street Intersection Improvement Project.

Prepared By: Jon Dienst, Civil Engineer II

cc: Arielle Swift, Public Works Director
Bob Schiesl, Assistant City Engineer
Dave Ness, Civil Engineer II
Duane Richter, Traffic Engineer

RESOLUTION NO. -25

ACCEPTING THE JOHN F. KENNEDY ROAD AND W. 32ND STREET INTERSECTION IMPROVEMENT PROJECT AND AUTHORIZING FINAL PAYMENT TO THE CONTRACTOR

WHEREAS, the Public Improvement Contract for the John F. Kennedy Road and W. 32nd Street Intersection Improvement Project (the Project) has been completed by the contractor, Eastern Iowa Excavating and Concrete LLC (Contractor), and the City Engineer has examined the work and recommends that the Project be accepted; and

WHEREAS, the final contract amount for the Project is \$454,326.89;

WHEREAS, the Contractor has previously been paid \$431,610.54, leaving a balance of \$22,716.34; 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 \$22,716.34 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 21st day of January 2025.

Brad M. Cavanagh, Mayor

Attest:

Adrienne N. Breittfelder, CMC City Clerk

CITY ENGINEER'S CERTIFICATE OF FINAL COMPLETION OF THE JOHN F. KENNEDY ROAD AND W. 32ND STREET INTERSECTION IMPROVEMENT PROJECT

The undersigned City Engineer of the City of Dubuque, Iowa, hereby certifies that he has inspected the John F. Kennedy Road and W. 32nd Street Intersection Improvement Project and work has been performed in compliance with the terms of the Public Improvement Contract, and that the total cost of the completed work is \$585,121.19.

Dated this 6th day of January 2025.



Gus Psihoyos, City Engineer

Filed in the office of the City Clerk on the 6th day of January 2025.



Adrienne N. Breitfelder, CMC City Clerk

**City of Dubuque
City Council**

CONSENT ITEMS # 7.

ITEM TITLE: Acceptance of a Quit Claim Deed for Highway Access Rights from Switch Homes, LLC

SUMMARY: City Manager recommending City Council acceptance of a Quit Claim Deed from Switch Homes, LLC, conveying their interest in certain highway access rights across part of The Farm Subdivision in the City of Dubuque, Iowa.
RESOLUTION Accepting A Quit Claim Deed From Switch Homes, LLC, For Certain Highway Access Rights Across Part Of The Farm Subdivision, In The City Of Dubuque, Iowa

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

ATTACHMENTS:

1. MVM Memo
2. 1 accept qcd switch homes highway access memo
3. 2 resolution accept qcd switch homes highway access
4. 3 Quit Claim Deed 73+00 01_03_25 signed by switch

TO: The Honorable Mayor and City Council Members

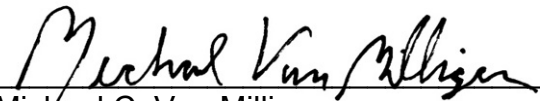
FROM: Michael C. Van Milligen, City Manager

SUBJECT: Acceptance of a Quit Claim Deed for Highway Access Rights from Switch Homes, LLC

DATE: January 13, 2025

City Engineer Gus Psihoyos is recommending City Council acceptance of a Quit Claim Deed from Switch Homes, LLC, conveying their interest in certain highway access rights across part of The Farm Subdivision 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
DATE: January 9, 2025
SUBJECT: Acceptance of a Quit Claim Deed for Highway Access Rights from Switch Homes, LLC

INTRODUCTION

The purpose of this memorandum is to seek acceptance of a Quit Claim Deed from Switch Homes, LLC, conveying their interest in certain highway access rights across part of The Farm Subdivision in the City of Dubuque, Iowa.

BACKGROUND

Per City Resolution 132-24 approving and attached to the Final Plat of The Farm dated May 2, 2024, and recorded June 4, 2024, as Instrument 2024-00004916 of the records of the Dubuque County Recorder, Switch Homes, LLC, was to convey to the City of Dubuque all rights of access to the Northwest Arterial at Highway Station 73+00. These rights were originally granted to Lime Rock Springs Co. their and heirs and assigns, by Corrected State Land Patent from the State of Iowa to Lime Rock Springs Co. dated December 14, 2013, and recorded December 19, 2013, as Instrument 2013-00019168 of the records of the Dubuque County Recorder. Switch Homes, LLC is the current owner of the property. As the new subdivision access point on the Northwest Arterial does not align with said Station 73+00 location, it is necessary to eliminate rights to the former access point. The new access point is now a public street which was dedicated to the City of Dubuque and located at the intersection of the Northwest Arterial and Uphill Both Ways Road. Please refer to Exhibit A attached showing the access location at Station 73+00 and the intersection of Northwest Arterial and Uphill Both Ways Road.

DISCUSSION

Switch Homes, LLC has executed the attached Quit Claim Deed conveying all their interest in said highway access rights to the City of Dubuque.

RECOMMENDATION

I would, therefore, recommend that the City Council accept the Quit Claim Deed from Switch Homes, LLC conveying all their interest in said highway access rights to the City of Dubuque over part of The Farm Subdivision in the City of Dubuque, Iowa.

ACTION TO BE TAKEN

I respectfully request that the City Council accept the Quit Claim Deed from Switch Homes, LLC through the adoption of the attached 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. - 25

**RESOLUTION ACCEPTING A QUIT CLAIM DEED FROM SWITCH HOMES, LLC,
FOR CERTAIN HIGHWAY ACCESS RIGHTS ACROSS PART OF THE FARM
SUBDIVISION, IN THE CITY OF DUBUQUE, IOWA**

Whereas, per City Resolution 132-24 approving and attached to the Final Plat of The Farm dated May 2, 2024 and recorded June 4, 2024 as Instrument 2024-00004916 of the records of the Dubuque County Recorder, Switch Homes, LLC, was to convey to the City of Dubuque all rights of access to the Northwest Arterial at Highway Station 73+00 as originally granted to Lime Rock Springs Co. their and heirs and assigns, by Corrected State Land Patent from the State of Iowa to Lime Rock Springs Co. dated December 14, 2013 and recorded December 19, 2013 as Instrument 2013-00019168 of the records of the Dubuque County Recorder; and

Whereas, Switch Homes, LLC has executed the attached Quit Claim Deed conveying all of their interest in said highway access rights to the City of Dubuque.

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 Quit Claim Deed from Switch Homes, LLC, a copy of which is attached hereto, as required by Iowa Code Section 569.7.

Section 2. The City Clerk is hereby authorized to and directed to record this resolution and the Deed with the Dubuque County Recorder.

Passed, approved and adopted this _____ day of _____, 2025.

Brad M. Cavanagh, Mayor

Attest:

Adrienne N. Breitfelder, City Clerk

Return To: Barry A. Lindahl, 300 Main Street, Suite 330, Dubuque, IA 52001, (563) 589-4381
Preparer: Barry A. Lindahl, 300 Main Street, Suite 330, Dubuque, IA 52001, (563) 589-4381
Taxpayer: City of Dubuque, 50 W. 13th Street, Dubuque, IA 52001, (563) 690-6000

QUIT CLAIM DEED

For the consideration of One and 00/100 Dollars (\$1.00), and other valuable consideration, Switch Homes, LLC, an Iowa limited liability Company (Grantor), does hereby Quit Claim to the City of Dubuque, Iowa, an Iowa municipal corporation, all Grantor's right, title, interest, estate, claim and demand in the following described real estate in Dubuque County, Iowa:

All of Grantor's interest in and to certain highway access rights described in the Corrected State Land Patent from the State of Iowa to Lime Rock Springs Co. dated December 14, 2013 and recorded December 19, 2013 as Instrument 2013-00019168 of the records of the Dubuque County Recorder, as located on the Northwest Arterial at Highway Station 73+00.

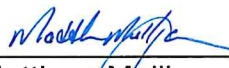
Said conveyance is in accordance with City Resolution 132-24 approving and attached to the Final Plat of The Farm dated May 2, 2024 and recorded June 4, 2024 as Instrument 2024-00004916 of the records of the Dubuque County Recorder.

Said access location is approximately shown on attached Exhibit A.

This deed is exempt according to Iowa Code 428A.2(6).

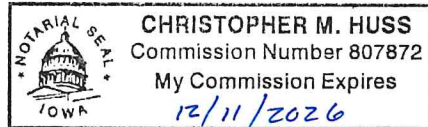
Dated: 1/3/25

Switch Homes, LLC, Grantor


Matthew Mulligan, Manager

STATE OF IOWA, COUNTY OF DUBUQUE

This record was acknowledged before me on January 3rd, 2025 by
Matthew Mulligan.





Signature of Notary Public



Doc ID: 011229140020 Type: GEN
Kind: SUBDIVISION PLAT
Recorded: 06/04/2024 at 03:05:33 PM
Fee Amt: \$102.00 Page 1 of 20
Dubuque County Iowa
Karol Kennedy Recorder
File 2024-00004916

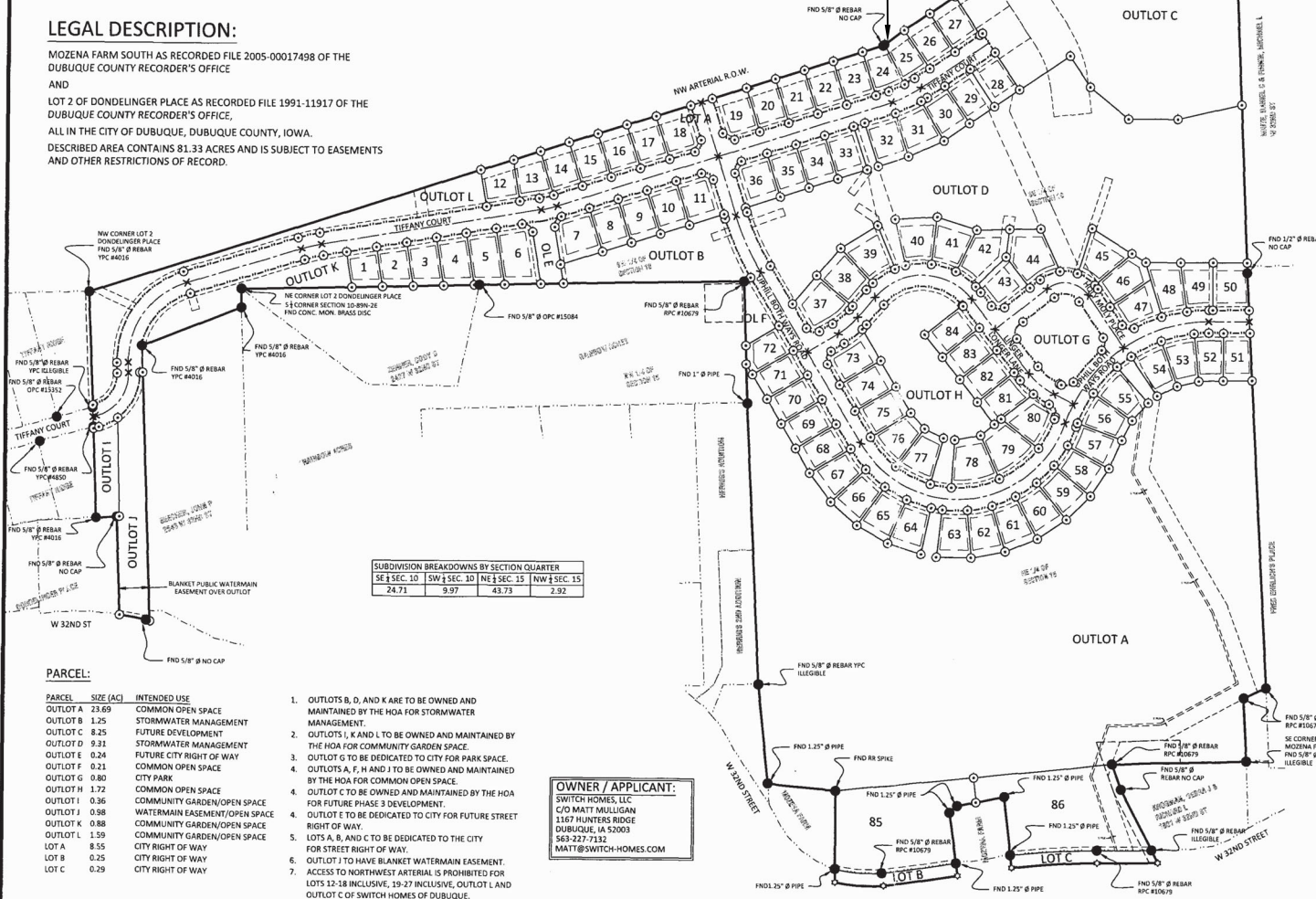
FINAL PLAT THE FARM DUBUQUE, IOWA

EXHIBIT A

APPROXIMATE LOCATION
OF ORIGINAL ACCESS
RIGHTS AT STATION
73+00 AS GRANTED IN
DOC. # 2013-19168

LEGAL DESCRIPTION:

MOZENA FARM SOUTH AS RECORDED FILE 2005-00017498 OF THE
DUBUQUE COUNTY RECORDER'S OFFICE
AND
LOT 2 OF DONDELINGER PLACE AS RECORDED FILE 1991-11917 OF THE
DUBUQUE COUNTY RECORDER'S OFFICE,
ALL IN THE CITY OF DUBUQUE, DUBUQUE COUNTY, IOWA.
DESCRIBED AREA CONTAINS 81.33 ACRES AND IS SUBJECT TO EASEMENTS
AND OTHER RESTRICTIONS OF RECORD.



SUBDIVISION BREAKDOWNS BY SECTION QUARTER			
SE 1/4 SEC. 10	SW 1/4 SEC. 10	NE 1/4 SEC. 15	NW 1/4 SEC. 15
24.71	9.97	43.73	2.92

PARCEL:

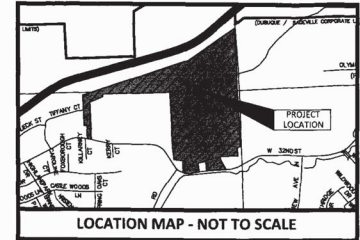
PARCEL	SIZE (AC)	INTENDED USE
OUTLOT A	23.69	COMMON OPEN SPACE
OUTLOT B	1.25	STORMWATER MANAGEMENT
OUTLOT C	8.25	FUTURE DEVELOPMENT
OUTLOT D	9.31	STORMWATER MANAGEMENT
OUTLOT E	0.24	FUTURE CITY RIGHT OF WAY
OUTLOT F	0.21	COMMON OPEN SPACE
OUTLOT G	0.80	CITY PARK
OUTLOT H	1.72	COMMON OPEN SPACE
OUTLOT I	0.36	COMMUNITY GARDEN/OPEN SPACE
OUTLOT J	0.98	WATERMAIN EASEMENT/OPEN SPACE
OUTLOT K	0.88	COMMUNITY GARDEN/OPEN SPACE
OUTLOT L	1.59	COMMUNITY GARDEN/OPEN SPACE
LOT 1	1.59	CITY RIGHT OF WAY
LOT 8	0.25	CITY RIGHT OF WAY
LOT C	0.29	CITY RIGHT OF WAY

- OUTLOTS B, D, AND K ARE TO BE OWNED AND MAINTAINED BY THE HOA FOR STORMWATER MANAGEMENT.
- OUTLOTS I, K AND L TO BE OWNED AND MAINTAINED BY THE HOA FOR COMMUNITY GARDEN SPACE.
- OUTLOT G TO BE DEDICATED TO CITY FOR PARK SPACE.
- OUTLOTS A, F, H AND J TO BE OWNED AND MAINTAINED BY THE HOA FOR COMMON OPEN SPACE.
- OUTLOT C TO BE OWNED AND MAINTAINED BY THE HOA FOR FUTURE PHASE 3 DEVELOPMENT.
- OUTLOT E TO BE DEDICATED TO CITY FOR FUTURE STREET RIGHT OF WAY.
- LOTS A, B, AND C TO BE DEDICATED TO THE CITY FOR STREET RIGHT OF WAY.
- OUTLOT J TO HAVE BLANKET WATERMAIN EASEMENT.
- ACCESS TO NORTHWEST ARTERIAL IS PROHIBITED FOR LOTS 12-18 INCLUSIVE, 19-27 INCLUSIVE, OUTLOT L AND OUTLOT C OF SWITCH HOMES OF DUBUQUE.

OWNER / APPLICANT:
SWITCH HOMES, LLC
C/O MATT MULLIGAN
1167 HUNTERS RIDGE
DUBUQUE, IA 52003
563-227-7132
MATT@SWITCH-HOMES.COM

FOR RECORDER'S USE ONLY

RECORDER'S INDEX
COUNTY: DUBUQUE
SECTION: 10-89-2 AND 15-89-2
QUARTER SECTION: SE 1/4 SEC. 10 & NE 1/4 SEC. 15
CITY: DUBUQUE
SUBDIVISION: THE FARM
BLOCK: NA
LOT(S): NA
PRIORITOR: SWITCH HOMES, LLC
REQUESTED BY: MATT MULLIGAN
AXIOM CONSULTANTS, LLC
300 S. Clinton Street, Unit 200
Iowa City, IA 52240 - PH# 319.519.6220



APPROVED BY:

CITY OF DUBUQUE

BY: _____

DATE: _____

CITY PLANNING & ZONING COMMISSION

BY: _____

DATE: _____

ALLIANT ENERGY

DATE: _____

BLACK HILLS ENERGY

DATE: _____

CENTURYLINK

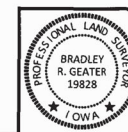
DATE: _____

COORP

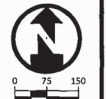
DATE: _____

LEGEND

- SET 3/4" Ø PIPE OPC #19828
- SET CUT X
- SET PK/MAG NAIL
- FOUND-AS LABELED
- ORANGE PLASTIC CAP
- YELLOW PLASTIC CAP
- RED PLASTIC CAP
- PROPOSED BOUNDARY
- PROPOSED RIGHT OF WAY
- EXISTING PROPERTY LINE
- EXISTING EASEMENT
- PROPOSED EASEMENT
- PROPOSED SETBACKS
- PREVIOUSLY RECORDED AS OUTLOT



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.
BRADLEY R. GEATER, P.L.S., P.E.
LICENSE NUMBER 19828
MY LICENSE RENEWAL DATE IS DECEMBER 31, 2025.
PAGES OR SHEETS COVERED BY THIS SEAL: 5 SHEETS



REV	DESCRIPTION OF CHANGES	DATE
	FINAL PLAT SUBMITTAL	03-20-2023
A	RESPONSE TO CITY COMMENTS	05-24-2023
B	RESPONSE TO CITY COMMENTS #2	06-15-2023
C	RESPONSE TO CITY COMMENTS	04-25-2024

REV	DESCRIPTION OF CHANGES
A	FINAL PLAT SUBMITTAL
B	RESPONSE TO CITY COMMENTS
C	RESPONSE TO CITY COMMENTS #2

SHEET NAME	THE FARM
SHEET NUMBER	DUBUQUE, IA
CLIENT NAME	SWITCH HOMES
DESIGNER	GEATER
DATE	21-01-2019

1 OF 5

102⁰⁰

**City of Dubuque
City Council**

CONSENT ITEMS # 8.

ITEM TITLE: Acceptance of Certain Public Subdivision Improvements in Phase I of The Farm Subdivision

SUMMARY: City Manager recommending City Council accept the public improvements in Phase 1 of the Farm Subdivision as described.
RESOLUTION Accepting Public Improvements In Phase 1 Of The Farm Subdivision, In The City Of Dubuque, Iowa

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

ATTACHMENTS:

1. MVM Memo
2. 1 switch homes the farm phase 1 imp accept memo
3. 2 switch homes the farm phase 1 imp accept resolution
4. 3 Switch Homes the farm accept public imp phase 1

TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

SUBJECT: Acceptance of Certain Public Subdivision Improvements in Phase 1 of The Farm Subdivision

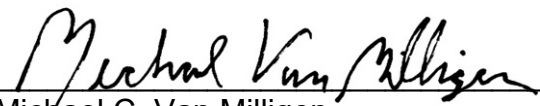
DATE: January 13, 2025

City Engineer Gus Psihoyos is recommending City Council accept the public improvements in Phase 1 of the Farm Subdivision as described. Maintenance guarantees for said Phase 1 public improvements shall be provided by the owners, Switch Homes, LLC, for a period of two (2) years from the date of acceptance by City Council.

As a condition of subdivision plat approval through Resolution No. 132-24, the developer of The Farm Subdivision was required to install certain public improvements including street paving with curb, curb underdrain, sanitary sewer main, water main, storm sewers and catch basins, street lighting, Northwest Arterial recreational trail, Northwest Arterial right turn lane, and accessible sidewalk ramps and to dedicate said improvements to the City upon completion. The Farm Subdivision Phase 1 public improvements are as shown on the attached exhibit.

On January 8, 2025, the developer requested the City's acceptance of the public improvements in Phase 1 of The Farm Subdivision. Upon inspection by the City, it has been determined that the public improvements required by Resolution 132-24 have been completed in accordance with plans approved by the City Council and in conformance with City specifications.

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
Arielle Swift, Public Works Director
Chris Lester, Water Department Director
Carl Plumley, Water Distribution Maintenance Supervisor
Maxwell O'Brien, Civil Engineer II

TO: Michael C. Van Milligen, City Manager

FROM: Gus Psihoyos, City Engineer

DATE: January 9, 2025

SUBJECT: Acceptance of Certain Public Subdivision Improvements in Phase 1 of The Farm Subdivision

INTRODUCTION

The enclosed material provides for City Council acceptance of certain public improvements that the developer, Switch Homes, LLC, has recently completed in Phase 1 of The Farm Subdivision.

BACKGROUND

As a condition of subdivision plat approval through Resolution No. 132-24, the developer of The Farm Subdivision was required to install certain public improvements including street paving with curb, curb underdrain, sanitary sewer main, water main, storm sewers and catch basins, street lighting, Northwest Arterial recreational trail, Northwest Arterial right turn lane, and accessible sidewalk ramps and to dedicate said improvements to the City upon completion. The Farm Subdivision Phase 1 public improvements are as shown on the attached exhibit.

DISCUSSION

The Subdivision Ordinance requires that upon completion of all the required public improvements, the subdivider shall notify the City in writing of the completion of the improvements, requesting that the City either approve or reject the acceptance of the improvements, together with a statement of reasons for any rejection.

On January 8, 2025, the developer requested the City's acceptance of the public improvements in Phase 1 of The Farm Subdivision. Upon inspection by the City, it has been determined that the public improvements required by Resolution 132-24 have been completed in accordance with plans approved by the City Council and in conformance with City specifications.

RECOMMENDATION

I would therefore recommend that the City Council accept the public improvements in Phase 1 of the Farm Subdivision as described above. Maintenance guarantees for said Phase 1 public improvements shall be provided by the owners, Switch Homes, LLC, for a period of two (2) years from the date of acceptance by City Council.

ACTION TO BE TAKEN

The City Council is requested to adopt the attached resolution accepting certain public improvements in Phase 1 of The Farm Subdivision.

Prepared by Nate Kieffer, PE, PLS

CC. Arielle Swift, Public Works Director
 Chris Lester, Water Department Director
 Carl Plumley, Water Distribution Maintenance Supervisor
 Maxwell O'Brien, Civil Engineer II

RESOLUTION NO. -25

**ACCEPTING PUBLIC IMPROVEMENTS IN PHASE 1 OF THE FARM SUBDIVISION,
IN THE CITY OF DUBUQUE, IOWA**

Whereas, pursuant to Resolution 132-24, certain public improvements in Phase 1 of The Farm Subdivision as shown on the attached exhibit, including street paving with curb, curb underdrain, sanitary sewer main, water main, storm sewers and catch basins, street lighting, Northwest Arterial recreational trail, Northwest Arterial right turn lane, and accessible sidewalk ramps, were installed by the developer of The Farm Subdivision in the City of Dubuque, Iowa; and

Whereas, the Phase 1 public improvements as shown on the attached exhibit have been fully completed and the City Manager has examined the work and has filed a certificate stating that the same has been completed in accordance with the plans approved by the City Council and in conformance with City specifications, and has recommended that the improvements be accepted by the City Council.

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

Section 1. That the recommendation of the City Manager be approved and that said public improvements in Phase 1 of The Farm Subdivision as shown on the attached exhibit be and the same is hereby accepted.

Section 2. That a maintenance guarantee covering said public improvements shall be provided by the owners, Switch Homes, LLC, for a period of two (2) years from the date of this resolution.

Passed, approved and adopted this ____ day of _____, 2025.

Brad M. Cavanagh, Mayor

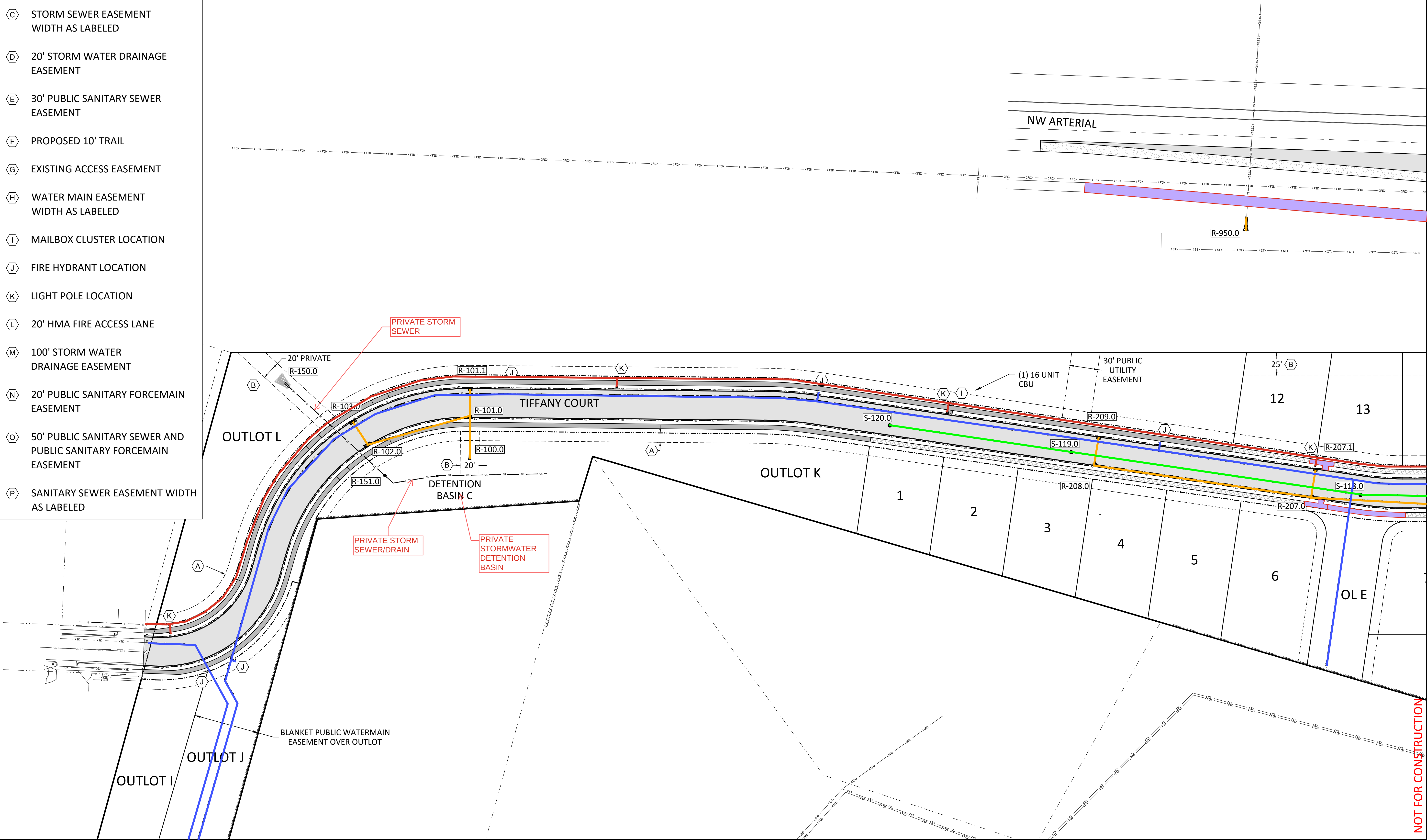
Attest:

Adrienne N. Breitfelder, City Clerk

- KEY NOTES:
- (A) 10' PUBLIC UTILITY EASEMENT
 - (B) STORM SEWER AND STORM WATER DRAINAGE EASEMENT WIDTH AS LABELED
 - (C) STORM SEWER EASEMENT WIDTH AS LABELED
 - (D) 20' STORM WATER DRAINAGE EASEMENT
 - (E) 30' PUBLIC SANITARY SEWER EASEMENT
 - (F) PROPOSED 10' TRAIL
 - (G) EXISTING ACCESS EASEMENT
 - (H) WATER MAIN EASEMENT WIDTH AS LABELED
 - (I) MAILBOX CLUSTER LOCATION
 - (J) FIRE HYDRANT LOCATION
 - (K) LIGHT POLE LOCATION
 - (L) 20' HMA FIRE ACCESS LANE
 - (M) 100' STORM WATER DRAINAGE EASEMENT
 - (N) 20' PUBLIC SANITARY FORCEMAIN EASEMENT
 - (O) 50' PUBLIC SANITARY SEWER AND PUBLIC SANITARY FORCEMAIN EASEMENT
 - (P) SANITARY SEWER EASEMENT WIDTH AS LABELED

- NOTES
1. ALL SANITARY, WATER, LIGHTING, AND CITY FIBER UTILITIES TO BE PUBLIC.
 2. ALL STORM SEWERS PUBLIC EXCEPT WHERE NOTED OTHERWISE.

COLORED UTILITIES AND SURFACES REPRESENT PUBLIC IMPROVEMENTS BEING ACCEPTED AS PART OF PHASE 1



ENGINEER:

AXIOM CONSULTANTS

WWW.AXIOM-CON.COM | (319) 519-6220

0 25 50

REV	DATE	DESCRIPTION OF CHANGES
A	03-10-2023	CITY SUBMITTAL
B	05-24-2023	RESPONSE TO CITY COMMENTS
C	06-15-2023	RESPONSE TO CITY COMMENTS #2
D	07-14-2023	REVISIONS TO DEEP FILL NOTES
	07-24-2023	RESPONSE TO CITY COMMENTS #3

DRAWING LOG

PROJECT NAME: SWITCH HOMES OF DUBUQUE, LLC

PROJECT AREA AND UTILITY PLAN

CLIENT NAME: SWITCH HOMES OF DUBUQUE, LLC

DESIGN PROFESSIONAL: BOELK

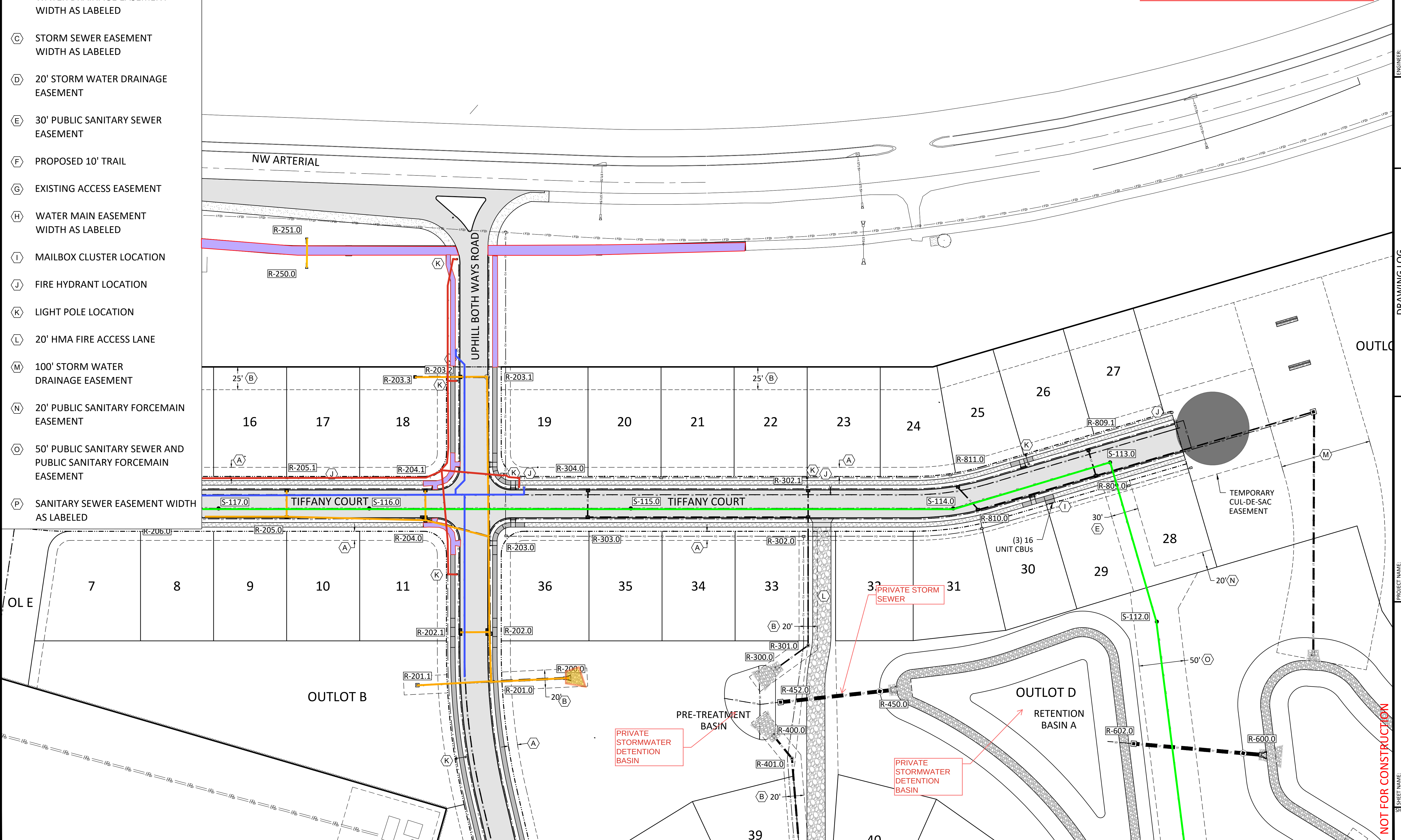
PROJECT NO.: 210199

SHEET NUMBER: A.21

- (A) 10' PUBLIC UTILITY EASEMENT
- (B) STORM SEWER AND STORM WATER DRAINAGE EASEMENT WIDTH AS LABELED
- (C) STORM SEWER EASEMENT WIDTH AS LABELED
- (D) 20' STORM WATER DRAINAGE EASEMENT
- (E) 30' PUBLIC SANITARY SEWER EASEMENT
- (F) PROPOSED 10' TRAIL
- (G) EXISTING ACCESS EASEMENT
- (H) WATER MAIN EASEMENT WIDTH AS LABELED
- (I) MAILBOX CLUSTER LOCATION
- (J) FIRE HYDRANT LOCATION
- (K) LIGHT POLE LOCATION
- (L) 20' HMA FIRE ACCESS LANE
- (M) 100' STORM WATER DRAINAGE EASEMENT
- (N) 20' PUBLIC SANITARY FORCEMAIN EASEMENT
- (O) 50' PUBLIC SANITARY SEWER AND PUBLIC SANITARY FORCEMAIN EASEMENT
- (P) SANITARY SEWER EASEMENT WIDTH AS LABELED

1. ALL SANITARY, WATER, LIGHTING, AND CITY FIBER UTILITIES TO BE PUBLIC.
2. ALL STORM SEWERS PUBLIC EXCEPT WHERE NOTED OTHERWISE.

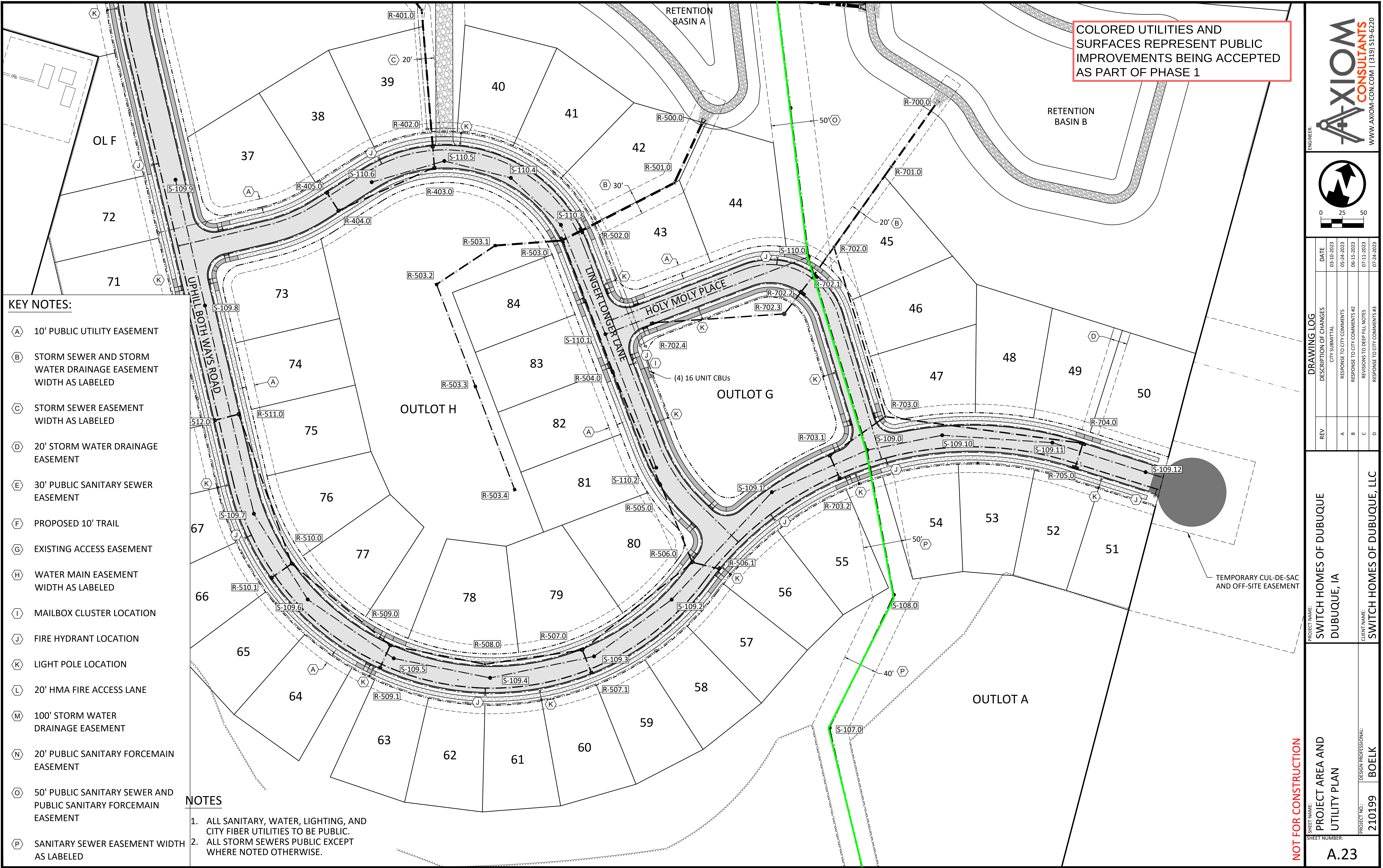
COLORED UTILITIES AND
SURFACES REPRESENT PUBLIC
IMPROVEMENTS BEING ACCEPTED
AS PART OF PHASE 1



REV	DESCRIPTION OF CHANGES	DATE
	CITY-SUBMITTAL	03-10-2023
A	RESPONSE TO CITY COMMENTS	05-24-2023
B	RESPONSE TO CITY COMMENTS #2	06-15-2023
C	REV/IONS TO DEEP FILL NOTES	07-11-2023
D	RESPONSE TO CITY COMMENTS #3	07-24-2023

SWITCH HOMES OF DUBUQUE DUBUQUE, IA	CLIENT NAME: SWITCH HOMES OF DUBUQUE, LLC
--	--

A.22 PROJECT AREA AND UTILITY PLAN	PROJECT NO.: 210199	
	DESIGN PROFESSIONAL: BOELK	



- KEY NOTES:
- (A) 10' PUBLIC UTILITY EASEMENT
 - (B) STORM SEWER AND STORM WATER DRAINAGE EASEMENT WIDTH AS LABELED
 - (C) STORM SEWER EASEMENT WIDTH AS LABELED
 - (D) 20' STORM WATER DRAINAGE EASEMENT
 - (E) 30' PUBLIC SANITARY SEWER EASEMENT
 - (F) PROPOSED 10' TRAIL
 - (G) EXISTING ACCESS EASEMENT
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 - (N) 20' PUBLIC SANITARY FORCEMAIN EASEMENT
 - (O) 50' PUBLIC SANITARY SEWER AND PUBLIC SANITARY FORCEMAIN EASEMENT
 - (P) SANITARY SEWER EASEMENT WIDTH AS LABELED

85

86

LOT B

LOT C

WEST 32ND STREET

S-EX 2

S-100.0

S-101.0

S-102.0

S-103.0

S-104.0

S-105.0

S-106.0

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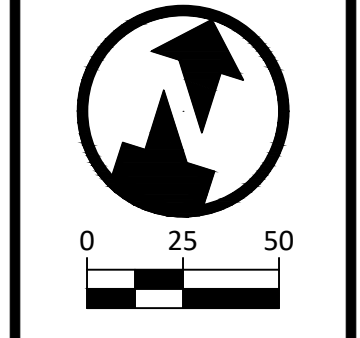
P 40'

P 40'

NOTES

1. ALL SANITARY, WATER, LIGHTING, AND CITY FIBER UTILITIES TO BE PUBLIC.
2. ALL STORM SEWERS PUBLIC EXCEPT WHERE NOTED OTHERWISE.

COLORED UTILITIES AND SURFACES REPRESENT PUBLIC IMPROVEMENTS BEING ACCEPTED AS PART OF PHASE 1

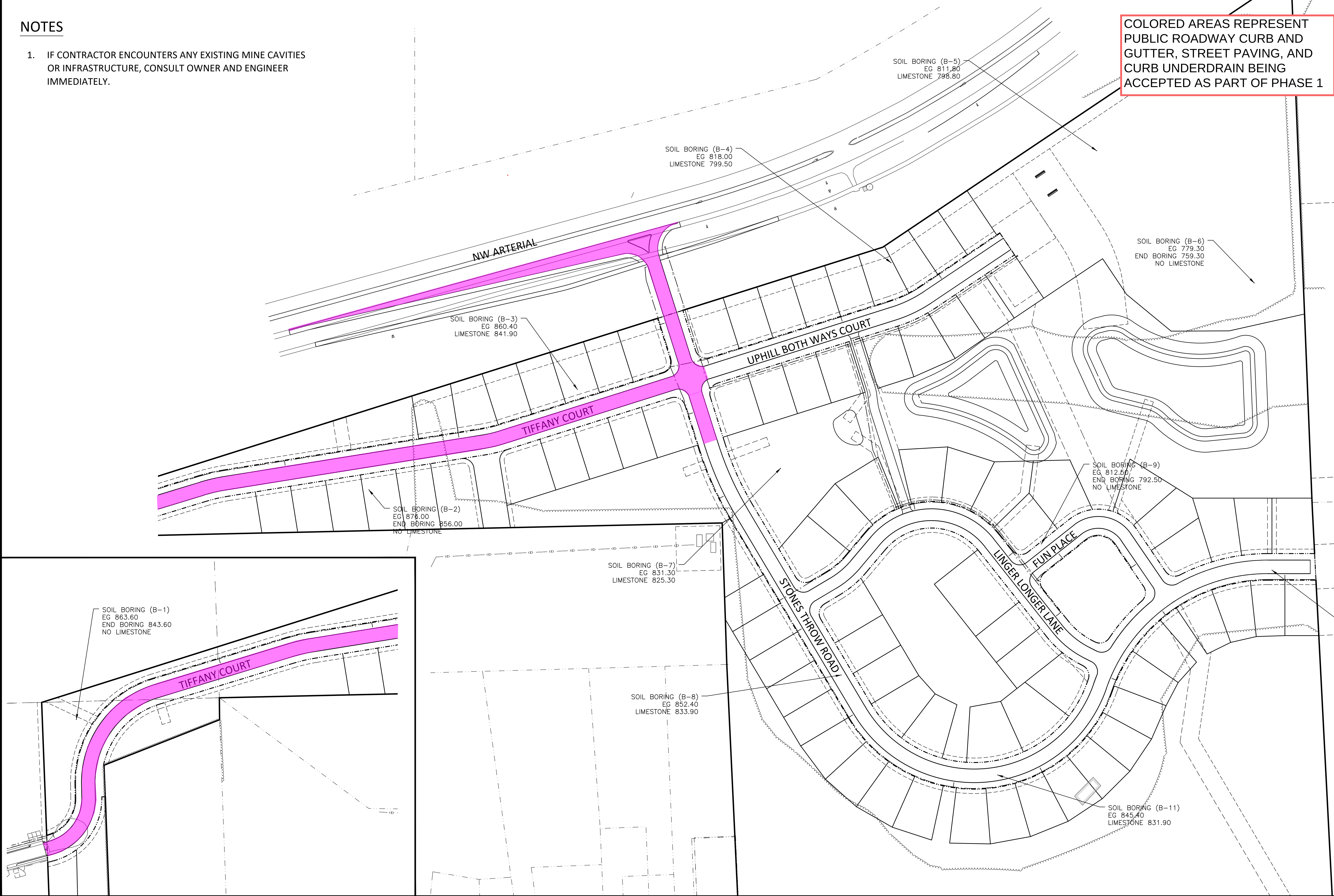


REV	DESCRIPTION OF CHANGES	DATE
A	CITY SUBMITTAL	03-10-2023
B	RESPONSE TO CITY COMMENTS	05-24-2023
C	RESPONSE TO CITY COMMENTS #2	06-15-2023
D	REVISIONS TO DEEP FILL NOTES	07-11-2023
	RESPONSE TO CITY COMMENTS #3	07-24-2023

NOTES

1. IF CONTRACTOR ENCOUNTERS ANY EXISTING MINE CAVITIES OR INFRASTRUCTURE, CONSULT OWNER AND ENGINEER IMMEDIATELY.

COLORED AREAS REPRESENT PUBLIC ROADWAY CURB AND GUTTER, STREET PAVING, AND CURB UNDERDRAIN BEING ACCEPTED AS PART OF PHASE 1



NOT FOR CONSTRUCTION

SOIL BORING INFORMATION

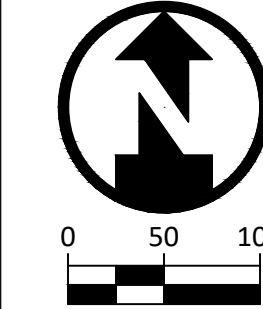
PROJECT NO.: 210199
SHEET NUMBER: A.41
DESIGN PROFESSIONAL: BOELK

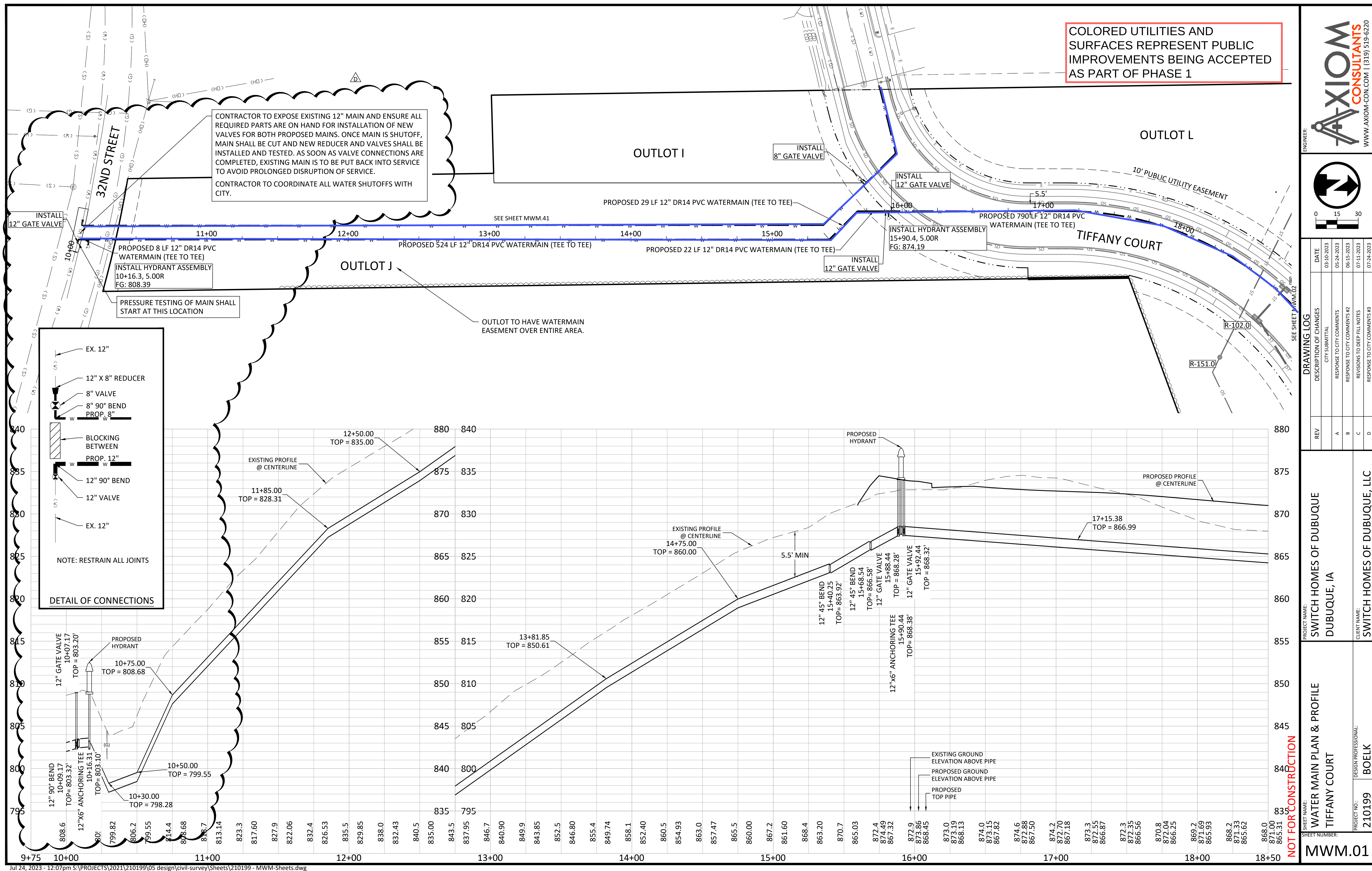
PROJECT NAME: SWITCH HOMES OF DUBUQUE, IA
DUBUQUE, IA

CLIENT NAME: SWITCH HOMES OF DUBUQUE, LLC

DRAWING LOG

REV	DESCRIPTION OF CHANGES	DATE
A	CITY SUBMITTAL	03-10-2023
B	RESPONSE TO CITY COMMENTS	05-24-2023
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D	REVISIONS TO DEEP FILL NOTES	07-11-2023
	RESPONSE TO CITY COMMENTS #3	07-24-2023





**City of Dubuque
City Council**

CONSENT ITEMS # 9.

ITEM TITLE: Acceptance of a Storm Water Detention Basin and Berm Easement from Ehrlich Properties, LLC over Lot 2-10 of North Grandview Estates No. 2, in the City of Dubuque Iowa

SUMMARY: City Manager recommending City Council adopt a resolution accepting the Grant of Storm Water Detention Basin and Berm Easement through, over and across Part of Lot 2-10 of North Grandview Estates No. 2, in the City of Dubuque Iowa, as shown on the attached Plat of Survey of Plat of Survey off Lot 1-10 and Lot 2-10 of North Grandview Estates No. 2, in the City of Dubuque Iowa, recorded as Instrument Number 2024-00012271 in the Dubuque County Recorder's Office, to facilitate the future ownership and maintenance of the south detention basin facility in North Grandview Estates No. 2.
RESOLUTION Accepting A Grant Of Permanent Easement For Storm Water Detention Basin And Berm, Over And Across Part Of Lot 2-10 Of North Grandview Estates No. 2, In The City Of Dubuque, Iowa

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

ATTACHMENTS:

1. MVM Memo
2. 1 memo accept det pond ease nge
3. 2 resolution accept det pond ease nge
4. 3 plat to split lot 10 detention pond

TO: The Honorable Mayor and City Council Members

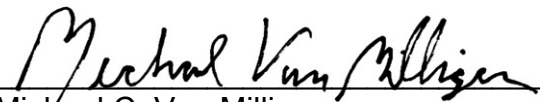
FROM: Michael C. Van Milligen, City Manager

SUBJECT: Acceptance of a Storm Water Detention Basin and Berm Easement from Ehrlich Properties, LLC over Lot 2-10 of North Grandview Estates No. 2, in the City of Dubuque Iowa

DATE: January 13, 2025

City Engineer Gus Psihoyos is recommending City Council adopt a resolution accepting the Grant of Storm Water Detention Basin and Berm Easement through, over and across Part of Lot 2-10 of North Grandview Estates No. 2, in the City of Dubuque Iowa, as shown on the attached Plat of Survey of Plat of Survey off Lot 1-10 and Lot 2-10 of North Grandview Estates No. 2, in the City of Dubuque Iowa, recorded as Instrument Number 2024-00012271 in the Dubuque County Recorder's Office, to facilitate the future ownership and maintenance of the south detention basin facility in North Grandview Estates No. 2.

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
Luke Steger, Engineering Technician
Maxwell O'Brien, Civil Engineer II

TO: Michael C. Van Milligen, City Manager

FROM: Gus Psihoyos, City Engineer

SUBJECT: Acceptance of a Storm Water Detention Basin and Berm Easement from Ehrlich Properties, LLC over Lot 2-10 of North Grandview Estates No. 2, in the City of Dubuque Iowa

DATE: January 9, 2025

INTRODUCTION

The purpose of this memorandum is to seek acceptance of a Storm Water Detention Basin and Berm Easement across Part of Lot 2-10 of North Grandview Estates No. 2, in the City of Dubuque Iowa.

INTRODUCTION

The North Grandview Estates No. 2 subdivision includes two storm water detention basins lying directly north and south of the residential property on 3067 North Grandview Avenue. This residential property is owned by Jacob Palen (Palen Property). The two stormwater detention basin facilities sit within lots that are still owned by the developer, Rich Ehrlich of Ehrlich Properties LLC (Ehrlich). The two detention basin facilities and lots are to be dedicated to the City for ownership and maintenance at a future time.

DISCUSSION

A recent garage addition to the Palen residence resulted in the garage encroaching on the south detention basin lot owned by Ehrlich. The City and Ehrlich and Palen have agreed that Ehrlich would convey a portion of the south detention basin lot to Palen to correct the encroachment. The portion to be conveyed to Palen included part of the detention basin facility and berm improvements. The conveyance to Palen would require a subdivision of the south detention basin lot by plat of survey. Ehrlich has platted the lot division and on said plat has dedicated an easement to the City over a portion of the lot to be conveyed to Palen. Said easement is for the benefit of the City to eventually own and maintain the storm water detention basin facility. The City will take ownership of the lots and facilities from Ehrlich once the subdivision is 80% developed.

RECOMMENDATION

I recommend accepting the Grant of Storm Water Detention Basin and Berm Easement through, over and across Part of Lot 2-10 of North Grandview Estates No. 2, in the City of Dubuque Iowa, as shown on the attached Plat of Survey of Plat of Survey off Lot 1-10 and Lot 2-10 of North Grandview Estates No. 2, in the City of Dubuque Iowa, recorded as Instrument

Number 2024-00012271 in the Dubuque County Recorder's Office, to facilitate the future ownership and maintenance of the south detention basin facility in North Grandview Estates No. 2.

ACTION TO BE TAKEN

I respectfully request acceptance of the Grant of Storm Water Detention Basin and Berm Easement from Ehrlich Properties, LLC, via the attached resolution.

Prepared by Nate Kieffer, PE, PLS

cc: Luke Steger, Engineering Technician
Maxwell O'Brien, Water Resources Engineer

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

RESOLUTION NO. -25

**ACCEPTING A GRANT OF PERMANENT EASEMENT FOR STORM WATER
DETENTION BASIN AND BERM, OVER AND ACROSS PART OF LOT 2-10 OF
NORTH GRANDVIEW ESTATES NO. 2, IN THE CITY OF DUBUQUE, IOWA**

Whereas, per the Plat of Survey off Lot 1-10 and Lot 2-10 of North Grandview Estates No. 2, in the City of Dubuque Iowa, recorded as Instrument Number 2024-00012271 in the Dubuque County Recorder's Office, Ehrlich Properties, LLC has dedicated to the City of Dubuque a permanent Storm Water Detention Basin and Berm Easement through, over and across Part of Lot 2-10 of North Grandview Estates No. 2, 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 permanent Grant of Storm Water Detention Basin and Berm Easement through, over and across Part of Lot 2-10 of North Grandview Estates No. 2, in the City of Dubuque, Iowa from Ehrlich Properties, LLC, 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.

Section 3. That the City Clerk be and is hereby authorized and directed to record a certified copy of this resolution in the offices of the City Assessor, Dubuque County Recorder and Dubuque County Auditor.

Passed, approved and adopted this _____ day of _____, 2025.

Brad M. Cavanagh, Mayor

Attest:

Adrienne N. Breitsfelder, City Clerk

Plat of Survey of:
**LOT 1-10 & LOT 2-10 OF
NORTH GRANDVIEW ESTATES NO. 2**
in the City of Dubuque, Iowa.



Doc ID: 011303990004 Type: GEN
Kind: SURVEY PLAT
Recorded: 12/20/2024 at 09:21:59 AM
Fee Amt: \$22.00 Page 1 of 4
Dubuque County Iowa
Karol Kennedy Recorder
File **2024-00012271**

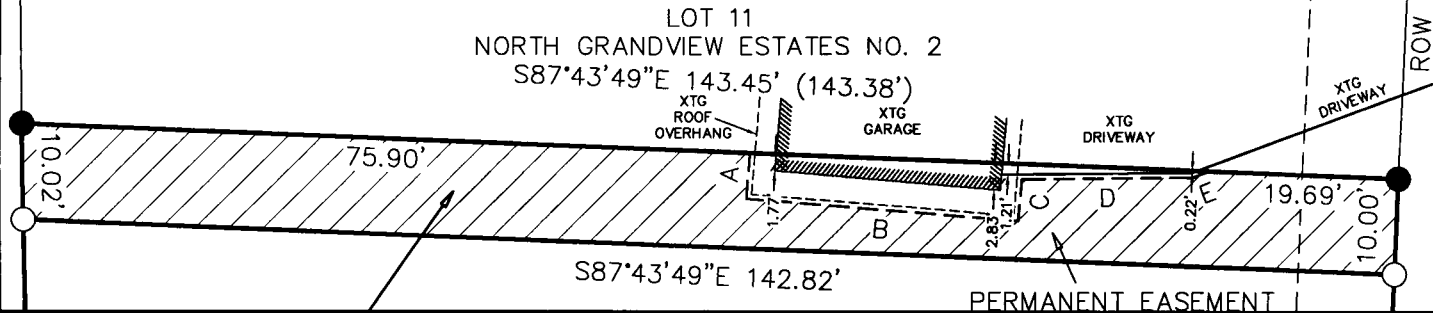
INDEX LEGEND

Location: Lot 10 of North Grandview Estates No. 2
NW1/4 of Section 14, T89N, R2E (Dubuque TWP)
of the 5th P.M., Dubuque County, Iowa
Requestor: Rick Ehrlich
Proprietor: Ehrlich Properties LLC
10605 Rte 3, Dubuque, IA 52001
Surveyor: Terry L. Koelker
Company: Buesing & Associates, Inc.
1212 Locust St., Dubuque, IA 52001
Return To: tlkoelker@buesing.com (563) 556-4389

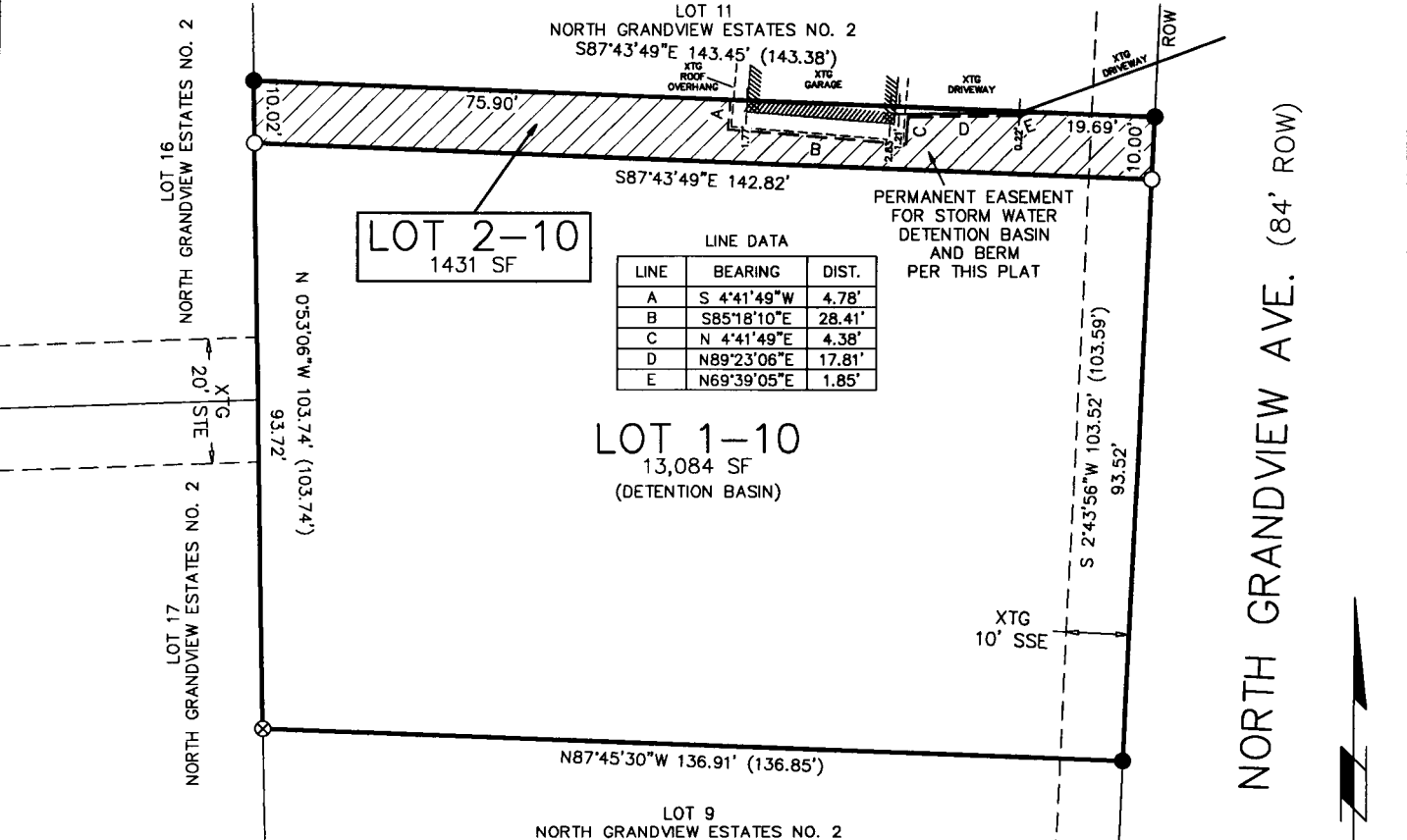
PREPARED BY: BUESING & ASSOCIATES ADDRESS: 1212 LOCUST STREET,
DUBUQUE, IOWA 52001 PHONE: (563) 556-4389

THIS SURVEY IS COMPRISED OF:
LOT 10 OF
NORTH GRANDVIEW ESTATES NO. 2
IN THE CITY OF DUBUQUE, IOWA.

SURVEYED PERIMETER
TOTAL AREA = 14,515 sf



DETAIL



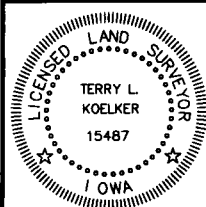
LINE	BEARING	DIST.
A	S 4°41'49\"W	4.78'
B	S85°18'10\"E	28.41'
C	N 4°41'49\"E	4.38'
D	N89°23'06\"E	17.81'
E	N69°39'05\"E	1.85'

LEGEND

- 5/8\" REROD (FOUND) (W/ ORANGE CAP STAMPED \"15487\")
- MAG NAIL (FOUND)
- 5/8\" REROD (PLACED) (W/ ORANGE CAP STAMPED \"15487\")
- PROPERTY LINE
- SURVEYED PROPERTY LINE
- EXISTING EASEMENT LINE
- EXISTING GARAGE
- DETENTION BASIN EASEMENT (BY THIS PLAT)
- RECORD DIMENSION
- RIGHT OF WAY
- SQUARE FEET
- EXISTING
- SANITARY SEWER EASEMENT
- STORM SEWER EASEMENT

NOTES

- ALL MEASUREMENTS ARE IN FEET AND DECIMALS THEREOF.
- THIS PLAT IS SUBJECT TO EASEMENTS OF RECORD AND NOT OF RECORD.
- SEE FILE 2006-00010536 FOR THE FINAL PLAT OF NORTH GRANDVIEW ESTATES NO. 2.



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.
Terry L. Koelker 4/9/24 (DATE)
TERRY L. KOELKER
LICENSE NUMBER 15487
MY LICENSE RENEWAL DATE IS DECEMBER 31, 2025
SHEETS COVERED BY THIS SEAL : SHEETS 1 & 2

BUESING
ASSOCIATES INC.
ENGINEERS AND SURVEYORS
1212 LOCUST ST, DUBUQUE, IA
(563) 556-4389

DRAWN BY: TPL CHECKED BY: TLK
SURVEY DATE: 10/23/23 PLOT DATE: 4/9/24
DWG. NO. 18041-54 SCALE: AS NOTED

SHEET 1 OF 4

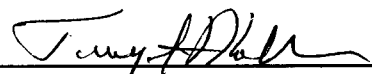
Surveyor's Certificate

I, Terry L. Koelker, a Duly Licensed Land Surveyor in the State of Iowa, do hereby certify that the following real estate was surveyed and platted by me or under my direct personal supervision, To Wit:

Lot 10 of North Grandview Estates No. 2, in the City of Dubuque, Iowa.

This survey was performed for the purpose of subdividing and platting said real estate henceforth to be known as **LOT 1-10 & LOT 2-10 OF NORTH GRANDVIEW ESTATES NO. 2**, in the City of Dubuque, Iowa. The area of **LOT 1-10** is 13,084 square feet, and the area of **LOT 2-10** is 1431 square feet. All Lot areas are more or less, and all Lots are subject to easements, reservations, restrictions, and rights-of-way of record and not of record, the plat of which is attached hereto and made a part of this certificate.

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.

BY: 
 Terry L. Koelker
 Licensed Land Surveyor
 License No. 15487

4/9/24
 Date
 License Renewal Date: 12/31/25

Owner's Consent

Dubuque, Iowa

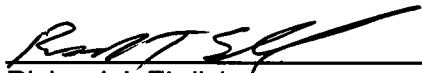
12/19, 2024

The foregoing Plat of Survey of: **LOT 1-10 & LOT 2-10 OF NORTH GRANDVIEW ESTATES NO. 2**, in the City of Dubuque, Iowa, is made with the free consent and in accordance with the desires of the undersigned owners and proprietors of said real estate.

We hereby dedicate, to the City of Dubuque, a permanent easement for storm water detention basin and berm, as shown on sheet 1 of 4 of this plat, for the purposes of constructing, maintaining, and repairing a storm water detention basin and berm and appurtenances. 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.

The owner of Lot 2-10 and its successors and assigns shall not erect any structure over or within the easement area without obtaining the prior written approval of the City Engineer. The owner of Lot 2-10 and its successors and assigns shall not change the grade, elevation, and contour, or perform any construction or excavation that will diminish the lateral support or integrity of said storm water detention basin, berm and appurtenances in any part of the easement without obtaining the prior written consent of the City Engineer.

EHRlich PROPERTIES, LLC

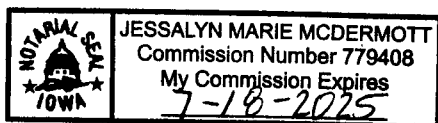

Richard J. Ehrlich

State of Iowa)
)
County of Dubuque) ss:

On this 19th day of December, AD 2024, before me, the undersigned, A Notary Public in and for the State of Iowa, personally appeared Richard J. Ehrlich, to me personally known, who, being duly sworn did say that he is President of Ehrlich Properties, LLC, and that this instrument was signed on behalf of said corporation, by authority of its Board of Directors, and that said Richard J. Ehrlich, acknowledged the execution of this instrument to be the voluntary act and deed of said corporation by it voluntarily executed.

Witness my hand and Notarial Seal on the date above written.


Notary Public in and for the State of Iowa

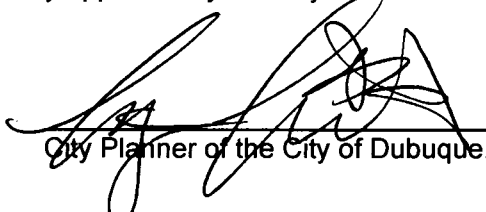


City of Dubuque Planning Services

Dubuque, Iowa

6-12, 2024

The foregoing Plat of Survey of: **LOT 1-10 & LOT 2-10 OF NORTH GRANDVIEW ESTATES NO. 2**, in the City of Dubuque, Iowa, was reviewed and hereby approved by the City Planner of the City of Dubuque, Iowa.


City Planner of the City of Dubuque, IA

City Assessor's Certificate

Dubuque, Iowa

December 20, 2024

The foregoing Plat of Survey of: **LOT 1-10 & LOT 2-10 OF NORTH GRANDVIEW ESTATES NO. 2**, in the City of Dubuque, Iowa, was entered of record in the Office of the City Assessor of the City of Dubuque, Iowa, on the date first written above.


City Assessor of City of Dubuque, IA

County Auditor

Dubuque, Iowa

Dec 20, 2024

The foregoing Plat of Survey of: **LOT 1-10 & LOT 2-10 OF NORTH GRANDVIEW ESTATES NO. 2**, in the City of Dubuque, Iowa, was entered of record in the office of the Dubuque County Auditor this 20th day of December, 2024.


County Auditor of Dubuque, Iowa

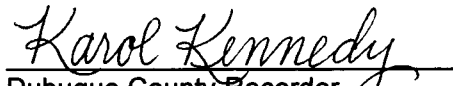
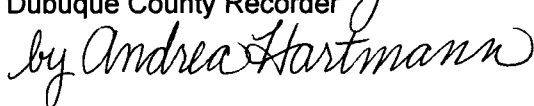
Recorder's Certificate

Dubuque, Iowa

Dec. 20, 2024

The foregoing Plat of Survey of: **LOT 1-10 & LOT 2-10 OF NORTH GRANDVIEW ESTATES NO. 2**, in the City of Dubuque, Iowa, has been reviewed by the Dubuque County Recorder.




Dubuque County Recorder


**City of Dubuque
City Council**

CONSENT ITEMS # 10.

ITEM TITLE: Iowa Department of Transportation Bridge Cleaning Project Notification

SUMMARY: Correspondence from Jesse Tibodeau, Assistant District Engineer with the Iowa Department of Transportation, notifying the City Council of bridge cleaning on US-20 over the Mississippi River.

SUGGESTED DISPOSITION: Receive and File

ATTACHMENTS:

1. Correspondence

January 15, 2025

Ref: BRFN-020-9(265)--39-31

Dear City Council:

This is official notification to your City Council that the Iowa Department of Transportation (DOT) proposes to let the project as referenced above on January 22, 2025. This project, or a portion thereof, lies within your city. The project is proposed for construction during 2025 and will consist of bridge cleaning on US-20 over the Mississippi River.

The work will be done in accord with the current Form 810034 "Agreement for Primary Road Extension Maintenance and Operation". Project costs will be paid from the Primary Road Fund and no charges will be made against the city.

The contract will be administered by the Manchester Resident Construction Engineer's Office. If the City would like to be notified of the preconstruction meeting schedule, contractor's proposed work schedule, or has any other questions and/or concerns, please contact Hugh Holak, P.E., Resident Construction Engineer of the Manchester RCE Office by calling 563-927-2397, or by email at hugh.holak@iowadot.us

We would appreciate this project notification being included on your next City Council meeting agenda as a matter of information for the Council members. If you have any questions concerning the work involved, please contact this office as soon as possible to expedite any possible changes.

Sincerely yours,



Jesse Tibodeau, P.E.
Assistant District Engineer

JLT:JWP

cc: Jim Schnoebelen, P.E., Iowa DOT District Engineer, District 6
Jesse Tibodeau, P.E., Iowa DOT Assistant District Engineer, District 6
Danielle Alvarez, P.E., Iowa DOT District Construction Engineer, District 6
Hugh Holak P.E., Manchester Resident Construction Engineer, Manchester RCE Office
Brian Stelken, Iowa DOT Engineering Tech Senior, Manchester RCE Office
Diane Recker, Iowa DOT Engineering Office Assistant, Manchester RCE Office
Adrienne Breitsfelder, City Clerk, City of Dubuque

**City of Dubuque
City Council**

CONSENT ITEMS # 11.

ITEM TITLE: Grass and weed cutting and garbage collection assessments

SUMMARY: City Manager recommending City Council adopt the attached resolution authorizing the City to certify grass and weed cutting and garbage collection charges to the Dubuque County Treasurer in order to establish real property liens for collection of such charges.

RESOLUTION Authorizing The City To Collect Delinquent Grass And Weed Cutting And Garbage Collection Charges In Accordance With Title 6-4-3A And Title 6-8-2 Of The Code Of Ordinances Of The City Of Dubuque, Iowa

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

ATTACHMENTS:

1. MVM Memo
2. Council_Memo_January 2025
3. Grass, Weed and Garbage Resolution January 2025
4. Grass, Weed and Garbage notice - January 2025
5. Assessments Grass-Weeds-Garbage 1-25

TO: The Honorable Mayor and City Council Members

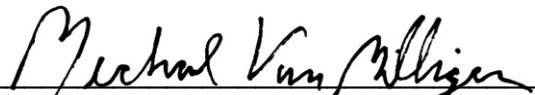
FROM: Michael C. Van Milligen, City Manager

SUBJECT: Grass and weed cutting and garbage collection assessments

DATE: January 15, 2025

Housing & Community Development Director Alexis Steger is recommending City Council adopt the attached resolution authorizing the City to certify grass and weed cutting and garbage collection charges to the Dubuque County Treasurer in order to establish real property liens for collection of such charges.

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
Alexis Steger, Housing & Community Development Director
Tami Ernster, Permit Clerk

TO: Michael C Van Milligen, City Manager

FROM: Alexis M Steger, Housing and Community Development Director

DATE: January 9, 2025

SUBJECT: Grass and weed cutting and garbage collection assessments

INTRODUCTION

The purpose of this memorandum is to request City Council to adopt the attached resolution authorizing the City to certify grass and weed cutting and garbage collection charges to the Dubuque County Treasurer in order to establish real property liens for collection of such charges.

INTRODUCTION

Title 6-4-3A of the Code of Ordinances provides that overgrown weeds and grass and garbage are considered a substandard condition requiring abatement. Title 6-8-2 provides that the City may have the conditions abated and provides that the City Clerk shall certify such cost for abatement to the County Treasurer and it shall then constitute a lien against said property and be collected with and in the same manner as general property taxes on said properties.

RECOMMENDATION

It is recommended that the grass and weed cutting and garbage collection charges identified in the attached resolution be certified to the Dubuque County Treasurer for collection with, and in the same manner, as general property taxes. The action step is for the City Council to adopt the attached resolution authorizing the City Clerk to certify the grass and weed cutting and garbage collection charges to the Dubuque County Treasurer.

Prepared by: Tami Ernster, Permit Clerk
cc: Crenna Brumwell, City Attorney

RESOLUTION NO. _____-25

RESOLUTION AUTHORIZING THE CITY TO COLLECT DELINQUENT GRASS AND WEED CUTTING AND GARBAGE COLLECTION CHARGES IN ACCORDANCE WITH TITLE 6-4-3A and TITLE 6-8-2 OF THE CODE OF ORDINANCES OF THE CITY OF DUBUQUE, IOWA

WHEREAS, residential properties in the City of Dubuque are considered substandard if any conditions exist to an extent that endanger life, limb, health, property, safety or welfare of the public or the occupants thereof; and

WHEREAS, whenever in the judgment of the Housing Officer, a nuisance that is “palpably and indisputably such” exists which requires immediate action to protect the public health, safety or welfare of the public, the Housing Officer may order the emergency abatement of such; and

WHEREAS, delinquent grass and weed cutting and garbage collection charges shall be certified by the City Clerk to the Dubuque County Treasurer for collection with, and in the same manner as general property taxes;

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

Section 1. That the persons listed on the attached Grass/Weed/Garbage Assessment Schedule are delinquent in the payment of grass and weed cutting and garbage collection charges:

Section 2. That the City Clerk be and is hereby ordered and directed to certify to the County Treasurer of Dubuque County, Iowa, that the persons named on the attached Grass/Weed/Garbage Assessment Schedule are delinquent in the payment of grass and weed cutting and garbage collection charges in the amount set aside of the respective names, and that said amounts shall be collected in the same manner as general property taxes against the respective parcels of property set opposite the names of the owners.

Passed, approved and adopted this 21st day of January 2025.

Brad M Cavanagh
Mayor

Attest:

Adrienne N. Breitfelder
City Clerk

NOTICE OF FILING OF DELINQUENT GRASS AND WEED CUTTING AND GARBAGE COLLECTION CHARGES IN ACCORDANCE WITH TITLE 6-4-3A; TITLE 6-4-5A & TITLE 6-4-5B OF THE CODE OF ORDINANCES OF THE CITY OF DUBUQUE, IOWA.

Title 6-4-3A of the Code of Ordinances provides that garbage is considered a public nuisance that requires that such conditions be ordered to be remedied.

Title 6-8-2 provides that the City shall have the authority to correct a nuisance that is “palpably and indisputably such,” without notice and provides that the City Clerk shall certify such cost for the abatement of situations where the nuisance is “palpably and indisputably such” to the County Treasurer and it shall then constitute a lien against said property and be collected with and in the same manner as general taxes on said properties.

As of December 30, 2024, the costs for a nuisance that are “palpably and indisputably such,” such as delinquent grass and weed cutting and garbage collection charges, shall be certified by the City Clerk to the Dubuque County Treasurer for collection with, and in the same manner as, general property taxes.

The persons listed on the attached Grass/Weed/Garbage Assessment Schedule have unpaid grass and weed cutting or garbage collection charges in the amount set out and said charges are delinquent.

The assessments may be paid in full or in part without interest at the Housing and Community Development Department, 350 W 6th Street, Suite 312, Dubuque, Iowa, at any time within 30 days after the date of the first publication of the notice of the filing of the Schedule of Assessments with the County Treasurer. After 30 days, unpaid assessments are payable at the County Treasurer’s Office, Dubuque County Courthouse, 720 Central Avenue, Dubuque, Iowa, and charges shall be collected in the same manner as general property taxes against the respective parcels of the property set forth on the attached schedule.

You are hereby notified that the City Clerk be and is hereby ordered and directed to certify to the County Treasurer of Dubuque County, Iowa, that the persons named on the attached Grass/Weed/Garbage Assessment Schedule are delinquent in the payment of grass and weed cutting and garbage collection charges in the amount set aside of the respective names, and that said amounts shall be collected in the same manner as general property taxes against the respective parcels of property set opposite the names of the owners.

This notice given by direction of the City Council of the City of Dubuque, Iowa, as provided in Section 384.60 of the Code of Iowa.

Adrienne N. Breitfelder
City Clerk

Grass/Weed/Garbage Assessments

Location		Owner	Parcel #	AMOUNT	CATEGORY
663 JEFFERSON	E 36' OF LOT 18 FARLEY'S SUB	Nottingham Properties LLC 855 S Grandview Ave Dubuque IA 52003	1024385016	\$128.00	garbage
320 HILL	LOT 2-3 BUETTEL & LANGWORTHY'S ADD	Mid America Property Management LLC PO Box 1572 Dubuque IA 52004	1025177012	\$128.00	garbage
673 JEFFERSON	LOT 2 - E 1/2 - 17 & W 14' - LOT 18 FARLEYS SUB	Kelcor Inc PO Box 1385 Dubuque IA 52004	1024385015	\$115.00	garbage
632 W 8TH	LOT 25 ROGERS SUB	Budde, Lance A 7697 N Indian Rdg East Dubuque IL 61025	1025133009	\$212.00	garbage
1725 DELHI	LOT 1-S 36.6'-E 1/2-LOT 37 L H LANGWORTHY'S ADD	Mid America Property Management LLC PO Box 1572 Dubuque IA 52004	1026212014	\$232.00	garbage
2506 BROADWAY	LOT 1-1-16- JOHN KING'S DUBUQUE	Mid America Property Management LLC PO Box 1572 Dubuque IA 52004	1013377014	\$290.00	garbage
900 1/2 MERZ	LOT 2-26 A STINES SUB	Lynch, Cecelia A 900 1/2 Merz St Dubuque IA 52001	1013434010	\$140.00	garbage
			TOTAL	\$1,245.00	

**City of Dubuque
City Council**

CONSENT ITEMS # 12.

ITEM TITLE: Electric Fuel Excise Tax and Charging Fee Increase Recommendation

SUMMARY: City Manager recommending City Council adopt a resolution increasing the established fee (\$0.17/kWh fee) to \$0.25/kWh for use of public electric vehicle (EV) charging stations in public parking facilities, to recover the state excise tax, electric vehicle service equipment (EVSE) transaction fees and cloud plan, and electricity, as well as adopt an overstay fee of \$2.00/hour upon vehicles reaching 85% of battery capacity.
RESOLUTION Establishing Rates And Charges For Electric Vehicle Charging

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

ATTACHMENTS:

1. MVM Memo
2. Memo_MVM_Electric Fuel Excise Tax and Charging Cost Increase Recommendation_12122024
3. EV Charging Fees_Resolution_01132025

TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

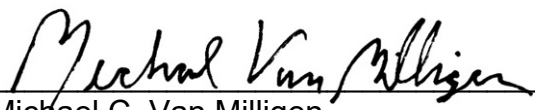
SUBJECT: Electric Fuel Excise Tax and Charging Fee Increase Recommendation

DATE: January 14, 2025

Director of Sustainability Gina Bell is recommending City Council adopt a resolution increasing the established fee (\$0.17/kWh fee) to \$0.25/kWh for use of public electric vehicle (EV) charging stations in public parking facilities, to recover the state excise tax, electric vehicle service equipment (EVSE) transaction fees and cloud plan, and electricity, as well as adopt an overstay fee of \$2.00/hour upon vehicles reaching 85% of battery capacity.

The City Manager has authority to implement fees for EV charging in parking ramps once the fee amount has been adopted. Collection of fees, pending City Council approval, will go into effect January 27, 2025. Sustainability and Transportation staff will work with the Public Information Office to alert EVSE users of the increased fee.

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
Jenny Larson, Chief Financial Officer
Randy Gehl, Chief Public Information Officer
Ryan Knuckey, Director of Transportation Services
Russ Stecklein, Parking Operations Supervisor

MEMORANDUM

TO: Michael Van Milligen, City Manager

FROM: Gina Bell, Director of Sustainability

SUBJECT: Electric Fuel Excise Tax and Charging Fee Increase Recommendation

DATE: January 9, 2025

INTRODUCTION

This memo is to request City Council adopt a resolution increasing the established fee (\$0.17/kWh fee) to \$0.25/kWh for use of public electric vehicle (EV) charging stations in public parking facilities, to recover the state excise tax, electric vehicle service equipment (EVSE) transaction fees and cloud plan, and electricity, as well as adopt an overstay fee of \$2.00/hour.

BACKGROUND

The City of Dubuque has been offering EV charging to the public in municipally owned parking facilities since 2015. EVSE was installed in the Intermodal Ramp in September 2015, a fast charger was installed at the Port of Dubuque in 2024, and additional chargers are expected to come online in 2025.

The State of Iowa passed HF 767 in 2019 to recover road use fees that are normally collected by legacy fuel taxes. Battery electric vehicles (BEVs) do not use any gasoline and plug-in hybrid vehicles (PHEVs) use far less gasoline than conventional vehicles. HF 767, which phased in additional annual registration fees for BEVs and PHEVs starting in January 2020, also included an excise tax of \$0.026 per kilowatt hour (kWh) for EV charging at non-residential locations beginning July 1, 2023. This excise tax applies to Dubuque's public charging stations.

The City's Transportation Department has four expenses associated with the dispensing of electric fuel at public charging stations: electricity, EVSE Plan fees, maintenance costs, and the state excise tax on electric fuel.

DISCUSSION

Staff evaluated calendar year 2022 and 2023 utilization and expenses related to the provision of EVSE for community use. At the time, analysis indicated that a fee of \$0.17/kWh would significantly reduce the cost burden of providing this service while covering all taxes and help to offset a portion of expenses while staying competitive.

After the fee was established, we have continued to monitor the utilization of EVSE and expenses and in October 2024 we reevaluated the fee structure. From July 1, 2023, to

December 31, 2024, 64,040 kWh of electric fuel has been disbursed using City-owned EVSE. Usage from July 2023 to December 2024 increased by 128%. Also noted during this time, were electric vehicles staying in EV charging spaces, even after reaching a full charge. To encourage and allow for additional usage of EVSE, a stay fee is proposed to encourage EVs to leave charging stations once charging is completed.

The City Manager has authority to implement fees for EV charging in parking ramps once the fee amount has been adopted. Collection of fees, pending City Council approval, will go into effect January 27, 2025. Sustainability and Transportation staff will work with the Public Information Office to alert EVSE users of the increased fee.

BUDGET IMPACT

Through December 31, 2024, the City owes \$1,665.06 in electric fuel excise tax to the State of Iowa. It is estimated that the new fees will generate ~\$15,000.00 per year, owing the state ~\$1560.00 of the collected fee. The remaining revenue will be used to offset cost of EVSE transaction fees, cloud plans, maintenance, and electricity expenses.

REQUESTED ACTION

The requested action is for the City Council to set the fee at \$0.25/kWh for use of public EV charging stations and an overstay fee of \$2.00/hour upon vehicles reaching 85% of battery capacity.

cc: Ryan Knuckey, Director of Transportation Services
Russ Stecklein, Parking Operations Supervisor
Crenna Brumwell, City Attorney
Jenny Larson, Director of Budget and Finance
Randy Gehl, Chief Public Information Officer

RESOLUTION NO. -25

RESOLUTION ESTABLISHING RATES AND CHARGES FOR ELECTRIC VEHICLE CHARGING

Whereas, Section 9-14-321.631 of the City of Dubuque Code of Ordinances authorizes the City Manager to arrange for the installation of appropriate devices to regulate vehicles in municipal parking ramps for the collection of fees; and

Whereas, Section 9-14-321.651 of the City of Dubuque Code of Ordinances authorizes the City Manager to establish fees and charges for the rental of city lots or portions of lots; and

Whereas, the City offers electric vehicle charging to the public in parking facilities; and

Whereas, the City is responsible for an excise tax on electric fuel, which requires the City as an owner of electric charging stations to report and pay to the Iowa Department of Revenue \$0.026 per kilowatt hour of electric fuel dispensed; and

Whereas, the excise tax remittance began on July 1, 2023; and

Whereas, after the first year of reporting and paying excise tax on the City's charging stations the current charges are not covering the City's costs of providing the service; and

Whereas, the City has determined that there should be an adjustment to the fees for electric vehicle charging in an amount sufficient to reimburse the City for the excise tax, the cost of the electricity, the cost of the platform to facilitate the charging session, and the administrative costs for managing this portion of the parking system; and

Whereas, the City has determined that a fee of \$0.25 per kilowatt hour should be assessed and periodically reviewed by the City Manager and adjusted accordingly; and

Whereas, to incentivize public access and deter long term parking in stalls intended for use only while charging to a certain level, and in accordance with industry best practices, an overstay fee of \$2.00 per hour will be charged upon a vehicle reaching 100% of battery capacity, with a grace period after a courtesy notification the charge will begin.

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

Section 1. The fee of \$0.25 per kilowatt hour is hereby adopted and approved in addition to any other fees applicable for use of the parking ramp or lot.

Section 2. The fee of \$2.00 per hour is hereby adopted and approved for overstaying 100% of battery capacity in an EV charging parking stall, with a grace period after a courtesy notification the charge will begin.

Section 3. The City Manager is authorized to periodically review the fee and update the fee(s) if review demonstrates the existing rate is not covering City costs.

Passed, approved, and adopted this ____ day of _____, 2025.

Brad Cavanagh, Mayor

Attest:

Adrienne N. Breitfelder, City Clerk

**City of Dubuque
City Council**

CONSENT ITEMS # 13.

ITEM TITLE:

Approval of Tree City USA application

SUMMARY:

City Manager recommending City Council adopt the resolution for the approval to submit an application for Dubuque to become recertified and designated as a Tree City USA.

RESOLUTION Retroactively Authorizing The Filing Of An Application For Designation As A Tree City USA With The Arbor Day Foundation

**SUGGESTED
DISPOSITION:**

Receive and File; Adopt Resolution(s)

ATTACHMENTS:

1. MVM Memo
2. Memo
3. Resolution
4. Application



TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

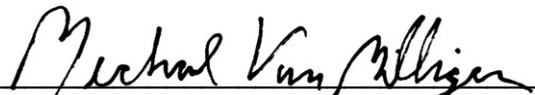
SUBJECT: Tree City USA Application Approval Request

DATE: January 13, 2025

Leisure Services Director Marie Ware is recommending City Council adopt the resolution for the approval to submit an application for Dubuque to become recertified and designated as a Tree City USA.

The Park and Recreation Commission has unanimously recommended approval.

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
Steve Fehsal, Park Division Manager

TO: Michael C. Van Milligen, City Manager
FROM: Marie L. Ware, Leisure Services Director
SUBJECT: Tree City USA Application Approval Request
DATE: January 10, 2025

INTRODUCTION

The purpose of this memo is to request approval to submit an application for Dubuque to become recertified and designated as a Tree City USA.

BACKGROUND

In 2017 Dubuque Trees Forever requested the city consider applying to become designated a Tree City USA after several years had lapsed since the last application. Leisure Services staff researched the information to complete that application and with City Council approval, applied and received the 2017 Tree City USA designation.

The City has continued to apply each year since then and has received the Tree City USA designation each year. In 2021, the City was recognized for 20 years of recognition as a Tree City USA.

DISCUSSION

Staff have completed the application for Dubuque to recertify and be designated as a Tree City USA. Unfortunately, staff were unable to get the application completed before the December 16th, 2024 City Council meeting. Due to the application being due by December 31st, 2024, Steve Fehsal, Park Division Manager reached out to Adrienne Breitfelder, City Clerk to see if the mayor could sign the application so it could be submitted. The application was signed by the Mayor and submitted by the December 31st, 2024 deadline.

Steve worked with Adrienne and City Attorney, Crenna Brumwell, on the attached resolution for retroactive approval to file the application.

The Park and Recreation Commission has unanimously recommended approval.

ACTION REQUESTED

I respectfully request Mayor and City Council adopt the resolution for the Tree City USA application.

cc: Laura Roussell, Dubuque Trees Forever Executive Director

Prepared by Steve Fehsal, Park Division Manager

RESOLUTION NO. _____ - 25

RETROACTIVELY AUTHORIZING THE FILING OF AN APPLICATION FOR DESIGNATION AS A TREE CITY USA WITH THE ARBOR DAY FOUNDATION

WHEREAS, applications for certifications, funding, and grants are set by outside entities and outside the control of the City; and

WHEREAS, the deadlines set by outside entities do not always coincide with the meetings of the City Council; and

WHEREAS, the City applied for designation as a Tree City USA from the Arbor Day Foundation with an application deadline of December 31, 2024 and

WHEREAS, the Mayor signed the application and seeks retroactive approval of the application from the City Council.

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

Section 1. The application to the Arbor Day Foundation is approved retroactive to December 31, 2024.

Passed, approved and adopted this _____ day of _____, 2025.

Brad M. Cavanagh, Mayor

Attest:

Adrienne N. Breitfelder, City Clerk



Application Information

Application ID: 364348
Partner: Dubuque
Program: Tree City USA
Application Type: Tree City USA
Start Date: 12/10/2024
Status: Pending State Review

Primary Contact Information

First Name Robert	Last Name Wegmann	
Title Urban Forester		
Address 1		
Address 2		
City	State	Zip Code
Country United States		

Details

Mayor or Equivalent Contact Information
FirstName: Brad
LastName: Cavanagh
Email: bcavanagh@cityofdubuque.org
Phone: +1 563 690 6502
StreetAddress1: 50 W 13th Street
City: Dubuque
Country: United States
State: Iowa
County: Dubuque County
ZipCode: 52001

City Forestry Contact Information
FirstName: Robert
LastName: Wegmann
Title: Urban Forester
Email: rwegmann@cityofdubuque.org
Phone: +15635894298
Consent: False
Country: United States

PR/Communications Contact Information
FirstName: Angie
LastName: Metcalf
Email: mmetcalf@cityofdubuque.org
Phone: +15635894262
Country: United States

Partner Intake Information
PartnerName: Dubuque
Website: http://www.cityofdubuque.org/parks
GenericEmail: ctyclerk@cityofdubuque.org
PartnerGroup: Dubuque
PartnerSubCategory: City
Population: 60000
AdditionalStickers: 0

Shipping address for recognition materials
ShippingAddress1: 2200 Bunker Hill Road
City: Dubuque
County: Dubuque County
State: Iowa
Country: United States

ZipCode: 52001

Standard 1 - A Tree Board or Department

Who is legally responsible for the care of all trees on community owned property?

Community has both a Tree Board and a Department Chair/City Manager

Tree Board Chairperson Contact Information

FirstName: Robin
LastName: Kennicker
Email: rkennicker@mchsi.com
Phone: +15635894262
StreetAddress1: 2200 Bunker Hill Road
City: Dubuque
Country: United States
State: Iowa
County: Dubuque County
ZipCode: 52001

Additional Board Member Contact Information

FirstName: Justin
LastName: Hochberger
Email: hoch62694@gmail.com
Country: United States

FirstName: Jess
LastName: Ochoa
Email: jessness.ochoa@gmail.com
Country: United States

FirstName: Jennifer
LastName: Tigges
Email: producer@videocreations.com
Country: United States

FirstName: Lori
LastName: Ollendick
Email: lbrflodt3@gmail.com
Country: United States

FirstName: Ron
LastName: Axtell
Email: ornax62@gmail.com
Country: United States

Tree Board Meeting Frequency

Monthly

Please Explain:

Department Chair or City Manager Contact Information

FirstName: Steve
LastName: Fehsal
Title: Park Division Manager
Email: sfehsal@cityofdubuque.org
Phone: +15635894260
StreetAddress1: 2200 Bunker Hill Road
City: Dubuque
Country: United States
State: Iowa
County: Dubuque County
ZipCode: 52001

Standard 2 - A Community Tree Ordinance

Our Attached Ordinance

Is in effect 24/7/365
 Addresses, at the very least, all public trees in our community
 Delegates authority over all public trees in our community
 Has clear guidance on the protecting, planting, maintaining, and/or removing of public trees

Copy and paste relevant language from your community's uploaded ordinance addressing delegation of authority over public trees in the box below.

IV. STREET TREES. 1. General Requirements. A. Only the Leisure Services Department or those contracted or approved by the Leisure Services Department may plant, spray, fertilize, preserve, prune, remove, cut above ground, or otherwise disturb any tree located within the planting lawn. All tree care practices must conform to the standards approved by the National Arborist Association, the

International Society of Arboriculture, and the American National Standard ANSI Z39.1 Safety Requirements. B. If a property owner or tenant has planted an undesirable tree, or after September 15, 1988, plants a tree that does not meet the specifications set forth in this Policy, the Leisure Services Department will notify the property owner or tenant of this Policy and ask that the tree be removed. If the tree is not removed by the date established, the tree will be removed and costs of removal will be assessed to the abutting owner and given to the County Treasurer for collection in the same manner as property taxes. C. In any planting lawn less than four feet (4') in width, the City Forester will determine if a tree can be planted based on site suitability. In planting lawns that measure between four feet (4') and five feet (5') in width, both small and medium size trees may be planted. In planting lawns greater than five feet (5') in width, large trees may be planted. Sidewalk planting pits must have a minimum of thirty-six (36) square feet of exposed ground and be a minimum of three feet (3') deep. D. Small trees must be used where overhead lines or building setback present special problems, regardless of the size of the planting lawn. Small and medium size trees must be used in planting pits. E. Trees must be planted at least fifty feet (50') feet from the edge of street intersections, traffic control lights and stop signs, and at least ten feet (10') from driveways and fifteen feet (15') from alleys. The exact location will be determined according to the type of tree to be planted. F. No tree may be planted closer than twenty-five feet (25') from a street light and ten feet (10') from a utility pole, water shut-off, hydrant, or gas line lateral. G. Spacing of trees will be determined by the City Forester according to local conditions, the species, cultivars, or varieties used, and mature height, spread, and forms. Generally, all large trees must be planted forty feet (40') to sixty feet (60') apart. All medium trees must be planted a minimum of thirty-five feet (35') apart. All small trees must be planted a minimum of five twenty-five feet (25') feet apart. H. When a tree is removed from a planting lawn, the City will replace it if budget considerations and this Policy allow replacement. If a property owner wants a tree planted where one does not exist, the City will provide fifty percent (50%) of the cost to plant the tree, if budget considerations and this Policy allow. If the City is unable to fund replacement or share the cost of adding a tree, the property owner may purchase a tree, and the Leisure Services Department will plant it. The property owner may plant this tree provided the City Forester has approved the tree type and its location. I. When the tree removed is from a planting lawn less than four feet (4') in width, the City may provide and plant a tree beyond the sidewalk on private property (in the front yard) at the request of the property owner, based on site suitability as determined by the City Forester, and if budget considerations allow. Such tree then becomes the property and responsibility of the property owner. If it is determined that there is no room to plant a tree on the neighboring private property, an exception may be made to replace the tree in the planting lawn at the City Forester's discretion. Small and medium trees would be considered for replacement based on the size of the planting lawn and if budget considerations allow. J. When special conditions or circumstances that are not directly covered in t

Copy and paste relevant language from your community's uploaded ordinance addressing clear guidance over public trees in the box below.

Pruning, Treatment, and Removal. A. Pruning. Topping or dehorning of trees is not permitted, except with written permission of the City Forester. Established trees must be pruned over the tree's lifetime to allow free passage of pedestrian and vehicular traffic; to attain a desired branch height of ten feet (10') over sidewalks and recreational trails, and fourteen feet (14') over streets and alleys. A tree's age, size, location, condition, and natural form are factors that determine the extent of pruning. B. Treatment. Any treatment of street trees will be completed by City Forestry staff unless treatment option by abutting owner is approved by City Forester and paid for by that owner. C. Stump Removal. The stumps of trees removed must be cut to at least six inches (6") below the ground, soil must be replaced and the area must be leveled. If the area where the tree is removed will be paved, the tree must be cut or the stump must be removed at least eight inches (8") below the ground. D. Tree Trimming/Pruning, Removal, or Grinding. Any plantings obstructing tree removal, trimming/pruning, or stump grinding will not be replaced if damaged during those operations. The City Forester will not attempt to contact the abutting owner prior to any tree maintenance operation.

Date current tree ordinance was established

02/15/2015

Attach your community's current public tree care ordinance

Tree Ordinance 2015.pdf

Ordinance Changes

My community ordinance has not changed this past calendar year

Standard 3 - A Community Forestry Program with an Annual Budget of at Least \$2 per Capita

Community Population

60000

Tree Planting and Initial Care

29035

Tree Maintenance

79017

Tree Removal

62928

Management

298068

Utility Line Clearance

Volunteer Time (Hours)

602

Are there other costs to report?

Yes

Other Costs

251498

Other Costs Description

New Log Loader for Forestry Division

Total Expenditures:

740706.98

Total Expenditures per capita:

12.35

Community Tree Management Statistics

Number of Trees Planted

74

Number of Trees Pruned

242

Number of Trees Removed

116

Optional Attachments

Annual work plan (if required by your state)

Supporting Budget Documents

Forestry FY24 Expense.xlsx

Standard 4 - An Arbor Day Observance and Proclamation

Does your community tree program partner with local k-12 schools on any programming?

No

When did your community celebrate Arbor Day?

EventType: Arbor Day Observance

EventDate: 5/1/2024 12:00:00 AM

EventFiles: IMG_5558.jpeg, IMG_5559.jpeg

ApplicationId: 364348

Attach your signed Arbor Day proclamation

24_04_15 Arbor Day Proclamation 2024.pdf

Signature

Mayor Signature

Mayor or Equivalent Signature Method

Signed Document

Download the PDF summary application, sign it, and upload it below.

Upload Signed Document

SIGNED 2024 Tree City USA Application for Certification.pdf

First Name

Last Name

Professional Title

As Mayor or Equivalent of the Community I certify that the information in this application is accurate by signing my name below.

How did you hear about the Tree City USA program?

Previously recognized Tree City

Please Explain:

By submitting your application, you agree to the Tree City USA terms and conditions.

**City of Dubuque
City Council**

CONSENT ITEMS # 14.

ITEM TITLE: Five Flags Civic Center Operations Management Services RFP

SUMMARY: City Manager recommending City Council approval on the Five Flags Civic Center Operations Management Services RFP.

SUGGESTED DISPOSITION: Receive and File; Approve

ATTACHMENTS:

1. MVM Memo
2. Staff Memo
3. RFP

TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

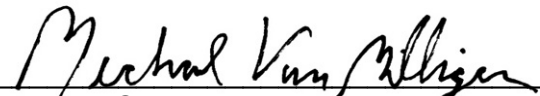
SUBJECT: Five Flags Civic Center Operations Management Services RFP

DATE: January 15, 2025

Leisure Services Director Marie Ware is recommending City Council approval on the Five Flags Civic Center Operations Management Services RFP that has been released.

The current management agreement ends June 30, 2025. The RFP was developed to solicit competitive sealed proposals from qualified professional management firms capable of providing a full range of comprehensive management services with a well-proven track record of services consistent with generally accepted operation of a civic/events center and historic theater.

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
Jared Charland, Project and Facilities Manager

TO: Michael C. Van Milligen, City Manager
FROM: Marie L. Ware, Leisure Services Director
SUBJECT: Five Flags Civic Center Operations Management Services RFP
DATE: January 13, 2025

INTRODUCTION

The purpose of this memo recommend approval of the Five Flags Civic Center Operations Management Services RFP that has been released.

DISCUSSION

At it's opening FF in 1979 was a city managed facility. In August 2003, an analysis of FF took place to determine what could be done to hold the line on expenses or reduce the property tax supporting that operation. After weighing the advantages and disadvantages of all options considered, the City contracted SMG (now ASM Global) in April 2004 to privately manage FF. The current management agreement ends June 30, 2025. The entire FF facility is owned by the City of Dubuque. In 2023 the city issued an RFP for operations management services for Grand River Center after 20 years of a management agreement with the same firm as well.

The attached RFP was developed to solicit competitive sealed proposals from qualified professional management firms capable of providing a full range of comprehensive management services with a well-proven track record of services consistent with generally accepted operation of a civic/events center and historic theater.

The City seeks a professional, financially sound company and team to operate, market, and manage the FF under contract agreement with the City. The City is inviting management firms to create a proposal that would establish a relationship with the City that will be most beneficial to both the City and the management firm.

The RFP Committee consists of the following members:
Marie Ware, Leisure Services Director
Jared Charland, Project and Facilities Manager
Cori Burbach, Assistant City Manager
Jason Lehman, Assistant City Attorney
Dawn March, Purchasing and Safety Coordinator

Keith Rahe, Travel Dubuque
Julie Kronlage, Travel Dubuque

The timeframe for the RFP is as follows:

RFP issued:	January 16, 2025
Pre-proposal conference:	January 29, 2025, 1:00 p.m. CST
Deadline for requests, questions and technical info via email:	February 03, 2025, 2:00 pm CST
Addenda (if any) issued by:	February 06, 2025, 4:00 p.m. CST
Sealed Proposals due:	February 13, 2025, 10:00 a.m. CST
Interviews and negotiations:	February – April 2025
Recommendation and City Council approval:	April 7 or 21, 2025

ACTION REQUESTED

I respectfully recommend approval of the Five Flags Civic Center Operations Management Services RFP that has been released.

cc: Jared Charland, Project and Facilities Manager



Operations Management Services Request for Proposal

Five Flags Civic Center City of Dubuque, Iowa



Issue Date: January 16, 2025
Closing Date & Time: February 13, 2025, 10:00 a.m. CST

**Leisure Services Department
1157 Central Avenue
Dubuque, Iowa 52001-5016**

1.0 INTRODUCTION

The City of Dubuque, Iowa (the “City”) is soliciting competitive sealed proposals from qualified professional management firms capable of providing a full range of comprehensive management services with a well-proven track record of services consistent with generally accepted operation of a civic/events center and historic theater. This proposal is for the Five Flags Civic Center (“FF”), located at 405 Main Street in Dubuque, Iowa.

FF has long served as an important community asset for Dubuque and its residents. Over the years, Five Flags has served as a critical gathering place in Dubuque, hosting thousands of entertainment events, performing arts, sports, and civic events. The primary elements of the current Five Flags Civic Center are the 4,000-seat arena (24,500-square foot of flat space), a 711-seat historic performing arts theater, 1,950-square feet of meeting space, and a 1,700-square foot black box theater.

The City is seeking a professional, financially sound company and team to operate, market, and manage FF under contract with the City of Dubuque. The City invites management firms to create a proposal that would establish a relationship with the City that will be most beneficial to both the City and the management firm.

The City invites submittals from qualified firms that have proven experience in providing comprehensive management, marketing, and full-service operations at civic and events facilities in comparable or larger markets. This Request for Proposal (RFP) is for consolidated services. That is, firms should be prepared to provide all management, marketing, and operations services. The City will consider a firm's use of affiliated companies, joint ventures, or subcontractors, to provide consolidated services. Such use is only acceptable after review by the City, and upon written approval.

At the conclusion of the RFP process described herein, and upon execution of a Management Agreement (the “Agreement”), a firm will be selected for the comprehensive management, marketing, and operation of FF consistent with generally accepted operations of a civic and events center and historic theater. The selected firm will serve as an independent contractor of the City. Unless previously approved by the City, in writing, under no circumstances shall the work or services covered by this agreement be subcontracted and the management firm must function as the single point of responsibility for the City.

Responsibilities of the selected firm will include but are not limited to: budgeting; hiring and training of staff; the maintenance of the land, building, furniture, fixtures, and equipment; local and national sales and marketing of FF; coordinating with the City and managing relationships with various product and service providers; coordination of FF utilization, scheduling, negotiating, and licensing of events, and additional responsibilities that may be required in the Agreement.

The City owns FF building, the land on which the building is situated, and related furniture, fixtures and equipment (“FF&E”). The selected firm shall furnish such personal property as may be required to carry out the firm’s obligations (such as office supplies) and any other services as may be required by the Agreement or as otherwise agreed with the City. The selected Firm and General Manager will communicate with the Contract Administrator (currently the Leisure Services Director).

History

FF's location began as a hotel on the corner of Fourth and Main Street named the City Hotel in the 1840's. In 1862, William G. Stewart purchased the building and began converting it into a theater. Over the next 45 years, the venue endured a number of different owners and name changes, until the original structure was destroyed in a fire in April 1910. The existing theater was designed and built by C.W. and George L. Rapp of Chicago, who were highly regarded as some of America's premier theater architects. The theater continued to operate in a variety of capacities until 1969 when it was earmarked for demolition as part of Dubuque's 12-block downtown urban renewal program. Those opposed to the demolition believed the facility was an irreplaceable treasure and began obtaining private donations to combine a restored theater with a new exhibition-arts facility for an all-purpose civic center on the block bordered by Fourth, Fifth, Main, and Locust Streets.

A fund drive began in 1971 to renovate the venue and build an adjoining arts arcade and exhibition hall. In 1972, the Orpheum was placed on the National Register of Historic Places. The theater was restored in 1975, renamed the Five Flags Theater and reopened in 1976. Shortly thereafter, a bond referendum was held for the construction of the Five Flags Civic Center, to be attached to the existing theater. An overwhelming 70 percent majority approved of the project. The complex is connected to the theater. The Civic Center opened its doors in 1979, alongside the restored Theater on Fourth and Main taking up a full city block. The bond was a \$3.7 million project. Additional upgrades and renovations were completed in 2005 at a cost of just over \$2.0 million.

At it's opening FF in 1979 was a city managed facility. In August 2003, an analysis of FF took place to determine what could be done to hold the line on expenses or reduce the property tax supporting that operation. After weighing the advantages and disadvantages of all options considered, the City contracted SMG (now ASM Global) in April 2004 to privately manage FF. The current management agreement ends June 30, 2025. The entire FF facility is owned by the City.

In December 2022, the Dubuque City Council approved \$24 million project to renovate the Five Flags complex after three separate [studies](#). The selected management firm will be expected to advise the City on industry best practices and revenue generation opportunities during the renovation process and recommend how to best implement the renovation schedule while minimizing operational disruptions. The RFP to select a consultant to begin the renovation process is expected in the second half of 2025. The current FY 25 capital budget has \$600,000 budgeted for the consultant plus project and construction management services.

City of Dubuque Recommended Capital Improvement Summary FY 2025 - FY 2029								
PROGRAM/ DEPT	PROJECT DESCRIPTION	SOURCE OF FUNDS	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	TOTAL
CIVIC CENTER DIVISION								
Culture and Recreation								
	Five Flags Building Improvements	GDTIF G.O. Debt, Greater Downtown TIF	\$ —	\$ 2,800,000	\$ 3,094,678	\$ 8,587,322	\$ 8,972,000	\$ 23,454,000

Timeline for Services

It is the intent of the City that the new management agreement will begin at **12:01 a.m. on July 1, 2025.**

2.0 COMMUNITY BACKGROUND

The City of Dubuque is located on the Mississippi River in northeastern Iowa, directly adjacent to Illinois and Wisconsin. As Iowa's oldest city, Dubuque is a community well known for its historic and architectural beauty. The City is over 30 square miles in area, with a population of nearly 60,000. 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 is a major economic force in the community.

The City of Dubuque is governed by an elected Mayor and City Council and managed by a City Manager. FF has a Civic Center Advisory Commission made up of local residents. The City funds a full range of municipal services. City government works in collaboration and partnership with the private and non-profit sectors to promote economic development and sustainability. Downtown, neighborhood, and riverfront planning, sustainability, and revitalization are long-standing priorities of the City. The [City's website](#) showcases and provides information on many aspects of the City's operations. [City Council goals and priorities](#) are available on the City's website.

The Mayor and City Council have identified becoming a more sustainable and resilient city as one of their top priorities for over 18 years. Implementation of a community-defined sustainability plan is among the Council's priorities. Find out more at www.sustainableubuque.org.

The City is striving to be an equitable community of choice, one that is data driven, outcome focused, and built on the five pillars of sustainability, resiliency, equity, transparency, and compassion through people, partnerships, and planning.

The [Imagine Dubuque Comprehensive Plan](#) was adopted in 2017, following a year of community engagement that gathered over 12,500 ideas from more than 6,000 residents and stakeholders. The plan serves as a policy guide for the community's physical, social, and economic development. Implementation of the plan recommendations will rely on community participation, partnerships, and collaboration with residents and organizations. The goal is to create a more viable, livable, and equitable community. The City tracks progress on the Plan and details can be found on the webpage link above. Components of the plan are applicable to responses to the RFP.

Approximately 60,000 people work in Dubuque County and Dubuque's largest employers include John Deere Dubuque Works, Dubuque Community Schools, MercyOne Dubuque Medical Center, Medical Associates Clinic, P.C. Unity Point Health-Finley Hospital, Cottingham and Butler, and Sedgwick. The City of Dubuque and the Greater Dubuque Development Corporation ("GDDC") are focused on the continued growth and expansion of current Dubuque County businesses, recruitment of a new workforce, and welcoming new businesses to the community. Dubuque is home to higher education institutions, including the University of Dubuque, Clarke University, Loras College, Northeast Iowa Community College ("NICC"), and the neighboring University of Wisconsin-Platteville.

Dubuque has seen growth in its tourism industry year after year. [Travel Dubuque](#) has led award winning efforts showcasing all there is to do in Dubuque and the region. Dubuque's history as Iowa's first city and its beautiful historic architecture especially in Dubuque's downtown sets us apart as a travel destination that brings over 2,000,000 visitors to the area each year. The National Mississippi River Museum and Aquarium is in the nearby Port of Dubuque and is a major tourist attraction for the region. FF is located in the historic Main Street and next to the Historic Millwork District. Over 50 murals are located throughout downtown and create a unique experience for travelers and visitors to the community. Viking River Cruises hosts national and international travelers and docks in the Port of Dubuque. The ever-expanding Field of Dreams Movie Site is just a quick 20-mile drive away and attracts many travelers to the region. Explore Travel Dubuque's website and social media pages for more information.

3.0 PROPOSAL GOALS AND OBJECTIVES

This RFP seeks proposals from qualified firms that will address the goals and objectives outlined in this RFP. The selected firm will provide turn-key operations, management, and marketing services.

The selected firm will be expected to complete the contracted scope of work within the timeframe, under the general direction and coordination of the City's Contract Administrator (currently Lesiure Services Director Marie Ware) and the City Manager, as authorized by the City Council.

The City has identified the following operational goals and objectives for FF. The intent is to achieve these goals in the timeliest and most cost-effective manner while providing the highest quality customer service. Firms should consider these goals an important part of the RFP process, as the ability to meet them will be carefully evaluated in the selection process.

A. Manage day-to-day operations and maintenance of FF in a prudent, high quality, and efficient manner that meets the highest industry standard.

1. Maximize direct spending benefitting the Dubuque economy.
2. Maximize FF revenue generation with diverse revenue streams and minimize expenses through excellent management service. Achieve the greatest profitability while decreasing FF's cost impact on the City's budget.
3. Maximize the economic impact to the community, region, and state (via the accommodation of non-local events, concerts, performances, and shows) and overall utilization of the facility, while focusing on minimizing the annual operating cost for FF. Establish a mix of events including tenant activities, touring entertainment events/shows, sporting events, community events and more.
4. Implement a strong marketing and sales strategy that supports revenue goals.
5. Develop and implement an annual marketing plan for the facility to attract events, shows, concerts, and performances.
6. Expand outreach efforts and enhance usage of FF by developing and implementing initiatives to penetrate new markets, secure new events and activities, and promote FF.
7. Develop and execute strategies to ensure FF is competitive with other civic centers and historic theaters in comparable markets and modify such strategies as market conditions and trends change.

B. Provide superior services to booking agents, event planners, patrons, visitors, and other users of FF by maximizing customer satisfaction as exhibited by an industry-wide positive image of FF and maximized re-bookings and routing opportunities.

1. Develop, implement, and monitor internal and external, independent performance measures to gauge and report levels of customer service satisfaction in various metrics.

C. Ensure that shows, performances, concerts, and other events are attracted to and retained at FF by producing a customer-friendly, client-friendly, and cost-effective environment. Provide promotional activities, seating, sponsorships, and ticket related services.

D. Properly maintain and safeguard the City's capital investment in FF through the exercise of the highest standards of maintenance and preservation, including the development and maintenance of a rolling 5–10-year capital improvements and equipment replacement budget and a well-established and documented maintenance plan.

E. Provide high quality food and beverage concession services.

F. Recruit and develop a customer-friendly, service-oriented, safe, well-trained workforce. Include plan for taking affirmative action to ensure that all employment practices are free from such discrimination. Include statement it is an Equal Opportunity or Affirmative Action employer.

G. Establish a system of communication and collaboration that encourages partnering between and among other segments of community.

1. Develop and enhance strong, collaborative working relationships and beneficial marketing strategies with the City, Travel Dubuque, Dubuque Main Street, Dubuque Area Chamber of Commerce, and Greater Dubuque Development Corporation.

2. Cooperate with Dubuque hotel and motel operators to increase and maximize local and nearby hotel and motel occupancy.

3. Work collaboratively with other City owned facilities including Grand River Center and ImOn Arena.

H. Respond to and support the ever-changing needs of the community and users of the facility with recommendations for expansion, renovations, and upgrades of services, technology, and equipment for first-class operations.

I. Develop and establish open, clear, and responsive reporting systems with the City, utilizing measurable and reported performance metrics.

1. Strive to meet and exceed benchmarks established in the Agreement and any adjustments thereto.

J. Achieve and exceed goals and objectives in a professional manner, consistent with best industry practices and all applicable laws and ordinances.

4.0 PROPOSAL SCOPE OF SERVICES

In preparing a response to this RFP, the firm should describe the means or strategy by which they would satisfy the scope of services. The final scope of services will be negotiated with the selected firm. The scope of services in this section is preliminary and may be modified during the selection

and negotiation process. The City will evaluate submitted proposals and award an operations, management, and marketing agreement to selected firm based on the best proposed solution to each individual section listed below and in Section 3.0 Proposal Goals and Objectives.

The following outline represents the minimum components for performing the requested services.

A. Operation Management Services - Operation management services requires the professional management operator to manage, in the most efficient, high quality, and cost-effective manner possible, all aspects of FF operations such as groundskeeping, custodial and maintenance services, security, sales, booking, marketing, event services (including event set-up and tear-down, AV, event technologies, scheduling, promotions, business relationship development, sponsorship and promotional services), food and beverage services, financial and administrative services (including accounting, budgeting, purchasing, human resources, and contracting). Specific services and expectations of the professional management operator will include, but not be limited to the following:

1. Day-to-Day Management and Operation -

- a. Ensure that the facility is kept clean, safe, sanitary, and maintained in good working order.
- b. Conduct repairs as necessary, certifying that work is compliant with, and when possible, exceeds, City, state, and federal regulations.
- c. Manage FF & E internal to FF. Provide, or cause to be provided, all incidental services required in connection with FF or its events, including but not limited to client development, promotional activities, food service, and concessions.
- d. Maintain an adequate staff of courteous, well-trained, and efficient employees at FF and provide appropriate supervision of such employees.
- e. Create a focus on all aspects of the business, including but not limited to state, local, regional, and national events, and activities, government, social, military, educational, religious, and fraternal (SMERF) events and activities, and local social activities and events.
- f. Support (in-house or via third party vendor(s)) of the technical environment of FF operations including but not limited to: audio visual, lighting and sound systems, end-point devices (such as computers, laptops, printers, phones, mobile devices, servers, and cloud-based storage systems), cybersecurity protection and monitoring, business operational software systems (such as financial, payroll, e-mail, point-of-sale systems), compliance with all relevant security and privacy standards, telecommunications systems (including all wired and wireless systems such as telephony systems and phones, networks systems and connectivity, low voltage wiring, firewalls, routers, switches, internet services room display screens, outdoor electronic signage, time and attendance systems, television/video services), HVAC and physical plant monitoring systems (including access control and security), and any technology upgrades, maintenance, and support activities.

2. Report Preparation - collect all revenues generated through the operation of FF and document all expenditures necessary for the proper management, operation, maintenance, and supervision of the facility. Prepare and submit monthly and yearly financial, operating, maintenance, management, marketing, and other such reports as required by the City. Manage and track FF equipment list & submit yearly operating equipment requests to the City.

3. Annual Plan - develop annual plans, capital budgets, equipment replacement schedules, and operational budgets for the City that have defined performance measures. Comply with such plans, budgets, and timelines. Upon conclusion of the fiscal year, ensure completion of an audit by a certified public accounting firm to develop audited financial reports and to certify compliance with generally accepted accounting principles.

4. Contract Administration - administer all contracts and agreements required in the ordinary course of business in operating FF, and if necessary or requested by the City, participate in the solicitation of, and negotiations with, competing service providers.

5. Advise - provide such advice and assistance in relation to the operation, marketing, management, maintenance, and supervision of FF as the City may require including, but not limited to, recommending potential changes to sources of revenue, financial accountability, reporting structures, partnerships, prices, policies, and other such practices that could potentially add to the financial success of the facility.

6. Respond to City Requests - respond in a timely manner to requests from the City and its agents or counsel.

B. Transition Services, if applicable, & Review of Services for Upgrades - Develop transitional service plans for changeover of current management firm to new management firm (if applicable). Perform a review of current services and provide proposals for upgrades of services.

C. Timeline/Schedule - The firm shall provide a recommended schedule for instituting operations management services (as well as transition services, if applicable).

5.0 SUBMITTAL FORMAT TO BE INCLUDED IN PROPOSAL

The proposal should address all of the points outlined in this RFP. To simplify the review process and obtain the maximum degree of comparability, the proposal shall include the following information and shall be organized in the order and manner specified below. While additional data may be presented, the following subjects must be included – they represent the criteria against which the proposal will be evaluated.

Letter of Transmittal and Executive Summary

Provide a letter of transmittal briefly outlining the firm's understanding of the work. List the name, address, telephone number, e-mail, and company website and social media of the firm's preferred contact person (the "Proposal Manager"). The Contract Administrator will be the primary contact person during the RFP evaluation process. Provide a brief executive summary (no more than two pages) that succinctly discusses the firm's approach and describe how the firm is uniquely qualified as the best choice to manage FF.

Minimum Firm Qualifications

This section lists the criteria to be considered in evaluating the ability of firms interested in providing the services specified in this RFP. A proposer must meet or exceed these requirements to be considered for award. Any exceptions or qualifications to the requirements listed should be clearly detailed in the proposal. Proposed firms shall:

- A. Have extensive experience in providing services similar to those specified in this RFP.
- B. Firm shall have successfully performed services of similar scope with other public, quasi-public, or private organizations.
- C. Have knowledge of and comply with all currently applicable, and as they become enacted during the Agreement term, federal, state, and local laws, statutes, ordinances, rules, and regulations. All laws of the State of Iowa, whether substantive or procedural, shall apply to this RFP and the Agreement, and all statutory, charter, and ordinance provisions and policies that are applicable to public contracts in the City shall be followed with respect to this RFP and the Agreement.
- D. Experience with municipal and city governments.
- E. Have the capacity and resources to acquire or provide all insurances and other financial commitments as outlined in the terms of this RFP, the proposal, and the Agreement.
- F. Have the capacity and resources to provide all other services and meet all other obligations of the firm in the Agreement.
- G. Have appropriate material, equipment, and labor to perform specified services under the Agreement.

Proposal Response Form

Provide a completed Proposal Response Form found in Appendix B.

Profile of Firm – Background and Qualifications

Provide a profile of the firm and describe its legal structure, principal officers, and organizational structure. The proposer must identify and distinguish between its own experience and qualifications and that of any parent entity, predecessor, or subsidiary of the proposer, whether wholly-owned or partially-owned.

- A. Provide an overview of the firm's profile.
- B. Provide short biographical information of key executive personnel and staff, including any subcontractors firm proposes to be assigned to execute the terms of the Agreement. Provide short biographical information on key personnel and principals of the firm that would oversee FF assigned personnel and whether such involvement will be on a fully informed daily basis or in an advisory capacity. Include the resume(s) of the proposed on-site general manager or the candidates for the general manager position. Resume(s) should describe each person's qualifications and experience with managing and marketing public assembly facilities. The response should include provisions ensuring that the selected on-site general manager will not relocate to another facility or responsibility other than FF until a minimum period of time has elapsed.
- C. Provide firm's affirmative action plan and diversity, equity, and inclusion plan.
- D. To protect the City from the sudden loss of managerial services, management shall ensure that there is at least one other manager on FF staff who is thoroughly familiar with the management and operation of the facilities and associated issues and processes, who could capably serve in an interim capacity as the general manager of FF.
- E. Provide audited and certified financial statements for the firm's last **three** years of operation. If the proposer is a joint venture, a copy of the joint venture agreement must be submitted for each party. (Not included in page count and provided as a .pdf file(s))

submitted electronically as outlined and labelled “(firm name) Audited and Certified Financial Statements”).

F. Provide a complete and detailed history of the firm's facility management experience for the last five years. Information provided should include a description of services provided, examples of successful operational strategies for civic and events centers and historic theaters, and the term of the management contract, with particular attention to:

1. Specific, quantifiable measure of success at other facilities managed by the firm, with particular emphasis on civic centers and historic theaters that are in communities of a comparable size to Dubuque located in the Midwest.
2. Specific expertise gained from past management experiences relevant to future FF operations.

G. Provide an explanation of firm's experience in working with public entities or other entities that operate and market facilities for a public entity, including cooperative efforts, philosophy, and results.

H. Provide general information about the firm including but not limited to corporate headquarters, age of the firm, firm history, annual revenues, number of employees, and brief description of firm, along with its area of expertise and experience as it relates to this RFP. Describe the experience and success of the firm in performing similar operations management services. State the location(s) of the office(s) from where the supervision of the management services will be performed.

I. Proposers shall demonstrate the financial capacity necessary for the City to assess the viability of the proposer to enter into and to provide the services at the level anticipated in this RFP, or higher, as well as any action with respect to a contemplated sale, act of receivership or reorganization of the proposer or any subsidiary that is, or has previously been, engaged in delivery of the services contemplated in this RFP.

J. Discuss the firm's ability to integrate this operations, management, and marketing services contract into its present workload. Include a statement to specify if the firm currently has the capacity to undertake the operations management services or whether it intends to hire additional staff or partner with subcontractors.

K. It is the sole responsibility of the successful proposer to ensure adherence to all applicable local, state and federal wage and labor laws and employment eligibility requirements.

Current and Former Management Contracts/Agreements

A. Information on four (4) comparable and relevant government owned, managed facilities the firm has managed in the last ten (10) years. If not government owned, explain facility(ies) applicability.

- Facility Name
- Physical Address
- Type of facility (e.g. civic center, theater)
- Relevant descriptive facility information including gross square footage and net square feet of spaces, etc.
- Extent of responsibilities
- Discuss what specific, quantifiable measures of success have been achieved through your company's services in operations management of the venue
- Dates of management

- Reference including contract administrator name, title, phone number, email, and address that can attest to firm's performance

B. Information on any relevant facilities which the firm has managed within the past ten years and now no longer manage other than those lost in a competitive process.

C. Provide a comprehensive list of contracts/agreements that have not been renewed with the proposer within the last five years. Include name, physical address, and type of facility, in addition to the name, title, address, and telephone number of the client contact or contract administrator.

D. Disclose any management services agreement terminated, with or without cause, or not renewed by a public or private entity for management and operations of any civic or community center within the past five (5) years, together with the reasons for termination or non-renewal.

Scope of Services

Describe the means, methodology, and/or strategy by which the firm would satisfy the scope of services as listed in Section 4.0 and meet the goals and objectives in Section 3.0.

Include a basic work plan for each strategy that delineates the firm's approach to the operations management services using the outline below. The work plan, at a minimum, should include those components outlined in Section 4.0 of this RFP. The firm should indicate in the work plan any aspects that are proposed to be the responsibility of City staff.

Highlight any parts of the work plan that will reflect the firm's unique philosophy, insight, or expertise regarding its approach to this operations management services and how this approach positively impacts successful operations management services at FF. This is the firm's opportunity to convey ideas and concepts with respect to the goals, objectives, and scope outlined in the Scope of Services.

A. Management Plan

1. Describe your overall philosophy on how FF should be managed, operated, and marketed.
2. Provide information on:
 - a. Employee/employer relationships and the proposed management structure for FF;
 - b. How the management team will report to the firm's corporate offices and to the City;
 - c. How the firm expects to interact with the City; and
 - d. How the firm's departmental functions, including executive/administration, marketing/public relations, operations/event services and finance/information services would report to the City.
3. Provide an organizational chart denoting any departments, divisions, senior management positions, and supporting positions within each management and operating department or division anticipated to provide on-site, day-to-day services associated with FF.

4. Provide a suggested staff and organizational chart for that would reflect the proposed operating structure for FF listing positions, functions, and responsibilities for the operation locally of FF.

5. Provide resumes of key personnel and principals of the firm that will be involved in the management of FF and whether such involvement will be on a fully-informed, daily basis, or in an advisory capacity. Include years of experience with the firm, years of experience in the industry, educational background, and relevant industry licensure, certifications, and affiliations. Distinguish between project experience with the firm and experience with other companies.

6. If applicable, describe whether the firm is open to engaging, as employees or independent contractors, current management company employees working at FF, provided such personnel are mutually satisfactory to all parties. Provide examples, if any, of past employee transitions experiences and ways to address potential challenges (such as preserving benefits/pensions of former employees whom the firm has engaged under similar transitions from private-to-private operations at other facilities).

B. Marketing Plan Philosophy

1. Discuss proposed marketing and promotional concepts that will further the goals and objectives of FF while also maximizing the benefits to the Dubuque area. This should include the firm's approach to co-promoting events and creating new events and activities with, for example, Five Flags Civic Center or Travel Dubuque.

2. Explain how your firm's network and relationships with event/meeting planners and/or promoters with venue networks will maximize bookings and programming opportunities. Describe any opportunities that may be available to the City in the event the firm operates or promotes other venues in the region.

3. Describe in general the proposed approach to booking, scheduling, promoting, advertising, and marketing events at FF, including booking and scheduling events with outside event planners, promoters, event coordinators, meeting planners, and local events. This should include working with the City and local stakeholders. Include specific examples from other, similar venues of the firm's ability to attract, book, and schedule similar events and activities, including examples of networking among the proposer's clients or other means used to enhance bookings and programming.

C. Operations Plan

1. Provide a description of the policies and proposed methods of providing the following management services for FF. Include a discussion of providing these services in-house or by contracting with an outside party, as well as a discussion of the firm's approach for dealing with existing agreements.

a. Event Set-up and Tear-Down - the labor, equipment, and materials required to timely and adequately set-up and breakdown all events utilizing FF.

b. Event Services - all services such as cleaning, business services, electrical, carpentry, and plumbing required for a successful event.

c. Site Maintenance and Engineering - all maintenance and engineering and

operations management services required to guarantee a safe and well-maintained facility and efficient operation of FF. Describe the upkeep and preventative maintenance plan for FF.

d. Security - all security services needed to keep FF and surrounding grounds safe for visitors and in compliance with all laws.

e. Custodial Services - the labor and maintenance required to clean and service all areas of FF.

f. Technology, Lights, and Audio/Visual (as outlined in section 4.0A of this RFP) - all technology services required for a successful event and day-to-day technology operations, including but not limited to events, computer and audio/visual support.

2. Identify those services intended to be contracted out and identify how local, certified minority and women-owned businesses have been used in other facilities under the management of the proposing firm to provide services, supplies and materials for the facilities, and what general plans the proposer would have in terms of doing the same in Dubuque. This summary should include any requirements that may have been placed on firms with whom the proposer has contracted for services regarding their use of local minority and women-owned businesses and subcontractors.

D. Transition Plan (if applicable)

1. Describe steps and timing of a transition plan should the firm be chosen.

E. Financial Plan

1. Provide a strategy for minimizing the annual operating expenses and maximizing the annual operating revenues of FF.

2. Develop a budget for the first full year of operations under contract for FF. Include a detailed description of all expenses and revenues, by line item, and provide an explanation of how each line item was developed and the assumptions used. The management fee, if any, paid to your firm should be included as a separate line-item expense.

3. Develop a three-year operating budget for FF. All revenues and expenses should be listed, by line item, along with all relevant assumptions used. The management fee, if any, paid to your entity should be included as a separate line-item expense. Provide examples of management reports that will be submitted to the City monthly detailing profits/losses, financial and surcharge details and any other significant financial activity from the previous month. These specific examples are not included in the page count of the proposal.

4. Understanding that the City will be financially responsible for, and have the final approval of capital improvements, provide a description of the firm's role in identifying and prioritizing capital improvements, including approval, billing, purchasing, and letting of contracts.

5. Describe the firm's approach to annual fundraising to help sustain operations of FF, including potential naming rights (not FF building itself), operating and programming

sponsorships, pouring rights, and any other contractually obligated income (“COI”). Provide examples of past success with fundraising at other, similar venues.

F. Compensation Proposal

It is the City's desire to obtain compensation proposals related to the management of FF. Provide a proposal the firm may be willing to enter into if selected. Proposals may include:

Base and Incentive Fee Structure – the selected firm would receive a base fee and potential incentive fee in exchange for operating FF while all operating revenues and expenses would be allocated to the City, please describe.

Describe the nature and amount of the financial resources that would be committed by the firm to enhance the likelihood of the successful operation and management of FF. All compensation proposals must comply with applicable IRS regulations to protect the tax-exempt status of the City's outstanding and to be issued bonds.

At a minimum, the proposal shall address the following:

- a. Base Fee - the amount of the annual fee for management services, if any.
- b. Incentive Fee(s) - identify the standards that will be used to determine the amount of the incentive fee. Be advised that the City is interested in incentives that balance the need for: (i) minimizing operating deficits; (ii) maximizing the attraction of non-local, economic impact generating events; and (iii) maintaining high standards of physical products and service quality.
- c. Capital Investments - identify areas in which the proposer will invest in additional fixtures, equipment, or other aspects of FF.
- d. Incidental Expenses – identify any incidental expenses that would be paid out of pocket by the city for items such as relocation or travel expenses indicating the proposed expenses are one-time or recurring.

Other compensation proposals would be accepted for consideration.

Understanding of Final Agreement Terms

The firm should provide a statement that indicates it has read and understands Appendix D – City of Dubuque Contract Terms and Conditions (the “Contract Terms and Conditions”) and agrees to include the clauses that are listed in Appendix D in the final Agreement. Any exceptions to the Contract Terms and Conditions by the firm must be clearly stated in the submitted Proposal.

Insurance Requirements

The firm should provide a statement indicating that they are able to meet the City's insurance requirements for professional services. (See attached Insurance Schedule J – Appendix E.) Submittal of insurance documents as part of this RFP are **not** required.

Litigation and Dispute Disclosure

Indicate and disclose all lawsuits, including claims involving arbitration or other alternative dispute resolution mechanisms, filed against the proposer and any affiliates within the past five years of

the date of this RFP. Notwithstanding the above disclosure requirement, the proposer is not required to include the following claims:

- Personal injury suits resolved for amounts less than \$100,000 filed by visitors, guests, invitees, licensees, or trespassers at or upon the real properties owned, leased, operated, or managed by the proposer or its affiliates.
- Workers' compensation claims filed by employees of the proposer or its affiliates.
- Mechanics, supplier, or material liens of less than \$5,000; and
- Real property tax appeals.

Among the types of lawsuits that are expected to be disclosed are sexual harassment claims; age discrimination claims; other claims involving protected classes such as race, national origin, gender, gender identity, or sexual orientation; breach of contract claims; and claims involving violations of collective bargaining agreements.

Proposed Schedule/Timeline

Provide a detailed schedule for the operations management services, including transition (if applicable) and the new management agreement. Outline tasks for all components outlined in the RFP, including the time durations and estimated completion dates for each major component of the proposed scope of services. Clearly define work tasks expected of the City. The schedule should list all deliverables that are required throughout.

Financial Package, Fees, Compensation Must be in a separate .pdf submission named "(firm name) Management Services Financial Proposal". Provide a financial package, fees, or proposed fixed costs, plus reimbursable expenses budget for the requested scope of services as well as breakdown costs provided as necessary to understand the financial proposal package.

A proposed agreement for operations management services must be included in a separate submittal. Note, however, that this draft agreement will not be legally binding, and all terms and conditions are subject to review, modification, and approval by the City. The proposed management agreement is not included in the page count for proposed submission. Include the "(firm name) Audited and Certified Financial Statement" file that contains only the audited and certified financial statements.

6.0 RFP TIMELINE, QUESTIONS, AND ANSWERS

Timeline

The following dates are provided for information purposes and are subject to change without notice. Contact the Contract Administrator to confirm any and all dates.

RFP issued: January 16, 2025

Pre-proposal conference: January 29, 2025, 1:00 p.m. CST

Deadline for requests, questions and technical info via email (NOTE:

Firms encouraged to email before this deadline): February 03, 2025, 2:00 pm CST

Addenda (if any) issued by: February 06, 2025, 4:00 p.m. CST

Sealed Proposals due: February 13, 2025, 10:00 a.m. CST

Interviews and negotiations: February – April 2025

Recommendation to and City Council approval: April 7 or 21, 2025

Questions and Answers

All information requests, questions, and technical information shall be directed to the City's Contract Administrator as detailed below. From the date of issuance of this RFP until final City action of an approved agreement, the firm shall not discuss the RFP with or contact any City of Dubuque employee or any member of the Selection Committee or the current management firm ASM Global and any of its employees or representatives except as expressly authorized by the City's Contract Administrator. Violation of this restriction will be considered grounds for disqualification of the firm's proposal. Contact with any City of Dubuque employees, any member of the Selection Committee, or the current management firm ASM Global and any of its employees or representatives on other matters not related to FF RFP and RFP process is allowed.

The Selection Committee has members from Travel Dubuque, the City Attorney and City Manager's office, the Budget and Finance Department, and the Contract Administrator.

The City has used considerable efforts to ensure an accurate representation of information in this RFP. Each firm is urged to conduct its own investigations into the material facts provided.

No answers given in response to questions submitted shall be considered a part of this RFP unless released in writing (letter or email) as an officially numbered and titled addendum to the RFP by the City of Dubuque.

Non-Mandatory Pre-Proposal Conference: A pre-proposal conference will be held on January 29, 2025, at 1:00 p.m. at FF Majestic Room and will include a tour of the facility and grounds. Email the City's Contract Administrator to receive an invitation. All firms are HIGHLY encouraged to attend for clarification of the requirements and knowledge of the facility.

Any questions concerning this RFP must be received on or before 2:00 p.m. CST on February 03, 2025. Any inquiries received after this date will not be answered. When submitting a question to the Contract Administrator, please include the appropriate contact information for the firm. All questions sent in an email must include FF RFP Question in the subject line.

It is the intent of the City that this RFP promotes competition. It shall be the firm's responsibility to advise the City's Contract Administrator of any language, requirement, or combination thereof which the firm believes restricts or limits the requirements stated in this RFP to a single source. Such notification must be submitted in writing and must be received by the Contract Administrator not later than five (5) working days prior to the bid closing date. Any failure to notify the City's Contract Administrator as outlined above shall be considered a waiver of any such objection.

Confidentiality of Documents

Except with the City's approval, proposer shall not, directly or indirectly, disclose, divulge, or communicate to any person, firm, or corporation, other than the City or its designated representatives, or as required by law, any non-public information which it may have obtained during the proposal process concerning any matter relating to the scope of services or the regular business of the City.

By submitting a proposal, the vendor is providing a guarantee to the City that, if chosen, it will be able to provide the proposed products and services. Upon submission, all proposals shall be treated as confidential documents until the selection process is completed. All proposals and

supporting documents become public information after an award has been made and are available for public inspection by the general public in accordance with State of Iowa public records statutes. **Vendors shall give specific attention to clearly identify those portions of its response that it considers confidential, proprietary commercial information or trade secrets.** Respondents are advised that, upon request for this information from a third party, the City is required to make a determination whether the information can be disclosed.

In general, documents that are submitted as part of the response to this RFP will become public records and will be subject to public disclosure. If the firm follows the procedures prescribed by those statutes and designates a document "confidential" or "trade secret", the City will withhold the document from public disclosures to the extent that it is entitled or required to do so by applicable law.

If the City determines that a document that the firm has designated "confidential" or "trade secret" is not entitled to protection from public disclosure, the City will provide notice of that determination to the contact person designated by the firm, in any reasonable manner that the City can provide such notice, at least five business days prior to the public disclosure of the document. If the firm does not designate anyone to receive such notice the City will not have any obligation to provide any notice of a determination of non-confidentiality. If the firm does not designate anyone to receive such notice, or if, within five business days after the City provides notice to the designated person, the firm does not initiate judicial proceedings to protect the confidentiality of the document, the City will not have any obligation to withhold the document from public disclosure.

By submitting to the City a document that the firm designates as "confidential" or "trade secret", the firm agrees that in the event a third party brings any action against the City or any of its officials, employees, agents, or volunteers to obtain disclosure of the document, the firm will indemnify and hold harmless the City and its affected officials, employees, agents, and volunteers from any and all costs, including attorney's fees, incurred by or assessed against any such person. The firm also agrees that, at the City's request, the firm will intervene in any such action and assume all responsibility for defending against it, and the firm's failure to do so will relieve the City of all further obligations to protect the confidentiality of the document.

Contract Requirements

At any time during the selection process or afterward until the Agreement is negotiated and signed, the City reserves the right to terminate the process. The Agreement will be negotiated with the most responsible and responsive proposer whose proposal meets the needs of the City to the best degree as outlined in this RFP. The initial term of the Agreement should be assumed to be five (5) years. Ultimately, the term of the Agreement shall be determined through negotiations and mutual agreement of the parties. The City reserves the right to add to or delete any item from this RFP when deemed to be in the best interest of the City.

No proposer shall assign its proposal or any right or obligation thereunder without the prior written consent of the City. Prices quoted in the proposal shall include any and all associated costs. All taxes of any kind or character payable on account of the work done and materials furnished under the Agreement shall be paid by the proposer and shall be deemed to be included in costs contained in the proposal. Proposal prices shall include all royalties and costs arising from patents, trademarks, and copyrights in any involved in the work. Whenever the proposer is required or desires to use any design, device, material, or process covered by letters of patent or copyright, the proposer shall indemnify and hold harmless the City, its officers, agents or

employees from any and all claims for infringement by reason of the use of any such patented design, tool, material, equipment or process, to be performed under the award/contract, and shall indemnify the City, its officers, agents, employees, and volunteers for any costs, including litigation costs and attorney's fees through the appellate process, expenses, and damages which may be incurred by reason of any infringement claim, whether during or after the term of the Agreement.

Any contract resulting from this RFP may be canceled by the City in whole or in part by written notice of default to the proposer upon non-performance or violation of contract terms, including the failure of the proposer to deliver materials or services within the time stipulated in this specification, unless extended in writing by the City. In the event a contract is canceled because of the default of the proposer, the City may (a) purchase the services specified in this specification on the open market, or (b) negotiate a contract with another proposer and establish the period of such contract.

Immediately after the notice of award, the winning proposer and its senior management shall begin planning in conjunction with City staff to ensure fulfillment of all obligations. Proposer will be expected to provide professional coordination services upon execution of the Agreement, the expenses of which will be borne by proposer. Proposer will be expected to attend meetings as required by the City or its designee to assist in transitions (if any).

Contract Administrator contact information is as follows:

Marie L. Ware
Leisure Services Director
City of Dubuque
Leisure Services Department
1157 Central Avenue
Dubuque, IA 52001-5016
Phone: 563.589.4264
E-mail: mware@cityofdubuque.org

7.0 SUBMISSION REQUIREMENTS

Before submitting a proposal, each firm shall make all investigations and examinations necessary to ascertain site conditions and requirements affecting the full performance of the Agreement and to verify any representation made by the City upon which the firm will rely.

PROPOSAL SUBMITTAL INFORMATION

- Submittal Deadline: February 13, 2025 10:00 a.m. CST
- Digital Submittal Location:
<https://cityofdubuque.sharefile.com/r-rde2a8dfc9650446780bd015dc9773067>
- Submittal Copies: One (1) .pdf file each of
 - (firm name) Management Services Proposal (page limit below)
 - (firm name) Proposal Response Form (Appendix B)
 - (firm name) Proposed Management Agreement
 - (firm name) Audited & Certified Financial Statements
 - (firm name) Management Services Financial Proposal

The proposal should be prepared simply, providing a straight-forward, concise description of the firm's capabilities to satisfy the requirements of the RFP.

Initial screening will be completed without knowing the firm's proposed financial package, fees and compensation, the proposed agreement, or audited certified financial statements.

Submitted Management Services Proposals must be uploaded in electronic .pdf format to the ShareFile link provided. No physical, faxed, or e-mail proposals will be accepted. The proposal must be a document of not more than sixty (60) numbered, 8-1/2 x 11-inch pages, except for the transitions schedule, if any, which may be presented in 11 x 17-inch format. The page count does not include the letter of transmittal, the Proposed Management Agreement, the Proposal Response Form (Appendix B), the Audited and Certified Financial Statements, or the Management Services Financial Proposal. The smallest typeface shall not be less than 11 points. Proposals should not include any pre-printed or promotional materials. **Any proposals exceeding 60 numbered pages will not be considered.**

The City of Dubuque reserves the right to reject any and all proposals and to negotiate changes with any firm.

Each addendum must be acknowledged in the Proposal Response Form (Appendix B) by providing the addendum date and number. Failure to acknowledge each addendum may be considered grounds for disqualification and may affect the selection. It is solely the firm's responsibility to ensure that all addendums to this RFP have been received before submitting the proposal.

The proposal .pdf document shall have a signature by an officer of the firm who is authorized to legally bind the firm to its provisions and marked as such. Proposals are to contain a statement indicating the period during which the proposal will remain valid. A period of not less than one hundred twenty (120) calendar days from the proposal closing date is required. Failure to comply with the above requirements shall be considered grounds for disqualification.

Each firm assumes full responsibility for delivery of the completed proposal package on or before the deadline. Any proposal received after the submittal deadline will not be opened or considered. The City is not responsible for any technology issue, loss or delay with respect to submission of the proposals. Firms may verify submission status of receipt of electronic documents (.pdfs) by contacting Leisure Services Lead Administrative Assistant Angie Metcalf at mmetcalf@cityofdubuque.org or 563-589-4262.

The City is not liable for any costs incurred by any firm prior to the execution of the Agreement. All results and documents from this RFP process will remain the property of the City of Dubuque.

The City of Dubuque appreciates your time and consideration of this RFP.

Sincerely,

Marie L. Ware
Leisure Services Director
City of Dubuque

8.0 SELECTED FIRM - FEE NEGOTIATION PROCESS

Upon the completion of the firm short list evaluation (Appendix A), the RFP Selection Committee will recommend to the City Manager the highest ranked firm and request authority to negotiate with the recommended firm a final scope of services, fees, and financial arrangements. The scope of services in this RFP is preliminary and may be revised during the selection and negotiation process. The negotiated agreement will be reviewed by the City Manager, signed by the firm, presented to the City Council for approval, and, if approved, executed by the Mayor.

The City intends to award a contract to one provider to provide these services. The City will enter into an agreement which it determines, after evaluation of all accepted proposals, to be most favorable for the City. The City may not necessarily accept the lowest cost proposal and may, in its sole discretion, accept any proposal and may waive any minor informality or irregularity in proposals received. The City reserves the right to select a firm and make an award to the provider determined to be the most advantageous and beneficial to the City based on the City's evaluation criteria, or to make no award at all. The City anticipates that negotiations will be necessary; however, the City reserves the right to make an award without negotiations.

The intent is to enter in an agreement with the qualified firm with the highest scoring proposal. Notwithstanding the foregoing, the City reserves the right to award the Agreement to a qualified firm other than the one with the most points, if, in the City's opinion, another firm's proposal offers the best value for the products and services requested, taking into consideration the evaluation criteria of the RFP.

The City reserves the right to request clarification of the proposals without becoming obligated to offer the same opportunity to any other qualified firms. The Selection Committee may consider such clarifications in evaluating a proposal. A request for clarification will not entitle a firm to revise, resubmit, alter, or amend its Proposal.

For the purposes of proposal evaluations, the Selection Committee may consider any or all of the information received from qualified firms pursuant to the RFP, as well as the City's knowledge of, and past experience with, the firm or its officers or employees.

The City reserves the rights to:

- Revise or extend this schedule at its sole option.
- Conduct pre-award discussion and/or pre-award contract negotiations with any or all responsive and responsible proposers who submit proposals determined to be reasonably acceptable to the City; conduct interviews or require presentations of any or all proposers prior to selection; and make investigations of the qualifications of proposers as it deems appropriate, including but not limited to, a background investigation conducted by the Dubuque Police Department or any other law enforcement agency.
- Request that proposer(s) modify its proposal to more fully meet the needs of the City or to furnish additional information as the City may reasonably require.
- In its sole discretion, expand or reduce the criteria upon which it bases its final decisions regarding selection of a professional management operator for FF. The City reserves the right to reject any or all proposals or parts of proposals, to negotiate modifications of proposals submitted, and to negotiate specific proposal elements with a proposer into a project of lesser or greater magnitude than described in this RFP or the proposer's reply.
- Process the selection of the successful Proposer without further discussion.
- The City shall be the sole judge of proposers' qualifications and reserves the right to verify all information submitted by the proposers.

A detailed schedule for the operations management services including transition (if applicable) and the new management agreement will be finalized. An outline of tasks, goals, scope, time durations, and estimated completion dates for each major component of the proposed scope of work will be established. The firm shall indicate the work tasks that will be completed by City staff. The schedule should list all deliverables that are required throughout.

The City and the firm will meet and establish the final scope of services for the project as negotiated by joint revision of tasks in order to best meet the goals and objectives of the City while considering available funding (if appropriate). During the negotiation process, tasks to be completed by City staff, work reassignment to proposal and management services team members, and the addition or elimination of tasks may be modified in order to achieve the best overall results for the City.

The selected firm shall be responsible for updating all tasks to reflect any changes that were agreed to during negotiations. After the final scope of services has been determined and the tasks finalized, the firm shall incorporate the tasks into the agreement documents being prepared for signature.

Payment for Services: The firm awarded the agreement shall have negotiated financial arrangements outlined in the Agreement.

Appendix A

FIRM EVALUATION AND SELECTION PROCESS

INITIAL EVALUATION CRITERIA

Proposals will be screened to ensure that they meet the minimum and mandatory requirements of the proposal as outlined in Section 5.0. Proposals that do not meet minimum and mandatory requirements will be rejected without further consideration. A selection committee will review and score qualifying proposals using the established criteria below and select firms for placement on the firm short-list for operations management services. The criteria listed are not necessarily an all-inclusive list. Initial screenings will be done without knowing the firm's proposed fee for services and other items in the Management Services Financial Proposal envelope. The following criteria are among those that will be used to initially evaluate submitted proposals.

Maximum Points	Evaluation Criteria
50	Firm and Operations Management Experience Firm experience Proposed staff qualifications and experience Operations management experience with civic and events facilities of similar or larger size and scope Events management experience Prior experience with government entities Prior experience similar marketplaces Experience working with affiliated companies, joint ventures, or subcontractors (if proposed)
45	Proposed Management Strategy/Plan Meets Goals, Objective, Scope, and Requirements Outlined in RFP Organization/management approach Capacity to assume new business and improve existing business Demonstrated approach and understanding of goals, objectives, and scope outlined Quality and completeness of proposal Proposed timelines and schedule
5	MBE/WBE, Equity, and Sustainability Incorporation into Proposal
100 points	TOTAL

SHORT-LIST EVALUATION CRITERIA

A selection committee will interview the short-listed firms chosen after the initial evaluation criteria scoring. The committee may choose to interview one, all, or any combination of firms on the short list. The interview is a very important part of the selection process. Both the original submitted proposal, and the results of the firm interview will be used to select the final firm for the management services to begin negotiations.

Maximum Points	Evaluation Criteria
40	Firm and Operations Management Experience Firm experience Proven community relationships as outlined in RFP Operations management experience with civic and events facilities of similar or larger size and scope Specialized expertise, capabilities and technical competence demonstrated in approach and methodology meeting goals and objectives
40	Cost/Financial Demonstrated financial stability and capability Demonstrated ability to assemble necessary supports for management, operations, and marketing Sales, marketing, and operations successes Long term sustainable financial strategy including plan to reduce subsidy Financial package proposed
40	Proposed Management Strategy/Plan Meets Goals and Requirements Outlined in RFP Organization/management approach Capacity to assume new business and improve existing business Demonstrated approach and understanding of goals, objectives, and scope outlined Quality and completeness of proposal Professional expertise & abilities of management team proposed Relationship with industry partners Proposed timelines and schedule
20	Results of Interview Process
20	References Proven track record in operations management Proven relationships and interaction with Contract Administrator
10	MBE/WBE, Equity, and Sustainability Incorporation into Proposal
170 points	TOTAL

The City reserves the right to review and update weighting of the criteria after the initial evaluation is complete and prior to interviews beginning.

Appendix B PROPOSAL RESPONSE FORM

Request for Proposals for Operations Management Services for Five Flags Civic Center, Dubuque, Iowa

The undersigned, on behalf of the firm, certifies that: (1) this offer is made without previous understanding, agreement, or connection with any person, firm, or corporation submitting a proposal on the same project; (2) is in all respects fair and without collusion or fraud; (3) the person whose signature appears below is legally empowered to bind the firm in whose name the proposal is submitted; (4) they have read the complete Request for Proposal and understand all provisions; (5) if accepted by the City, this proposal is guaranteed as written and amended and will be implemented as stated; and (6) mistakes in the submitted proposal will be the firm's responsibility.

NAME _____
DBA/SAME _____
CONTACT _____
ADDRESS _____ CITY/STATE _____ ZIP _____
PHONE _____ EMAIL _____
STATE OF INCORPORATION _____
COMPANY WEBSITE ADDRESS _____

NUMBER OF LOCATIONS _____ NUMBER OF PERSONS EMPLOYED _____

TYPE OF ORGANIZATION: Public Corporation ____ Private Corporation ____ Sole Proprietorship ____
Partnership ____ Joint Venture ____ Other (Describe): _____

BUSINESS MODEL: Small Business ____ Manufacturer ____ Distributor ____ Retail ____
Dealer ____ Other (Describe): _____

Not a Minority-Owned Business: ____ Minority-Owned Business: ____ (Specify Below)
____ African American ____ Asian Pacific ____ Subcontinent Asian ____ Hispanic ____ Native American
Other - Please specify _____

Not a Woman-Owned Business: ____ Woman-Owned Business: ____ (Specify Below)
____ Not Minority -Woman Owned ____ African American-Woman Owned
____ Asian Pacific-Woman Owned ____ Subcontinent Asian-Woman Owned ____ Hispanic Woman Owned
____ Native American-Woman Owned ____ Other – Woman Owned – Please specify _____

ARE YOU REGISTERED TO DO BUSINESS IN THE STATE OF IOWA: ____ Yes ____ No

ACKNOWLEDGE RECEIPT OF ADDENDA: All addenda are posted to the City's RFQ/RFP web page and it is the proposer's responsibility to check and confirm all addendum(s) related to this document.
NO. _____, DATED _____; NO. _____, DATED _____; NO. _____, DATED _____

In submitting a proposal, the firm acknowledges all requirements, terms, conditions, and sections of this RFP document. Proposal submission format should be by order in which sections are listed throughout the document. All minimum and general requirements should be specifically addressed and detailed in firm's response. **Exceptions to any part of this document should be clearly delineated and detailed.**

Signature

Title

Date

Appendix C

RFP RULES AND PROTEST PROCEDURE

MINOR IRREGULARITIES

The City reserves the right to waive minor irregularities in submitted proposals, provided such action is in the best interest of the City. Minor irregularities are defined as those that, in the City's sole discretion, have no adverse effect on the City's best interests and will not affect the outcome of the selection process by giving the prospective firm an advantage or benefit not enjoyed by other prospective firms.

EXCEPTIONS

Proposer exceptions to any part of the requirements stated in this RFP must be clearly identified as exceptions, noted in the letter of transmittal, and described in the submitted cost estimate.

RANKING OF THE PROPOSALS

No debriefings or scoring information shall be released before the City Manager or City Council has recommended that a contract be negotiated with the recommended firm. However, after authorization has been granted to negotiate a contract, all contents of the submitted proposals shall become public information (subject to the confidentiality provisions described in this RFP).

DEFINITIONS

For purposes of this RFP, the words "shall", "must", and "will" are equivalent and indicate a mandatory requirement or condition, the material deviation from which shall not be waived by the City. A deviation is material if, in the City's sole discretion, the deficient response is not in substantial accord with this RFP's mandatory conditions requirements.

For purposes of this RFP, the words "should" or "may" are equivalent and indicate desirable conditions or requirements which are permissive in nature. Deviation from, or omission of, such a desirable condition or requirement will not, in and of itself, cause automatic rejection of a proposal, but it may result in the proposal being considered as not being in the best interests of the City.

DISPUTES/EXCEPTIONS

Any prospective proposer who disputes the reasonableness or appropriateness of any item within this RFP, any addendum to this RFP, any notice of award, or any notice of rejection shall set forth the specific reasons and facts concerning the dispute, in writing, within five (5) business days of the receipt of the proposal document or notification from the City. The written dispute shall be sent via certified mail or delivered in person to the Contract Administrator described herein, who shall review the written dispute and work with the City Manager to render a decision which shall be considered final.

Appendix D

CITY OF DUBUQUE STANDARD TERMS AND CONDITIONS

TAX-EXEMPT BONDS - FF is financed with tax-exempt bonds. Additional tax-exempt bonds may be issued in the future to finance additions or improvements to FF. Thus, the final agreement between the City and a selected firm for operations management services must comply with federal tax laws that apply to the use of facilities financed with tax-exempt bonds. Proposers must ensure that their proposals are in full compliance with IRS guidelines and federal tax laws governing private business use of facilities financed with tax-exempt bonds. Proposers are expected to adhere to requirements found in Revenue Procedure 2017-13, and proposals should include an opinion from bond counsel that the proposal adheres to IRS Revenue Procedure 2017-13.

ASSIGNMENT - The City and the firm each are hereby bound and the partners, successors, executors, administrators, and legal representatives of the City and the firm are hereby bound to the other party to the Agreement and to the partners, successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements and obligations of the Agreement. Any assignment or attempt at assignment made without prior written consent of the City shall be voidable at the City's option.

PROPOSAL CURRENCY/LANGUAGE - All proposal prices and financial terms shall be shown in US Dollars (\$). All prices must remain firm for the duration of the Agreement regardless of the exchange rate. All responses must be submitted in English.

PROPOSAL FORM - Each proposer must submit an original proposal and additional copies as required on the forms attached. The proposer shall correctly sign the proposal, and the proposal may be rejected if it shows any omissions, alterations of the form, additions not called for in the proposal, or any irregularities of any kind.

PROPOSAL REJECTION OR PARTIAL ACCEPTANCE - The City reserves the right to accept or reject any or all proposals or parts thereof. The City further reserves the right to waive technicalities and formalities in proposals, as well as to accept in whole or in part such proposals where it is deemed advisable in protection of the best interests of the City.

CONFLICT OF INTEREST - The firm represents, warrants, and covenants that no relationship exists or will exist during the Agreement period between the firm and the City that is a conflict of interest. No employee, officer, or agent of the firm shall participate in the selection or in the award if a conflict of interest, real or apparent, exists. The provisions of Iowa Code Chapter. 68B shall apply to the Agreement. If a conflict of interest is proven to the City, the City may terminate the Agreement, and the firm shall be liable for any excess costs to the City as a result of the conflict of interest. The firm shall establish safeguards to prevent employees, consultants, or members of governing bodies from using their positions for purposes that are, or give the appearance of being, motivated by the desire for private gain for themselves or others with whom they have family, business, or other ties. The firm shall report any potential, real, or apparent conflict of interest to the City.

CONTRACT DOCUMENTS - The Contract Documents are the Agreement, the Request for Proposals, the firm's proposals, and additional documents, if any. In the event of a dispute with respect to any term or condition in the Contract Documents, they shall be interpreted in the following order: this Agreement, the Request for Proposals, the firm's proposals, and additional documents, if any.

DISPUTES - Should any dispute arise with respect to the Agreement, the parties agree to act immediately to resolve such disputes. Time is of the essence in the resolution of disputes. The firm agrees that the existence of a dispute notwithstanding, it will continue without delay to carry out all its responsibilities under the Agreement that are not affected by the dispute and the City shall continue to make payment for all services properly performed as outlined in the Agreement. Should the firm fail to continue to perform its responsibilities regarding all non-disputed work, without delay, any additional costs incurred by the City or the firm as a result of such failure to proceed shall be borne by the firm. The unintentionally delayed payment by the City to the firm of any invoices not in dispute in accordance with the terms of the Agreement will not be cause for firm to stop or delay performing the services required in the Agreement.

FORCE MAJEURE - Force majeure shall be any of the following events: acts of God or the public enemy; compliance with any order, rule, regulation, decree, or request of any governmental authority or agency or person purporting to act therefore; acts of war, public disorder, rebellion, terrorism, or sabotage; floods, hurricanes, or other storms; strikes or labor disputes; or any other cause, whether or not of the class or kind specifically named or referred to herein, not within the reasonable control of the party affected. A delay in or failure of performance of either party shall not constitute a default hereunder nor be the basis for, or give rise to, any claim for damages, if and to the extent such delay or failure is caused by force majeure. The party who is prevented from performing by force majeure shall be obligated, within a period not to exceed fourteen (14) days after the occurrence or detection of any such event, to give notice to the other party setting forth in reasonable detail the nature thereof and the anticipated extent of the delay and shall remedy such cause as soon as reasonably possible, or as mutually agreed between the parties.

INDEMNIFICATION - To the fullest extent permitted by law, the firm shall indemnify and hold harmless the City, its officials, employees, agents, and volunteers from and against all claims, damages, losses, and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Agreement, provided that such claim, damage, loss, or expense is attributable to bodily injury, sickness, disease, death, or injury to or destruction of property, including loss of use resulting therefrom, but only to the extent caused in whole or in part by any act or omission of the firm, or anyone directly or indirectly employed by the firm or anyone for whose acts the firm may be liable, regardless of whether or not such claim, damage, loss, or expense is caused in part by a party indemnified hereunder.

LAWS AND REGULATIONS - The Agreement shall be governed, interpreted, and enforced in accordance with all applicable federal, State of Iowa, and local laws, ordinances, licenses, and regulations. The firm certifies that in performing the Agreement it will comply with all applicable provisions of the federal, state, and local laws, ordinances, licenses, and regulations. Venue for any action arising out of this Agreement shall be the Iowa District Court for Dubuque County, Iowa, or the Federal District Court for the Northern District of Iowa, Eastern Division.

METHOD OF AWARDING - The City reserves the right to make awards based on the entire proposal or on an item-by-item basis. However, if firm's proposal is based on an "all or none" condition, the City may consider its bid non-responsive and reject the entire proposal.

NO GIFT STANDARD - The City of Dubuque is committed to upholding the highest ethical standards in all its business practices. This standard recognizes the need to avoid even the perception of improper gifts or favors to employees. Therefore, all suppliers have been asked to abide by the City's "No Gift" standard. The "No Gift" standard also applies to all offers of discounts

or free items at any place of business targeted toward a City employee and not available to the general public, regardless of the value.

NON-COLLUSION STATEMENT - Neither the firm, nor anyone in the employment of the firm, has employed any person to solicit or procure the Agreement nor will the firm make any payment or agreement for payment of any compensation in connection with the Agreement. There is no contract, agreement, or arrangement, either oral or written, expressed or implied, contemplating any division of compensation for services rendered under the Agreement or participation therein, directly or indirectly, by any other person, firm or corporation, except as documented in the Agreement. Neither the firm, nor anyone in the employment of the firm, has either directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive procurement in connection with the Agreement.

NON-DISCRIMINATION AND EQUAL OPPORTUNITY - All firms that engage in contracts with the City of Dubuque, Iowa agree as follows: The firm will not discriminate against any employee or applicant for employment because of race, sex, color, creed, ancestry, national origin, marital status, familial status, religion, age, disability, sexual orientation, gender identity, genetic information, status with regard to public assistance, status as a veteran, or any classification protected by federal, state, or local law (the "Protected Classes") except where age and sex are essential, bona fide occupational requirements, or where disability is a bona fide occupational disqualification. Such action shall include but not be limited to the following: (a) employment, (b) upgrading, (c) demotion or transfer, (d) recruitment or advertising, (e) layoff or termination, (f) rate of pay or other forms of compensation, and (g) selection for training, including apprenticeship. The firm further assures that managers and employees comply with both the spirit and intent of federal, state, and local legislation, government regulation, and executive orders in providing affirmative action as well as equal opportunity regarding to the Protected Classes, as stated above.

The firm will include, or incorporate by reference, the provisions of the nondiscrimination clause in every contract or subcontract unless exempt by the rules, regulations, or orders of the City and will provide in every contract or subcontract that said provision will be binding upon each subcontractor.

During the performance of an agreement all firms, assignees, and successors in interest shall comply with the following non-discrimination statutes and authorities; including but not limited to:

- a. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21
- b. The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects)
- c. Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex)
- d. Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27
- e. The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq), (prohibits discrimination on the basis of age)
- f. Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex)
- g. The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the

terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not)

- h. Titles II and III of the Americans with Disabilities Act, and all applicable amendments thereto, and all applicable federal regulations under the Act which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 - 12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38; The selected firm shall ensure that its websites and all online services, including those websites or online services provided by third parties upon which the firm relies to provide services or content, comply with, at minimum, Web Content Accessibility Guidelines – WCAG 2.1 AA.
- i. The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex)
- j. Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations
- k. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100)
- l. Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq)

REGULATORY AGENCY COMPLIANCE - Compliance with laws and regulations set forth by regulatory agencies is required. These agencies include but are not limited to, OSHA – Occupational Safety & Health Agency, EPA – Environmental Protection Agency, ICC – Interstate Commerce Commission, DNR – Department of Natural Resources, and DOT – Department of Transportation. The City of Dubuque expects that firms will offer expertise on conformance to regulations applying to the products they sell and the services they perform.

RIGHT TO PROTEST - Anyone wishing to file a protest concerning (1) the specifications, (2) the RFP procedure or (3) the award of the Agreement must do so in writing in accordance with the City’s Protest by Bidders which is found in the [City’s Purchasing Policy](#).

SUSPENSIONS AND DEBARMENT - The firm hereby certifies, pursuant to 2 CFR pt. 180 and 2 CFR pt. 3000, that neither it nor its principles are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in the firm by any federal agency. The firm further certifies that it is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in any contracts with the City of Dubuque or the State of Iowa. The firm shall ensure that all subcontractors utilized by the firm for any service or product referenced in the Agreement meet the provisions of this paragraph.

TAXES - The City of Dubuque is exempt from sales tax and certain other use taxes. Any charges for taxes from which the City is exempt will be deducted from invoices before payment is made.

WARRANTIES - WORK - The firm shall perform services for the City pertaining to the operations management services as set forth in the Agreement.

The firm shall be responsible for the quality, technical accuracy, completeness, and coordination of all services performed under the Agreement. The firm shall, promptly and without charge, provide all corrective services necessary as a result of the firm's acts, errors, or omissions with respect to the quality and accuracy of the services.

The firm shall be responsible for any and all damages to property or persons as a result of the firm's acts, errors, or omissions.

The firm's obligations under the Agreement shall exist without regard to, and shall not be construed to be waived by, the availability or unavailability of any insurance, either of the City or the firm.

WARRANTIES - INTELLECTUAL PROPERTY - The firm represents and warrants that all the materials and services produced or provided to the City pursuant to the terms of the Agreement shall be wholly original with the firm or that the firm has secured all applicable interests, rights, licenses, permits, or other intellectual property rights in such materials and services. The firm represents and warrants that the materials and services, and the City's use of same, and the exercise by the City of the rights granted by the Agreement, shall not infringe upon any other work or violate the rights of publicity or privacy of, or constitute a libel or slander against, any person, firm, or corporation. The firm further represents and warrants that the materials and services do not infringe upon the copyright, trademark, trade name, trade dress patent, statutory, common law, or any other rights of any person, firm, corporation, or other entity. The firm represents and warrants that it is the owner of or otherwise has the right to use and distribute the products and services contemplated by the Agreement.

Appendix E
SPECIFIC INFORMATION RELATED TO FIVE FLAGS

Five Flags Civic Center Capital Budget Information

Capital projects carried over from the last FY into FY 25 include the following:

Five Flags Building Improvements - Other Professional Services	\$ 600,000
FF Theater Fire Escape-Services Other Departments	\$ 7,200
FF Theater Fire Escape-building	\$ 120,000
FF Theater Plaster renovation-prof services	\$ 12,000
FF Theater Plaster renovation-building	\$ 200,000
FF Arena Roof-Consultant	\$ 2,095
FF Arena Roof-building	\$ 269,509
FF Arena Light Fixtures-building	\$ 169,114
FF Arena Chairs- Building	\$ 48,409
FF Pipe Drape Barricades-other cap	\$ 11,851
FF Bijou Tile-buildings	\$ 50,000
FF Arena roof AC Unit Repl-buildings	\$ 114,539
FF Arena roof AC Unit Repl-other cap	\$ 45,011
FF Theater Carpet	\$ 70,000
FF Accesiblity Modification	\$ 11,586

Please note some of this capital project money is being used for building envelope repairs to the Five Flags Theater.

The current FY 25-29 fiscal year includes the following capital improvements. For further details navigate to pages 117-118 of the pdf.

<https://www.cityofdubuque.org/DocumentCenter/View/56881/Adopted-FY25-CIP>

City of Dubuque Recommended Capital Improvement Summary FY 2025 - FY 2029									
PROGRAM/ DEPT	PROJECT DESCRIPTION	SOURCE OF FUNDS	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	TOTAL	PAGE
CIVIC CENTER DIVISION									
Culture and Recreation									
	Five Flags Building Improvements	GDTIF G.O. Debt, Greater Downtown TIF	\$ —	\$ 2,800,000	\$ 3,094,678	\$ 8,587,322	\$ 8,972,000	\$ 23,454,000	37
	Boiler Replacement	Greater Downtown TIF	\$ —	\$ —	\$ —	\$ —	\$ 410,000	\$ 410,000	38

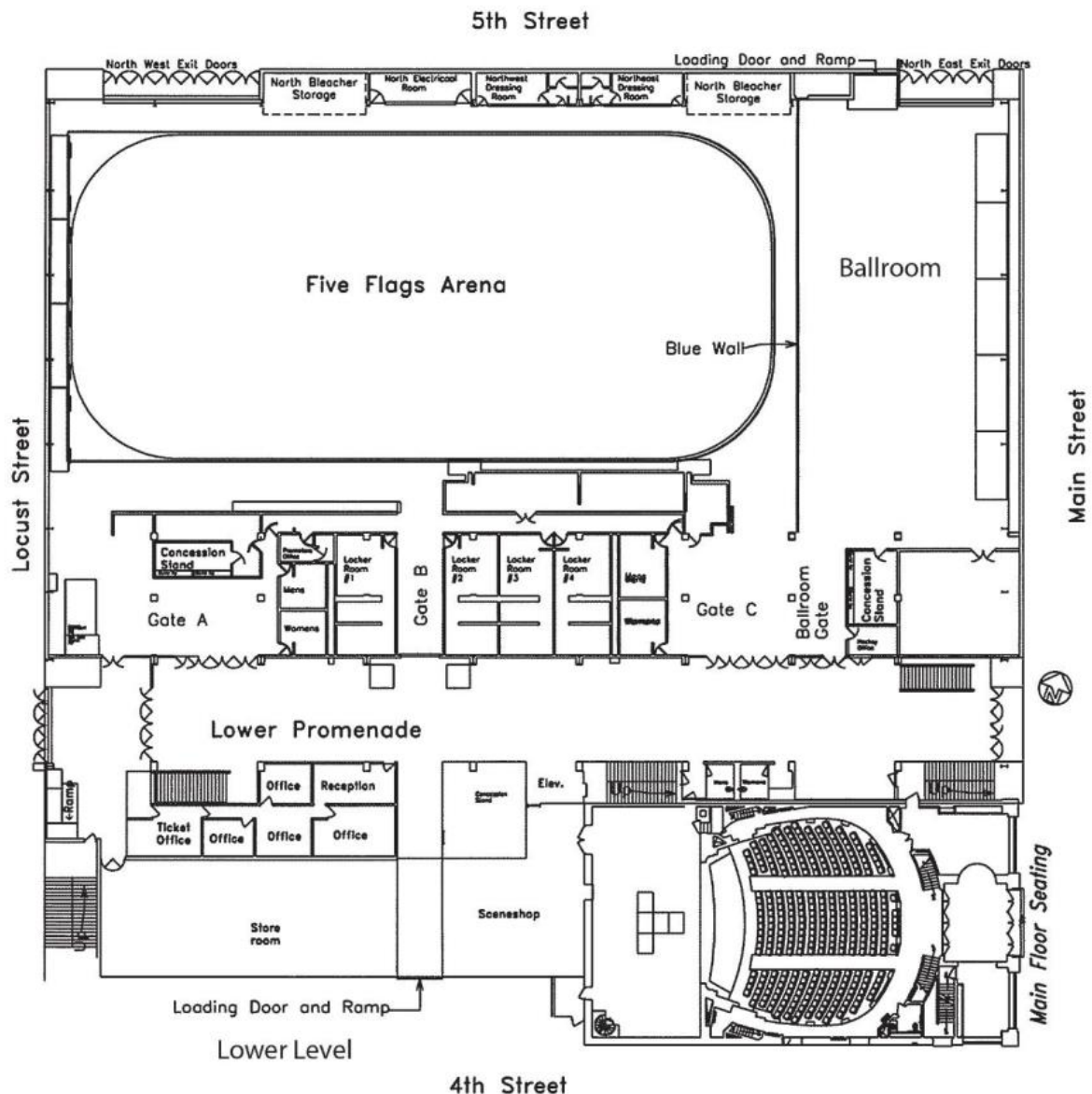
The City is in the process of the FY26 budget that will not be adopted until April of 2025.

Other Useful Links

- [Five Flags Website](#)
- [Five Flags History](#)
- [Five Flags History \(Encyclopedia Dubuque\)](#)
- [Five Flags Seating Charts](#)
- [Five Flags Current Rate Card July 1, 2024 - June 30, 2025](#)
- [Five Flags Center Technical Information](#)

- [City of Dubuque FY25 budget info for Five Flags \(FY25 Policy book 7\)](#)
The current FY 25 budget policy book for Five Flags is located in the above link on pages 5-19. This file includes equipment replacement, description of categories of expenditures, and past performance.
- [Current Five Flags Management Agreement & Amendments](#)
- [Five Flags Financial Statements](#)

Five Flags Facility Layout (Interior)



Five Flags Facility Layout (Exterior)



Appendix F INSURANCE REQUIREMENTS

INSURANCE SCHEDULE J

1. _____ shall furnish a signed certificate of insurance to the City of Dubuque, Iowa for the coverage required in Exhibit I prior to commencing work and at the end of the project if the term of work is longer than 60 days. Contractors presenting annual certificates shall present a certificate at the end of each project with the final billing. Each certificate shall be prepared on the most current ACORD form approved by the Iowa Department of Insurance or an equivalent approved by the Director of Finance and Budget. Each certificate shall include a statement under Description of Operations as to why the certificate was issued. Eg: Five Flags Mgmt Services
2. All policies of insurance required hereunder shall be with an insurer authorized to do business in Iowa and all insurers shall have a rating of A or better in the current A.M. Best's Rating Guide.
3. Each certificate shall be furnished to the Leisure Services Department of the City of Dubuque.
4. Failure to provide coverage required by this Insurance Schedule shall not be deemed a waiver of these requirements by the City of Dubuque. Failure to obtain or maintain the required insurance shall be considered a material breach of this agreement.
5. Contractors shall require all subconsultants and sub-subconsultants to obtain and maintain during the performance of work insurance for the coverages described in this Insurance Schedule and shall obtain certificates of insurances from all such subconsultants and sub-subconsultants. Contractors agree that they shall be liable for the failure of a subconsultant and sub-subconsultant to obtain and maintain such coverages. The City may request a copy of such certificates from the Contractor.
6. All required endorsements shall be attached to the certificate. The certificate is due before the contract/agreement can be approved.
7. Whenever a specific ISO form is listed, required the current edition of the form must be used, or an equivalent form may be substituted if approved by the Director of Finance and Budget and subject to the contractor identifying and listing in writing all deviations and exclusions from the ISO form.
8. Contractors shall be required to carry the minimum coverage/limits, or greater if required by law or other legal agreement, in Exhibit I. If the contractor's limits of liability are higher than the required minimum limits then the provider's limits shall be this agreement's required limits.
9. Contractor shall be responsible for deductibles and self-insured retention for payment of all policy premiums and other cost associated with the insurance policies required below.
10. All certificates of insurance must include agents name, phone number, and email address.
11. The City of Dubuque reserves the right to require complete, certified copies of all required insurance policies, including endorsements, required by this Schedule at any time.
12. The City of Dubuque reserves the right to modify these requirements, including limits, based on changes in the risk or other special circumstances during the term of the agreement, subject to mutual agreement of the parties.

INSURANCE SCHEDULE J (continued)

Exhibit I

A) COMMERCIAL GENERAL LIABILITY

General Aggregate Limit	\$2,000,000
Products-Completed Operations Aggregate Limit	\$1,000,000
Personal and Advertising Injury Limit	\$1,000,000
Each Occurrence	\$1,000,000
Fire Damage Limit (any one occurrence)	\$50,000
Medical Payments	\$5,000

- 1) Coverage shall be written on an occurrence, not claims made, form. The general liability coverage shall be written in accord with ISO form CG 00 01 or business owners form BP 00 02. All deviations from the standard ISO commercial general liability form CG 00 01, or business owners form BP 00 02, shall be clearly identified.
- 2) Include endorsement indicating that coverage is primary and non-contributory.
- 3) Include Preservation of Governmental Immunities Endorsement. (Sample attached).
- 4) Include additional insured endorsement for:
The City of Dubuque, including all its elected and appointed officials, all its employees and volunteers, all its boards, commissions and/or authorities and their board members, employees and volunteers. Use ISO form CG 20 26.
- 5) Policy shall include Waiver of Right to Recover from Others endorsement.
- 6) Policy shall include cancellation and material change endorsement providing thirty (30) days advance written notice of cancellation, non-renewal, reduction in insurance coverage and/or limits and ten (10) days written notice of non-payment of premium shall be sent to: City of Dubuque Finance Department, 50 West 13th Street Dubuque, Iowa 52001.

B) AUTOMOBILE LIABILITY

Combined Single Limit	\$1,000,000
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Coverage shall include all owned, non-owned, and hired vehicles. If the Contractor's business does not own any vehicles, coverage is required on non-owned and hired vehicles.

- 1) Policy shall include Waiver of Right to Recover from Others endorsement.

C) WORKERS' COMPENSATION & EMPLOYERS LIABILITY

Statutory Benefits covering all employees injured on the job by accident or disease as prescribed by Iowa Code Chapter 85.

Coverage A	Statutory—State of Iowa	
Coverage B	Employers Liability	
	Each Accident	\$100,000
	Each Employee-Disease	\$100,000
	Policy Limit-Disease	\$500,000

Policy shall include Waiver of Right to Recover from Others endorsement.

Coverage B limits shall be greater if required by the umbrella/excess insurer.

OR

If, by Iowa Code Section 85.1A, the Contractor is not required to purchase Workers' Compensation Insurance, the Contractor shall have a copy of the State's Nonelection of Workers' Compensation or Employers' Liability Coverage form on file with the Iowa Workers' Compensation Insurance Commissioner, as required by Iowa Code Section 87.22. Completed form must be attached.

D) UMBRELLA/EXCESS LIABILITY \$1,000,000

The General Liability, Automobile Liability and Workers Compensation Insurance requirements may be satisfied with a combination of primary and Umbrella or Excess Liability Insurance. If the Umbrella or Excess Insurance policy does not follow the form of the primary policies, it shall include the same endorsements as required of the primary policies including but not limited to Waiver of Subrogation and Primary and Non-contributory in favor of the City.

E) PROFESSIONAL LIABILITY \$2,000,000

If the required policy provides claims-made coverage:

- 1) The Retroactive Date must be shown and must be before the date of the agreement.
- 2) Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the work or services.
- 3) If coverage is canceled or non-renewed and not replaced with another claims-made policy form with a Retroactive Date prior to the date of the agreement, the contractor must provide "extended reporting" coverage for a minimum of five (5) years after completion of the work or services.

F) CYBER LIABILITY/BREACH \$1,000,000

X Yes ___ No

Coverage for First and Third Party liability including but not limited to lost data and restoration, loss of income and cyber breach of information.

Please be aware that naming the City of Dubuque as an additional insured as is required by this Insurance Schedule may result in the waiver of the City's governmental immunities provided in Iowa Code sec. 670.4. If you would like to preserve those immunities, please use this endorsement or an equivalent form.

PRESERVATION OF GOVERNMENTAL IMMUNITIES ENDORSEMENT

1. Nonwaiver of Governmental Immunity. The insurer expressly agrees and states that the purchase of this policy and the including of the City of Dubuque, Iowa as an Additional Insured does not waive any of the defenses of governmental immunity available to the City of Dubuque, Iowa under Code of Iowa Section 670.4 as it now exists and as it may be amended from time to time.
2. Claims Coverage. The insurer further agrees that this policy of insurance shall cover only those claims not subject to the defense of governmental immunity under the Code of Iowa Section 670.4 as it now exists and as it may be amended from time to time. Those claims not subject to Code of Iowa Section 670.4 shall be covered by the terms and conditions of this insurance policy.
3. Assertion of Government Immunity. The City of Dubuque, Iowa shall be responsible for asserting any defense of governmental immunity, and may do so at any time and shall do so upon the timely written request of the insurer.
4. Non-Denial of Coverage. The insurer shall not deny coverage under this policy and the insurer shall not deny any of the rights and benefits accruing to the City of Dubuque, Iowa under this policy for reasons of governmental immunity unless and until a court of competent jurisdiction has ruled in favor of the defense(s) of governmental immunity asserted by the City of Dubuque, Iowa.

No Other Change in Policy. The above preservation of governmental immunities shall not otherwise change or alter the coverage available under the policy.

SPECIMEN

**City of Dubuque
City Council**

CONSENT ITEMS # 15.

ITEM TITLE:	US Census Boundary and Annexation Survey
SUMMARY:	City Manager sharing information that the Planning Services Department staff reviewed the boundary the Census Bureau has for the city as part of the annual Boundary and Annexation Survey (BAS) and found it to be accurate.
SUGGESTED DISPOSITION:	Receive and File

ATTACHMENTS:

1. MVM Memo
2. Staff Memo
3. Boundary and Annexation Maps

TO: The Honorable Mayor and City Council Members

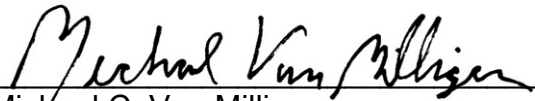
FROM: Michael C. Van Milligen, City Manager

SUBJECT: US Census Boundary and Annexation Survey

DATE: January 13, 2025

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.

Planning Services Director Wally Wernimont is sharing information that the Planning Services Department staff reviewed the boundary the Census Bureau has for the city and found it to be accurate. No annexations were made in 2024, so no changes were necessary. The Planning Services Department staff will submit the response to the Census Bureau before the March 1, 2025, deadline.


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: January 8, 2025
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

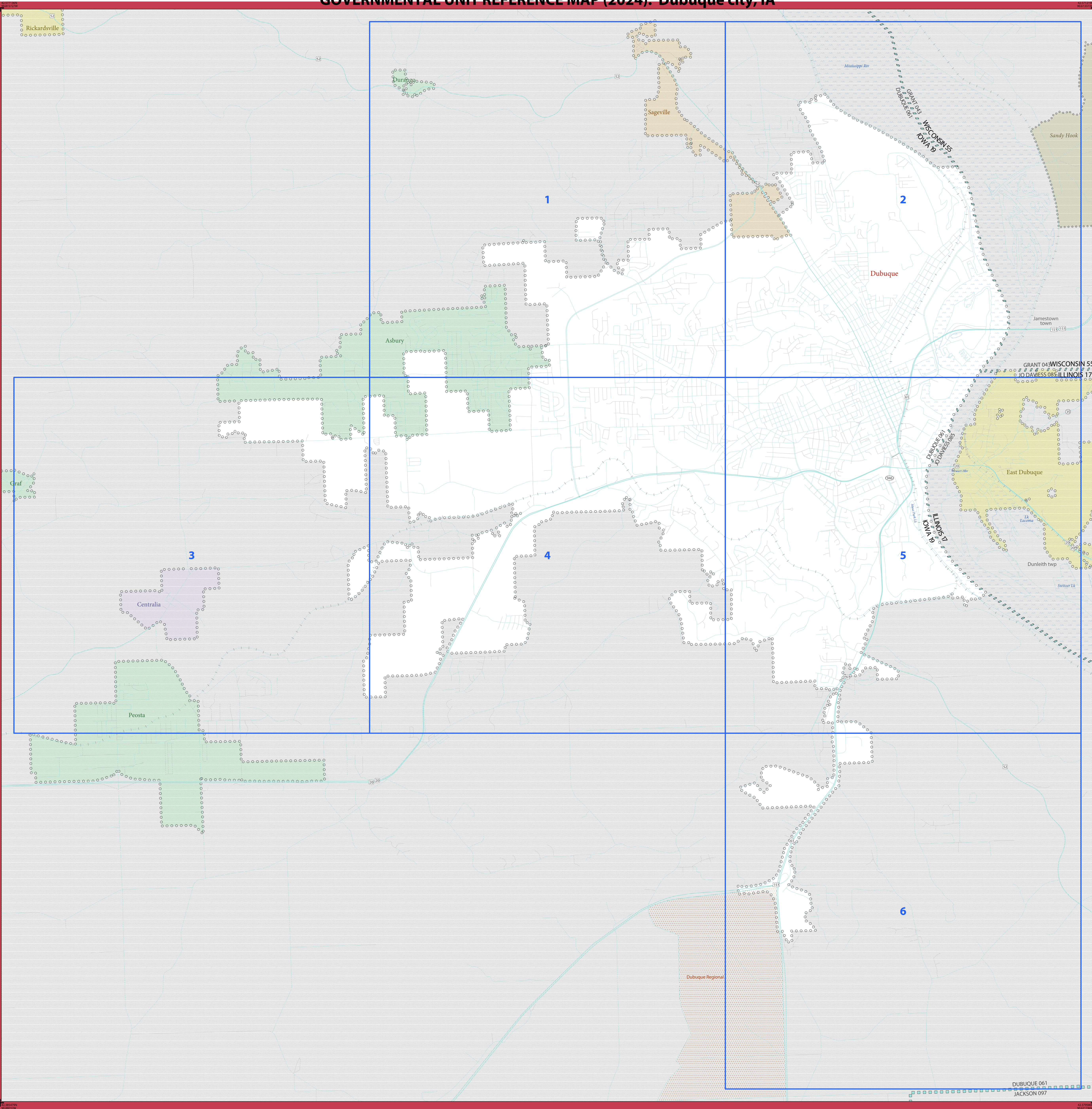
City of Dubuque Planning Services staff reviewed the boundary the Census Bureau has for the city and found it to be accurate. No annexations were made in 2024, so no changes were necessary.

REQUESTED ACTION

No requested action at this time. Planning Services staff will submit a response indicating no change to the BAS before the March 1, 2025 deadline. This is an advisory memo to inform Council of this action and raise awareness of this annual process.

Prepared by Jason Duba, Assistant Planner

GOVERNMENTAL UNIT REFERENCE MAP (2024): Dubuque city, IA



LEGEND		
SYMBOL DESCRIPTION	SYMBOL	LABEL STYLE
Federal American Indian Reservation	*****	L'ANSE RESERVATION (TA 1880)
Off-Reservation Trust Land	*****	T1880
American Indian Tribal Subdivision	*****	SHONTO (620)
Alaska Native Regional Corporation (ANRC)	*****	NANA ANRC 52120
State (or statistically equivalent entity)	//////	NEW YORK 36
County (or statistically equivalent entity)		ERIE 029
Minor Civil Division (MCD) ¹	●●●●●	Lee town 41460
Census County Division (CCD) ²	●●●●●	Jemez CCD 91650
Consolidated City	●●●●●	MILFORD 47500
Incorporated Place - Subject Area	○○○○○	Rome 63418
Incorporated Place - Other Area ³	○○○○○	Davis 18100
Census Designated Place (CDP) ²	○○○○○	Cochiti 16560

DESCRIPTION	SYMBOL	DESCRIPTION	SYMBOL
Interstate	—●—	Water Body	—Pleasant Lake—
U.S. Highway	—2—	Glacier	—Bering Glacier—
State Highway	—○—	Airport, Airfield, or Helicopter Landing Pad	—Edward Airport—
Other Road	—	College or University	—Columbia—
Cul-de-sac	—	Military	—Fort Belvoir—
Circle	—	Prison or Juvenile Detention Center	—PJDC—
Geographic Offset or Corridor	—	Cemetery	—Pavell Entry—
AWD Trail, Stairway, Alley, Walkway, or Ferry	—	Golf Course	—Pinehurst GOLF'S—
Railroad	—	National Park or Forest	—Yosemite Natl Pk—
Pipeline or Power Line	—	Other Park	—St Francis Park—
Ridge or Fence	—	Outside Subject Area	—
Property Line or Nonville Boundary	—	Inset Area	—A1—
Perennial Stream	—Tumbling Cr—		
Intermittent Stream	—Piney Cr—		
Mountain Peak or Hill	▲ Mt. Baker		

Where state, county, and/or MCD/CCD boundaries coincide, the map shows the boundary symbol for only the highest-ranking of these boundaries.

Entity names are followed by either their FIPS code or census code; parentheses indicate a census code.

1 "MCD" indicates a false MCD. These are for Census Bureau use only.

2 The CCD and CDP boundaries represent statistical entities only and are not updated through the BAS.

3 Incorporated place name color corresponds to the incorporated place fill color.

Due to space limitations, some road names, along with other feature and geography names on the map, may not be shown.

The Census Bureau stores primary and alternate road names, but only primary road names are used to label the roads on these maps.

Note: This index map sheet provides the map sheet configuration in relation to the subject entity. Due to scale limitations, map content may be simplified. Refer to parent and/or inset map sheets for detailed map content.

Total Sheets: 7 (Index 1; Parent 6; Inset 0)

NAME: Dubuque city (22395)
ENTITY TYPE: Incorporated Place
ST: Iowa (19)
CO: Dubuque (061)

INDEX OR PARENT SHEET #: 000
INSET SHEET #: 000000

2024 INCORPORATED PLACE REF MAP (INDEX)

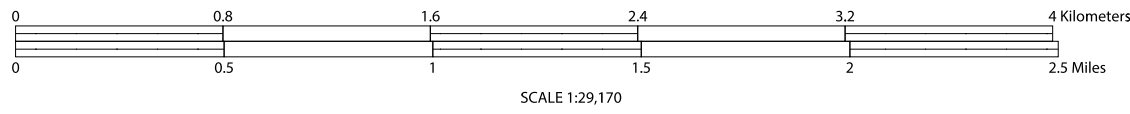
5710119000239500000000

All legal boundaries and names are as reported through the 2024 Boundary and Annexation Survey (BAS). The boundaries shown on this map are for Census Bureau statistical data collection and tabulation purposes only; their depiction and designation for statistical purposes does not constitute a determination of jurisdictional authority or rights of ownership or entitlement.

Data Source: U.S. Census Bureau's MAF/TIGER system (BAS25), November 2024
Created by Geography Division: December 06, 2024

U.S. DEPARTMENT OF COMMERCE U.S. Census Bureau

Projection: Albers Equal Area Conic
Datum: NAD 83
Spheroid: GRS 80
1st Standard Parallel: 40 53 46
2nd Standard Parallel: 42 58 46
Central Meridian: 93 23 22
Latitude of Projection's Origin: 40 22 31
False Easting: 0
False Northing: 0

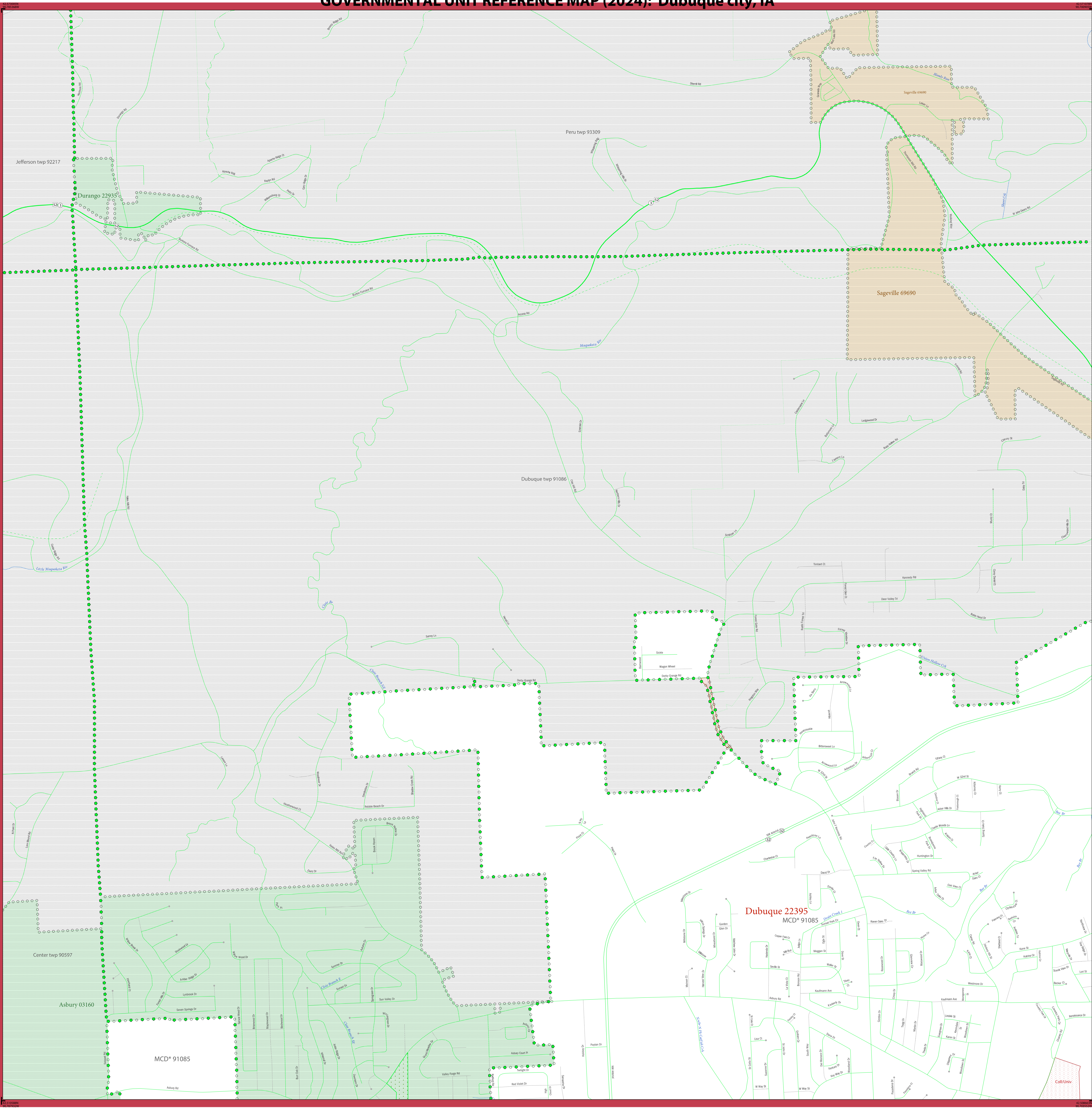


Boundary and Annexation Survey (BAS) ID: 11900022395

PDF versions of the BAS maps are available at:
www.census.gov/programs-surveys/bas/geographies.html

For more information, or to request additional maps, please email geo.bas@census.gov, call 1-800-972-5651, or visit www.census.gov/programs-surveys/bas.html.

GOVERNMENTAL UNIT REFERENCE MAP (2024): Dubuque city, IA



LEGEND	
SYMBOL DESCRIPTION	LABEL STYLE
Federal American Indian Reservation	L'ANSE RESERVATION (TA 1880)
Off-Reservation Trust Land	T1880
American Indian Tribal Subdivision	SHONTO (620)
Alaska Native Regional Corporation (ANRC)	NANA ANRC 52120
State (or statistically equivalent entity)	NEW YORK 36
County (or statistically equivalent entity)	ERIE 029
Minor Civil Division (MCD) ¹	Lee town 41460
Census County Division (CCD) ²	Jemez CCD 91650
Consolidated City	MILFORD 47500
Incorporated Place - Subject Area	Rome 63418
Incorporated Place - Other Area ³	Davis 18100
Census Designated Place (CDP) ²	Cochiti 16560

DESCRIPTION	SYMBOL	DESCRIPTION	SYMBOL
Interstate		Water Body	
U.S. Highway		Glacier	
State Highway		Airport, Airfield, or Helicopter Landing Pad	
Other Road		College or University	
Cal-de-sac		Military	
Circle		Prison or Juvenile Detention Center	
Geographic Offset or Corridor		Cemetery	
4WD Trail, Stairway, Alley, Walkway, or Ferry		Golf Course	
Railroad		National Park or Forest	
Pipeline or Power Line		Other Park	
Ridge or Fence		Outside Subject Area	
Property Line or Nonville Boundary		Inset Area	
Perennial Stream			
Intermittent Stream			
Mountain Peak or Hill			

Where state, county, and/or MCD/CCD boundaries coincide, the map shows the boundary symbol for only the highest-ranking of these boundaries.

Entity names are followed by either their FIPS code or census code; parentheses indicate a census code.

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SUBJECT AREA COUNTIES ON MAP SHEET

19061 Dubuque

Key to Adjacent Sheets

	1	2
3	4	5

Sheet Location within Entity

Sheet 1 of 6 PARENT sheets
Total Sheets: 7 (Index 1; Parent 6; Inset 0)

NAME: Dubuque city (22395)
ENTITY TYPE: Incorporated Place
ST: Iowa (19)
CO: Dubuque (061)

INDEX OR PARENT SHEET #: 001
INSET SHEET #: 000000

2024 INCORPORATED PLACE REF MAP (PARENT)

United States Census Bureau

All legal boundaries and names are as reported through the 2024 Boundary and Annexation Survey (BAS). The boundaries shown on this map are for Census Bureau statistical data collection and tabulation purposes only; their depiction and designation for statistical purposes does not constitute a determination of jurisdictional authority or rights of ownership or entitlement.

Data Source: U.S. Census Bureau's MAF/TIGER system (BAS25), November 2024
Created by Geography Division: December 06, 2024

U.S. DEPARTMENT OF COMMERCE U.S. Census Bureau

Projection: Albers Equal Area Conic
Datum: NAD 83
Spheroid: GRS 80
1st Standard Parallel: 40 53 46
2nd Standard Parallel: 42 58 46
Central Meridian: -93 23 22
Latitude of Projection's Origin: 40 22 31
False Easting: 0
False Northing: 0

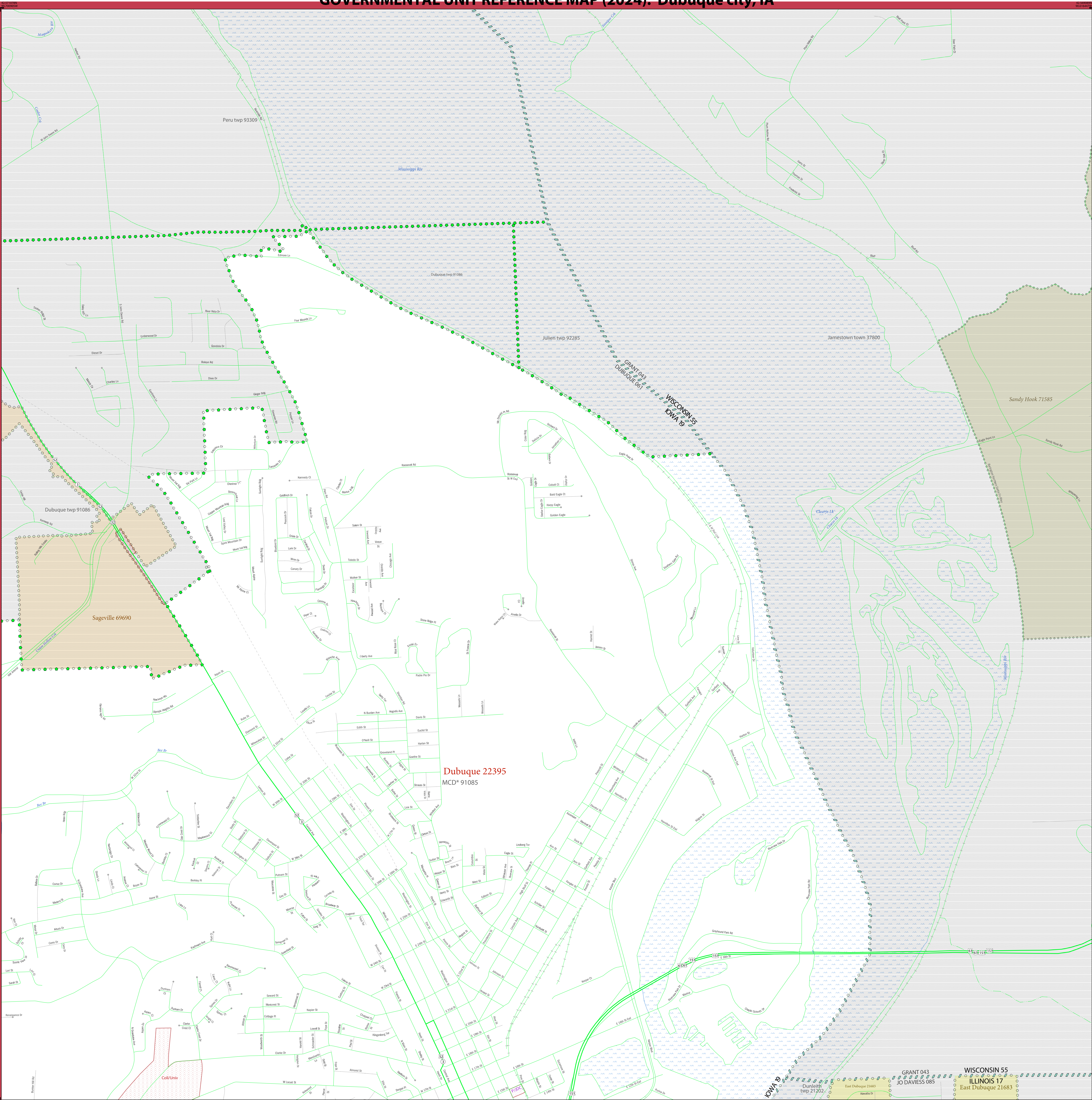
Boundary and Annexation Survey (BAS) ID: 11900022395

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Page 187 of 740

GOVERNMENTAL UNIT REFERENCE MAP (2024): Dubuque city, IA

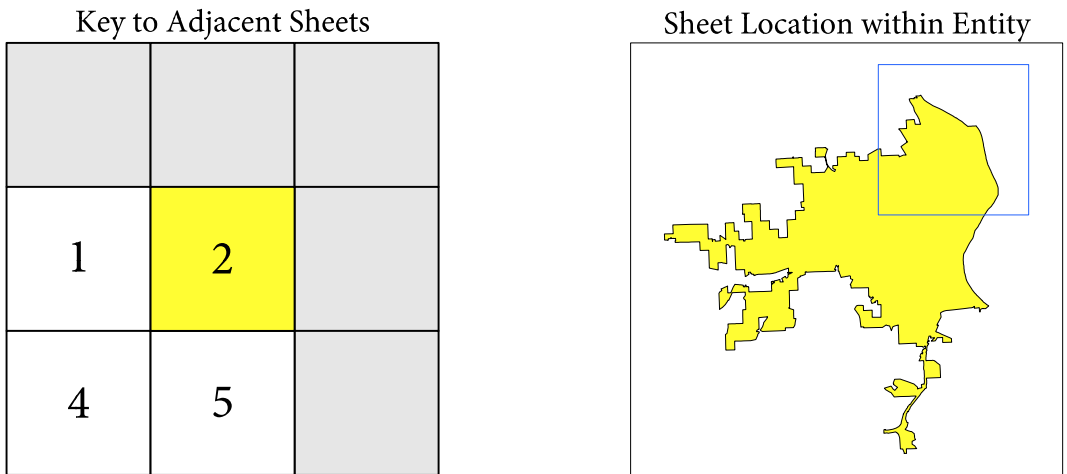


LEGEND		
SYMBOL DESCRIPTION	SYMBOL	LABEL STYLE
Federal American Indian Reservation	☆☆☆☆☆☆	L'ANSE RESERVATION (TA 1880)
Off-Reservation Trust Land	☆☆☆☆☆☆	T1880
American Indian Tribal Subdivision	●●●●●●	SHONTO (620)
Alaska Native Regional Corporation (ANRC)	▼▲▼▲▼▲	NANA ANRC 52120
State (or statistically equivalent entity)	//////	NEW YORK 36
County (or statistically equivalent entity)	□□□□□□	ERIE 029
Minor Civil Division (MCD) ¹	●●●●●●	Lee town 41460
Census County Division (CCD) ²	●●●●●●	Jemez CCD 91650
Consolidated City	●●●●●●	MILFORD 47500
Incorporated Place - Subject Area	○●○●○●	Rome 63418
Incorporated Place - Other Area ³	○●○●○●	Davis 18100
Census Designated Place (CDP) ²	○●○●○●	Cochiti 16560

DESCRIPTION	SYMBOL	DESCRIPTION	SYMBOL
Interstate	—●—	Water Body	—Pleasant Lake—
U.S. Highway	—2—	Glacier	—Bering Glacier—
State Highway	—○—	Airport, Airfield, or Helicopter Landing Pad	—Edward Airport—
Other Road	—	College or University	—Coll'Univ—
Cal-de-sac	—	Military	—Fort-Belvoir—
Circle	—	Prison or Juvenile Detention Center	—PJDC—
Geographic Offset or Corridor	—	Cemetery	—Pavell Cemetery—
4WD Trail, Stairway, Alley, Walkway, or Ferry	—	Golf Course	—Pinehurst GOLF'S—
Railroad	—	National Park or Forest	—Yosemite Natl Pk—
Pipeline or Power Line	—	Other Park	—St Francis Park—
Ridge or Fence	—	Outside Subject Area	—
Property Line or Nonville Boundary	—	Inset Area	—A1—
Perennial Stream	—Tumbling Cr—		
Intermittent Stream	—Piney Cr—		
Mountain Peak or Hill	▲		

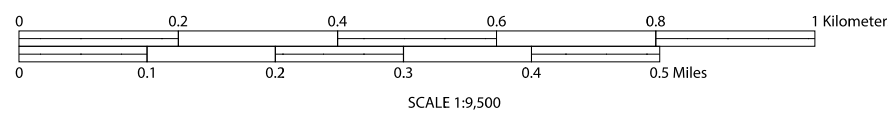
Where state, county, and/or MCD/CCD boundaries coincide, the map shows the boundary symbol for only the highest-ranking of these boundaries.
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SUBJECT AREA COUNTIES ON MAP SHEET 19061 Dubuque



Sheet 2 of 6 PARENT sheets
Total Sheets: 7 (Index 1; Parent 6; Inset 0)
NAME: Dubuque city (22395)
ENTITY TYPE: Incorporated Place
ST: Iowa (19)
CO: Dubuque (061)

All legal boundaries and names are as reported through the 2024 Boundary and Annexation Survey (BAS). The boundaries shown on this map are for Census Bureau statistical data collection and tabulation purposes only; their depiction and designation for statistical purposes does not constitute a determination of jurisdictional authority or rights of ownership or entitlement.
Data Source: U.S. Census Bureau's MAF/TIGER system (BAS25), November 2024
Created by Geography Division: December 06, 2024
U.S. DEPARTMENT OF COMMERCE U.S. Census Bureau
Projection: Albers Equal Area Conic
Datum: NAD83
Spheroid: GRS 80
1st Standard Parallel: 40 53 46
2nd Standard Parallel: 42 58 46
Central Meridian: -93 23 22
Latitude of Projection's Origin: 40 22 31
False Easting: 0
False Northing: 0

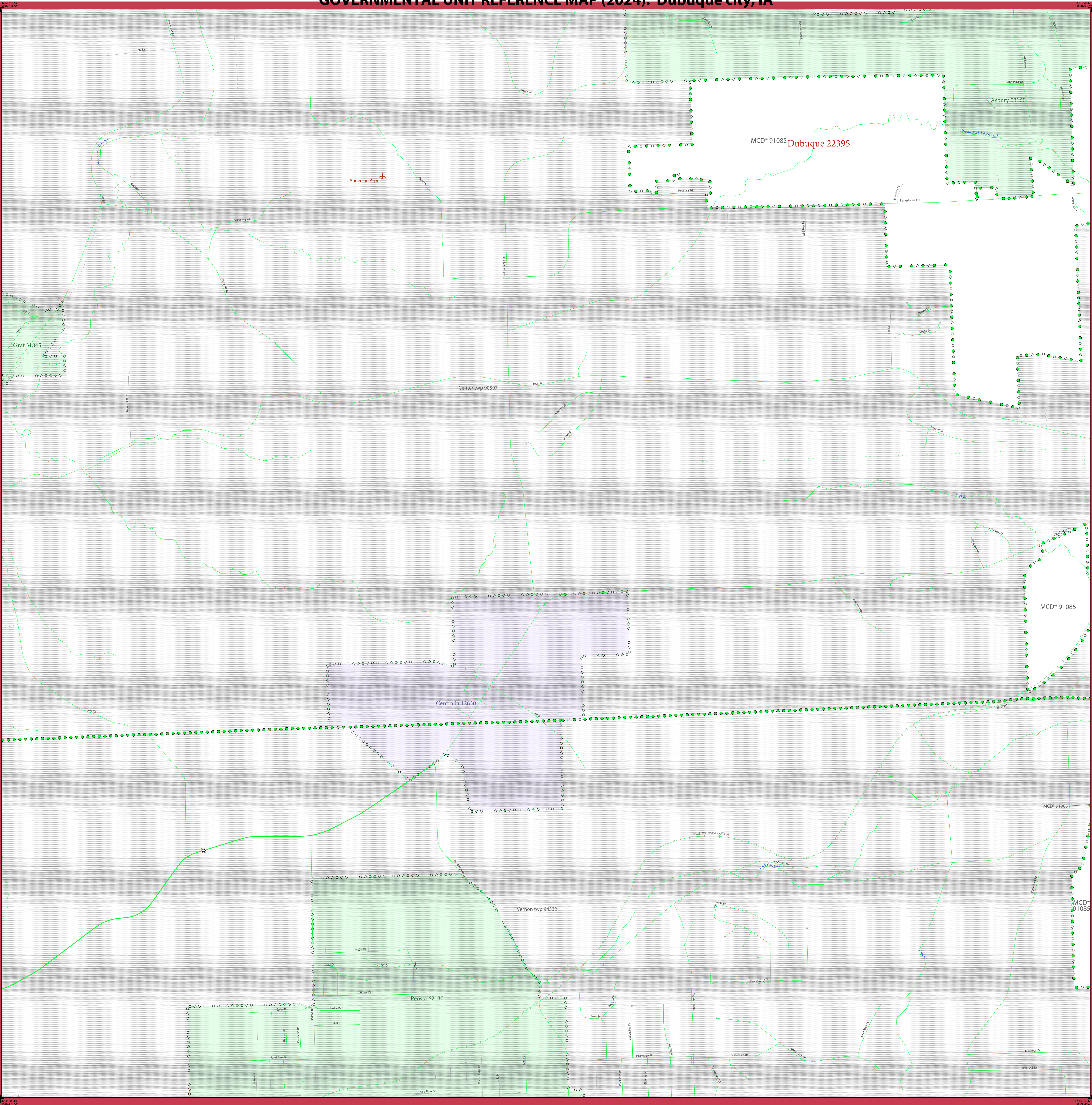


Boundary and Annexation Survey (BAS) ID: 11900022395
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www.census.gov/programs-surveys/bas/geographies.html

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GOVERNMENTAL UNIT REFERENCE MAP (2024): Dubuque city, IA



LEGEND		
SYMBOL DESCRIPTION	SYMBOL	LABEL STYLE
Federal American Indian Reservation	★ ★ ★ ★ ★	L'ANSE RESERVATION (TA 1880)
Off-Reservation Trust Land	★ ★ ★ ★ ★	T1880
American Indian Tribal Subdivision	● ● ● ● ●	SHONTO (620)
Alaska Native Regional Corporation (ANRC)	▼ ▲ ▼ ▲ ▼	NANA ANRC 52120
State (or statistically equivalent entity)	▮ ▮ ▮ ▮ ▮	NEW YORK 36
County (or statistically equivalent entity)	■ ■ ■ ■ ■	ERIE 029
Minor Civil Division (MCD) ¹	● ● ● ● ●	Lee town 41460
Census County Division (CCD) ²	● ● ● ● ●	Jemez CCD 91650
Consolidated City	● ● ● ● ●	MILFORD 47500
Incorporated Place - Subject Area	○ ○ ○ ○ ○	Rome 63418
Incorporated Place - Other Area ³	○ ○ ○ ○ ○	Davis 18100
Census Designated Place (CDP) ²	○ ○ ○ ○ ○	Cochiti 16560

DESCRIPTION	SYMBOL	DESCRIPTION	SYMBOL
Interstate	— 2 —	Water Body	— Pleasant Lake —
U.S. Highway	— 2 —	Glacier	— Bering Glacier —
State Highway	— 2 —	Airport, Airfield, or Helicopter Landing Pad	— Edward Arpt —
Other Road	— Marsh Ln —	College or University	— Coll/Univ —
Cul-de-sac	—	Military	— Fort-Belvoir —
Circle	—	Prison or Juvenile Detention Center	— PJDC —
Geographic Offset or Corridor	—	Cemetery	— Paveil Entry —
4WD Trail, Stairway, Alley, Walkway, or Ferry	—	Golf Course	— Pinehurst GRC's —
Railroad	— Southern RR —	National Park or Forest	— Yosemite Natl Pk —
Pipeline or Power Line	—	Other Park	— St Francis Park —
Ridge or Fence	—	Outside Subject Area	—
Property Line or Nonville boundary	— Tumbling Cr —	Inset Area	— A1 —
Perennial Stream	— Plenary Cr —		
Intermittent Stream	— Plenary Cr —		
Mountain Peak or Hill	▲ Mt. Baker		

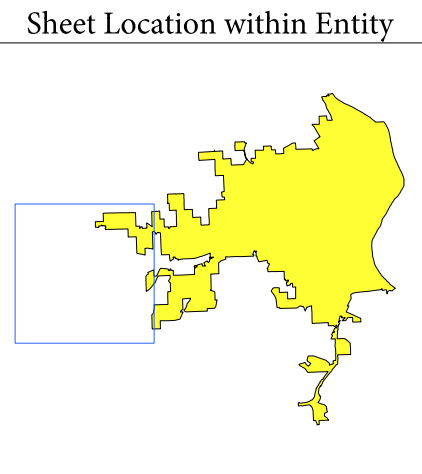
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SUBJECT AREA COUNTIES ON MAP SHEET

19061 Dubuque

Key to Adjacent Sheets			
			1
	3	4	



Sheet 3 of 6 PARENT sheets
Total Sheets: 7 (Index 1; Parent 6; Inset 0)

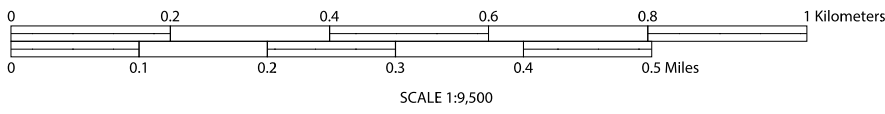
NAME: Dubuque city (22395)
ENTITY TYPE: Incorporated Place
ST: Iowa (19)
CO: Dubuque (061)

INDEX OR PARENT SHEET #: 003
INSET SHEET #: 000000



All legal boundaries and names are as reported through the 2024 Boundary and Annexation Survey (BAS). The boundaries shown on this map are for Census Bureau statistical data collection and tabulation purposes only; their depiction and designation for statistical purposes does not constitute a determination of jurisdictional authority or rights of ownership or entitlement.
Data Source: U.S. Census Bureau's MAF/TIGER system (BAS25), November 2024
Created by Geography Division: December 06, 2024
U.S. DEPARTMENT OF COMMERCE U.S. Census Bureau

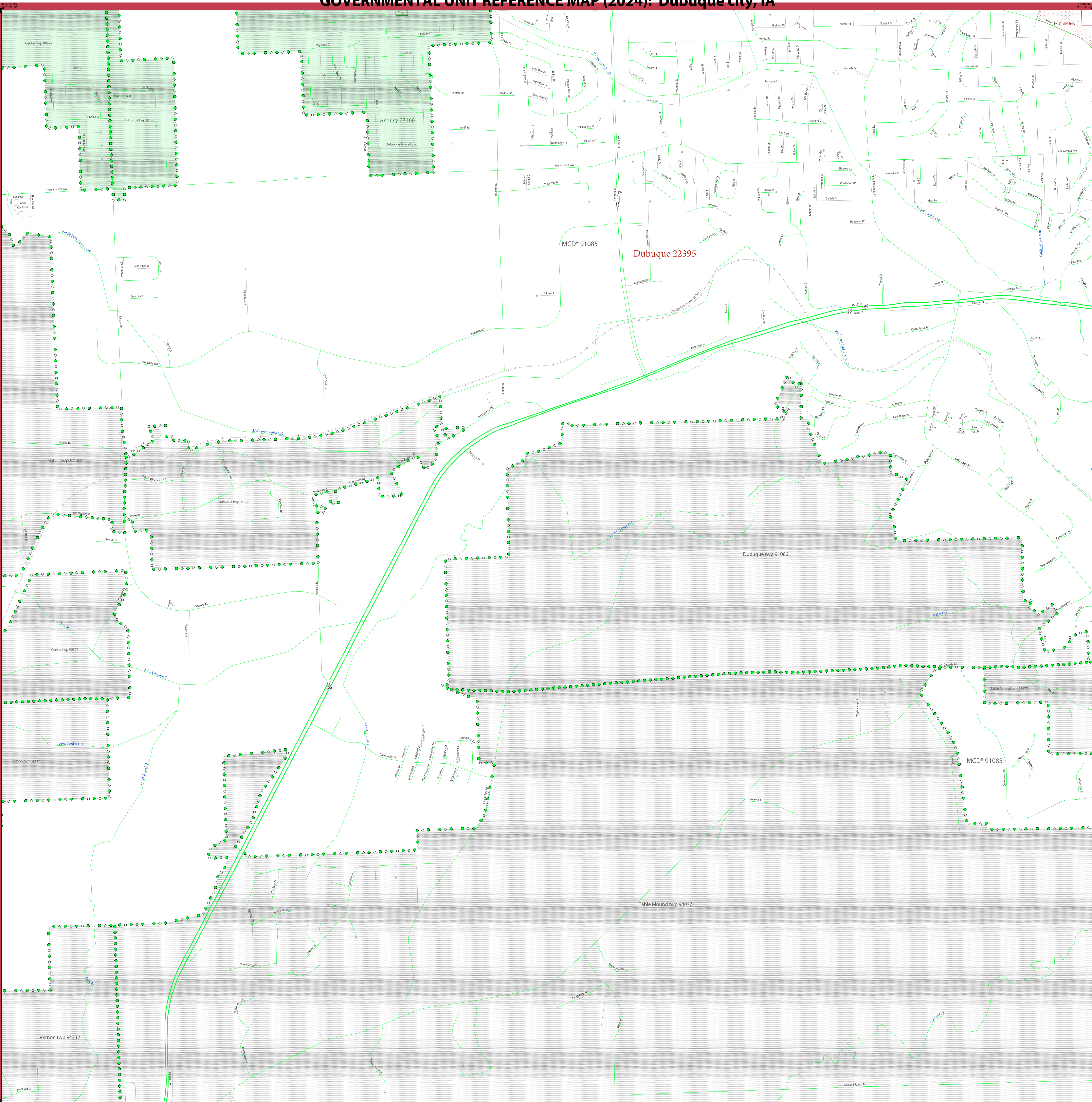
Projection: Albers Equal Area Conic
Datum: NAD 83
Spheroid: GRS 80
1st Standard Parallel: 40 53 46
2nd Standard Parallel: 42 58 46
Central Meridian: -93 23 22
Latitude of Projection's Origin: 40 22 31
False Easting: 0
False Northing: 0



Boundary and Annexation Survey (BAS) ID: 11900022395
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www.census.gov/programs-surveys/bas/geographies.html

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GOVERNMENTAL UNIT REFERENCE MAP (2024): Dubuque city, IA



LEGEND		
SYMBOL DESCRIPTION	SYMBOL	LABEL STYLE
Federal American Indian Reservation		L'ANSE RESERVATION (TA 1880)
Off-Reservation Trust Land		T1880
American Indian Tribal Subdivision		SHONTO (620)
Alaska Native Regional Corporation (ANRC)		NANA ANRC 52120
State (or statistically equivalent entity)		NEW YORK 36
County (or statistically equivalent entity)		ERIE 029
Minor Civil Division (MCD) ¹		Lee town 41460
Census County Division (CCD) ²		Jemez CCD 91650
Consolidated City		MILFORD 47500
Incorporated Place - Subject Area		Rome 63418
Incorporated Place - Other Area ³		Davis 18100
Census Designated Place (CDP) ²		Cochiti 16560

DESCRIPTION	SYMBOL	DESCRIPTION	SYMBOL
Interstate		Water Body	
U.S. Highway		Glacier	
State Highway		Airport, Airfield, or Helicopter Landing Pad	
Other Road		College or University	
Cul-de-sac		Military	
Circle		Prison or Juvenile Detention Center	
Geographic Offset or Corridor		Cemetery	
4WD Trail, Stairway, Alley, Walkway, or Ferry		Golf Course	
Railroad		National Park or Forest	
Pipeline or Power Line		Other Park	
Ridge or Fence		Outside Subject Area	
Property Line or Nonville Boundary		Inset Area	
Perennial Stream			
Intermittent Stream			
Mountain Peak or Hill			

Where state, county, and/or MCD/CCD boundaries coincide, the map shows the boundary symbol for only the highest-ranking of these boundaries.
Entity names are followed by either their FIPS code or census code; parentheses indicate a census code.
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SUBJECT AREA COUNTIES ON MAP SHEET 19061 Dubuque

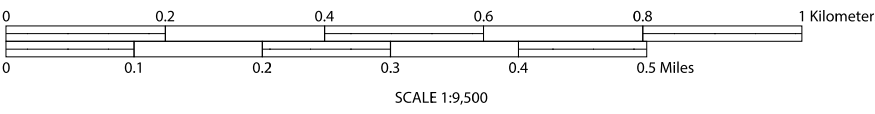
Key to Adjacent Sheets		
	1	2
3	4	5
		6

Sheet Location within Entity

Sheet 4 of 6 PARENT sheets
Total Sheets: 7 (Index 1; Parent 6; Inset 0)
NAME: Dubuque city (22395)
ENTITY TYPE: Incorporated Place
ST: Iowa (19)
CO: Dubuque (061)

INDEX OR PARENT SHEET #: 004
INSET SHEET #: 000000
2024 INCORPORATED PLACE REF MAP (PARENT)
5710119000223950400000
United States Census Bureau

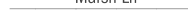
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Data Source: U.S. Census Bureau's MAF/TIGER system (BAS25), November 2024
Created by Geography Division: December 06, 2024
U.S. DEPARTMENT OF COMMERCE U.S. Census Bureau
Projection: Albers Equal Area Conic
Datum: NAD 83
Spheroid: GRS 80
1st Standard Parallel: 40 53 46
2nd Standard Parallel: 42 58 46
Central Meridian: -93 23 22
Latitude of Projection's Origin: 40 22 31
False Easting: 0
False Northing: 0



Boundary and Annexation Survey (BAS) ID: 11900022395
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This map illustrates the governmental unit boundaries for Dubuque, Iowa, as of 2024. The city area is highlighted in green, while surrounding areas are in yellow. Water bodies, including the Dubuque River and several lakes, are shown in blue. The map includes a grid of streets and labels for various landmarks and locations. The title at the top reads "GOVERNMENTAL UNIT REFERENCE MAP (2024): Dubuque city, IA".

DESCRIPTION	SYMBOL	DESCRIPTION	SYMBOL
Interstate		Water Body	
U.S. Highway		Glacier	
State Highway		Airport, Airstfield, or Helicopter Landing Pad	
Other Road	 Marsh La	College or University	
Cal-de-sac		Military	
Circle		Prison or Juvenile Detention Center	
Geographic Offset or Corridor		Cemetery	
4WD Trail, Stairway, Alley, Walkway, or Ferry		Golf Course	
Railroad		National Park or Forest	
Pipeline or Power Line		Other Park	
Ridge or Fence		Outside Subject Area	
Property Line or Nonvariable Boundary		Inset Area	
Perennial Stream			
Intermittent Stream			

SUBJECT AREA COUNTIES ON MAP SHEET
19061 Dubuque

Sheet 5 of 6 PARENT sheets
Total Sheets: 7 (Index 1; Parent 6; Inset 0)

INDEX OR PARENT SHEET #: 005
INSET SHEET #: 000000

2024 INCORPORATED PLACE REF MAP (PARENT)



571011900022395005000000

United States
Census
Bureau

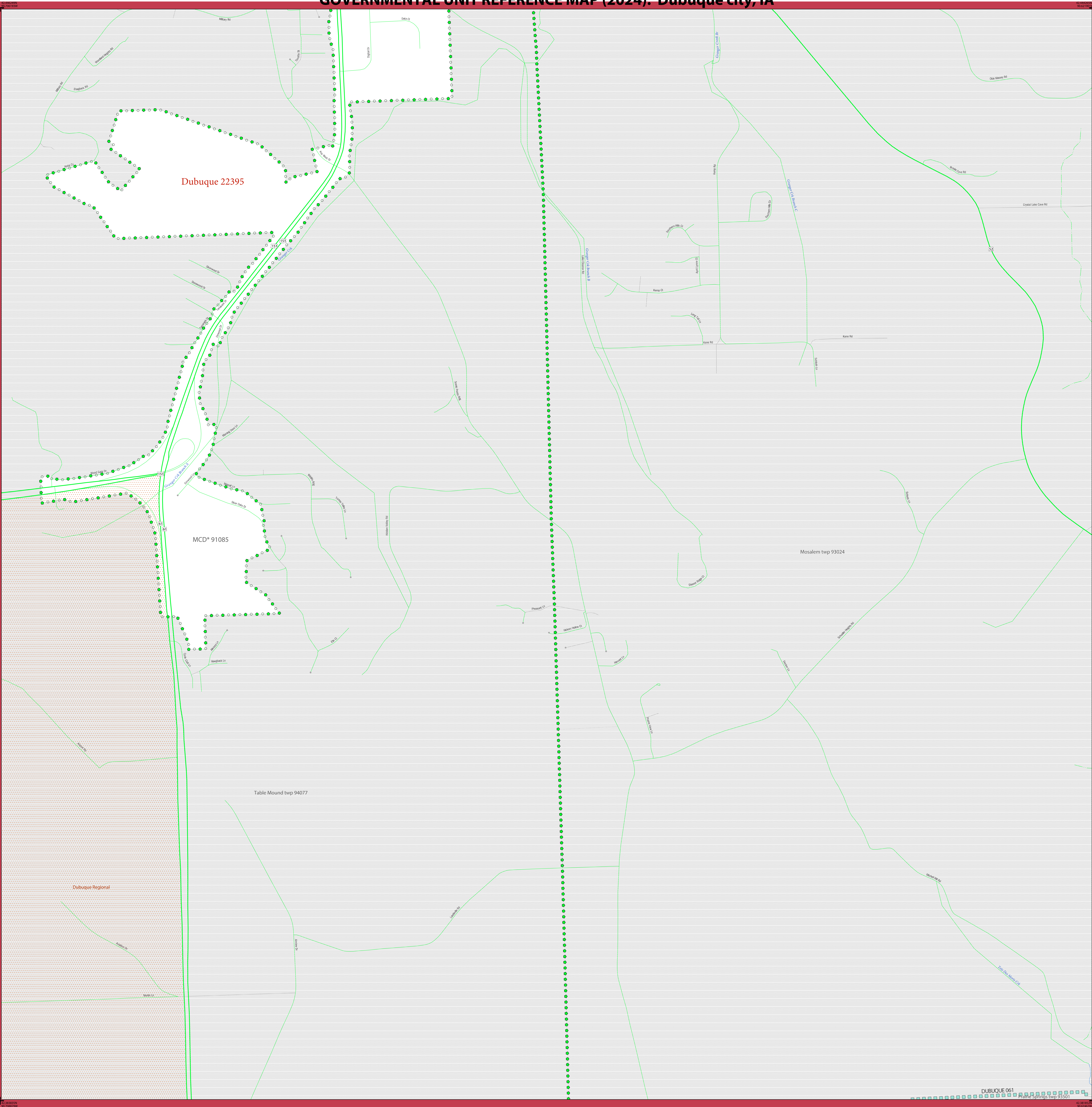
Projection: Albers Equal Area Conic
Datum: NAD 83
Spheroid: GRS 80
1st Standard Parallel: 40 53 46
2nd Standard Parallel: 42 58 46
Central Meridian: -93 23 22
Latitude of Projection's Origin: 40 22 31
False Easting: 0
False Northing: 0



A horizontal scale bar with two units of measurement. The top scale is in kilometers, with markings at 0, 0.2, 0.4, 0.6, 0.8, and 1.0. The bottom scale is in miles, with markings at 0, 0.1, 0.2, 0.3, 0.4, and 0.5. The text 'SCALE 1:5000' is centered below the mile scale.

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GOVERNMENTAL UNIT REFERENCE MAP (2024): Dubuque city, IA



LEGEND		
SYMBOL DESCRIPTION	SYMBOL	LABEL STYLE
Federal American Indian Reservation		L'ANSE RESERVATION (IA 1880)
Off-Reservation Trust Land		T1880
American Indian Tribal Subdivision		SHONTO (620)
Alaska Native Regional Corporation (ANRC)		NANA ANRC 52120
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Incorporated Place - Other Area ³		Davis 18100
Census Designated Place (CDP) ²		Cochiti 16560

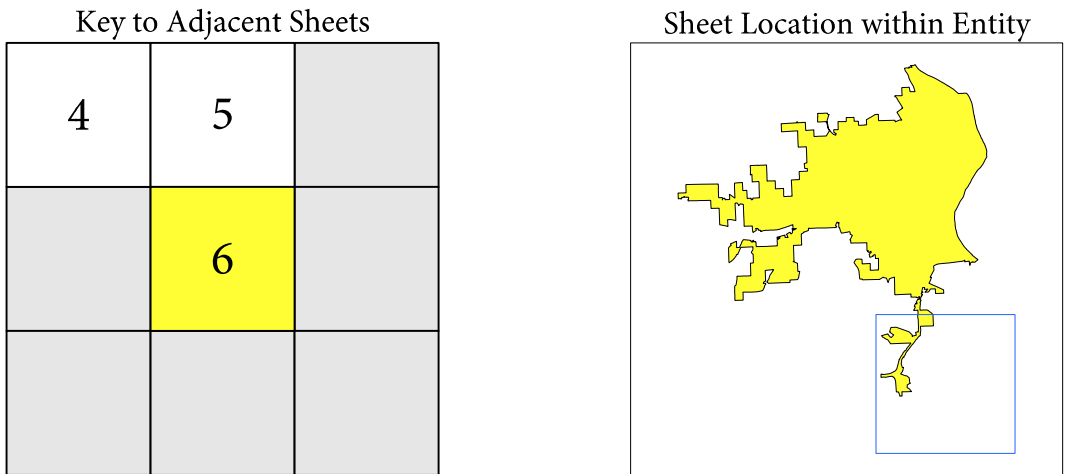
DESCRIPTION	SYMBOL	DESCRIPTION	SYMBOL
Interstate		Water Body	
U.S. Highway		Glacier	
State Highway		Airport, Airfield, or Helicopter Landing Pad	
Other Road		College or University	
Cul-de-sac		Military	
Circle		Prison or Juvenile Detention Center	
Geographic Offset or Corridor		Cemetery	
4WD Trail, Stairway, Alley, Walkway, or Ferry		Golf Course	
Railroad		National Park or Forest	
Pipeline or Power Line		Other Park	
Ridge or Fence		Outside Subject Area	
Property Line or Nonville boundary		Inset Area	
Perennial Stream			
Intermittent Stream			
Mountain Peak or Hill			

Where state, county, and/or MCD/CCD boundaries coincide, the map shows the boundary symbol for only the highest-ranking of these boundaries.
Entity names are followed by either their FIPS code or census code; parentheses indicate a census code.
1 "MCD" indicates a false MCD. These are for Census Bureau use only.
2 The CCD and CDP boundaries represent statistical entities only and are not updated through the BAS.
3 Incorporated place name color corresponds to the incorporated place fill color.

Due to space limitations, some road names, along with other feature and geography names on the map, may not be shown.
The Census Bureau stores primary and alternate road names, but only primary road names are used to label the roads on these maps.

SUBJECT AREA COUNTIES ON MAP SHEET

19061 Dubuque



Sheet 6 of 6 PARENT sheets
Total Sheets: 7 (Index 1; Parent 6; Inset 0)

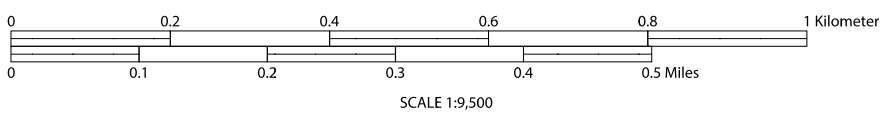
NAME: Dubuque city (22395)
ENTITY TYPE: Incorporated Place
ST: Iowa (19)
CO: Dubuque (061)

INDEX OR PARENT SHEET #: 006
INSET SHEET #: 000000



All legal boundaries and names are as reported through the 2024 Boundary and Annexation Survey (BAS). The boundaries shown on this map are for Census Bureau statistical data collection and tabulation purposes only; their depiction and designation for statistical purposes does not constitute a determination of jurisdictional authority or rights of ownership or entitlement.
Data Source: U.S. Census Bureau's MAF/TIGER system (BAS25), November 2024
Created by Geography Division: December 06, 2024
U.S. DEPARTMENT OF COMMERCE U.S. Census Bureau

Projection: Albers Equal Area Conic
Datum: NAD 83
Spheroid: GRS 80
1st Standard Parallel: 40 53 46
2nd Standard Parallel: 42 58 46
Central Meridian: 93 23 22
Latitude of Projection's Origin: 40 22 31
False Easting: 0
False Northing: 0



Boundary and Annexation Survey (BAS) ID: 11900022395
PDF versions of the BAS maps are available at:
www.census.gov/programs-surveys/bas/geographies.html

For more information, or to request additional maps, please email geo.bas@census.gov, call 1-800-972-5651, or visit www.census.gov/programs-surveys/bas.html.

**City of Dubuque
City Council**

CONSENT ITEMS # 16.

ITEM TITLE: Final Plat of North English Estates

SUMMARY: City Manager recommending City Council adopt a resolution approving the Final Plat of North English Estates as it is in compliance with the City of Dubuque's Unified Development Code and the City's policy for sustainability points when receiving public assistance.
RESOLUTION Approving The Final Plat Of North English Estates, Dubuque County, Iowa

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

ATTACHMENTS:

1. MVM Memo
2. Staff Memo North English Estates Final Plat
3. Application North English Rd Final Plat
4. Final Plat North English Estates 12-16-24-signed
5. Resolution North English Estates
6. Vicinity Map - North English Estates

TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

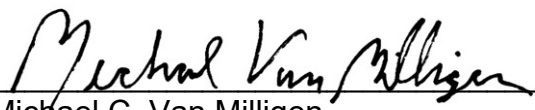
SUBJECT: Final Plat of North English Estates

DATE: January 14, 2025

Planning Services Director Wally Wernimont is recommending City Council adopt a resolution approving the Final Plat of North English Estates as it is in compliance with the City of Dubuque's Unified Development Code and the City's policy for sustainability points when receiving public assistance.

The submitted Final Plat of North English Estates creates a total of eighteen (18) lots. Fourteen (14) of which will be single-family residential lots and four (4) will be commercial lots. The subdivision will have one (1) private street. The residential lots will have a communal well systems and individual septic systems. As the property is located in the county within 2 miles of the city limits, joint review with both County and City Zoning is required.

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
Wally Wernimont, Planning Services Director

TO: Michael C. Van Milligen, City Manager
FROM: Wally Wernimont, Planning Services Director 
DATE: January 8, 2025
RE: **Final Plat of North English Estates**

INTRODUCTION

This memorandum transmits the Final Plat of North English Estates, a resolution, and related materials for City Council review and approval.

DISCUSSION

The subject property currently consists of six (6) existing lots with a total of approximately 75-acres of land area. The property is generally sloping downhill from west to east and has an overall elevation change of approximately 155' from the highest point along North Cascade Road to the lowest point of a wooded valley toward the southeastern side of the site. The site is currently agricultural land with some wooded hillsides along the southern portion of the property.

The submitted Final Plat of North English Estates creates a total of eighteen (18) lots. Fourteen (14) of which will be single-family residential lots and four (4) will be commercial lots. The subdivision will have one (1) private street. The residential lots will have a communal well systems and individual septic systems. As the property is located in the county within 2 miles of the city limits, joint review with both County and City Zoning is required.

The subject subdivision complies with the Unified Development Codes 40 points of sustainability through a mixture of development tools.

1. Conservation subdivision – 25 points
2. Roadway with 22 feet of pavement reducing stormwater runoff – 5 points
3. Compliance with Dubuque County stormwater management ordinance – 10 points

TOTAL= 40 points

Planning staff is willing to provide the 10 points for compliance with the County Ordinance on storm water management in that the Code requires that the first 1.25 inches of rain be infiltrated on the site. This requirement is more stringent than current City requirements.

The subdivision will be accessed from North Cascade Road and vehicular traffic to and from the subdivision will proceed north, south or west along North Cascade Road, North English Road, and the Southwest Arterial. Staff estimates that when fully developed, the 14 residences will generate approximately 140 vehicle trips per day. The trip generation for the commercial lots will likely vary based on future uses; however, the recent improvements to North English Road and the proximity to the Southwest Arterial will provide adequate infrastructure to support the traffic generated by the proposed four commercial lots as well as the residential lots.

The Final Plat of North English Estates provides a public utility easement on both sides of the interior street as required by City land subdivision standards. Each lot will exceed the City's minimum lot area and frontage standards. The subdivision will also maintain much of the wooded hillside area undeveloped thereby preserving natural features and vegetation. The property will be developed under Dubuque County storm water and erosion control standards.

The subdivision provides sufficient easements to provide for the future extensions of utilities to the individual lots and for a sanitary sewer extension. This ensures that the City will not need to acquire individual easements from future property owners at such time as City utilities are extended to serve the subdivision.

RECOMMENDATION

Staff recommends approval of the resolution for the Final Plat of North English Estates as it is in compliance with the City of Dubuque's Unified Development Code and the City's policy for sustainability points when receiving public assistance.

Thank you.

Enclosure

APPLICATION FORM

Zoning Advisory Commission

- ☐ Amended PUD
- ☐ Rezoning/PUD/ID
- ☐ Text Amendment
- ☐ Simple Subdivision
- ☐ Preliminary Plat
- ☒ Major Final Plat
- ☐ Minor Final Plat
- ☐ Waiver from Site Design Standards

Zoning Board of Adjustment

- ☐ Conditional Use Permit
- ☐ Special Exception
- ☐ Variance
- ☐ Appeal

Development Services

- ☐ Annexation
- ☐ Limited Setback Waiver
- ☐ Site Plan Simple
- ☐ Site Plan Minor
- ☐ Site Plan Major
- ☐ Simple Subdivision
- ☐ Temporary Use Permit
- ☐ Port of Dubuque/Chaplain Schmitt Island Design Review

Historic Preservation Commission

- ☐ Demolition Review
- ☐ Historic Revolving Loan
- ☐ Certificate of Economic Non-Viability
- ☐ Design Review Certificate of Appropriateness
- ☐ Advisory Design Review (Public Projects)
- ☐ Historic Designation

Please complete the applicable sections below. Please type or print legibly.

A. Property Information

Site Location/Address: east end of N English Rd.

Legal Description/Parcel ID#/Subdivision: 1504177007, 1504177009, 1504327004, 1504376001, 1504352023, 1509100003

Existing Zoning: Cnty B-2 & R-1 Proposed Zoning: n/a Site Area (square feet/acres): 74.84 ac.

Historic District: _____ andmark: ☐ Yes ☒ No

B. Describe proposal and reason for application (attach a letter of explanation, if necessary):

Development of a Commercial & Residential Subdivision

C. Applicant/Agent Information

Name: Miller Companies, LLC c/o Chris Miller Phone: 580-9306

Address: 1204 Timber Hyrst Ct. City: Dubuque

State: IA Zip: 52003 Email: chris@millerdevelopmentgroup.com

D. Property Owner(s) Information

Name(s): Miller Companies, LLC c/o Chris Miller Phone: 580-9306

Address: 1204 Timber Hyrst Ct. City: Dubuque

State: IA Zip: 52003 Email: chris@millerdevelopmentgroup.com

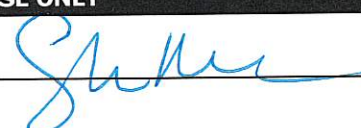
E. Certification: I/we, the undersigned, do hereby certify/acknowledge that:

1. Payment does not guarantee approval and fees are nonrefundable;
2. All additional required written and graphic materials are attached;
3. It is the property owner's responsibility to locate property lines and to review the abstract for easements and restrictive covenants; and
4. The information submitted herein is true and correct to the best of my/our knowledge and upon submittal becomes public record.

Applicant/Agent:  Date: 11/21/24

Property Owner(s):  Date: 11/21/24

FOR OFFICE USE ONLY

1650 Ck# 2029 ☐ CC ☐ Cash Received by  Date 11/25/24

Final Plat of:
NORTH ENGLISH ESTATES
DUBUQUE COUNTY, IOWA.

AS COMPRISED OF:

LOT 1-2 OF THE SE1/4 OF THE NW1/4, LOT 2-1 OF THE NE1/4 OF THE SW1/4,
AND THE SE1/4 OF THE SW1/4, ALL OF SECTION 4, T88N, R2E, EXCEPT THAT PART THEREOF CONDEMNED,
AND LOT 2-1-1-1-1 OF THE SW1/4 OF THE SW1/4, OF SECTION 4, T88N, R2E,
AND LOT 2-2-2 OF THE NW1/4 OF THE NW1/4, OF SECTION 9, T88N, R2E,
ALL OF THE 5TH P.M., DUBUQUE COUNTY, IOWA.

INDEX LEGEND

Location: NORTH ENGLISH ESTATES
SW1/4 of Section 4 T88N, R2E (Table Mound TWP)
of the 5th P.M., Dubuque County, Iowa
Requestor: Chris Miller
Proprietor: Miller Companies, LLC
1204 Timber Hyrst Ct., Dubuque, IA 52003
Surveyor: Terry L. Koelker
Company: Buesing & Associates, Inc.
1212 Locust St., Dubuque, IA 52001
Return To: Buesing & Associates, Inc.
1212 Locust St., Dubuque, IA 52001

NOTE:
The public sanitary sewer easement as stated and as shown on this plat is hereby dedicated to the City of Dubuque, and its agents and contractors, for the purpose of constructing and maintaining said utility and improvements, along with the right, privilege, and authority to construct, reconstruct, maintain, operate, repair, patrol and remove said utility and improvements. Said easement shall also include the right to cut, trim or remove trees, bushes and roots as may be required. The City shall restore the disturbed areas due to the construction, maintenance or repair of said utility and improvements to equal conditions. Lot owners shall not erect or install any trees, landscaping, paving, structures, fences, or other obstructions over or within the easement areas without obtaining the prior written approval of the City Engineer. Lot owners shall not change the grade, elevation, and contour, or perform any construction or excavation that will diminish the lateral support or integrity of said utility and improvements without obtaining the prior written consent of the City Engineer.

SURVEYED PERIMETER

TOTAL AREA = 74.835 AC
ROW AREA = 3.764 AC
NET AREA = 71.071 AC

SCALE 1" = 300'

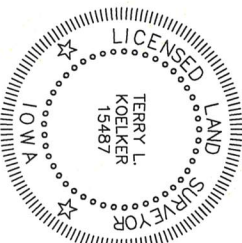


LEGEND

- SCM (FOUND)
- STANDARD CONCRETE MONUMENT
- 1" IRON PIPE (FOUND)
- WITH ANGLE IRON
- 1/2" OR 5/8" REROD (FOUND)
- CAP & SIZE AS NOTED
- 8505 1/2" YELLOW CAP STAMPED "8505"
- 9651 5/8" RED CAP STAMPED "9651"
- 14417 1/2" YELLOW CAP STAMPED "14417"
- 15487 5/8" ORANGE CAP STAMPED "15487"
- PROPERTY LINE
- SURVEYED PROPERTY LINE
- CENTERLINE
- RIGHT OF WAY (ROW)
- EASEMENT LINE
- RECORD DIMENSION
- 5/8" REROD (PLACED)
- ORANGE CAP STAMPED "15487"
- PK/MAG NAIL (PLACED)
- EXISTING
- RIGHT OF WAY
- CENTERLINE
- TYPICAL
- PUE PUBLIC UTILITY EASEMENT
- STE STORM SEWER EASEMENT
- SSE PUBLIC SANITARY SEWER EASEMENT
- DBAE DETENTION BASIN ACCESS EASEMENT

SHEET 3

SHEET 2

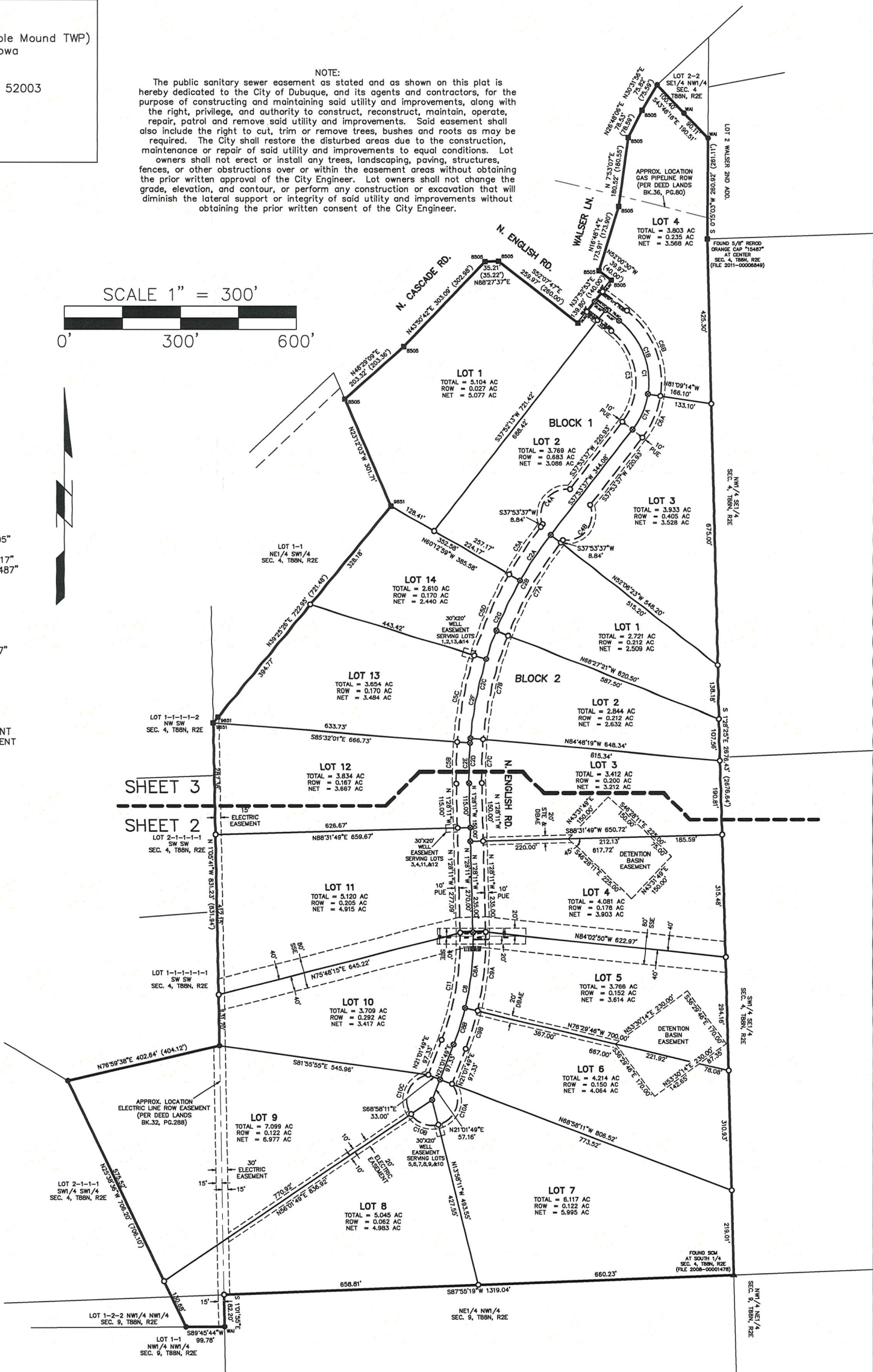


- NOTES
1. ALL MEASUREMENTS ARE IN FEET AND DECIMALS THEREOF.
 2. THIS PLAT IS SUBJECT TO EASEMENTS OF RECORD AND NOT OF RECORD.
 3. THE ENTIRETY OF THE NORTH ENGLISH RD. RIGHT OF WAY (ROW) IS AN EASEMENT FOR PUBLIC UTILITIES, AND FOR ACCESS FOR EMERGENCY, FIRE, AND MUNICIPAL SERVICES VEHICLES.
 4. DIRECT ACCESS ONTO NORTH CASCADE RD. IS PROHIBITED.

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. ALL MONUMENTS ARE PLACED OR SHALL BE PLACED WITHIN ONE YEAR FROM THE DATE THIS PLAT IS RECORDED.

TERRY L. KOELKER
12/16/24
(DATE)

MY LICENSE RENEWAL DATE IS DECEMBER 31, 2025
SHEETS COVERED BY THIS SEAL: SHEETS 1 THRU 4



SHEET TITLE

FINAL PLAT
NORTH ENGLISH ESTATES
DUBUQUE COUNTY, IOWA

PROJECT

PREPARED FOR:
CHRIS MILLER
1204 TIMBER-HYRST CT.
DUBUQUE, IA 52003

NO. 22297

BUESING
ASSOCIATES INC.
ENGINEERS AND SURVEYORS
1212 LOCUST ST, DUBUQUE, IA
(563) 556-4389

DATE

11/14/24

REVISIONS

12/11/24 PER CITY
COMMENTS

DRAWN BY:

TPL

CHECKED BY:

TLK

SCALE 1" = 200'

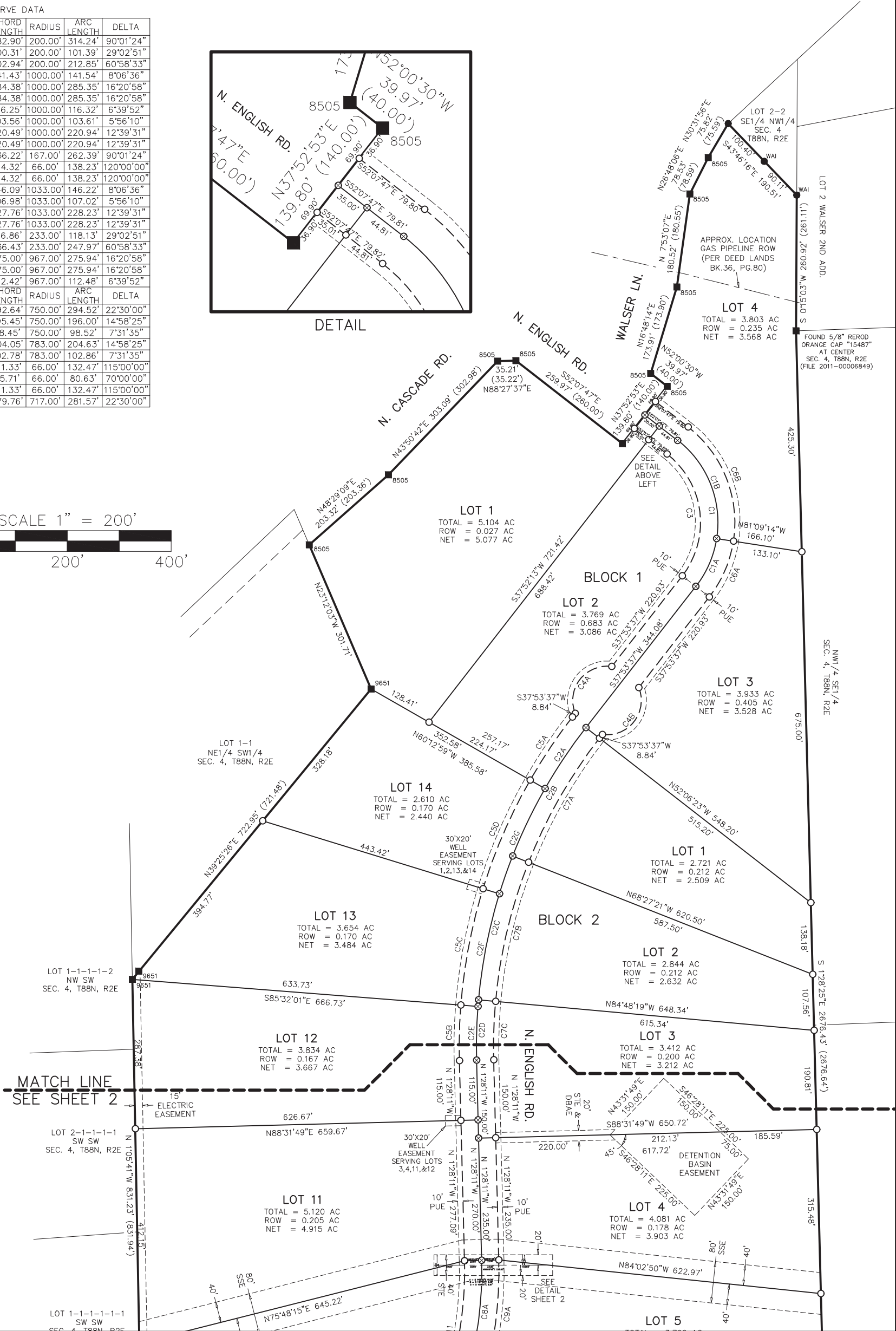
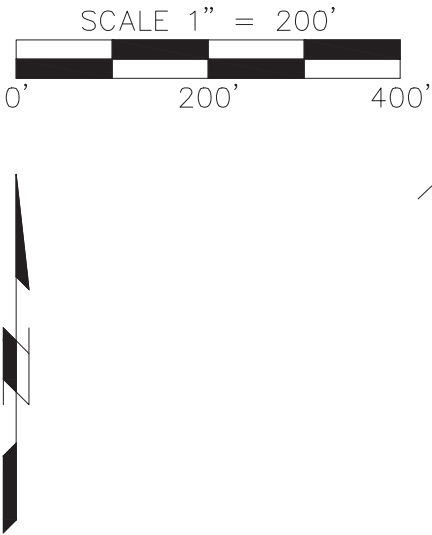
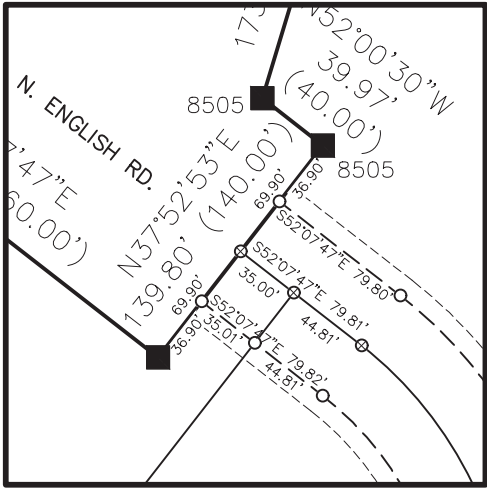
A horizontal scale bar with alternating black and white segments. The total length is 400 feet. Major tick marks are at 0', 200', and 400'. The segments are 100 feet long each, with the first and third segments being white and the second and fourth segments being black.



2 SHEET
OF 7

Final Plat of:
NORTH ENGLISH ESTATES
DUBUQUE COUNTY, IOWA.

CURVE DATA					
CURVE	CHORD BEARING	CHORD LENGTH	RADIUS	ARC LENGTH	DELTA
C1	S 7°07'05"E	282.90'	200.00'	314.24'	90°01'24"
C1A	N23°22'11"E	100.31'	200.00'	101.39'	29°02'51"
C1B	N21°38'31"W	202.94'	200.00'	212.85'	60°58'33"
C2A	S33°50'19"W	141.43'	1000.00'	141.54'	8°06'36"
C2B	N29°43'08"E	284.38'	1000.00'	285.35'	16°20'58"
C2C	N13°22'10"E	284.38'	1000.00'	285.35'	16°20'58"
C2D	N 1°51'45"E	116.25'	1000.00'	116.32'	6°39'52"
C2E	S 1°29'54"W	103.56'	1000.00'	103.61'	5°56'10"
C2F	S10°47'45"W	220.49'	1000.00'	220.94'	12°39'31"
C2G	S23°27'16"W	220.49'	1000.00'	220.94'	12°39'31"
C3	S 7°07'05"E	236.22'	167.00'	262.39'	90°01'24"
C4A	S37°53'37"W	114.32'	66.00'	138.23'	120°00'00"
C4B	N37°53'37"E	114.32'	66.00'	138.23'	120°00'00"
C5A	S33°50'19"W	146.09'	1033.00'	146.22'	8°06'36"
C5B	S 1°29'54"W	106.98'	1033.00'	107.02'	5°56'10"
C5C	S10°47'45"W	227.76'	1033.00'	228.23'	12°39'31"
C5D	S23°27'16"W	227.76'	1033.00'	228.23'	12°39'31"
C6A	N23°22'11"E	116.86'	233.00'	118.13'	29°02'51"
C6B	N21°38'31"W	236.43'	233.00'	247.97'	60°58'33"
C7A	N29°43'08"E	275.00'	967.00'	275.94'	16°20'58"
C7B	N13°22'10"E	275.00'	967.00'	275.94'	16°20'58"
C7C	N 1°51'45"E	112.42'	967.00'	112.48'	6°39'52"
CURVE	CHORD BEARING	CHORD LENGTH	RADIUS	ARC LENGTH	DELTA
C8	S 9°46'49"W	292.64'	750.00'	294.52'	22°30'00"
C8A	N 6°01'01"E	195.45'	750.00'	196.00'	14°58'25"
C8B	N17°16'01"E	98.45'	750.00'	98.52'	7°31'35"
C9A	N 6°01'01"E	204.05'	783.00'	204.63'	14°58'25"
C9B	N17°16'01"E	102.78'	783.00'	102.86'	7°31'35"
C10A	N18°31'49"E	111.33'	66.00'	132.47'	115°00'00"
C10B	S68°58'11"E	75.71'	66.00'	80.63'	70°00'00"
C10C	S23°31'49"W	111.33'	66.00'	132.47'	115°00'00"
C11	S 9°46'49"W	279.76'	717.00'	281.57'	22°30'00"



3 OF 7 SHEET	SHEET TITLE		PROJECT	NO. 22297	BUESING ASSOCIATES INC. ENGINEERS AND SURVEYORS 1212 LOCUST ST, DUBUQUE, IA (563) 556-4389	DATE	REVISIONS	DRAWN BY:
	FINAL PLAT		PREPARED FOR: CHRIS MILLER 1204 TIMBER-HYRST CT. DUBUQUE, IA 52003			11/14/24		TPL
	NORTH ENGLISH ESTATES					SCALE:		CHECKED BY:
	DUBUQUE COUNTY, IOWA					SEE BAR SCALE		TLK

Surveyor's Certificate

I, Terry L. Koelker, a Duly Licensed Land Surveyor in the State of Iowa, do hereby certify that the following real estate was surveyed and platted by me or under my direct personal supervision, To Wit:

Lot 1-2 of the SE1/4 of the NW1/4, Lot 2-1 of the NE1/4 of the SW1/4, and the SE1/4 of the SW1/4, all of Section 4, T88N, R2E, except that part thereof condemned, and Lot 2-1-1-1-1 of the SW1/4 of the SW1/4, of Section 4, T88N, R2E, and Lot 2-2-2 of the NW1/4 of the NW1/4, of Section 9, T88N, R2E, all of the 5th P.M., Dubuque County, Iowa.

This survey was performed for the purpose of subdividing and platting said real estate henceforth to be known as **NORTH ENGLISH ESTATES**. The Total area of **NORTH ENGLISH ESTATES** is 74.835 acres. All Lot areas are more or less and all Lots are subject to easements, reservations, restrictions, and rights-of-way of record and not of record, the plat of which is attached hereto and made a part of this certificate. All monuments are placed or shall be placed within one year from the date this plat is recorded.

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.

BY: Terry L. Koelker
Terry L. Koelker
Licensed Land Surveyor
License No. 15487

12/16/24
Date
License Renewal Date: 12/31/25

Owner's Consent

Dubuque, Iowa _____, 2024

The foregoing Final Plat of: **NORTH ENGLISH ESTATES**, is made with the free consent and in accordance with the desires of the undersigned owners and proprietors of said real estate. We hereby dedicate North English Road, and all public utility easements shown, to the public, and dedicate the public sanitary sewer easement shown to the City of Dubuque.

Miller Companies, LLC

Christopher A. Miller, Sole Member

State of Iowa)
)
County of Dubuque) ss:

On this _____ day of _____, AD 2024, before me the undersigned, A Notary Public in and for the State of Iowa, personally appeared Christopher A. Miller, to me personally known, who, being duly sworn did say that he is the sole member of Miller Companies, LLC, and the above instrument was signed on behalf of said limited liability company, by authority of its Board of Directors, and that said Christopher A. Miller, acknowledged the execution of said instrument to be the voluntary act and deed of said limited liability company, by it voluntarily executed.

Witness my hand and Notarial Seal on the date above written.

Notary Public in and for the State of Iowa
My Commission Expires _____

Attorney's Certificate

Dubuque, Iowa _____, 2024

TO WHOM IT MAY CONCERN:

This will certify that I have examined the abstract of title covering Lot 1-2 of the SE1/4 of the NW1/4, Lot 2-1 of the NE1/4 of the SW1/4, and the SE1/4 of the SW1/4, all of Section 4, T88N, R2E, except that part thereof condemned, and Lot 2-1-1-1-1 of the SW1/4 of the SW1/4, of Section 4, T88N, R2E, and Lot 2-2-2 of the NW1/4 of the NW1/4, of Section 9, T88N, R2E, all of the 5th P.M., Dubuque County, Iowa, according to plats thereof covering the period from government entry to _____
_____ certified on that date by _____
_____ and find that said abstract shows good and merchantable title to said real estate in _____ free and clear of all liens and encumbrances and shows taxes paid including taxes for the year _____.

Attorney-at-Law

County Treasurer's Certificate

Dubuque, Iowa _____, 2024

I, the undersigned, Eric Stierman, Treasurer of Dubuque County, Iowa, do hereby certify that all taxes levied against Lot 1-2 of the SE1/4 of the NW1/4, Lot 2-1 of the NE1/4 of the SW1/4, and the SE1/4 of the SW1/4, all of Section 4, T88N, R2E, except that part thereof condemned, and Lot 2-1-1-1-1 of the SW1/4 of the SW1/4, of Section 4, T88N, R2E, and Lot 2-2-2 of the NW1/4 of the NW1/4, of Section 9, T88N, R2E, all of the 5th P.M., Dubuque County, Iowa, have been paid and said real estate is free from taxes as of this date.

Dubuque County Treasurer

City of Dubuque Planning Services

Dubuque, Iowa _____, 2024

The foregoing Final Plat of: **NORTH ENGLISH ESTATES**, is hereby approved by the City Planner of the City of Dubuque, Iowa, and approval of said plat by the City Council of the City of Dubuque is hereby recommended.

Planning Services Department

By: _____
City Planner of the City of Dubuque, IA

City of Dubuque, Iowa

Dubuque, Iowa _____, 2024

The undersigned, Brad M. Cavanagh, Mayor and Adrienne N. Breitfelder, Clerk of the City of Dubuque, Iowa, do hereby certify that the foregoing Final Plat of: **NORTH ENGLISH ESTATES**, as appears heretofore, has been filed on _____ day of _____, 2024 as resolution # _____ in the office of the City Clerk of Dubuque, Iowa and that the City Council of the City of Dubuque, Iowa, approves said plat.

Mayor of the City of Dubuque, IA

Clerk of the City of Dubuque, IA

County Assessor's Certificate

Dubuque, Iowa _____, 2024

The foregoing Final Plat of: **NORTH ENGLISH ESTATES**, was entered of record in the Office of the Dubuque County Assessor, on the date first written above.

Dubuque County Assessor

County Board of Health

Dubuque, Iowa _____, 2024

The foregoing Final Plat of: **NORTH ENGLISH ESTATES**, is hereby approved by the Dubuque County Board of Health and approval of said plat by the County Board of Supervisors of the County of Dubuque is hereby recommended.

Dubuque County Board of Health

County Engineer Certificate

Dubuque, Iowa _____, 2024

The foregoing Final Plat of: **NORTH ENGLISH ESTATES**, was reviewed and approved by the Office of the County Engineer of Dubuque County, Iowa, on the date first written above.

Dubuque County Engineer

Plats Officer

Dubuque, Iowa _____, 2024

The foregoing Final Plat of: **NORTH ENGLISH ESTATES**, has been reviewed and examined by the Dubuque County Plats Officer for compliance with the Dubuque County Platting and Subdivision Ordinance, and said plat is found to be acceptable.

Dubuque County Plats Officer

County Zoning Commission

Dubuque, Iowa _____, 2024

The foregoing Final Plat of: **NORTH ENGLISH ESTATES**, is hereby approved by the Dubuque County Zoning Office and approval of said plat by the County Board of Supervisors of the County of Dubuque is hereby recommended.

Dubuque County Zoning Commission

County Board of Supervisors

Dubuque, Iowa _____, 2024

The Dubuque County Board of Supervisors of the County of Dubuque, do hereby certify that the Final Plat of: **NORTH ENGLISH ESTATES**, has been filed in the office of the County Board of Supervisors and that by Resolution No. _____ the Dubuque County Board of Supervisors have reviewed and approved said plat.

County Board of Supervisors Chairperson

County Auditor

Dubuque, Iowa _____, 2024

The foregoing Final Plat of: **NORTH ENGLISH ESTATES**, was entered of record in the office of the Dubuque County Auditor this _____ day of _____, 2024.

We approve of the subdivision name or title to be recorded.

Dubuque County Auditor

Recorder's Certificate

Dubuque, Iowa _____, 2024

The foregoing Final Plat of: **NORTH ENGLISH ESTATES**, has been reviewed by the Dubuque County Recorder.

Dubuque County Recorder

Prepared by: Wally Wernimont, City Planner Address: City Hall, 50 W. 13th St (563) 589-4210
Return to: Adrienne Breitfelder, City Clerk Address: City Hall, 50 West 13th St (563) 589-4121

RESOLUTION NO. - 25

**A RESOLUTION APPROVING THE FINAL PLAT OF NORTH ENGLISH ESTATES,
DUBUQUE COUNTY, IOWA**

Whereas, there has been filed with the City Clerk a Final Plat of North English Estates, Dubuque County, Iowa that is within the City's 2-mile extraterritorial jurisdiction; and

Whereas, said Final Plat provides for a 24-foot pavement width, where 26-foot paving width for a private street is required by Section 11-15 of Title 16 of the City of Dubuque Codes of Ordinance, Unified Development Code; and

Whereas, a Preliminary Plat of Survey for the property has been examined by the Zoning Advisory Commission and City Council; and

Whereas, said Final Plat of Survey has been determined by the City Planner to be in conformance with the Preliminary Plat of Survey for the property and the comprehensive plan; and

Whereas, said Final Plat of Survey has been examined by the City Council and they find that it conforms to the statues and ordinances relating thereto.

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

Section 1. That Section 11-15 of Title 16 of the City of Dubuque Codes of Ordinances, Unified Development Code, is waived to allow one 24-foot-wide paved private street.

Section 2. That the Final Plat of North English Estates, Dubuque County, Iowa is hereby approved, and the Mayor and City Clerk are hereby authorized and directed to endorse the approval of the City of Dubuque, Iowa upon said Final Plat, provided the owners of said property herein names, execute their written acceptance hereto attached agreeing:

- a) To construct a private street improvement in accordance with improvement plans approved by Dubuque County and certified upon completion by a professional engineer licensed by the State of Iowa.
- b) To maintain the private street improvement constructed as part of North English Estates until such time as a homeowners' association is formed and is responsible for maintenance of the same.

Section 3. That in the event that Miller Companies, LLC. fails to execute the acceptance within 180 days after the date of this Resolution, the provisions hereof shall be null and void and the approval of the plat shall not be effective.

Passed, approved and adopted this 21st day of January.

By: _____
Brad M. Cavanagh, Mayor

ATTEST:

By: _____
Adrienne N. Breitfelder, City Clerk

ACCEPTANCE OF RESOLUTION NO. - 25

I, the undersigned, Miller Companies, LLC, having read the terms and conditions of the Resolution No. - 25 and being familiar with the conditions thereof, hereby accept this same and agree to the conditions required therein.

Dated in Dubuque, IA this day of 2025.

By Chris Miller, Managing Member
Miller Companies, LLC.

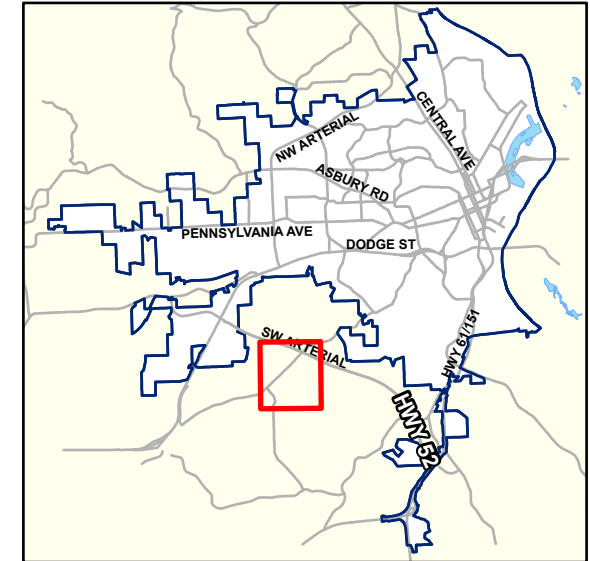
State of Iowa)
) ss:
County of Dubuque)

On this _____ day of _____, 2025, before me, a Notary Public in and for said state, personally appeared Chris Miller, to me known to be the person(s) named in and who executed the foregoing instrument and acknowledged that they executed the same as their voluntary act and deed.

Notary Public in the State of Iowa

My Commission expires: _____

Vicinity Map

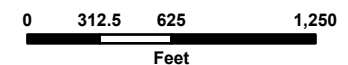
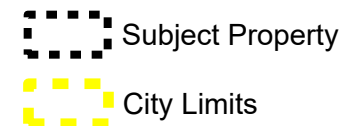


Applicant: Chris Miller, Miller Companies, LLC

Location: North Cascade Road and North English Road (PIN 1504177007, 1504177009, 1504327004, 1504376001, 1504352023, and 1509100003)

Type: Final Plat

Description: Final Plat of North English Estates



**City of Dubuque
City Council**

CONSENT ITEMS # 17.

ITEM TITLE:	Final Plat of Sandman Homestead
SUMMARY:	Zoning Advisory Commission recommending approval of the Final Plat of Sandman Homestead subject to waiving the street frontage requirement for Lot 1 and Lot 3. RESOLUTION Approving the Final Plat of Sandman Homestead, Dubuque County, Iowa
SUGGESTED DISPOSITION:	Receive and File; Adopt Resolution(s)

ATTACHMENTS:

1. ZAC Ltr to CC Sandman Homestead
2. Application - Final Plat of Sandman Homestead
3. Final Plat of Sandman Homestead
4. Resolution Sandman Homestead Final Plat
5. Staff Memo to ZAC- Final Plat Sandman Homestead
6. Colored plat of Survey
7. Vicinity Map - Sandman Homestead

Planning Services Department
City Hall
50 West 13th Street
Dubuque, IA 52001-4864
(563) 589-4210 phone
(563) 589-4221 fax
(563) 690-6678 TDD
planning@cityofdubuque.org



January 10, 2025

The Honorable Mayor and City Council Members
City of Dubuque
City Hall – 50 W. 13th Street
Dubuque IA 52001

Applicant: Carolyn Sandman
Location: Military Road/Bel Ami Drive, Dubuque County
Description: To approve the Final Plat of Sandman Homestead

Dear Mayor and City Council Members:

The City of Dubuque Zoning Advisory Commission has reviewed the above-cited request. The application, staff report and related materials are attached for your review.

Discussion

Kathy Canfield, 10080 Timothy Street, Dubuque, IA spoke on behalf of the applicant and outlined the request to replat the existing lots to three lots. She stated that they are replating the properties to allocate some property to family members and to consolidate the remaining existing into one lot.

Staff detailed the staff report, noting the submitted Plat of Survey of Sandman Homestead is located in Dubuque County within the city's extraterritorial jurisdiction area. Staff stated that the plat will reconfigure fifteen (15) existing lots into three (3) lots and will align an existing roadway easement. Staff noted that two lots will not have frontage on a public or private street which does require a waiver of the street frontage requirements.

The Commission questioned when the property was originally platted, and Ms. Canfield stated that it was platted sometime around 1976.

There were no public comments.

The Zoning Advisory Commission discussed the request and found it appropriate.

Recommendation

By a vote of 5 to 0, the Zoning Advisory Commission recommends that the City Council approve the Final Plat of Sandman Homestead subject to waiving the street frontage requirement for Lot 1 and Lot 3.

A simple majority vote is needed for the City Council to approve the request.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Matt Mulligan".

Matthew Mulligan, Chairperson
Zoning Advisory Commission

Attachments

cc: Carolyn Sandman, 1040 Carmel Drive, Apt 188, Dubuque, IA 52003
Terry Koelker, Buesing & Associates, 1212 Locust St., Dubuque, IA 52001

APPLICATION FORM

Zoning Advisory Commission

- ☐ Amended PUD
☐ Rezoning/PUD/ID
☐ Text Amendment
☐ Simple Subdivision
☐ Preliminary Plat
☐ Major Final Plat
☒ Minor Final Plat
☐ Waiver from Site Design Standards

Zoning Board of Adjustment

- ☐ Conditional Use Permit
☐ Special Exception
☐ Variance
☐ Appeal

Development Services

- ☐ Annexation
☐ Limited Setback Waiver
☐ Site Plan Simple
☐ Site Plan Minor
☐ Site Plan Major
☐ Simple Subdivision
☐ Temporary Use Permit
☐ Port of Dubuque/
Chaplain Schmitt Island
Design Review

Historic Preservation Commission

- ☐ Demolition Review
☐ Historic Revolving Loan
☐ Certificate of Economic Non-Viability
☐ Design Review Certificate of Appropriateness
☐ Advisory Design Review (Public Projects)
☐ Historic Designation

Please complete the applicable sections below. Please type or print legibly.

A. Property Information

Site Location/Address: Bel Ami Drive

Legal Description/Parcel ID#/Subdivision: Lots 1-13 Baily Clough Sub, Lot 2-1-1 & All 1-1-1 Both SW1/4 SE1/4 all Sec 15, Quit Claim Deed #2024-9918 and Lots 1 & 4 of Tompkins Place

Existing Zoning: Residential Proposed Zoning: N/A Site Area (square feet/acres): 42.895 Acres

Historic District: _____ Landmark: ☐ Yes ☒ No

B. Describe proposal and reason for application (attach a letter of explanation, if necessary):

To divide off the house at the end of Bel Ami Drive for the grandson to purchase, to reconfigure the property owned by Matt and Kristi (daughter) Tompkins and leave the remaining in the trust.

C. Applicant/Agent Information

Name: Carolyn Sandman Phone: Dave 563-599-7444
Address: 1040 Carmel Dr., Apt 188 City: Dubuque
State: IA Zip: 52003 Email: _____

D. Property Owner(s) Information

Name(s): Carolyn Sandman Phone: Dave 563-599-7444
Address: 1040 Carmel Dr., Apt 188 City: Dubuque
State: IA Zip: 52003 Email: _____

E. Certification: I/we, the undersigned, do hereby certify/acknowledge that:

1. Payment does not guarantee approval and fees are nonrefundable;
2. All additional required written and graphic materials are attached;
3. It is the property owner's responsibility to locate property lines and to review the abstract for easements and restrictive covenants; and
4. The information submitted herein is true and correct to the best of my/our knowledge and upon submittal becomes public record.

Applicant/Agent: Carolyn K. Sandman Date: 11/26/24

Property Owner(s): Carolyn K. Sandman Date: 11/26/24

FOR OFFICE USE ONLY

Fee \$ 510 Ck# 014948 ☐ CC ☐ Cash Received by: [Signature] Date: 11/26/24

Location: Sandman Homestead, in Dubuque County, Iowa
SE1/4 SW1/4 and the SW1/4 SE1/4 of Section 15 and the NE1/4 NW1/4 of Section 22, both of T88N, R2E of the 5th P.M., in Dubuque County, Iowa

Requestor: Carolyn Sandman

Proprietors of: Lots 1 thru 12, inclusive, of Bally Clough Subdivision; Lot 2-1-1 & all that part of Lot 1-1-1, which is not located in Bally Clough Subdivision, both of the SW1/4 SE1/4 of Section 15, T88N, R2E of the 5th P.M.; Quit Claim Deed #2024-9918, all in Dubuque County, Iowa
J. Paul and Carolyn Sandman Trust dated August 11, 2020 with Carolyn K. Sandman, as Trustee
Mount Carmel Bluffs, 1040 Carmel Dr., Apt #188, Dubuque, Iowa 52003

Proprietors of: Lots 1 & 4 of Tompkins Place and Lot 13 of Bally Clough Subdivision, all in Dubuque County, Iowa
Matt H. & Kristi M. Tompkins - 1620 Bel Ami Dr., Dubuque, Iowa 52003

Surveyor: Terry L. Koelker

Company: Buesing & Associates, Inc.
1212 Locust St., Dubuque, IA 52001

Return To: Buesing and Associates, 1212 Locust St. Dubuque, IA 52001

NOTE

Final Plat of:
SANDMAN HOMESTEAD,
in Dubuque County, Iowa

LOT 1-2 OF THE
SW1/4 SE1/4 OF
SECTION 15, T88N, R2E

CURVE	DELTA	RADIUS	ARC LENGTH	TAN.	CHORD LENGTH	CHORD BEARING
C1	17°28'30"	768.60'	234.42'	118.13'	233.51'	N24°09'41"E
C1-A	16°21'17"	768.60'	219.39'	110.45'	218.65'	N23°36'05"E
C1-B	01°07'13"	768.60'	15.03'	7.51'	15.03'	N32°20'20"E
C1-C	04°33'44"	768.60'	61.20'	30.62'	61.18'	N13°08'34"E
C2	37°09'09"	300.00'	194.53'	100.82'	191.14'	N70°03'27"E
C2-A	37°09'09"	333.00'	215.93'	111.91'	212.17'	S70°03'27"E
C3	06°50'27"	300.00'	35.82'	17.93'	35.80'	N54°54'06"E
C4	59°14'55"	50.00'	51.70'	28.43'	49.43'	N28°41'52"E
C5	59°14'55"	60.50'	62.56'	34.40'	59.81'	N28°41'52"E

1. ALL MEASUREMENTS ARE IN FEET AND DECIMALS THEREOF.
2. TOTAL AREA OF PERIMETER SURVEYED IS 42.895 ACRES.
3. THIS PLAT IS SUBJECT TO ALL EASEMENTS OF RECORD AND NOT OF RECORD.
4. BEARING IS BASED FROM NAD83, ZONE 1401, IOWA NORTH COORDINATE SYSTEM.

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.

Terry L. Koelker 11/26/24
TERRY L. KOELKER (DATE)
LICENSE NUMBER 15487
MY LICENSE RENEWAL DATE IS DECEMBER 31, 2025

BUESING
ASSOCIATES INC.
ENGINEERS AND SURVEYORS
1212 LOCUST ST, DUBUQUE, IA
(563) 556-4389

DRAWN BY: JCH	CHECKED BY: TLK
SURVEY DATE: 3-19, 6-5, 11-18 OF 2024	PLOT DATE: 12/17/2024
DWG. NO. 23303-01 FP	SCALE: 1" = 180'

SHEET 1 OF 5

Surveyor's Certificate

I, Terry L. Koelker, a Duly Licensed Land Surveyor in the State of Iowa, do hereby certify that the following real estate was surveyed and platted by me or under my direct personal supervision, To Wit:

LOTS 1 THRU 13, INCLUSIVE, OF BALLY CLOUGH SUBDIVISION; LOT 2-1-1 & ALL THAT PART OF LOT 1-1-1, WHICH IS NOT LOCATED IN BALLY CLOUGH SUBDIVISION, BOTH OF THE SW1/4 SE1/4 OF SECTION 15, T88N, R2E OF THE 5TH P.M.; QUIT CLAIM DEED #2024-9918; AND LOTS 1 & 4 OF TOMPKINS PLACE, ALL IN DUBUQUE COUNTY, IOWA

This survey was performed for the purpose of subdividing and platting said real estate henceforth to be known as **SANDMAN HOMESTEAD**. The Total area of **SANDMAN HOMESTEAD** is 42.895 acres. All Lot areas are more or less and all Lots are subject to easements, reservations, restrictions, and rights-of-way of record and not of record, the plat of which is attached hereto and made a part of this certificate. All monuments are placed or shall be placed within one year from the date this plat is recorded.

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.

BY: Terry L. Koelker
Terry L. Koelker
Licensed Land Surveyor
License No. 15487

11/26/24
Date
License Renewal Date: 12/31/25

Owner's Consent

Dubuque, Iowa _____, 20__

The foregoing Final Plat of: **SANDMAN HOMESTEAD**, is made with the free consent and in accordance with the desires of the undersigned owners and proprietors of Lots 1 thru 12, inclusive, of Bally Clough Subdivision; Lot 2-1-1 & all that part of Lot 1-1-1, which is not located in Bally Clough Subdivision, both of the SW1/4 SE1/4 of Section 15, T88N, R2E of the 5th P.M.; Quit Claim Deed #2024-9918, all in Dubuque County, Iowa. Property is subject to all easements of record and not of record.

J. Paul and Carolyn Sandman Trust dated August 11, 2020

Carolyn K. Sandman, Trustee

State of Iowa)
)
County of Dubuque) ss:

On this _____ day of _____, AD 20__, before me, A Notary Public in and for the State of Iowa, personally appeared Carolyn K. Sandman, Trustee of the J. Paul and Carolyn Sandman Trust dated August 11, 2020, to me known to be the person or persons named in and who executed the foregoing instrument, and acknowledged that they executed the same as their voluntary act and deed.

Witness my hand and Notarial Seal on the date above written.

Notary Public in and for the State of Iowa
My Commission Expires _____

Owner's Consent

Dubuque, Iowa _____, 20__

The foregoing Final Plat of: **SANDMAN HOMESTEAD**, is made with the free consent and in accordance with the desires of the undersigned owner and proprietor of Lots 1 & 4 of Tompkins Place and Lot 13 of Bally Clough Subdivision, all in Dubuque County, Iowa. Property is subject to all easements of record and not of record.

Matt H. Tompkins

Kristi M. Tompkins

State of Iowa)
)
County of Dubuque) ss:

On this _____ day of _____, AD 20__, before me, A Notary Public in and for the State of Iowa, personally appeared Matt H. & Kristi M. Tompkins, husband & wife, to me known to be the person or persons named in and who executed the foregoing instrument, and acknowledged that they executed the same as their voluntary act and deed.

Witness my hand and Notarial Seal on the date above written.

Notary Public in and for the State of Iowa
My Commission Expires _____

Attorney's Certificate

Dubuque, Iowa _____, 20__

TO WHOM IT MAY CONCERN:

This will certify that I have examined the abstract of title covering LOTS 1 THRU 13, INCLUSIVE, OF BALLY CLOUGH SUBDIVISION; LOT 2-1-1 & ALL THAT PART OF LOT 1-1-1, WHICH IS NOT LOCATED IN BALLY CLOUGH SUBDIVISION, BOTH OF THE SW1/4 SE1/4 OF SECTION 15, T88N, R2E OF THE 5TH P.M.; QUIT CLAIM DEED #2024-9918; AND LOTS 1 & 4 OF TOMPKINS PLACE, ALL IN DUBUQUE COUNTY, IOWA, according to plats thereof covering the period from government entry to _____ certified on that date by _____ and find that said abstract shows good and merchantable title to said real estate in _____ free and clear of all liens and encumbrances and shows taxes paid including taxes for the year _____.

Attorney-at-Law

County Treasurer's Certificate

Dubuque, Iowa _____, 20__

I, the undersigned, Eric Stierman, Treasurer of Dubuque County, Iowa, do hereby certify that all taxes levied against LOTS 1 THRU 13, INCLUSIVE, OF BALLY CLOUGH SUBDIVISION; LOT 2-1-1 & ALL THAT PART OF LOT 1-1-1, WHICH IS NOT LOCATED IN BALLY CLOUGH SUBDIVISION, BOTH OF THE SW1/4 SE1/4 OF SECTION 15, T88N, R2E OF THE 5TH P.M.; QUIT CLAIM DEED #2024-9918; AND LOTS 1 & 4 OF TOMPKINS PLACE, ALL IN DUBUQUE COUNTY, IOWA, have been paid and said real estate is free from taxes as of this date.

Dubuque County Treasurer

City of Dubuque Zoning Advisory Commission

Dubuque, Iowa _____, 20__

The foregoing Final Plat of: **SANDMAN HOMESTEAD**, being within the 2-mile jurisdiction of the corporate limits of the City of Dubuque is hereby approved by the City of Dubuque Zoning Advisory Commission, and approval of said plat by the City Council of the City of Dubuque is hereby recommended.

City of Dubuque Zoning Advisory Commission

By:  _____
Chairperson

City of Dubuque, Iowa

Dubuque, Iowa _____, 20__

The undersigned, Brad M. Cavanagh, Mayor and Adrienne N. Breitfelder, Clerk of the City of Dubuque, Iowa, do hereby certify that the foregoing Final Plat of: **SANDMAN HOMESTEAD**, as appears heretofore, has been filed on _____ day of _____, 20__ as resolution # _____ in the office of the City Clerk of Dubuque, Iowa and that the City Council of the City of Dubuque, Iowa, approves said plat.

Mayor of the City of Dubuque, IA

Clerk of the City of Dubuque, IA

County Assessor's Certificate

Dubuque, Iowa _____, 20__

The foregoing Final Plat of: **SANDMAN HOMESTEAD**, was entered of record in the Office of the Dubuque County Assessor, on the date first written above.

Dubuque County Assessor

County Board of Health

Dubuque, Iowa _____, 20__

The foregoing Final Plat of: **SANDMAN HOMESTEAD**, is hereby approved by the Dubuque County Board of Health and approval of said plat by the County Board of Supervisors of the County of Dubuque is hereby recommended.

Dubuque County Board of Health

County Engineer Certificate

Dubuque, Iowa _____, 20__

The foregoing Final Plat of: **SANDMAN HOMESTEAD**, was reviewed and approved by the Office of the County Engineer of Dubuque County, Iowa, on the date first written above.

Dubuque County Engineer

Plats Officer

Dubuque, Iowa _____, 20__

The foregoing Final Plat of: **SANDMAN HOMESTEAD**, has been reviewed and examined by the Dubuque County Plats Officer for compliance with the Dubuque County Platting and Subdivision Ordinance, and said plat is found to be acceptable.

Dubuque County Plats Officer

County Zoning Commission

Dubuque, Iowa _____, 20__

The foregoing Final Plat of: **SANDMAN HOMESTEAD**, is hereby approved by the Dubuque County Zoning Office and approval of said plat by the County Board of Supervisors of the County of Dubuque is hereby recommended.

Dubuque County Zoning Commission

County Board of Supervisors

Dubuque, Iowa _____, 20__

The Dubuque County Board of Supervisors of the County of Dubuque, do hereby certify that the Final Plat of: **SANDMAN HOMESTEAD**, has been filed in the office of the County Board of Supervisors and that by Resolution No. _____ the Dubuque County Board of Supervisors have reviewed and approved said plat.

County Board of Supervisors Chairperson

County Auditor

Dubuque, Iowa _____, 2024

The foregoing Final Plat of: **SANDMAN HOMESTEAD**, was entered of record in the office of the Dubuque County Auditor this _____ day of _____, 20__.

We approve of the subdivision name or title to be recorded.

Dubuque County Auditor

Recorder's Certificate

Dubuque, Iowa _____, 20__

The foregoing Final Plat of: **SANDMAN HOMESTEAD**, has been reviewed by the Dubuque County Recorder.

Dubuque County Recorder

Prepared by: Wally Wernimont, City Planner Address: City Hall, 50 W. 13th St (563) 589-4210
Return to: Adrienne Breitfelder, City Clerk Address: City Hall, 50 West 13th St (563) 589-4121

RESOLUTION NO. - 25

**A RESOLUTION APPROVING THE FINAL PLAT OF SANDMAN HOMESTEAD ,
DUBUQUE COUNTY, IOWA**

Whereas, there has been filed with the City Clerk a Final Plat of Sandman Homestead, Dubuque County, Iowa that is within the City's 2-mile extraterritorial jurisdiction; and

Whereas, said Plat of Survey has been examined by the Zoning Advisory Commission and its approval has been endorsed thereon; and

Whereas, said Plat of Survey has been examined by the City Council and they find that it conforms to the statues and ordinances relating thereto.

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

Section 1. That Section 11-14 of Title 16 of the City of Dubuque Code of Ordinances, Unified Development Code, is waived to allow 0 feet of frontage on a public street or an approved private street for Lot 1 and Lot 3 of Final Plat of Sandman Homestead.

Section 2. That the Final Plat of Sandman Homestead, Dubuque County, Iowa is hereby approved, and the Mayor and City Clerk are hereby authorized and directed to endorse the approval of the City of Dubuque, Iowa upon said Plat of Survey.

Passed, approved and adopted this 21st day of January.

By: _____
Brad M. Cavanagh, Mayor

ATTEST:

By: _____
Adrienne N. Breitfelder, City Clerk

TO: Zoning Advisory Commission

FROM: Shena Moon, Associate Planner

DATE: December 17, 2024

SUBJECT: Final Plat of Sandman Homestead
(PIN 1515377009, 1515377010, 1515377011, 1515377012, 1515451002,
1515451003, 1515451004, 1515451005, 1515452005, 1515452004,
1515452003, 1515452002, 1515452001, 1515379005, and 1522127013)

INTRODUCTION

The proposed subdivision plat consists of fifteen (15) existing lots which together total approximately 43 acres. The existing subdivision also includes a private roadway easement known as Bel Ami Drive. The proposed Final Plat of Sandman Homestead proposes to reconfigure the existing lots into three (3) new lots and to relocate the private roadway easement known as Bel Ami Drive to better align with an existing driveway. Pursuant to the Unified Development Code (UDC), the proposed subdivision is classified as a Minor Subdivision¹. All Minor Subdivisions require review by the Zoning Advisory Commission. Additionally, Lot 1 and Lot 3, would not have frontage along an approved public or private street, and therefore require a waiver of the street frontage requirement.

DISCUSSION

The Final Plat of Steadman Homestead proposes to reconfigure fifteen (15) lots into three (3) new lots and to relocate a private roadway easement. The following is a description of each proposed parcel:

- Lot 1 (1.815 acres) is proposed to have no frontage along a public or private street; however, it would be accessible from Military Road via a private roadway easement (Bel Ami Drive). This lot would contain an existing single-family residence and associated accessory structures.
- Lot 2 (31.729 acres) is proposed to have frontage along the western side of the property along Military Road; however, access to the property from Military Road will be across a private roadway easement (Bel Ami Drive). The property is undeveloped.
- Lot 3 (9.351 acres) is proposed to have no frontage along a public or private street; however, it would be accessible from Military Road via a private roadway easement (Bel Ami Drive). This lot would contain an existing single-family

¹ UDC Chapter 16-11-6 defines a Minor Subdivision as “Any subdivision or consolidation of property in which no new streets, public or private, are proposed and which does not require the construction of any public improvements and which creates three (3) or more lots.”

residence and associated accessory structures.

Pursuant to the Unified Development Code (UDC) Chapter 11-14, all lots shall have frontage along a public street or an approved private street. Because the proposed Lot 1 and Lot 3 will not have any frontage, the applicant is requesting a waiver of this bulk regulation. The proposed lots are otherwise in substantial conformance with the UDC.

The UDC categorizes the proposed plat as a Minor Subdivision. Pursuant to UDC Chapter 11, the Zoning Advisory Commission and City Council are the reviewing authorities for a Minor Subdivisions and for subdivisions which require a waiver of bulk regulations. The Zoning Advisory Commission shall review the plat to determine whether it is in substantial conformance with the Unified Development Code and shall consider the waiver of the street frontage requirement for Lot 1 and Lot 3.

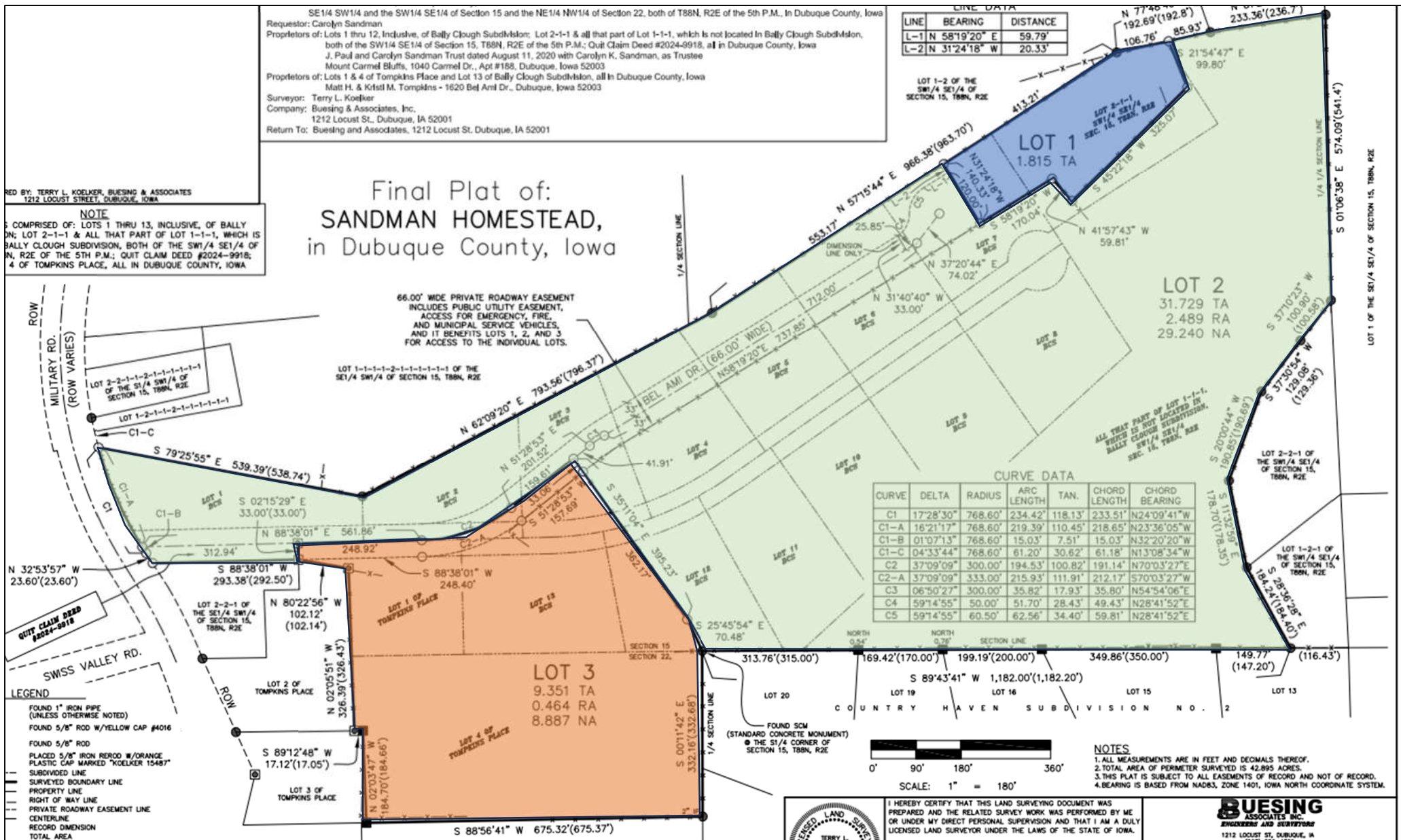
RECOMMENDATION

Planning staff requests that the Zoning Advisory Commission review the Final Plat of Sandman Homestead and recommends approval subject to waiving the street frontage requirement for Lot 1 and Lot 3.

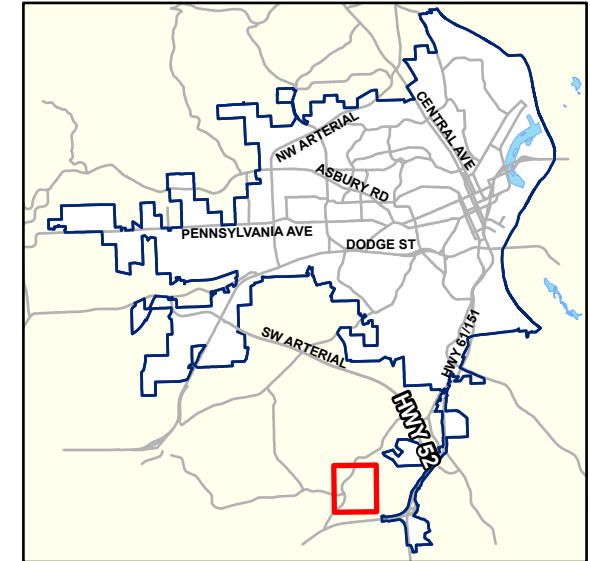
Attachments

Final Plat of Sandman Homestead

Proposed Lot 1, Lot 2 and Lot 3 of Final Plat of Sandman Homestead.



Vicinity Map



Applicant: Carolyn Sandman

Location: Bel Ami Drive (PIN 1515377009, 1515377010, 1515377011, 1515377012, 1515451002, 1515451003, 1515451004, 1515451005, 1515452005, 1515452004, 1515452003, 1515452002, 1515452001, 1515379005, 1522127013)

Type: Minor Subdivision

Description: Final Plat of Sandman Homestead

 Subject Property

0 250 500 1,000
Feet



1:7,000

**City of Dubuque
City Council**

CONSENT ITEMS # 18.

ITEM TITLE: City of Dubuque and Theisen's Warehouse, LLC Property Right of Way Plats and Dedications – for Future Intersection Improvements at Chavenelle Road and South Heacock Road and Future Extension of South Heacock Road

SUMMARY: City Manager recommending City Council approval of the above-described Acquisition Plats for future roundabout improvements at the intersection of Chavenelle Road and South Heacock Road and for the future northerly extension of South Heacock Road, and acceptance of the corresponding reservations and dedication of said lots for Right of Way for street and utility purposes, through the adoption of the enclosed resolution.

RESOLUTION Approving The Acquisition Plats Of Lot A Of Lot 1-2 McFadden Farm Place No. 4, Lot 1a Of McFadden Farm Place No. 5, And Lot 2a Of Dubuque Industrial Center West 9th Addition, All In The City Of Dubuque, Dubuque County, Iowa

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

ATTACHMENTS:

1. MVM Memo
2. 1 theisens south heacock row ded plat memo
3. 2 resolution accepting row ded theisens south heacock
4. 3 2300604 Acquisition Plat Combined plat and cert Lot A of Lot 1 of 2 McFadden Farm Place No 4 signed
5. 4 2300604 Acquisition Plat Lot 1A Mcfadden Place No 5 combined plat and cert signed
6. 5 2300604 Acquisition Plat Lot 2A DIC West 9th Add.
7. 6 2025-01-09 South Heacock Rd Area Map

TO: The Honorable Mayor and City Council Members

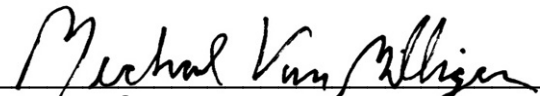
FROM: Michael C. Van Milligen, City Manager

SUBJECT: City of Dubuque and Theisen's Warehouse, LLC Property Right of Way Plats and Dedications – for Future Intersection Improvements at Chavenelle Road and South Heacock Road and Future Extension of South Heacock Road

DATE: January 13, 2025

City Engineer Gus Psihoyos is recommending City Council approval of the above-described Acquisition Plats for future roundabout improvements at the intersection of Chavenelle Road and South Heacock Road and for the future northerly extension of South Heacock Road, and acceptance of the corresponding reservations and dedication of said lots for Right of Way for street and utility purposes, through the adoption of the enclosed resolution.

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
Jill Connors, Economic Development Director

TO: Michael C. Van Milligen, City Manager

FROM: Gus Psihoyos, City Engineer

DATE: January 9, 2025

SUBJECT: City of Dubuque and Theisen's Warehouse, LLC Property Right of Way Plats and Dedications – for Future Intersection Improvements at Chavenelle Road and South Heacock Road and Future Extension of South Heacock Road

INTRODUCTION

This memo provides information regarding the platting and acceptance of additional right of way at the intersection of Chavenelle Road and South Heacock Road and the northerly extension of South Heacock Road. This platting is being done pursuant to Resolution 6-25 approving a Real Property Exchange Agreement between the City of Dubuque and Theisen's Warehouse, LLC to accommodate future roundabout improvements at the intersection of Chavenelle Road and South Heacock Road and the future northerly extension of South Heacock Road.

BACKGROUND

On June 19, 2006 the City of Dubuque entered into a Development Agreement with Theisen Supply, Inc. and Chavenelle Warehouse Development, LLC (together, "Theisen") for the sale of City-owned property for the construction of an office and distribution facility. Part of that sale included a 2.45-acre Expansion Area to accommodate future development. The Development Agreement provided a property acquisition grant to Theisen as well as an economic development grant to incentivize the construction of the facility, the maintenance of 48 full time jobs, and the addition of 10 full time jobs.

The Development Agreement required the expansion of the facility onto the Expansion Area. Theisen did construct an addition to its facility, but that increased footprint did not extend onto the Expansion Area. Per the terms of the Development Agreement, failure to utilize the Expansion Area would require Theisen to repay the City the acquisition grant for the area not improved.

City staff desire to reacquire 0.74 acres of the Expansion Area to create additional right of way for South Heacock Road, as well as utilizing soil from the Expansion Area and an approximately 2.54-acre City-owned parcel (to be platted within 30 days of execution of the Purchase Agreement) immediately south of the Expansion Area to facilitate City infrastructure improvements immediately east of these parcels. The soil would be used to grade South Heacock Road, as well as a future development pad immediately north

of 5955 Chavenelle Road. Concurrently, Theisen has expressed interest in the 2.54-acre parcel south of the Expansion Area for its operations.

Staff have negotiated an agreement with Theisen's Warehouse, LLC which would be of benefit to both the City and Theisen through the sale of the 2.54-acre City-owned parcel to Theisen in exchange for the 0.74-acre portion of the Expansion Area to the City.

The parties have agreed on the following:

1. City will convey the 2.54-acre adjacent parcel to Theisen for \$1.00 for the future expansion of its corporate office/industrial facility.
2. Theisen will convey the 0.74-acre portion of the Expansion Property to City for \$1.00.
3. City will grade the Expansion Property, the 2.54-acre adjacent parcel, and the 0.74-acre portion of the Expansion Property as part of a mass grading project at no cost to Theisen. Per the agreement, this grading project must be completed within 5 years of closing. A funding request for this project has been drafted to be included in a future CIP budget request, as current TIF flows are not yet known.
4. City will take possession of the graded fill from this grading project from the aforementioned parcels with no payment from either party to the other.
5. Theisen will grant City an access easement for the grading project.
6. City intends to construct a roundabout adjacent to the 2.54-acre parcel. City will hold Theisen harmless from and against any and all claims for any property damage arising out of the construction of the roundabout.
7. The Purchase Agreement termination date will be June 30 following the completion of the mass grading project by City.

The City of Dubuque recently approved the agreement for the exchange of the properties per Resolution No. 6-25.

DISCUSSION

In accordance with the agreement, the additional right of way to accommodate future roundabout improvements at the intersection of Chavenelle Road and South Heacock Road and the future northerly extension of South Heacock Road needs to be platted. The platting of this additional area has been coordinated with Theisen's Warehouse, LLC.

Origin Design has prepared three acquisition plats to provide the needed right of way areas. The areas being platted will be reserved by the City and dedicated to the public by Theisen's Warehouse, LLC for street and utility purposes. Two of the properties are owned by the City and as such the right of way is being reserved by the City on the attached documents. Theisen's Warehouse, LLC owns the third property and they have signed and consented to the plat dedicating the 0.74 acres to the City for Right of Way.

RECOMMENDATION

I recommend that the City Council approve by resolution the following attached Acquisition Plats and the reservation of the subject right of way areas over City-owned properties:

- Lot A of Lot 1-2 McFadden Farm Place No. 4, City of Dubuque, Dubuque County, Iowa
- Lot 1A of McFadden Farm Place No. 5, City of Dubuque, Dubuque County, Iowa

I recommend that the City Council approve by resolution the following attached Acquisition Plat and the dedication of the subject right of way area over Theisen's Warehouse, LLC property:

- Lot 2A of Dubuque Industrial Center West 9th Addition, City of Dubuque, Dubuque County, Iowa

ACTION TO BE TAKEN

I respectfully request approval of the above-described Acquisition Plats for future roundabout improvements at the intersection of Chavenelle Road and South Heacock Road and for the future northerly extension of South Heacock Road, and acceptance of the corresponding reservations and dedication of said lots for Right of Way for street and utility purposes, through the adoption of the enclosed resolution.

Prepared by: Nate Kieffer, PE, PLS

cc: Jill Connors, Economic Development Director

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. ____-25

APPROVING THE ACQUISITION PLATS OF LOT A OF LOT 1-2 MCFADDEN FARM PLACE NO. 4, LOT 1A OF MCFADDEN FARM PLACE NO. 5, AND LOT 2A OF DUBUQUE INDUSTRIAL CENTER WEST 9TH ADDITION, ALL IN THE CITY OF DUBUQUE, DUBUQUE COUNTY, IOWA

Whereas, there has been presented to the City Council of the City of Dubuque, Iowa, an Acquisition Plat dated January 7, 2025 prepared by Origin Design describing Lot A of Lot 1-2 McFadden Farm Place No. 4, City of Dubuque, Dubuque County, Iowa and upon said plat appears said Lot A of Lot 1-2, which the City of Dubuque has reserved for street and utility purposes; and

Whereas, there has been presented to the City Council of the City of Dubuque, Iowa, an Acquisition Plat dated January 7, 2025 prepared by Origin Design describing Lot 1A of McFadden Farm Place No. 5, City of Dubuque, Dubuque County, Iowa and upon said plat appears said Lot 1A, which the City of Dubuque has reserved for street and utility purposes; and

Whereas, there has been presented to the City Council of the City of Dubuque, Iowa, an Acquisition Plat dated January 7, 2025 prepared by Origin Design describing Lot 2A of Dubuque Industrial Center West 9th Addition, City of Dubuque, Dubuque County, Iowa and upon said plat appears said Lot 2A, which Theisen's Warehouse, LLC has by said plat dedicated to the public forever for street and utility purposes.

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

Section 1. That the above described plats prepared by Origin Design, relative to the real estate hereinabove described be and the same are hereby approved, and the Mayor and City Clerk be and they are hereby authorized and directed to execute said plats on behalf of the City of Dubuque, Iowa.

Section 2. That the reservations by the City of Dubuque of Lot A of Lot 1-2 McFadden Farm Place No. 4, City of Dubuque, Dubuque County, Iowa and of Lot 1A of McFadden Farm Place No. 5, City of Dubuque, Dubuque County, Iowa, for Right of Way for street and utility purposes, as they appear on said Acquisition Plats, be and the same are hereby approved.

Section 3. That the dedication by Theisen's Warehouse, LLC of Lot 2A of Dubuque Industrial Center West 9th Addition, City of Dubuque, Dubuque County, Iowa, to the public for Right of Way for street and utility purposes, as they appear on said Acquisition Plats, be and the same is hereby accepted.

Section 4. That the City Clerk be and is hereby authorized and directed to file said plats and certified copies of this resolution in the office of the Recorder, in and for Dubuque County, Iowa.

Passed, approved and adopted this 21st day of January, 2025.

Brad M. Cavanagh, Mayor

Attest:

Adrienne N. Breitfelder, City Clerk

Index Legend	
Location:	LOT 1-2 MCFADDEN FARM PLACE NO. 4 NW 1/4 OF THE SW 1/4 OF SECTION 29 AND THE NE 1/4 OF THE SE 1/4 SECTION 30 TOWNSHIP 89 NORTH RANGE 2 EAST, CITY OF DUBUQUE, DUBUQUE COUNTY, IOWA
Proprietor:	CITY OF DUBUQUE
Requestor:	CITY OF DUBUQUE
Surveyor:	DANIEL L MARTI
Surveyor Company:	ORIGIN DESIGN CO., 137 MAIN STREET DUBUQUE, IOWA 52001 PHONE: (563)556-2464

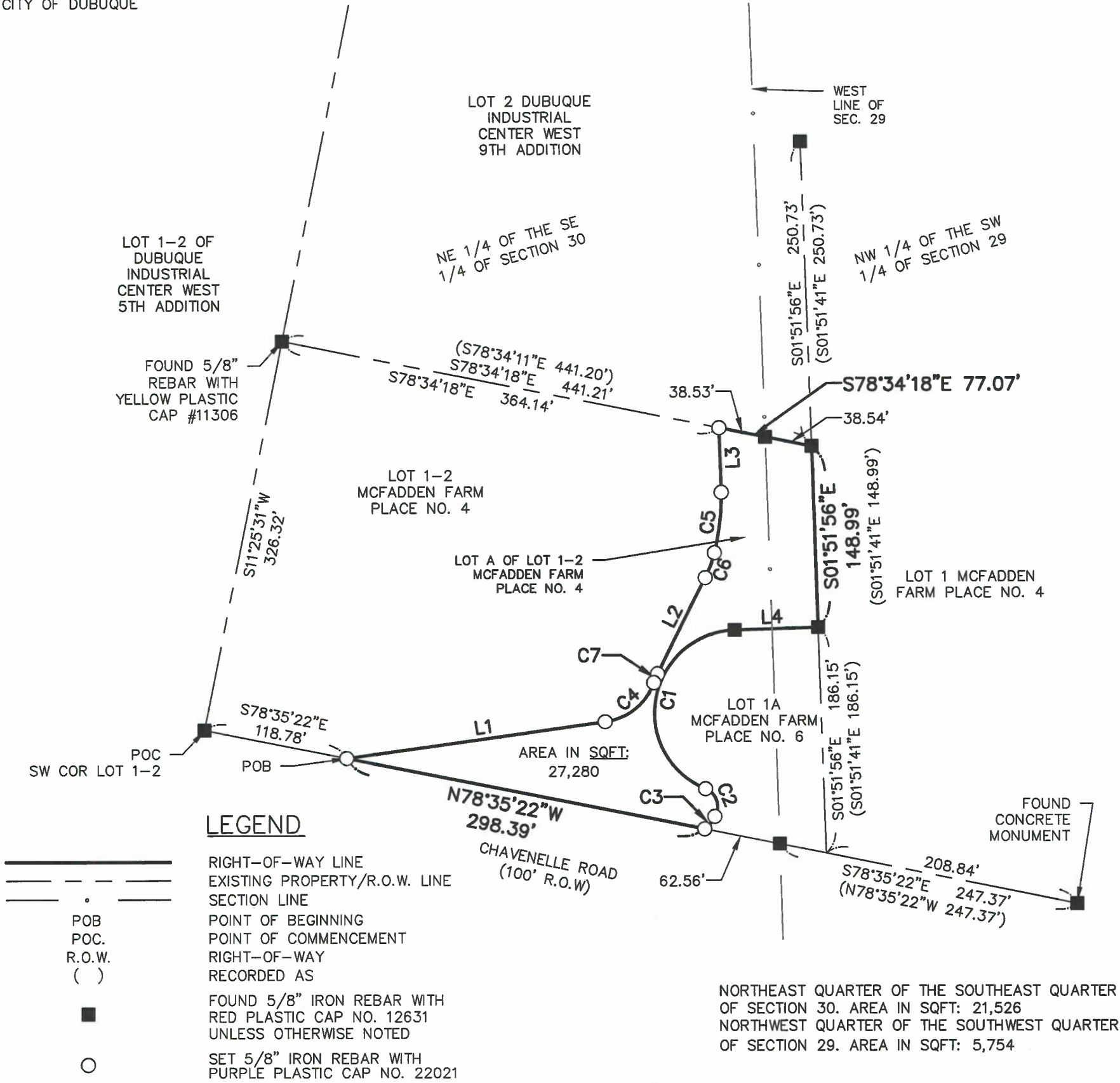
FOR RECORDER USE

ACQUISITION PLAT

COUNTY DUBUQUE PROJECT NO. 2300604 PARCEL NO. LOT A
PERMANENT RIGHT-OF-WAY EASEMENT AREA 27,280 SQFT-0.63 ACRES
TEMPORARY CONSTRUCTION EASEMENT AREA N/A

LOT A OF LOT 1-2 MCFADDEN FARM PLACE NO. 4
BEING PART OF LOT 1-2 MCFADDEN FARM PLACE NO. 4 IN THE NORTHEAST QUARTER OF
THE SOUTHEAST QUARTER OF SECTION 30, AND PART OF THE NORTHWEST QUARTER OF
THE SOUTHWEST QUARTER OF SECTION 29 ALL IN TOWNSHIP 89 NORTH, RANGE 2 EAST,
OF THE 5TH PRINCIPAL MERIDIAN, CITY OF DUBUQUE, DUBUQUE COUNTY, IOWA

SURVEY FOR:
JILL CONNORS
CITY OF DUBUQUE



NORTHEAST QUARTER OF THE SOUTHEAST QUARTER
OF SECTION 30. AREA IN SQFT: 21,526
NORTHWEST QUARTER OF THE SOUTHWEST QUARTER
OF SECTION 29. AREA IN SQFT: 5,754

SURVEYOR'S NOTE:
BEARINGS ARE BASED ON THE
IOWA STATE PLANE
COORDINATE SYSTEM
(NAD83, 1401 NORTH ZONE)

DATE OF
SURVEY: 9-30-2024



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 ORIGIN DESIGN CO.
Daniel L Marti 1/9/2025
DANIEL L. MARTI DATE
LICENSE NO. 22021 MY LICENSE RENEWAL DATE IS 12/31/2025
PAGES OR SHEETS COVERED BY THIS SEAL Pages 1-2

DRAWN	DLM	PLAT NO.	20-1A-24
CHECKED	CLG	PROJ. NO.	2300604
DATE	9-27-24	SHEET	1 of 2
P:\23\006\00604\DRAWINGS\SURVEY\2300604			

ACQUISITION PLAT 4 NEW ROW

ACQUISITION PLAT OF SURVEY

LOT A OF LOT 1-2 MCFADDEN FARM PLACE NO. 4
BEING PART OF LOT 1-2 MCFADDEN FARM PLACE NO. 4 IN THE NORTHEAST QUARTER OF
THE SOUTHEAST QUARTER OF SECTION 30, AND PART OF THE NORTHWEST QUARTER OF
THE SOUTHWEST QUARTER OF SECTION 29 ALL IN TOWNSHIP 89 NORTH, RANGE 2 EAST,
OF THE 5TH PRINCIPAL MERIDIAN, CITY OF DUBUQUE, DUBUQUE COUNTY, IOWA

CURVE TABLE						CURVE TABLE					
CURVE	DISTANCE	RADIUS	DELTA	CHORD BEARING	CHORD DISTANCE	CURVE	DISTANCE	RADIUS	DELTA	CHORD BEARING	CHORD DISTANCE
C1	184.21'	68.00'	155° 12' 36"	S10° 31' 58"W	132.83'	C1	(184.20')	(68.00')	(155° 12' 28")	(N10° 32' 05"E)	(132.83')
C2	27.35'	16.00'	97° 56' 30"	S18° 06' 45"E	24.14'	C2	(27.34')	(16.00')	(97° 55' 01")	(N18° 06' 38"W)	(24.14')
C3	13.26'	47.00'	16° 10' 12"	S38° 46' 41"W	13.22'	C3	(13.30')	(47.00')	(16° 13' 04")	(N38° 57' 24"E)	(13.26')
C4	53.78'	50.00'	61° 37' 36"	N51° 06' 45"E	51.22'						
C5	49.93'	200.00'	14° 18' 12"	N6° 37' 35"E	49.80'						
C6	22.00'	100.00'	12° 36' 25"	N20° 04' 53"E	21.96'						
C7	7.75'	73.00'	6° 05' 09"	N23° 20' 31"E	7.75'						

LINE TABLE				LINE TABLE			
LINE	BEARING	DISTANCE	LINE	BEARING	DISTANCE		
L1	N81° 55' 33"E	213.60'					
L2	N26° 23' 06"E	88.09'					
L3	N01° 51' 56"W	52.95'					
L4	S88° 08' 12"W	68.00'	L4	(N88° 08' 19"E)	(68.00')		

LOT A OF LOT 1-2 MCFADDEN FARM PLACE NO. 4
BEING PART LOT 1-2 MCFADDEN FARM PLACE NO. 4 IN THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 30 AND PART
OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 29 ALL IN TOWNSHIP 89 NORTH, RANGE 2 EAST, OF 5TH PRINCIPAL
MERIDIAN, MORE PARTICULARLY DESCRIBED AS:
COMMENCING AT THE SOUTHWEST CORNER OF LOT 1-2 OF MCFADDEN FARM PLACE NO. 4; THENCE S78°35'22"E ON THE SOUTH LINE OF
SAID LOT 1-2 ALSO BEING THE NORTH RIGHT-OF-WAY LINE OF CHAUVENELLE ROAD, A DISTANCE OF 118.78' FEET TO THE POINT OF
BEGINNING; THENCE N81°55'33"E, A DISTANCE OF 213.60 FEET TO A TANGENT CURVE TO THE NORTHEASTERLY; THENCE ALONG A TANGENT
CURVE TO THE NORTHEASTERLY, BEING CONCAVE TO THE NORTHWEST, HAVING A RADIUS OF 50.00 FEET, A CHORD BEARING OF N51°06'45"E,
A CHORD LENGTH OF 51.22 FEET, AND A CURVE LENGTH OF 53.78 FEET TO A REVERSE CURVE TO THE NORTHEAST; THENCE ALONG SAID
REVERSE CURVE TO THE NORTHEAST, BEING CONCAVE TO THE SOUTHEAST, HAVING A RADIUS OF 73.00 FEET, A CHORD BEARING OF
N23°20'31"E, A CHORD LENGTH OF 7.75 FEET AND A CURVE LENGTH OF 7.75 FEET; THENCE N26° 23'06"E, A DISTANCE OF 88.09 FEET TO A
TANGENT CURVE TO THE NORTH; THENCE ALONG SAID TANGENT CURVE TO THE NORTH, BEING CONCAVE TO THE WEST, HAVING A RADIUS OF
100.00 FEET, A CHORD BEARING N20°04'53"E, A CHORD LENGTH OF 21.96 FEET, AND A CURVE LENGTH OF 22.00 FEET TO A TANGENT
CURVE TO THE NORTH; THENCE ALONG SAID TANGENT CURVE TO THE NORTH, BEING CONCAVE TO THE WEST, HAVING A RADIUS OF 200.00
FEET, A CHORD BEARING OF N06°37'35"E, A CHORD LENGTH OF 49.80 FEET, AND A CURVE LENGTH OF 49.93 FEET; THENCE N01°51'56"W, A
DISTANCE OF 52.95 FEET TO THE NORTH LINE OF SAID LOT 1-2; THENCE S78°34'18"E ALONG SAID NORTH LINE OF LOT 1-2, A DISTANCE OF
77.07 FEET TO THE WEST LINE OF LOT 1 MCFADDEN FARM PLACE NO. 4; THENCE S01°51'56"E ALONG SAID WEST LINE OF LOT 1, A DISTANCE
OF 148.99 FEET TO THE NORTH RIGHT-OF-WAY LINE OF LOT 1A OF MCFADDEN FARM PLACE NO. 6; THENCE S88°08'12"W ALONG SAID NORTH
RIGHT-OF-WAY LINE OF LOT 1A, A DISTANCE OF FEET 68.00 TO A TANGENT CURVE TO THE SOUTH; THENCE ALONG SAID TANGENT CURVE
TO THE SOUTH, BEING CONCAVE TO THE EAST, HAVING A RADIUS OF 68.00 FEET, A CHORD BEARING OF S10°31'58"W, A CHORD DISTANCE OF
132.83 FEET, AND A CURVE LENGTH OF 184.21 FEET ALONG THE RIGHT-OF-WAY OF SAID LOT 1A TO A REVERSE CURVE TO THE SOUTH;
THENCE ALONG SAID REVERSE CURVE TO THE SOUTH, BEING CONCAVE TO THE WEST, HAVING A RADIUS OF 18.00 FEET, A CHORD BEARING
OF S18°06'45"E, A CHORD LENGTH OF 24.14 FEET, AND A LENGTH OF CURVE OF 27.35 FEET ALONG SAID RIGHT-OF-WAY LINE OF LOT 1A
TO A TANGENT CURVE SOUTHWESTERLY; THENCE ALONG SAID TANGENT CURVE SOUTHWESTERLY, BEING CONCAVE TO THE NORTHWEST,
HAVING A RADIUS OF 47.00 FEET, A CHORD BEARING S38°46'41"W, A CHORD LENGTH OF 13.22 FEET, AND A CURVE LENGTH OF 13.26 FEET
ALONG SAID RIGHT-OF-WAY LINE OF LOT 1A TO THE SAID NORTH RIGHT-OF-WAY LINE OF CHAUVENELLE ROAD; THENCE N78°35'22"W ALONG
SAID NORTH RIGHT-OF-WAY LINE, A DISTANCE OF 298.39 FEET TO THE POINT OF BEGINNING.
SAID PARCEL CONTAINS 27,280 SQFT MORE OR LESS AND IS SUBJECT TO EASEMENT OF RECORD.

origin	DRAWN	DUI	PLAT NO.	20-1A-24
	CHECKED	CLG	PROJ. NO.	2300604
	DATE	9-27-24	SHEET	2 of 2
P:\23\006\006A\VRANW05\SURVEY\2300604				
ACQUISITION PLAT OF LOT A				

SURVEYOR'S CERTIFICATE

I, **Daniel L Marti**, a Duly Licensed Land Surveyor in the State of Iowa, do hereby certify that the following real estate was surveyed and platted by me or under my direct personal supervision, To Wit:

Lot 1-2 McFadden Farm Place No. 4 City of Dubuque, Iowa

This survey was performed for the purpose of subdividing and platting said real estate henceforth to be known as

Lot A of Lot 1-2 McFadden Farm Place No. 4, City of Dubuque, Dubuque County, Iowa.

Containing 27,280 square feet, more or less, and subject to easements, reservations, restrictions, and rights-of-way of record and not of record, the plat of which is attached hereto and made a part of this certificate. All monuments are placed or will be placed within one year from the date this plat is recorded.

OWNER'S CONSENT

_____, Iowa _____, 2025

The foregoing plat of **Lot A of Lot 1-2 McFadden Farm Place No. 4, City of Dubuque, Dubuque County, Iowa**, is made with the free consent and in accordance with the desires of the undersigned owners and proprietors of said real estate. We hereby dedicate said Lot A, to the public for street and utility purposes.

By _____
City of Dubuque

By _____

UNIVERSAL NOTARY CERTIFICATE

STATE OF _____) COUNTY OF _____) On this _____ day of _____, 2025, before me, the undersigned, a Notary Public in and for said State, personally appeared _____ to me personally known, OR _____ proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s) acted, executed the instrument. (Notary Seal) _____ (Sign in blue ink) _____ (Print/type name) Notary Public in and for State of Iowa	CAPACITY CLAIMED BY SIGNER ____ INDIVIDUAL ____ CORPORATE OFFICER(S) _____ (Title) (CORP SEAL) ____ AFFIXED ____ NO SEAL PROCURED ____ PARTNER(S) ____ LIMITED ____ GENERAL ____ ATTORNEY-IN-FACT ____ TRUSTEE(S) ____ GUARDIAN/CONSERVATOR ____ OTHER SIGNER IS REPRESENTING _____
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CITY OF DUBUQUE, IOWA

Dubuque, Iowa _____, 2025

The undersigned, _____ and _____, Clerk of the City of Dubuque, Iowa, do hereby certify that the foregoing acquisition plat of _____, and the dedication of _____ to the public for street and utility purposes, as appears herefore has been filed on _____ day of _____, 2025 as Resolution # _____ in the office of the City Clerk of Dubuque, Iowa and that the City Council of the City of Dubuque, Iowa approves said plat.

Mayor of the City of Dubuque, Iowa

PLANNING SERVICES

Dubuque, Iowa _____, 2025

The foregoing plat of **Lot A of Lot 1-2 McFadden Farm Place No. 4, City of Dubuque, Dubuque County, Iowa**, or within the two-mile jurisdiction of the City of Dubuque, Iowa, as defined under Section 354 of the Code of Iowa, has been reviewed by the City Planner, (or designee) of the City of Dubuque in accordance with Article 11: Land Subdivision of the City of Dubuque Unified Development Code, and said approval has been endorsed herein on the date first written above.

Wally Wernimont – City Planner
Planning Services Department
City of Dubuque, Iowa

COUNTY AUDITOR

Dubuque, Iowa _____, 2025

The foregoing plat was entered of record in the office of the Dubuque County Auditor this _____ day of _____, 2025.

We approve of the subdivision name or title to be recorded.

Kevin Dragotto
County Auditor of Dubuque, Iowa

CITY ASSESSOR

Dubuque, Iowa _____, 2025

The foregoing plat was entered of record in the office of the Dubuque City Assessor this _____ day of _____, 2025.

Troy Patzner
Dubuque City Assessor

RECORDER'S CERTIFICATE

Dubuque, Iowa _____, 2025

The foregoing plat of **Lot A of Lot 1-2 McFadden Farm Place No. 4, City of Dubuque, Dubuque County, Iowa.**
has been reviewed by the Dubuque County Recorder.

Karol Kennedy
Dubuque County Recorder

SURVEYOR'S CERTIFICATE

I, **Daniel L Marti**, a Duly Licensed Land Surveyor in the State of Iowa, do hereby certify that the following real estate was surveyed and platted by me or under my direct personal supervision, To Wit:

Lot 1 McFadden Farm Place No. 5, City of Dubuque, Iowa

This survey was performed for the purpose of subdividing and platting said real estate henceforth to be known as

Lot 1A of McFadden Farm Place No. 5, City of Dubuque, Dubuque County, Iowa

Containing 32,646 square feet, more or less, and subject to easements, reservations, restrictions, and rights-of-way of record and not of record, the plat of which is attached hereto and made a part of this certificate. All monuments are placed or will be placed within one year from the date this plat is recorded.

OWNER'S CONSENT

_____, Iowa _____, 2025

The foregoing plat of **Lot 1A of McFadden Farm Place No. 5, City of Dubuque, Dubuque County, Iowa**, is made with the free consent and in accordance with the desires of the undersigned owners and proprietors of said real estate. We hereby dedicate said Lot 1A, to the public for street and utility purposes.

By _____
City of Dubuque

By _____

UNIVERSAL NOTARY CERTIFICATE

STATE OF _____) COUNTY OF _____) On this ____ day of _____, 2025, before me, the undersigned, a Notary Public in and for said State, personally appeared _____ to me personally known, OR _____ proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s) acted, executed the instrument. (Notary Seal) _____ (Sign in blue ink) _____ (Print/type name) Notary Public in and for State of Iowa	CAPACITY CLAIMED BY SIGNER ____ INDIVIDUAL ____ CORPORATE OFFICER(S) _____ (Title) (CORP SEAL) ____ AFFIXED ____ NO SEAL PROCURED ____ PARTNER(S) ____ LIMITED ____ GENERAL ____ ATTORNEY-IN-FACT ____ TRUSTEE(S) ____ GUARDIAN/CONSERVATOR ____ OTHER SIGNER IS REPRESENTING _____
--	--

CITY OF DUBUQUE, IOWA

Dubuque, Iowa _____, 2025

The undersigned, _____ and _____, Clerk of the City of Dubuque, Iowa, do hereby certify that the foregoing acquisition plat of _____, and the dedication of _____ to the public for street and utility purposes, as appears herefore has been filed on _____ day of _____, 2025 as Resolution # _____ in the office of the City Clerk of Dubuque, Iowa and that the City Council of the City of Dubuque, Iowa approves said plat.

Mayor of the City of Dubuque, Iowa

PLANNING SERVICES

Dubuque, Iowa _____, 2025

The foregoing plat of **Lot 1A of McFadden Farm Place No. 5, City of Dubuque, Dubuque County, Iowa,** or within the two-mile jurisdiction of the City of Dubuque, Iowa, as defined under Section 354 of the Code of Iowa, has been reviewed by the City Planner, (or designee) of the City of Dubuque in accordance with Article 11: Land Subdivision of the City of Dubuque Unified Development Code, and said approval has been endorsed herein on the date first written above.

Wally Wernimont – City Planner
Planning Services Department
City of Dubuque, Iowa

COUNTY AUDITOR

Dubuque, Iowa _____, 2025

The foregoing plat was entered of record in the office of the Dubuque County Auditor this _____ day of _____, 2025.

We approve of the subdivision name or title to be recorded.

Kevin Dragotto
County Auditor of Dubuque, Iowa

CITY ASSESSOR

Dubuque, Iowa _____, 2025

The foregoing plat was entered of record in the office of the Dubuque City Assessor this _____ day of _____, 2025.

Troy Patzner
Dubuque City Assessor

RECORDER'S CERTIFICATE

Dubuque, Iowa _____, 2025

The foregoing plat of **Lot 1A of McFadden Farm Place No. 5, City of Dubuque, Dubuque County, Iowa,**
has been reviewed by the Dubuque County Recorder.

Karol Kennedy
Dubuque County Recorder

Index Legend	
Location:	LOT 2 DUBUQUE INDUSTRIAL CENTER WEST 9TH ADDITION NE1/4 OF THE SE1/4 SECTION 30 TOWNSHIP 89 NORTH RANGE 2 EAST CITY OF DUBUQUE, DUBUQUE COUNTY, IOWA
Proprietor:	THEISENS WAREHOUSE LLC
Requestor:	CITY OF DUBUQUE
Surveyor:	DANIEL L MARTI
Surveyor Company:	ORIGIN DESIGN CO., 137 MAIN STREET DUBUQUE, IOWA 52001 PHONE: (563)556-2464

FOR RECORDER USE

ACQUISITION PLAT

COUNTY DUBUQUE PROJECT NO. 2300604 PARCEL NO. LOT 2A
PERMANENT RIGHT-OF-WAY EASEMENT AREA 32,292 SQFT-0.74 ACRES
TEMPORARY CONSTRUCTION EASEMENT AREA N/A

LOT 2A DUBUQUE INDUSTRIAL CENTER WEST 9TH ADDITION BEING PART OF LOT 2 OF DUBUQUE INDUSTRIAL CENTER WEST 9TH ADDITION IN THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 30, TOWNSHIP 89 NORTH, RANGE 2 EAST, OF THE 5TH PRINCIPAL MERIDIAN CITY OF DUBUQUE, DUBUQUE COUNTY, IOWA

SURVEY FOR:
JILL CONNORS
CITY OF DUBUQUE

LEGEND

- RIGH-OF-WAY-LINE
- EXISTING PROPERTY/R.O.W. LINE
- SECTION LINE
- POB
- R.O.W.
- ()
- POINT OF BEGINNING
- RIGHT-OF-WAY
- RECORDED AS
- FOUND 5/8" IRON REBAR WITH RED PLASTIC CAP NO. 12631 UNLESS OTHERWISE NOTED
- SET 5/8" IRON REBAR WITH PURPLE PLASTIC CAP NO. 22021
- FOUND 5/8" IRON REBAR WITH PURPLE PLASTIC CAP NO. 22021
- FOUND SECTION CORNER MONUMENT AS NOTED

LOT 2A DUBUQUE INDUSTRIAL CENTER WEST 9TH ADDITION RIGHT-OF-WAY ACQUISITION PLAT: BEING PART OF LOT 2 DUBUQUE INDUSTRIAL CENTER WEST 9TH ADDITION IN THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 30 TOWNSHIP 89 NORTH, RANGE 2 EAST, OF 5TH PRINCIPAL MERIDIAN. MORE PARTICULARLY DESCRIBED AS: BEGINNING AT THE SOUTHWEST CORNER OF LOT 1 MCFADDEN FARM PLACE NO. 5; THENCE N78°34'18"W ON THE NORTH LINE OF LOT 1-2 OF SAID MCFADDEN FARM PLACE NO. 4, A DISTANCE OF 38.53 FEET; THENCE N01°51'56"W PARALLEL AND 38.50 FEET WEST OF THE EAST LINE OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 30, A DISTANCE 856.30 FEET TO THE NORTH LINE OF LOT 2 DUBUQUE INDUSTRIAL CENTER WEST 9TH ADDITION ALSO BEING THE NORTH LINE OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 30; THENCE N86°59'02"E ON SAID NORTH LINE ON LOT 2, A DISTANCE OF 37.51 FEET TO THE EAST QUARTER CORNER OF SECTION 30; THENCE S01°51'56"E ON THE EAST LINE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 30, A DISTANCE OF 865.91 FEET TO THE POINT OF BEGINNING. SAID PARCEL CONTAINS 32,292 SQFT MORE OR LESS AND IS SUBJECT TO EASEMENT OF RECORD.

DATE OF SURVEY: 9-30-2024

FOUND 5/8" REBAR WITH YELLOW PLASTIC CAP #11306



GRAPHIC SCALE



(IN FEET)

DRAWING MAY HAVE BEEN REDUCED

DRAWN	DLM	PLAT NO.	22-1A-24
CHECKED	CLG	PROJ. NO.	2300604
DATE	9-27-24	SHEET	1 of 1
P:\23\006\00604\DRAWINGS\SURVEY\2300604			

ACQUISITION PLAT 1

BEARINGS ARE BASED ON THE IOWA STATE PLANE COORDINATE SYSTEM (NAD83, 1401 NORTH ZONE)



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 ORIGIN DESIGN CO.

Daniel L. Marti 1/9/2025
DANIEL L. MARTI DATE

LICENSE NO. 22021 MY LICENSE RENEWAL DATE IS 12/31/2025

PAGES OR SHEETS COVERED BY THIS SEAL THIS SHEET ONLY

SURVEYOR'S CERTIFICATE

I, **Daniel L Marti**, a Duly Licensed Land Surveyor in the State of Iowa, do hereby certify that the following real estate was surveyed and platted by me or under my direct personal supervision, To Wit:

Lot 2 of Dubuque Industrial Center West 9th Addition, City of Dubuque, Iowa

This survey was performed for the purpose of subdividing and platting said real estate henceforth to be known as

Lot 2A of Dubuque Industrial Center West 9th Addition City of Dubuque, Dubuque, Iowa

Containing 32,292 square feet, more or less, and subject to easements, reservations, restrictions, and rights-of-way of record and not of record, the plat of which is attached hereto and made a part of this certificate. All monuments are placed or will be placed within one year from the date this plat is recorded.

OWNER'S CONSENT

Dubuque, Iowa

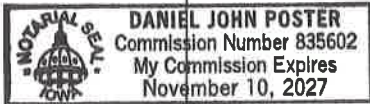
1-10-, 2025

The foregoing plat of Lot 2A of Dubuque Industrial Center West 9th Addition, City of Dubuque, Iowa, is made with the free consent and in accordance with the desires of the undersigned owners and proprietors of said real estate. We hereby dedicate said Lot 2A, to the public for street and utility purposes.

By Chris Theisen
Theisen's Warehouse LLC.
By Chris Theisen
Its: Manager

UNIVERSAL NOTARY CERTIFICATE

STATE OF <u>IA</u> COUNTY OF <u>Dubuque</u> On this <u>10th</u> day of <u>January</u>, 2025, before me, the undersigned, a Notary Public in and for said State, personally appeared <u>✓</u> to me personally known, OR <u>✓</u> proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s) acted, executed the instrument. <u>[Signature]</u> (Sign in blue ink) <u>Daniel John Poster</u> (Print/type name) Notary Public in and for State of Iowa	CAPACITY CLAIMED BY SIGNER INDIVIDUAL ☒ CORPORATE OFFICER(S) (Title) <u>Manager</u> (CORP SEAL) AFFIXED ☒ NO SEAL PROCURED PARTNER(S) <u> </u> LIMITED <u> </u> GENERAL ATTORNEY-IN-FACT TRUSTEE(S) GUARDIAN/CONSERVATOR OTHER <u> </u> SIGNER IS REPRESENTING <u>Theisen's Warehouse, LLC</u>
--	--



CITY OF DUBUQUE, IOWA

Dubuque, Iowa _____, 2025

The undersigned, _____ and _____, Clerk of the City of Dubuque, Iowa, do hereby certify that the foregoing acquisition plat of _____, and the dedication of _____ to the public for street and utility purposes, as appears herefore has has been filed on _____ day of _____, 2025 as Resolution # _____ in the office of the City Clerk of Dubuque, Iowa and that the City Council of the City of Dubuque, Iowa approves said plat.

Mayor of the City of Dubuque, Iowa

PLANNING SERVICES

Dubuque, Iowa _____, 2025

The foregoing plat of Lot 2A of Dubuque Industrial Center West 9th Addition, in the City of Dubuque, Iowa, or within the two-mile jurisdiction of the City of Dubuque, Iowa, as defined under Section 354 of the Code of Iowa, has been reviewed by the City Planner, (or designee) of the City of Dubuque in accordance with Article 11: Land Subdivision of the City of Dubuque Unified Development Code, and said approval has been endorsed herein on the date first written above.

Wally Wernimont – City Planner
Planning Services Department
City of Dubuque, Iowa

COUNTY AUDITOR

Dubuque, Iowa _____, 2025

The foregoing plat was entered of record in the office of the Dubuque County Auditor this _____ day of _____, 2025.

We approve of the subdivision name or title to be recorded.

Kevin Dragotto
County Auditor of Dubuque, Iowa

CITY ASSESSOR

Dubuque, Iowa _____, 2025

The foregoing plat was entered of record in the office of the Dubuque City Assessor this _____ day of _____, 2025.

Troy Patzner
Dubuque City Assessor

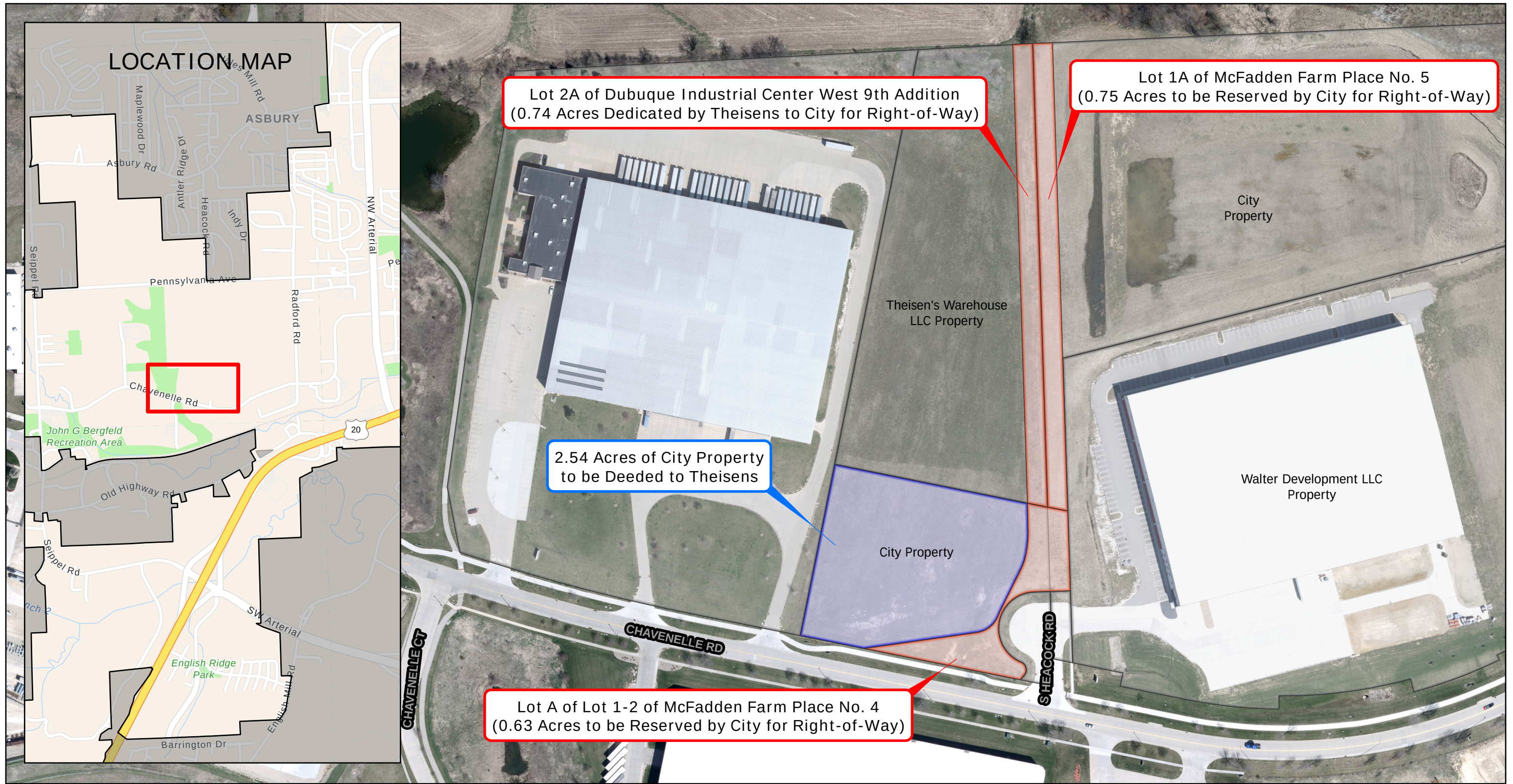
RECORDER'S CERTIFICATE

Dubuque, Iowa _____, 2025

The foregoing plat of Lot 2A of Dubuque Industrial Center West 9th Addition, has been reviewed by the Dubuque County Recorder.

Karol Kennedy
Dubuque County Recorder

South Heacock Road Area Map



DISCLAIMER: This information was compiled using various data sources from third parties or maintained by the City of Dubuque (the City). By use of this information, the user acknowledges that, while the City utilizes the most current and accurate information available, the City does not warrant the accuracy or currency of the information or data contained therein. By use of this information, the user agrees the City is not responsible for the misuse or misinterpretation of any information displayed in this map and that the user will not hold the City liable for any loss, damage, or inconvenience caused as a result of reliance on the information.

17" x 11" Sheet
1 inch equals 175 feet
0 87.5 175
Feet

DeededArea
Future City Property: Acquisition Area

Map Prepared by: TWK
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**

CONSENT ITEMS # 19.

ITEM TITLE:	Public Works Staffing Request - Project and Facilities Manager
SUMMARY:	City Manager recommending City Council approval of a full-time Project and Facilities Manager (G-18) increasing the Public Works personnel complement by +1.00 FTE, or 2080 hours.
SUGGESTED DISPOSITION:	Receive and File; Approve

ATTACHMENTS:

1. MVM Memo
2. Department Memo - Public Works Staffing Request

TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

SUBJECT: Public Works Staffing Request – Project & Facilities Manager

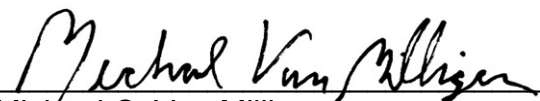
DATE: January 16, 2025

Public Works Director Arielle Swift is recommending City Council approval of a full-time Project and Facilities Manager (G-18) increasing the Public Works personnel complement by +1.00 FTE, or 2080 hours.

The Public Works Department has been strategically restructuring based on workload and capacity. With a strategic priority for infrastructure maintenance, projects related to deferred maintenance, new grants awarded, contract management, and on-going accreditation management, the need for a new position was identified. These time-intensive tasks currently fall to the Public Works Director and take valuable time away from training supervisors, performance evaluations, leadership development, policy creation and maintenance, safety initiatives, strategic planning, and innovative approaches to ongoing operations.

After working with Human Resources to conduct a compensation and classification analysis based on departmental needs of knowledge, skills, and abilities, Talent Acquisition Diversity Coordinator determined a Project and Facilities Manager (G-18), would best serve the department needs.

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
Arielle Swift, Public Works Director
Jenny Larson, Chief Financial Officer
Laura Bendorf, Budget Manager

TO: Michael C. Van Milligen, City Manager
FROM: Arielle Swift, Public Works Director
SUBJECT: Public Works Staffing Request – Project & Facilities Manager
DATE: January 13, 2024

INTRODUCTION

The purpose of this memorandum is to request approval to add a full-time Public Works Project & Facilities Manager.

BACKGROUND

The Public Works Department has been strategically restructuring based on workload and capacity. With a strategic priority for infrastructure maintenance, projects related to deferred maintenance, new grants awarded, contract management, and on-going accreditation management, the need for a new position was identified. These time-intensive tasks currently fall to the Public Works Director and take valuable time away from training supervisors, performance evaluations, leadership development, policy creation and maintenance, safety initiatives, strategic planning, and innovative approaches to ongoing operations.

DISCUSSION

After working with Human Resources to conduct a compensation and classification analysis based on departmental needs of knowledge, skills, and abilities, Talent Acquisition Diversity Coordinator determined a Project and Facilities Manager (G-18), would best serve our needs. This would increase Public Works' personnel complement by +1.00 full-time equivalent (FTE), or 2080 hours.

The net cost of this staffing change request is as follows:

Requested Fiscal Year 2025 Change	\$ Change	FTE Chg.
<i>Addition of Full-Time Project and Facilities Manager G-18 (~ 4 months*)</i>	+\$38,549	+1.00
<i>Addition for hardware and software</i>	+\$4,110	
<i>Addition for Office Preperation</i>	+\$13,000	
<i>Road Use Tax – FY2025 previously delayed equipment</i>	(\$22,453)	
<i>Salt Ops – FY2025 cash balance</i>	(\$483)	
<i>Solid Waste – FY2025</i>	(\$7,710)	
<i>Fleet Ops – FY2025 equipment purchase excess</i>	(\$6,882)	
<i>Landfill – FY2025 vacancy savings</i>	(\$12,164)	
<i>General – FY2025 unbudgeted income from Banking Services</i>	(\$5,967)	
FY2025 Net Change	(\$ -)	+1.00

*Assumes a start date of March 17, 2025

BUDGET IMPACT

This position would be budgeted to general fund but would be recharged through the Public Works administration overhead rate. Future overhead rates would shift to ensure only the initial six funds are allocated the increase in expense. This position would not be recharged to storm or sanitary funds due to Engineering Department managing these fund-specific projects.

Current rate structure for the department administration overhead (OH) rate and proposed future rate structure:

Fund	Current OH Rate %	Future OH Rate %
Landfill	14.24%	14.76%
Sanitary	6.34%	4.44%
Storm	3.07%	2.66%
General	10.09%	10.72%
Road Use	45.38%	40.34%
Solid Waste	12.70%	13.85%
Salt Ops	0.92%	0.87%
Garage	7.27%	12.37%

Overall impact of adding the full-time Facilities and Project Manager (\$129,463) position with recurring data and software costs (\$720) are recharged as listed below by fund:

Fund	\$ Change
Landfill	\$ 28,451
Salt	1,130
General	13,955
Road Use	52,517
Solid Waste	18,033
Garage	16,097
	\$ 130,183

This request supports healthy and safe neighborhoods, connected community, sustainability, and fiscally responsible, high-performance government.

RECOMMENDATION

I respectfully recommend approval of a full-time Project and Facilities Manager (G-18) increasing the Public Works personnel complement by +1.00 FTE, or 2080 hours.

CC: Jennifer Larson, Finance and Budget Director
Laura Bendorf, Budget Manager

AS/aes

**City of Dubuque
City Council**

CONSENT ITEMS # 20.

ITEM TITLE:	Civil Service Certified Lists - Firefighter-Paramedic / Firefighter-EMT and Police Officer
SUMMARY:	Civil Service Commission submitting the certified lists for the positions of Firefighter-Paramedic / Firefighter-EMT and Police Officer.
SUGGESTED DISPOSITION:	Receive and File; Make Matter of Record
ATTACHMENTS:	
	1. Certified Lists



City Clerk's Office
City Hall
50 W. 13th Street
Dubuque, IA 52001-4864
(563) 589-4120 office
(563) 589-0890 fax
cityclerk@cityofdubuque.org
www.cityofdubuque.org

January 17, 2025

Honorable Mayor and
Members of the City Council

In accordance with Chapter 400 of the Code of Iowa, an examination for the position of Firefighter-Paramedic / Firefighter-EMT was administered virtually (via @home testing) on December 3, 2024 and in-person on December 2 and December 7, 2024. We hereby certify that the individuals listed below have passed this examination and the vacancy for this position should be made from this list and that this list is good for twelve (12) months from the above date.

FIREFIGHTER-PARAMEDIC / FIREFIGHTER-EMT

1. Daniel Turnis
2. Carter Balentine
3. Alexander Potter
4. Dakota Scott
5. Luke Bradley
6. Calvin Stephens
7. Alec Lynch
8. Aaron Bueltel
9. Logan Salow

Respectfully submitted,



Civil Service Commissioner



City Clerk's Office
City Hall
50 W. 13th Street
Dubuque, IA 52001-4864
(563) 589-4120 office
(563) 589-0890 fax
cityclerk@cityofdubuque.org
www.cityofdubuque.org

January 17, 2025

Honorable Mayor and
Members of the City Council

In accordance with Chapter 400 of the Code of Iowa, a written examination for the position of Police Officer was administered on December 13, 2024. We, The Civil Service Commission, hereby certify that the individuals listed below have passed this written examination or are using a valid transfer score and any vacancies for the position of Police Officer should be filled from this list and that this list is good through March 12, 2025.

Police Officer

- | | |
|---------------------------------------|--|
| 1. Dave Weis – Transfer Score | 15. Camerin McClain |
| 2. Theodore Kruse | 16. Nicholas Smith |
| 3. Christopher Chase | 17. Carson Vaske |
| 4. Sebastian Fox – Transfer Score | 18. Joseph Kimball |
| 5. Brice Fundell | 19. Andres Sanchez |
| 6. Dalton Puccio | 20. Braden Wink – Transfer Score |
| 7. Melissa Seaman – Transfer Score | 21. Alyssa Barrantes |
| 8. Derick Sweney | 22. Ella Link – Transfer Score |
| 9. Marcus Leitzen - Transfer Score | 23. Jared Ostwinkle – Transfer Score |
| 10. Drake Wedel | 24. Alex Ward |
| 11. Daniel Brimmer - Transfer Score | 25. Richard Kalpinski – Transfer Score |
| 12. Kenneth Schrader – Transfer Score | 26. Steven Jonas |
| 13. David DeMarais | 27. Andrew Weber |
| 14. Colton Bach – Transfer Score | 28. Jaycob Thompson – Transfer Score |
| | 29. John Michel |

Respectfully Submitted,

Civil Service Commissioner

**City of Dubuque
City Council**

CONSENT ITEMS # 21.

ITEM TITLE:	Approval of Retail Alcohol Licenses
SUMMARY:	City Manager recommending City Council approval of retail alcohol licenses as submitted. RESOLUTION 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
SUGGESTED DISPOSITION:	Receive and File; Adopt Resolution(s)
ATTACHMENTS:	
	1. MVM Memo 2. JAN 21, 25 Agenda 3. Resolution

TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

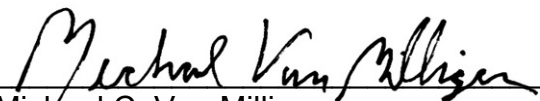
SUBJECT: Retail Alcohol Licenses for the following:

- AMC Theatres-2835 NW Arterial
- Baymont Inn & Suites 4025 McDonald Dr.
- Dubuque Religious Center-923 Main St
- El Paisano-1543 Central Ave
- Fuji Asian Buffet-806 Wacker DR Ste 128
- Gin Rickeys-1447 Central Ave
- Hy-Vee Clubroom-400 S Locust St
- Mario's Italian Restaurant and Lounge-1298 Main St
- RMN Lounge LLC-481 Locust St
- Steeple Square-101 East 15th St
- Steve's Ace Home & Garden-3350 JFK Rd

DATE: January 16. 2025

Chief of Police Jeremy Jensen is recommending approval of the Retail Alcohol License renewals for: AMC Theatres-2835 NW Arterial, Baymont Inn & Suites 4025 McDonald Dr., Dubuque Religious Center-923 Main St, El Paisano-1543 Central Ave, Fuji Asian Buffet-806 Wacker DR Ste 128, Gin Rickeys-1447 Central Ave, Hy-Vee Clubroom-400 S Locust St, Mario's Italian Restaurant and Lounge-1298 Main St, RMN Lounge LLC-481 Locust St, Steeple Square-101 East 15th St, Steve's Ace Home & Garden-3350 JFK Rd.

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
Jeremy Jensen, Chief of Police

MEMORANDUM

DATE: January 02, 2024

TO: Michael C. Van Milligen
City Manager

FROM: Jeremy R. Jensen
Chief of Police

RE: Retail Alcohol Licenses for the following:

- AMC Theatres-2835 NW Arterial
- Baymont Inn & Suites 4025 McDonald Dr.
- Dubuque Religious Center-923 Main St
- El Paisano-1543 Central Ave
- Fuji Asian Buffet-806 Wacker DR Ste 128
- Gin Rickeys-1447 Central Ave
- Hy-Vee Clubroom-400 S Locust St
- Mario's Italian Restaurant and Lounge-1298 Main St
- RMN Lounge LLC-481 Locust St
- Steeple Square-101 East 15th St
- Steve's Ace Home & Garden-3350 JFK Rd

INTRODUCTION

The purpose of this memorandum is to recommend the annual renewal of the above retail alcohol license establishments and to highlight the calls for service related to incidences of disturbances, crimes against persons, crimes against property, and public morals occurring at the business since the last liquor license renewal.

BACKGROUND

Regarding the listed establishments, the following is a summary of activity since their last renewal. The following key provides a brief description of those calls for service displaying four areas of concern.

Disturbances	Includes physical fighting, verbal arguments, loud music and/or subjects and all other disorderly behavior not already listed
Crimes Against Persons	Includes Assault and Harassment
Crimes Against Property	Includes Burglary, Criminal Mischief and Theft
Public Morals	Includes Public Intoxication and Possession of Controlled Substances

DISCUSSION

AMC Theatres-2835 NW Arterial

Since the last renewal date there have been 0 calls for service to the establishment. There were 0 disturbance, 0 crimes against persons, 0 crime against property, and 0 public morals call. Additionally, there were 0 individual violation and 0 violation against the business.

Baymont Inn & Suites 4025 McDonald Dr.

Since the last renewal date there have been 0 calls for service to the establishment. There were 0 disturbances, 0 crime against persons, 0 crimes against property, and 0 public morals call. Additionally, there were 0 individual violation and 0 violations against the business.

Dubuque Religious Center-923 Main St

Since the last renewal date there have been 0 calls for service to the establishment. There were 0 disturbances, 0 crimes against persons, 0 crimes against property, and 0 public morals calls. Additionally, there were 0 individual violations and 0 violations against the business.

El Paisano-1543 Central Ave

Since the last renewal date there have been 0 calls for service to the establishment. There were 0 disturbance, 0 crime against persons, 0 crimes against property, and 0 public morals call. Additionally, there were 0 individual violations and 0 violations against the business.

Fuji Asian Buffet-806 Wacker DR Ste 128

Since the last renewal date there have been 0 calls for service to the establishment. There were 0 disturbance, 0 crimes against persons, 0 crime against property, and 0 public morals call. Additionally, there were 0 individual violation and 0 violations against the business.

Gin Rickeys-1447 Central Ave

Since the last renewal date there have been 1 call for service to the establishment. There were 0 disturbances, 1 crime against persons, 0 crimes against property, and 0 public morals calls. Additionally, there were 0 individual violations and 0 violations against the business.

<i>DPD Case #</i>	<i>Type of Call/Circumstances</i>	<i>Disposition</i>
2024-003034	Assault	Report Taken

Hy-Vee Clubroom-400 S Locust St

Since the last renewal date there have been 0 calls for service to the establishment. There were 0 disturbances, 0 crimes against persons, 0 crimes against property, and 0 public morals calls. Additionally, there were 0 individual violations and 0 violations against the business

Mario's Italian Restaurant and Lounge-1298 Main St

Since the last renewal date there have been 0 calls for service to the establishment. There were 0 disturbances, 0 crimes against persons, 0 crimes against property, and 0 public morals calls. Additionally, there were 0 individual violations and 0 violations against the business

RMN Lounge LLC-481 Locust St

Since the last renewal date there have been 6 calls for service to the establishment. There were 4 disturbances, 1 crime against persons, 1 crime against property, and 0 public morals calls. Additionally, there were 0 individual violations and 0 violations against the business

<i>DPD Case #</i>	<i>Type of Call/Circumstances</i>	<i>Disposition</i>
2024-001102	Disturbance	Arrest
2024-002236	Disturbance, Public Intox, Deadly Weapon	Arrest
2024-004152	Public Intox, Criminal Mischief	Arrest
2024-005283	Disturbance	Report Taken
2024-005539	Assault	Report Taken
2024-008335	Disturbance, Public Intox	Arrest

Steeple Square-101 East 15th St

Since the last renewal date there have been 0 call for service to the establishment. There were 0 disturbances, 0 crimes against persons, 0 crimes against property, and 0 public morals call. Additionally, there were 0 individual violation and 0 violations against the business

Steve's Ace Home & Garden-3350 JFK Rd

Since the last renewal date there have been 7 calls for service to the establishment. There were 0 disturbance, 0 crimes against persons, 7 crimes against property, and 0 public morals calls. Additionally, there were 7 individual violations and 0 violations against the business

<i>DPD Case #</i>	<i>Type of Call/Circumstances</i>	<i>Disposition</i>
2024-000987	Theft	Arrest
2024-002826	Theft	Arrest
2024-003827	Theft	Arrest
2024-004630	Theft	Arrest
2024-004977	Theft	Arrest
2024-005657	Theft	Arrest
2024-008833	Theft	Arrest

RECOMMENDATION

Based upon a review of the above businesses, we would recommend approval of the annual retail alcohol licenses for: AMC Theatres-2835 NW Arterial, Baymont Inn & Suites 4025 McDonald Dr., Dubuque Religious Center-923 Main St, El Paisano-1543 Central Ave, Fuji Asian Buffet-806 Wacker DR Ste 128, Gin Rickeys-1447 Central Ave, Hy-Vee Clubroom-400 S Locust St, Mario's Italian Restaurant and Lounge-1298 Main St, RMN Lounge LLC-481 Locust St, Steeple Square-101 East 15th St, Steve's Ace Home & Garden-3350 JFK Rd

ACTION REQUESTED

Action requested is for City Council consideration to approve the retail alcohol license renewals for: AMC Theatres-2835 NW Arterial, Baymont Inn & Suites 4025 McDonald Dr., Dubuque Religious Center-923 Main St, El Paisano-1543 Central Ave, Fuji Asian Buffet-806 Wacker DR Ste 128, Gin Rickeys-1447 Central Ave, Hy-Vee Clubroom-400 S Locust St, Mario's Italian Restaurant and Lounge-1298 Main St, RMN Lounge LLC-481 Locust St, Steeple Square-101 East 15th St, Steve's Ace Home & Garden-3350 JFK Rd

cc: Crenna Brumwell, City Attorney
Adrienne N. Breitfelder, City Clerk

RESOLUTION NO.

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

Whereas, applications for retail alcohol licenses have been submitted and filed with the City Council for approval, and the same have been examined, provisionally approved, and/or approved; and

Whereas, the premises to be occupied by such applicants were inspected and found to comply with the Ordinances of the City, and the applicants have filed the proper fees and bonds and otherwise complied with the requirements of the Code of Ordinances.

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

Section 1. The City Clerk is hereby authorized and directed to cause to be issued at the noted premise address to the following applicants pending submission of the locally required documentation:

AMC Theatres	2835 NW Arterial
Baymont Inn & Suites	4025 McDonald Dr.
Dubuque Religious Center	923 Main St
El Paisano	1543 Central Ave
Fuji Asian Buffet	806 Wacker DR Ste 128
Gin Rickeys	1447 Central Ave
Hy-Vee Clubroom	400 S Locust St
Mario's Italian Restaurant and Lounge	1298 Main St
RMN Lounge LLC	481 Locust St
Steeple Square	101 East 15 th St
Steve's Ace Home & Garden	3350 JFK Rd

Passed, approved, and adopted this 21st day of January 2025.

Brad M. Cavanagh, Mayor

Attest:

Adrienne N. Breitfelder, City Clerk

**City of Dubuque
City Council**

ITEMS SET FOR PUBLIC HEARING # 1.

ITEM TITLE:	ImOn Ice Arena Dehumidification System Upgrade Project - Initiate Public Bidding Process and Setting Date for a Public Hearing Project No. 2849900004
SUMMARY:	City Manager recommending City Council preliminary approval of the proposed plans, specifications, form of contract and construction estimate of \$1,265,800.00 for the ImOn Ice Arena Dehumidification System Upgrade Project, establishing the date of the public hearing for February 3, 2025, and authorizing the Engineering Department to advertise for bids for the project. RESOLUTION ImOn Ice Arena Dehumidification System Upgrade Project: Preliminary Approval Of Plans, Specifications, Form Of Contract, And Estimated Cost; Setting Date Of Public Hearing On Plans, Specifications, Form Of Contract, And Estimated Cost; And Ordering The Advertisement For Bids
SUGGESTED DISPOSITION:	Receive and File; Adopt Resolution(s), Set Public Hearing for February 3, 2025
ATTACHMENTS:	1. MVM Memo 2. 1 ImOn Ice Arena Dehumidification Project - Council Staff Initiate MEMO 3. 2 ImOn Ice Arena Dehumidification Project - Council Initiate RESOLUTION 4. 3 ImOn Ice Arena Dehumidification Project - NOTICE OF PUBLIC HEARING

TO: The Honorable Mayor and City Council Members

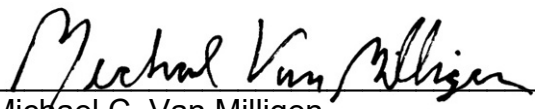
FROM: Michael C. Van Milligen, City Manager

SUBJECT: ImOn Ice Arena Dehumidification System Upgrade Project
Initiate Public Bidding Process and Setting Date for a Public Hearing
Project No. 2849900004

DATE: January 14, 2025

City Engineer Gus Psihoyos is recommending City Council preliminary approval of the proposed plans, specifications, form of contract and construction estimate of \$1,265,800.00 for the ImOn Ice Arena Dehumidification System Upgrade Project. I further recommend establishing the date of the public hearing for February 3, 2025, and authorizing the Engineering Department to advertise for bids for the 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
Bob Schiesl, Assistant City Engineer
Jenny Larson, Chief Financial Officer
Marie Ware, Leisure Services Director
Jared Charland, Project and Facilities Manager

TO: Michael C. Van Milligen, City Manager

FROM: Gus Psihoyos, City Engineer

SUBJECT: ImOn Ice Arena Dehumidification System Upgrade Project
Initiate Public Bidding Process and Setting Date for a Public Hearing
Project No. 2849900004

DATE: January 14, 2025

INTRODUCTION

This memorandum requests the City Council approval and authorize the initiation of the public improvement construction bidding process and set a public hearing date for February 3, 2025, for the ImOn Ice Arena Dehumidification System Upgrade Project.

BACKGROUND

The Imon Ice Arena is owned by the City of Dubuque and managed by the Schmitt Island Development Corporation.

The existing air conditioning HVAC for the arena consists of six individual rooftop unit air handling systems which provide air conditioning to various parts of the offices and front entry areas of the facility. The most critical climate control ventilation equipment within the Ice Arena is the centralized Munters BRR dehumidification system located in the refrigeration plant mechanical room that services the entire facility. The current 16,000 CFM Munters BRR dehumidification system is undersized and does not provide the dehumidification that is needed for the facility during the summer months.

DISCUSSION

The City has retained Nelson-Rudie & Associates, Inc., to complete a feasibility study and provide design services for the development of an originally contemplated project for the installation of a new dehumidification system, a new arena HVAC and emergency generator system at the Imon Ice Arena. As part of the initial feasibility study, Nelson-Rudie evaluated the existing dehumidification system, ventilation systems, and ice plant system of the arena.

As part of the mechanical systems assessment, in collaboration with Nelson-Rudie, the City retained an independent 3rd party mechanical system Commissioning Agent to test and recalibrate the existing dehumidification and ventilation systems to ensure the systems are operating at optimal performance and efficiency.

Following the mechanical systems assessment, Nelson-Rudie observed that the existing dehumidification system is operating as designed and has an estimated 10-15 years of service life remaining.

Based on historical seasonal operational performance data, Nelson-Rudie concluded that the existing dehumidification system performs well during the winter months when outside humidity and dew points are low. However, the unit is undersized and does not have the capacity for proper ventilation of the arena space during warmer times of the year when outdoor humidity and dew points are much higher.

Nelson-Rudie is recommending adding a new, secondary dehumidification system that will provide 7,500 CFM of supplemental dehumidification and ventilation to the arena space.

The ImOn Ice Arena Dehumidification System Upgrade Project will include the installation of a new, secondary dehumidification unit on the lower roof of the southeast side of the facility. The new dehumidification system will require structural support modifications to the roof trusses; will include installation of circular fabric air dispersion ductwork routed the length of the arena; new gas piping, new electrical pulls; and a new automated control system that will control both the existing and the new dehumidification systems. The new dehumidification equipment will be installed in a location that would not be impacted by the installation of a potential future 2nd ice sheet.

IMPROVEMENTS NOT RECOMMEND - AT THIS TIME

The City was initially planning to include and develop a larger scale project for the design and installation of a new dehumidification system, a new air conditioning HVAC and emergency generator system at the Imon Ice Arena. However, due to higher cost projections that exceeded available budgeted funding, the scope of improvements had to be reduced.

As part of the initial feasibility study, Nelson-Rudie evaluated the addition of new air conditioning equipment to provide conditioned air for the arena to support dry floor events during summer months. To support the dehumidification system, Nelson-Rudie recommended adding four (4) 50-ton air conditioning roof top units.

Not Recommended Improvement	Cost Estimate
Full Arena Air Conditioning Units (HVAC)	\$ 3,900,000

As part of the feasibility study, Nelson-Rudie also evaluated the energy loads of the ice arena facility to determine capacity requirements for an emergency generator system. Based on the operations of the ice arena, Nelson-Rudie recommended the following two (2) generator system options for consideration.

Not Recommended Improvement	Cost Estimate
Full Building Generator (1 Mega Watt)	\$ 760,000
Critical Systems ONLY Generator (500 KW)	\$ 549,000

Based on updated cost estimates and current available funding for the Ice Arena improvements, there is insufficient funding available at this time to add the air conditioning HVAC improvements or the emergency generator system as part of the original contemplated project.

Staff are recommending that the prioritization of improvements to the arena include only the dehumidification system as a Phase 1 project. The air conditioning HVAC and emergency generator system could be budgeted in a future fiscal year or include with a future potential 2nd ice sheet. The generator system could also then be sized to serve both arena spaces.

PROJECT SCHEDULE

The project development schedule for the project will be as follows:

Initiate Public Bidding Process	January 21, 2025
Publish Notice to Bidders, Advertise for Bids	January 24, 2025
Notice of Public Hearing on Plans and Specs	January 24, 2025
Public Hearing on Plans and Specs	February 3, 2025
Receipt of Bid Proposals	February 20, 2025
Award Construction Contract	March 3, 2025
Completion Date	August 29, 2025

RECOMMENDATION

I recommend preliminary approval of the proposed plans, specifications, form of contract and construction estimate for the ImOn Ice Arena Dehumidification System Upgrade Project. I further recommend establishing the date of the public hearing and authorizing the Engineering Department to advertise for bids for the project.

BUDGET IMPACT

The estimate of probable cost for the ImOn Ice Arena Dehumidification System Upgrade Project is summarized in the following table:

PROJECT COSTS	ESTIMATE
Construction Contract - Dehumidification Upgrade	\$ 1,053,000
Contingency	47,000
Consultant Services Design - Nelson Rudie	112,640
Consultant Services Construction - Nelson Rudie	28,160
City Staff Services	25,000
Total Project Cost	\$ 1,265,800

The proposed funding for the project is summarized in the following table:

Project No.	Fund Description	Fund Amount
2849900004	Ice Center Dehumidification	\$ 1,265,800
Total Project Funding		\$ 1,265,800

ACTION TO BE TAKEN

I respectfully request that the City Council grant preliminary approval of the construction plans and specifications; and establish February 3, 2025, as the date of the public hearing; and hereby authorized to advertise for bid proposals for the ImOn Ice Arena Dehumidification System Upgrade Project through adoption of the attached resolution.

Prepared by Robert Schiesl, Assistant City Engineer

cc: Jenny Larson, Chief Financial Officer
Marie Ware, Leisure Services Director
Jared Charland, PM Leisure Services
Mark Plantery, ImOn Ice Arena Manager
Rob Korman, Q Director of Facilities

F:\PROJECTS\ImOn (Mystique) Ice Arena\Dehumidification HVAC System\Council & Staff Documents\Initiate

RESOLUTION NO. -25

IMON ICE ARENA DEHUMIDIFICATION SYSTEM UPGRADE PROJECT

PRELIMINARY APPROVAL OF PLANS, SPECIFICATIONS, FORM OF CONTRACT, AND ESTIMATED COST; SETTING DATE OF PUBLIC HEARING ON PLANS, SPECIFICATIONS, FORM OF CONTRACT, AND ESTIMATED COST; AND ORDERING THE ADVERTISEMENT FOR BIDS

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

The proposed plans, specifications, form of contract and estimated cost for the ImOn Ice Arena Dehumidification System Upgrade Project in the estimated amount of \$1,265,800.00, are hereby preliminarily approved and ordered filed in the office of the City Clerk for public inspection.

A public hearing will be held on the 3rd day of February, 2025, at 6:30 p.m. in the Historic Federal Building Council Chambers (and/or by virtual means) 350 W. 6th Street, Dubuque, Iowa, at which time interested persons may appear and be heard for or against the proposed plans and specifications, form of contract and estimated cost of said Project, and the City Clerk be and is hereby directed to cause the attached notice of the time and place of such hearing to be published in a newspaper having general circulation in the City of Dubuque, Iowa, which notice shall be published not less than four days nor more than twenty days prior to the date of such hearing. At the hearing, any interested person may appear and file objections to the proposed plans, specifications, form of contract, or estimated cost of the Project.

The ImOn Ice Arena Dehumidification System Upgrade Project is hereby ordered to be advertised for bids for construction.

The amount of the security to accompany each bid shall be in an amount which shall conform to the provisions of the Notice to Bidders hereby approved.

The City Engineer is hereby directed to advertise for bids for the construction of the improvements herein provided, by publishing the Notice to Bidders to be published on the City of Dubuque website and a contractor plan room service with statewide circulation, which notice shall be published not less than thirteen but not more than forty-five days before the date for filing bids before 2:00 pm on the 20th day of February, 2025. Bids shall be opened and read by the City Clerk at said time and will be submitted to the City Council for final action at 6:30 p.m. on the 3rd day of March 2025, in the Historic Federal Building Council Chambers (and/or by virtual means), 350 West 6th Street, Dubuque, Iowa.

Passed, approved and adopted this 21st day of January 2025.

Attest:

Brad M. Cavanagh, Mayor

Adrienne N. Breittfelder, City Clerk

**CITY OF DUBUQUE, IOWA
OFFICIAL NOTICE**

NOTICE OF PUBLIC HEARING ON PLANS, SPECIFICATIONS, FORM OF CONTRACT, AND ESTIMATED COST FOR THE IMON ICE ARENA DEHUMIDIFICATION SYSTEM UPGRADE PROJECT

PUBLIC NOTICE is hereby given that the Dubuque City Council will conduct a public hearing on the 3rd day of February 2025 at 6:30 p.m., in the Historic Federal Building 350 West 6th Street, 2nd floor, Dubuque, Iowa at which meeting the City Council proposes to hear the plans, specifications, form of contract and estimated cost for ImOn Ice Arena Dehumidification System Upgrade Project. Said proposed plans, specifications, form of contract and estimated cost are now on file in the office of the City Clerk. At said hearing any interested person may appear and file objections thereto.

The scope of the Project is as follows: Install a new, secondary dehumidification unit on the lower roof of the southeast side of the facility. The new dehumidification system will require structural support modifications to the roof trusses; will include installation of circular fabric air dispersion ductwork routed the length of the arena; new gas piping, new electrical pulls; and a new automated control system that will control both the existing and the new dehumidification systems.

At the meeting, the City Council will receive oral and written comments from any resident or property owner of said City to the above action. The official City Council agenda will be posted the Friday before the meeting and will contain public input options. The agenda can be accessed at <https://dubuqueia.portal.civicclerk.com/> or by contacting the City Clerk's Office at 563-589-4100, ctyclerk@cityofdubuque.org.

Written comments on the public hearing may be submitted to the City Clerk's Office by email at ctyclerk@cityofdubuque.org or by mail to City Hall, 50 W. 13th St., Dubuque, IA 52001, before the scheduled hearing. The City Council will review all written comments at the time of the hearing.

Documents related to the public hearing are on file in the City Clerk's Office and may be viewed Monday through Friday between 8:00 a.m. and 5:00 p.m.

Individuals requiring special assistance should contact the City Clerk's Office as soon as feasible. Deaf or hard-of-hearing individuals can use Relay Iowa by dialing 711 or (800) 735-2942.

Published by order of the City Council given on the 21st day of January, 2025.

Adrienne N. Breitsfelder, City Clerk

**City of Dubuque
City Council**

BOARDS/COMMISSIONS # 1.

ITEM TITLE:

Boards and Commission Appointments

SUMMARY:

Appointments to the following commissions to be made at the meeting.

Building Code Advisory and Appeals Board

One, 3-Year term through January 1, 2027 (Vacant
Multidisciplinary Rep. term of Schoenhard)

Applicant:

Michael Shimkus, 4917 Twilight Dr. (Qualifies for
Multidisciplinary Rep.)

Community Development Advisory Commission

One, 3-Year term through February 15, 2027 (Vacant
Low/Moderate Income Rep. term of Hammel Jr.)

One, 3-Year term through February 15, 2028 (Expiring At-
Large term of Boles)

Applicants:

Dean Boles, 1715 Geraldine Dr. (Qualifies for At-Large)

Dale L. Campbell Jr., 210 Jones St. (Qualifies for At-Large
and Low/Moderate Income Rep.)

Equity and Human Rights Commission

Two, 3-Year terms through January 1, 2028 (Expiring terms
of Baumhover and Freiburger)

Applicants:

Rick Baumhover, 601 Garfield Ave.

Michaela Freiburger, 1718 Diane Ct.

Traci Phillipson, 2120 Rhomberg Ave.

**SUGGESTED
DISPOSITION:**

ATTACHMENTS:

1. Overview sheet
2. Building Code Advisory and Appeals Board Applicant
3. Community Development Advisory Commission Applicants
4. Equity and Human Rights Commission Applicants
5. Correspondence on Equity and Human Rights Commission

6. Details and Openings

**APPLICATIONS FOR CITY OF DUBUQUE
BOARDS AND COMMISSIONS
For Council Meeting,
Tuesday, January 21, 2025
6:30 p.m., Historic Federal Building, 350 W. 6th Street**

APPOINTMENTS TO THE FOLLOWING BOARDS AND COMMISSIONS TO BE MADE AT THIS MEETING.

Building Code Advisory and Appeals Board

One, 3-Year term through January 1, 2027 (Vacant Multidisciplinary Rep. term of Schoenhard)

Applicant:

- Michael Shimkus, 4917 Twilight Dr. (Qualifies for Multidisciplinary Rep.)

Community Development Advisory Commission

One, 3-Year term through February 15, 2027 (Vacant Low/Moderate Income Rep. term of Hammel Jr.)

One, 3-Year term through February 15, 2028 (Expiring At-Large term of Boles)

Applicants:

- Dean Boles, 1715 Geraldine Dr. (Qualifies for At-Large)
- Dale L. Campbell Jr., 210 Jones St. (Qualifies for At-Large and Low/Moderate Income Rep.)

Equity and Human Rights Commission

Two, 3-Year terms through January 1, 2028 (Expiring terms of Baumhover and Freiburger)

Applicants:

- Rick Baumhover, 601 Garfield Ave.
- Michaela Freiburger, 1718 Diane Ct.
- Traci Phillipson, 2120 Rhomberg Ave.

14-1A-6: BUILDING CODE ADVISORY AND APPEAL BOARD:

- A. Board Created: There is hereby created the building code advisory and appeal board.
- B. Purpose: The purpose of the board is to review proposed code adoptions and amendments for recommendation to the city council and to serve as an appeal body for the decisions of the code official.
- 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 seven (7) residents of the city, appointed by the city council.
 2. Special experience and training qualifications:
 - a. One member must be a residential construction professional.
 - b. One member must be a commercial construction professional.
 - c. One member must be an electrical construction professional.
 - d. One member must be a plumbing construction professional.
 - e. One member must be a heating, ventilation, and air conditioning (HVAC) construction professional.
 - f. Two (2) multi-disciplinary representatives, which could be an architect, engineer, building designer, or general construction professional.
 3. Alternates: Alternate representatives shall be appointed for the residential construction professional, commercial construction professional, electrical construction professional, plumbing construction professional, and HVAC construction professional positions and shall be called upon to participate in the event of a conflict of interest or unavailability of the primary appointee.
- F. Oath: Each person, upon appointment to the board, must execute an oath of office at the first meeting of the board following the appointment or at the City Clerk's Office any time prior to the first meeting of the board.
- 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 (1) year. The code official or the code official's designee shall serve as 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. Regular Meetings: The board must meet upon call of the Chairperson, the City Manager, or the City Manager's designee.
 2. Special Meetings: Special meetings may be called by the Chairperson or at the written request of a majority of the members.
 3. Open Meetings: All meetings must be called and held in conformance with the Iowa Open Meetings Law.
 4. Appeals: 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, at stated periodic meetings, or at the written request of a majority of the members.
 5. 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.

6. 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 approval by the board, or by the next regularly scheduled City Council meeting, whichever is later.

7. Quorum: Four (4) 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: The board has the following powers, duties, and responsibilities:

1. To review proposed code adoptions and amendments for recommendation to the City Council.

2. To serve as an appeal body for the decisions of the Code official based upon the codes adopted by the City under Title 14 of this code.

3. When hearing an appeal:

a. The board may reverse or modify a decision of the code official only upon finding that:

(1) The true intent of the applicable code or the rules legally adopted thereunder have been incorrectly interpreted by the Code official; or

(2) The provisions of the applicable code do not fully apply; or

(3) An equal or better form of construction has been proposed and is appropriate.

b. The board shall require sufficient evidence or proof be submitted to substantiate any claims that an equal or better form of construction is appropriate.

c. In order to make a finding that an equal or better form of construction is appropriate the board must find the proposed material or method of construction is satisfactory for the use intended and complies with the provisions of this Code, and that the material, method, or work offered is, for the purpose intended, at least equivalent to that prescribed by this Code in suitability, strength, effectiveness, durability, fire resistance, and safety.

d. All appeal hearings shall be conducted in accordance with the procedures specified in this Code.

e. The board shall have no authority relative to interpretation of the administrative provisions of this Code nor shall the board be empowered to waive requirements of this Code.

N. Application For Appeal:

1. Any person affected by a decision of the code official or a notice or order issued under this Code shall have the right to appeal, provided a written application for appeal is filed within twenty (20) days after the decision, notice, or order was served.

2. An application for appeal shall be based on a claim that the true intent of this code or the rules legally adopted thereunder have been incorrectly interpreted, the provisions of this code do not fully apply, or an equal or better form of construction is proposed. The board may find a proposed form of construction to be equal or better.

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 or the appellant may request a postponement of a hearing 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. 21-16, 6-6-2016, eff. 7-1-2016; amd. Ord. 44-20, 12-7-2020; Ord. 25-24, 6-17-2024)

From: noreply@civicplus.com
To: [Adrienne Breitfelder](#); [Trish Gleason](#); [Temwa Phiri](#); [Michael Belmont](#); [Jeff Zasada](#); [Jean Noel](#);
Subject: Online Form Submittal: Board/Commission Application Form
Sent: 12/24/2024 9:23:02 AM

This sender is trusted.

Board/Commission Application Form

This application is a public document and as such can be reproduced and distributed for the public. Specific attention should be directed to the possible conflict of interest. For further clarification, if a situation arises, contact the City Clerk's Office or the City Attorney's Office. 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.

General Eligibility Requirements for All Boards and Commissions

Note: Additional requirements may apply to certain boards and commissions. Please refer to the specific Board or Commission details for more information

- * Residency within the corporate city limits
- * Minimum age of 18
- * Can not be employed by the City of Dubuque

Please complete the online application and separate optional demographic information below

Personal Information

Select the Board, Building Code Advisory and Appeals Board
Commission, or
Committee
applying for:

Name: Michael R Shimkus

Pronunciation: *Field not completed.*

Street Address: 4917 Twilight Dr
You must live
within the
Dubuque city

limits to
apply/serve on a
City of Dubuque
board or
commission.

Zip Code: 52002

Preferred Phone Number: 5152036842

Email Address(es): mshimkus@whks.com

How did you hear about City of Dubuque Boards and Commission?

If other, please specify: I was invited to participate on the board by Ben Pothoff - Deputy Code Official

Have you participated in the City of Dubuque City Life Program Life program? No

If so, when? *Field not completed.*

Are you currently serving on other Boards, Commissions, or Committees? No

If yes, which? *Field not completed.*

Have you served on a Board, Commission, or Committee before? No

If yes, which? Not at the City of Dubuque

Why are you interested in applying for this Board or Commission? I have both construction and engineering design experience and feel like this Board is a good way to use my experience to contribute to the Dubuque Community.

Describe your I have 10 years of residential construction experience (primarily in

experiences (professional, personal, or volunteer), skills, and /or education that have prepared you for service on this Board or Commission?

Ames, IA) prior to receiving my Master's degree in Structural Engineering from Iowa State University. I have worked on numerous bridge and building design projects in the Dubuque area including historical structures and structural evaluations. I am a licensed Professional Engineer in the State of Iowa.

Share your experience working in diverse environments:

I have worked with, and managed, construction crews with very diverse backgrounds, both personal and cultural. Currently, I am the Dubuque office manager for a civil engineering firm (WHKS) and work with municipalities, commercial and residential clients, contractors, state organizations, and other engineering firms to design projects that involve public and private infrastructure. Some of these projects have substantial impacts on communities. I regularly meet with clients, the impacted public, City councils, and many other community groups to hear about community needs; explain project options, designs, and budgets; and answer questions from the public.

List two professional references: (Examples: employer, coworker, client, vendor, mentor, volunteer organizer, etc.))

Travis Freese - (563) 239-9388 - coworker
Bob Schiesl - City of Dubuque Engineering - (563) 589-4270 - Project manager for many engineering projects I work on with the City, professional collaborator, and friend.

Acknowledgement: I acknowledge that I have accurately and truthfully completed the application to the best of my knowledge. I also confirm that I meet the eligibility requirements for the Board or Commission to which I am applying.

Signature (type your name here as electronic verification):

Michael R Shimkus

Date:

12/24/2024

Email not displaying correctly? [View it in your browser.](#)

ARTICLE C. COMMUNITY DEVELOPMENT ADVISORY COMMISSION

SECTION:

2-5C-1: Commission Created

2-5C-2: Purpose

2-5C-3: Internal Organization And Rules

2-5C-4: Procedures For Operation

2-5C-5: Membership

2-5C-6: Oath

2-5C-7: Terms

2-5C-8: Vacancies

2-5C-9: Officers/Organization

2-5C-10: Meetings

2-5C-11: Compensation

2-5C-12: Removal

2-5C-13: Powers

2-5C-14: Grievance Procedure; Review Standards; Appeal Process

2-5C-15: Procedures For Operations

2-5C-1: COMMISSION CREATED:

There is hereby created the Community Development Advisory Commission. (Ord. 33-19, 7-15-2019)

2-5C-2: PURPOSE:

The purpose of the commission is to provide for citizen participation in the development and evaluation of the City's Community Development Block Grant (CDBG) program. (Ord. 33-19, 7-15-2019)

2-5C-3: INTERNAL ORGANIZATION AND RULES:

The commission 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. (Ord. 33-19, 7-15-2019)

2-5C-4: PROCEDURES FOR OPERATION:

All administrative, personnel, accounting, budgetary, and procurement policies of the City govern the commission in all its operations. (Ord. 33-19, 7-15-2019)

2-5C-5: MEMBERSHIP:

A. Composition: The commission comprises nine (9) residents of the City, appointed by the City Council.

B. Qualifications:

1. Four (4) members must be residents of census tracts and block groups where at least fifty one percent (51%) of the residents are low/moderate income persons as determined by the United States Department of Commerce, Bureau of the Census.

2. Four (4) members must be residents of the community at-large.

3. One member must be appointed by and from the membership of the Housing Commission, with City Council approval. (Ord. 33-19, 7-15-2019; amd. Ord. 29-24, 6-17-2024)

2-5C-6: OATH:

Each person, upon appointment to the commission, must execute an oath of office at the first meeting of the commission following the appointment or at the City Clerk's Office any time prior to the first meeting of the commission. (Ord. 33-19, 7-15-2019; amd. Ord. 29-24, 6-17-2024)

2-5C-7: TERMS:

The term of office for Commissioners is three (3) years or until such Commissioner's successor is appointed and qualified, provided, however, that the term of the cross-representative appointee from the City of Dubuque Housing Commission must coincide with their term on the Housing Commission. (Ord. 33-19, 7-15-2019)

2-5C-8: VACANCIES:

Vacancies must be filled in the same manner as original appointments. (Ord. 33-19, 7-15-2019)

2-5C-9: OFFICERS/ORGANIZATION:

The Commissioners must choose annually a Chairperson and Vice- Chairperson, each to serve a term of one year. The Chairperson must appoint a Secretary, who need not be a member of the commission. The Commissioners must fill a vacancy among its officers for the remainder of the officer's unexpired term. (Ord. 33-19, 7-15-2019)

2-5C-10: MEETINGS:

- A. Regular Meetings: The commission must meet monthly.
- B. Special Meetings: Special meetings may be called by the Chairperson or at the written request of a majority of the Commissioners.
- C. Open Meetings: All meetings must be called and held in conformance with the Iowa Open Meetings Law.
- D. Attendance:
 - 1. In the event a Commissioner has been absent for three (3) or more consecutive meetings of the commission, without being excused by the Chairperson, such absence will be grounds for the commission to recommend to the City Council that the position be declared vacant and a replacement appointed.
 - 2. Attendance must be entered upon the minutes of all meetings.
- E. Minutes: A copy of the minutes of all regular and special meetings of the commission must be filed with the City Council within ten (10) working days after approval by the commission, or by the next regularly scheduled City Council meeting, whichever is later.
- F. Quorum: Five (5) Commissioners constitute a quorum for the transaction of business. The affirmative vote of a majority of the Commissioners present and voting is necessary for the adoption of any motion or resolution. (Ord. 33-19, 7-15-2019; amd. Ord. 29-24, 6-17-2024)

2-5C-11: COMPENSATION:

Commissioners serve without compensation, provided that they may receive reimbursement for necessary travel and other expenses while on official commission business within the limits established in the City administrative policies budget. (Ord. 33-19, 7-15-2019)

2-5C-12: REMOVAL:

Except as provided in subsection 2-5C-10D1 of this article, the City Council may remove any Commissioner for good cause. (Ord. 33-19, 7-15-2019)

2-5C-13: POWERS:

The commission has the following powers, duties, and responsibilities:

- A. To conduct public hearings in accordance with the minimum standards established in the CDBG program's Citizen Participation Plan to ensure meaningful citizen input in the planning, implementation, and assessment of the CDBG program;
- B. To provide for and encourage the participation of low/moderate income persons who reside in designated areas of slum and blight and residents of low/moderate income neighborhoods, as defined by the City Council, in the planning, implementation, and assessment of the CDBG program;
- C. To identify community development needs, particularly the needs of persons of low/moderate income;
- D. To serve in an advisory role upon the request of the City Council in policy decisions regarding funding priorities and program development and implementation;
- E. To monitor and evaluate program activities to advise whether identified community development objectives have been met;
- F. To undertake public information efforts to educate the citizenry of the availability of CDBG funded programs and to provide for a greater understanding of the City's community development efforts;
- G. To assist in the preparation of the statement of community development objectives, assess needs, priorities, and projected use of funds, amendments thereto, and required reports, including but not limited to, the Annual Action Plan, Consolidated Annual Performance and Evaluation Report, and the five-year Consolidated Plan;
- H. To serve in an advisory role to the City Manager in the review of complaints and grievances received in accordance with the procedures established in this Code; and,
- I. To support, upon request, the efforts of the City Council and other City commissions in the assessment of the general development needs of the community. (Ord. 33-19, 7-15-2019)

2-5C-14: GRIEVANCE PROCEDURE; REVIEW STANDARDS; APPEAL PROCESS:

The grievance procedure for the CDBG program is as follows:

- A. Any aggrieved person may file a grievance with the City Manager.
- B. Grievances must contain a concise statement of the grievance and an explanation of the action desired.
- C. The City Manager must forward the grievance to the commission within seven (7) business days of its receipt.
- D. The commission, within fifteen (15) working days of the receipt of the grievance, must set a time for a hearing. The complainant must be notified in writing of the time and place of the hearing. If a grievance is resolved prior to the date of the hearing, the aggrieved party must request in writing that the grievance be withdrawn.
- E. The commission must conduct a hearing to review the grievance. The grievant may appear in person, by agent, or by attorney. All persons wishing to appear before the commission have an opportunity to be heard regarding the grievance. Minutes must be kept of the proceedings of the hearing.
- F. The commission must forward its recommendation, in writing, to the City Manager within ten (10) business days following the hearing.

G. The City Manager must receive and review the recommendation of the commission and respond to the grievant within ten (10) business days of the receipt of the recommendation. The commission must be advised of the action of the City Manager.

H. The recommendations of the commission must comply with the regulations established by the U.S. Department of Housing and Urban Development for the CDBG program under title I of the Housing and Community Development Act of 1974 and this Code.

I. If the grievant is unsatisfied with the response of the City Manager, an appeal may be filed with the City Clerk. The appeal must be forwarded by the City Clerk to the City Council. The City Council may, at its discretion, hold a hearing to consider the concerns of the grievant.

J. Upon review of the appeal, the City Council must:

1. Accept the response of the City Manager;
2. Modify the response of the City Manager; or,
3. Return the grievance to the City Manager for further review.

If the outcome of such appeal is unsatisfactory, the complainant may file a written appeal with the U.S. Department of Housing and Urban Development. (Ord. 33-19, 7-15-2019)

2-5C-15: PROCEDURES FOR OPERATIONS:

The commission must operate in accordance with the standards and procedures set forth in the City's CDBG program's Citizen Participation Plan. (Ord. 33-19, 7-15-2019)

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To: [Adrienne Breitfelder](#); [Trish Gleason](#); [Temwa Phiri](#); [Alexis Steger](#); [Mary Bridget Corken Deutsch](#);

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General Eligibility Requirements for All Boards and Commissions

Note: Additional requirements may apply to certain boards and commissions. Please refer to the specific Board or Commission details for more information

- * Residency within the corporate city limits
- * Minimum age of 18
- * Can not be employed by the City of Dubuque

Please complete the online application and separate optional demographic information below

Personal Information

Select the Board, Community Development Advisory Commission
Commission, or
Committee
applying for:

Please identify At-Large
which opening on
the Community
Development
Advisory
Commission your

qualifications
represent:

Name: Dean Boles

Pronunciation: deen bowlz

Street Address: 1715 Geraldine Dr

You must live
within the
Dubuque city
limits to
apply/serve on a
City of Dubuque
board or
commission.

Zip Code: 52003

Preferred Phone Number: 5638457041

Email Address(es): dkb@mediacombb.net

How did you hear about City of Dubuque Boards and Commission? City Life or another City of Dubuque Program

If other, please specify: *Field not completed.*

Have you participated in the City of Dubuque City Life Program Life program? Yes

If so, when? 2015

Are you currently serving on other Boards, Commissions, or Committees? Yes

If yes, which? Resilient Community Advisory Commission term ends 2/15/25

Have you served on a Board, Commission, or

Committee
before?

If yes, which?	Community Development Advisory Commission and Resilient Community Advisory Commission
----------------	---

Why are you interested in applying for this Board or Commission?	I am reapplying for this commission to leverage my previous commission experience, as well as my management and analysis expertise, in support of Dubuque's community development goals. As a volunteer income tax preparer since 2005 I have come to understand the housing struggles faced by low-to-moderate income families. I would like to continue to help advocate for them by serving on this commission.
--	--

Describe your experiences (professional, personal, or volunteer), skills, and /or education that have prepared you for service on this Board or Commission?	I have served on the Community Development Advisory Commission since 2016. My 30-years of experience in analysis, government contracting, operations and program management as a 20-year USAF officer and former division director with a defense contractor (Rincon Research Corp, Tucson, AZ) has prepared me to effectively serve as a member of this commission. Additionally, I have served on the Resilient Community Advisory Commission since 2017.
---	---

Share your experience working in diverse environments:	Before moving to Dubuque in 2013, I spent most of my career working and living in diverse environments. During my 20-year career in the Air Force, I lived in Japan (3 years), United Kingdom (3 years) and Australia (2 years) while working in multi-national and multi-service organizations. And, of course, the Air Force itself strives to be representative of our country. Prior to living in Dubuque, when not overseas, I've lived and worked in Maryland, Virginia and Arizona.
--	--

List two professional references: (Examples: employer, coworker, client, vendor, mentor, volunteer organizer, etc.))	Whitney Sanger, HACAP, Volunteer Income Tax Assistance (VITA) Program, (563) 556-5130 - I've volunteered with VITA since 2020 with HACAP (from 2005 overall). Laura Rousell, Dubuque Trees Forever, (563) 231-1137 - I've volunteered with Dubuque Trees Forever since 2020.
--	---

Acknowledgement: I acknowledge that I have accurately and truthfully completed the application to the best of my knowledge. I also confirm that I meet the eligibility requirements for the Board or Commission to which I am applying.

Signature (type your name here)	Dean Boles
---------------------------------	------------

as electronic
verification):

Date: 12/12/2024

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General Eligibility Requirements for All Boards and Commissions

Note: Additional requirements may apply to certain boards and commissions. Please refer to the specific Board or Commission details for more information

- * Residency within the corporate city limits
- * Minimum age of 18
- * Can not be employed by the City of Dubuque

Please complete the online application and separate optional demographic information below

Personal Information

Select the Board, Commission, or Committee applying for: Community Development Advisory Commission

Please identify which opening on the Community Development Advisory Commission your At-Large, Housing Commission Representative, Low to Moderate Income Area Representative

qualifications
represent:

Name: Dale L. Campbell Jr

Pronunciation: *Field not completed.*

Street Address: 210 JONES ST STE 100

You must live
within the
Dubuque city
limits to
apply/serve on a
City of Dubuque
board or
commission.

Zip Code: 52001-7672

Preferred Phone Number: 5635817360

Email Address(es): dalecampbelljr@positiveproductionsplus.com

How did you hear about City of Dubuque Boards and Commission? City Life or another City of Dubuque Program, Through a Friend

If other, please specify: *Field not completed.*

Have you participated in the City of Dubuque City Life Program Life program? Yes

If so, when? It was the very first one at MFC hosted Temwa Phiri

Are you currently serving on other Boards, Commissions, or Committees? No

If yes, which? *Field not completed.*

Have you served on a Board, Commission, or

Committee
before?

If yes, which? *Field not completed.*

Why are you interested in applying for this Board or Commission?

I live in the 4th Ward and I want to be a part of change and impact in my community. I also want to be more aware of the needs and situations in my community. As a black man who has been a part of this community for some time now, I feel I have something to offer; to bring to the table if you.

Describe your experiences (professional, personal, or volunteer), skills, and /or education that have prepared you for service on this Board or Commission?

I am the founder and CEO of Positive Productions Plus LLC, a black-owned business. I am also a 3D animator and producer for film and corporate work. As a black man who has lived in Dubuque for just short of 40 years, that alone should suffice. As a creative in Dubuque, it has opened doors to work in diverse environments through and with The MFC, The Voices Studio, Dubuque Museum of Art, and others.

Share your experience working in diverse environments:

As a black-owned business and a creative in Dubuque, it has opened doors to work in diverse businesses like The MFC, The Voices Studio, and the Dubuque Museum of Art. I have produced various videos, websites, and marketing for these organizations as well as others.

List two professional references: (Examples: employer, coworker, client, vendor, mentor, volunteer organizer, etc.))

Alex Dixon
Brad Cavanagh
Gene Tully
Sam Mulgrew
Bob Woodward
Tom Woodward

Acknowledgement: I acknowledge that I have accurately and truthfully completed the application to the best of my knowledge. I also confirm that I meet the eligibility requirements for the Board or Commission to which I am applying.

Signature (type your name here as electronic verification):

Dale L. Campbell Jr

Date:

12/11/2024

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CHAPTER 2

EQUITY AND HUMAN RIGHTS COMMISSION

SECTION:

8-2-1: Commission Created

8-2-2: Purpose

8-2-3: Internal Organization And Rules

8-2-4: Procedures For Operation

8-2-5: Membership

8-2-6: Oath

8-2-7: Terms

8-2-8: Vacancies

8-2-9: Officers; Organization

8-2-10: Meetings

8-2-11: Compensation

8-2-12: Removal

8-2-13: Powers

8-2-14: Records To Be Public; Exceptions

8-2-15: Confidentiality Of Complaints

8-2-16: Subpoenas

8-2-1: COMMISSION CREATED:

There is hereby created the equity and human rights commission. (Ord. 45-15, 7-20-2015; amd. Ord. 33-21, 10-4-2021)

8-2-2: PURPOSE:

The purpose of the commission is to hold hearings, compel the production of evidence, and determine the merits of complaints alleging unfair or discriminatory practices in housing, employment, education, credit, or places of public accommodation; to investigate and study the existence, character, causes, and extent of inequity and discrimination and to attempt to eliminate inequity and discrimination by educating the public and promoting equity and human rights in the community; and to take action in the community to promote equitable and inclusive behavior and to eliminate discrimination and advance equity based on age, race, creed, color, sex, national origin, religion, ancestry, disability, marital status, familial status, sexual orientation, or gender identity. (Ord. 45-15, 7-20-2015; amd. Ord. 33-21, 10-4-2021)

8-2-3: INTERNAL ORGANIZATION AND RULES:

The commission 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. (Ord. 45-15, 7-20-2015)

8-2-4: PROCEDURES FOR OPERATION:

All administrative, personnel, accounting, budgetary, and procurement policies of the city govern the commission in all its operations. (Ord. 45-15, 7-20-2015)

8-2-5: MEMBERSHIP:

The commission comprises nine (9) residents of the city, appointed by the city council from various racial, religious, cultural, and social groups within the city. (Ord. 45-15, 7-20-2015; amd. Ord. 30-24, 6-17-2024)

8-2-6: OATH:

Each person, upon appointment to the commission, must execute an oath of office at the first meeting of the commission following the appointment or at the city clerk's office any time prior to the first meeting of the commission. (Ord. 45-15, 7-20-2015; amd. Ord. 30-24, 6-17-2024)

8-2-7: TERMS:

The term of office for commissioners is three (3) years or until such commissioner's successor is appointed and qualified. (Ord. 45-15, 7-20-2015)

8-2-8: VACANCIES:

Vacancies must be filled in the same manner as original appointments. (Ord. 45-15, 7-20-2015)

8-2-9: OFFICERS; ORGANIZATION:

The commissioners must choose annually a chairperson and vice chairperson, each to serve a term of one year. The chairperson must appoint a secretary, who need not be a member of the commission. The commissioners must fill a vacancy among its officers for the remainder of the officer's unexpired term. (Ord. 45-15, 7-20-2015)

8-2-10: MEETINGS:

- A. Regular Meetings: The commission must meet monthly.
- B. Special Meetings: Special meetings may be called by the chairperson or at the written request of a majority of the commissioners.
- C. Open Meetings: All meetings must be called and held in conformance with the Iowa open meetings law.
- D. Attendance:
 - 1. In the event a commissioner has been absent for three (3) or more consecutive meetings of the commission, without being excused by the chairperson, such absence will be grounds for the commission to recommend to the city council that the position be declared vacant and a replacement appointed.
 - 2. Attendance must be entered upon the minutes of all meetings.
- E. Minutes: A copy of the minutes of all regular and special meetings of the commission must be filed with the city council within ten (10) working days after approval by the commission, or by the next regularly scheduled city council meeting, whichever is later.
- F. Quorum: Five (5) commissioners constitute a quorum for the transaction of business. The affirmative vote of a majority of the commissioners present and voting is necessary for the adoption of any motion or resolution. (Ord. 45-15, 7-20-2015; amd. Ord. 30-24, 6-17-2024)

8-2-11: COMPENSATION:

Commissioners serve without compensation, provided that they may receive reimbursement for necessary travel and other expenses while on official commission business within the limits established in the city administrative policies and budget. (Ord. 45-15, 7-20-2015; amd. Ord. 30-24, 6-17-2024)

8-2-12: REMOVAL:

The city council may remove any commissioner for cause upon written charges and after public hearing. (Ord. 45-15, 7-20-2015)

8-2-13: POWERS:

The commission serves in an advisory capacity to the City Council and has the following powers, duties, and responsibilities:

- A. To investigate and study the existence, character, causes, and extent of inequity and discrimination in public accommodations, employment, apprenticeship programs, on the job training programs, vocational schools, other educational institutions, and housing in the city and to attempt the elimination of such inequity and discrimination through education, conciliation, and recommended changes to policy and practice.
- B. To hold hearings upon any complaint made against a person, an employer, an employment agency, a labor organization, or the employees or members thereof, to subpoena witnesses and compel their attendance at such hearings, to administer oaths and take the testimony of any person under oath and to compel such person, employer, employment agency, labor organization, or employees or members thereof, to produce for examination any books and papers relating to any matter involved in such complaint. The commission will issue subpoenas for witnesses in the same manner and for the same purpose on behalf of the respondent upon the respondent's request. Such hearings may be held by the commission, by any commissioner, or by any hearing examiner appointed by the commission. If a witness either fails or refuses to obey a subpoena issued by the commission, the commission may petition the district court having jurisdiction for issuance of a subpoena and the court must, in a proper case, issue the subpoena. Refusal to obey such subpoena is subject to punishment for contempt.
- C. To develop recommendations for actions to strengthen policies, practices, services and programs that will, in the judgment of the commission, promote equitable and inclusive behavior that tends to eliminate inequity and discrimination.
- D. To prepare and transmit to the Mayor and City Council from time to time, but not less often than once each year, reports describing its proceedings, hearings conducted, and the outcome thereof, decisions rendered, and the other work performed by the commission.
- E. To make recommendations to the City Council concerning advancing equity, promoting inclusion, and addressing discrimination in order to improve quality of life, livability and equity for all residents.
- F. To cooperate, within the limits of any appropriations made for its operation, with other agencies or organizations, both public and private, whose purposes are consistent with those of this chapter, in the planning and conducting of programs designed to advance equity or eliminate discrimination or cultural and intergroup tensions.
- G. To adopt, publish, amend, and rescind regulations consistent with and necessary for the civil rights enforcement provisions of this chapter.
- H. To receive, administer, dispense, and account for any restricted funds that may be voluntarily contributed to the commission and any grants that may be awarded the commission for furthering the purposes of this title. No disbursements will be made of any restricted funds without authority from the City Council. (Ord. 45-15, 7-20-2015; amd. Ord. 33-21, 10-4-2021)

8-2-14: RECORDS TO BE PUBLIC; EXCEPTIONS:

All records of the commission are public except charges, complaints, reports of investigations, statements, and other documents or records obtained in investigation of any charges. (Ord. 45-15, 7-20-2015)

8-2-15: CONFIDENTIALITY OF COMPLAINTS:

No member of the commission or its staff will disclose the filing of a charge, the information gathered during the investigation, or the endeavors to eliminate such discriminatory or unfair practice by conference, conciliation, or persuasion unless such disclosure is made in connection with the conduct of such investigation or after the commission has held a public hearing upon a complaint filed in connection with such charge. This section does not prevent any complainant, witness, or other person from publicizing the filing of a

charge or complaint or the matter therein complained of. (Ord. 45-15, 7-20-2015)

8-2-16: SUBPOENAS:

The commission may issue subpoenas and order discovery in aid of investigations under this title. Such subpoenas and discovery may be ordered to the same extent and subject to the same limitations as would apply for county attorney subpoenas. (Ord. 45-15, 7-20-2015)

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To: [Adrienne Breitfelder](#); [Trish Gleason](#); [Temwa Phiri](#); [Gisella Aitken](#); [Ann Marie Jannette](#);
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General Eligibility Requirements for All Boards and Commissions

Note: Additional requirements may apply to certain boards and commissions. Please refer to the specific Board or Commission details for more information

- * Residency within the corporate city limits
- * Minimum age of 18
- * Can not be employed by the City of Dubuque

Please complete the online application and separate optional demographic information below

Personal Information

Select the Board, Equity and Human Rights Commission
Commission, or
Committee
applying for:

Name: Rick Baumhover

Pronunciation: *Field not completed.*

Street Address: 601 Garfield avenue; apartment 103
You must live within the Dubuque city limits to

apply/serve on a
City of Dubuque
board or
commission.

Zip Code: 52001

Preferred Phone (563) 495-1444
Number:

Email dbqhawk@yahoo.com
Address(es):

How did you hear Other:
about City of
Dubuque Boards
and
Commission?

If other, please informed my term was expiring
specify:

Have you No
participated in the
City of Dubuque
City Life Program
Life program?

If so, when? *Field not completed.*

Are you currently Yes
serving on other
Boards,
Commissions, or
Committees?

If yes, which? housing commission, housing trust fund committee, equity and
human rights commission

Have you served Yes
on a Board,
Commission, or
Committee
before?

If yes, which? housing commission, housing trust fund committee, equity and
human rights commission

Why are you i am just completing a current term on this commission and i would
interested in very much wish to continue.
applying for this
Board or
Commission?

Describe your experiences (professional, personal, or volunteer), skills, and /or education that have prepared you for service on this Board or Commission?	i am very passionate about human rights for ALL and i enjoy the diverse membership that we have, we always have great discussions.
Share your experience working in diverse environments:	i am a proud member of the dubuque pride executive board and i am 1000% open to everyone regardless of their background, i always look forward to meeting people from all walks of like.
List two professional references: (Examples: employer, coworker, client, vendor, mentor, volunteer organizer, etc.))	Bryce Parks, 563-590-3840, owner /publisher of 365 magazine and toys for tots organizer Father Steve Garner, 563-542-5038, Pastor of Holy Spirit Parish
Acknowledgement: I acknowledge that I have accurately and truthfully completed the application to the best of my knowledge. I also confirm that I meet the eligibility requirements for the Board or Commission to which I am applying.	
Signature (type your name here as electronic verification):	rick j baumhover
Date:	december 6, 2024

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To: [Adrienne Breitfelder](#); [Trish Gleason](#); [Temwa Phiri](#); [Gisella Aitken](#); [Ann Marie Jannette](#);
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Please complete the online application and separate optional demographic information below

Personal Information

Select the Board, Commission, or Committee applying for: Equity and Human Rights Commission

Name: Michaela Marie Freiburger

Please enter the best way to pronounce your name below: *Field not completed.*

Street Address: 1718 Diane Ct

PLEASE NOTE:

you must live within the Dubuque city limits to apply/serve on a City of Dubuque board or commission.

City Dubuque

State IA

Zip Code:	52003
Preferred Phone Number:	5635995633
Email Address(es):	michaela.freiburger@gmail.com
How did you hear about City of Dubuque Boards and Commission?	City of Dubuque Website
If other, please specify:	<i>Field not completed.</i>
Are you currently serving on other Boards, Commissions, or Committees?	Yes
If yes, which?	Equity and Human Rights
Place of Employment:	Scouting America
Business Phone Number:	<i>Field not completed.</i>
Job Title/ Duties:	<i>Field not completed.</i>
Please list your experience, skills and or education that have prepared you for service on this board/commission:	I currently serve on this commission. I was appointed to fill a role that was not a full term and would like to fill a full term.
What contributions can you make or state reason for applying?	There are a number of trainings which have equipped me to lead with confidence in this field. I also have experience in how the rules commissions have to follow, which is currently being used on the commission.
Describe your experience working in diverse environments:	My resume notes that I continue to find ways to bring communities together, the right way. My community involvement demonstrates my willingness to show up in spaces and places.

Describe your experience engaging other community members to gather their input and opinions:	Currently, I would like to continue to work on building a plan for expanding the E&HRC to do this the correct way.
List two references: (Include their name and phone number)	Gisella Aitken- Shadle or Ann Marie Jannette, 563.589.4192 Jason Neises or Alex Baum, 563.588.2700
Have you served on a Board, Commission, or Committee before?	Yes
If yes, which?	Equity and Human Rights, County Dubuque County Food Policy Council.
Have you participated in the City Life program?	No
If so, when?	<i>Field not completed.</i>
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):	Michaela Marie Freiburger
Date:	12/5/2024

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To: [Adrienne Breitfelder](#); [Trish Gleason](#); [Gisella Aitken](#); [Ann Marie Jannette](#);
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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: Equity and Human Rights Commission

Name: Traci Phillipson

Please enter the best way to pronounce your name below: tray-see fill-up-son

How did you hear about City of Dubuque Boards and Commission? Through a Friend

If other, please specify: Field not completed.

Gender (choose all that apply) Woman

If trans or transgender please specify: Field not completed.

If another identity please specify: *Field not completed.*

Street Address: 2120 Rhomberg Ave

PLEASE NOTE:

you must live within the Dubuque city limits to apply/serve on a City of Dubuque board or commission.

City Dubuque

State IA

Zip Code: 52001

Preferred Phone Number: 9144507722

Email Address(es): traci.phillipson@gmail.com

Place of Employment: Loras College

Business Phone Number: *Field not completed.*

Job Title/ Duties: Assistant Professor

Please list your experience, skills and or education that have prepared you for service on this board/commission:

I have studied and taught on issue of social and political philosophy, including philosophy related to race and gender. I have taken a professional development course at Loras as part of our DEI initiative

What contributions can you make or state reason for applying?

I am interested in learning more about the Equity and human rights issues in Dubuque and helping to alleviate those issues. I would like to use my training and knowledge in the philosophical side of these issues to make a practical difference in the community

Describe your experience working in

I worked in diverse environments and an adjunct and visiting instructor in various colleges in WI and NY before coming to Dubuque. I grew up in a relatively diverse NYC suburb and was able

diverse environments:	to gain experience with a lot of difference cultures in that environment
Describe your experience engaging other community members to gather their input and opinions:	while I have little experience in this area directly, I often ask my students for input in how our class community is run and sometimes make changes based upon their feedback
List two references: (Include their name and phone number)	Felicia Carner 563-212-5885 Susan Crook 865-386-4497
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?	No
If yes, which?	<i>Field not completed.</i>
Have you participated in the City Life program?	No
If so, when?	<i>Field not completed.</i>
Have you participated in the Intercultural Competency Program offered through the City of Dubuque or other organizations?	No
If yes to the above question, please list the	<i>Field not completed.</i>

organization that
offered the
program and the
date of
completion:?

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): Traci Ann Phillipson

Date: 07/09/2024

Email not displaying correctly? [View it in your browser.](#)

Adrienne Breittfelder

From: Michaela Freiburger <michaela.freiburger@gmail.com>

Sent: Monday, January 13, 2025 2:44 PM

To: Brad Cavanagh <Bcavanagh@cityofdubuque.org>

Subject: Equity and Human Rights Commission Approval

Caution! This message was sent from outside your organization.
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| [Report](#)

Brad,

I am reaching out to share my interest in being approved of renewing my appointment to the Equity and Human Rights Commission next Monday. In my short time being appointed, as I was not a full term appointment, I feel there are a number of issues, projects and cases still outstanding for me to continue to serve.

Please consider my reappointment to the commission and thank you for your service to the Dubuque community. Please feel free to contact me if you have any questions or concerns.

Michaela Freiburger

Equity and Human Rights Commissioner

CITY OF DUBUQUE

BOARDS AND COMMISSIONS DETAILS AND OPENINGS

X / X / 25

Indicates openings within 2025

Open

Indicates Current Opening

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	Open	Open	9/14/28

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	7/1/27
Public Member 5	Jennifer	Tigges	7/1/27

AIRPORT ZONING BOARD OF ADJUSTMENTS

5 Yr. Term - Meets on Call

City ZBA Rep.	Rena	Stierman	3/25/27
City ZBA Rep.	Jonathan	McCoy	3/25/26
Public Member 1	Open	Open	1/1/01

CATFISH CREEK WATERSHED MANGT. AUTHORITY

4 Yr. term - Meets Quarterly

Public Member 1 **	Open	Open	7/16/28
Public Member 2	William	Hindricks	7/16/28

AIRPORT ZONING COMMISSION

6 Yr. Term - Meets on Call

City ZAC Rep.	Richard	Russell	7/1/27
City ZAC Rep.	Matthew	Mulligan	7/1/25
Public Member 1	Open	Open	12/31/26

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	6/29/27
Public Member 2	Mc Kenzie	Blau	6/29/25
Public Member 3	Brenda	Christner	6/29/25
Public Member 4	Bryce	Parks	6/29/27
Public Member 5	Open	Open	6/29/25

ARTS AND CULTURAL AFFAIRS ADVISORY COMMISSION

3 Yr. Term - Meets 4th Tuesday, 3:30 p.m., MFC or Varied locations

At-Large - Outside Cultural Dist. 1	Franco	Menchaca	6/30/27
Business Prof - In Cultural Dist. 1	Aaron	Hefel	6/30/25
Business Prof 2	Gail	Chavenelle	6/30/27
Public Member 1	Shirley	Davis-Orwoll	6/30/25
Public Member 2	Doug	Donald	6/30/26
Public Member 3	David	Barba	6/30/26
Public Member 4	Nicholas	Halder	6/30/25

CIVIL SERVICE COMMISSION

4 Year Term - Meets 2nd Wed., 4:15 p.m., City Hall

Public Member 1	Scott	Crabill	4/6/26
Public Member 2	Carla	Heathcote	4/6/28
Public Member 3	Daniel	White	4/6/25

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	1/1/27
Altn. Electrical Construct Pro 1	Adam	Brown	1/1/27
Altn. HVAC Construct Pro 1	Open	Open	1/1/27
Altn. Plumbing Construct Pro 1	Open	Open	1/1/27
Altn. Residential Construct Pro 1	Open	Open	1/1/27
Commercial Construct Pro 1	Open	Open	1/1/27
Electrical Construct Pro 1	Thomas	Townsend	1/1/27
HVAC Construct Pro 1	Corey	Valaskey	1/1/27
Multidisciplinary Rep. 1	Open	Open	1/1/27
Multidisciplinary Rep. 2	Open	Open	1/1/27
Plumbing Construct Pro 1	Open	Open	1/1/27
Residential Construct Pro 1	Open	Open	1/1/27

COMMUNITY DEVELOPMENT ADVISORY COMMISSION

3 Yr. Term - Meets 3rd Wed., 5:30 p.m., Federal Bldg./Housing

Housing Commission Rep. 1	Renee	Kehoe	8/17/27
Low/Moderate Income Rep. 1	Open	Open	2/15/26
Low/Moderate Income Rep. 2	Open	Open	2/15/27
Low/Moderate Income Rep. 3	Gabriel	Mozena	2/15/27
Low/Moderate Income Rep. 4	Dominique	Jeter	2/15/25
Public Member 1	Open	Open	2/15/27
Public Member 2 **	Dean	Boles	2/15/25
Public Member 3	Michelle	Hinke	2/15/25
Public Member 4	Julie	Woodyard	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	Rick	Baumhover	1/1/25
Public Member 2	Luselena	Bravo	1/1/26
Public Member 3	Matt	Zanger	1/1/26
Public Member 4	Jake	Kurczek	1/1/26
Public Member 5	Nikkole	Nutter	1/1/27
Public Member 6	DeLano	Cain-Watson	1/1/27
Public Member 7	Maitha	Jolet	1/1/25
Public Member 8	David	Heiar	1/1/27
Public Member 9	Michaela	Freiburger	1/1/25

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	Diann	Guns	7/1/28
Public Member 6	Christina	Monk	7/1/28
Public Member 7	Greg	Gorton	7/1/25

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	Open	Open	7/1/26
Old Main District 1	Open	Open	7/1/27
Public Member 1	Heidi	Pettitt	7/1/27
Public Member 2	Bill	Doyle	7/1/27
Public Member 3	Tim	Gau	7/1/27
West 11th District 1	Rick	Stuter	7/1/25
Interim District Rep. 1	Open	Open	No Appointment Needed

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	Cole	Hansen	1/1/27
Public Member 4	Lynn	Sutton	1/1/27
Public Member 5	Jeff	Lenhart	1/1/27

HOUSING COMMISSION

3 Yr. Term - Meets 4th Tues. (Jan, Aril, July, Oct), 4:00 p.m., Fed. Bldg.

Public Member 1 **	Renee	Kehoe	8/17/27
Public Member 2	Ross	Janes	8/17/27
Public Member 3	Rick	Merfeld	8/17/25
Public Member 4	Open	Open	8/17/27
Public Member 5	David	Wall	8/17/27
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	8/17/27

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	8/17/27
Public Member 3	Michelle	Becwar	8/17/27

**INVESTMENT AND CASH MANAGEMENT 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	7/1/27
Public Member 3	Open	Open	7/1/27
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	Aaron	Miller	7/1/27
Public Member 4	Beth	McGrath	7/1/27
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	6/30/27
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	Open	Open	7/16/27
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	Nolan	Bielinski	7/1/27
Public Member 3	David	Mc Dermott	7/1/26
Public Member 4	Lalith	Jayawickrama	7/1/26
Public Member 5	Rachel	Schmidt	7/1/27
Public Member 6	Jacob	Kohlhaas	7/1/25

TRANSIT ADVISORY BOARD3 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	Open	Open	7/30/27

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	7/1/27
Public Member 6	Troy	Froistad	7/1/27
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	3/25/29
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**

PUBLIC HEARINGS # 1.

ITEM TITLE: Central Avenue and White Street Corridor Traffic Study Summary Report Public Hearing

SUMMARY: Proof of publication on notice of public hearing to consider City Council adopt a resolution approving the Central Avenue and White Street Corridor Traffic Study Summary Report and adopting the Multi-Modal Alternative as the selected alternate which will function as a guide and the City's long-term master plan for the redevelopment and revitalization of the Central Avenue and White Street corridors, in conjunction with the previously adopted Central Avenue Corridor Streetscape Master Plan, and City Manager recommending approval.
RESOLUTION Approval Of The Central Avenue And White Street Corridor Traffic Study Summary Report

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

ATTACHMENTS:

1. MVM Memo
2. 1 Central White Traffic Study Summary Report - Public Hearing Staff Memo final
3. 2 Central White Traffic Study Summary Report - PH RESOLUTION
4. 3 Central and White Final Report_1-10-25_
5. Resolution 11-23 Central Avenue Corridor Streetscape Master Plan — Adoption
6. Central Ave. Corridor Streetscape Master Plan Dec 2022

TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

SUBJECT: Central Avenue and White Street Corridor Traffic Study Summary Report
Public Hearing

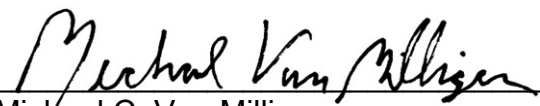
DATE: January 14, 2025

City Engineer Gus Psihoyos is recommending City Council adopt a resolution approving the Central Avenue and White Street Corridor Traffic Study Summary Report and adopting the Multi-Modal Alternative as the selected alternate which will function as a guide and the City's long-term master plan for the redevelopment and revitalization of the Central Avenue and White Street corridors, in conjunction with the previously adopted Central Avenue Corridor Streetscape Master Plan.

This Final Summary Report is a technical report that documents the analysis, conceptual design layouts, planning-level cost estimates, preferred alternative conceptual design, and the potential implementation / phasing plan for Central Avenue and White Street corridors. The phasing plan is subject to future City Council decisions on funding.

A presentation video will be shown during the public hearing which will act as a visual guide to the Final Summary Report

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
Additional on back....

Justine Hull, Traffic Engineer
Dave Ness, Traffic Engineer
Duane Richter, Traffic Engineer
Jill Connors, Economic Development Director
Anderson Sainci, Director Office of Shared Prosperity and Neighborhood
Development
Arielle Swift, Public Works Director
Jason Duba, Assistant Planner
Kristin Hill, Communication Specialist
Russ Stecklein, Transportation Services Operations Supervisor
Dave Lyons, Director Strategic Initiatives, Greater Dubuque Development

TO: Michael C. Van Milligen, City Manager

FROM: Gus Psihoyos, City Engineer

DATE: January 13, 2025

SUBJECT: Central Avenue and White Street Corridor Traffic Study Summary Report
Public Hearing

INTRODUCTION

This memorandum requests the City Council conduct a public hearing for the Central Avenue and White Street Corridor Traffic Study Summary Report completed by Bolton & Menk, Inc. The Final Summary Report will act as a guide and master plan for the reimagined corridors based on the recommended Multi-Modal Alternative as the City prepares for the future design development for the implementation phases. The purpose of the public hearing is to share with the City Council and community the Final Summary Report of the study work completed, the potential implementation / phasing plan for Central Avenue and White Street corridors, funding options, and other recommendations.

BACKGROUND

Bolton and Menk, Inc. was hired by the City of Dubuque to study the one-way corridors that are Central Avenue and White Street to create a design plan to reinvent the corridor with a holistic approach. Engagement with the public and key stakeholders was crucial in understanding the needs of the corridors, community and City Council.

In a November 2024 work session, the City Council supported the recommended Multi-Modal Alternative as presented by Bolton and Menk and City staff. The preferred Multi-Modal Alternative addressed and incorporated most of the priorities along the two corridors. Following the support and direction from the City Council, Bolton and Menk began finalizing the study and completing the Central Avenue and White Street Corridor Traffic Study Summary Report.

Within the report you will find three (3) key future transportation network connections in the downtown area. These planned roadway network connections are pivotal for achieving the goals and vision of Central Avenue and White Street corridors. Exhibit 1 below and on page 38 of the Final Summary Report show the proposed 14th Street overpass bridge over the railroad tracks, the proposed Central and 18th Street pedestrian plaza, and extension of Pine Street from Kerper Boulevard to E. 7th Street through the former Alliant Power Plant site. The key future transportation network connections will enhance the opportunities for developing the Central Avenue and White Street preferred Multi-Modal Alternative to create different spaces and opportunities for passenger vehicles, freight trucks and vulnerable road users like pedestrians and cyclists.

14th Street Overpass

A bridge over the railroad is to be constructed on 14th Street to the east of the study area. The primary purpose of the bridge is to serve as a railroad overpass. As train frequency increases in the area, this will provide an opportunity for vehicles to avoid waiting for trains to pass. While this will make 14th Street more desirable, it is not expected to cause a drastic shift in overall traffic patterns other than when a train is present.



Image of Future 14th Street Overpass

18th Street Plaza

18th Street between Central Avenue and White Street was proposed to be closed to private vehicles at Central Avenue and a pedestrian only plaza created to serve as a neighborhood gathering space.



Image of 18th Street Plaza Concept from Central Avenue Streetscape Plan

Pine Street Connection

To the east of the study area, Pine Street is to extend from 9th St/Kerper Boulevard to 7th Street east of US 6. This expansion allows heavy vehicles coming from US 61 to reach East Commercial Street/Port area without having to traverse through Central Avenue and White Street.

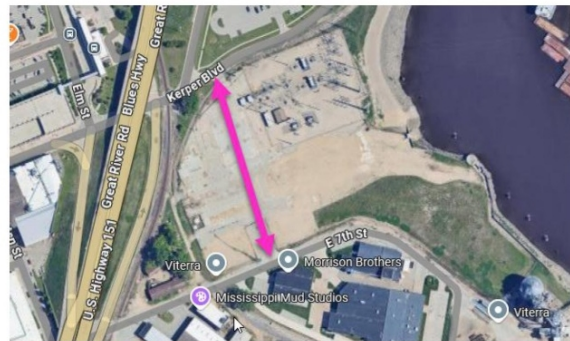


Image Showing Proposed Location of new Pine Street Connection

Exhibit 1: Key Future Transportation Network Connections in Downtown Area

DISCUSSION

This Final Summary Report is a technical report that documents the analysis, conceptual design layouts, planning-level cost estimates, preferred alternative conceptual design, and the potential implementation / phasing plan for Central Avenue and White Street corridors.

A presentation video will be shown during the public hearing which will act as a visual guide to the Final Summary Report

The potential implementation / phasing plan and cost projections are shown in the following Tables 8 and 9 (Section 22, pg. 67 in the report) for each phase for the Multi-Modal Alternative include all potential reconstruction elements. The cost projections do not include future ongoing maintenance related items such as pavement markings, signage, decorative pavement, snow removal or other staffing and equipment needs. The potential side street improvements and connection elements along Central Avenue and White Street are also not included in this cost estimate.

An important factor when developing a multi-year implementation / phasing plan for the Central Avenue and White Street corridor improvements with the preferred Multi-Modal Alternative design elements will be coordination with other major downtown area project, balancing goals and priorities, and programming City funding.

*Table 8: Central Avenue & White Street Project Phasing**

Phase	2026-2027	2028-2029	2030-2031	2032-2033	2034-2035	2036-2037
1	Restripe Central & White from 4 th St to 22 nd St					
2	Apply for Grants for Phase 2	Const. 22 nd St to 17 th St				
3		Apply for Grants for Phase 3	Const. 17 th St to 13 th St			
4			Apply for Grants for Phase 4	Const. 13 th St to 11 th St		
5				Apply for Grants for Phase 5	Const. 11 th St to 8 th St	
6					Apply for Grants for Phase 6	Const. 8 th St to 4 th St

*Phasing will be influenced by grant timelines and council's priorities for funding of these improvements with other capitol project needs.

pg. 67

Table 9: Central Avenue & White Street Project Cost By Phase

Phase	Description	Estimated Cost
1	Restripe Central & White from 4 th St to 22 nd St	\$330,000
2	Construction 22 nd St to 17 th St	\$5,623,500
3	Construction 17 th St to 13 th St	\$4,663,500
4	Construction 13 th St to 11 th St	\$2,274,000
5	Construction 11 th St to 8 th St	\$3,386,500
6	Construction 8 th St to 4 th St	\$3,974,250
	TOTAL	\$19,936,750

RECOMMENDATION

Through adoption of the attached resolution, I respectfully request the City Council conduct a public hearing for the Central Avenue and White Street Corridor Traffic Study Summary Report, and to approve and adopt the Multi-Modal Alternative as the selected alternate which will function as a guide and the City's long term master plan for the redevelopment and revitalization of the Central Avenue and White Street corridors.

Prepared by: Justine Hull, Traffic Engineer

cc: Robert Schiesl, Assistant City Engineer

Dave Ness, Traffic Engineer

Duane Richter, Traffic Engineer

Jill Connors, Economic Development Director

Anderson Sainci, Office of Shared Prosperity and Neighborhood Development

Arielle Swift, Public Works Director

Jason Duba, Assistant Planner

Kristin Hill, Communication Specialist

Russ Stecklein, Transit Department

RESOLUTION NO. -25

APPROVAL OF THE CENTRAL AVENUE AND WHITE STREET CORRIDOR TRAFFIC STUDY SUMMARY REPORT

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

SECTION 1. The adoption of the Multi-Modal Alternative as the selected alternate which will function as a guide and the City's long term master plan for the redevelopment and revitalization of the Central Avenue and the White Street corridors.

SECTION 2. That the Central Avenue and White Street Corridor Traffic Study Summary Report is hereby approved.

Passed, adopted and approved this the 21st day of January 2025.

Attest:

Brad M. Cavanagh, Mayor

Adrienne N. Breitfelder, City Clerk




CENTRAL & WHITE



THE CITY OF
DUBUQUE
Masterpiece on the Mississippi

CENTRAL AVENUE & WHITE STREET CORRIDOR STUDY

Final Report

City of Dubuque | January 10, 2025

 **BOLTON & MENK**
Real People. Real Solutions.

Submitted by:
Bolton & Menk, Inc.
401 1st Street SE, Suite 102
Cedar Rapids, IA 52401
P: 319-362-3219
Bolton-Menk.com

Certification

Corridor Study Report

For

Central Avenue and White Street

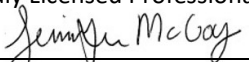
City of Dubuque, IA

OT4.133000

January 10, 2025

PROFESSIONAL ENGINEER

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Iowa.

Signature: 

Typed or Printed Name: Jennifer McCoy

Date: 1/10/2025 License Number: P20614

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- B. CRASH REPORT TABLES
- C. ENGAGEMENT SUMMARY
- D. TURN MOVEMENT COUNTS
- E. OPERATIONS SUMMARY
- F. PREFERRED ALTERNATIVE LAYOUT
- G. PRELIMINARY COST ESTIMATES

I. Executive Summary

The purpose of this study is to evaluate the existing one-way pair of Central Avenue and White Street between 4th Street and 22nd Street to identify roadway improvements that can mitigate safety, multimodal, and traffic flow issues. The City Council expressed the desire to calm traffic in these corridors to produce more livable neighborhoods and increase economic development while maintaining reasonable traffic flows through downtown.

Central Avenue which carries 8,000 vehicles/day and White Street which carries 5,000 vehicles/day are part of a larger transportation system supporting downtown. Connections to different districts within downtown and travel across these two streets are as important as connections along their lengths. The corridor should be considered as twenty-two blocks, not two roads, where the character of the roads can vary according to surrounding land use needs if desired.

All the corridor connections contemplated by the city; the 14th Street Bridge, 18th Street Plaza, and Pine Street connection, play a vital role in achieving the goals and vision for Central Avenue and White Street.

Truck impacts on the corridor can be reduced without impacting mileage or access for freight companies if the 14th Street overpass and 16th Street interchange can be better utilized via an established truck route in downtown.

The selection of a preferred design alternative for Central Avenue and White Street is just one part of accomplishing Council's vision. The design should be combined with specific policies and side streets better utilized to meet the goals of revitalization of the corridor. The side streets provide an opportunity to support the corridor: more parking, more green space, more sidewalk space, bike parking, bike lanes, or plaza space.

Several combinations of lanes and directionality were considered for the corridor. The preferred option, determined through extensive community and stakeholder engagement along with detailed data analysis, is Alternative 1 – the Multi-Modal Focused Alternative.

As shown in the table to the right, Alternative 1 meets most of the top priorities identified by the community. The only one it doesn't meet is the desire to maximize parking. This alternative meets the desires of the Central Avenue Corridor Master Plan and the goals of the Central Avenue Revitalization.

The inclusion of a two-way cycle track on White Street provides a bike route that spans the entire length of the corridor. The cycle track on White Street completes the connection between many existing and planned bike facilities meeting the recommendations of the city's Imagine Dubuque Comprehensive Plan and the MoveDBQ Mobility Solutions along with Dubuque County's Regional Bike and Pedestrian Plan by providing a bike network in downtown Dubuque.

Alternative 1 | Multi-Modal Focused



- Central and White one-way, two lanes
- Parking removed on one side of Central and one side of White
- Wide sidewalk, outdoor dining, and landscaping on Central
- Two-way cycle track on White

	Priorities (by order of Importance)	How Multi-modal Alternative 1 Addresses Priorities
✓	Improve Safety for Ped Crossings	Enhances pedestrian crossings with bump-outs Limits intersections to two travel lanes, reducing crossing complexity
✓	Add Landscaping/Trees	Expands opportunities for landscaping and trees along both streets.
✓	One Way Streets	Retains One-Way Streets. Provides two lanes for passing and maintains good signal progression for EMS, police, and freight.
	Maximize Parking	Reduces on-street parking on one side of Central and White. Allows for loading zones on-street Seeks additional on-street parking on the side streets
✓	Wider Sidewalks	Allows for wider sidewalks for outdoor dining, additional landscaping, and pedestrian space to support local businesses.
✓	Reduce Speeds	Includes narrowed lanes, landscaping, and intersection bump-outs to reduce speeds, addressing resident concerns.
✓	Dampen Noise	Includes landscaping/trees to slow speeds and dampen noise.
✓	Safer Cycling Options	Establishes a dedicated cycle track on White Street, meeting residents' desires for safer cycling options.

II. Introduction

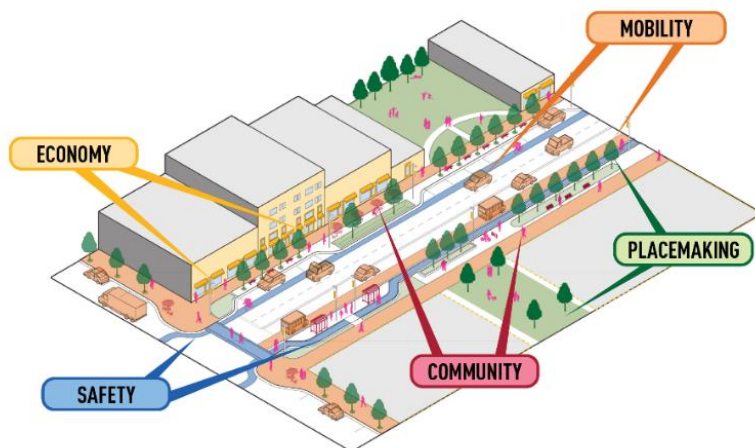
A. Study Area Overview

The Central Avenue and White Street corridors are significant north-south roadways in Dubuque and provide access to key areas of the city like the Millwork District, the Port of Dubuque, Prescott Elementary School, Dubuque City Hall, and the core downtown neighborhoods.

The two corridors form a one-way pair between 4th Street and 22nd Street, with Central Avenue carrying southbound traffic and White Street carrying northbound traffic.

B. Study Purpose

The purpose of this study is to evaluate the existing one-way pair to identify roadway improvements that can mitigate safety, multimodal, and traffic flow issues. The City Council expressed the desire to calm traffic in these corridors to produce more livable neighborhoods and increase economic development while maintaining reasonable traffic flows through downtown. This corridor was the main route from the north part of Dubuque to US 20 and US 61. In 2021, jurisdiction of this corridor changed from a state-owned highway to a city street. This, combined with the completion of the Northwest Arterial project in 2023 connecting US 20 to the north part of the city, provides an opportunity to re-envision the corridor to function more as a complete street. This study looks beyond the typical traffic analysis to also focus on the corridor through the lenses of mobility, placemaking, community, safety, and economy.



Study Vision:

Central Avenue and White Streets will become a valued and vibrant place in Downtown Dubuque – a place for businesses to thrive, people to live, and for the unique identity of the City to shine.

Guiding Principles:



One component of the corridor study is to assess the impact of converting the one-way pair to two-way operations, and the impacts that such a change would have on corridor users, freight, and area residents and businesses. While the conversion is a component of this study, other improvement options, including maintaining the existing one-way pair and adding bicycle and pedestrian facilities were also considered.

C. Study Area

The corridor is located in downtown Dubuque and serves a diverse range of vehicle traffic, including cars, trucks, buses, pedestrians, and bicycles. The study area includes 38 study intersections and 44 city blocks. To provide equitable transportation recommendations, the analysis documents existing conditions and identifies needs for vehicles, bicyclists, and pedestrians to recommend roadway improvements that serve all users.

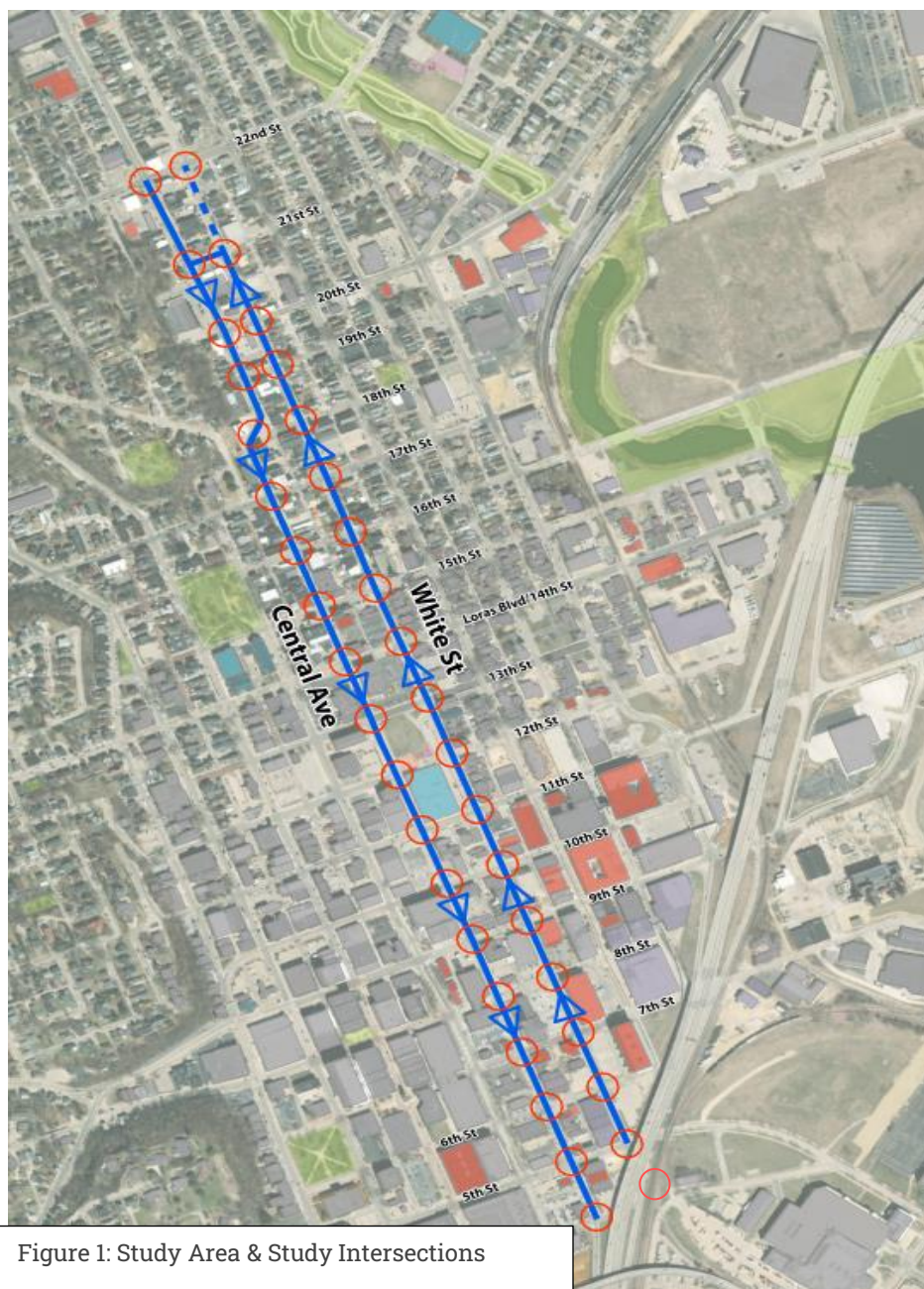


Figure 1: Study Area & Study Intersections

D. Related Studies

The Central and White Study is a continuation of the family of plans that includes the Central Avenue Streetscape Plan and S.T.R.E.E.T.S. Plan. The different planning efforts and how they relate to this corridor study are summarized below.

Central/White Corridor Study

Central Ave Streetscape Plan

Spring Fling

2023-2025
Council High
Priority

Dubuque
Regional
Bike/Ped
Plan

S.T.R.E.E.T.S.

Imagine
Dubuque

Move DBQ

Historic
Millwork
Plan

Central Ave Streetscape Plan

This document, completed in January 2023, summarizes the process and results of a master plan-level design of Central Avenue between 11th Street and 22nd Street. The goals of this plan include creating a vision that will support the transformation of this portion of Central Ave into a more pedestrian-friendly city street. Through the development of the Central Avenue Corridor Master Plan, the public expressed a desire for pedestrian-friendly streets, emphasizing that safety is paramount. The council also expressed the desire to calm traffic in these corridors to produce more livable neighborhoods and increase economic development while maintaining reasonable traffic flows through downtown.

STREETS Plan

The *Smart Traffic Routing with Efficient and Effective Traffic Systems* (S.T.R.E.E.T.S.) plan was completed in June 2018. Area leaders came together to describe a future smart traffic signal system that leverages advances in technology to create the next generation of integrated traffic signal systems based on real-time data. The goal is to help reduce congestion and reroute traffic to balance delay while reducing crashes and harmful pollutants. This plan will influence the design of traffic signals and overall traffic calculations along the roadway. An integrated traffic signal system creates widespread improvements to traffic patterns throughout the City, especially in areas with higher intersection density such as Central Avenue and White Street.

Spring Fling

In April 2019, Local business owners who would be affected by the corridor's redevelopment were notified and encouraged to attend a separate business roundtable discussion. The purpose of this gathering was to present the draft Central Avenue Streetscape Plan, receive feedback, and address the concerns. The public expressed interest in two-way traffic conversion, concerns over the removal of parking, the need for ongoing semi-truck delivery accesses, and questioned potential funding opportunities. These considerations should be carried forward as part of all design efforts along the corridors.

Council High Priority

The revitalization of Central Avenue has been identified as a high priority for the years 2023-2025. This study is directly related to the city council's prioritization of this revitalization effort. Additionally, the consideration of traffic along White Street is included to generate a cohesive understanding and solution for the transformation of Central Avenue.

Dubuque Regional Bike/Ped Plan

The Dubuque Regional Bike and Pedestrian Plan completed in July 2023 will help the Dubuque region and surrounding communities improve their trails, on-road bike routes, sidewalks, and pedestrian crossings. The plan maps out a general strategy for future bike and pedestrian network development and identifies specific projects that can be constructed to expand and enhance the existing network. This plan identifies existing and proposed trails throughout Dubuque County. This plan identifies signed-on-road trails for both Central Avenue and White Street, as well as existing and planned trails across crossing streets.

Imagine Dubuque

Completed in September 2017, the Imagine Dubuque comprehensive plan serves as a guide for the community's physical, social, and economic development. The plan is organized into 10 sections: "Introduction", "Community Engagement", "Economic Prosperity", "Environmental Integrity", "Social and Cultural Vibrancy", "Housing", "Community Facilities", "Transportation and Mobility", "Land Use", and "A Call to Action". The "Transportation and Mobility" section is especially relevant to this study; however, this full document is important to understand the community today and the vision for how Dubuque should function by the year 2037. Imagine Dubuque outlines several key recommendations for improving transportation and mobility in downtown Dubuque. These recommendations aim to create a more accessible, efficient, and sustainable complete transportation network in Dubuque.

Move DBQ

This plan focusing on "Ride, Park, Walk, and Roll" in Downtown Dubuque was completed in 2024 and is split into two main parts: Smart Parking Management Plan and Mobility Solutions since parking and walkability influence each other.

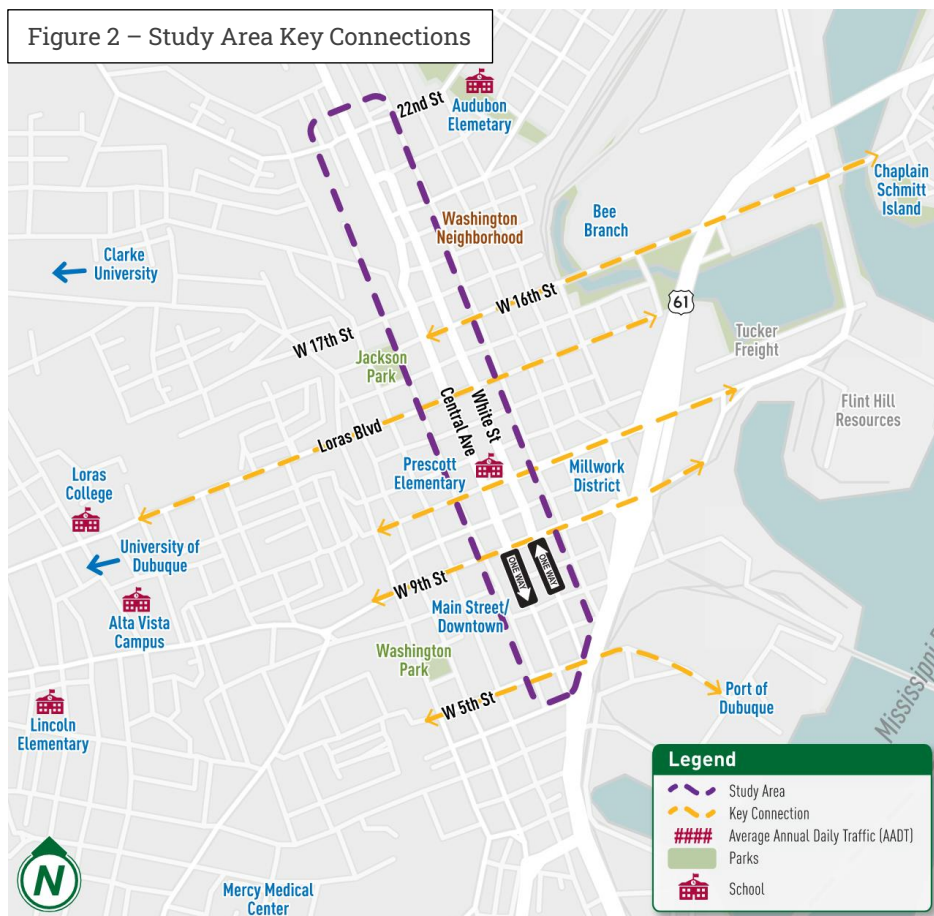
Recommendations include:

- Upgrading parking ramp gate equipment to improve monitoring and management of parking ramp occupancies
- Upgrading on-street meters to credit card-enabled kiosks and pay-by-space or pay-by-plate systems
- Consideration of removal of on-street meters in low occupancy areas
- Improved wayfinding and branding of all parking system assets
- Properly implemented, lighting design for wayfinding, safety, and an enhanced user experience. Including adding security lighting in alleys.
- Implementation requirements for blue light emergency phones
- Developing a signage and wayfinding master plan for all signage for districts, bike facilities, pedestrian destinations, etc.
- Sidewalks min 7' width with 9' width preferred
- Crosswalks should not be less than 6' and in urban areas should be marked and bump-outs used. RRFBs and HAWKS should also be considered.
- Shared-use trails should be at least 10' wide and include a center stripe
- Design details for striped on-street bike lanes are provided for conventional and buffered bike lanes
- Desire by the community to have scooters or bike share program and a parklet program is also included

Historic Millwork Plan Update

Completed in 2024, this plan identified a need for a connection from districts like the Millwork to other downtown districts like Main Street or the Bluff Street area. It identified Central Avenue and White Streets as a barrier to cross connections as the city has reoriented.

Figure 2 – Study Area Key Connections



E. Reorienting Downtown Dubuque

Whereas this study area serves as a north-south transportation corridor, it is also a conduit for all modes traveling along and across it, connecting several downtown destinations and districts. As downtown Dubuque has continued to re-orient itself east-west, travel across the corridor is just as important as travel along it. This corridor is a part of a larger urban fabric, and enhancements to this corridor provide a higher quality of life for residents, visitors, and businesses that interact with these spaces.

III. Land Use

Central Avenue and White Street traverse some of Dubuque's most historic neighborhoods. The combination of community age, network functional classification, and land use along the corridors is some of the most diverse in the city.

The corridor features a diverse mix of several distinct districts and uses. The existing land use map classifies Central Avenue as Downtown Commercial from 4th Street to 22nd Street. White Street surrounding land use is Downtown Commercial from 4th Street to 14th Street and Multi-Family and Office/Residential from 14th Street to 22nd Street.

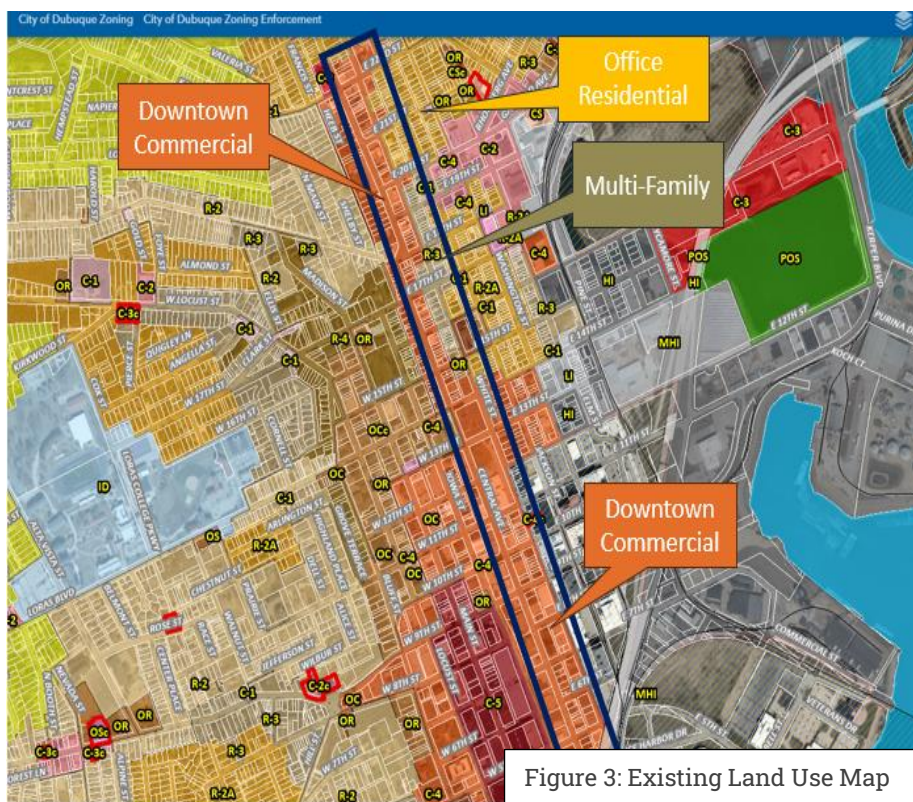


Figure 3: Existing Land Use Map

The surrounding character of the uses along these two corridors changes within the study area with a mix of commercial and residential on the north end, a concentration of civic uses and Prescott Elementary in the middle, and more traditional downtown uses on the southern end.

Central Avenue and White Avenue bisect three important subdistricts within the downtown, each with their own character: Mixed Use, Civic, and Downtown. Central Avenue and White Street can serve as the zipper that pulls together all these important subdistricts.

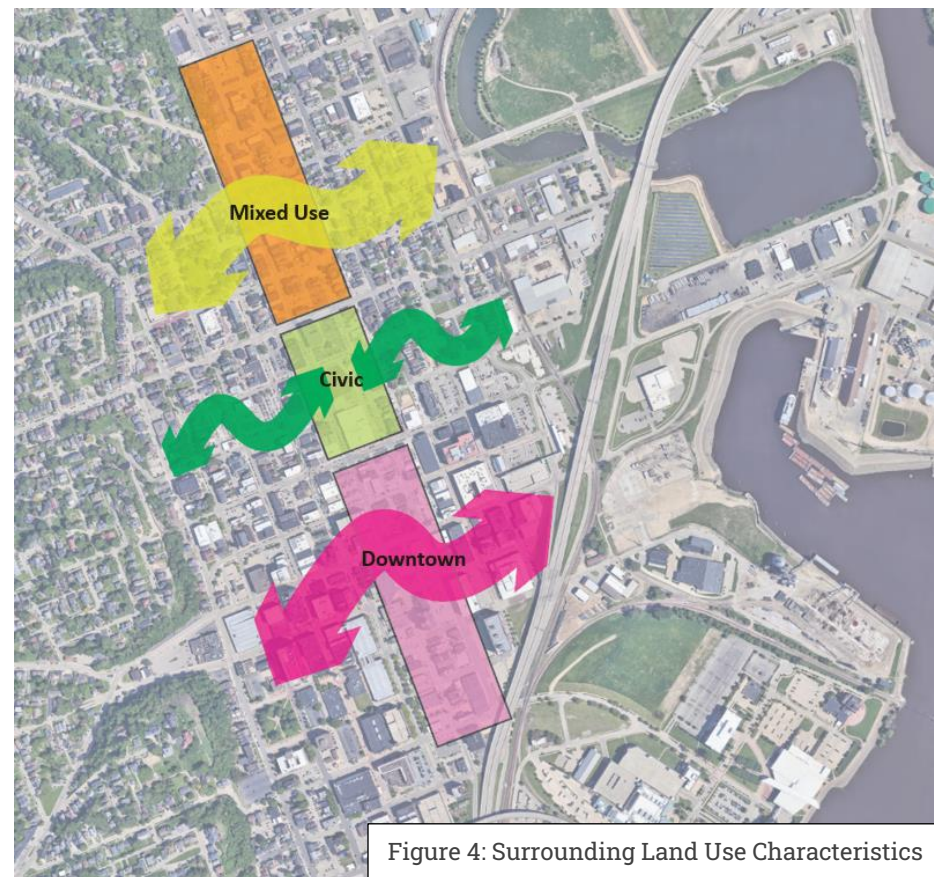


Figure 4: Surrounding Land Use Characteristics

A. Mixed Use

The north end of the study area stretches from north of 13th Street to 22nd Street and bisects a mixed use district consisting of the Washington Ave Neighborhood and a commercial node at 18th Street. This area is a mix of single-family and multi-family residential properties and commercial businesses. Many small businesses occupy the first floor of multi-tenant apartment homes. Notable uses on the north end of the study area include the Voices Building, Key City Creative, Steeple Square, Dream Center, and the Dubuque Office of Shared Prosperity. Commercial uses along these corridors primarily utilize the alleys for loading activities. Both residents and businesses rely on on-street parking in this area, as no city parking ramps are available nearby.



Central Mixed Use



White Mixed Use

B. Civic

Between 13th Street and 11th Street, land uses are primarily civic-focused. Notable uses in this center portion of the study area include Prescott Elementary, the Multi-Family Center, and Dubuque City Hall.



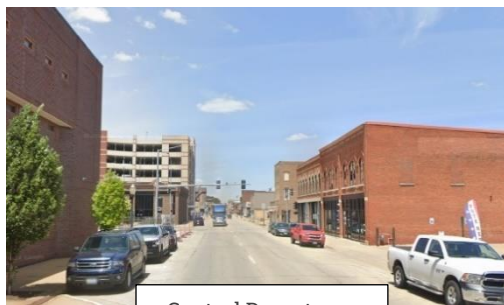
Central Civic



White Civic

C. Downtown

The southern portion is the Downtown section. This area serves as a gateway to the city from US 61. Running between 4th Street and 11th Street, adjacent land uses are office, courts, retail, and commercial. Notable uses include the Dubuque County Courthouse, Dubuque City Fire Station, Dubuque County Jail, and Central Ave Parking Ramp (at 10th). This section of Central and White also lies in between the core of Downtown (Clock Tower Square) and the Millwork District.



Central Downtown



White Downtown

White St and Central Ave Corridor

Percent Population BIPOC

- 0.0% - 4.2%
- 4.3% - 10.0%
- 10.1% - 18.2%
- 18.3% - 33.3%
- 33.4% - 60.0%
- No Population

0 1,500 Feet

Source: IADNR, IADOT, U.S. Census

Figure 5 - % Pop BIPOC

Figure 5 - % Pop BIPOC

White St and Central Ave Corridor

Percent Population Below 150% of the Federal Poverty Level

- 0.0% - 10.0%
- 10.1% - 17.8%
- 17.9% - 26.7%
- 26.8% - 40.0%
- 40.1% - 70.6%
- No Population

0 1,000 Feet

Source: IADNR, IADOT, U.S. Census

Figure 6 - % Pop Below 150% Poverty Level

Figure 6 - % Pop Below 150% Poverty Level

V. Existing Roadway Infrastructure

A description of the existing corridor roadway infrastructure follows.

A. Central Avenue

- Two-lane, one-way southbound traffic between 4th Street and 21st Street, and transitions to a two-lane two-way undivided roadway north of 21st Street.
- The street is posted at a 25-mph speed limit.
- Central Avenue is functionally classified as a Minor Arterial, meaning the route is intended to be a major traffic-carrying route. However, the corridor provides a significant amount of direct property access, a feature not typical of most arterial roadways.
- Traffic signals are present at higher-volume intersections, with lower-volume intersections under side street stop control. There are 9 traffic signals in the 1.1-mi project area, which is a higher-than-average signal density. Signals are coordinated from 22nd Street to 4th Street.
- Two lanes for traffic throughout the study area.
- The corridor generally lacks landscaping and vegetation
- Sidewalks are present along the entire corridor, with most segments having no separation between pedestrians and moving traffic. Sidewalks range from 7 to 10 feet.
- Pavement conditions along the corridor are generally good.
- Most intersections along the Central Avenue corridor have standard marked crosswalks for pedestrian traffic.
- On-street parking is present on both sides of the street through most of the corridor
- Existing typical sections include two 12-14' wide travel lanes with 7' parking lanes on each side of the roadway.

Figure 7: Central Avenue Typical Roadway Sections



B. White Street

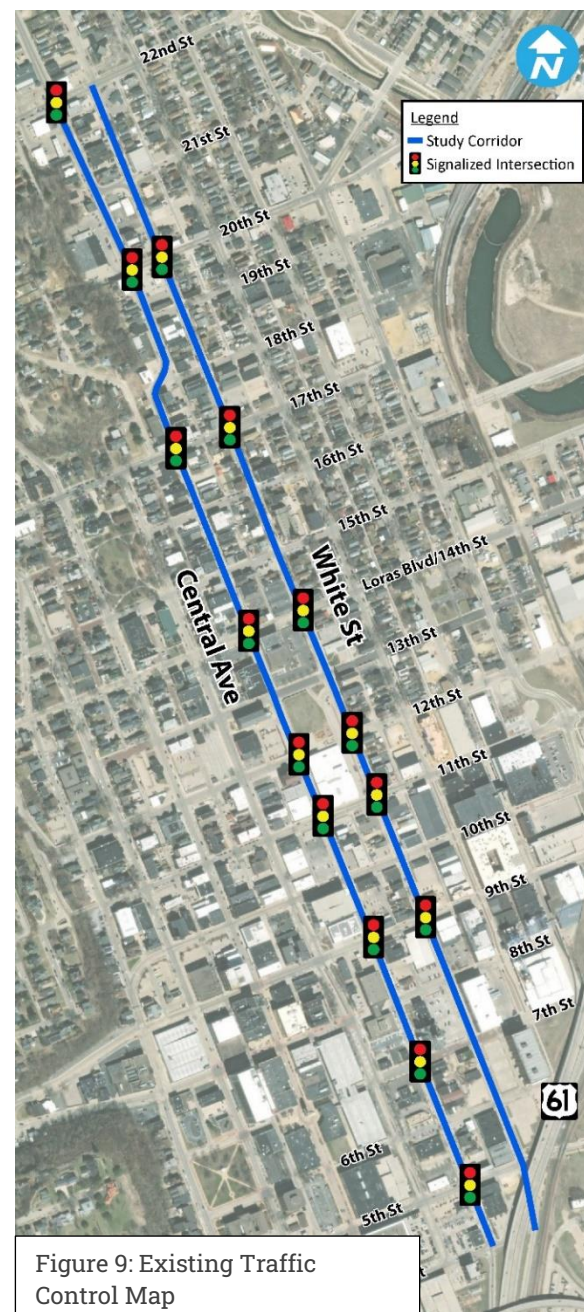
- Two-lane, one-way northbound traffic between 4th Street and 21st Street, and transitions to a two-lane two-way undivided roadway north of 21st Street.
- The street is posted at a 25-mph speed limit.
- White Street is functionally classified as a Minor Arterial, but like Central Avenue, the corridor provides a significant amount of direct property access, a feature not typical of most arterial roadways.
- Traffic signals are present at higher-volume intersections, with lower-volume intersections under side street stop control. There are 6 traffic signals in the 1.1-mi project area, which is a higher-than-average signal density. Signals are coordinated from 22nd Street to 4th Street.
- Sidewalks are present along the entire corridor, with most segments having a grass boulevard to provide some separation between pedestrians and moving traffic. Sidewalks range from 5 to 8 feet. The east side of the roadway has more consistent boulevards. The boulevards, where they appear, are typically 3 to 5 feet wide.
- Trees are limited on White Street; however, more are present on White Street than on Central Avenue.
- Pavement conditions are generally good.
- Most intersections along the Central Avenue corridor have marked crosswalks for pedestrian traffic.
- On-street parking is present on both sides of the street through most of the corridor
- Existing typical sections include two 12' wide travel lanes with 6-7' parking lane on each side of the roadway.

Figure 8: White Street Typical Roadway Sections



C. Existing Traffic Control Map

Existing traffic control is shown in **Figure 9**. There are 9 signalized intersections on Central Avenue and 6 signalized intersections on White Street. All other intersections are side street stop with the side streets stopping for Central Avenue or White Street traffic.



VI. Existing Transportation Technologies

An assessment of the existing signal system and ITS infrastructure was conducted along the Central Avenue and White Street one-way pair. The assessment included a field review as well as discussions with city traffic engineering to better understand the history of the corridor's signal system.

A. Traffic Signals

The 15 traffic signals within the project area are owned and operated by the City of Dubuque. Most of the signal cabinets are equipped with Siemens controllers that utilize Siemens' TACTICS advanced transportation management system (ATMS) software. The City plans to switch to Parsons' ATMS software once Phase 2 of the Dubuque STREETS project is implemented.

Signal operations utilize pre-timed, 60-second cycle lengths; 30 seconds to serve mainline traffic and 30 seconds to feed the side streets. This method of operation minimizes wait times for pedestrians crossing the mainline while maintaining coordination along Central Avenue and White Street due to a proper combination of cycle lengths and roadway geometry.



Traffic Signal with Pedestrian Heads

Some intersections are equipped with countdown timer pedestrian heads. There is currently one audible pedestrian push button station installed in Dubuque, but the City turned down the volume due to noise complaints. The City anticipates audible pedestrian push button stations will not be desired in residential communities like those along this corridor, however, requirements for new signals are changing per Public Right-of-Way Accessibility Guidelines (PROWAG) and may be required in the future.

The City currently utilizes Opticom equipment in all signal cabinets for emergency vehicles and snow plow preemption.

B. Detection and Surveillance

The City deploys both intrusive and non-intrusive detection. Intrusive detection in the form of inductive loops, and non-intrusive detection in the form of Wavetronix detectors. A few intersections are equipped with video detection, but the City has indicated a desire to move away from this method due to poor performance during winter weather events.

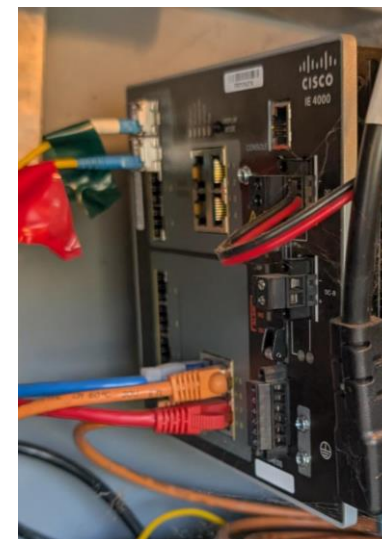


Observation Cameras on Mast Arm

Each signal in this corridor is equipped with fixed-view Axis cameras. Additionally, pan/tilt/zoom cameras have been installed at key intersections. The City's extensive camera network is used for traffic surveillance and post-incident investigation for matters related to safety and security. Once the video is recorded it is stored for 30 days before being discarded. Specific events can be archived permanently, as needed.

C. Communication Infrastructure

The city has made great strides in expanding its fiber optic infrastructure to meet the demands of the Dubuque STREETS project, which requires reliable, high-speed communications to be successful. As such, all signal cabinets in the corridor have been connected with fiber optic cable and Cisco switches.



CISCO Switches in Cabinets

VII. Parking Characteristics

The on-street public parking supply was assessed along these two streets as part of the existing conditions review. Parking occupancies collected in September 2022 as part of the MOVE DBQ plan by Bolton & Menk were utilized for the on-street and off-street parking areas. Occupancies for Non-metered On-Street parking areas in the north end of the study, not included in the original occupancy study, were collected in May 2024. This review included observations of on-street parking for two different periods: midday and evening during a weekday; 11 am to 1 pm and 4 pm to 6 pm.

A. On Street Parking & Utilization

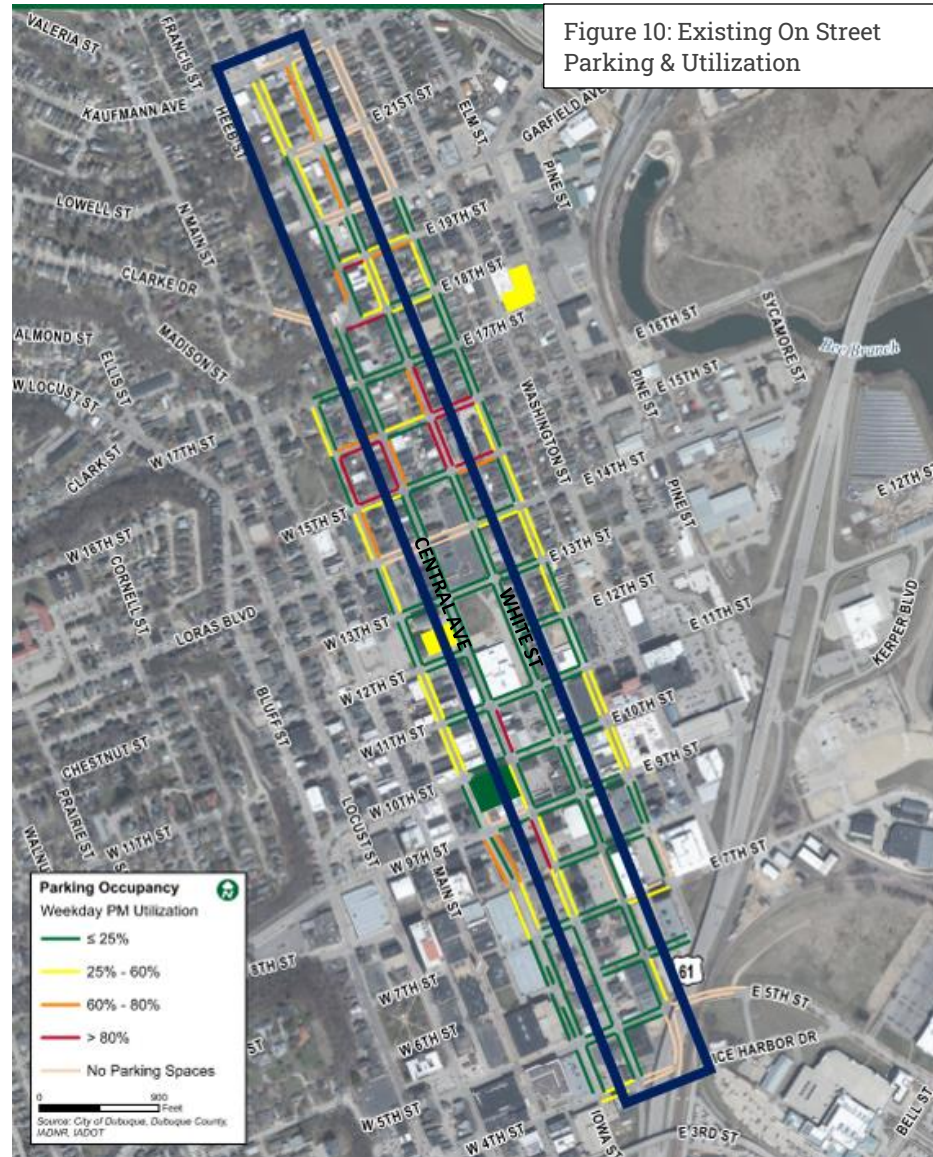
For those non-metered areas along the street curb, a 22-ft space length was used to determine the number of available parallel parking spaces. There are 256 total on-street parking spaces on Central Avenue and 247 on-street spaces on White Street.

The equation below was used to determine the % parking utilization for each block:

$$\frac{\# \text{ parked vehicles}}{\# \text{ available spaces}} = \% \text{ parking utilization}$$

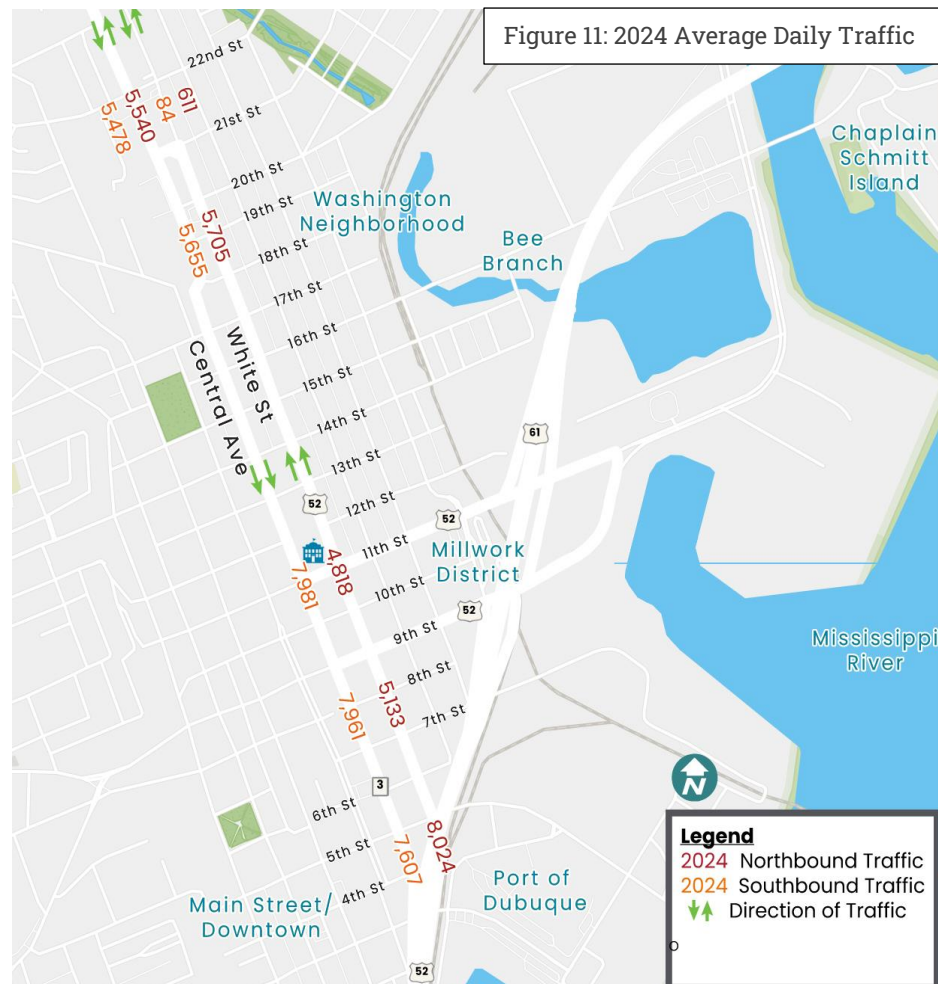
The highest use of on-street parking in the study area was found to be weekday evenings.

During the weekday evening, 24% of the on-street spaces on Central Avenue are utilized and 21% of the on-street spaces on White Street are utilized. This is an average along the entire street and some areas experience higher utilizations than this as shown in red in **Figure 10**. On-street parking greater than 80% represents the inability to find at least one open space on the block. In areas where red is shown in **Figure 10**, open spaces are often available on an adjacent block or side street.



VIII. Vehicle Volumes

Vehicle volumes were collected using the City of Dubuque's extensive network of traffic observation cameras. Counts were collected for weekdays in April 2024. The resulting counts Average Daily Traffic (ADT) at different points along the corridor are shown in **Figure 11**. From the counts collected, trucks make up an average of 6-7% of the ADT, or approximately 500 vehicles per day on each street.



A comparison of ADT counts on the corridor collected in 2024 versus the historical counts collected by the Iowa DOT on the corridor is provided in **Table X**. The NW Arterial was completed at the end of 2023. This data shows that volumes have changed on Central Avenue and White Streets since the completion of the NW Arterial.

Table 1: ADT Comparison (before and after NW Arterial Completion)

	Average Daily Traffic (vehicles/day)		
	2024	2021	2017
Central Avenue N. of 10 th	8,000	6,500	8,300
Central Avenue S. of 20 th	5,700	8,000	Not available
White Street N. of 10 th	5,000	5,700	7,400
White Street S. of 20 th	5,700	6,700	Not available

A. Traffic Peaking Characteristics

Traffic peaking was determined based on the April 2024 counts. The AM Peak Hour was determined to be 7:15 am to 8:15 am while the PM Peak Hour is 4:30 pm to 5:30 pm.

- Traffic volumes see a sharp increase around 6:30 am and increase until the AM Peak from 7:15 am to 8:15 am. Volumes drop after the AM Peak until 9:00 am, at which point they gradually increase throughout the day until reaching the PM Peak from 4:30 pm to 5:30 pm. After this PM Peak, traffic volumes see a drastic decrease.
- Approximately 7% of daily traffic occurs in the AM Peak and 9% of daily traffic occurs in the PM Peak.

B. Origin-Destinations (all traffic)

StreetLight was used to collect origin-destination data for all traffic volumes. Total traffic O-D destinations are shown in **Figure 12**. Analysis of O-D data found the following:

Of the traffic entering the study area northbound on US 61 to White Street;

- Nearly half (46%) travel the length of the project area and exit at 22nd Street or further north.
- 12% immediately exit the study area by turning right on 5th Street to the Port of Dubuque.
- All other east-west streets account for 35% of traffic, with the most common destinations being westbound 5th Street and eastbound 9th Street.

Of the traffic entering the study area southbound on Central Avenue;

- 28% travel the length of the project area and exit onto US 61 (23%) or westbound 4th Street (5%).
- 22nd Street, 20th Street, and 14th Street are the three most used east-west roads for southbound Central Avenue traffic (14%, 12%, and 8% respectively).
- Aside from the north and south ends of the project area, the most used east-west roads are 14th Street and 9th Street, with about 13% and 10% of total traffic using the roadways to enter or exit the study area.
- Destinations within the study area, instead of trips through the study area, account for only 3% of total trips.

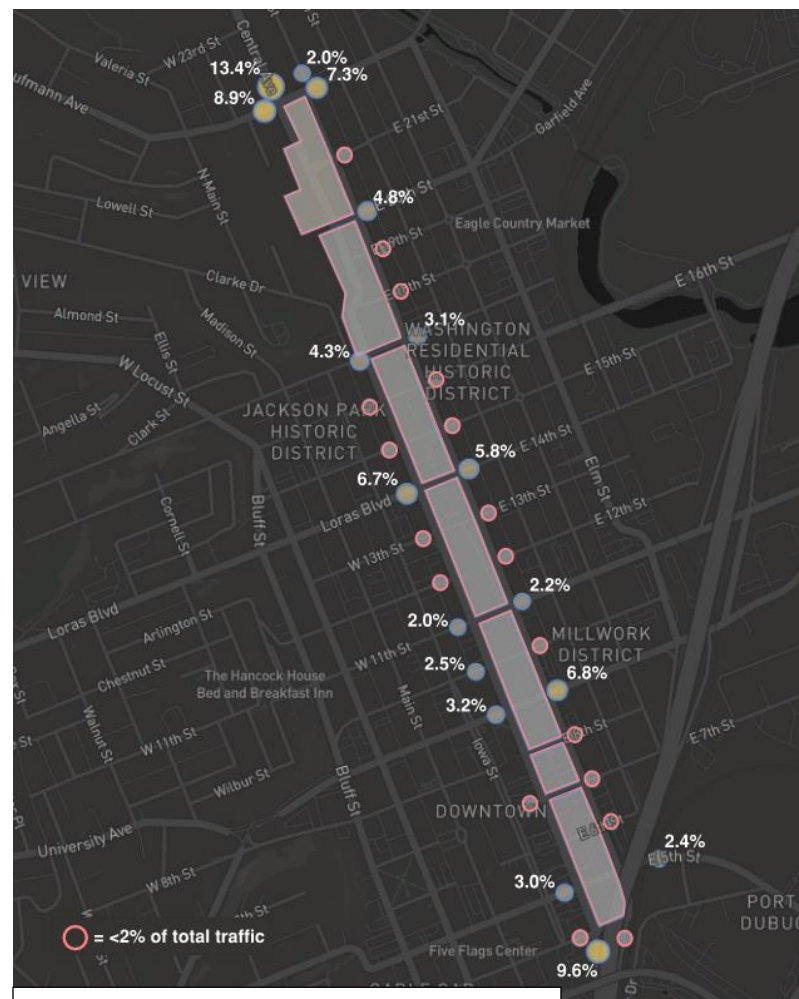


Figure 12. Total Traffic O-D Destinations

C. Origin-Destination (pedestrians)

Analysis of pedestrian-specific trips in the study area showed that pedestrian presence dramatically increased in the northern end of the study area.

- 54% of all pedestrians have destinations at or north of 17th Street.
- 21% of pedestrians had destinations within the study area.
 - The highest number of pedestrians within the study area is seen between 20th Street and 22nd Street (7%).
- 10% of pedestrians exited the study area to the north.
- The most used east-west roadways by pedestrians were 22nd Street, 17th Street, and 9th Street (20%, 6%, and 6% respectively).

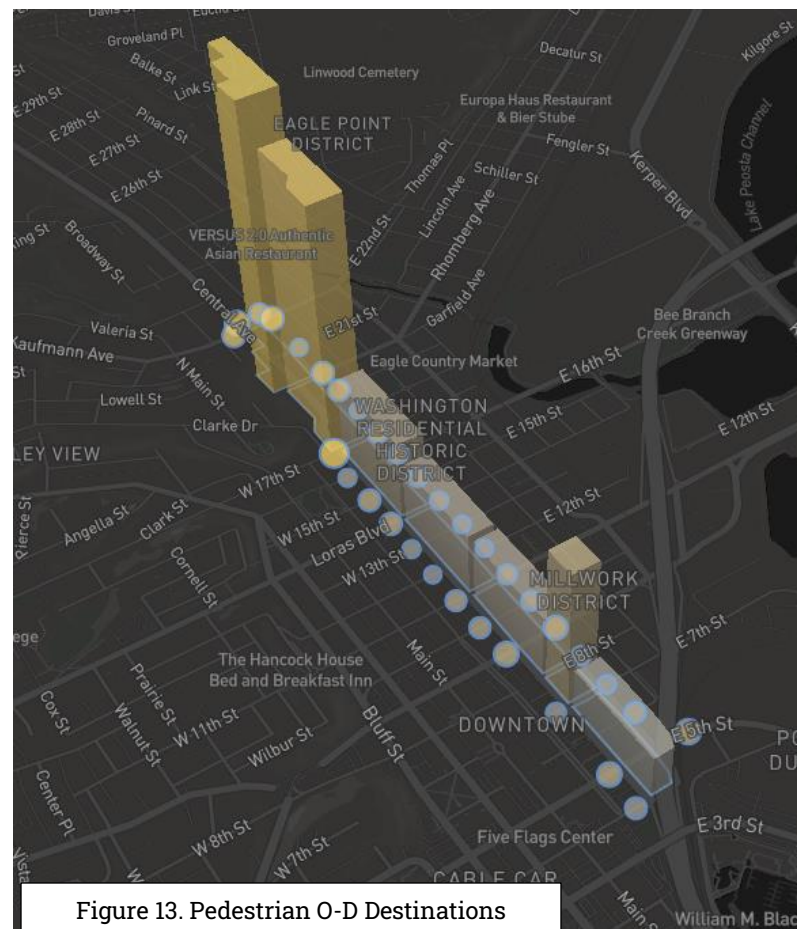


Figure 13. Pedestrian O-D Destinations

D. Freight Traffic Volumes

StreetLight analysis of freight traffic on the Central Ave and White St corridors determined an average weekday ADT freight traffic per month, calibrated to the collected counts, see **Figure 14**. Truck traffic is highest July to September.

Based on collected traffic counts in the study area:

- On White Street, Trucks range from 4 to 10% of the total traffic volumes in the AM Peak and 1 to 3% in the PM Peak.
- On Central Avenue, Trucks range from 4 to 7% of the total traffic volumes in the AM Peak, And 1 to 2% in the PM Peak. Truck traffic appears to peak in the morning hours, 8 am to 11 am. See **Figure 15**.
- Overall, the study area sees an average of 6% freight traffic in the network.

Figure 14: ADT of Freight Traffic Per Month

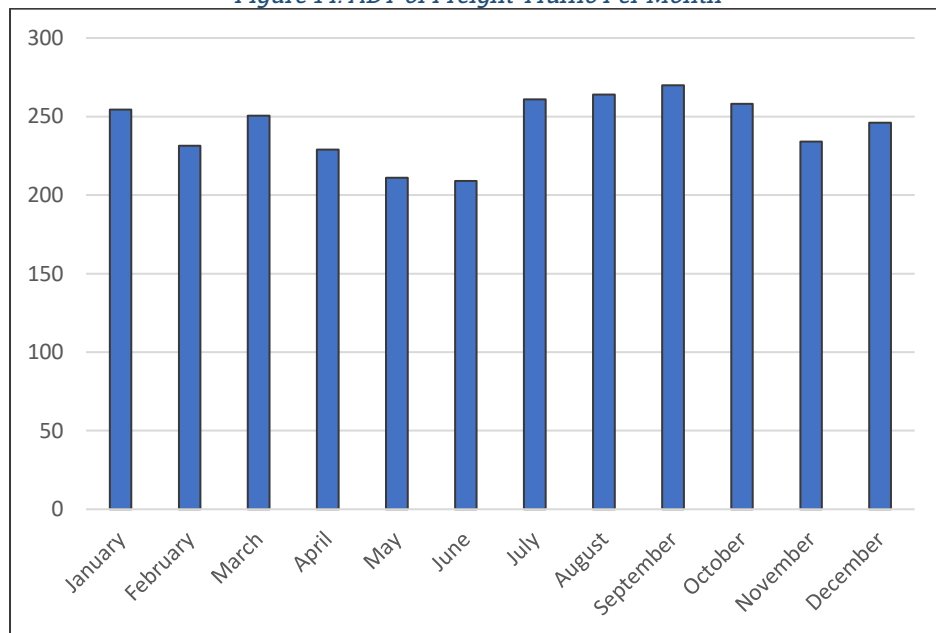
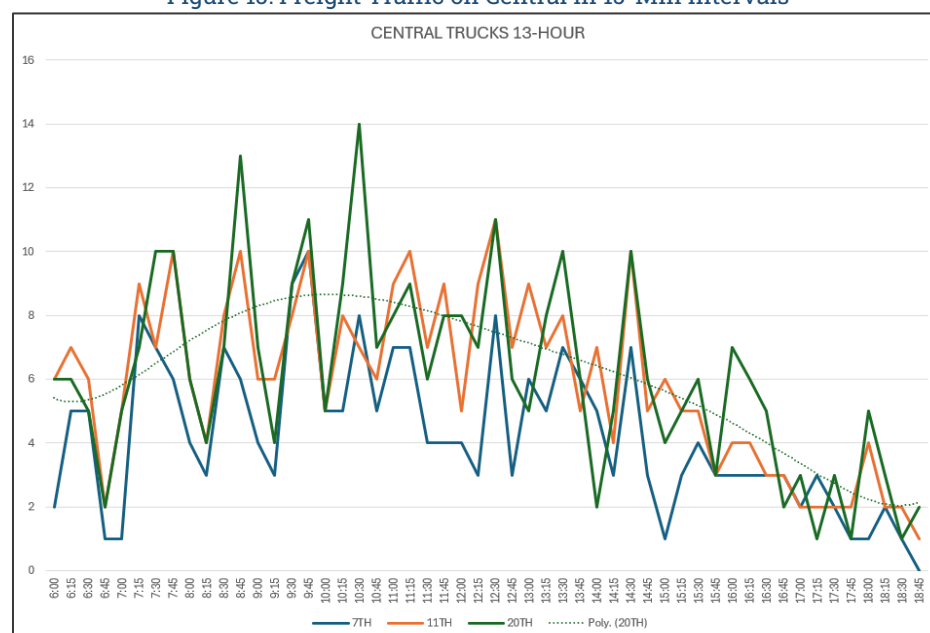


Figure 15: Freight Traffic on Central in 15-Min Intervals



E. Origin-Destinations (Freight Traffic)

Origin-destination analysis of StreetLight data for freight-specific traffic found the following:

- The majority of truck traffic entering the network enters either southbound on Central Ave (27%) or northbound on White St (26%) and stays on those roadways until they exit the study area. An even higher amount of freight traffic exits the model on Central Ave and White St (53%).
- Industrial sites east of the project area on Kerper Blvd result in 9th St and 11th St serving 14% of freight traffic entering the network. Other east-west side streets besides 9th and 14th see a small percentage of freight traffic, with only Elm St and 22nd St seeing more than 3% of total freight traffic.
- **Figure 16** shows the highest-used streets by freight in the corridor area. The darker blue the line, the more trucks present. Today trucks rely on 4th Street, 9th Street, and 11th Street as these roadways connect directly to the freeway. Traffic calming on 16th Street prevents them from using 16th Street to easily access Central Avenue and White Street.
- Per freight companies, the ability to make turns at key intersections like 4th Street, 9th Street, and 11th Street on Central Avenue and White Street is most important.
- An overpass over the railroad track is planned to be constructed at 14th Street east of the corridor which will likely change freight patterns downtown once constructed.

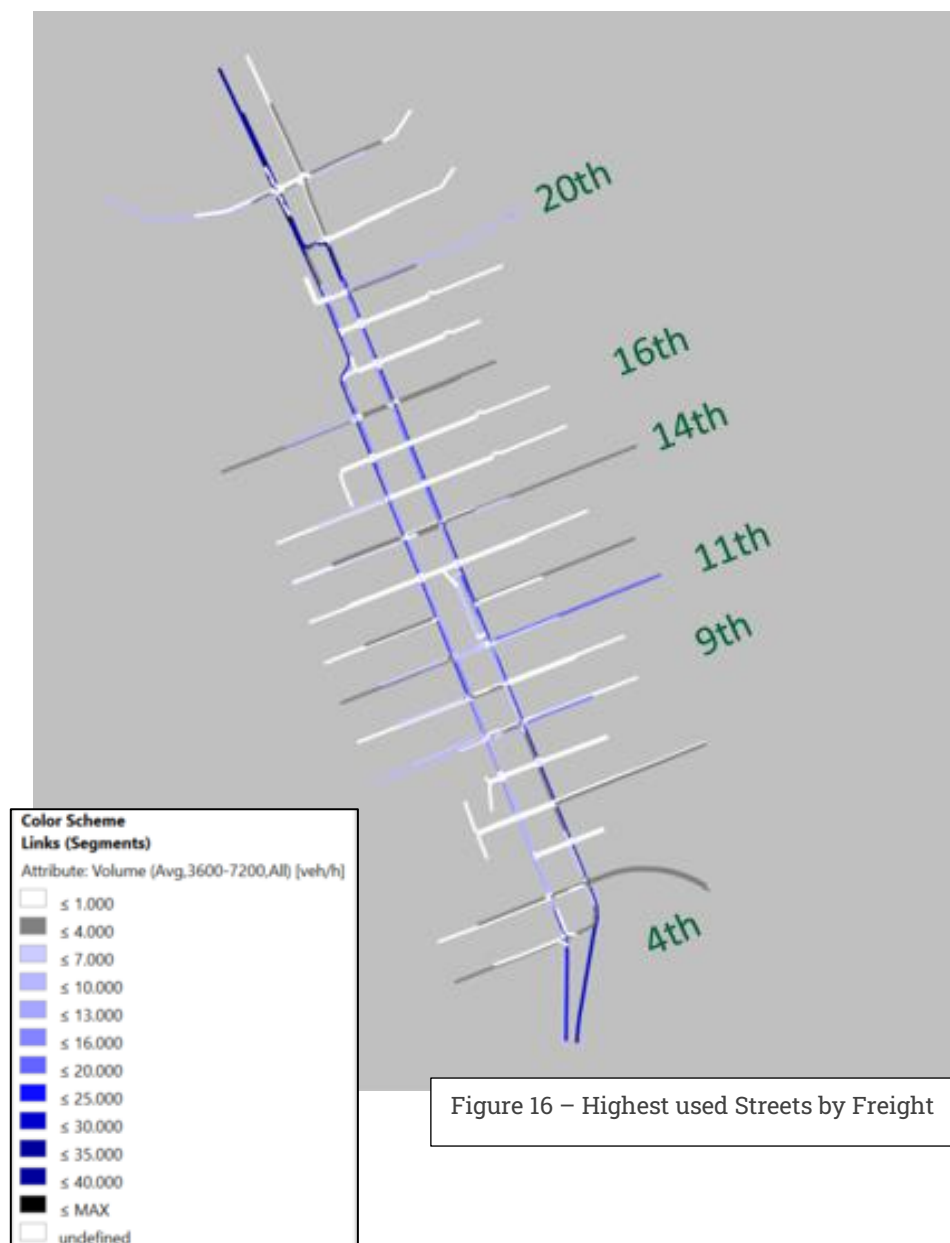


Figure 16 – Highest used Streets by Freight

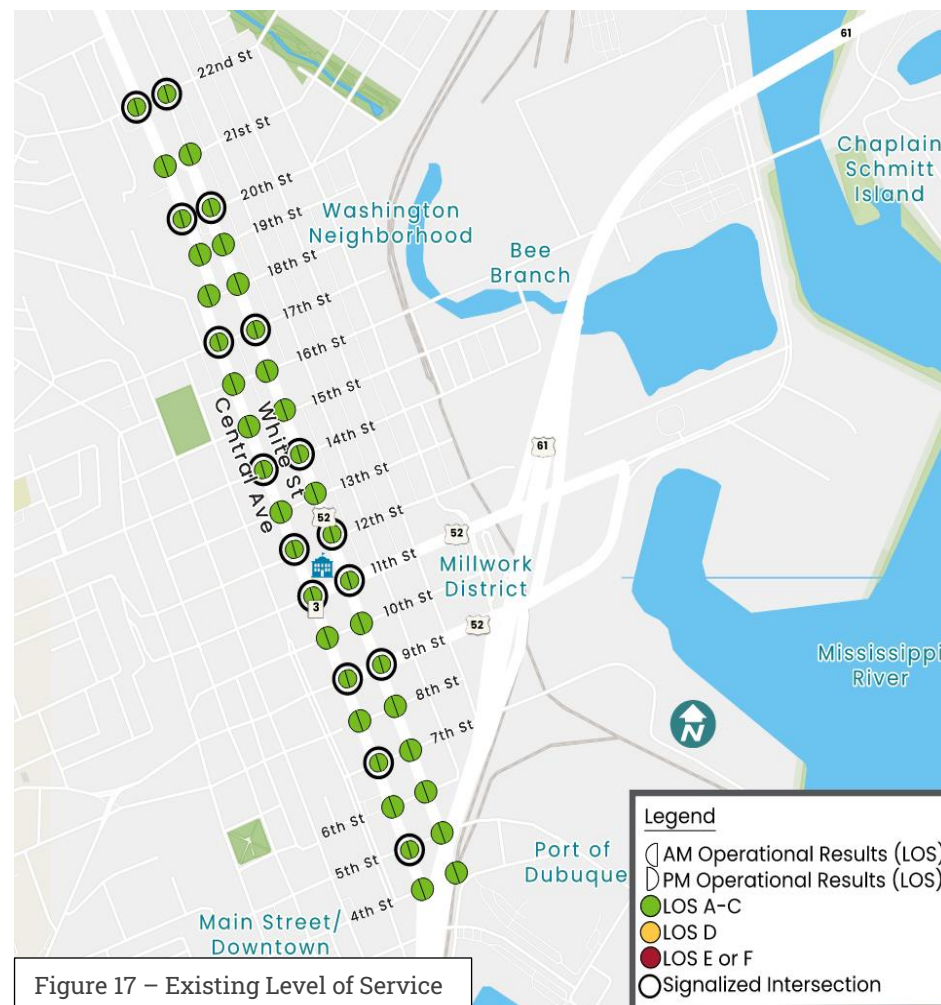
IX. Existing Operations

A. Level of Service

Level of service (LOS) is a metric designed to gauge efficiency, comfort, and frustration. LOS is a letter grade between “A” and “F” that is assigned to transportation infrastructure to describe its performance related to the safe, comfortable, and efficient movement of people. For vehicle traffic, the level of service is typically a function of the amount of delay experienced as a result of traffic control.

The level of service was determined using the traffic analysis software PTV Vissim. The AM Peak Hour and the PM Peak Hour were modeled with a one-hour seeding period.

- Specific movement delays were high on some unsignalized side streets during peak hours, which is common for local streets intersecting with arterial roadways. Given the well-connected grid network, signals are in close proximity and can be used for traffic to re-route and use signalized intersections during peak hour traffic.
- The LOS for 2024 Existing Conditions is shown in **Figure 17**. Levels of service for vehicle traffic are generally good on both corridors, with acceptable levels of service present throughout the day (LOS C or better). While not serious, some minor delays do occur during peak hours.
- One-way corridors are far simpler to maintain effective operations. Signal timing has reduced signal phases, and progression is a simple distance and speed calculation.



B. Travel Speeds

Speed data was collected in November 2024 using three speed collectors placed near the intersection mid-blocks of: White Street & 8th Street, Central Avenue & 8th Street, and Central Avenue & 13th Street. As shown in **Table 2**, the data revealed that average speeds on Central Avenue were consistent, with both locations averaging around 29 mph. In contrast, average speeds on White Street were lower, averaging 26 mph.

However, the data collected also shows that the 85th percentile speeds recorded are 6-10 mph higher than the posted speed limit. The 85th percentile speed represents the speed at which 85% of the vehicles are traveling at or below. Speeding on the corridor is a significant concern with 25% of total injury crashes being speed related.

Table 2: 2024 Speeds

	Speeds (mph)		
	Average	85 th Percentile	% Vehicles > 25 mph
Central Avenue N. of 8 th	28	34	85%
Central Avenue S. of 13 th	29	35	94%
White Street N. of 8th	26	31	68%

C. Travel Times

In addition to measuring travel speeds, a travel time analysis was completed in StreetLight. Travel times were compared between Central Avenue and White Street and were analyzed for weekdays vs weekends. The findings are shown in **Table 3** below. The travel times were found to be lower on weekends compared to weekdays.

Table 3: Corridor Travel Times

		Travel Time	
		Weekday	Weekend
Central Avenue	SB	3 min	2.8 min
White Street	NB	2.9 min	2.8 min

X. Walkability

Pedestrian facilities are present on both sides of each street and the Central Avenue and White Street corridors are significantly used by pedestrians. From the counts, over 6,000 pedestrians utilize Central Avenue and over 3,000 pedestrians utilize White Street during the day.

A. Pedestrian Activity by Location

Pedestrian counts were collected in April 2024 along with the vehicle counts. Pedestrian activity is twice as much on Central Avenue compared to White Street. A table displaying the 13-hour pedestrian volume at each intersection, including travel along Central Avenue and White Streets and travel across, is provided in **Appendix A**. The intersection areas of highest pedestrian activity on Central are 20th Street, 16th Street, 15th Street, 11th Street, 8th Street and 7th Street. On White Street, the areas of highest pedestrian activity are 18th Street, 17th Street, 16th Street, 11th Street, 12th Street, and 7th Street. See **Figure 18**.

B. Pedestrian Level of Service

Pedestrian Level of Service (LOS) was assessed using the Highway Capacity Manual 7th Edition (HCM7), which emphasizes pedestrian comfort and satisfaction more than previous versions that exclusively relied on delay. The assessment found:

- The pedestrian LOS at existing signalized intersections is at LOS B.
- The pedestrian LOS at the existing two-way stop-controlled intersections is LOS F for the uncontrolled leg, whereas, the stop-controlled leg is LOS A.

C. Mode Share

Vehicle ownership is 75% in the study area on average, with a high concentration of households with less than 50% vehicle ownership located between 14th Street and 17th Street along the corridor. Many residents rely on walking, biking, and transit to move around the city. Community demographics show 8% walking to work, compared to 1% for the Dubuque region.

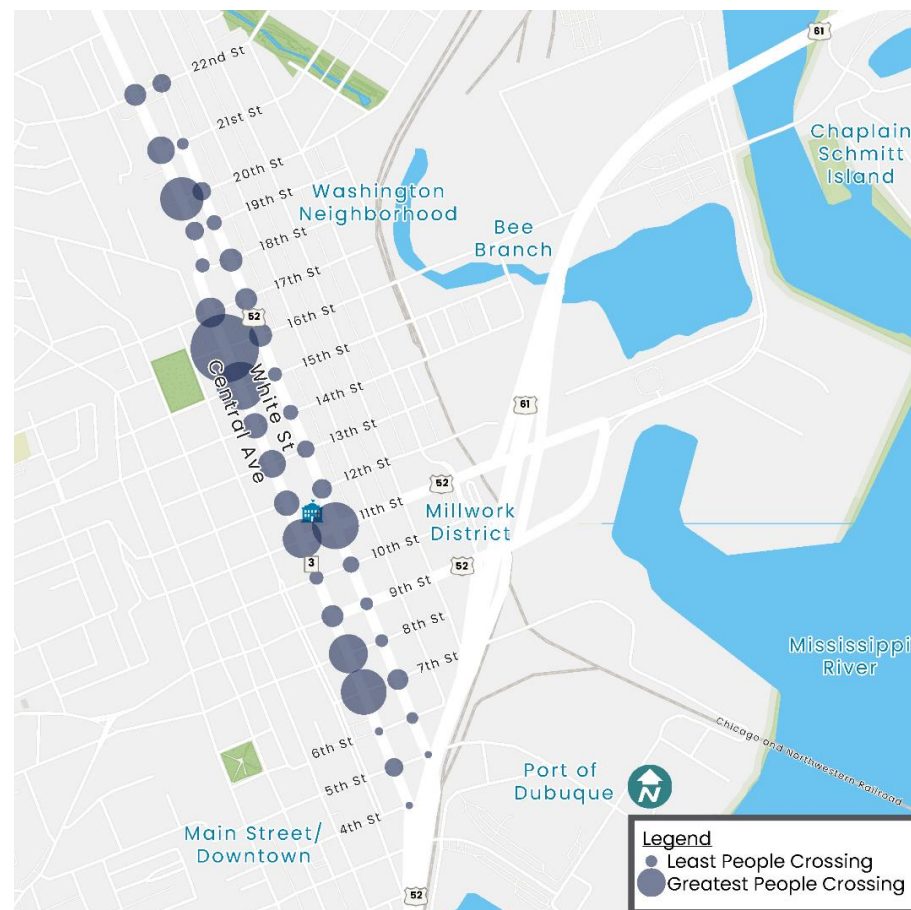


Figure 18: Pedestrian Activity by Intersection

D. Latent Pedestrian Demand

Crossing the Central Avenue and White Street Corridor is just as important to walkability as traveling along its length. Central Avenue and White Street serve as connectors, linking destinations on the east and west sides of the corridor. Although crossing activity is currently high at specific intersections, it can be anticipated that improving the comfort and safety of crossing Central Avenue and White Street would increase walkability, encouraging more people to walk to and from destinations on both sides of the corridor.

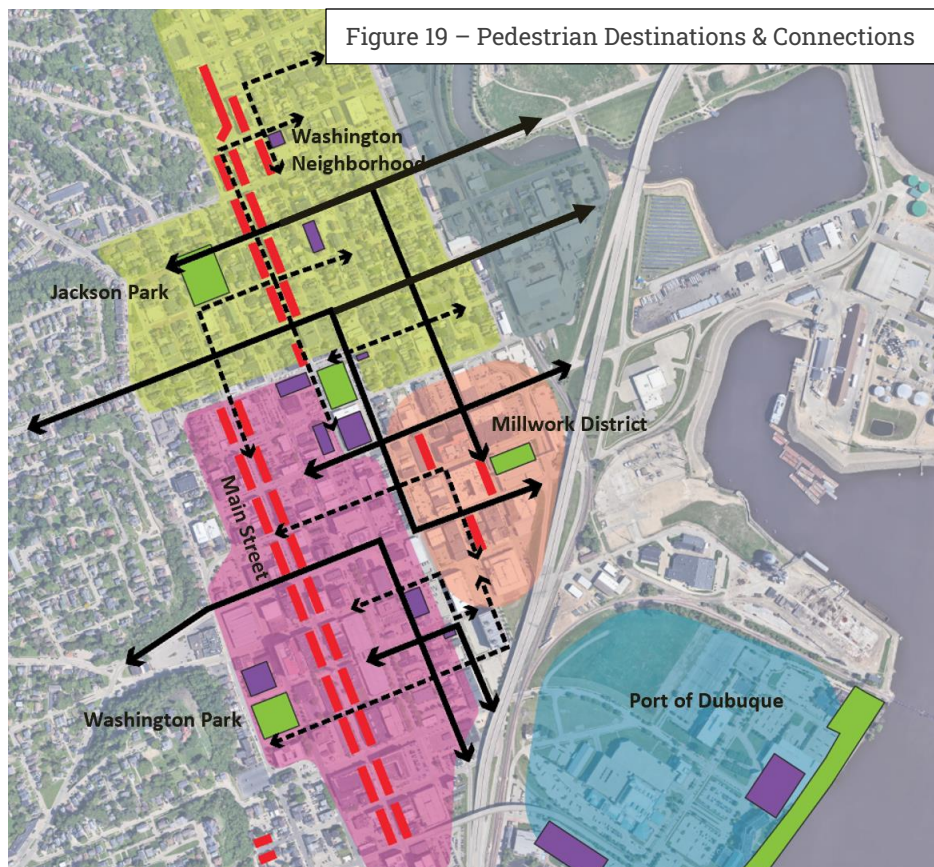


Figure 19 – Pedestrian Destinations & Connections

E. Pedestrian Crash History

There is a history of pedestrian/bicycle crashes, with 9 pedestrian crashes reported between 2019 and 2023. The majority of these pedestrian crashes occurred on Central Avenue. All 9 Pedestrian related crashes resulted in injury (no fatalities). From the crash data, vehicle-only crashes resulted in 27% likelihood of injury, whereas, 100% of all pedestrian crashes resulted in injury.

Safety research shows that pedestrians have a 90 percent chance of surviving a crash involving a vehicle at speeds under 20 mph, but this probability is reduced to 60 percent at 30 mph and further reduced to 20 percent at 40 mph.

F. Pedestrian System Deficiencies

A mobility conditions assessment was completed in 2023 as part of MOVE DBQ. Additional information was collected in April 2024 to supplement the previous mobility data collected. This additional data collected including information on lighting, ADA pedestrian ramps, and street tree presence.

Lighting is generally good and consistent through the corridors. Sidewalks are present along both sides of these corridors, however, there is often little to no separation with a limited grass buffer and a lack of street trees in the study area. The sidewalks have cracks that are narrow and can often be partially obstructed with signs or other street furniture.

Crossings lacked signage and high visibility crosswalks. There was a general lack of midblock signals and RFBs to facilitate crossings of Central Avenue and White Street at non-signalized intersections. Bumpouts are present at 10th Street on Central Avenue and White Street but not at other intersections along the corridor.

Detectable warning panels are present at most intersections along the Central Avenue and White Street corridor.

G. Controlled Pedestrian Crossings

Pedestrians are provided many controlled crossing locations via traffic signals, with signals spaced an average of two to three blocks from one another. The longest gap between traffic signals is on White Street where there is no controlled crossing for five blocks between 4th and 9th Street.

H. Schools

Prescott Elementary School is located between Central Avenue and White Street between 11th Street and 13th Street. This school provides education for children that reside from 32nd Street to 4th Street and the east side of the Bluff to Kerper/Elm due to the closure of Fulton Elementary School and subsequent consolidations. Students in the area from 22nd Street to 4th Street and Bluff Street to Kerper/Elm are in the walk zone. The Principal stated most students feel comfortable walking up to 2 blocks, but are otherwise driven by parents or they take the city bus. The school provides bussing for those areas outside the walk zone but also relies heavily on the city bus to transport students. The established traffic flow pattern for the school provided to parents on the Prescott Elementary website is shown in **Figure 20**.





Figure 20 – Prescott Traffic Flow Map

The Office of Shared Prosperity on the corner of 18th Street and Central Avenue and Steeple Square on the corner of 12th Street and White Street provide early childhood education centers in the corridor.

A midblock signalized crossing is provided just north of Steeple Square for access across White Street.

I. Children Aged 14 and Under

School-aged children who walk or bike to school should have safe and comfortable sidewalks and bike facilities to get to and from school. Per the 2020 Census, the north end of the study area has a high concentration of children under age 14, see Figure 21.

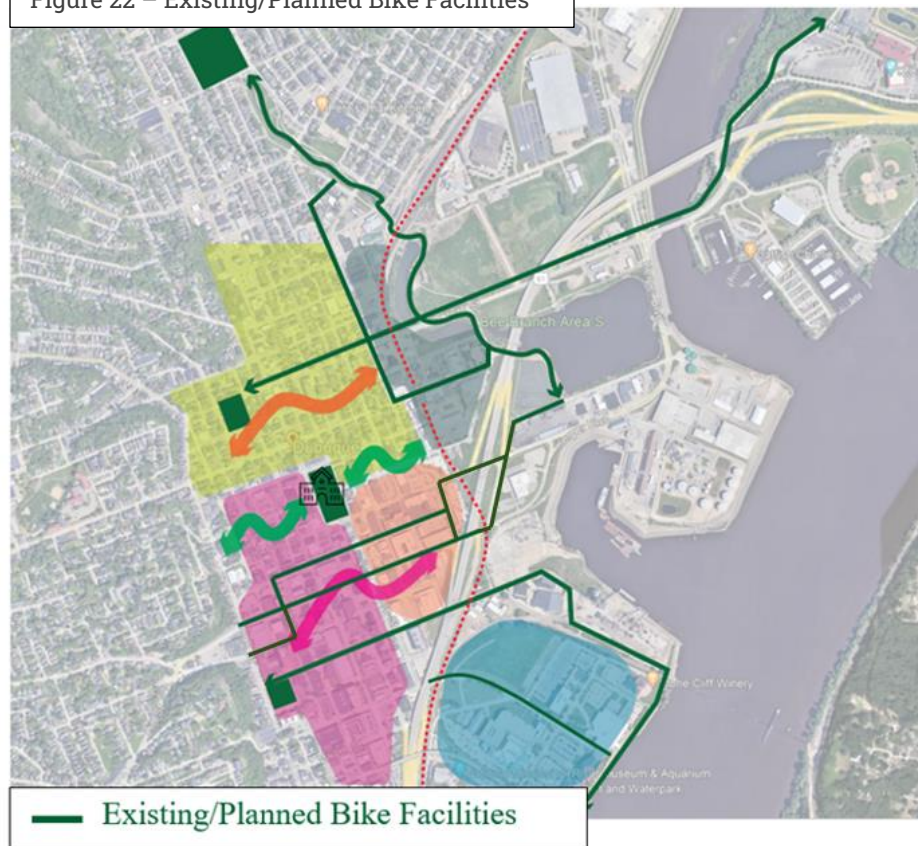


Figure 21 – Children under 14

XI. Bicycling

There is a general lack of bike facilities throughout most of downtown. The green lines on the map below show the on-street bike lane, paths, and trail connections existing or planned leading to downtown and out to regional trails and recreation areas. The downtown lacks connection amongst many of these facilities. There is also a lack of bike related amenities such as bike racks throughout downtown.

Figure 22 – Existing/Planned Bike Facilities



A. Study Area Bicycle Level of Service

Bicycle level of service is a function of the level of comfort and safety experienced by cyclists. It is affected by the type of facility provided, adjacent traffic volumes and speeds, the degree of separation between cyclists and traffic, and whether on-street parking is provided or not.

Many of the streets downtown are two lanes and 25 mph so often bicycle riders will share the road with motorists. This can work for those riders who have a

higher stress tolerance and are highly confident riders, but for those with a lower stress tolerance or of younger age, like elementary school students, this is often unacceptable and a deterrent to riding a bicycle to get around downtown.



B. Mode Share

The 2023 Dubuque Regional Bicycle and Pedestrian Network Plan was developed by the Dubuque Metropolitan Area Transportation Study (DMATS). DMATS is the metropolitan planning organization (MPO) for the Dubuque metro area. In the DMATS area, 81% of workers drive themselves to work and 6% carpool. About 2% walk to work and less than 1% bike or ride the bus. About 8% work from home. The majority of the bike facilities in the DMATS region consist of paved shoulders, signed on-road routes, and multi-use trails. The region lacks higher-level on-street bike facilities such as striped bike lanes and cycle tracks, even though, these types of facilities provide lower-stress experiences for bike users and capture the usage from low-stress tolerance users.

C. Bike Volumes

Bicycle activity represents 8-10% of the total bike/pedestrian crossing volumes on the north end of the corridor and 4% on the south end. The following list provides bike volume numbers at specific locations on the north and south ends of the corridor based on April 2024 counts collected:

- Central/20th St = 28 Bikes in 13 Hours
- Central/16th St = 79 Bikes in 13 Hours
- White/16th St = 10 Bikes in 13 Hours
- White/7th St = 6 Bikes in 13 Hours

D. Latent Cycling Demand

With only 75% average car ownership in the study area, many residents have to rely on other forms of transportation to move around downtown. This suggests that there are opportunities to increase non-motorized mode shares through improvements that enhance comfort and convenience for cyclists. As the bicycle network is further established in downtown as desired by the Dubuque Regional Bicycle Plan, the bike volume numbers on the corridor will likely increase as well.

E. Bicycle Crashes

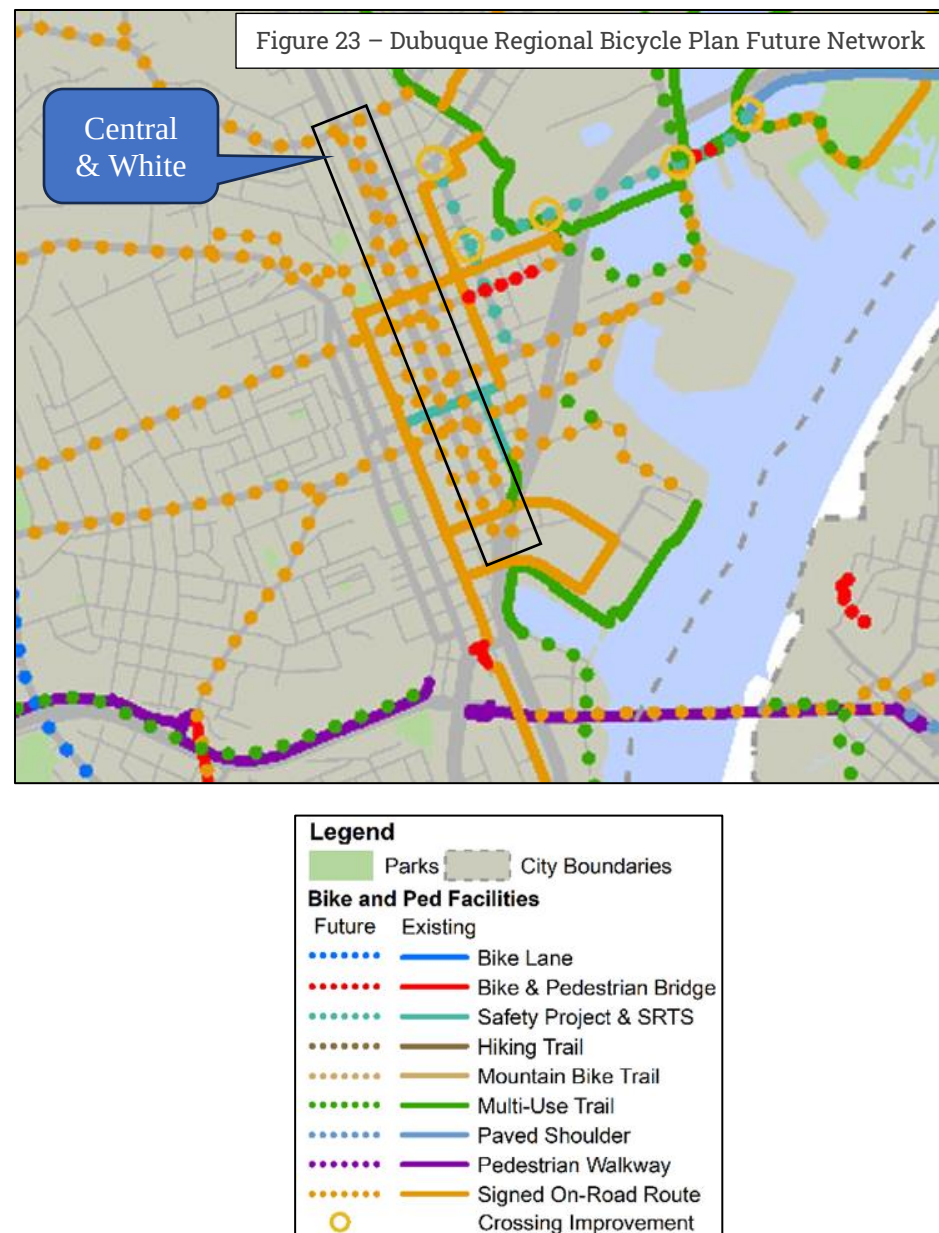
Two bicycle-related crashes were reported between 2019 and 2023. Both bicycle-related crashes resulted in injury (no fatalities). One crash occurred on Central Avenue at 22nd Street and the other occurred on White Street at 5th Street. Vehicle-only crashes resulted in 27% likelihood of injury, whereas, 100% of all bicycle crashes on the corridor resulted in injury.

F. Bicycling System Deficiencies

A mobility conditions assessment was completed in 2023 as part of MOVE DBQ. No on-street or off-street bike facilities are present on these two streets; however, the city launched a bike lane pilot project on 9th Street and 10th Street in 2024 which crosses Central Avenue and White Street.

G. Desired Bicycle Network

The 2023 Dubuque Regional Bicycle and Pedestrian Network Plan calls for connectivity in downtown Dubuque. The map for downtown Dubuque from the plan is provided in **Figure 23**. Dashed lines are displayed for on several streets in the downtown showing the desire for additional future bike facilities in downtown. This plan identifies signed-on-road trails for both Central Avenue and White Street.



XII. Transit

The City of Dubuque provides The Jule bus service throughout the city. Fixed route service runs Monday to Friday 4:45 am to 6:45 pm and Saturday 8:15 am to 5:45 pm.

As shown in **Figure 25**, The Pink Line runs on White Street and the Green Line runs on Central Avenue. Major transfer points occur on 11th Street and 9th Street connecting to the Intermodal Center. Transit riders in the study area have access to several bus routes that provide service to key locations in the city.

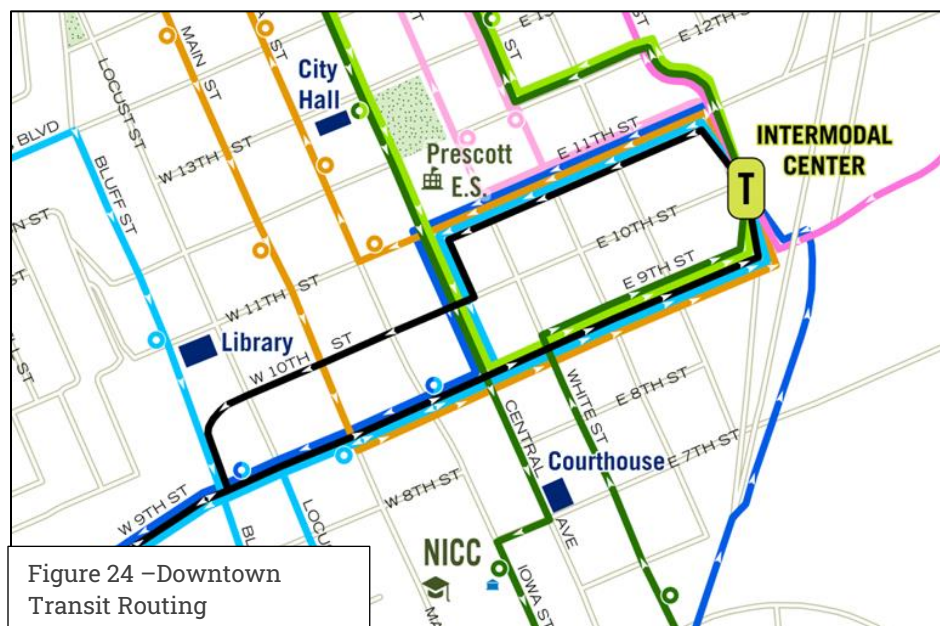


Figure 24 –Downtown Transit Routing

A. Transit System Deficiencies

Transit stops and amenities were reviewed with the mobility conditions assessment completed in 2023 as part of MOVE DBQ. It was noted that transit stops are often defined by signage only. The placement of transit stops is frequent, providing good accessibility with minimal out-of-way travel for riders. However, the one-way streets cause riders to walk a block over to catch their return trip, resulting in some extra travel.

In 2024, the city launched a program to add benches and trash cans at select transit stops along Central Avenue and White Streets. Some transit stops received these upgrades.

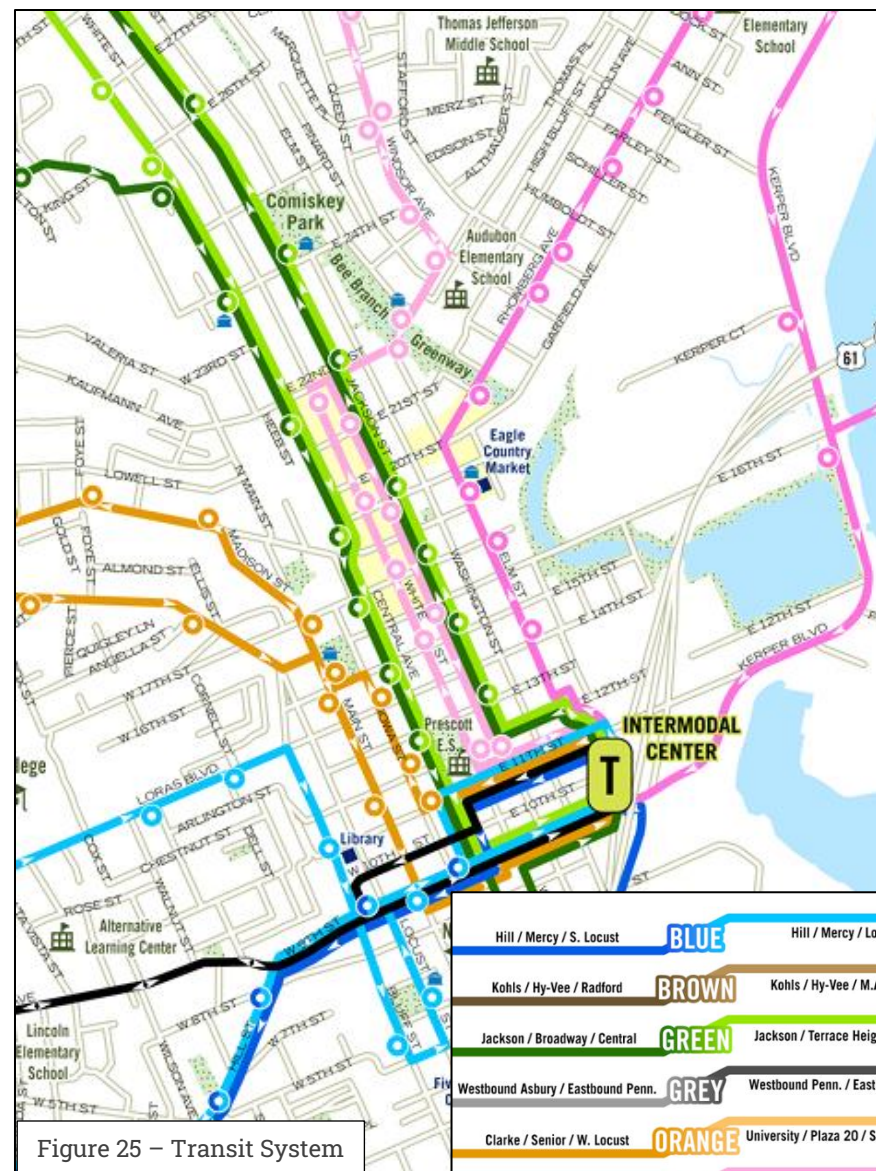


Figure 25 – Transit System

B. Transit Mode Share

Around 3% of study area residents use transit to commute to work, compared to the Dubuque County average of 1%.

C. Traffic Impacts from Buses

Under existing roadway conditions, traffic is generally unimpeded by bus stops on Central Avenue or White Street since drivers will pull out of the travel lane and to the curb at each stop and two travel lanes are available for passing when needed.

D. Ridership

Ridership information for each Jule fixed route from July 2023 to June 2024 was received from the city. Based on the information shown in **Figure 26**, the total ridership for all Jule fixed routes over a year is 343,314. The Green Line and Pink Lines which operate on Central Avenue and White Street in the study area carry a combined 90,138 passengers. This represents 26% of the total ridership on the city's fixed-route lines.

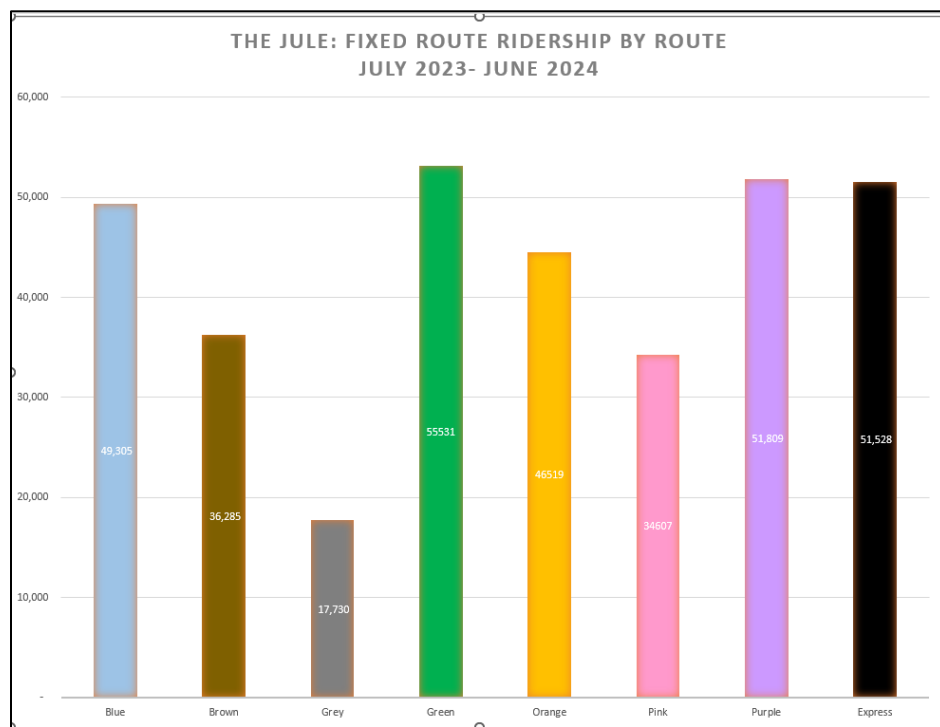


Figure 26: The Jule: Fixed Ridership by Route (July 2023 - June 2024)

XIII. Crash History

Five years of crash data from ICAT (Iowa Crash Analysis Tool) 2019-2023 were analyzed to assess study area crash patterns and identify potential safety issues that can be mitigated with roadway improvements. Full crash report tables are available in **Appendix B**.

A. General Crash Trends

General trends in crash data are as follows:

- There were a total of 474 intersection-related crashes in the corridor during the analysis period. 75 crashes occurred outside the intersection zone of influence.
- The number of intersection crashes on Central Avenue and White Street is relatively the same even though White Street has 25% less traffic than Central Avenue.
- 60% of the crashes occurred at intersections
- 27% of the total crashes were speed-related
- 7% involved trucks
- 2% were pedestrian or bicycle-related
- Of the 38 intersections on the corridor, 8 of the intersections had more than 20 crashes over the 5 years and 22 of the intersections had more than 10 crashes in the same period.
- The intersection with the most crashes, Central Avenue and 14th Street had 34 crashes, 15 of which were broadside and 8 were sideswipe in the same direction.
- White Avenue and 14th Street was another crash intersection with 33 crashes, 12 of which being broadside and 9 crashes being angle collisions.
- The highest crash types were broadside and sideswipe same direction. These crash types accounted for 61% of total crashes. Rear end was the 3rd highest crash type experienced.
- Of the broadside crashes, most occurred at the intersection of 16th Street and White Street with 17. Similarly high rates of broadside crashes were present at the intersections of White St at 5th Street and Central Avenue at 14th Street, with 16 and 15 crashes, respectively.
- One fatality that occurred during the study period, a broadside crash at Central Avenue and 5th Street.
- A notable trend is that 25% of total injury crashes are speed-related.
- Although low in numbers, pedestrian/bike crashes result in injury every time.

- 9 crashes involved pedestrians

- No fatalities
- 78% involved turning left (remainder all moving straight)
- 57% failed to yield ROW to non-motorist
- 7/9 occurred at intersections (1/9 at driveway access)

- 2 crashes involved a bicyclist

- Both involved a left-turning vehicle

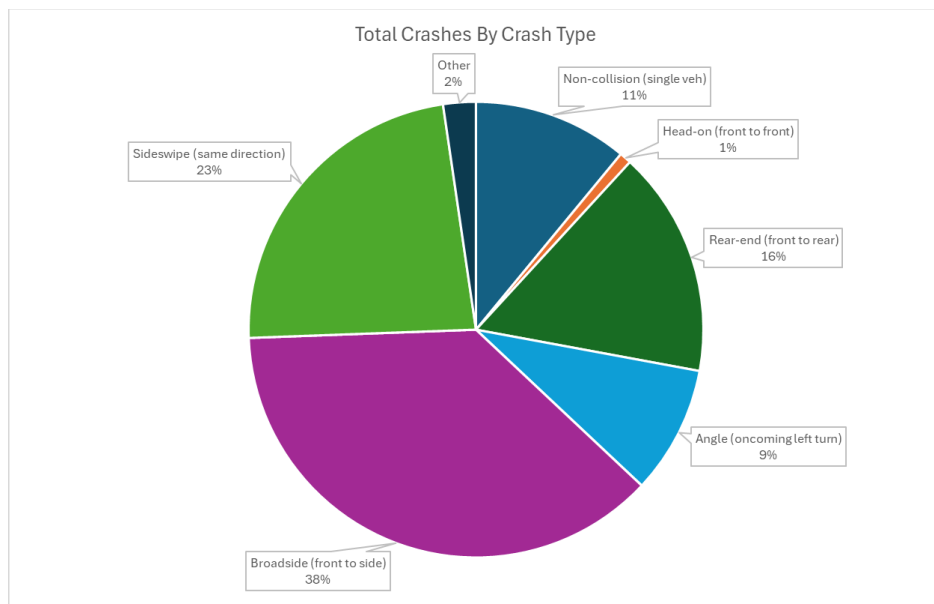
B. Manner of Collision

Crash data was analyzed to determine the trends in crash types for the corridor. **Table 4** presents the intersection crashes by manner of collision or crash type.

Table 4: Intersection Crashes by Manner of Collision

Crash Type	Central Ave	White Street	Total
Non-collision (single veh)	33	19	52
Head-on (front to front)	2	2	4
Rear-end (front to rear)	48	28	76
Angle (oncoming left turn)	17	26	43
Broadside (front to side)	69	108	177
Sideswipe (same direction)	59	51	110
Sideswipe (opposite direction)	1	0	1
Rear to rear	0	0	0
Rear to side	0	0	0
Not reported	0	0	0
Other	5	6	11
Unknown	0	0	0
Total	234	240	474

Chart 1: Intersection Crashes by Manner of Collision



C. Crash Severity

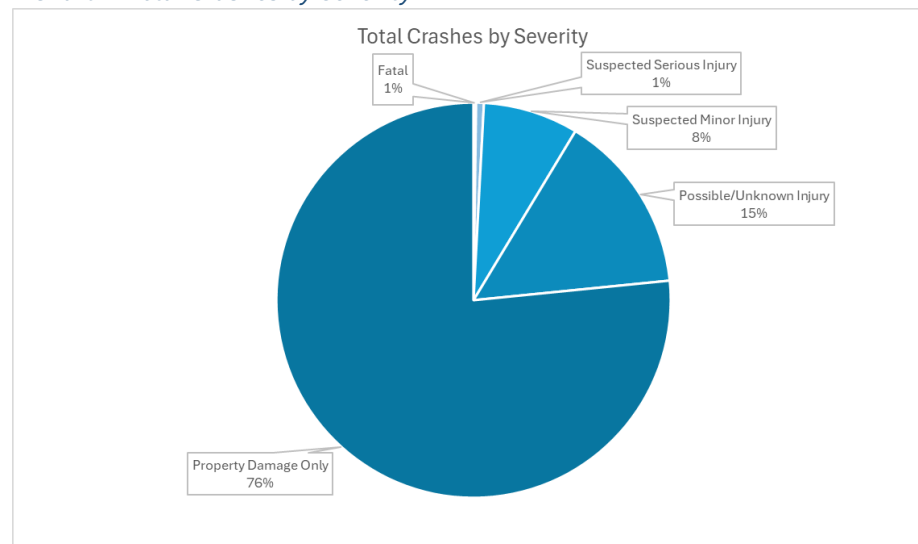
A review of crash severity was conducted. 24% of total crashes resulted in injury, see **Table 5**. There was one fatal crash and three serious injury crashes.

- The fatal crash occurred at the intersection of Central Avenue and 5th Street. The driver was under the influence when this broadside collision occurred.
- One serious injury crash was a single-vehicle crash that occurred at the intersection of White Street and 5th Street.
- The second serious injury at Central Avenue and 10th Street was when a passenger car and a cargo van were involved in a head-on collision. According to the crash detail report one vehicle was driving in the wrong direction and speeding.
- The third serious injury crash occurred at the intersection of Central Avenue and E 18th Street when a speeding motorcycle sideswiped a semi-truck.
- Of the remaining 470 total intersection crashes along the corridor, there were 37 minor injury crashes and 70 possible injury crashes. The remaining, 363 crashes were property damage-only crashes along the corridor.

Table 5: Total Crashes by Severity

Crash Severity	Central Ave	White Street	Total
Fatal	1	0	1
Suspected Serious Injury	2	1	3
Suspected Minor Injury	21	16	37
Possible/Unknown Injury	30	40	70
Property Damage Only	180	183	363
Total	234	240	474

Chart 2: Total Crashes by Severity



D. Potential for Crash Reduction (PCR)

The potential for crash reduction was considered. The Iowa DOT Potential for Crash Reduction (PCR) examines total crashes and their severity. PCR is based on traffic volumes, speeds, and intersection characteristics. These are calculated using regression equations that estimate crash frequency as a function of traffic volume. A high PCR indicates a poorly performing intersection.

Per the Iowa DOT website, the different PCR levels are defined as follows:

- Intersections with a PCR value greater than 1 will qualify as a High PCR Level. Projects at these intersections and segments will likely qualify for safety funds and will require a consultation with the Traffic and Safety Bureau to determine potential safety improvements.

- Intersections with a PCR value greater than or equal to 0.2 but less than 1 qualify as a Medium PCR Level. Medium PCR Level intersections have room for improvement and may qualify for safety funds.
- Intersections with a PCR value less than 0.2 qualify as a Negligible PCR Level. Negligible PCR Level intersections are performing better than expected.

Figure 27 shows the PCR at each intersection location provided by the Iowa DOT. As shown in **Figure 27**, 15 intersections in the corridor are at a high PCR level (>1.0) for all crashes (KABCO). 5 intersections are at a high PCR level (>1.0) for injurious crashes (KAB).

- 1) Central Avenue & 20th Street
- 2) Central Avenue & 17th Street
- 3) Central Avenue & 14th Street
- 4) White Street & 9th Street
- 5) White Street & 5th Street

This indicates that these five intersections are experiencing higher-than-expected injury crashes. Detailed information about these five intersections follows:

Central and 20th St

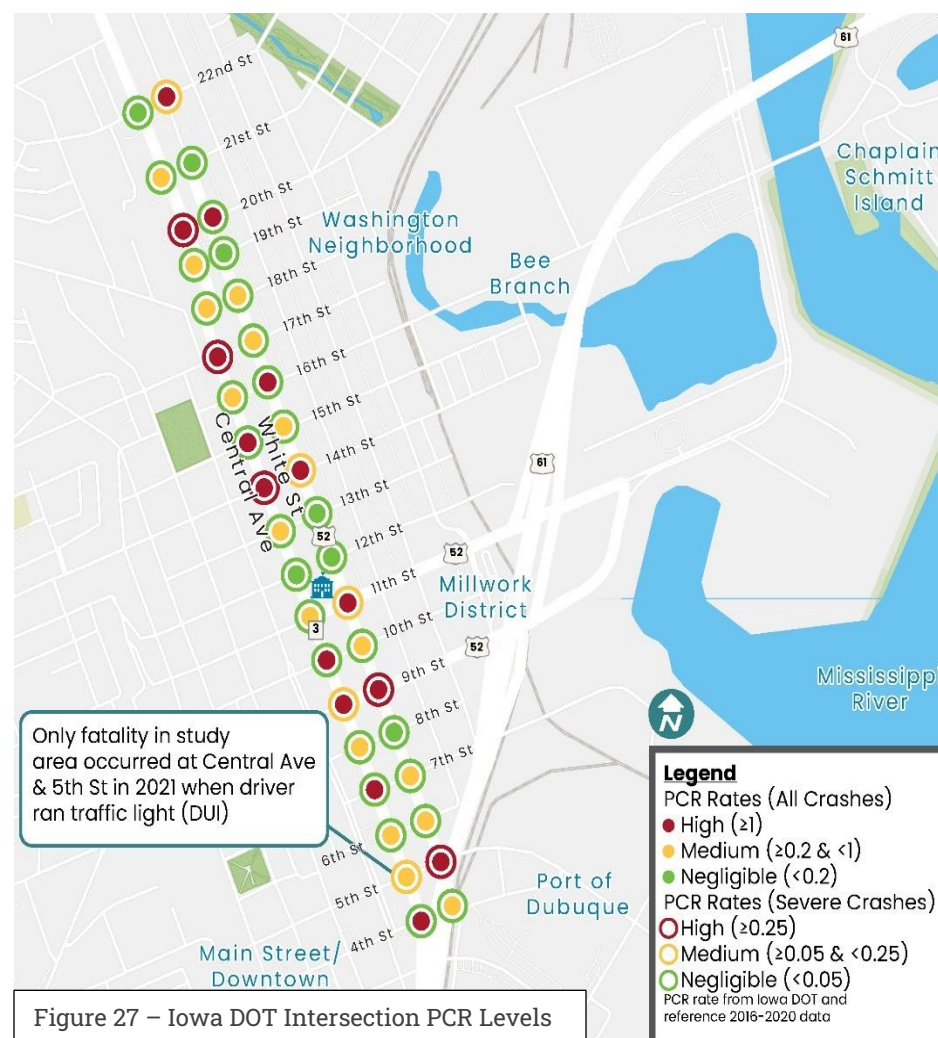
- 22 total crashes in the five years analyzed
- 8 were Speed-related
- 9 were Rear-end
- 17 were Property damage only
- The majority of crashes occurred north of the intersection

At the intersection of Central Avenue and 20th Street, crash data reveals a variety of incidents. Out of 22 recorded crashes, approximately 36% were speed-related, and about 41% were rear-end collisions. Notably, 77% of these crashes resulted in property damage only. The majority of crashes occurred north of the intersection.

Central and 17th St

- 26 total crashes in the five years analyzed
- 10 were due to a vehicle running a stop light
- 12 were Broadside crashes
- 18 resulted in Property Damage only
- 10 crashes involved a Westbound vehicle hitting a southbound vehicle

At the intersection of Central Avenue and 17th Street, crash data indicates several types of incidents. Out of 26 recorded crashes, approximately 38% involved vehicles running a stop light, and about 46% were broadside collisions. Additionally, 38% of the crashes involved westbound traffic hitting southbound vehicles. Notably, 69% of these crashes resulted in property damage only.



Central Avenue and 14th Street

- 34 total crashes in the five years analyzed
- 15 were Broadside crashes
- 16 Ran Traffic Signal
- 21 were Property damage only
- Broadside crashes consisted of an Eastbound or westbound vehicle hitting a southbound vehicle.

At the intersection of Central Avenue and 14th Street, a significant number of traffic incidents have been recorded. Out of 34 total crashes, 44% were broadside collisions, with these crashes predominantly involving eastbound and westbound vehicles striking southbound traffic. Additionally, 47% of these incidents were attributed to drivers running the traffic signal. Notably, 62% of the crashes resulted in property damage only.

White Street and 9th Street

- 16 total crashes in the five years analyzed
- 9 were Broadside Crashes
- 8 caused by a vehicle running the traffic signal
- 50% property damage only
- Half of the crashes involved an Eastbound vehicle hitting a northbound vehicle

At the intersection of White Street and 9th Street, various traffic incidents have been documented. Out of 16 total crashes, 56% were broadside collisions, with half of these involving eastbound vehicles striking northbound traffic. Additionally, 50% of the incidents were due to drivers running the traffic signal. Notably, 50% of the crashes resulted in property damage only.

White Street and 5th Street

- 22 total crashes in the five years analyzed
- 14 were Property damage only
- 9 were the result of vehicles running the stop sign
- 8 were FTYROW: from stop sign
- 16 of the 22 were Broadside
- 14 of the 16 broadside crashes involved an eastbound vehicle colliding with a northbound vehicle

At the intersection of White Street and 5th Street, various traffic incidents have been documented. Out of 22 total crashes, 64% resulted in property damage only. Additionally, 41% of the incidents involved drivers running the stop sign, while 36% were due to failure to yield the right of way from the stop sign. Broadside collisions accounted for 73% of the crashes, with 64% of these involving eastbound traffic hitting northbound vehicles.

XIV. Public Outreach and Stakeholder Engagement

A. Project Communication Plan

Early in the study process, it was recognized that there were several key stakeholder groups with a strong interest in the future of this corridor. A project communication plan was developed that included an overall strategy for engagement goals, stakeholder engagement, outreach tools, and an engagement schedule. Development of this communication plan was led by Bolton & Menk with input from the City of Dubuque.



The engagement strategy consisted of:

- Project Management Team (PMT) Meetings
- Project Advisory Team (PAT) Meetings
- Freight Focus Group Meetings
- Business Focus Group Meetings
- Resident Focus Group Meetings
- Door Knocking for Corridor Residences and Businesses
- Attending Area Neighborhood Meetings
- Pop-up Events
- Project Webpage
- Social Media Posts
- INPUTID™ Interactive Comment Map
- Online Surveys
- Open House
- Council Work sessions
- Project Handouts/Factsheets



B. Project Engagement Summary

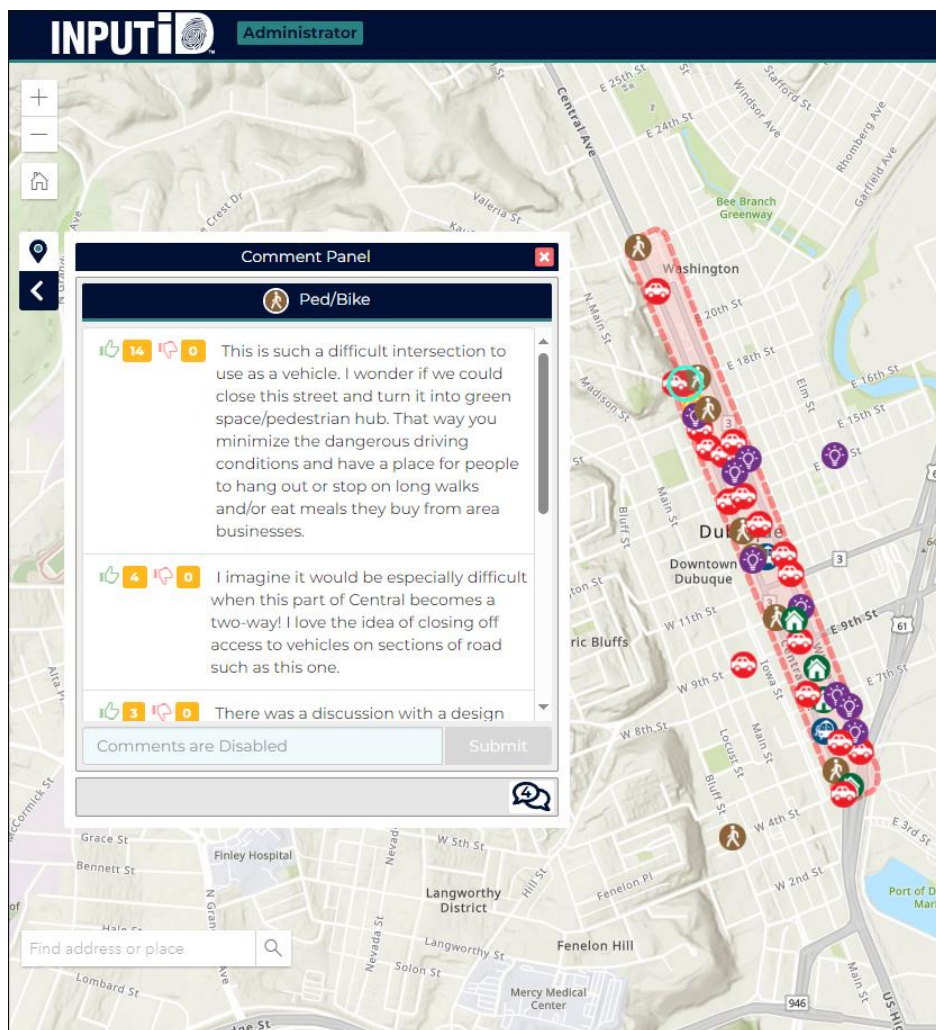
A summary of engagement follows. A full report summarizing each phase of the communication and outreach conducted throughout the study is available in **Appendix C**.

- Door Knocking – 461 Corridor Residents and Businesses visited.
- Online InputID Public Comment Map (April) - 380+ comments, reactions, and replies.
- Public Survey on Amenities (July) – 827 submissions received



Events

- Prescott Elementary Carnival (April)
- Downtown Farmer's Market (April & July)
- City Life and Downtown Neighborhood (April)
- Central Avenue Neighborhood Meeting (July)
- National Night Out (August)



C. Stakeholder Groups Representation

The public and stakeholders were engaged throughout the project. Various perspectives were represented through the focus groups, PMT, and PAT groups. These meetings provided the opportunity to address questions and concerns of businesses and organizations in the project area and to share pertinent information of the project, gather feedback from their unique perspectives, build trust, and inform study alternatives. The stakeholders invited to engage in the study process through the focus groups, PMT, and PAT groups included:

- o Central Business Association
- o Key City Creative
- o Corridor Residents
- o Dubuque Initiatives
- o Dubuque Main
- o Dubuque Forward
- o Dubuque Chamber
- o Tucker Freight
- o Prairie Farms
- o John Deere
- o North End NA
- o Dream Center
- o Steeple Square
- o Greater Dubuque
- o Welu Printing
- o Lenz Monument
- o Rainbo Oil
- o Klauer Manufacturing
- o Lime Springs/Pepsi
- o Hirshbach
- o Standard Forwarding
- o Prescott Elementary
- o Fire/EMS
- o County Sherriff
- o Public Works/Engineering
- o Office of Shared Prosperity
- o City Police Department
- o Transit/Parking
- o Community Planning
- o Economic Development

D. Community Engagement Takeaways

Overall

- Retain one-way streets
- Reduce speed and dampen noise.
- Add landscaping and trees along both streets
- Improve safety for pedestrian crossings
- Provide a consistent street layout

Businesses

- Provide wider sidewalks, loading zones
- Maintain on-street parking on Central Avenue

Residents

- Safer cycling options
- Address parking needs
- Complete more investment in the neighborhood

Police/EMS/Freight

- Two lanes for passing and signal progression desired
- Turns at intersections are important
- Most important intersections for turning are 9th, 11th, 14th, and 16th Streets



XV. Future Year Volumes

The future land use provided in the city's Imagine Dubuque Comprehensive Plan shows that growth in the city will occur primarily in the west and southern portions of the city with some growth anticipated north the point where the Northwest Arterial connects with Central Avenue. The majority of this growth is anticipated to be single family residential with portions of commercial and multi-family anticipated in areas along the Northwest Arterial.

A. DMATS MPO Volumes

Dubuque Metropolitan Area Transportation Study & Regional Planning Affiliation (DMATS) models the projected traffic growth for the region based upon project land use from the city of Dubuque and the County's comprehensive plans. DMATS provided volume projections from their transportation model for five scenarios:

- No Build (two lanes in each direction)
 - No bridge
 - No train
- No Build (two lanes in each direction)
 - 14th Street Bridge
 - Traffic on Elm Street but no access to bridge
 - No train
- No Build (two lanes in each direction)
 - 14th Street Bridge
 - Traffic on Elm Street but no access to bridge
 - Train blocking 9th, 11th, 15th, 16th
- Full Two-Way Conversion (one lane in each direction on each roadway)
 - 14th Street Bridge
 - Traffic on Elm Street but no access to bridge
 - No train
- Full Two-Way Conversion (one lane in each direction on each roadway)
 - 14th Street Bridge
 - Traffic on Elm Street but no access to bridge
 - Train blocking 9th, 11th, 15th, 16th

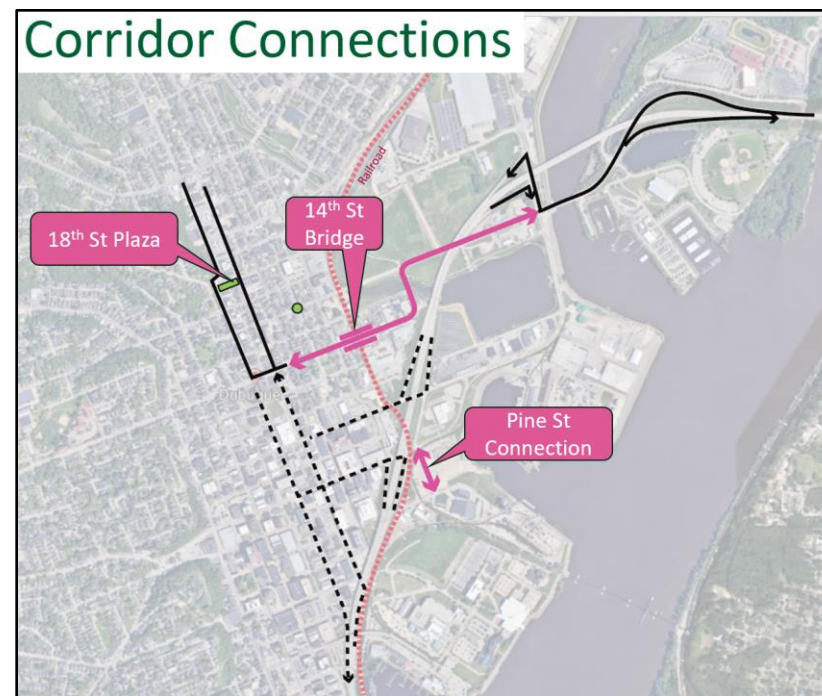
Each scenario contained projected volumes in the years 2017 and 2050. To generate a future volume set that was best representative of typical traffic patterns in the area, scenarios that included a train were not utilized. However, the impact of trains was considered throughout the analysis.

The data provided by DMATS provided general information on how traffic is expected to grow along these corridors. Because the data comes from a regional model and is not intended to provide specific estimations on a small downtown area, an overall growth rate was chosen to be applied to the 2024 counts. Each DMATS scenario was shown to use a consistent growth rate of 0.8% annually. To project existing turning movements to 2050 volumes for alternatives analysis, 0.8% per year (or multiplier of 1.23) was applied.

B. Future Corridor Connections

In all alternatives analyzed, it was assumed that the following planned improvements would be completed (see **Figure 28** for connection locations):

Figure 28. Future Corridor Connections



14th Street Overpass

A bridge over the railroad is to be constructed on 14th Street to the east of the study area. The primary purpose of the bridge is to serve as a railroad overpass. As train frequency increases in the area, this will provide an opportunity for vehicles to avoid waiting for trains to pass. While this will make 14th Street more desirable, it is not expected to cause a drastic shift in overall traffic patterns other than when a train is present.



Image of Future 14th Street Overpass

18th Street Plaza

18th Street between Central Avenue and White Street was proposed to be closed to private vehicles at Central Avenue and a pedestrian only plaza created to serve as a neighborhood gathering space.



Image of 18th Street Plaza Concept from Central Avenue Streetscape Plan

Pine Street Connection

To the east of the study area, Pine Street is to extend from 9th St/Kerper Boulevard to 7th Street east of US 6. This expansion allows heavy vehicles coming from US 61 to reach East Commercial Street/Port area without having to traverse through Central Avenue and White Street.

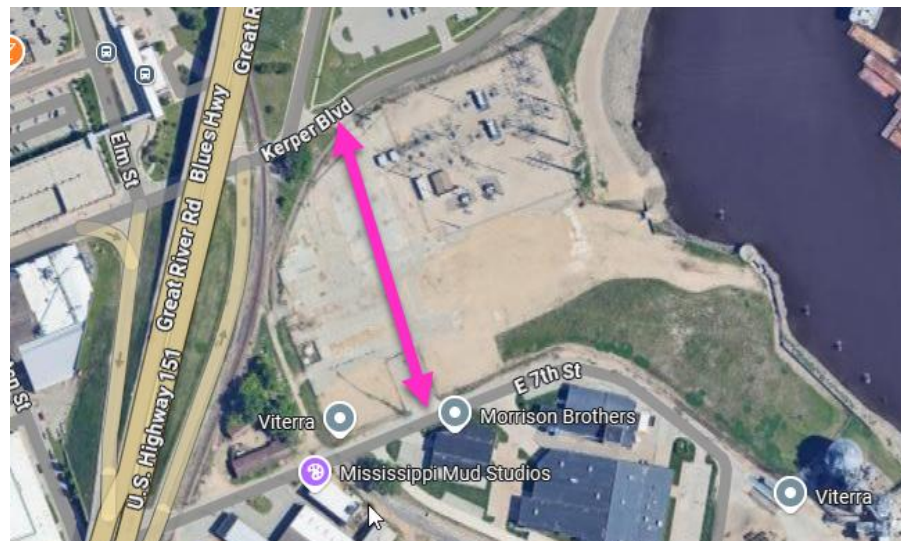


Image Showing Proposed Location of new Pine Street Connection

C. One-Way to Two-Way Volume Conversion

To redistribute the existing one-way turning movements into a two-way network, Streetlight, DMATS models, and the April 2024 counts were all used.

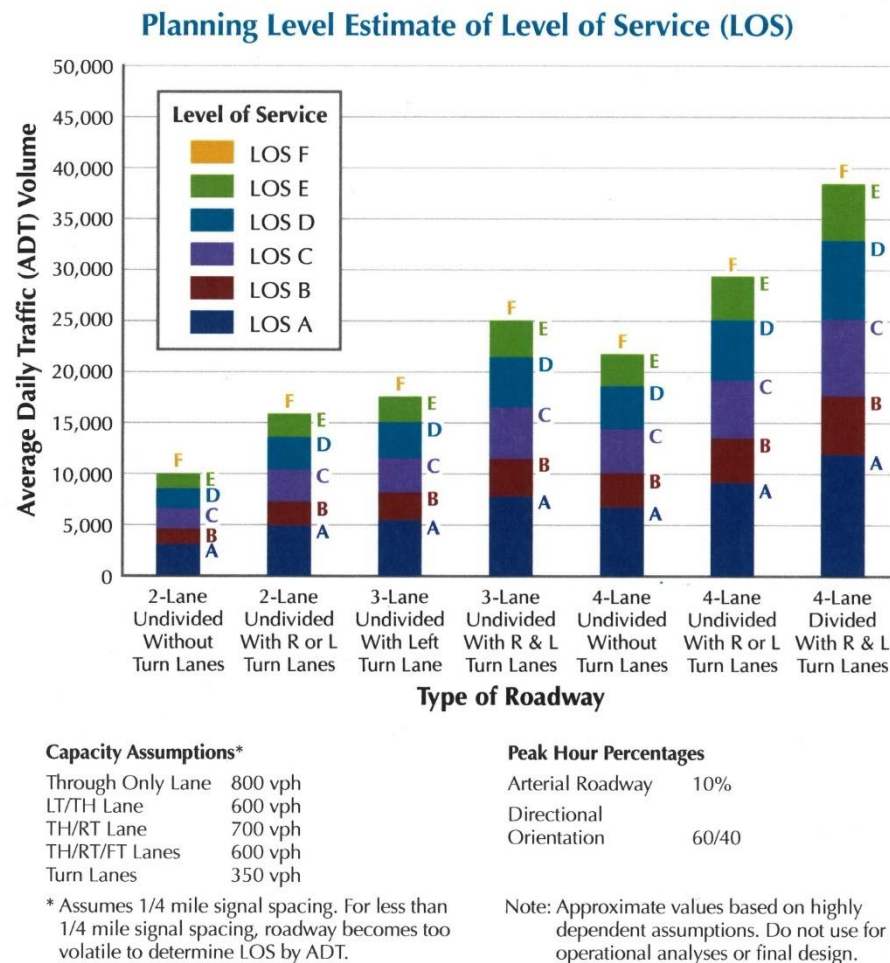
- April 2024 Counts
 - From the counts, it was determined where vehicles were entering and exiting the network. These numbers were used as the number of vehicles expected to enter and exit at each corridor access point.
- Streetlight
 - A full origin-destination matrix was obtained using Streetlight, allowing the existing counts to be distributed from one entry/exit point to another. For this task, the traffic analysis software PTV Vistro was used.
- DMATS Models
 - Once the trips were distributed in PTV Vistro, the specific route between each origin and destination was determined by looking at the DMATS models and analyzing how trips are split between Central Avenue and White Street as well as where significant shifts from one main corridor to another occur. For example, a vehicle may enter northbound White Street with an intended destination that is north of 22nd Street on Central Avenue. DMATS models provided projections of when a vehicle would shift from northbound White Street to northbound Central Avenue.

D. North End Changes

Regardless of which alternative is preferred for Central Avenue and White Street, the intersections of Central Avenue at 22nd Street and White Street and 22nd Street will likely fail before 2050. North of the study area, Central Avenue continues providing access to the Northwest Arterial. White Street continues through a low speed residential neighborhood for a few blocks north of 22nd Street before eventually reaching a dead end. All vehicles traveling between downtown Dubuque and the northern neighborhoods and Northwest Arterial must use Central Avenue, which is causing it to exceed its capacity as traffic grows in the future.

Figure 29 provides a planning-level estimate of roadway capacity. Based on the characteristics of Central Avenue (two-lane undivided without turn lanes), the roadway operates at LOS D at traffic volumes of 7,000 vehicles per day. LOS E is experienced as volumes grow above 8,000 vehicles per day and higher.

Figure 29. Planning Level Estimate Level of Service



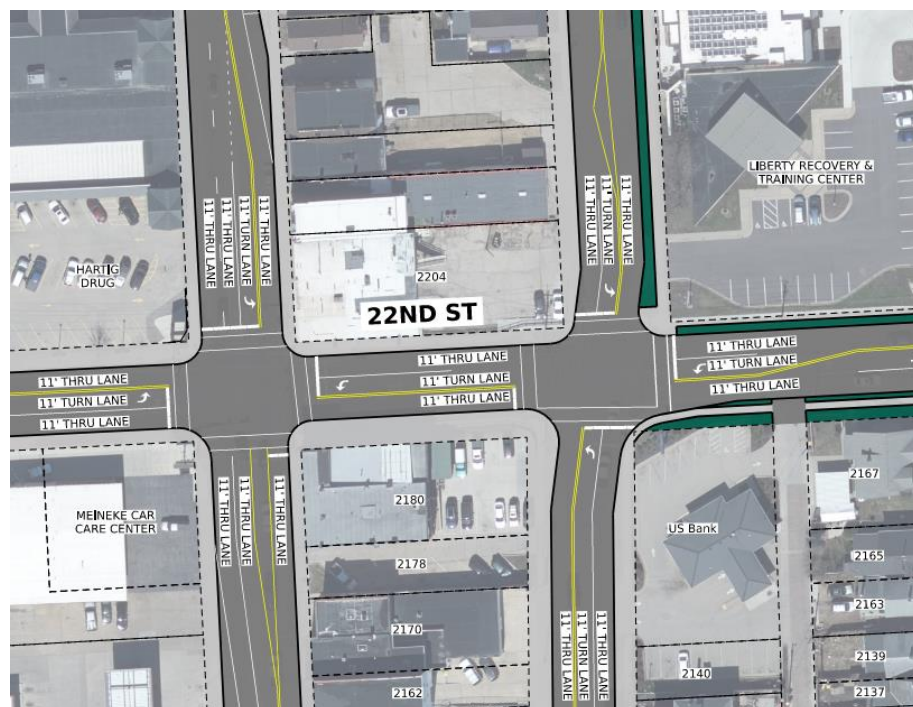
Based on the existing turning movement counts and the growth rate taken from the DMATS models, Central Avenue will exceed 8,000 vehicles per day by 2050. A sensitivity analysis found that the roadway is expected to hit the threshold of 7,000 vehicles per day by 2033 and reach 8,000 vehicles per day by 2049.

Based on this, two travel lanes are needed in each direction on Central Avenue, however, due to right-of-way constraints, only one additional lane was able to be added to the network for analysis immediately to the north and south of 22nd Street. The April 2024 counts showed that at the intersection of Central Avenue

and 22nd Street, the southbound movement was consistently higher than the northbound.

For the alternative analysis, an additional lane was added in the southbound direction. The intersection of Central Avenue at 22nd Street has minimal space, so a northbound left turn lane was removed to accommodate a second southbound through lane. At this intersection, northbound left turns are now prohibited. The intersection of White Street at 22nd Avenue is currently unsignalized, but a signal is recommended. The northbound left turning vehicles that have been removed from Central Avenue are rerouted to White Street. Both intersections along 22nd Street are coordinated to allow the northbound left turning vehicles on White Street to proceed through the signal at Central Avenue without stopping and creating a queue. **Figure 30** provides the proposed layout.

Figure 30. North End Layout (Central Ave at 22nd St / White St at 22nd St)



E. Future Volume Sets

Different volume sets were used in the analysis of alternatives:

- Full One-Way
- Full Two-Way

Today, Central Avenue carries 8,000 vehicles per day and White Street carries 5,000 vehicles per day. **Figure 31** shows the projected 2050 average daily traffic (ADT) if the corridors are to remain one-way, Central Avenue gains an additional southbound through lane at 22nd Street, and all future corridor connections are completed. **Figure 32** shows the ADT after the redistribution of 2024 traffic if all the changes mentioned above are completed as well as the full conversion from a one-way pair to each roadway becoming two-way. **Figure 32** shows ADTs of the two-way in the year 2050. Full turning movement counts can be found in **Appendix D**.

Figure 31. 2050 One-Way ADT

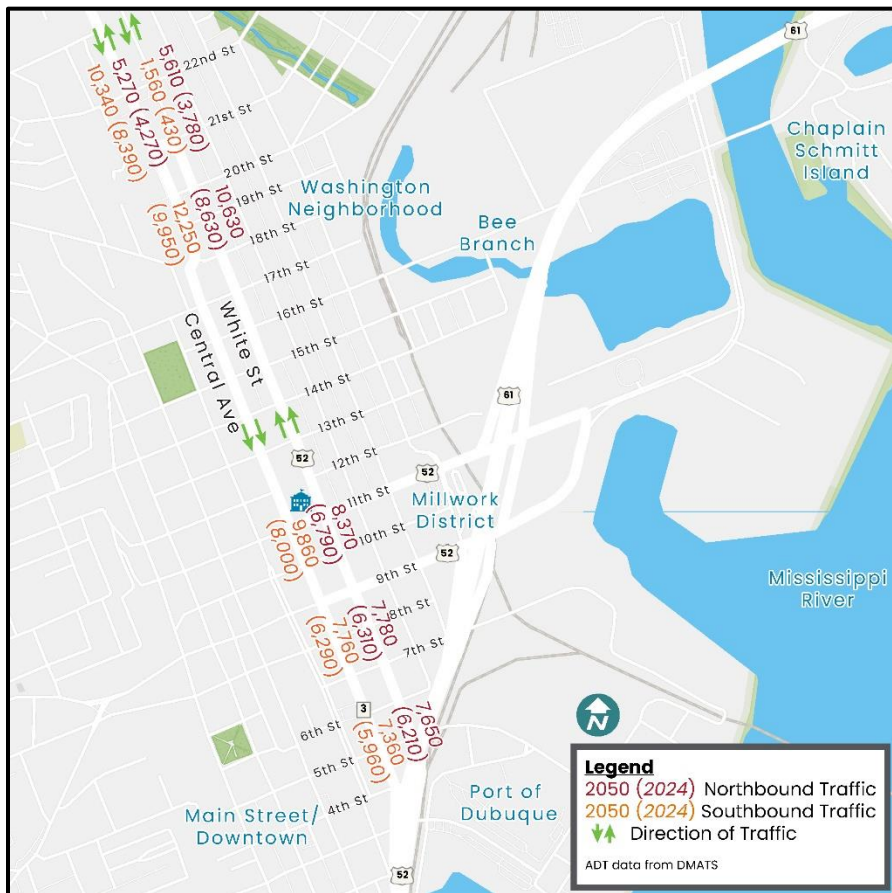


Figure 32. 2050 Two-Way ADT



F. Future 2050 No Build Operations

Figure 33 shows the intersection operations during both the AM and PM peak hours for all study intersections using the projected 2050 volumes if the corridors are to remain one-way, Central Avenue gains an additional southbound through lane at 22nd Street, and all future corridor connections are completed.

Figure 33. 2050 No Build Operations

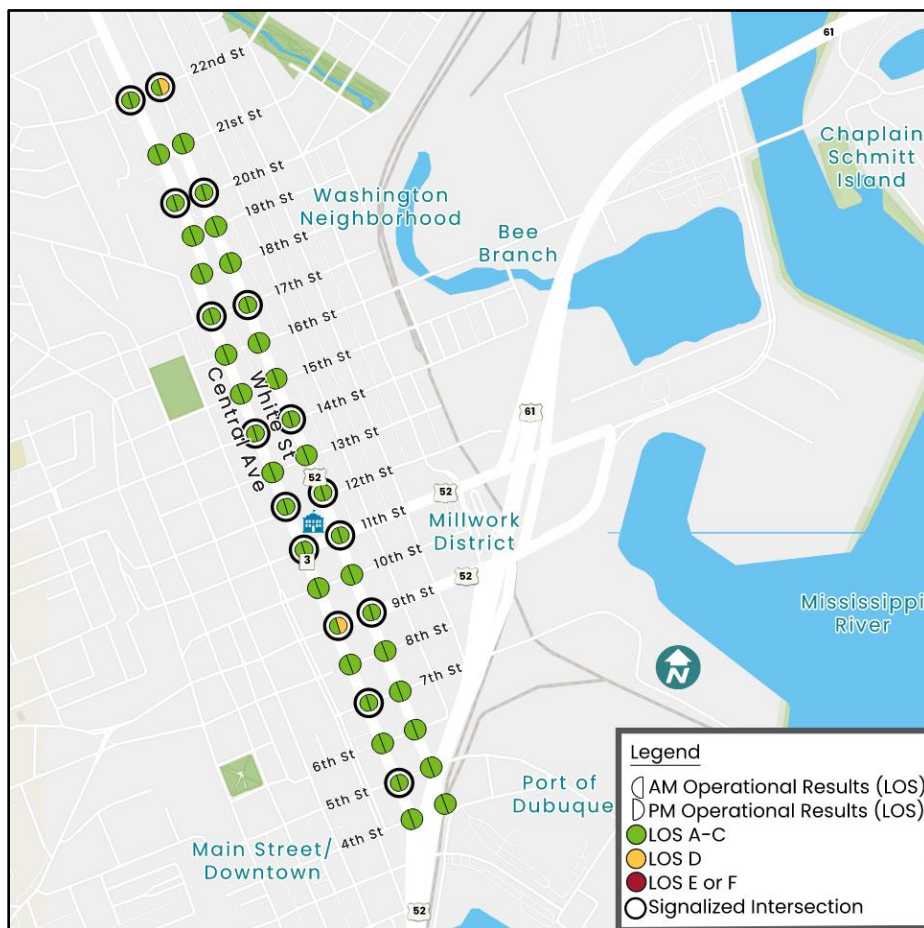


Figure 33 shows that all intersections operate at LOS C or better in the AM Peak Hour. In the PM Peak Hour, the intersections of Central Avenue at 9th Street and White Street at 22nd Street operate at LOS D. All other intersections operate at LOS C or better. No major operational concerns are present in this 2050 No Build scenario.

XVI. Alternatives Exploration

A. Alternatives

Several combinations of lanes and directionality were considered. Four alternatives rose to the top to explore in more detail.

Multi-Modal Focused

Alternative 1 is a multi-modal focused option. Both Central Avenue and White Street currently have parking on both sides, but this option removes one side of parking on each street. The extra space allows for a wide sidewalk on Central Avenue. Landscaping and outdoor seating for restaurants along Central Avenue are also able to be added with the extra space. On White Street, the removal of parking on one side allows for a two-way cycle track to be added. This cycle track provides a bike route that spans the entire length of the corridor. Both Central Avenue and White Street have the same roadway configurations as today (both roadways are one-way with two travel lanes in each direction for the entire length of the corridor). This allows for the existing signals to remain coordinated as they are. This is the option preferred by residents of the area as it provides an improved pedestrian experience as well as non-vehicular transportation options. **Figure 34** shows the typical cross-section of both Central Avenue and White Street with this option.

Alternative 1 | Multi-Modal Focused



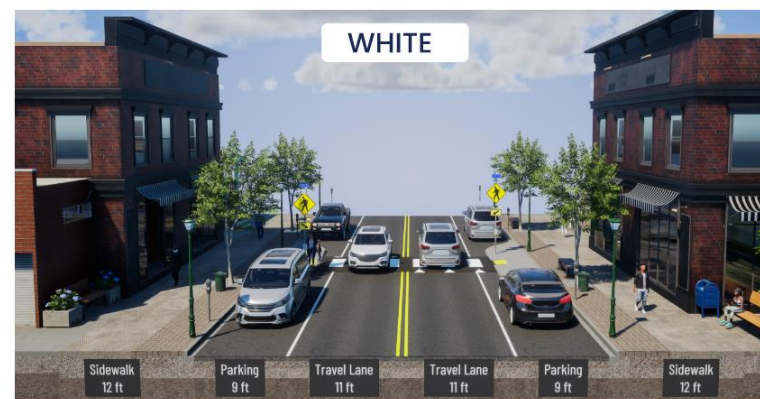
- Central and White one-way, two lanes
- Parking removed on one side of Central and one side of White
- Wide sidewalk, outdoor dining, and landscaping on Central
- Two-way cycle track on White

Figure 34. Alternative 1 Typical Cross-Sections

Getting To and Sticking Around

Alternative 2 prioritizes vehicles having access to the entire corridor regardless of the direction they are traveling from. This is done by converting both roadways entirely to two-ways. Parking will be present on both sides of Central Avenue and White Street to provide vehicles traveling into the area with easy access to businesses in the downtown area. All intersections that are currently signalized are to remain signalized, but retiming is needed to accommodate new movements. At all signalized intersections, left turn lanes will be needed to prevent queues from backing up on the main roadways. These left turn lanes will remove parking on one side of the road for a short stretch. Due to the close spacing of signals between 8th Street and 12th Street a two-way left turn lane would be needed and parking would be removed on one side of each roadway to accommodate the two-way left turn lane in this area. This alternative provides the most parking and provides more direct routes – no rerouting due to one-ways is required. **Figure 35** shows the typical cross-section of both Central Avenue and White Street with this option.

Alternative 2 | Getting To and Sticking Around



- Central and White are changed to two-way
- Parking is maximized and present on both sides of the roadway
- Left turn lanes are needed at all signalized intersections
- A two-way left turn lane is needed from 8th to 12th, removes parking on one side

Figure 35. Alternative 2 Typical Cross-Sections

Slow and Flow

Alternative 3 looks to keep the corridors operating as is while lowering vehicular speeds to improve safety to both drivers and pedestrians. From 9th Street to 22nd Street, both corridors look as they are today – one-way roadways with two travel lanes and parking on each side of the street. South of 9th Street, Central Avenue and White Street remain one-way but are reduced to one travel lane and parking on one side of each street. The additional right-of-way allows for large sidewalks with improved landscaping, outdoor dining options, and other pedestrian accommodations. An analysis of traffic volumes showed that south of 9th Street, the volumes are low enough to utilize one travel lane without exceeding the roadway capacity. When vehicles travel on overbuilt roadways with little to no congestion, they are more susceptible to exceeding speeds limits, creating an unsafe situation. This

option will result in vehicles traveling at lower speeds, creating a safer situation for both drivers and pedestrians, without a significant increase in vehicular delay at intersections. **Figure 36** shows the typical cross-section of White Street with this option.

Alternative 3 | Slow and Flow



- Central and White remain one-way pairs with two lanes in each direction from 22nd to 9th
- Parking on both sides from 22nd to 9th
- Travel lanes change to one from 9th to 4th
- Parking is removed on one side from 9th to 4th

Figure 36. Alternative 3 Typical Cross-Sections

Different Roads, Different Roles

Alternative 4 looks to combine different aspects of Alternative 1 and Alternative 2. South of 13th Street, both Central Avenue and White Street are one-way roadways with two travel lanes in each direction and parking on both sides of each street. The existing signals remain and provide coordination up and down the corridor. At 13th Street, both roadways are converted to two-way streets. Parking remains on both sides of the street except for where left turn lanes exist at signalized intersections. This change occurs at 13th Street because of the lower amount of traffic volume. The conversion here allows for signal coordination to focus on shifting traffic volume without adding delay to a major east-west street. North of 13th Street vehicles are able to travel the corridors without rerouting due to one-ways. **Figure 37** shows the typical cross-section of Central Avenue with this option.

Alternative 4 | Different Roads, Different Roles



- Central and White are one-way pairs with two lanes in each direction from 4th to 13th
- At 13th, Central and White change to two-way streets
- Parking remains on both sides of the street

Figure 37. Alternative 4 Typical Cross-Sections

B. Alternative Operations

The different one-way and two-way volume sets were used to analyze the four alternatives for 2024 and 2050.

Multi-Modal Focused

Alternative 1 has the same roadway characteristics and lane configurations as the no build scenario. **Figure 38** shows the intersection operations of this alternative with 2024 volumes. **Figure 39** shows the intersection operations of this alternative with 2050 volumes. Detailed operations can be found in **Appendix E**.

Figure 38. 2024 Alternative 1 Operations

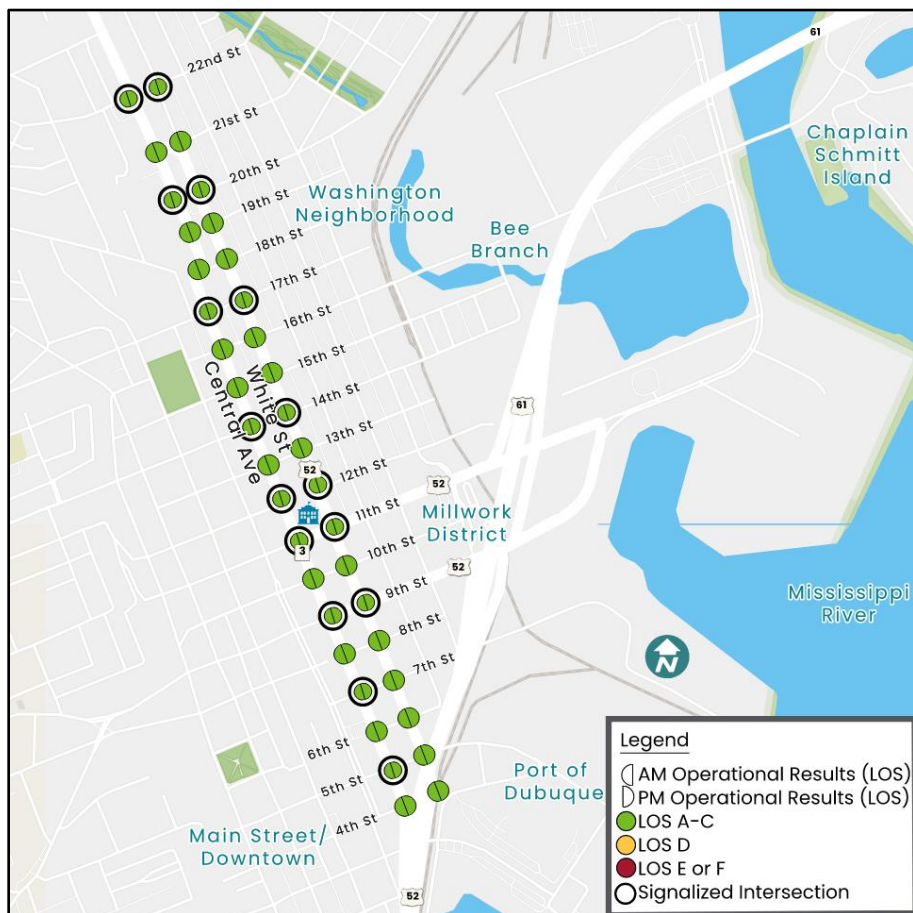


Figure 39. 2050 Alternative 1 Operations

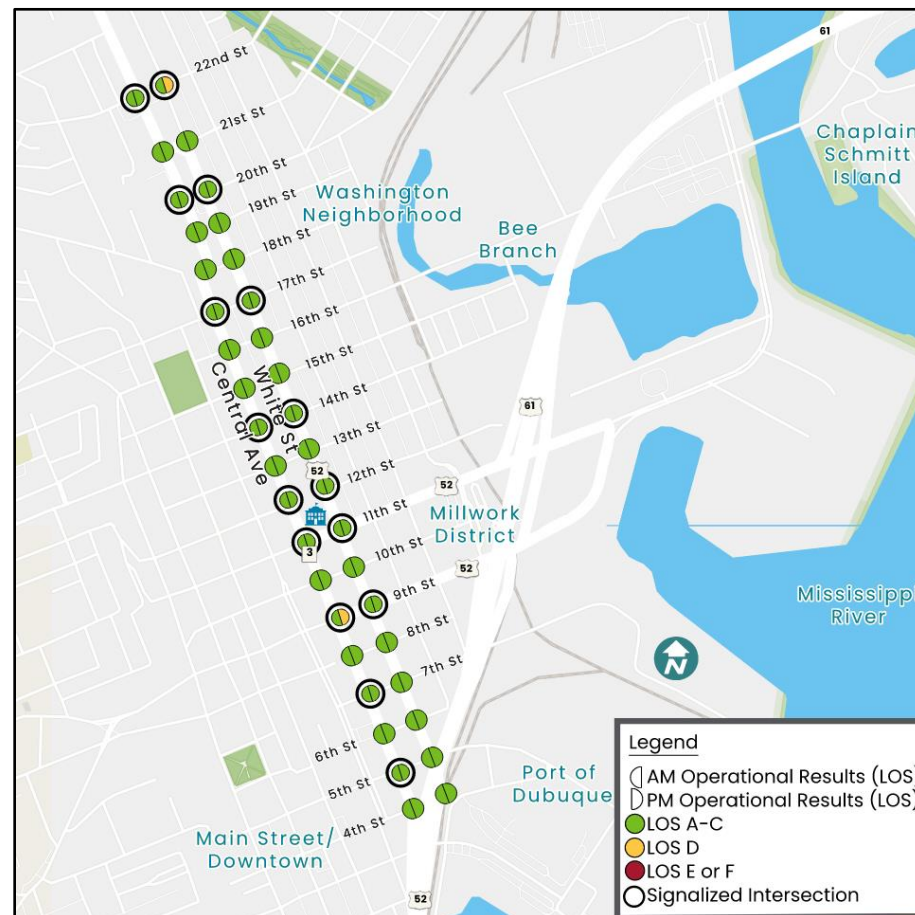


Figure 38 shows that all intersections operate at LOS C or better in both the AM and PM Peak Hours in 2024. **Figure 39** shows that in 2050 all intersections operate at LOS C or better in the AM Peak Hour. In the PM Peak Hour, the intersections of Central Avenue at 9th Street and White Street at 22nd Street operate at LOS D. All other intersections operate at LOS C or better. No major operational concerns are present in this scenario.

Getting To and Sticking Around

Alternative 2 utilizes the projected traffic volumes that have been fully converted to two-way. **Figure 40** shows the intersection operations of this alternative with 2024 volumes. **Figure 41** shows the intersection operations of this alternative with 2050 volumes. Detailed operations can be found in **Appendix E**.

Figure 40. 2024 Alternative 2 Operations

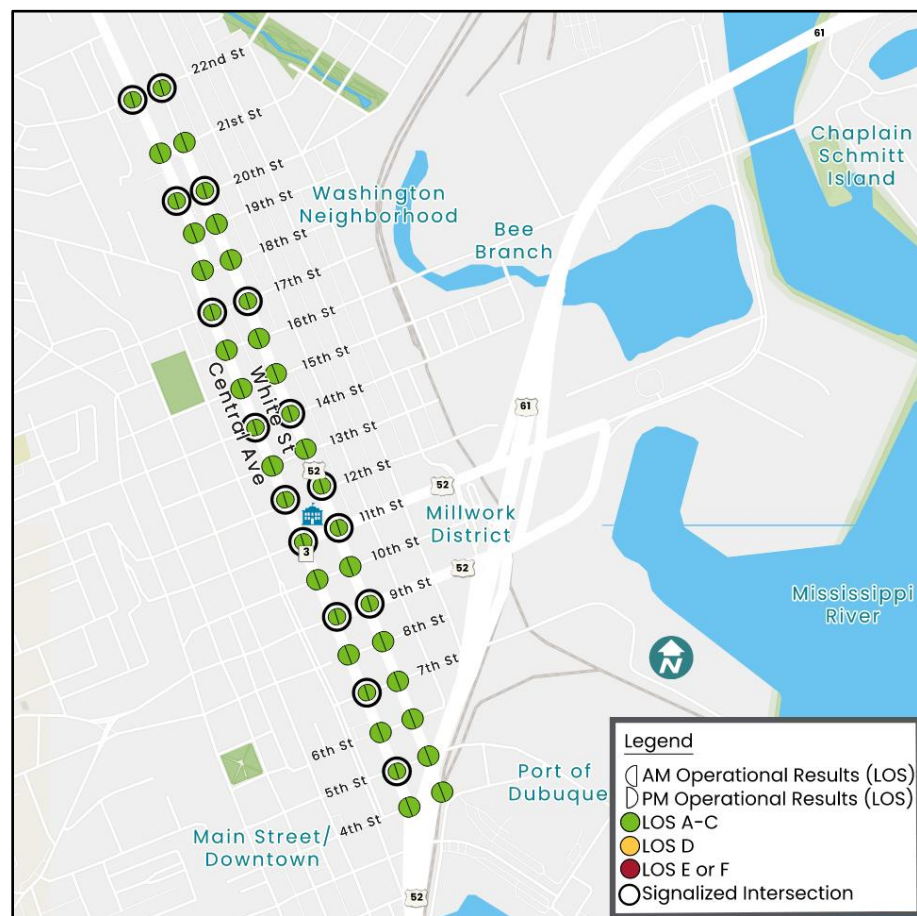


Figure 41. 2050 Alternative 2 Operations

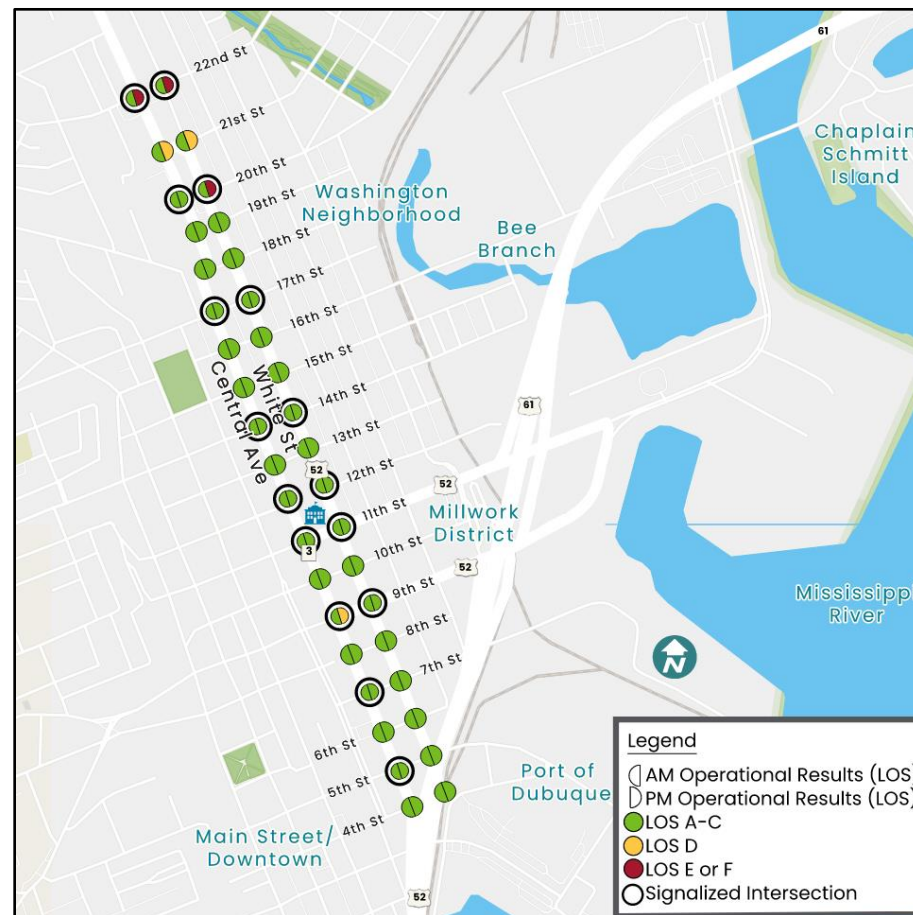


Figure 40 shows that all intersections operate at LOS C or better in both the AM and PM Peak Hours in 2024 with two-way roadways. **Figure 41** shows that in 2050 several intersections fail in the PM Peak Hour despite LOS C or better in the AM Peak Hour. Three study intersections operate at LOS D. One intersection operates at LOS E, and two intersections operate at LOS F:

- Central Avenue at 22nd Street
- White Street at 22nd Street

Based on these intersection operations, the north end near Central Avenue and 22nd Street is experiencing more delay in a fully two-way network than in a one-way network.

Slow and Flow

Alternative 3 uses the same traffic volumes as the no build scenario and Alternative 1, but the roadway reduces from two travel lanes per direction to one travel lane per direction south of 9th Street. **Figure 42** shows the intersection operations of this alternative with 2024 volumes. **Figure 43** shows the intersection operations of this alternative with 2050 volumes. Detailed operations can be found in **Appendix E**.

Figure 42. 2024 Alternative 3 Operations

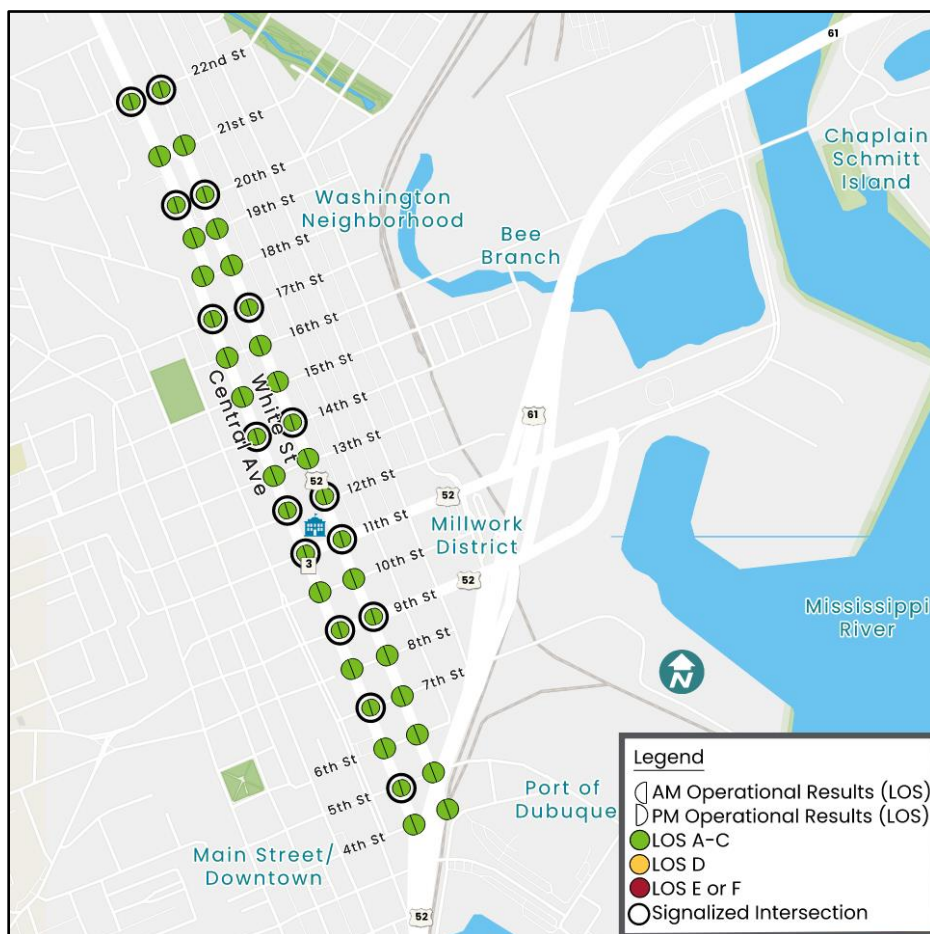


Figure 43. 2050 Alternative 3 Operations

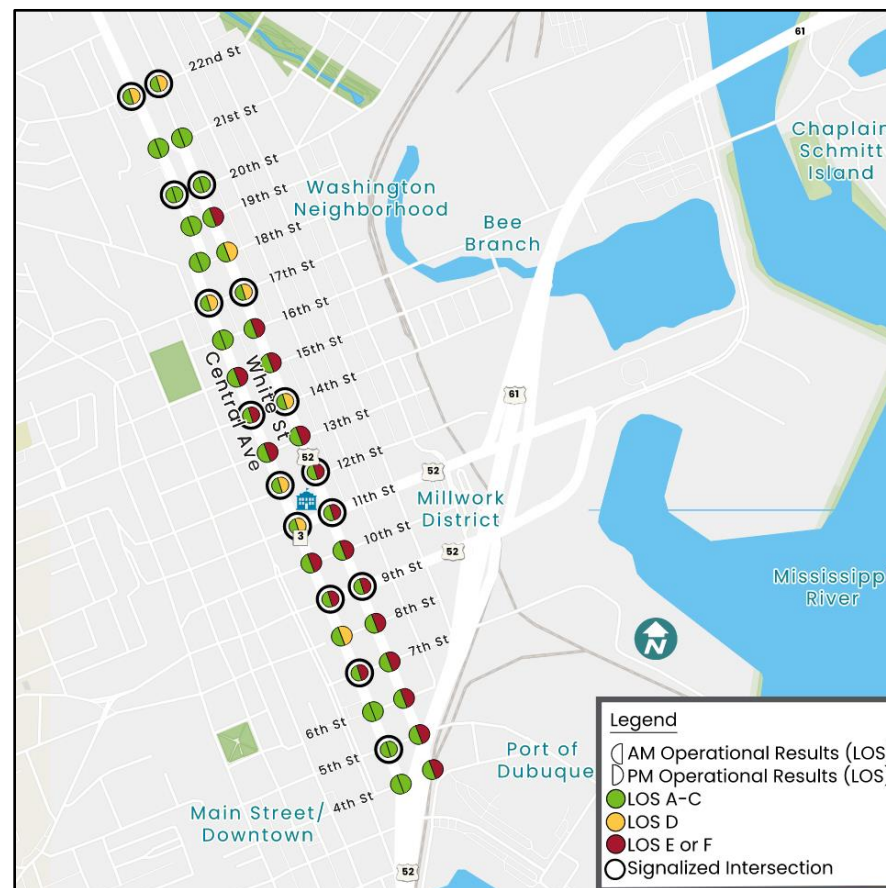


Figure 42 shows that all intersections operate at LOS C or better in both the AM and PM Peak Hours in 2024. **Figure 43** shows that in 2050 several intersections fail in the PM Peak Hour despite LOS C or better in the AM Peak Hour. From 4th Street to 13th Street, White Street fails at every intersection. This is not because the roadway is over-capacity, but rather because vehicles stop at signals and are limited to one lane for queueing. This causes the queues to build up twice as fast while also preventing it from clearing as quickly. On Central Avenue, intersections struggle as they approach the lane reduction. Southbound vehicles must merge into the lane that continues south, which causes significant congestion and several intersections begin to fail. In total, 9 intersections operate at LOS D, 8 intersections operate at LOS E, and 11 intersections operate at LOS F in the 2050 PM Peak Hour with this alternative.

Different Roads, Different Roles

Alternative 4 uses a volume set with one-way traffic south of 13th Street and a two-way traffic north of 13th Street. **Figure 44** shows the intersection operations of this alternative with 2024 volumes. **Figure 45** shows the intersection operations of this alternative with 2050 volumes. Detailed operations can be found in **Appendix E**.

Figure 44. 2024 Alternative 4 Operations

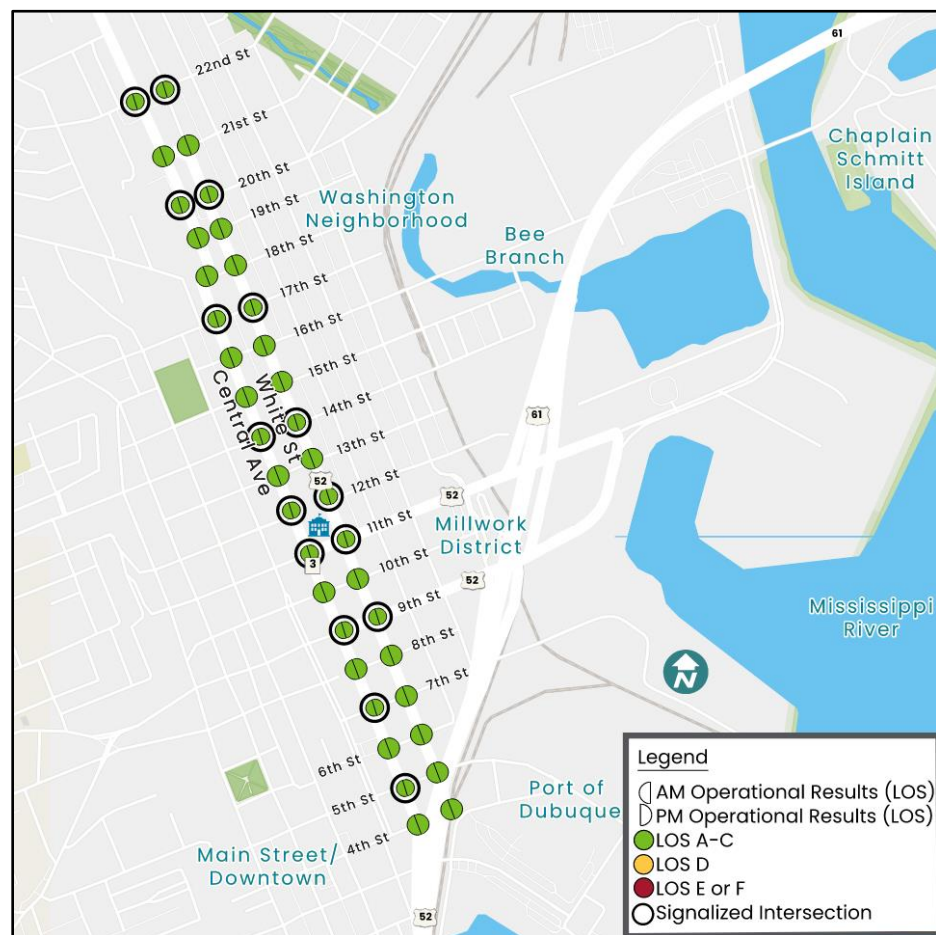


Figure 45. 2050 Alternative 4 Operations

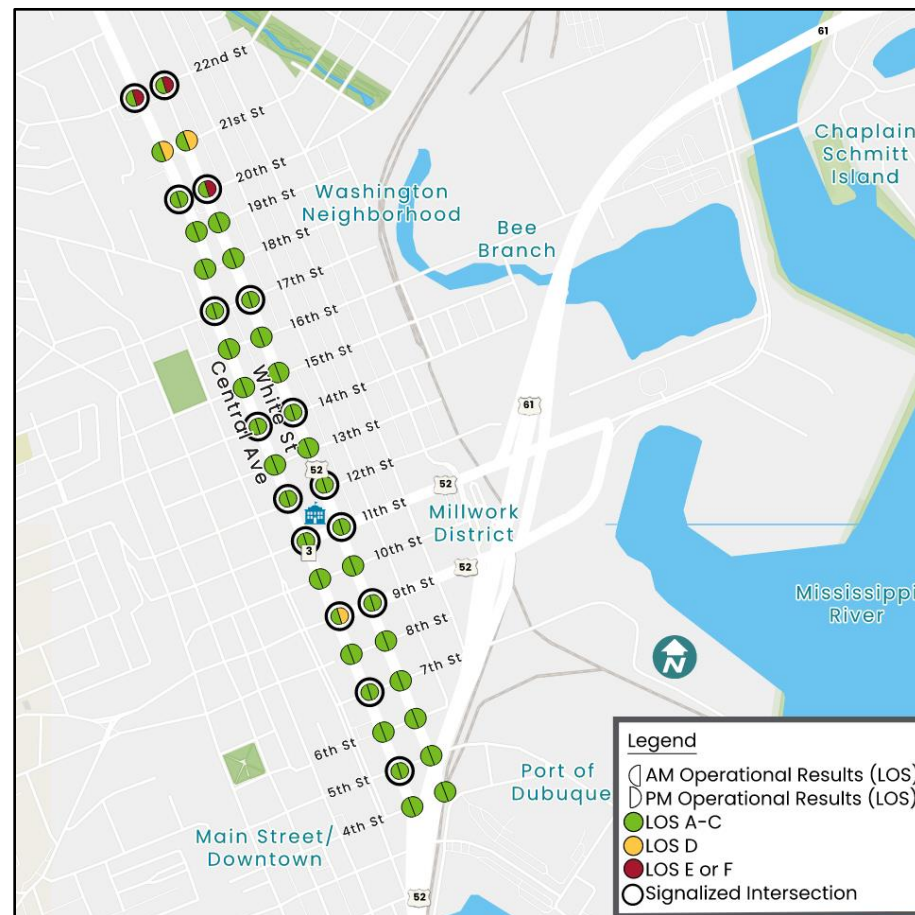


Figure 44 shows that in 2024 all intersections operate at LOS C or better in both the AM and PM Peak Hours. **Figure 45** shows that in 2050 several intersections fail in the PM Peak Hour despite LOS C or better in the AM Peak Hour. Three study intersections operate at LOS D. One intersection operates at LOS E, and two intersections operate at LOS F. Like Alternative 2, the north-end fails in the 2050 PM Peak, experiencing large delays and queues when the surrounding network is two-way.

C. Evaluation Matrix

An evaluation matrix was used to compare the alternatives based on the guiding study principles developed through this project process:



Safety

- Create a place that is comfortable, safe, and welcoming to all – regardless of how one is coming to, using, or passing through.
- Design recommendations should be focused on ensuring real and perceived safety across all modes of transportation through vitality, activity, lively streets and public spaces, and shared sense of ownership.



Economic Development

- Design recommendations should be focused on ensuring proposed improvements that will preserve or improve upon existing business operations and economic activity.
- Create an attractive place for new brick and mortar businesses in Downtown Dubuque.
- Central Avenue and White Street should be celebrated as opportunities for downtown gateways.
- Minimize impacts of construction on existing businesses.
- Encourage investments at all scales including small scale incremental investments for existing local businesses and larger investments for redevelopment.



Connectivity

- Create a place that inspires people to travel across neighborhoods, throughout downtown, around the city, and from the region.



Equity

- Create a place that is informed by the people and voices that use it on a regular basis.
- Foster an identity that represents and is created by the communities and cultures of the past, current, and future.
- Ensure travel along, and to, Central Ave and White Street is not dependent on a private vehicle.
- Implement high quality street furnishing and multi-modal transportation amenities.
- Reference and evaluate past input and plans.

The evaluation matrix shown in **Figure 46** took these guiding principles and assigned specific performance measures to each one to measure the overall effect on each guiding principle with each alternative explored.

Some of the metrics that were used for comparison were:

- Safety
 - Conflict Points
 - Predictive Crashes
- Equity
 - Pedestrian Amenities
 - Bicycle Facilities
 - Transit Enhancement
- Connectivity
 - Travel Times
 - Impact on Heavy Vehicles including Freight/Fire/EMS
- Economic Development
 - On-street parking impacts
 - Landscape/vegetation additions
 - Sidewalk widths/enhancements

Figure 46. Evaluation Matrix

Evaluation Matrix		Safety		Equity			Connectivity			Economic Development			Alternative Preference from Community
		Conflict Points	Predictive Crashes/year	Pedestrians	Bicycles	Transit	Through Travel Times (min)		Heavy Vehicles / EMS	On Street Parking	Landscape	Sidewalk	
							Central	White					
Do Nothing	Both Central & White Remain One-Way	531	94	Status quo	facility on parallel street	Status quo	4	5	Prefer two lanes to allow passing	parking both sides	limited trees. Most on white now	Status quo	-
Multi-Modal Focus	Both One-Way Cycle Track on White	523	94	Wider sidewalks	Facility Present on White	Enhanced bus stop	4	5	Prefer two lanes to allow passing	50% loss in parking	6' Grass Blvd, additional tree wells	12' sidewalk, 16' dining	1
Getting to and Sticking Around	Both Two-Way Parking on Both Sides	976	40	bumpouts	facility on parallel street	stops on both sides of street	5	5	Only one lane for travel each direction	40% loss in parking	Additional tree wells	12' sidewalk	2
Slow and Flow	Remain One-Way One Lane: 9th to 4th	503	94	wider sidewalks & bumpouts	facility on parallel street	Room for enhanced stops	13	25	Transition down to 1 lane at 9th	10% loss in parking	large landscape area 9th to 4th	Regular SW 22nd to 13th, 12' SW 9th to 4th	3
Asymmetry : different roads, different roles	Two-Way: 22nd to 13th; One-Way: 13th to 4th	757	61	bumpouts	facility on parallel street	Status quo	5	5	Transition at 13th, more turns needed	No loss in parking	Additional tree wells	12' sidewalk	4

LEGEND

Negative Effect

Neutral Effect

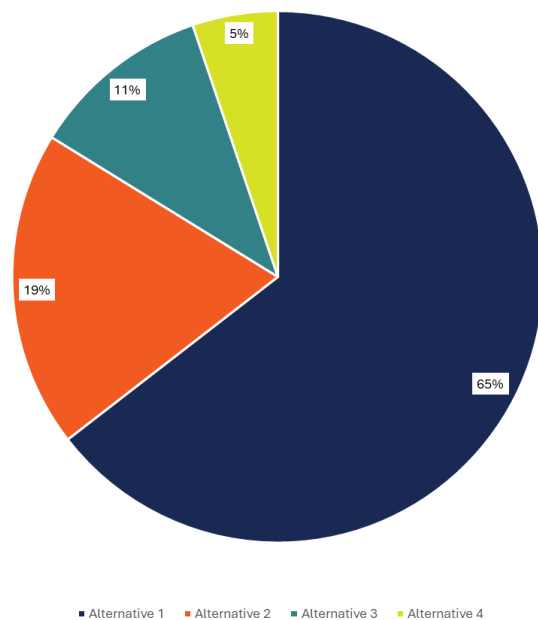
Positive Effect

XVII. Preferred Alternative

A. Public Outreach Survey results

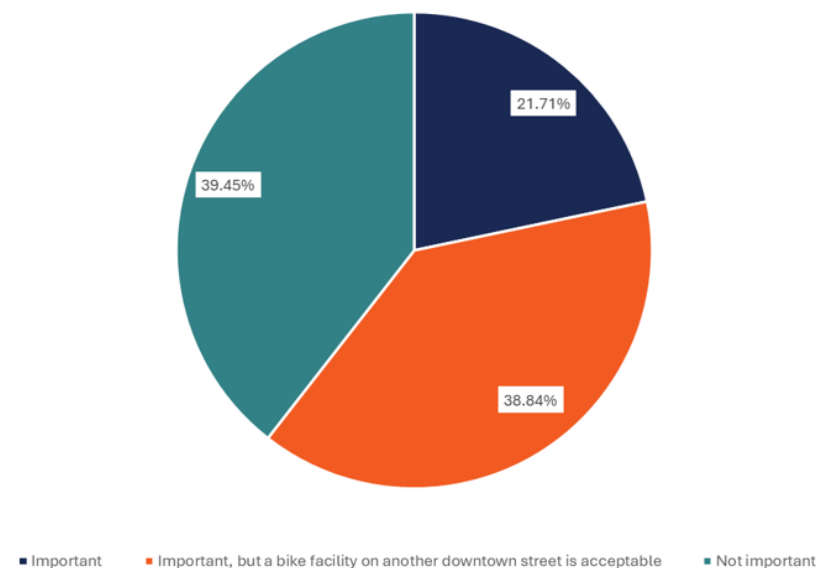
As part of the determination of the preferred alternative, the four proposed alternatives were presented to the public via a survey. This survey asked which alternative they preferred, if they desired a bike facility in downtown, and their top three priorities for the corridor. 327 total responses were obtained. 65% of respondents selected Alternative 1 – the Multi-Modal Focused Alternative.

Chart 3: Preferred Alternative Survey Results



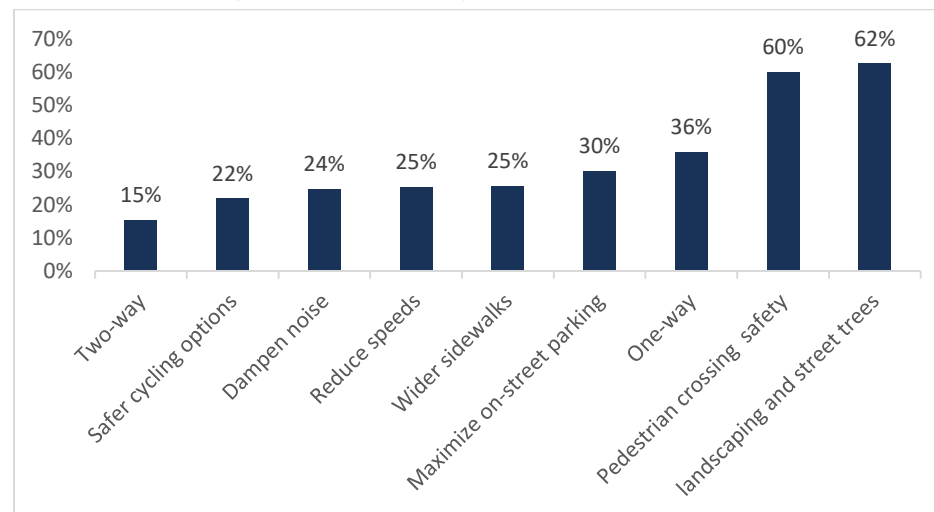
When asked how important a cycle track is on White Street. 60% stated that a bike facility is important, however, 39% stated it could be on another street.

Chart 4: Bike Facility Importance Survey Results



When asked what the top three priorities were for the corridor, landscaping/street trees, improving safety for pedestrian crossings, and one-way streets were the highest community priorities.

Chart 5: Community Preferences Survey Results



The alternative preference ranking from the community survey is shown along with the evaluation matrix measures in **Figure 46**.

B. Description of Preferred Alternative

Alternative 1 is the Multi-Modal Focused option. As shown in **Table 6**, Alternative 1 meets most of the top priorities identified by the community. The only one it doesn't meet is the desire to maximize parking. Both Central Avenue and White Street currently have parking on both sides, however, this option removes one side of parking on each street. The extra space allows for a wide sidewalk on Central Avenue and a cycle track to be placed on White Street. This alternative meets the desires of the Central Avenue Streetscape Plan and the goals of Central Avenue revitalization.

Table 6. How Alternative 1 Addresses Community Priorities

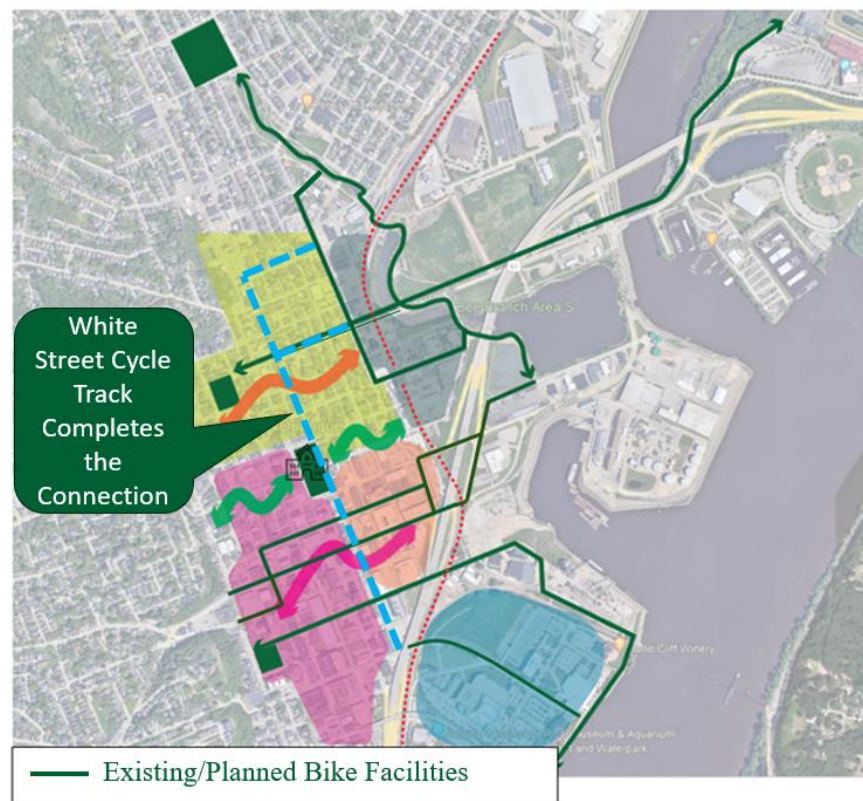
	Priorities (by order of Importance)	How Multi-modal Alternative 1 Addresses Priorities
✓	Improve Safety for Ped Crossings	Enhances pedestrian crossings with bump-outs Limits intersections to two travel lanes, reducing crossing complexity
✓	Add Landscaping/Trees	Expands opportunities for landscaping and trees along both streets.
✓	One Way Streets	Retains One-Way Streets. Provides two lanes for passing and maintains good signal progression for EMS, police, and freight.
	Maximize Parking	Reduces on-street parking on one side of Central and White. Allows for loading zones on-street Seeks additional on-street parking on the side streets
✓	Wider Sidewalks	Allows for wider sidewalks for outdoor dining, additional landscaping, and pedestrian space to support local businesses.
✓	Reduce Speeds	Includes narrowed lanes, landscaping, and intersection bump-outs to reduce speeds, addressing resident concerns.
✓	Dampen Noise	Includes landscaping/trees to slow speeds and dampen noise.
✓	Safer Cycling Options	Establishes a dedicated cycle track on White Street, meeting residents' desires for safer cycling options.

Cycle Track

The cycle track on White Street provides a bike facility that spans the entire length of the corridor. The cycle track on White Street completes the connection between many existing and planned bike facilities meeting the recommendations of the city's Imagine Dubuque Comprehensive Plan and the MoveDBQ Mobility Solutions along with Dubuque County's Regional Bike and Pedestrian Plan by providing a bike network in downtown Dubuque.

The cycle track will serve as a transportation facility, not just a recreation facility, connecting users from where they live to areas of work and commerce. Bicyclists desire to access the same businesses, schools, and residential areas that drivers do. Whereas other parallel north-south routes could be considered for the bike facility, they do not provide the same direct connection from neighborhoods on the north end to key destinations in downtown like Prescott Elementary School, Steeple Square, Dubuque County Court House, and the Port of Dubuque.

Figure 47. White Street Cycle Track Connection



Parking with Preferred Alternative

Today 503 on-street spaces exist. From occupancy counts collected, the highest parking peak is Weekday Evening with a utilization of 24%

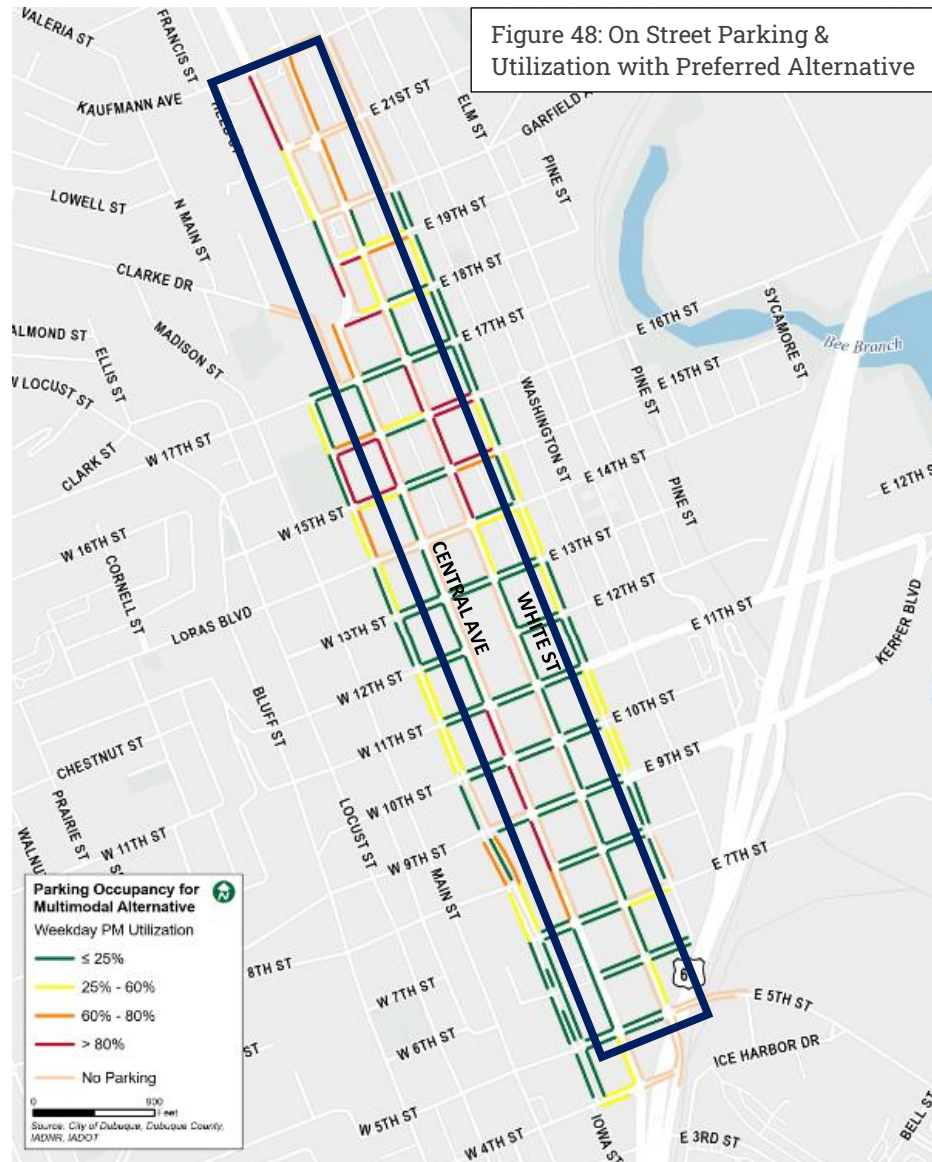
Parking will be removed on the east side of Central and the west side of White with the preferred Multi-Modal Focused Alternative. When parking is removed with this alternative, parkers that are on the east side of Central Avenue or west side of White Street will be able to move to the other side of the street or up one block or to the side street to other parking spaces that are open. With parkers moving to other areas due to the removal of parking spaces, on-street parking utilization increases to 52% overall. This is still less than the 80% standard when on-street parking is considered full. **Figure 48** presents a map showing the utilization on the different blocks with removal of one-side of on-street parking along Central Avenue and White Street.

From Dubuque's Smart Parking and Mobility Plan, on-street parking should be utilized for short term stays, longer-term parking to support area business employees and residents, should occur in off-street parking lots and ramps. The Central Avenue Parking Ramp at 9th and Central has 515 spots and is 23% occupied, so capacity exists to take on additional parkers. Off-street public parking also exists at the City Hall Lot at 13th/Central and the Healthcare Municipal Lot at Washington/17th Street.

Some on-street blocks experience utilizations above 80%, however, several blocks remain with open spaces available although patrons may have to walk a block or two to access a business along the corridor. Dubuque's Smart Parking and Mobility Plan states an acceptable walking distance from a parking space to a driver's destination in downtown Dubuque is up to three (3) city blocks, or 1,000 feet. Parkers may accept longer walking distances if the walking experience is comfortable and pleasant.

The Plan stated that observation and stakeholder coordination as part of the development of the Plan indicated that *"those visiting and parking in Dubuque have a relatively low tolerance for walking from parking facilities to destinations, and walking can be uncomfortable in certain parts of the city. In many cases, though, the urban environment discourages walking. Focus should be placed on creating an inviting, welcoming, and comfortable walking environment and experience throughout Dubuque. This includes ensuring that sidewalks and walking routes are well-marked, visually appealing, interesting, well-maintained, well-lit, and have visible and comfortable places to cross at intersections."*

The improvements included with the preferred alternative will provide a more comfortable, safe, and interesting walking experience in the corridor and will support longer walking distances to parking spaces improving utilization of parking and supporting continued growth and redevelopment in the corridor.

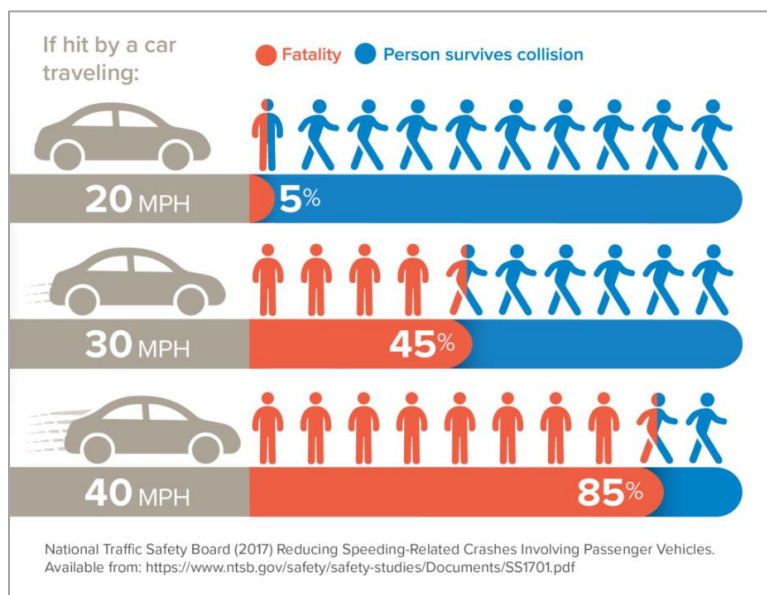


XVIII. Design Guidance

The City Council expressed the desire to calm traffic in these corridors to produce more livable neighborhoods and increase economic development while maintaining reasonable traffic flows through downtown. Imagine Dubuque laid out a vision for complete streets that are welcoming and supportive of all modes of travel. Complete streets are designed to prioritize the safety, comfort, and convenience of non-motorized users, such as pedestrians and bicyclists by slowing vehicle speeds and improving crossings.

Speed data collected on Central Avenue and White Streets revealed that up to 90% of vehicles are travelling above the 25 mph speed limit on Central Avenue and up to 70% of vehicles are travelling above the speed limit on White Street. In an urban setting, when cars go faster, the likelihood of crashes and injuries increases, see **Figure 49** from the 2017 National Traffic Safety Board Study. A review of crashes on this corridor shows that, although a low number, 100% of pedestrian and bicycle crashes on Central and White are resulting in injury.

Figure 49. Pedestrian Crash Survivability at Different Speeds



One of the top priorities from the public survey, was the need to improve pedestrian crossing safety. Traffic calming features like trees, bump outs, and narrowed travel lanes help to slow down vehicle traffic making streets safer for pedestrians.

As Central Avenue and White Street are no longer under the jurisdiction of the Iowa DOT, the Iowa Statewide Urban Design and Specifications Manual (SUDAS) is the guiding document utilized in the proposed cross section and design of the corridor improvements. **Table 7** shows the proposed design guidance for the design of corridor improvements.

Per SUDAS, the standard lane width on urban city streets is typically 10 feet. This width is considered appropriate for urban areas as it promotes safety without negatively impacting traffic operations. For roads with heavy trucks or buses, a slightly wider lane of 11-feet may be used and is proposed for this corridor.

Table 7. Alternative 1 Design Elements

	SUDAS	Used in Design
Travel Lane Width	10 ft to 12 ft for Arterials	11 ft
On-Street Parking Width	7ft to 10ft	9 ft
Sidewalk Widths	6ft to 8ft with planting buffer	6 ft min with buffer
	8ft to 10ft when next to curb	10 ft min
Cycle Track Width	10ft to 12ft	10 ft
Sidewalk & Cycle Track Elevation		Should be kept at same elevation level and driveways slope up to meet
Curb Radius	Based on Design Vehicle	Bumpout at regular traffic intersections
		No bumpouts at Freight focused intersections (9 th , 11 th , 14 th)
Trees	Allowed 2' from curb and cycle track	Use Columnar Trees in tree wells or grass buffer area

Curb offset is not required in SUDAS for roadways with a posted speed of 35 mph or less or where on street parking is present, however, to address concerns received from the freight community regarding 11-foot lane widths, a 2-foot curb offset is recommended. In addition to the 11-foot travel lane, a curb offset of 2-feet (measured from gutter line to back of curb) is part of the proposed design for the lane not adjacent to the parking lane. The curb offset increases driver comfort and roadway safety. This is an additional distance outside of the travel lane width. The left most lane on both streets would be 12.5-feet from the lane line to the face of curb plus a 6 inch curb (11-foot lane+1.5-feet gutter+0.5-feet curb), see **Figure 50**.

The cycle track should be 10-feet in width to allow for adequate passing and ample width in a downtown setting where other sidewalk activities occur. A 10-foot cycle track will provide the necessary width for the anticipated demand while still allowing room for an adequate adjacent sidewalk in this constrained right-of-way corridor.

Figure 50. Curb-Offset



XIX. Urban Streetscape and Side Streets

A core principle to the design of Central and White Streets is a recognition that the role they play in Downtown Dubuque today (and tomorrow) is different than the role they have played in the past. As the City has evolved away from a river industrial city and towards a more economically diverse City with Downtown at the core and the river as an amenity, movement east west (across the Central / White) corridors is just as important than movement along it.

This phasing of the project establishes a general cross section for the two roadways through Downtown. The final design of Central and White Streets will reflect the generalized cross section, however it should evolve to respond to the needs and character of the three distinct districts described in Section III Land Use.

- The southern portion, the Downtown section, serving as a gateway to Highway 61, is the first and last impression of the city for people coming to and leaving downtown. Important considerations include:
 - Reinforcing the Tower to Tower Connection proposed in the Millwork District Plan along 7th Street.
 - Creating a strong gateway at 3rd Street with landscaping and public art
 - Maintaining a civic frontage to the county courthouse
 - Consideration to reducing the cross section to one lane to slow speeds and add more pedestrian scale amenities
- The middle portion, the Civic portion, is home to schools, City Hall and other important local institutions. Considerations include:
 - Accommodation for accessible drop off to local churches and public buildings
 - High quality transit waiting areas
 - Adjusting landscape standards in front of civic buildings to maintain viewsheds to historic facades
 - Safe pedestrian crossings to schools at intersections through additional marking, lights, lower speeds, or other techniques that ensure safe crossings.
 - Consolidation of driveways and curb cuts wherever possible in order to reduce conflict points between vehicles, pedestrians and bicyclists.

- Enhanced intersections to create additional landscaping and pedestrian amenities where on street parking is less critical to residents and businesses.
- The northern portion, a mixed-use district, has the most pedestrian activity. Considerations include:
 - Provision of high-quality transit rider facilities – including bump outs for easier boarding and better transit service.
 - Enhanced bumpouts to provide additional seating and placemaking at key intersections where there is a lot of pedestrian activity.

A. Urban Streetscape

Urban streetscapes are functional spaces that do more than facilitate transportation of vehicles, people, bicyclists, and public buses. These corridors define the **sense of place, safety, economic vibrancy, opportunity to foster community, and public mobility**. The following are physical elements of a streetscape that influence the functionality and character of urban places. The design of these elements will be developed as part of the final design process.

- **Sidewalk** – Primary path of pedestrian travel. Width of sidewalks are required to follow the ADA Standards for Accessible Design (Americans with Disabilities Act). This guide includes regulations on sidewalk design including width, grading, and spatial requirements for obstructions. The goal of the sidewalk is to provide a safe and accessible route for people of all abilities.
 - **Materiality:** Sidewalks are generally paved in concrete for its durability and constructability. Concrete can also be decorative through the use of integral color or stains. Examples of this can be found in the Main Street District. Sidewalks, while primarily functional, can also be stamped to create a pattern or include decorative jointing.
- **Streetscape Amenity Zone** – located between the edge of the sidewalk and the curb this space serves as a visual and spatial separation between the sidewalk and street. This area is included within the dimensions for sidewalks in the preferred alternative cross sections and will be further defined during final design. This space provides a location for various streetscape amenities including grass buffer, street trees, benches, trash receptacles, lighting, bike racks, and public art. This space is not a primary path of pedestrian travel and may exceed cross slope grading

requirements for accessible routes to eliminate or mitigate non-accessible steps at building entries.

- Materiality: Integral color concrete, stained concrete, salvaged pavers, concrete pavers, and clay pavers. Often the materiality of the streetscape amenity zone coordinates with the materiality of bumpouts.
- **Bumpouts or Curb Extensions** – located at intersections and designed to shorten the distance required for a pedestrian to cross a roadway. Bumpouts also indicate to vehicular traffic that people are active in the area. The change in curb alignment also tends to slow vehicle speeds down at intersections. These features typically include the sidewalk and contrasting paved areas to highlight the crosswalk and support placemaking. Like the streetscape amenity zone, many streetscape amenities can also be located at bumpouts, however their increased visibility at intersections makes these locations particularly well suited for lighting, public art, and wayfinding signage provided they do not obstruct the vision triangle at an intersection.
 - Materiality: Integral color concrete, stained concrete, salvaged pavers, concrete pavers, and clay pavers.
 - Additional Design Considerations regarding bumpouts:
 - Bumpouts should be scaled to respond to the planned volume of pedestrian traffic at an intersection. Large bumpouts at major road intersections and planned trails should be considered for increased pedestrian and bicyclist safety. Small bumpouts are more appropriate in less populated intersections. Some intersections may not be a good candidate for a bumpout if there are irregularities such as wide freight traffic turning movements, immediate off-street parking, or severe changes in grade.
 - Bus stops should allow for a bus to park next to a curb. Bumpouts may be expanded to connect to a bus stop. These elongated bumpouts are called bus bulbs and are typically located near an intersection.
 - Mid-block crossings are another version of a curb extension that should be considered in commercial and mixed-use areas where more direct access from on-street parking to the opposite side of the street is a high

priority. Mid-block crossings also have a traffic-calming effect.

- **Buffer space** – located between the cycle track and drive lane, the buffer space primarily serves as a physical barrier between vehicles and bicyclists. This space may also accommodate placemaking through the inclusion of decorative pavement, plant beds and may include stormwater management practices.
 - Materiality: Integral color concrete, decorative pavers, lawn, plant bed, bioretention, and columnar trees
 - Additional Design Considerations regarding buffer space:
 - Driveways interrupt the continuity and efficacy of buffers. Next steps in design should study how the quantity and width of driveways may be reduced to create a more continuous buffer.



Image of buffer space along a separated cycle track

- **Landscaping** – one of the highest priorities that came out of the public input process, green spaces along a corridor have a significant impact on the quality of a public space. Street trees, shrubs and perennials have

numerous benefits that soften the harsh urban environment. Plant beds are opportunities to not only locate decorative plantings, but also locate utilities, signage and other streetscape fixtures that can otherwise create a sense of irregularity and visual clutter along a streetscape. Landscape areas can also be integrated with stormwater management practices to layer multiple environmental benefits into a small space. While landscaped areas do require long term maintenance, they are one of the most significant tools to indicate that space is designed for people, not vehicles. Elements like curbs, raised beds, and concrete banding behind the curb can all help to mitigate the effects of salt, sand, and foot traffic along plant beds.

A list of approve street tree species is available here: [Recommended-Street-Trees-final-2020](#). Additional planting location suggestions are included in the Central Avenue Corridor Streetscape Master Plan and should be referenced during final design.

- **Crosswalks** – crosswalks are a visual indicator for both pedestrians and vehicles. Creating a highly visible crosswalk is not only a safety consideration, they are another opportunity to continue the use of materials that lead to a cohesive sense of place. Materials can include decoratively patterned traffic paint, thermoplastic stamps, and integral color concrete.
- **Lighting** – in addition to the typical roadway lighting pedestrian scale fixtures can be included in the streetscape to provide a smaller, pedestrian-scale to a space. These shorter fixtures may include post-mounted fixtures, catenary fixtures, and decorative landscape lighting within plant beds. Decorative lighting can also include holiday string lights, architectural accent lighting, and illuminated site furnishings to further activate a streetscape after dark. Street lights, pedestrian lights, and illuminated bollards are included in the Central Avenue Corridor Streetscape Master Plan and should continue to be included in the final design process. Lighting and landscaping can often occupy similar spaces. It is important to coordination the locations of landscaping, especially street trees, and lighting fixtures for effective lighting of public spaces.
- **Cycle track** – clearly defined extents of a cycle track are a requirement for the creation of a safe and socially sustainable system. When a cycle track abuts a sidewalk, a change the pavement material such as concrete to asphalt is a low cost and highly visible means of delineating between the two areas. A dashed centerline separating two-way travel is another important requirement. A tactile strip on the sidewalk along the track

further increases the edge of track for differently abled people. See opposite column for precedent imagery of a cycle track example.



Image of cycle track featuring contracting pavements

- **Wayfinding** – columns, signs, banners, and signage enforce a sense of place when designed and installed in a coordinated plan. In addition to these wayfinding fixtures, flush graphic elements such as decals, embossed pavement, and murals are opportunities to encourage people to travel through a place.
- **Public Art** – these corridors are already enhanced by the inclusion of numerous murals. In addition to murals, public art can be located on the pavement, within the streetscape amenity zone and at bumpouts. In addition to traditional sculptures, three-dimensional public art can also be incorporated in functional features like the custom metal planter fencing included in the Central Avenue Corridor Streetscape Master Plan.

B. Side Streets

The side streets will play an important role in the overall design of the Central Ave. and White St. corridors. Currently all side streets are treated similarly, most are two-way streets with on-street parking. In recent years the City has begun to explore and pilot the conversion of some side streets to contain bike lanes. Given the different needs of each District, and the broader function of the network, this report offers a menu of considerations for different designs of the cross streets. These options, together with modifications to the recommended street section, will help reinforce the different character areas, Mixed Use, Civic, and Downtown described in Section III. The goal of this section is to highlight how each street serves a different function based on location and context within the larger transportation patterns of Downtown Dubuque. While parking and through-connections are important transportation considerations, each street should also be evaluated for potential to create a more welcoming and functional pedestrian network.

Existing Conditions

Many side streets in the study have parking on both sides of the street and often include on-street parking near to the intersection. While this approach maximizes parking, it limits the opportunity for pedestrian-oriented amenities.



Typical side street design

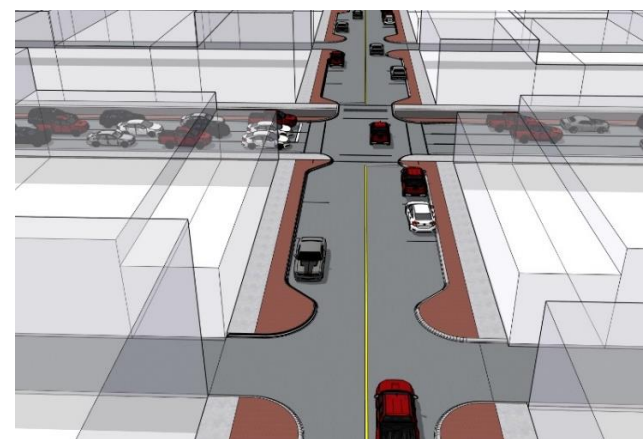


Typical existing side street design

Recent Improvements

Streetscape improvements were made in 2012 in the Historic Millwork District and Bee Branch and include bumpouts at driveways and intersections along the cross streets of 9th, 10th and 11th St.

These bumpouts highlight the increased walkability associated with the narrowing of pedestrian crossing locations.



Typical cross street design with recent bumpout improvements

Street Trees

Future side street improvements should also consider the inclusion of street trees at bump out locations to create a more comfortable and functional urban environment. Refer to “Landscaping” in the previous Urban Streetscape Section for additional information about planting considerations.



Typical cross street design with bumpouts and street trees

Additional Urban Design Considerations

Additional considerations at side streets should include bike routes, stormwater infiltration, vegetation, curb extensions or bumpouts, and the potential for temporary street closures in pedestrian-oriented spaces.

- **Stormwater Infiltration**

Stormwater can be infiltrated in permeable pavement systems like pavers and in vegetated spaces with a curb cut connection to the street. In addition to the environmental benefits, stormwater improvements can also support placemaking.

- **Bike Network**

In final design, the city should advise which east west streets are going to be included in the bike network. This past year, the City has piloted bike lanes on 9th and 10th Steets by removing parking on one side. Whether they remain on 9th and 10th or are located elsewhere, the side streets should be designed as a part of that network.

- **Wider Sidewalks**

Another option for side streets is to enhance the pedestrian environment by widening sidewalks and creating planting zones between the curb and sidewalk. Given the narrow existing ROW, most likely this can only be accomplished if parking on one side of the street is removed (like adding bike lanes) and the curb is moved to create a wider pedestrian environment. This approach would make sense in key pedestrian corridors such as 7th Street and 14th Street intersections. The approach may also be appropriate in the northern mixed-use area where café seating could be created near the buildings.

- **Temporary Street Closure**

Closing streets permanently, or temporarily, is a strategy to create additional high quality public space. Rather than sitting vacant or underutilized, roadways with low vehicle traffic may be utilized for seasonal or event-driven plaza space. This approach was recommended for 18th Street in the Central Avenue Streetscape Plan several years ago and can be applied to other areas along the corridor as warranted.



Example of a temporary street closure with removeable seating, planters and public art

XX. New Technology Considerations

The roadways will remain a one-way pair therefore the current coordination of the traffic signals should suffice to maintain adequate traffic flow for vehicles.

Flashing Yellow Turn Arrows

A flashing yellow turn arrow means you can make a turn, but you must first yield to pedestrians or bicyclists before proceeding with caution; essentially, it indicates that you should only turn when it is safe to do so and that you do not have the right-of-way. In December 2009, after extensive testing, the Federal Highway Administration authorized use of flashing yellow arrows nationwide. A study conducted by the National Cooperative Highway Research Program determined that drivers had fewer crashes with flashing yellow left-turn arrows than with traditional yield-on-green signal configurations.

For bicyclists utilizing the new cycle track on the west side of White Street, a flashing yellow left turn arrow for the left turning movements that could conflict with the new cycle track on White Street should be considered.



Flashing Yellow Arrow

At high pedestrian locations, as shown in **Figure 18** on page 22, the MUTCD also allows the use of flashing right turn arrows. This can be combined with a sign like that shown below to further emphasize the need for drivers to yield to pedestrians when turning.



MUTCD Sign R10-15

Audible Pedestrian Signals (APS) push buttons and Countdown Pedestrian Heads

As stated in Section V, some intersections are equipped with countdown timer pedestrian heads, however, no APS push buttons are present in downtown. As of this report, there is no official guidance from the Iowa DOT in regards to the requirement to install APS push buttons at traffic signals. However, as the state moves to adopt the latest MUTCD, clearer guidance could be provided to reflect the changing rules per Public Right-of-Way Accessibility Guidelines (PROWAG). At a minimum, midblock signals should be considered to be equipped with APS push buttons so that vision impaired pedestrians can find the midblock crossing and better utilize it. Finding the right volume for the operations of these buttons is key in built up areas like downtown where the city could receive noise complaints.

Midblock HAWK Signal

A HAWK beacon, or High-Intensity Activated Crosswalk beacon, offers several advantages over traditional midblock signals such as enhanced safety, higher visibility, reduced traffic delays, and flexibility.

The HAWK beacon's unique light sequence (flashing yellow, steady yellow, then steady red) grabs drivers' attention more effectively than traditional signals, making it easier for them to notice and respond to pedestrians versus a traditional pedestrian crossing signal that rests in green at Steeple Square, north of 15th Street on White Street.

Unlike traditional signals that operate on a fixed cycle, HAWK beacons remain dark until activated by a pedestrian. The unique sequence of the beacon allows

drivers to continue on the flashing red if the pedestrian or bicyclist has cleared the crosswalk, minimizing overall traffic delay at the crossing.

HAWK beacons are particularly useful at midblock crossings or locations that do not meet the criteria for a traditional traffic signal but still require enhanced pedestrian safety measures, such as the midblock location at Steeple Square which will serve as a main crossing point for the new cycle track bike facility.



HAWK Beacon Pedestrian Crossing

Train Activated Warning Signs

Train activated warning signs could be used at major crossing and congestion points to inform traffic to utilize an alternate route. For example, train activated beacons could be placed on the existing warning signage on the off-ramp south of 4th Street to encourage motorists to turn right on 5th Street and use the 3rd Street overpass to access the Port of Dubuque when a train is blocking the tracks. As the new overpass is installed on 14th Street, these signs could also prove useful at major intersections such as the interchanges at 9th Street, 11th Street, or 16th Street to help drivers make better routing decision when the train is blocking the tracks.

A system like this is tied into the railroad crossing gate arms and works by providing a call into the beacon to tell it to flash when the gate arms go down. The

beacon continues to flash until the gate arms raise again. Coordination with the railroad is required for this system, but the real-time notification that the train activated beacon provides drivers has been proven to be effective in helping re-route traffic and lessen queues at crossings in cities like Des Moines, Iowa. The image below is from an assembly placed on University Avenue to notify turning drivers of a train crossing the tracks just west of the sign on Hubbell Avenue. Drivers can then make the choice to continue on University Avenue and utilize a different route and avoid being stopped by the train.



Train Activated Beacon Warning Sign Example

On-Street Parking Technologies

The Smart Parking and Mobility Plan included implementing new technologies in Downtown Dubuque to better find and utilize on-street parking. Parking navigation app tools are available on the market to collect and distribute information to users about parking resources, rules, regulations, and availability. These tools leverage cameras, sensors, and artificial intelligence technology. The plan recommends the city seek opportunities to add this technology in the future as the need arises.

The Plan calls for the installation of new technology to extend the capabilities of parking staff, and improve customer service. This plan recommends transitioning to multi-space meters and a pay-by-plate approach for on-street operations. Multi-space meters are less likely to break down, and enable credit card payments and mobile payment integration.

Removing the individual meters will allow for more space for other streetscape related amenities along the street. As Central Avenue and White Street are reconstructed, the city should consider upgrading the on-street parking technologies on the street at the same time.



Example Parking Payment Kiosk

XXI. Layout

The full layout of the corridor is provided in **Appendix F**. Perspectives for what the improvements could look like on Central Avenue and White Street follow in **Figure 49**.

Figure 49. Central Avenue & White Street Perspectives



XXII. Phasing and Preliminary Cost Estimate

The proposed phasing and implementation plan is proposed to be broken into six phases to be completed over 10 years for the improvements recommended.

Phase 1 includes restriping both Central Avenue and White Street from 4th Street to 22nd Street. Grant funding would be pursued in 2025 for this initial phase. **Figure 51** presents a representation of this proposed restriping. This will allow for immediate impacts to be seen throughout the corridor while the construction phases are implemented over the next 13 years.

Phases 2 to 6 are construction phases on both Central Avenue & White Street and include:

- Construction from new curb line to ROW + 2" street overlay
- Storm sewer realignment
- Signal modifications or signal pole relocations on White Street
- Flashing yellow arrows for cycle track conflicts
- Side street changes not currently included, but could be considered as designs are further developed

Figure 51. Central Avenue & White Street Phase 1 - Restripe

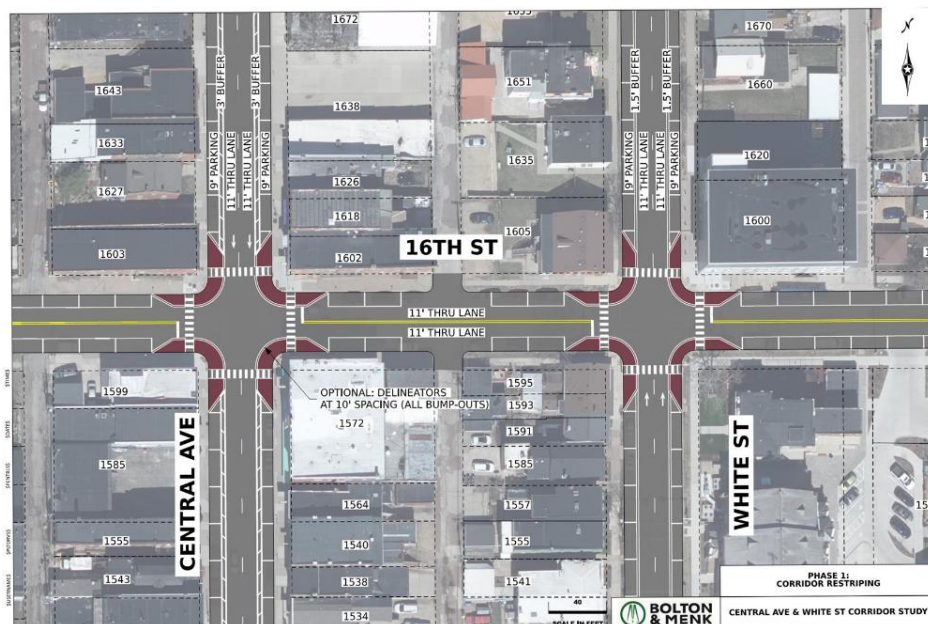


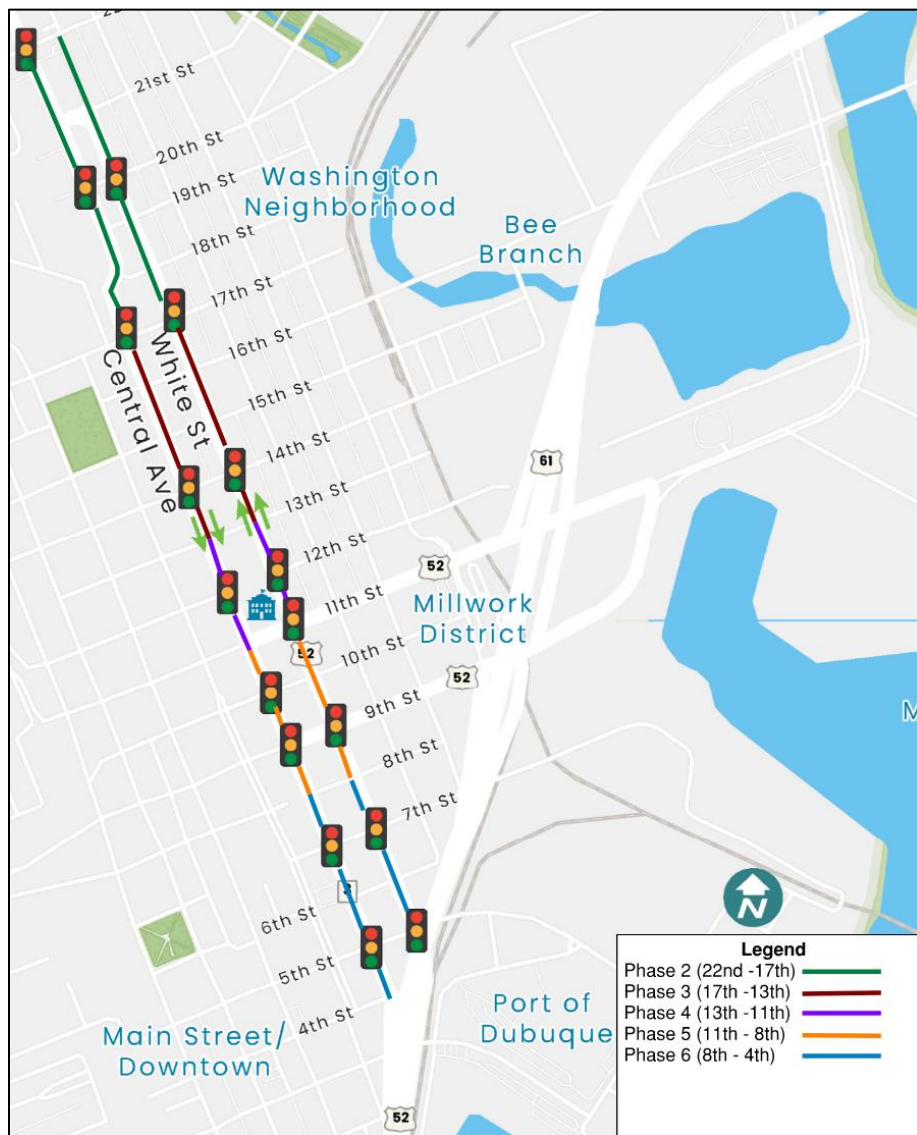
Table 8 presents the implementation and phasing plan for the entire corridor re-construction including which years the city should seek grant funding to fund each phase. **Figure 52** shows the phases in visual format.

*Table 8: Central Avenue & White Street Project Phasing**

Phase	2026-2027	2028-2029	2030-2031	2032-2033	2034-2035	2036-2037
1	Restripe Central & White from 4 th St to 22 nd St					
2	Apply for Grants for Phase 2	Const. 22 nd St to 17 th St				
3		Apply for Grants for Phase 3	Const. 17 th St to 13 th St			
4			Apply for Grants for Phase 4	Const. 13 th St to 11 th St		
5				Apply for Grants for Phase 5	Const. 11 th St to 8 th St	
6					Apply for Grants for Phase 6	Const. 8 th St to 4 th St

*Phasing will be influenced by grant timelines and council's priorities for funding of these improvements with other capitol project needs.

Figure 52. Central Avenue & White Street Project Phases



Preliminary Cost Estimate

Planning level cost estimates were prepared for the proposed project improvements for each phase. As these phases will be spread over 10 years, a 4% per year inflation percentage for price increases is included. Details are provided in **Appendix G**.

Table 9 summarizes these overall costs. These costs include all reconstruction elements, plus engineering, traffic control, and mobilization. These costs do not include maintenance related items related to markings, signage, decorative pavement, snow removal, or additional staffing and equipment needs.

Table 9: Central Avenue & White Street Project Cost By Phase

Phase	Description	Estimated Cost
1	Restripe Central & White from 4 th St to 22 nd St	\$330,000
2	Construction 22 nd St to 17 th St	\$5,750,000
3	Construction 17 th St to 13 th St	\$4,950,000
4	Construction 13 th St to 11 th St	\$2,450,000
5	Construction 11 th St to 8 th St	\$3,450,000
6	Construction 8 th St to 4 th St	\$4,050,000
	TOTAL	\$20,500,000

XXIII. Other Items to Consider

In addition to physical changes, the design should be combined with specific policies and programs to support the goals for the corridor.

City Policy Changes

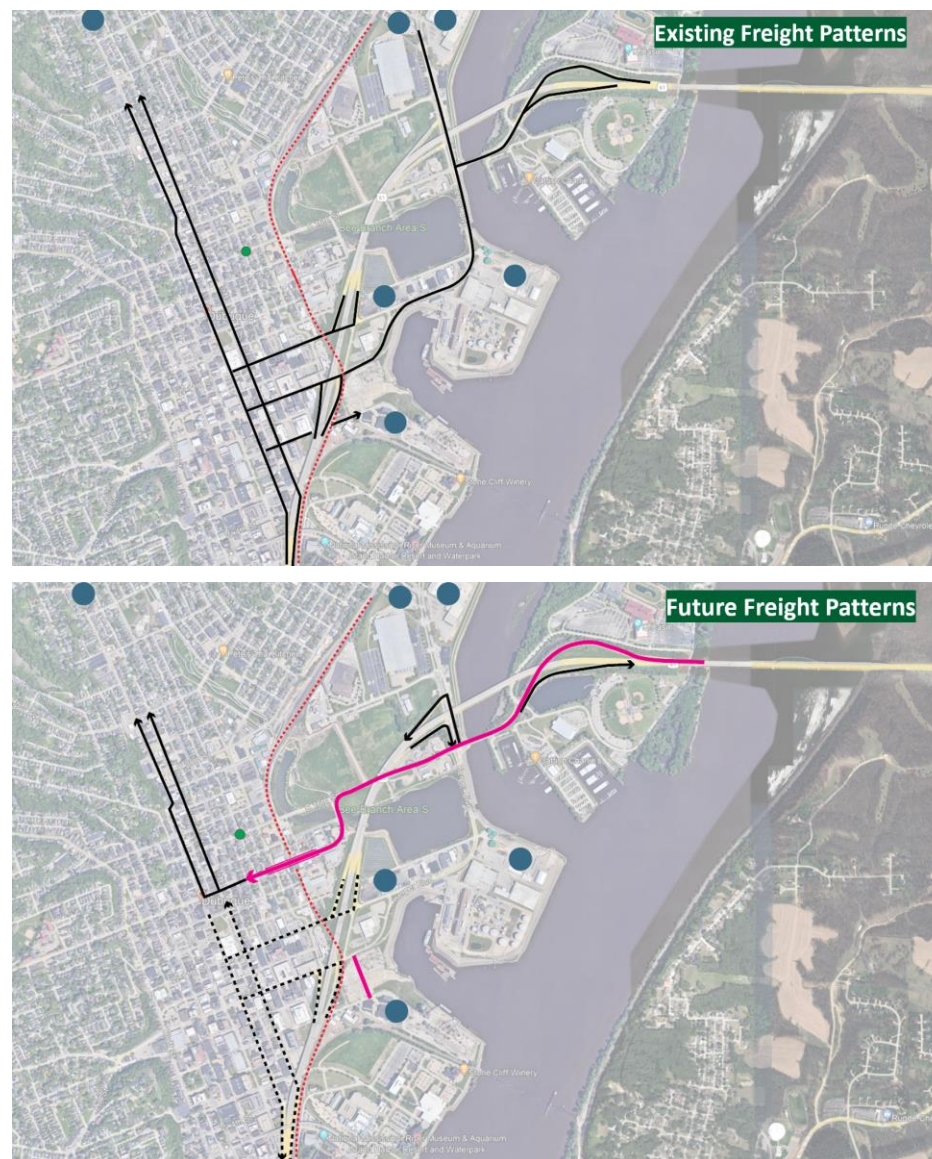
Establish a Truck Route in Downtown

Section 9-16-321.901: MOTOR TRUCK ROUTES of the Dubuque City Code designates motor truck routes for Motor trucks registered for a gross weight limit exceeding ten thousand (10,000) pounds (5 tons) on marked highways and allows for them to not depart said routes unless to make except to make a stop at a destination and then proceed directly to such destination. The code currently restricts motor trucks on some specific streets in the city. The code also states that Motor trucks whose trips originate within the city must travel by the most direct route to that point on a marked highway nearest to such point of origin. For Central Avenue and White Street, the city code specifically states that motor trucks originating in Dubuque County or with a destination located in Dubuque County shall be authorized to drive on Central Avenue and White Street.

This code provides the city manager the authority to designate and establish alternate motor truck routes and post signs limiting motor trucks to specific streets.

As the 14th overpass is constructed, the city manager should consider executing this authority to establish a truck route requiring trucks not making local downtown stops to utilize the 14th Street overpass and the 16th Street interchange to access Highway 61. **Figure 53** presents the existing freight patterns and the proposed future freight patterns. Requiring non-local deliveries to utilize the new 14th Street overpass and 16th Street interchange would lessen the number of trucks substantially in the area along Central Avenue and White Street from 14th Street to 4th Street.

Figure 53. Existing and Future Freight Patterns



Parking Policies – meter changes, shared parking arrangements, free parking areas

Continue to implement the recommendations of the Smart Parking and Mobility plan by implementing new technologies which will allow the city to collect key performance measures for each on-street parking space such as utilization and payment information.

The reconstruction of Central Avenue and White Street will remove one side of on-street parking. It is recognized that parking is a key ingredient for keeping the downtown economically viable, therefore, the recommendations of the Smart Parking and Mobility Plan should continue to be pursued.

The Smart Parking and Mobility Plan suggests adopting management best practices that strive for on-street parking facilities that are consistently 60 – 80% utilized. The plan provides guidance to look to remove meters that are below 20% occupancy. The new meter technology can be utilized so the city can monitor existing parking utilization and availability to see where low usage on-street parking spaces are. These low usage spots could be considered for changing from paid spaces to signed time restricted parking or free parking areas.

Parking needs to be a partnership between the public and private sectors. The plan states that the city should seek and facilitate shared parking relationships between the public and private sector, as well as between private sector entities. The plan found that there is ample parking downtown, with several off-street parking options available. To best serve the businesses and residences along Central Avenue and White Streets, the city should continue to look at shared parking or joint parking arrangements as blocks redevelop or they enter into development agreements for new properties. Shared parking allows multiple users to utilize the same parking spaces at different times reducing the need for excessive parking infrastructure. Different land uses peak at different times. Both on-street and off-street parking need to be leveraged to best support the revitalization of the corridor.

Resources:

- The City of Buffalo Minnesota Sec. 50-265. - Joint facilities.

https://library.municode.com/mn/buffalo/codes/code_of_ordinances?nodeId=COO_R_CH50ZO_ARTVPALO_DIV2OREPA_S50-265JOFA

- Metropolitan Area Planning Council, Shared Parking article:

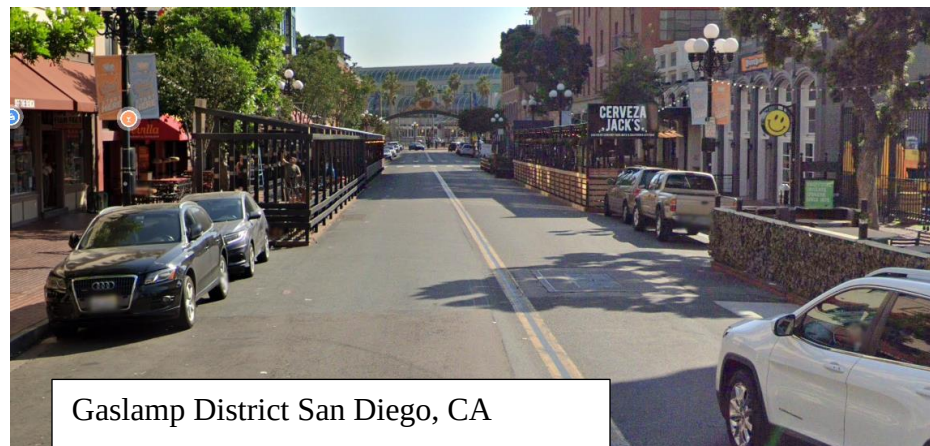
<https://www.mapc.org/resource-library/shared-parking/>

- Urban Land Institute's, Shared Parking, Third Edition, *By Mary Smith*

<https://urbanland.uli.org/inside-uli/uli-releases-new-edition-of-shared-parking>

Low Cost Changes – Parklets and Art Pilot Project Programs

As part of Phase 1 – Restriping, the city could consider installing parklets on a pilot project basis. Some examples follow. Parklets offer numerous benefits for urban areas by transforming parking spaces into vibrant public areas which foster social interactions and community events. These areas provide additional outdoor seating opportunities drawing more customers. Installing the pilot parklets as part of the Phase 1 – Restriping on the east side of Central Avenue would allow businesses and residents to realize the benefits of the wider sidewalk areas sooner than waiting for the full construction. These parklets can incorporate green elements, desired by the community, to enhance the visual appeal of the corridor.



Gaslamp District San Diego, CA



Riverfront Drive Mankato, MN

Public art pilot project programs offer a range of benefits that can enhance urban environments and community well-being as public art projects often involve local residents and artists in the process creating a sense of ownership and pride in the community. Whether installed by the city or through a program with a local partner, public art elements can be relatively low cost and added to sidewalk, parklet, or bumpout areas to enhance the area and provide a sense of place.



Riverfront Drive Mankato, MN



E Grand Ave, East Village, Des Moines, IA

RESOLUTION NO. 11-23

RESOLUTION ADOPTING THE CENTRAL AVENUE CORRIDOR STREETScape MASTER PLAN

WHEREAS, the City Council adopted Central Avenue Revitalization: Streetscape and Business Development as a Top Priority in its 2017-2019 Policy Agenda; and

WHEREAS, RDG Planning & Design and WHKS were hired to assist City staff to prepare a Master Plan for the Central Avenue Corridor; and

WHEREAS, several public meetings were held to provide input on the Master Plan, a steering committee composed of stakeholders was consulted on the Master Plan, and several City staff have provided input to the Master Plan; and

WHEREAS, the revitalization of the Central Avenue Corridor will create new housing, commercial, and retail development opportunities to enhance the economic development in the downtown; and

WHEREAS, the Central Avenue Corridor will be revitalized with an emphasis on embracing the Washington Neighborhood, pedestrian safety, integration of arts and culture, reduced maintenance, preservation of the corridor's architecture, a greener experience, economic vitality, and safety.

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

Section 1. That the Central Avenue Corridor Streetscape Master Plan prepared by RDG Planning & Design and WHKS is hereby approved.

Passed, approved and adopted this 3rd day of January, 2023.



Brad M. Cavanagh, Mayor

Attest:



Adrienne N. Breitfelder, City Clerk



THE CENTRAL AVENUE CORRIDOR STREETSCAPE MASTER PLAN



Prepared for the City of Dubuque

December 2022



ACKNOWLEDGEMENTS

Mayor, City Council, Administration

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Ric W. Jones
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Gina Bell, Sustainable Community Coordinator
Jason Neises, Community Foundation of Greater Dubuque
Marie Ware, Leisure Services Department
Paul Davis, Public Works Department
Dave Lyons, Greater Dubuque Development

Additional Participation from:
Washington Neighborhood
Dubuque Main Street
City of Dubuque Transportation Department

Consultant Team

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WHKS
Engineers + Planners + Land Surveyors
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I. Introduction

Within the city of Dubuque there are many sites full of character and potential, and the Central Avenue Corridor is a prime example. Currently, this road is a southbound, one-way thoroughfare. Once the arterial is reconstructed, Central Avenue will be an enormous opportunity for community revitalization. Particularly in the heart of Dubuque, Central Avenue has historically been the “main street” for the Washington Neighborhood, and so it became desirable to envision a new street which better serves its neighborhood.

The Washington Neighborhood

One of Dubuque’s oldest districts, the Washington Neighborhood is filled with historic buildings. Among its first inhabitants were Irish and German immigrants, employed in the nearby industrial districts. To this day, the neighborhood maintains its connection to the industrial relics. Recent efforts by the city have been driven towards revitalizing the Washington Neighborhood, including a neighborhood master plan.

Central Avenue

The segment of Central Avenue addressed by this plan runs between 11th and 22nd Street. Prior to 1921, Central Avenue was two separate streets, Couler Avenue to the north of 18th and Clay to the south. The introduction of a state highway gave them reason to converge, and shifted the corridor’s focus from pedestrians to vehicles. With the removal of Highway 52 designation, there is an opportunity to rediscover pedestrian-friendly streets, architectural gems, and to restore economic vitality.

Streetscape Master Plan

The Central Avenue Corridor from 11th Street to 22nd Street in the Washington Neighborhood connects Dubuque’s central downtown and Historic Millwork District to the city’s North End. It features a wide variety of historic buildings offering commercial and retail opportunities on the ground floor and residential spaces on upper floors.

The purpose of the Central Avenue Corridor Streetscape Master Plan is to engage stakeholders in the process to prepare for and guide this renaissance. Project objectives include:

- Be highly illustrative with conceptual renderings of streetscape improvements.
- Provide guidelines for the Corridor’s future pedestrian-friendly city street.
- Provide design guidelines for linking complimentary uses, preserving the history and identity of the neighborhood, and improving walkability.
- Recommend streetscape furnishings such as pedestrian scale lighting, way-finding systems, greenspace creation, and public art.
- Promote creative, innovative, and sustainable opportunities to beautify and bring a cohesive sense of identity and place to the corridor.
- Recommend landscaping such as street trees, decorative planters, planting beds.
- Outline simple, cost-effective strategies that can reasonably be achieved in a short period of time as well as more complex, long term strategies that will require greater coordination and expense.

Project Timeline

The following items summarize the efforts leading up and contributing to the Central Avenue Corridor Master Plan.

Historic Timeline

- 2009: Community Assessment and Revitalization Strategies Plan for the Washington Neighborhood
- 2013: Market Analysis update for the Washington Neighborhood
- 2015: City Managers' Design Academy Case Study: Central Avenue Corridor
- 2016: Central Avenue Corridor Building Inventory Report by Iowa State University (ISU) Extension and Outreach
- 2017: Top Priority of the City Council's 2017-2019 Policy Agenda - Central Avenue Revitalization: Streetscape and Business Development
- 2017: Seeing, Making, Doing: Art and Design of Social Capital Report by ISU College of Design students & faculty

- May 2018: Request for Proposals posted for Central Avenue Corridor Streetscape Master Plan

- July 2018: Master Plan consultant contract signed with RDG Planning & Design (subconsultant WHKS Engineers)

Project Timeline

- August 2018:

Project Kick-Off to develop an overall vision and master plan for Central Avenue

Meeting with Steering and Technical Committees

Historical research and site analysis of the Corridor

Interviews with key stakeholders, business owners, and community

Begin development of base map and 3D model of the Corridor

Promotional Campaign Begins for Public Engagement

- September 11-14, 2018: The Central Event Design Workshop at 18th Street and Central Avenue hosted by the Washington Neighborhood and City of Dubuque

- Sept. 11: Neighborhood Visioning - Share Your Ideas & Central Avenue Celebration

- Sept. 12: Design Team Work Session & Public Collaboration: "Guide the Pencil"

- Sept. 13: Design Team Work Session & Technical Feedback

- Sept. 14: Open House on Draft Vision – public feedback on proposed enhancements and amenities

- September 16-22, 2018: Build a Better Block event hosted by Dubuque Main Street at 18th Street and Central Avenue and throughout the Corridor

- October – December 2018:

Recap of Design Workshop public and technical input

"Fine-tune" preferred vision with input from Steering and Technical Committees

Analyze impact on vehicle and truck traffic, public transit, parking, accessibility, and streetscape design of one-way to two-way conversion on Central Avenue and White Street	Interviews with key stakeholders, business owners, and community	•Spring 2020: COVID-19 Pandemic impacts timeline
Evaluate opportunities to create a more pedestrian-friendly street, improve safety, and create a future vision to serve as a creative corridor for the Washington Neighborhood and the community	•March 2019: Plan and promote public engagement for The Spring Fling on Central •April 2, 2019: The Spring Fling on Central Business Roundtable discussion at 1732 Central Avenue from 1:00-2:30 PM Open House at 1101 Central Avenue (former Colts Building) from 5:00-7:00 PM	•May 2022: Meetings with building owners and stakeholders from the 1700 – 1900 block to address parking, lighting and corridor infrastructure
Develop a preliminary report and corridor design map	•April – May 2019: Prepare final report, corridor design map, cost estimates and phasing plan, and review with Steering and Technical Committees	•June 2022: Design Workshop, including meetings with building owners and a presentation on two design concepts for the “Curve”
Develop “planning level” cost estimates and phasing plan for short-term and long-term strategies for buildout		
•January – February 2019: Review preliminary report, corridor design map, cost estimates, and phasing plan with Steering Committee	Draft Plan Presentation to City Council	



▲ The Central Event, hosted to celebrate the community and encourage locals to express their opinions and enjoy complimentary food.

II. Public Input

From the outset, this plan sought to consider the perspectives of locals from the Washington Neighborhood and Central Avenue Corridor. The values of people who use the area regularly should be instrumental in guiding design decisions. With this in mind, various activities were planned to engage with the public, and encourage them to contribute their personal feedback.

Initial Engagement

In preparation for The Central Event and Workshop, the need for public input was advertised, and a first effort at collecting feedback was initiated. Meetings were held with groups, such as the Fountain of Youth, to gain specific perspective feedback, and members of the steering committee canvassed the Washington Neighborhood. A-frames were placed around the community with prompts to encourage the public to think about future developments. "Tweet Boxes" attached to the frames gave people the opportunity to write down their suggestions and submit them for review. In general, a tremendous effort was made to advertise the public input sessions with banners, a press release, a front page article in the daily herald, and more.

The Central Event

On the evening of Tuesday, September 11th, the section of 18th Street between Central Avenue and White Street was closed. Local food vendors and musicians set up in the street and informational signage, feedback boards, and furnishing demonstrations were displayed. The event was heavily advertised and well attended by workers and residents of the neighborhood. Over the course of the evening, hundreds of people expressed their opinions, brainstormed new opportunities, and had fun. Feedback was collected through various activities including the tweet boxes, surveys, visual prompts, interactive maps, and conversation.

Workshop and Drop-in Hours

The rest of the week was committed to interpreting the feedback, meeting with key stakeholders, and developing a draft vision for the Central Avenue Corridor. Organized within this workshop were more drop-in hours to meet with the design team privately. This opportunity gave a voice to those who were less comfortable expressing themselves publicly.

**We made sure
people knew.**



600 fliers distributed throughout the Washington Neighborhood.

3,495

people reached on Facebook.

**Front
page**

article in the telegraph herald with

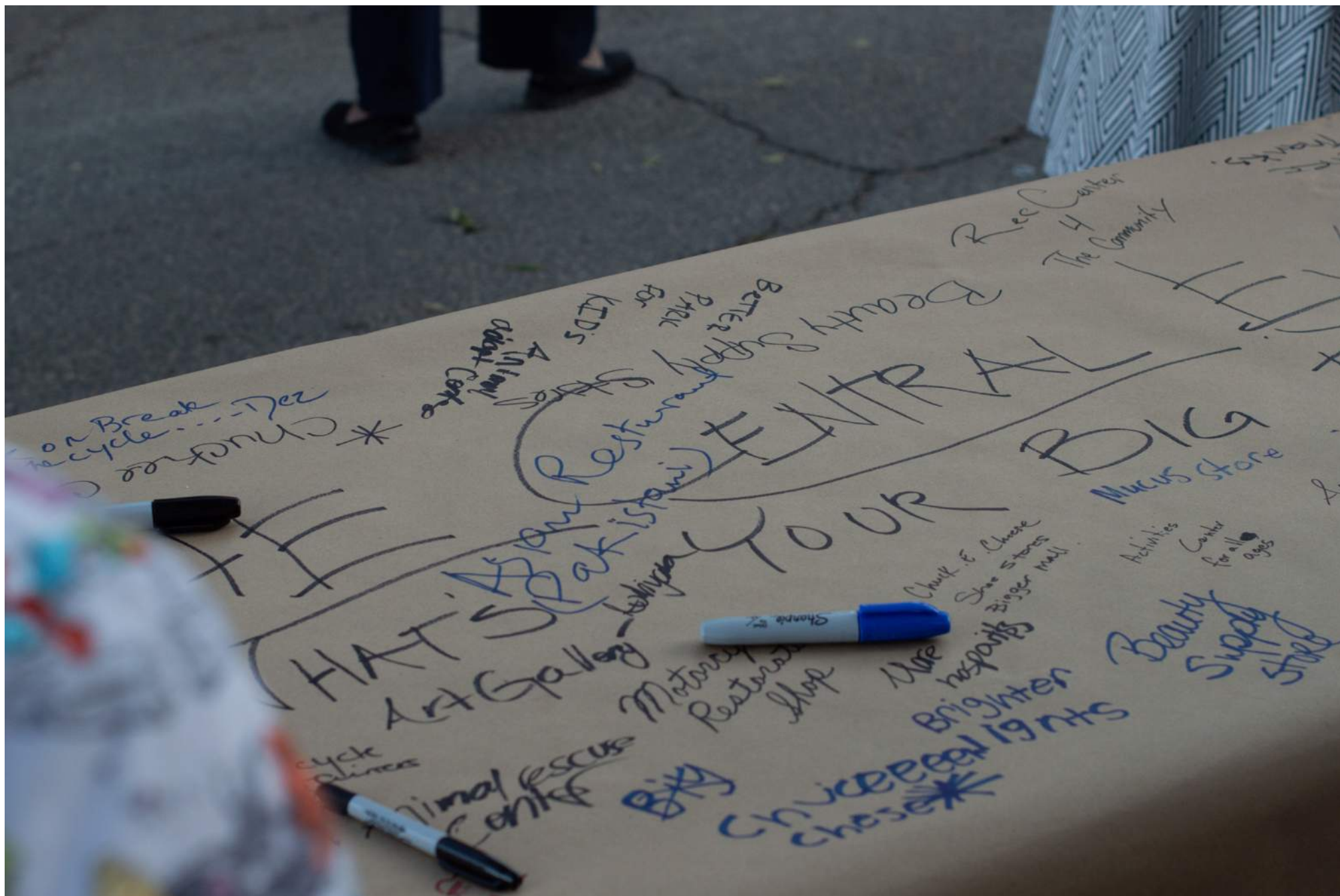


59,741 daily subscribers.

Roadside advertisements for
3 weeks.



▲ The suggestion maps put everybody's thoughts on display.



▲ A table dressed in paper asked people what their big idea for the Central Avenue Corridor would be.

Open House

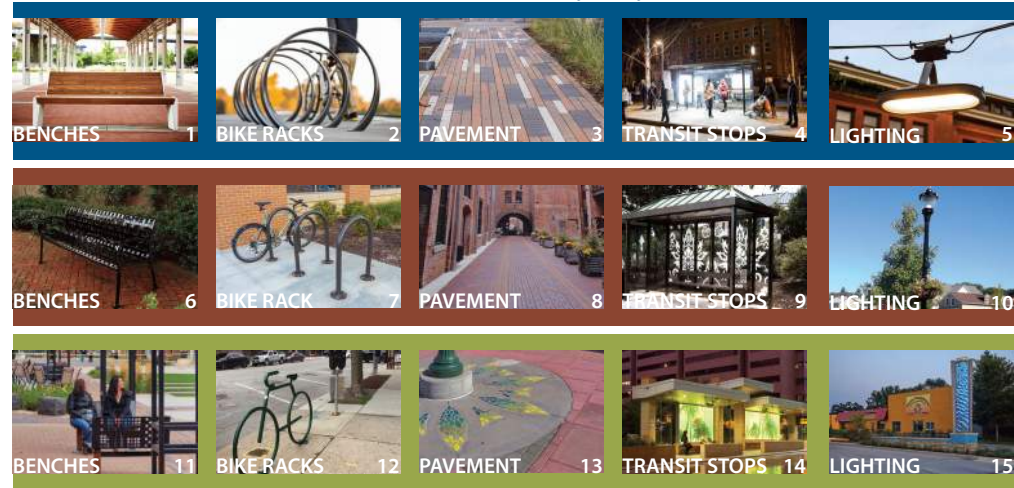
Finally, on Friday, September 14th, an open house was held where the public was again invited to come view the workshop product and share their perspective. The draft vision was put on display and presented.

Continued Feedback

Beyond the week of the workshop, the team continued to encourage feedback. Boards were displayed at the City Expo on September 18th at the economic development stand.

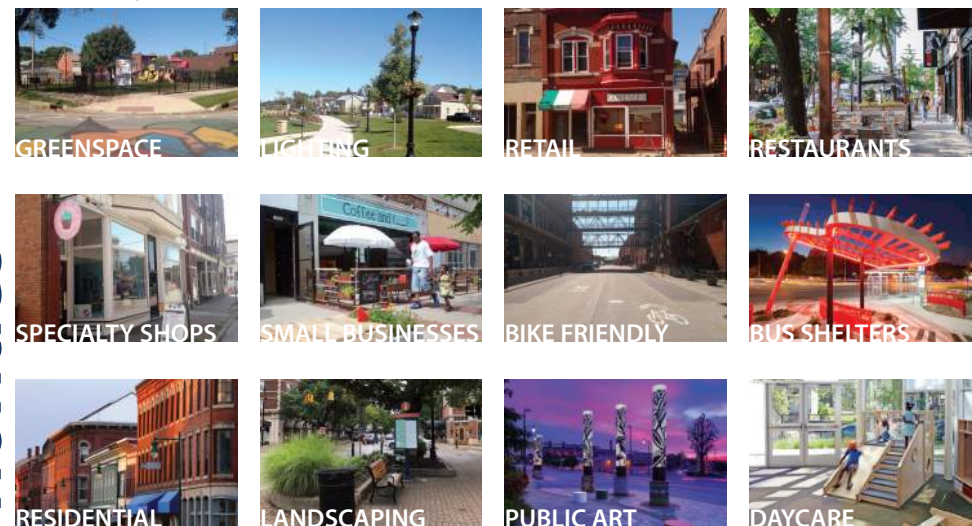
Preferences

Which two pictures are your favorites?
Which theme do you prefer:
Blue, Red, or Green?



▲ Survey respondents preferred the look of traditional infrastructure with artistic flare.

What are your top three priorities for implementation?



Priorities

▲ Visual survey boards prompted the community to rank their desired amenities.



▲ Visual prompts got people talking about what they would like to see happen.



▲ Survey takers contributed their thoughts.



▲ People of all ages offered up their perspectives.

The Spring Fling on Central

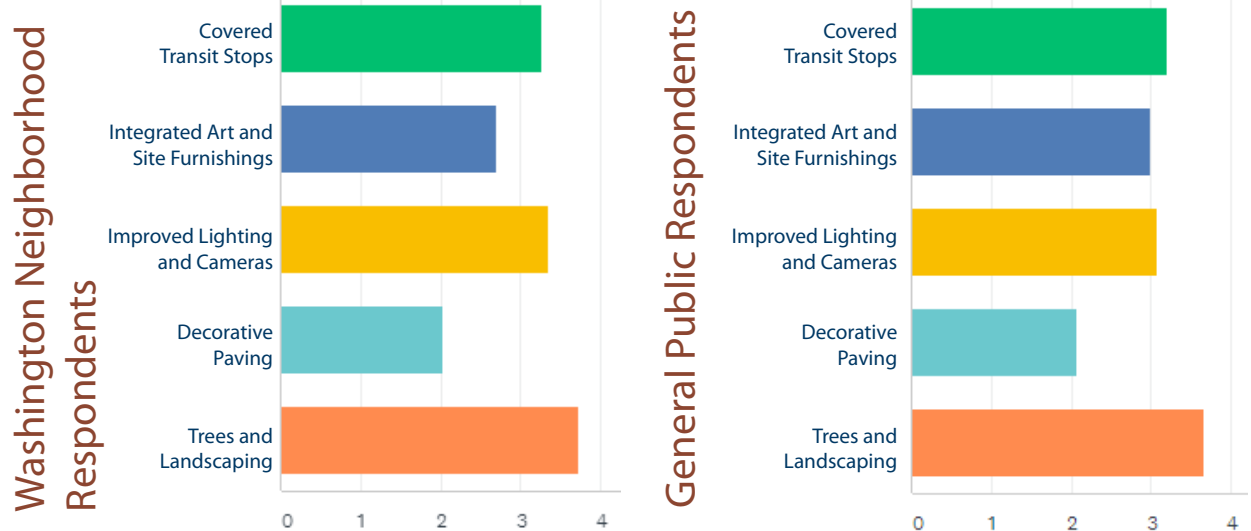
After a number of months spent interpreting community input and developing the plan for Central Avenue, the project team put together another public input session. On April 2, 2019, the public was invited to the Spring Fling on Central. Similar efforts were made to advertise the event, and community members came back to offer their feedback on the proposed master plan exhibit. Food was again provided to participants, and the result was a friendly environment promoting discussion about Central Avenue's future. The event made front page news and generated many helpful responses.



▲ Visitors at the Spring Fling walked through the exhibit, enjoying the complimentary food.

Specifically, participants were asked to review an exhibit of the master plan and fill out a survey. While everybody shared excitement for the proposed improvements, certain elements were prioritized over others. The survey results provided almost unanimous approval for the plan, and a more thorough understanding of the community's priorities.

Central Avenue Corridor Streetscape Master Plan Respondent Priorities



▲ Survey results from Washington Neighborhood respondents (left) compared with all respondents (right). Both groups prioritize trees and landscaping and do not prioritize decorative paving.

The Business Roundtable Discussion

As a part of The Spring Fling on Central, local business owners who would be affected by the corridor's development were notified and encouraged to attend the business roundtable discussion. The purpose of this gathering was to present the Central Avenue Corridor Master Plan, receive feedback, and address the concerns of local businesses. Discussion points included:

- Two-way traffic conversion: Participants expressed interest in understanding the timeline for the one way to two way conversion. Attendees were informed that the City of Dubuque is planning to complete an in-depth transportation study to determine if one-way or two-way traffic patterns are best for the City. This project is anticipated to include additional public input opportunities, careful review of ingress and egress from existing properties and an assessment of traffic signals.

- Parking: attendees expressed concern over the removal of on street parking.

- Semi-truck traffic and business deliveries: attendees noted that several business will continue to rely on truck traffic for deliveries. The group discussed including provisions within the preliminary and final design to accommodate deliveries.

- Project costs: participants asked about the funding for the project. As of this writing, the total projects costs have not been finalized. The City will seek outside funding through grants to help pay for the project.

2022 Public Input Summary

During the spring of 2022, multiple design input meetings were held with the property owner's in the immediate vicinity of the area known as "The Curve" which is the lateral shift in Central Avenue at 18th Street. The following themes are direct quotes from the stakeholders, which effectively reinforced the feedback received in 2019.

"I'd like to not see so many vacant buildings"

"We need to add more parking"

"Keep it flexible"

"green it up....sidewalks – proper lighting...like Grandview – nice lighting...benches...plantings....narrow the street"

"Make it accessible, ADA compliance – accessibility is a big thing for us"

"I'm concerned about what happens during construction – I've spent a lot of money and would like to be here long term"

"New street lights – sidewalks, cleaning it up – some more of a flexible area vs a stage"

"The plaza you had love it – hope that's still in the cards. ADA access into the buildings – I would like to avoid ramps – I like the original plan"



▲ The intersection at 18th Street and Central Avenue is an important node along the corridor.

III. Strategic Direction

The result of the public engagement, committee meetings, and other learning opportunities was a set of guiding principles for the development of the project area. The following themes represent the community's desires and City's objectives in no particular order.

Embrace the Washington Neighborhood

Committee members and the public agree that the citizens and businesses currently residing in the neighborhood are the target audience for the project's proposed improvements. When speaking to "where the project could go wrong," several members identified gentrification of the neighborhood as a concern.

Design Streets for Both One-Way and Two-Way Traffic

When discussing vehicular circulation and the street's future traffic patterns, the City anticipates exploring street alternatives after completion of the Northwest Arterial project.

Pedestrians are Number One

When speaking to the objectives of the master plan, most respondents agreed that pedestrian-friendly streets and safety are a primary project element. Respondents also spoke to creating streets that welcomed bus, bike, and car traffic in a safe and friendly manner.

Integrate Arts and Culture

The planned improvements should embrace multiple cultures, families, and individuals who live, work, and play within the corridor and adjacent neighborhoods. When discussing the physical extent of the project, respondents confirmed that the corridor should be its own district. The benches, trash cans, signs, landscaping, artwork, and other enhancements will be specific to this area (exclusive of typical street lights, drinking fountains, etc. that are "City standards").

Reduce Maintenance

The design should take into consideration opportunities to reduce long-term maintenance. The design team worked with multiple City departments (leisure services, public works, etc.) that will regularly have to maintain the corridor.

Preserve the Corridor's Architecture

These themes helped to organize community values and gave us a framework for the coming designs.

Historically speaking, the Central Avenue Corridor is rich. Several properties are listed on the National Register. The plan must be sensitive to this and embrace the past.

Create a "Greener" Experience

Currently, there is a limited amount of green / open space within the corridor. Respondents identified several areas where landscaping, trees, and plantings could be integrated.

Encourage Economic Vitality

The development along the corridor should invite economic opportunity to the neighborhood. Committee members were careful to state that development should not gentrify the neighborhood, but rather support their needs.

Prioritize Safety

There is a perception in the community that this area is unsafe, yet those people who live here do not believe it to be a problem. The plan must consider provisions for improving general safety, whether perceived or real.



▲ Public input was the base to establishing our strategic direction.



▲ A turret punctuates a strip of row houses.

IV. Neighborhood Fabric

With these concepts in mind, a library of details, textures, and architectural elements was assembled to inform design decisions throughout the workshop.

The stretch of Central Avenue adjacent to the Washington Neighborhood has a unique character. As part of the inventory process, the design team was led on an architectural tour of the Central Avenue Corridor by local expert Jason Neises. An abundance of detail was discovered beneath the face of the street. These details are easy to miss if you aren't paying attention, and are often overlooked by the vehicles which currently dominate the street. A transition to a pedestrian-friendly environment will encourage people to slow down and pay more attention to the collection of cultural relics, thus making the character of the corridor more obvious.

Additionally, the architectural character of the area can be expressed through design. Infrastructure introduced in future developments should contain the same elements, or abstractions of them, in a way that calls attention to the history of the Central Avenue Corridor. These details will blend together with modern elements to tell the site's story and increase the cultural capital of the neighborhood.



▲ Steeples are a common site from the corridor.



▲ Decorative turrets are commonly seen projected from the face of buildings.



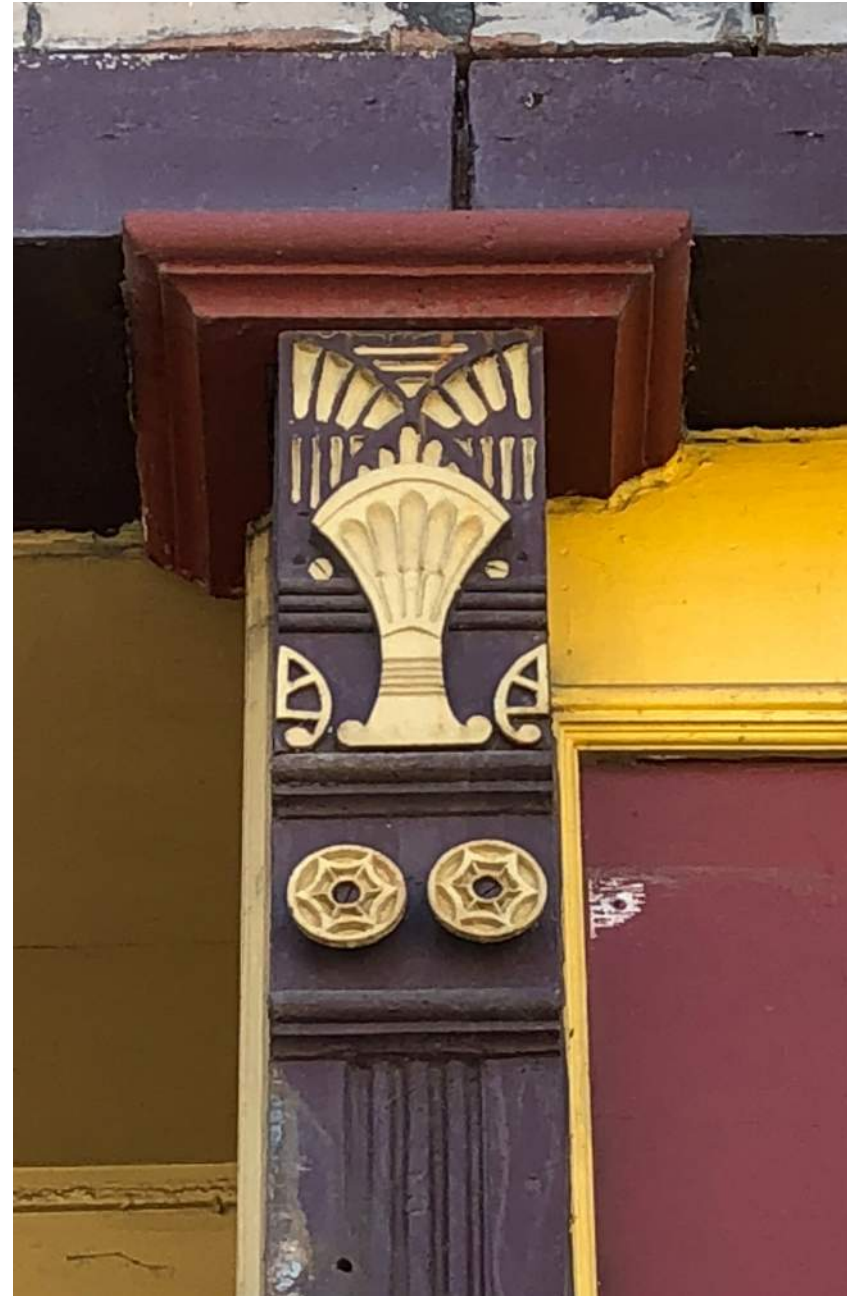
▲ Decorative molding wraps around a local building facade.



▲ Cast Iron details reference natural forms.



▲ Intricate brick work decorates the tops of buildings.



▲ Decorative cast iron moldings decorate the facades of buildings.



▲ The landmark Rafoth sign adorns the corner of 18th and Central.



▲ An impressive archway into a residential building.



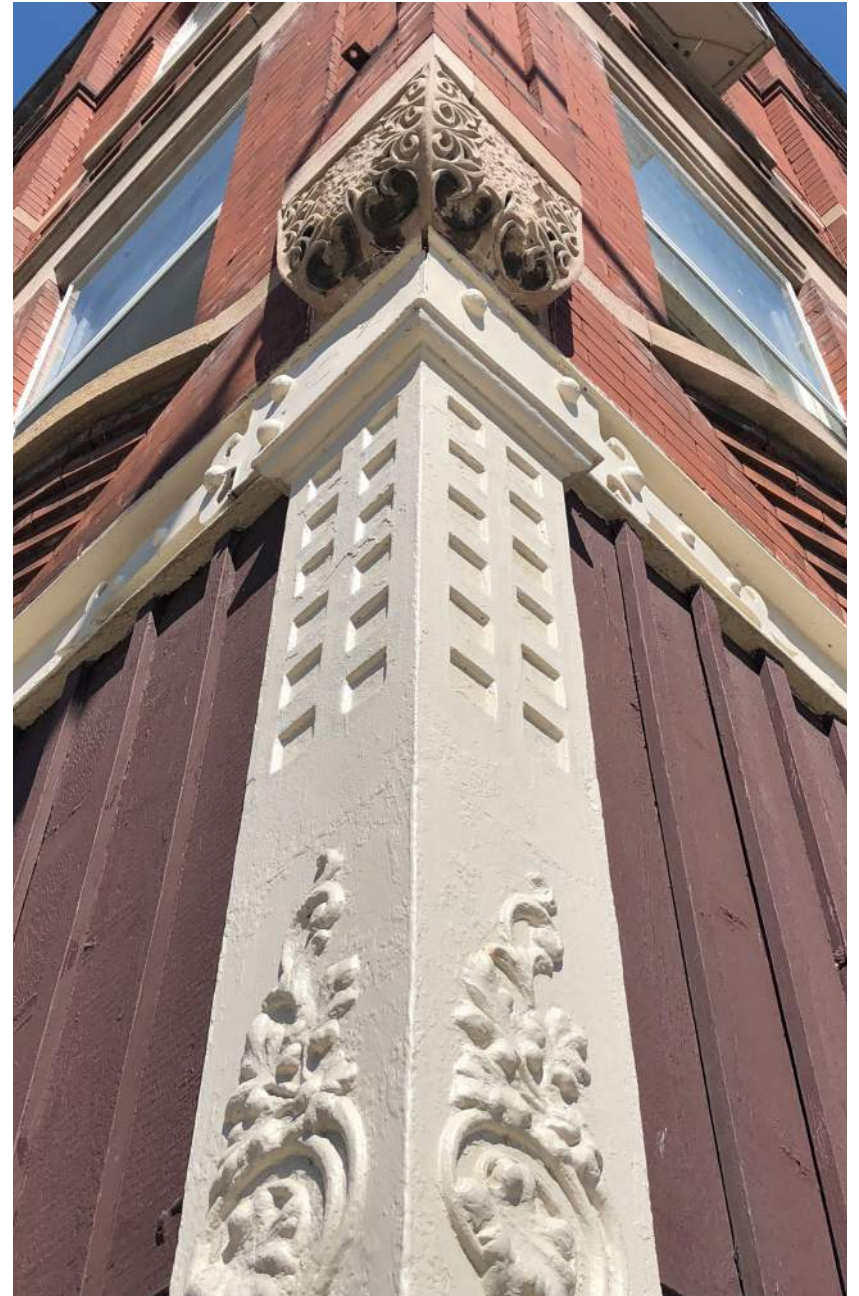
▲ Cast iron columns and prism glass windows decorate this building.



▲ These brands on cast iron details can be found across the district.



▲ More recently, murals have been a popular way of beautifying the neighborhood.

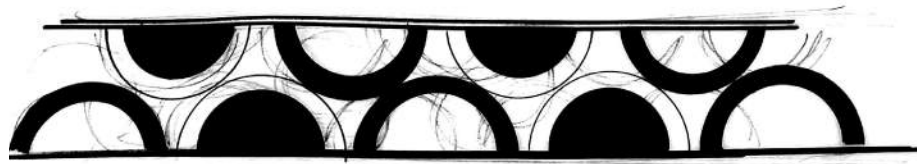


▲ Cast Iron details and intricately carved terracotta capstone flourish here.

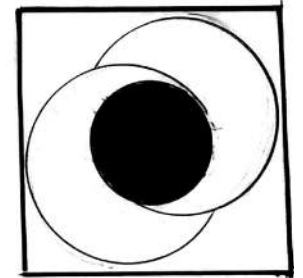
Integrated Art

After a cache of architectural and historical knowledge had been accumulated, the design team's understanding of the corridor could be integrated within the physical details of the vision. Several concepts were developed through this method.

The letter "C" made itself apparent through alliteration (Central Avenue Corridor, Couler, Clay), and was used as a branding symbol across concepts. The redundancy of significant architectural features was another element to include within the corridor's details. Arches, steel girders, and prism glass tiles were a few of these elements. Small organic decorations are found all over local buildings, and so nature-inspired detailing became a theme as well.

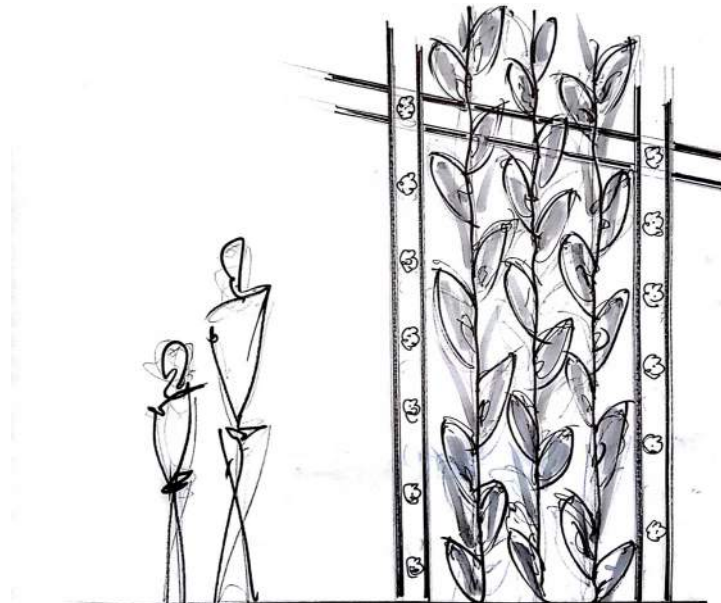


CENTRAL RAILING PATTERN

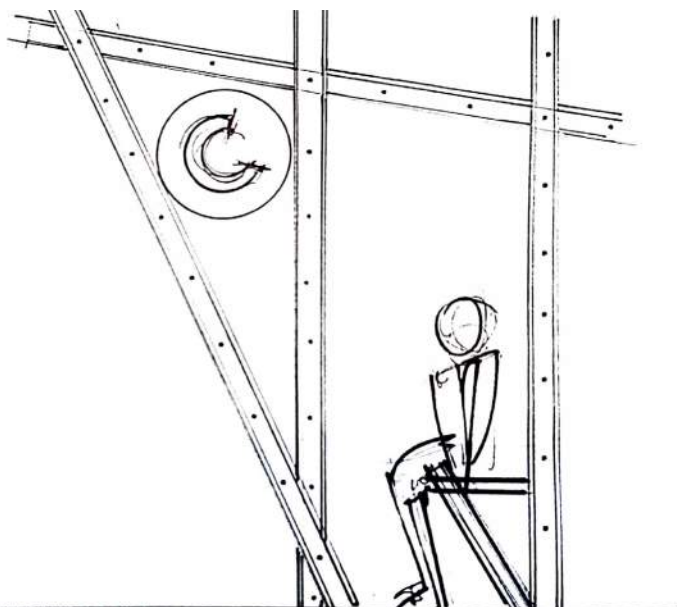


CENTRAL PAVES / STEPPING STONE

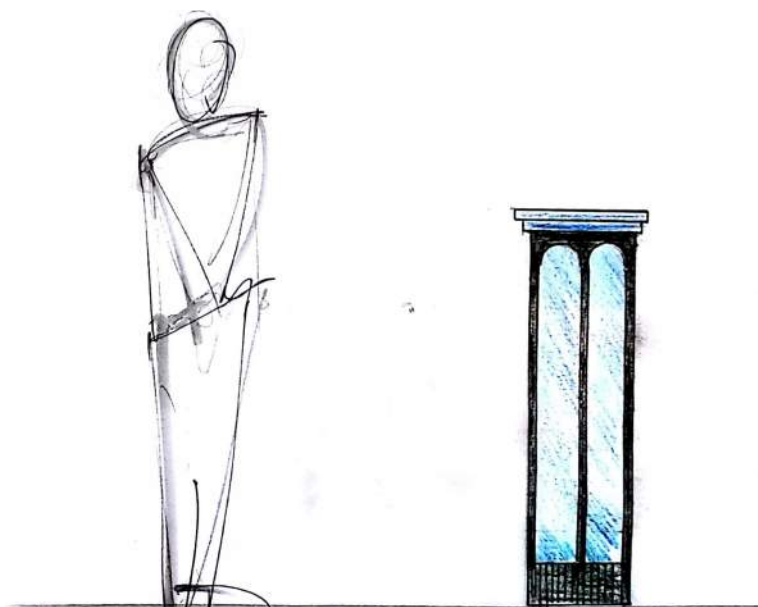
▲ Interlocking "C's" inspire a railing pattern and a unique paver.



Leaves and flowers climb up the side of a bus shelter concept.



▲ The "C", amongst steel beams, in another bus shelter concept.



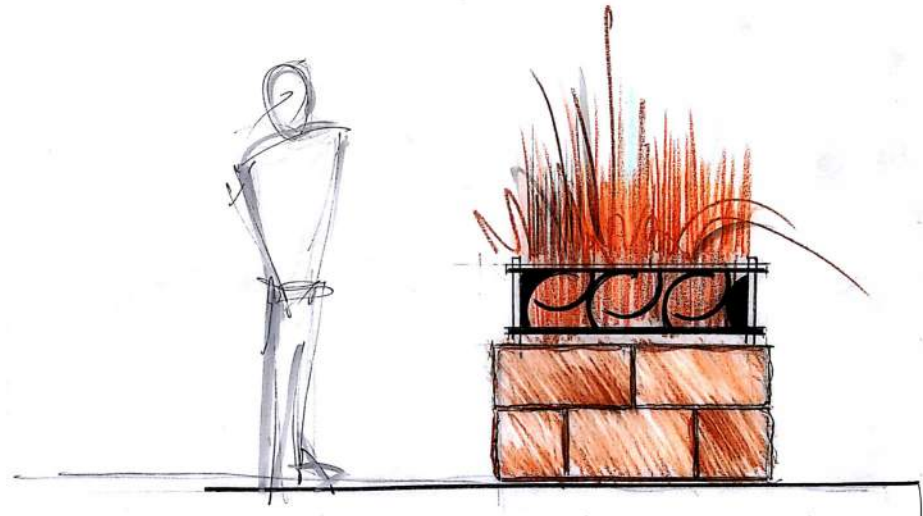
▲ A luminescent bollard faceted with skinny arches.



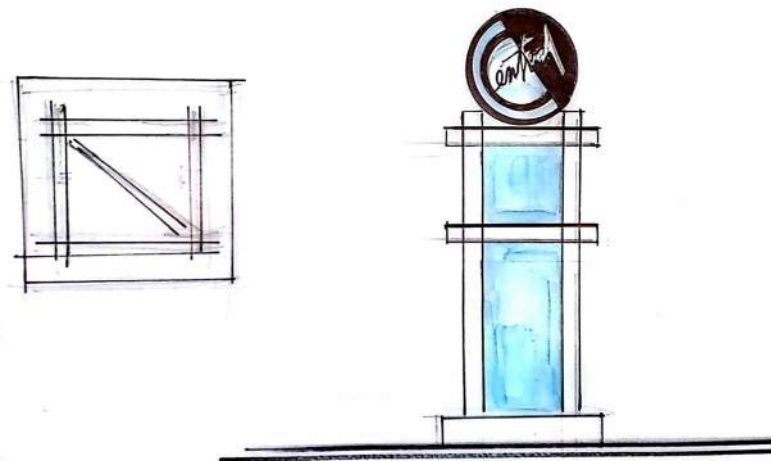
▲ Cut-out ladders and red lighting pay homage to the Engine House.



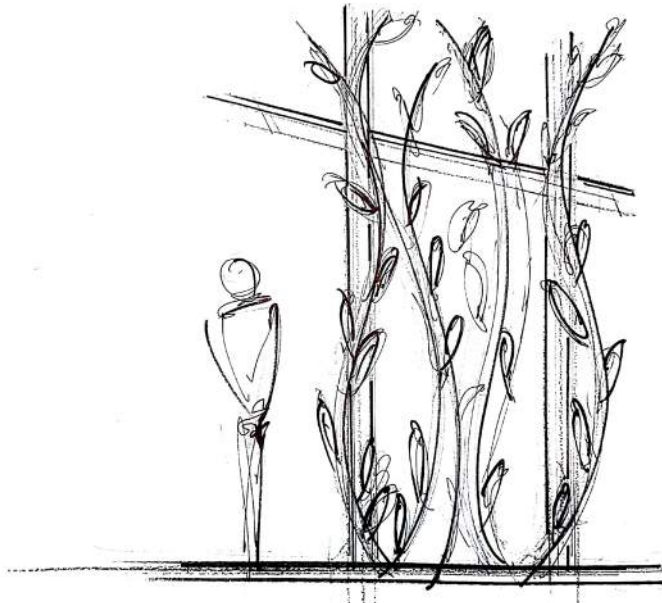
▲ This place-making marker includes details from local architecture.



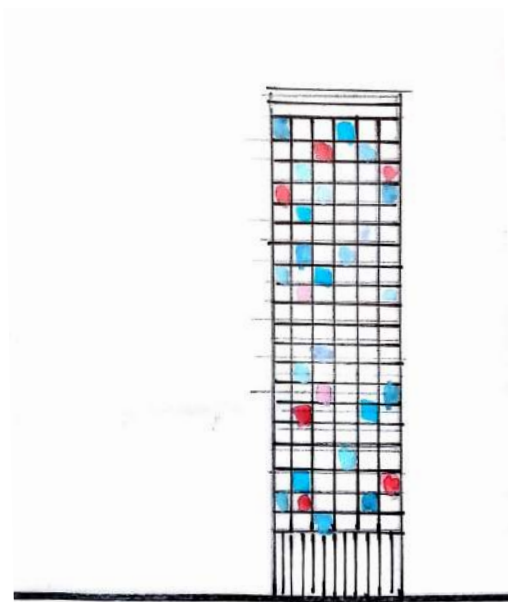
▲ The interlocking "C" motif used as a railing for a planter.



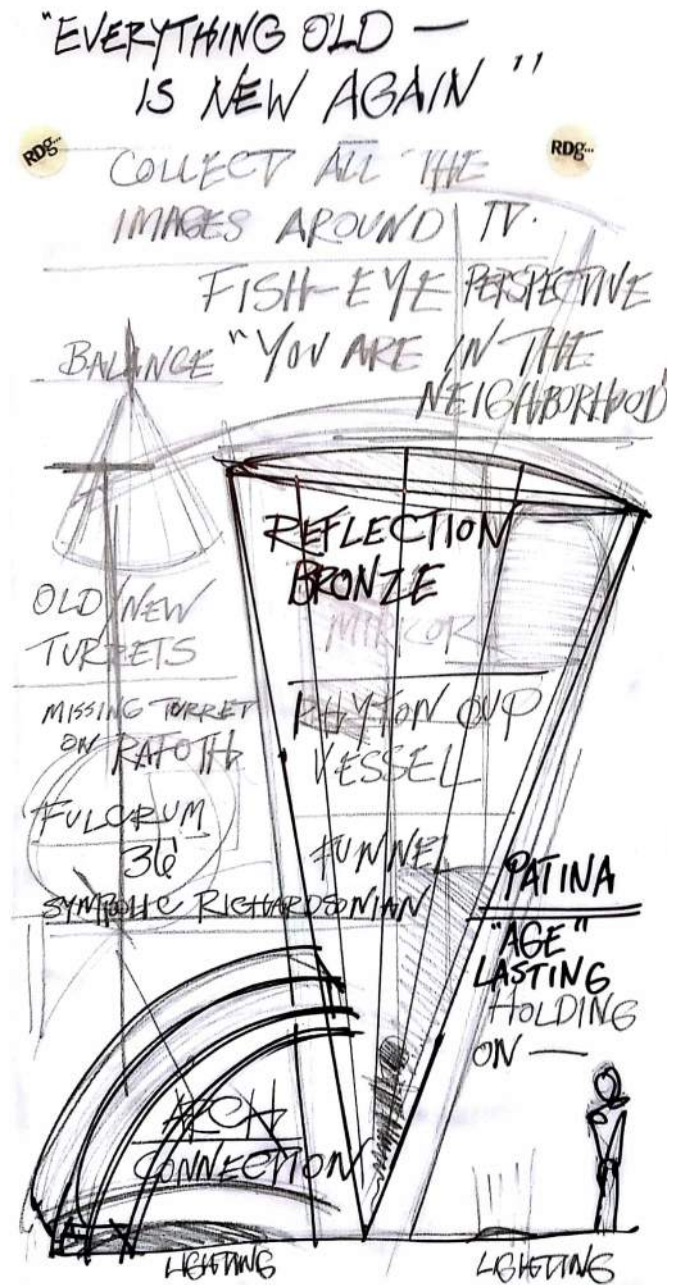
▲ A stronger branding element on another illuminated bollard.



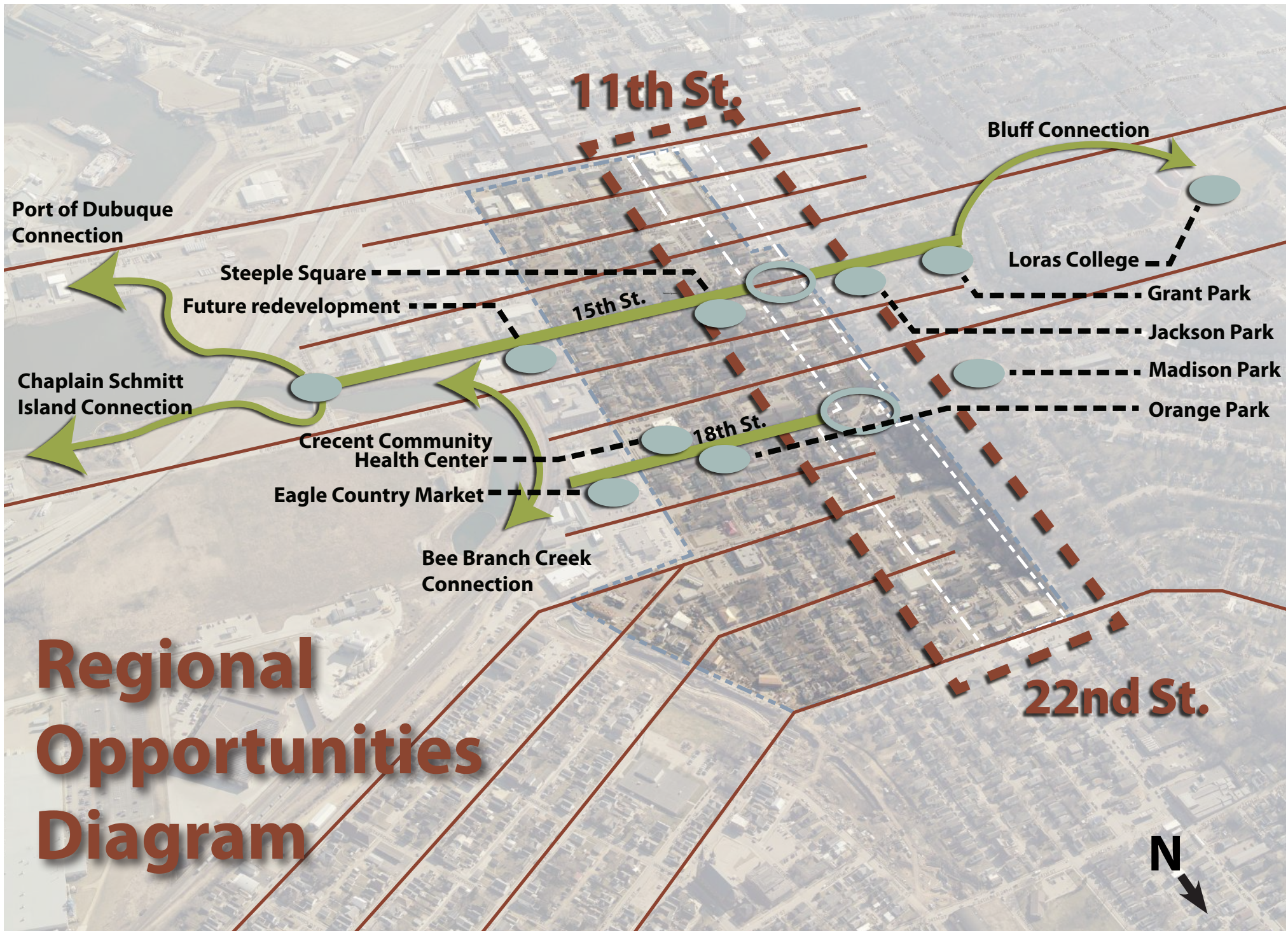
▲ Sculptural greenery details climb up a bus shelter concept.



▲ An illuminated bollard is an homage to prism glass.



▲ An upside-down turret as a landmark place-making sculpture.



▲ Regional opportunity diagram showing community connections which would promote a pedestrian friendly streetscape.

V. Opportunities

In applying key values and themes to the design strategy, a series of opportunities was revealed. The regional context of adjacent corridors was observed to determine each street's role in pedestrian and vehicular transportation. Corridors and crossroads could then be optimized for their respective audiences.

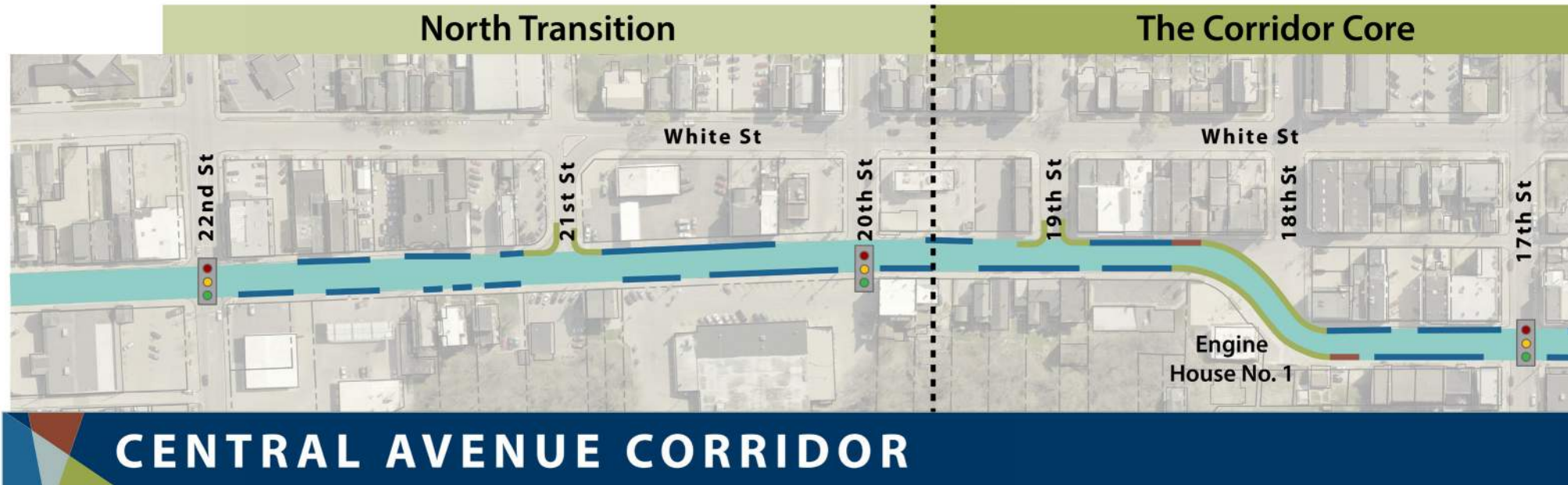
For example, 15th Street was admired for its connection to several community parks, stretching from Grant Park down to the Bee Branch Creek Greenway. Being a less desirable path for cars as well, 15th street proved to be an ideal pedestrian corridor. Likewise, 18th Street proved to be important as a pedestrian route, and showed potential for the introduction of a common space at its Central Avenue terminus.

Beyond its regional context, the Central Avenue Corridor was carefully considered to reveal distinct zones around which designs could be determined.

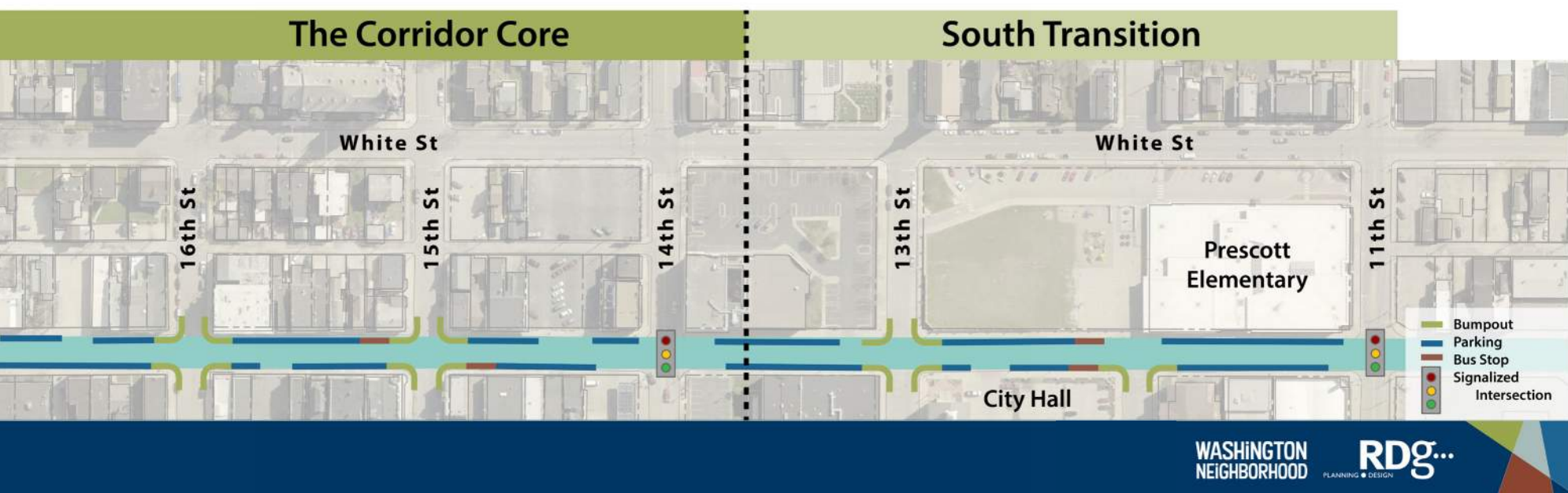
The Corridor

Shown below is the overall, proposed framework diagram for the Central Avenue Corridor between 11th and 22nd Streets. Key to this diagram is prioritizing the intensity of improvements between 14th and 19th Streets, identified as the “Corridor Core.” Transitional areas north and south of this core continue strategic improvements with slightly less quantity and intensity.

Pedestrian-focused areas, on-street parking, bus stops, and signalized intersections are also conceptually shown and will guide future efforts to advance more detailed roadway geometrics and streetscape design.

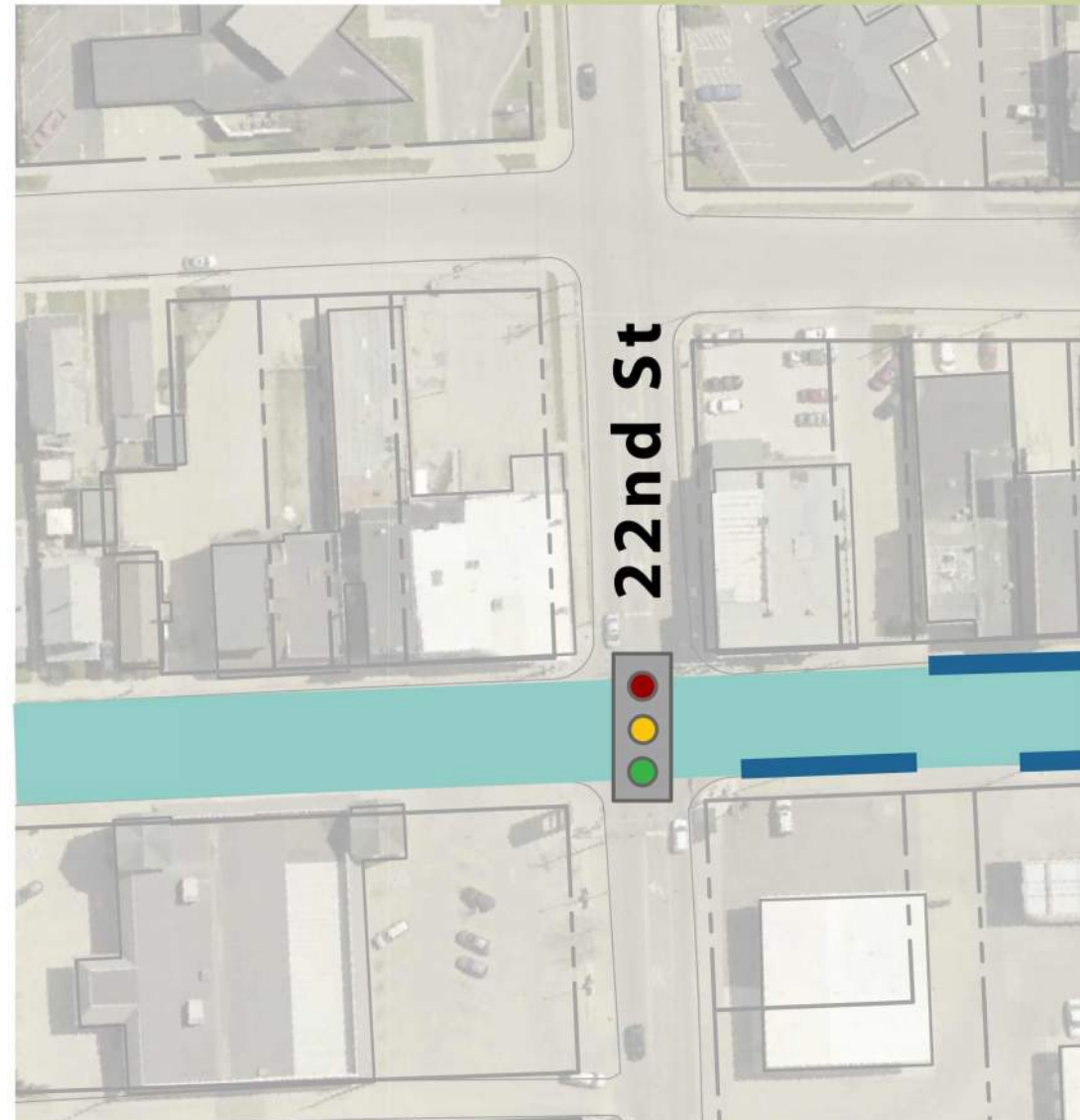


▲ The site-scale opportunity diagram of the Central Avenue Corridor.

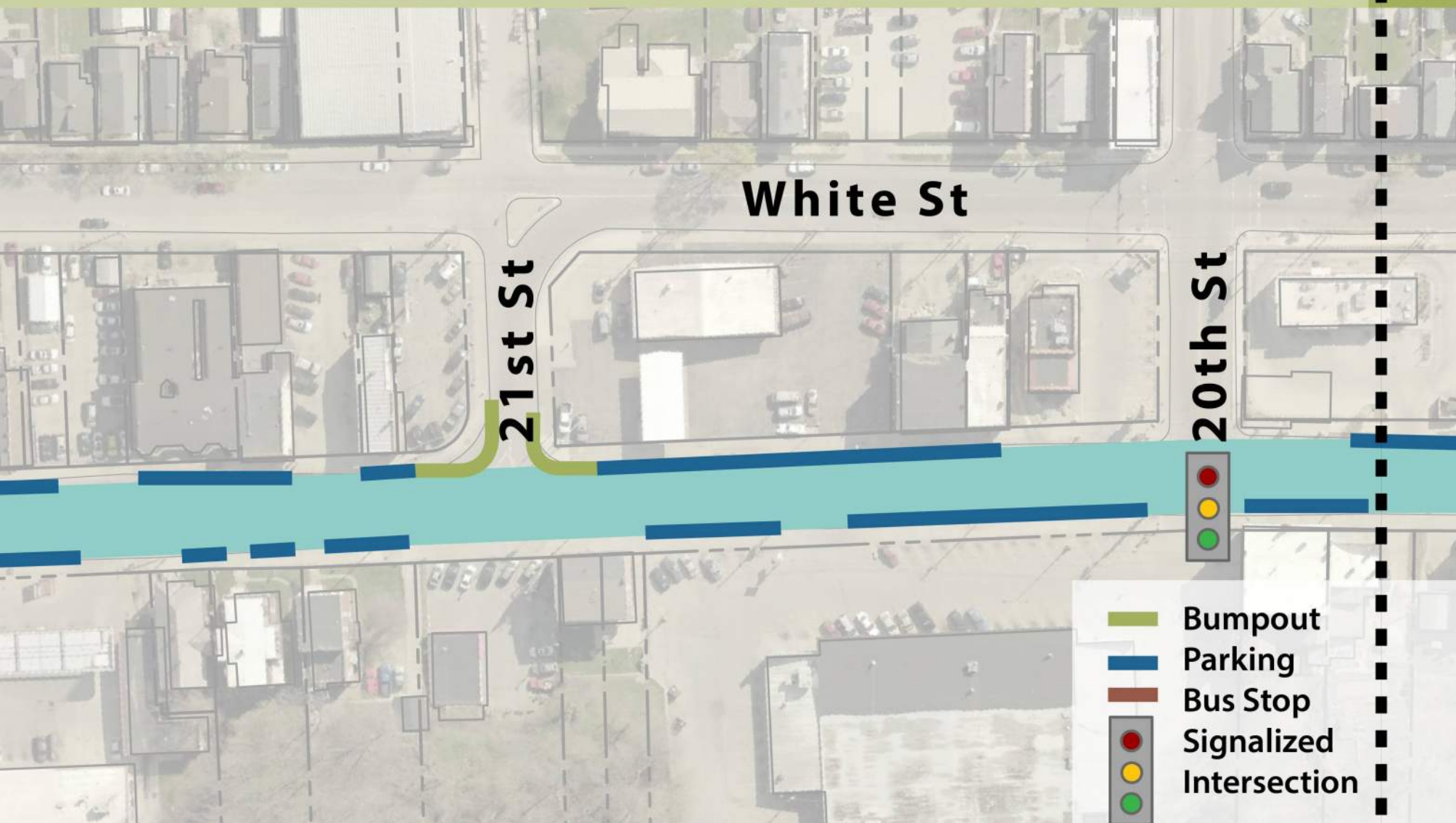


The North Transition

The North Transition starts at 22nd Street and ends through 20th Street. It is the connection to Couler Valley and the North End. Currently, the intersection at 21st Street is the transition to two-way traffic, and the area is an abundance of commercial activity.



North Transition



▲ The opportunity diagram of the North Transition.

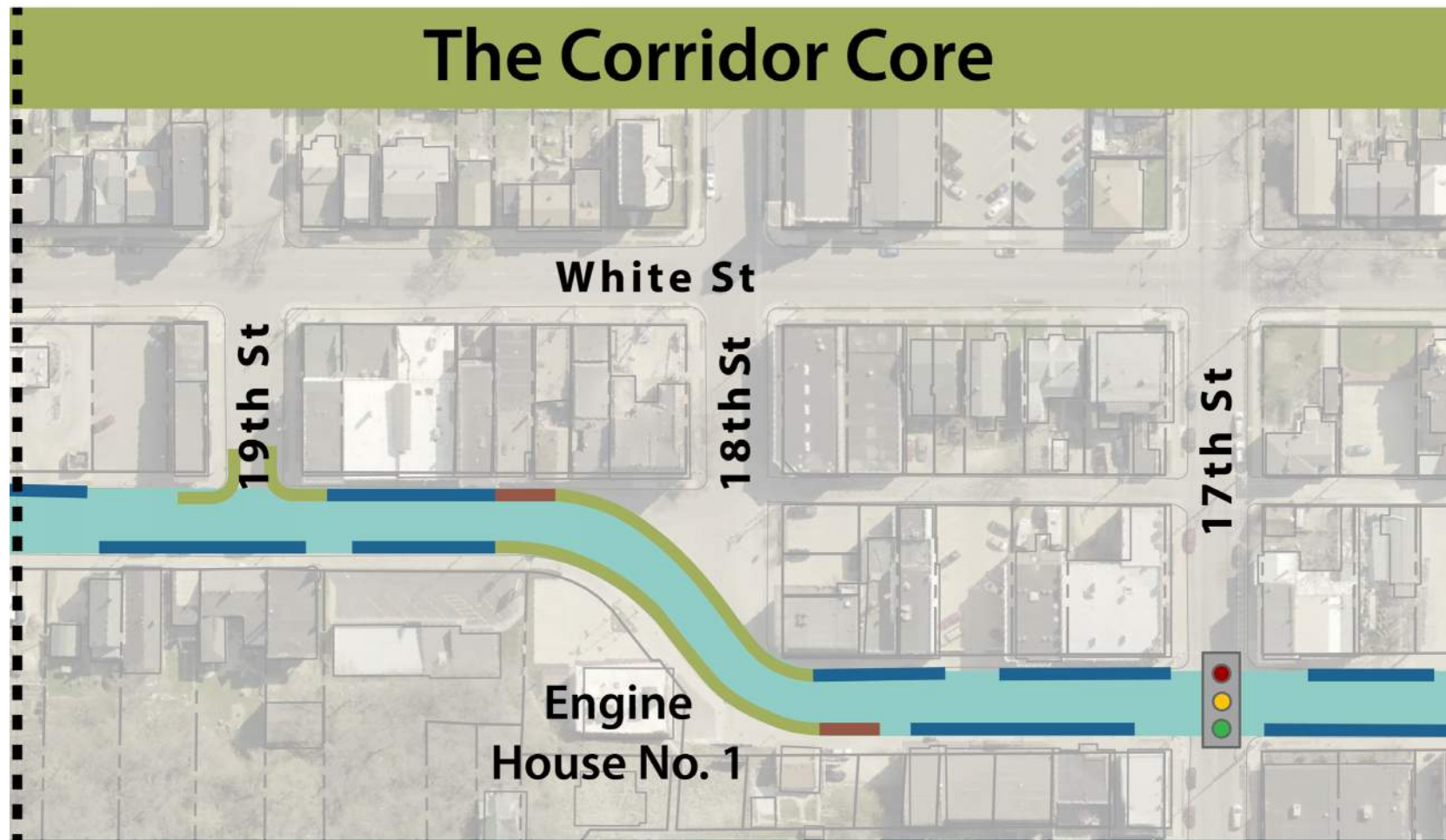
The Corridor Core

This section of the corridor holds the truest character to the district, and the most opportunity for design. The two main pedestrian corridors were identified at 18th

and 15th Streets, making their respective intersections with Central Avenue critical moments along the corridor.

This area also features the largest concentration of significant architectural

structures. Included in this area are Engine House Number One, the Rafoth Building, and Dubuque Bank and Trust, among many other historically significant buildings.



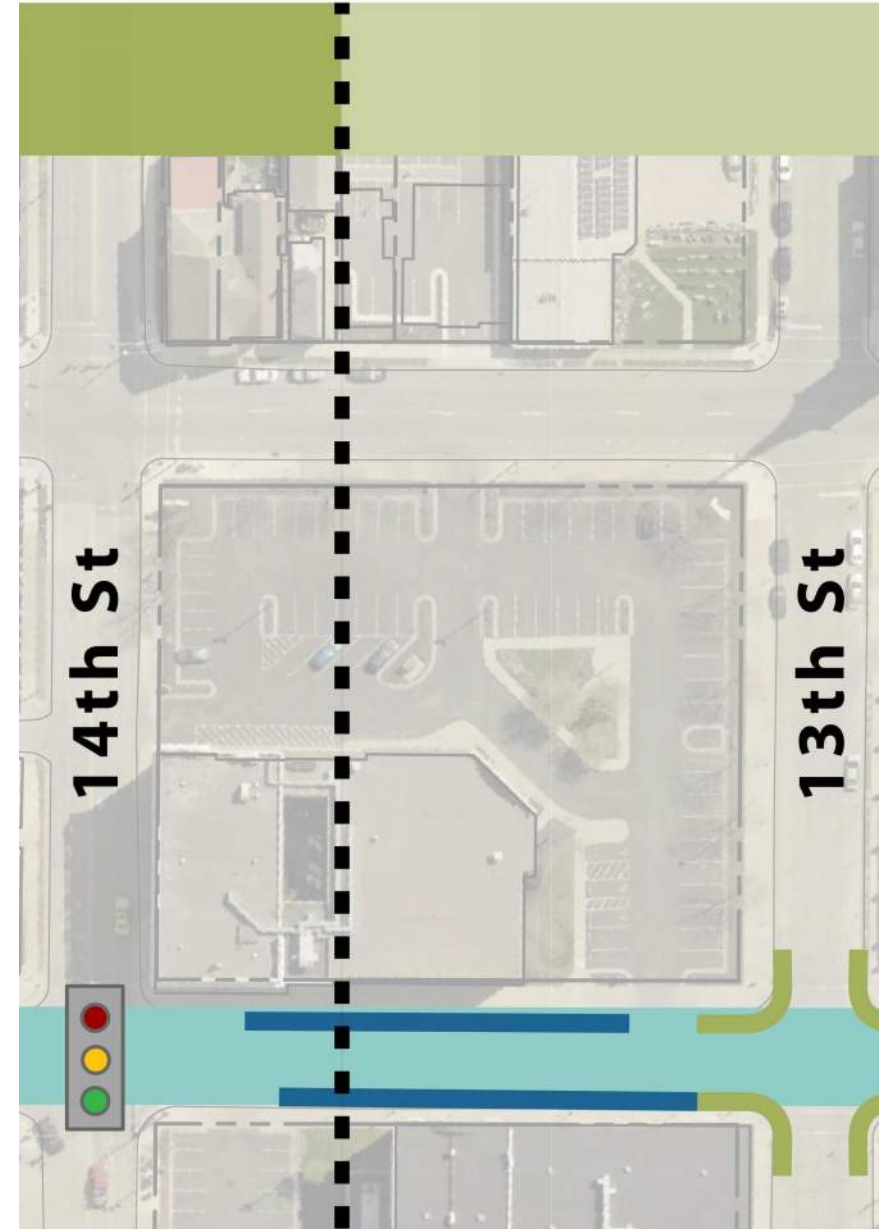
▲ The opportunity diagram of the Corridor Core.

The Corridor Core



The South Transition

Spanning between 11th and 14th Streets, the South Transition acts as the portal to downtown Dubuque. Important buildings on this segment of Central Avenue are City Hall, the Multicultural Center, and Prescott Elementary School.



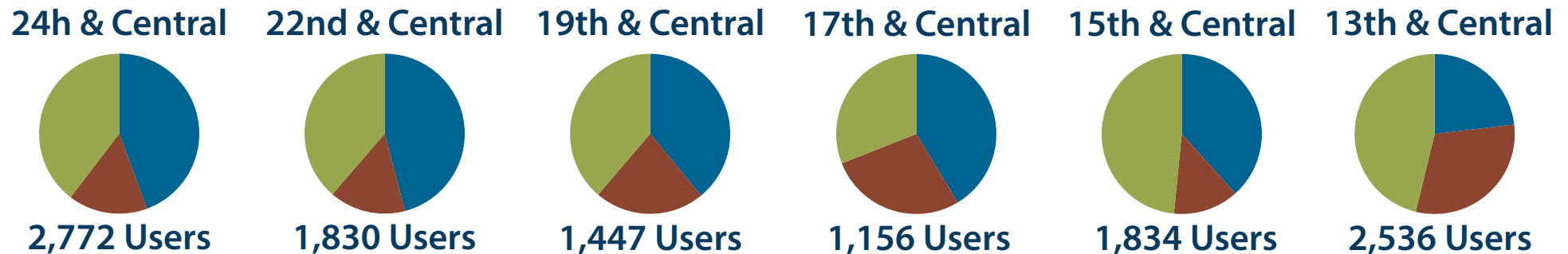
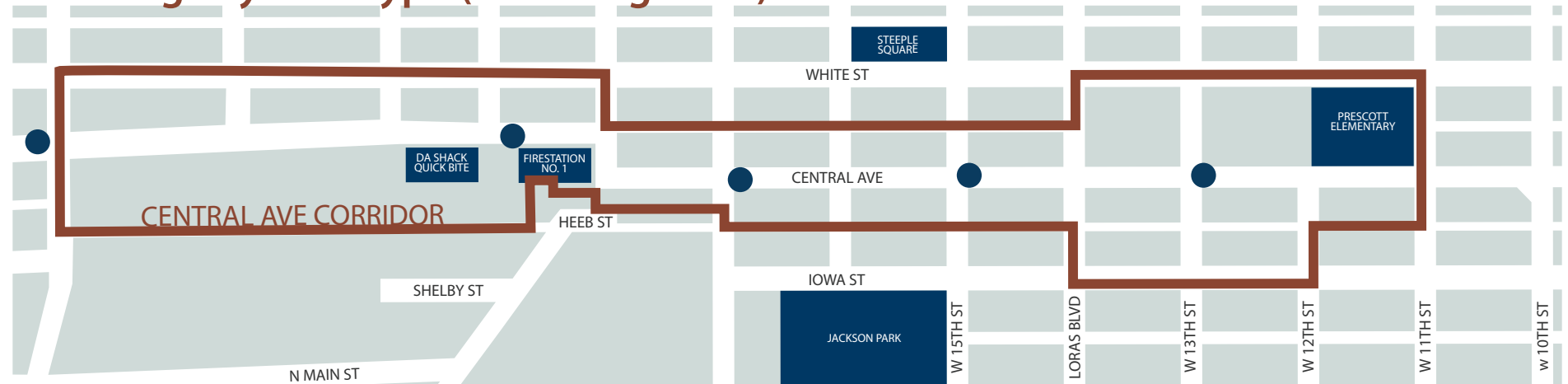
South Transition



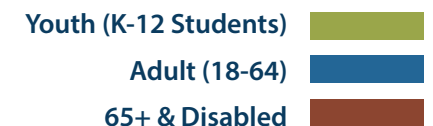
▲ The opportunity diagram of the South Transition.

Public Transportation

Boardings by Fare Type (Feb - Aug 2018)



DID YOU KNOW: *There is a ~70% increase in ridership on stops where a shelter is provided.*



VI. Transportation

Within the district, Central Avenue is the road with the most traffic. With this in mind, it was necessary to envision the future of motorized and non-motorized transportation throughout the corridor.

The Washington Neighborhood has the highest rate of bus ridership and the highest number of car-free households within the City of Dubuque. Public transportation and alternative modes of movement are currently a key part of this district and must be carefully considered within proposed improvements for the Central Avenue Corridor.

Two-way Traffic Analysis

A planning-level “capacity analysis” was done to analyze Central Avenue with two-way traffic. Additional traffic study will be needed for the full corridor. The purpose of this study was to determine if two way traffic would be feasible, should the City decide to study this in detail at a future time.

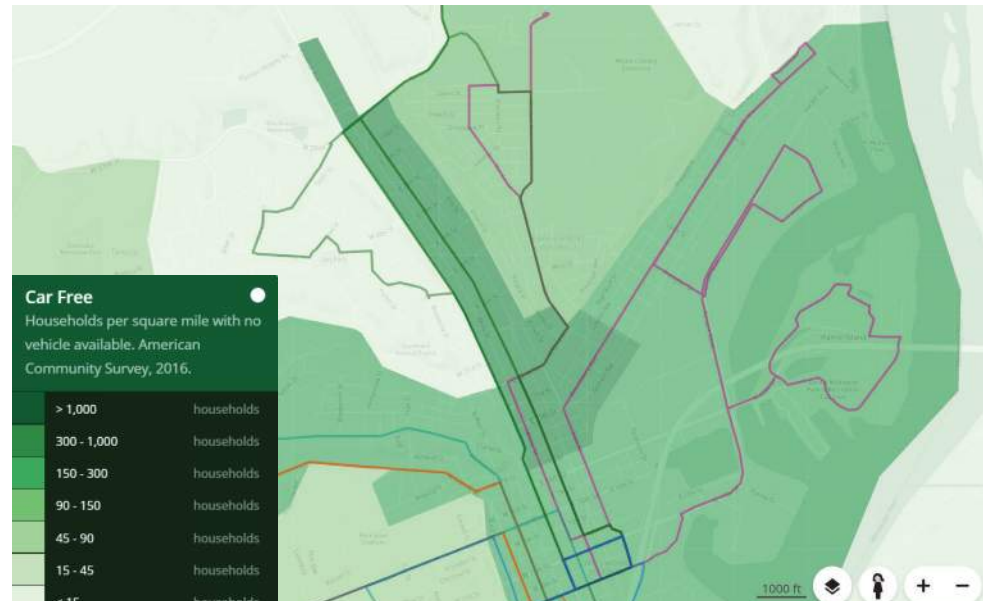
The intersections analyzed were the Central Avenue intersections with 11th Street, 14th Street and 20th Street. The capacity of the intersections was analyzed using the procedures outlined in the Highway Capacity Manual 2010 (HCM). The intersections were modeled using Synchro Studio 9 with SimTraffic 9.

The analysis was done using directional intersection traffic counts provided by Dubuque Metropolitan Area Transportation Study (DMATS). DMATS provided traffic counts for the years 2020, 2025, 2030, 2035, 2040 and 2045. The 2045 volumes were modeled using Synchro and the capacity at the three intersections provided acceptable levels of service operating with two-way traffic. A southbound left turn lane was needed at the intersection of Central Ave / 20th Street.

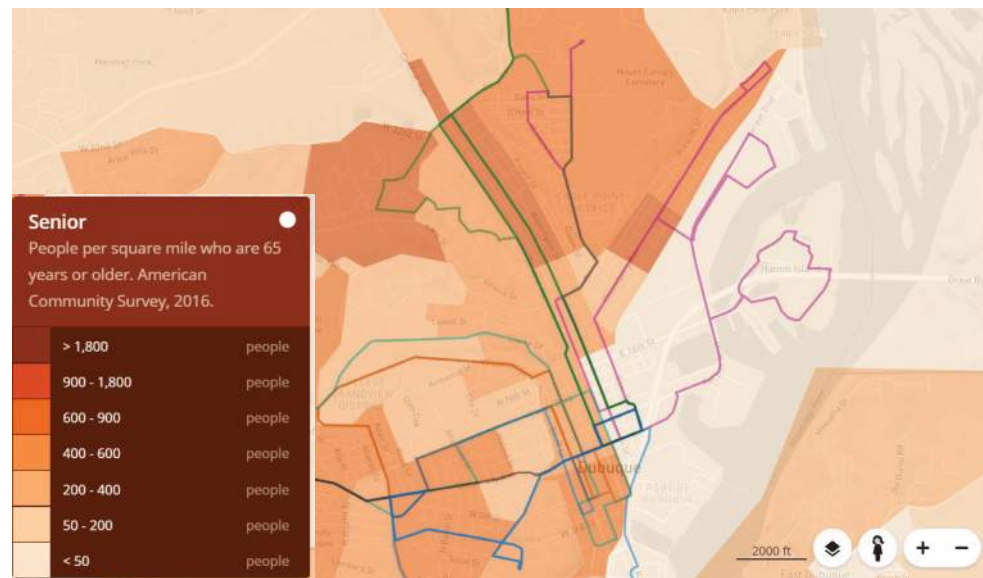
It should be noted that a complete traffic study will be needed to determine the full impact and modifications needed to convert Central Avenue to two-way traffic from 4th Street to 22nd Street.”

The Importance of Public Transportation

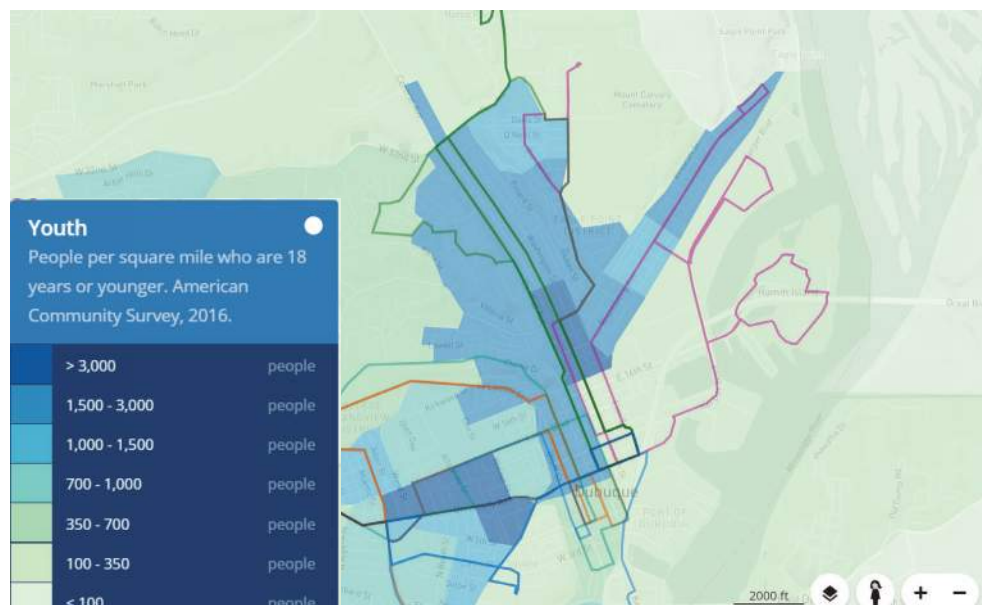
The following maps depict the importance of reliable public transit systems along Central Avenue. As is shown, the highest concentrations of car-free households falls along the Central Avenue Corridor and within the Washington Neighborhood. Similarly, populations of seniors, youth, and disabled people who cannot drive or have trouble driving are highest in this area as well. The people who will depend on this corridor's development the most need access to public transportation that is safe, covered, reliable, and prioritized along Central Avenue.



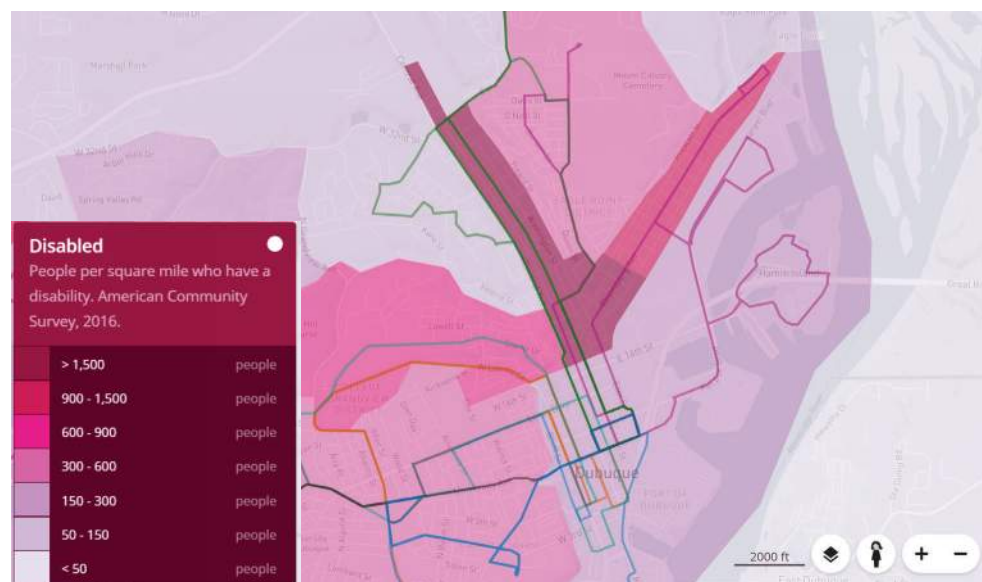
▲ Map showing concentrations of car free households in Dubuque



▲ Map showing concentrations of seniors in Dubuque



▲ Map showing concentrations of youth in Dubuque



▲ Map showing concentrations of disabled people in Dubuque



▲ Perspective view of the corridor vision at 18th and Central.

VII. The Streetscape

The overall master plan vision for the Central Avenue Corridor Streetscape embraces the following critical directions, as defined by the public input received during the public engagement period.

Design the Street for Flexible Traffic Patterns

To accommodate both one-way and two-way traffic, the design respects the traffic analysis done by WHKS. Designated turning lanes were added at key intersections and oversized vehicles were given extra room to turn in tight areas.

Embrace the Washington Neighborhood

While evaluating the regional context, the intersections at 15th and 18th Streets were selected as optimal pedestrian nodes, as they provide a connection to several key locations within and beyond the Washington Neighborhood. This physical connection should be developed with similar content to Central Avenue to establish the corridor as an extension of the neighborhood. Furnishings and the material palette are also defined by the visual preferences of the community, as collected in the community input sessions.

Pedestrians are Number One

To meet this objective, the vision needed to consider the interactions between vehicular and pedestrian traffic. Streetside bollards, crosswalk bumpouts, and a raised crosswalk at 18th Street address this need. The “Central Commons” is designed as a pedestrian hub, to be used as a park, event space, and general core of the corridor.

Integrate Arts and Culture

The existing character of the corridor is blended into new streetscape features to develop a stronger sense of place. Bus stops, bollards, and other place-making elements exhibit this strategy.

Reduce Maintenance

Streetscape features maintain a defined setback from the curb, and atypical curbs (bumpouts) will be mountable for ease of maintenance. Additionally, the use of custom streetscape features should be limited, as standard models are easier to replace.

Preserve the Corridor’s Architecture

The vision shows concern for Central Avenue’s architectural character. Key buildings are highlighted and details are captured in integrated art.

Create a “Greener” Experience

The corridor is vegetated with street trees, planters, and planted buffers on streetscape edges.

Encourage Economic Vitality

The nature of the project will encourage pedestrian activity along Central Avenue storefronts. Both northbound and southbound bus traffic has been located so that economic undertakings can be concentrated along the corridor.

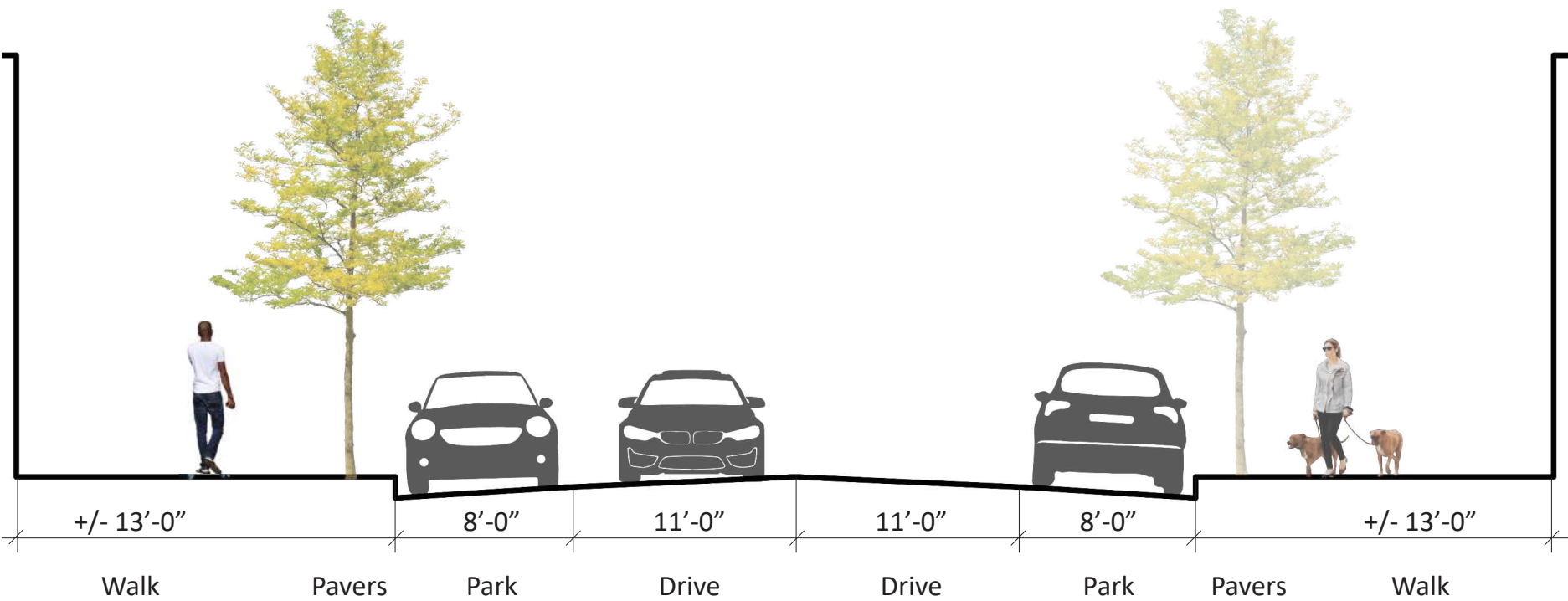
Prioritize Safety

Various types of lighting and cameras will ease safety concerns. Trees throughout the corridor will be pruned high enough to maintain visibility.

Streetscape Vision

The vision resulting from the public engagement reflects community values. The image below is a typical cross-section for the corridor. Where there are no dedicated turn lanes, there will be room for two-way traffic and parallel parking on both sides of the road. Ample room will be left for pedestrians and a paver boulevard to separate sidewalks from the road.

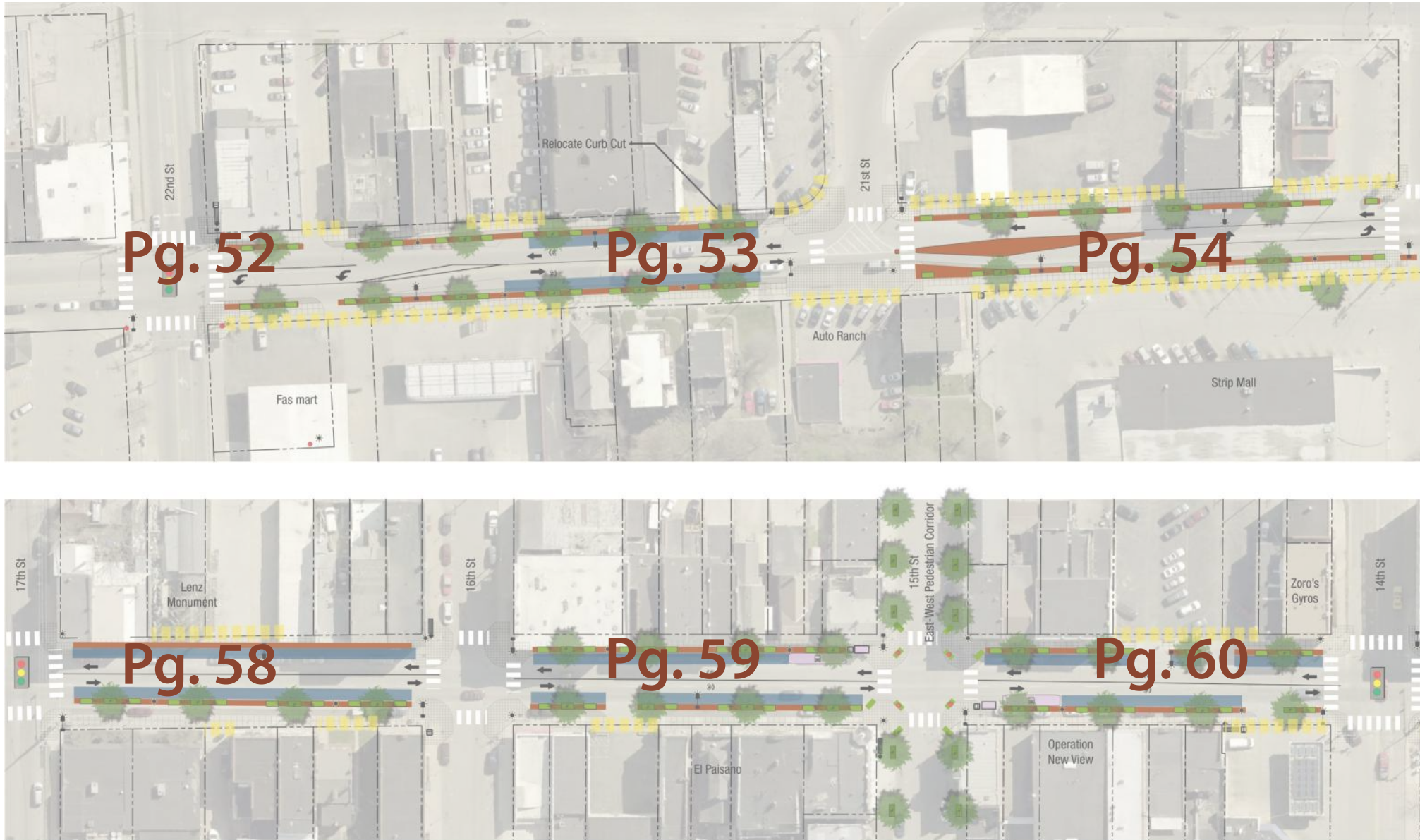
The cross-section varies throughout the corridor when necessary, always considering the values outlined in the strategic direction, as well as the design elements derived from them. The following pages depict the proposed improvements along the Central Avenue Corridor from 22nd Street to 11th Street.



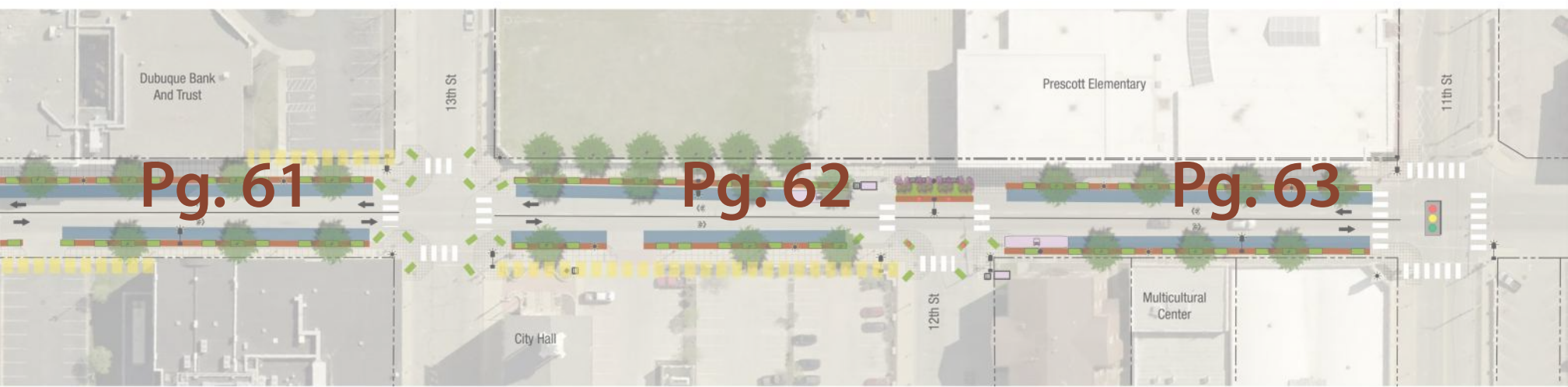
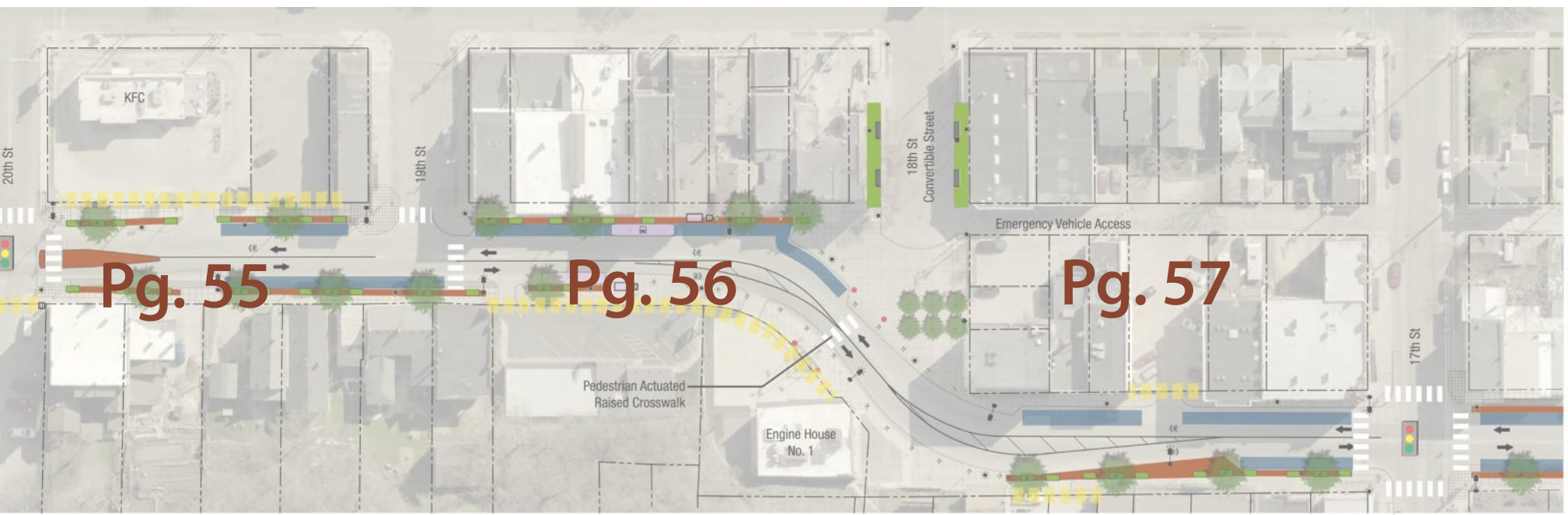
▲ The proposed typical streetscape section for Central Avenue.



▲ Perspective view of Central Avenue looking south from 19th Street showing urban edge treatment on the right.



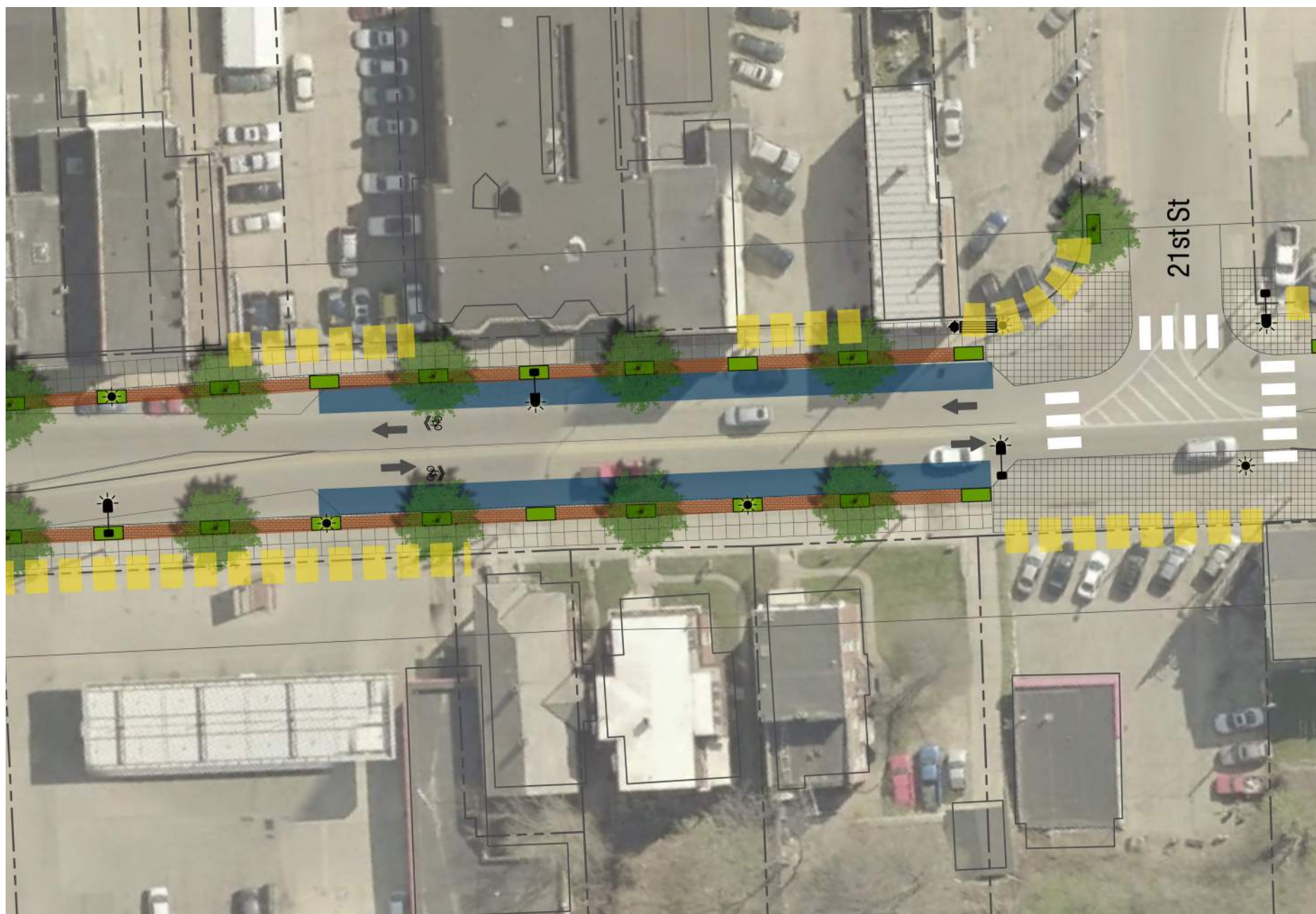
▲ The overall streetscape plan is shown above. Each enlargement is shown on the following pages.



LEGEND

-  Street Tree
-  Ornamental Tree
-  Landscape Planter
-  Pedestrian Light
-  Street Light
-  Illuminated Bollard
-  Bench
-  Bike Rack
-  Trash Receptacle
-  Vertical Marker
-  Bus Shelter
-  Bus Stop
-  Sharrows
-  Traffic Signal
-  Urban Edge
-  On-Street Parking
-  Brick Pavers

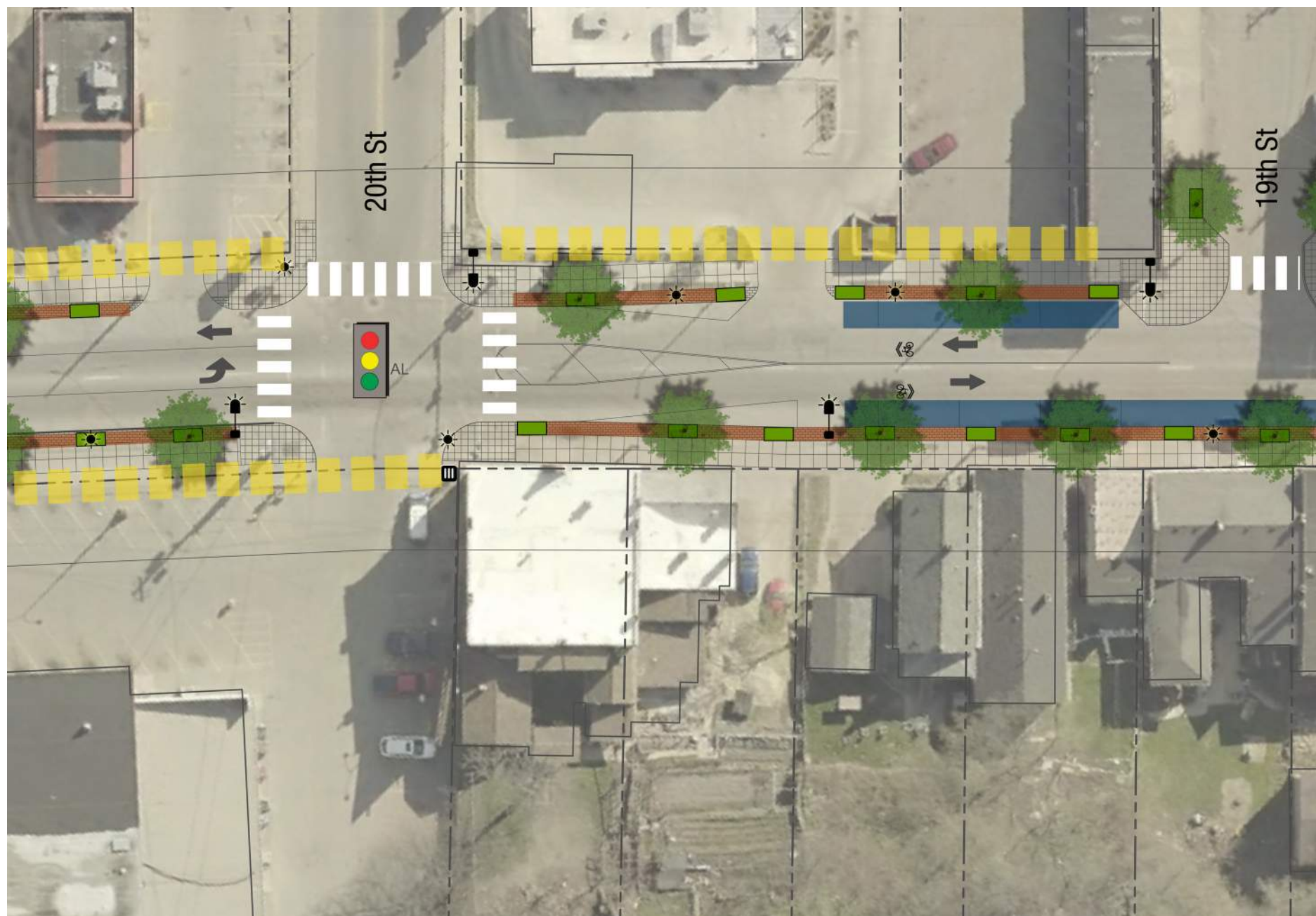




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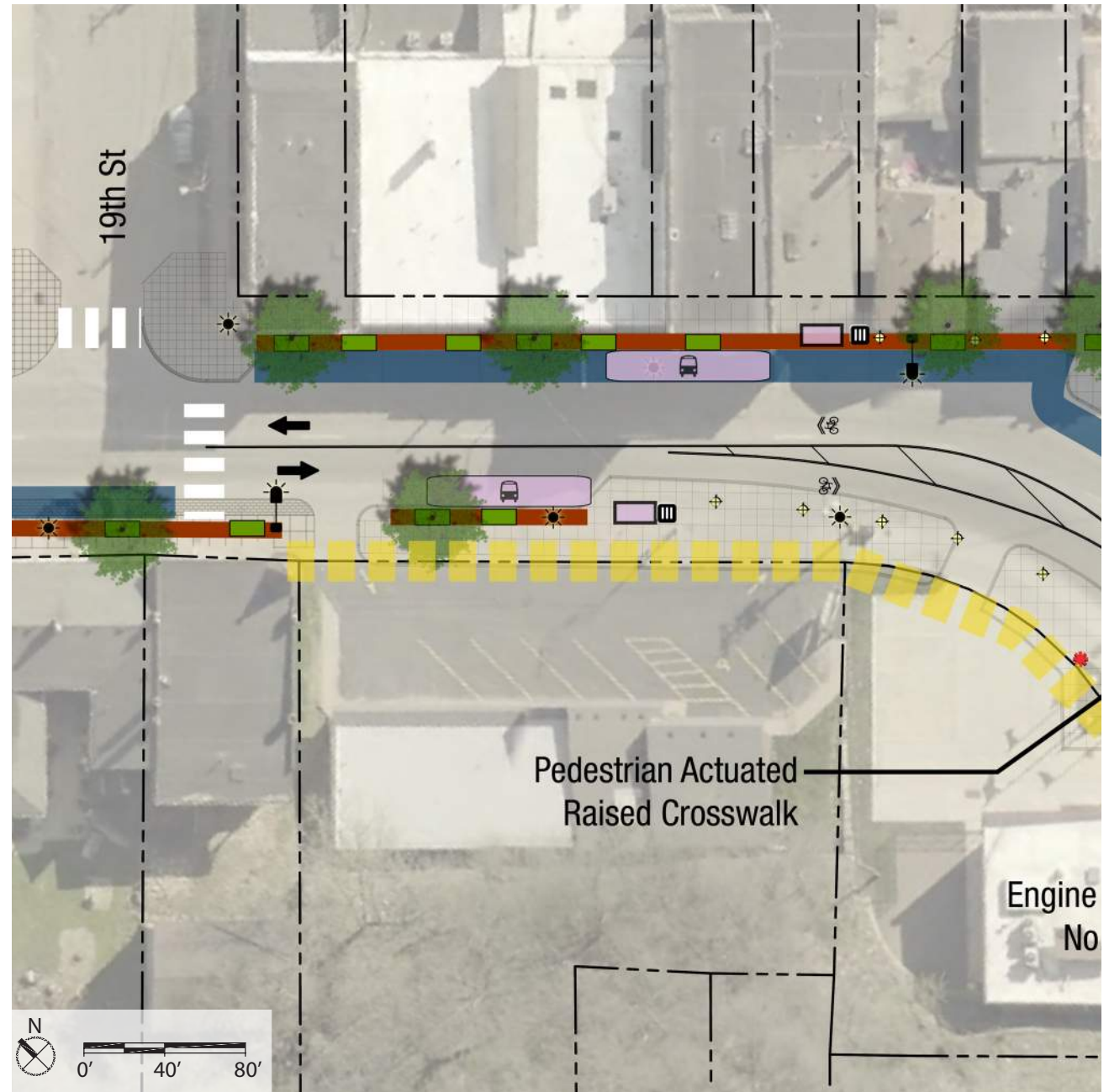
-  Street Tree
-  Ornamental Tree
-  Landscape Planter
-  Pedestrian Light
-  Street Light
-  Illuminated Bollard
-  Bench
-  Bike Rack
-  Trash Receptacle
-  Vertical Marker
-  Bus Shelter
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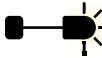
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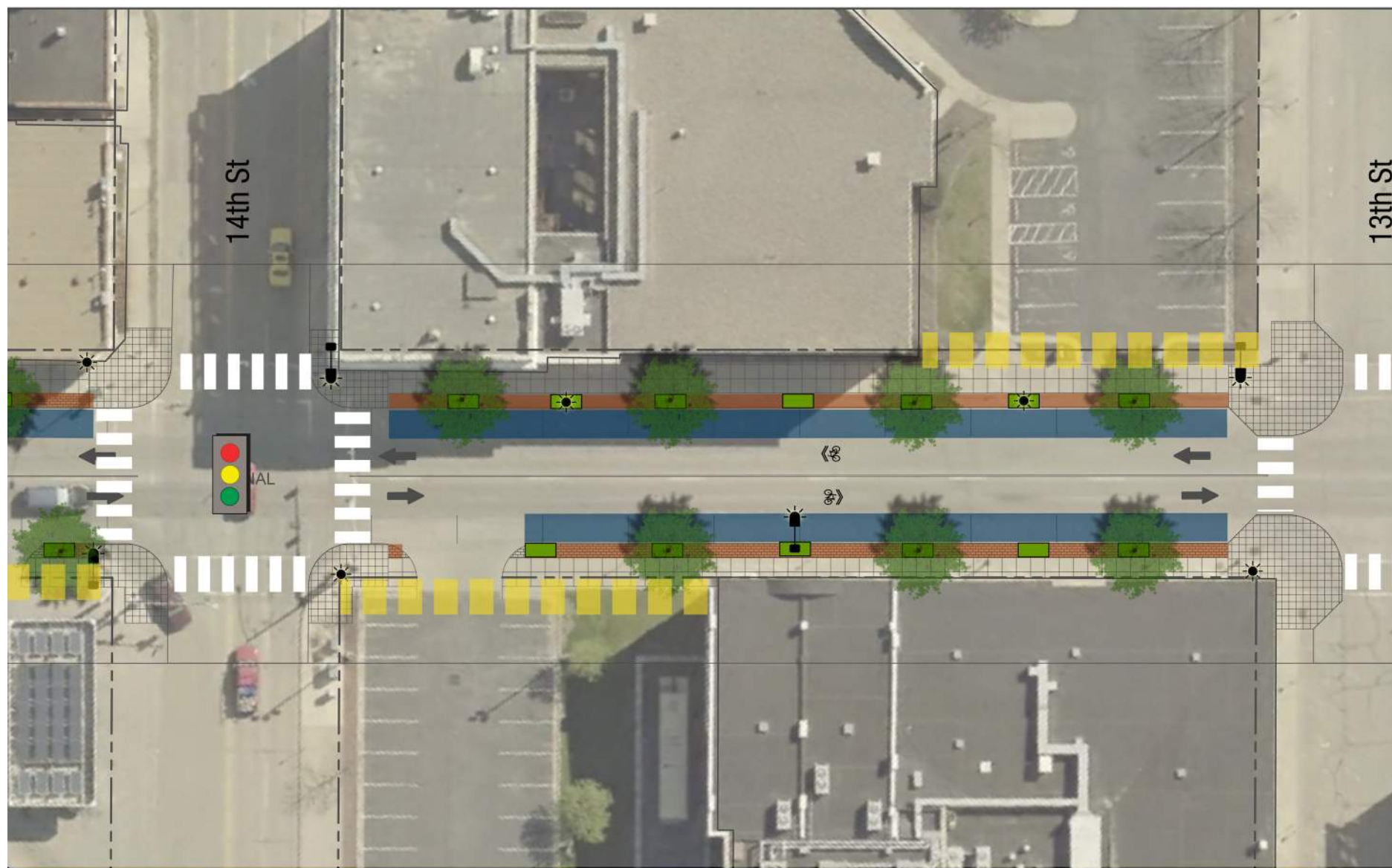




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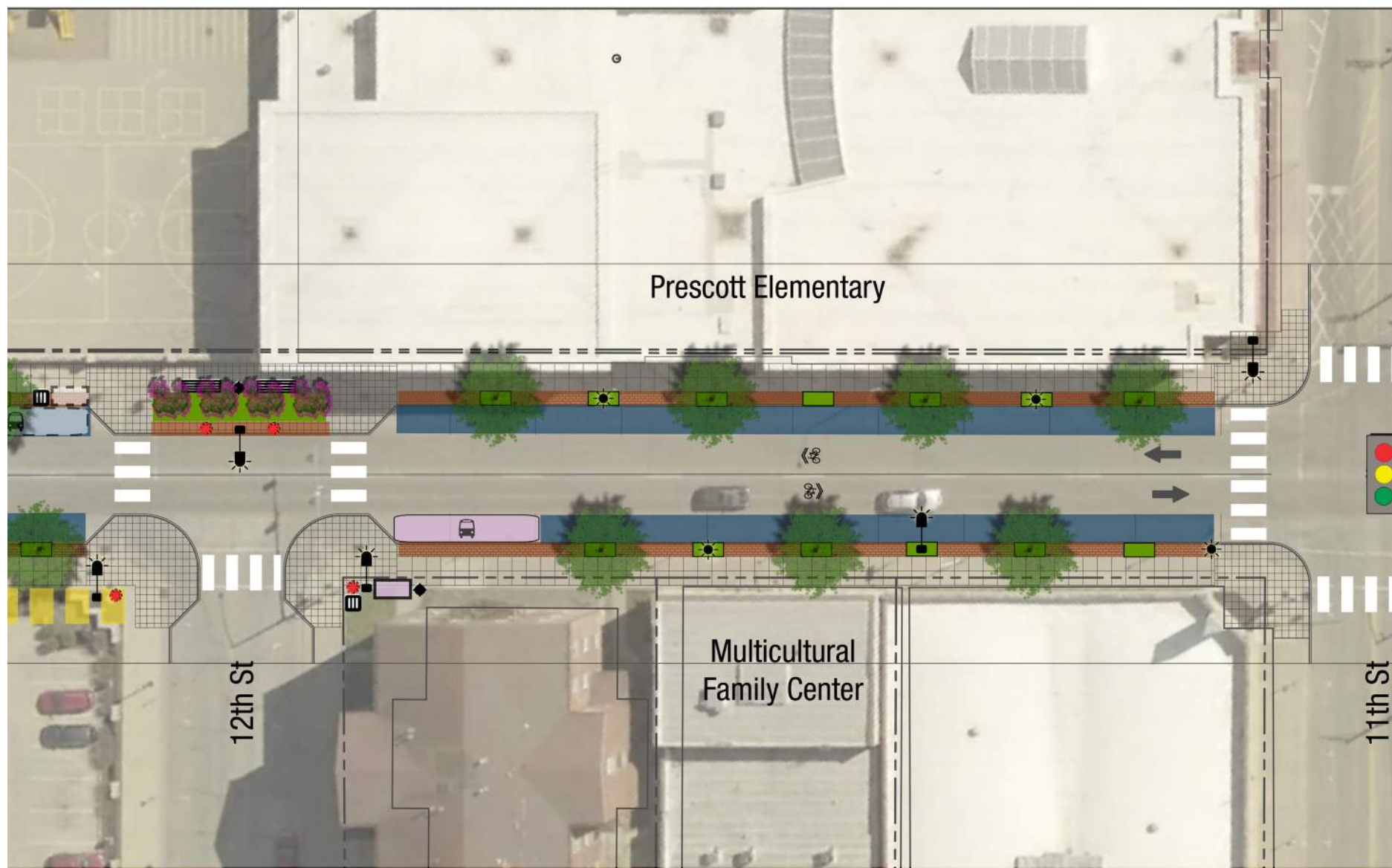




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A Note About the Curve

During the Spring and Summer of 2022, the City of Dubuque sought additional input on the proposed plan for the gathering space proposed on 18th street.

The City and RDG met with the majority of property and business owners between 1700 and 1900 blocks to gain their feedback on the proposed changes.

Two options were discussed and presented. Both options do not decrease parking within and around 18th street.

Option A does not contain a direct connection to Central Avenue and provides the following Pros & Cons:

PROS:

- One large plaza
- Max of outdoor seating
- Less alley traffic
- Protected drop-off

CONS:

- Dead-end feel
- Narrower walks along 18th
- Loss of vehicle connection to Central

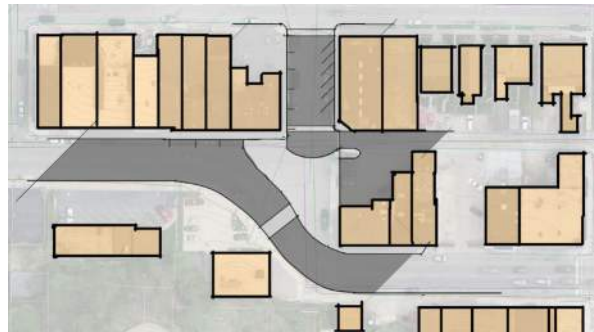
Option B contains a one-way in, allowing drivers to exit Central Avenue into the alleyway or head eastbound toward White Street.

PROS:

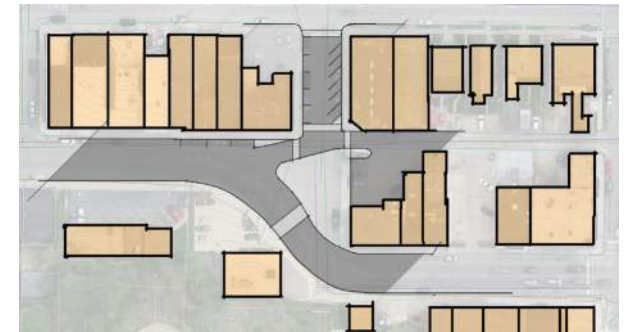
- Vehicle connection to Central
- Some outdoor seating
- Wider walks along 18th

CONS

- Increased pedestrian-vehicle conflicts
- Smaller plaza
- More alley traffic
- One-way traffic from Central



Option A



Option B

During the design workshop in June of 2022, there were advocates for both options, with both advocate groups acknowledging that either option was an improvement over earlier plans presented and shared in 2019.

After the workshop, the design team requested a review by the City's Engineering Department. The comments received are as follows.

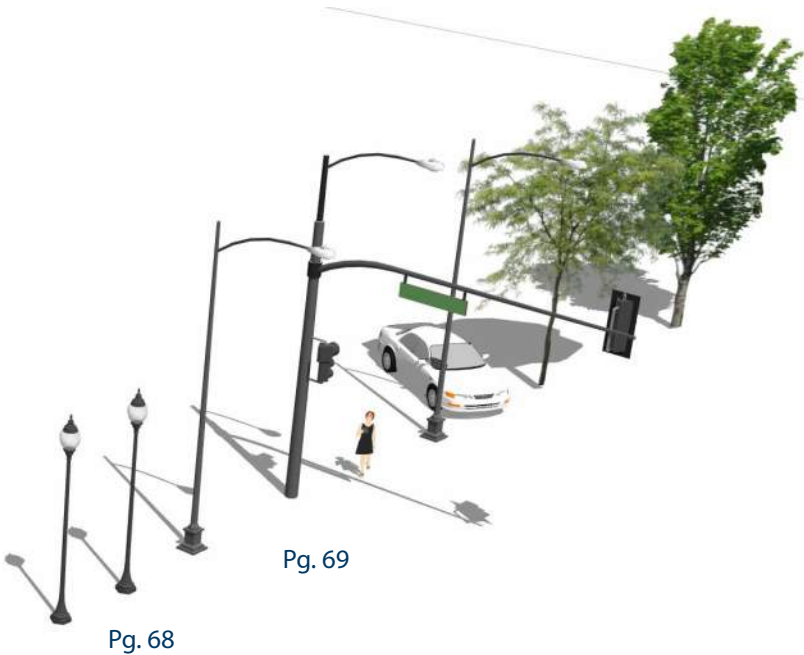
The City's engineering department prefers Option A

This option protects pedestrians from vehicles traveling off Central Avenue, minimizes through traffic in the alley (which also protects pedestrians in alley) between Central & White, and traffic calming measures for reduced speeds along Central Ave.

Note that the alley is not designed for high-speed or high-volume traffic. The closure of this plaza to the alley is the safest to minimize pedestrian and vehicle conflicts.

Design Standards

Typical Streetscape Elements



Urban Edge Treatment

Description:

Methods for the separation of the Central Avenue Streetscape and adjacent land, particularly at parking lots. Various methods should use screen walls and planting material to create clear distinctions between the streetscape and adjacent land. The urban edge at City Hall should be used as precedent.



Paver

Description:

Reclaimed Purington brick pavers.



Limestone

Description:

Locally sourced limestone blocks quarried within 30 miles of Dubuque.



Bike Racks

Description:

A traditional inverted-U bike rack with capacity for two bikes. Surface and in-ground mount options available.



Bench

Description:

Ductile iron end frames. 4 or 6 ft (1.2 or 1.8m) lengths. Horizontal steel rods. Surface mount. Matches existing Main Street models.



Litter and Recycling Receptacles

Description:

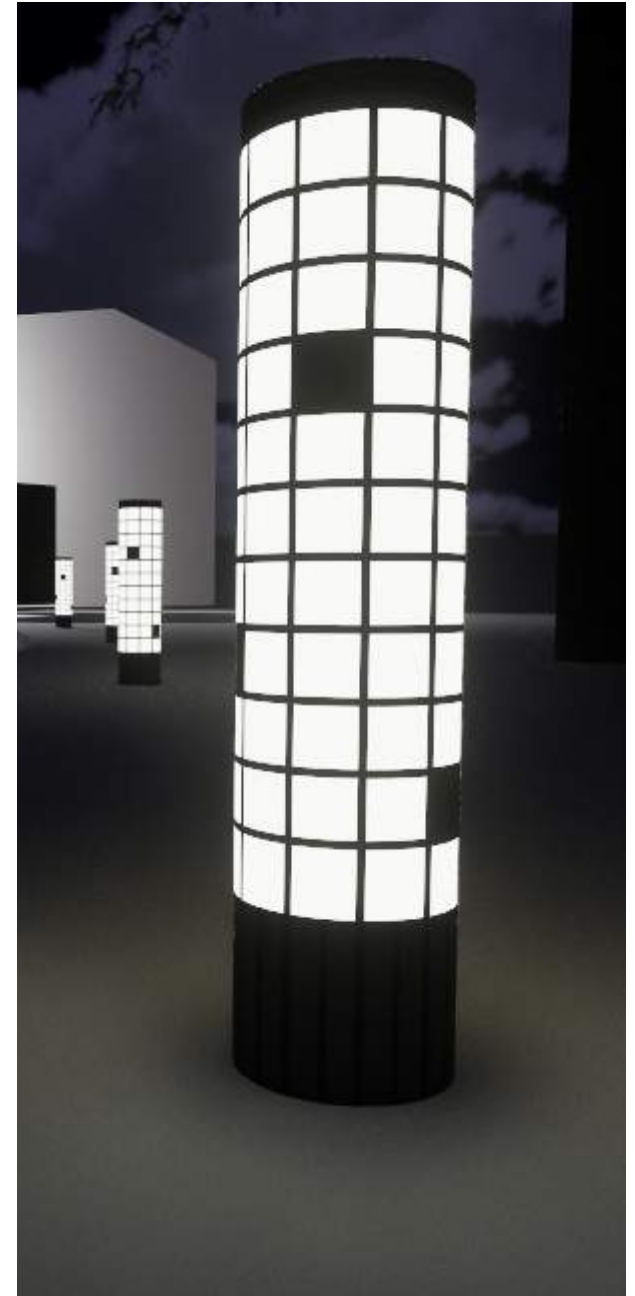
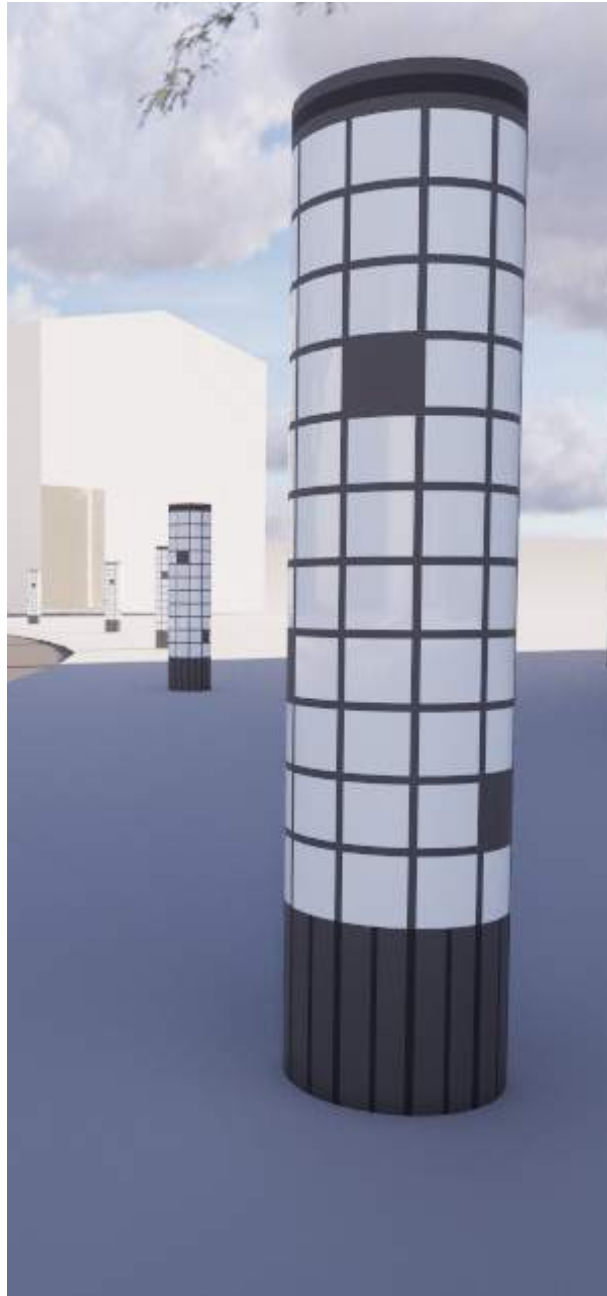
Traditional-looking receptacles to match the Main Street Dubuque models. There are several options for lids including recycling, dome, and ashtray lids.



Illuminated Bollards

Description:

Customized illuminated bollard inspired by prism glass and cast iron themes as shown on page 24.



Bus Shelter

Description:

Customized bus shelter featuring illuminated corridor brand symbol, cut-out steel girder motif, and film-imposed glass paneling. The bus stop should be outfitted with digital display boards which tell users when buses will be coming.



Pedestrian Light

Description:

Current model used throughout downtown Dubuque. Matches existing lights to establish a cohesive sense of place.



Street Light

Description:

Current model used throughout downtown Dubuque. Matches existing lights to establish a cohesive sense of place.



Vertical Marker

Description:

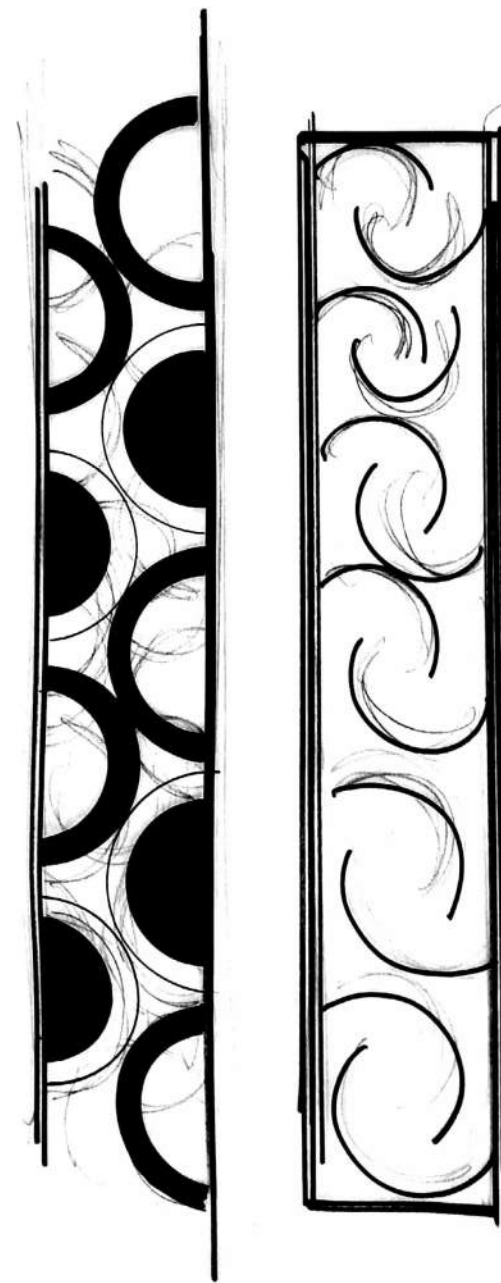
A custom-made monument piece placed throughout the corridor for place-making purposes. Integrated art elements will pay homage to the corridor's architectural character and enhance the general sense of place.



Landscape Planter

Description:

Planted bed typically located within the brick paver boulevard. A custom metal edging acts as another opportunity to integrate art while attractively protecting landscaped areas.



Outdoor Public Chair

Description:

Traditional-looking chair to match existing Main Street standards, for public spaces like Central Commons.



Outdoor Public Table

Description:

Traditional-looking table to match existing Main Street standards, for public spaces like Central Commons.





▲ Perspective view of Central Commons, focused on the iconic arches and performance space beneath.

VIII. Next Steps

Multiple implementation measures are currently underway within the corridor. They are as follows:

- The City of Dubuque has obligated capital improvement dollars toward the implementation of a green alley between the 1800 and 1700 block, near the Curve.
- Upon adoption of this master plan, the City will be able to apply capital improvement dollars towards updating the site furnishings, landscaping and other amenities.
- Adoption of the master plan will allow the City to begin allocating monies towards a 2024 CIP request that will help with the plaza and other portions of the streetscape concept.



**City of Dubuque
City Council**

PUBLIC HEARINGS # 2.

ITEM TITLE: Dubuque Gate & Pump Station Flood Mitigation (16th St Detention Basin) Public Hearing

SUMMARY: Proof of publication on notice of public hearing to consider City Council approve the plans, specifications, form of contract, and construction estimate of \$25,400,000.00 for the Dubuque Gate & Pump Station Flood Mitigation (16th St Detention Basin) project, and City Manager recommending approval.
RESOLUTION Approval Of Plans, Specifications, Form Of Contract, And Estimated Cost For The Dubuque Gate & Pump Station Flood Mitigation (16th St Detention Basin)

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

ATTACHMENTS:

1. MVM Memo
2. Dubuque Gate & Pump Station Flood Mitigation (16th St Detention Basin) - PH MEMO
3. Dubuque Gate & Pump Station Flood Mitigation (16th St Detention Basin) - PH RESOLUTION

TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

SUBJECT: Dubuque Gate & Pump Station Flood Mitigation (16th St Detention Basin)
Public Hearing
Project No: 5586500007
EDA No: 05-79-06277
SRF No: GNS 21-02
FEMA No: LPDM-PJ-07-IA-2024-001

DATE: January 13, 2025

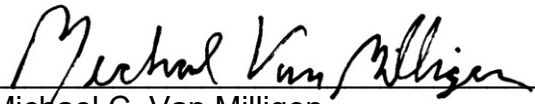
City Engineer Gus Psihoyos is recommending City Council approve the plans, specifications, form of contract, and construction estimate of \$25,400,000.00 for the Dubuque Gate & Pump Station Flood Mitigation (16th St Detention Basin) project.

The proposed Dubuque Gate & Pump Station Flood Mitigation (16th St Detention Basin) (Project) involves construction of a new pump station that includes the following elements:

- New flood gates;
- Replacement of the two existing flood pumps with four new pumps;
- Replacement and updating of the electrical service to current standards; and
- Installation of a back-up generator for the additional pumps to address the needed resiliency being demanded by the storms of recent years.

The new flood gates will be constructed on the basin side of the levee (on the west side of Kerper Boulevard) which allows for the pumps to operate more efficiently, eliminates the environmental concerns on the river side of the levee, and allows for operation of the existing facility to maintain flood protection during construction of the new facility. Instead of utilizing the two existing 90,000 gallon per minute (gpm) pumps that are more than 50 years old, the new facility will have four 90,000 gpm pumps. This allows for redundancy in the event of a pump failure. In concert with the Bee Branch Creek Restoration Project (including the Bee Branch Railroad Culverts Project), the proposed project improvements will provide a system that can accommodate the flooding that occurred between 1999 and 2011 – flooding that has resulted in six presidential disaster declarations due to public and private property damage, flooding that has impacted more than 1,300 homes and businesses. It also provides for additional resiliency options as rainstorms increase in both depth and intensity.

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
Deron Muehring, Water & Resource Recovery Center
Jenny Larson, Chief Financial Officer
Arielle Swift, Public Works Director
Bob Schiesl, Assistant City Engineer
Jim Bousley, Project Manager

TO: Michael C. Van Milligen, City Manager

FROM: Gus Psihoyos, City Engineer

SUBJECT: Dubuque Gate & Pump Station Flood Mitigation (16th St Detention Basin)
Public Hearing

Project No: 5586500007

EDA No: 05-79-06277

SRF No: GNS 21-02

FEMA No: LPDM-PJ-07-IA-2024-001

DATE: January 7, 2025

INTRODUCTION

This memorandum requests the City Council conduct a public hearing for the Dubuque Gate & Pump Station Flood Mitigation (16th St Detention Basin) project.

BACKGROUND

Between 1999 and 2011, there were six Presidential Disaster Declarations which impacted the Bee Branch Creek Watershed. The Drainage Basin Master Plan was completed and adopted by the City Council in 2001. It identified a flood-prone area with over 1,000 properties. And according to a subsequent study in 2009 by the Federal Emergency Management Agency (FEMA), there are 1,373 properties in the flood prone, at-risk area. In addition to homes, there are over 70 businesses in the at-risk area with over \$500 million in annual sales. The flood prone area in the Bee Branch Watershed encompasses historic neighborhoods offering some of the community's most affordable workforce housing. Most residents are working families, many are elderly --those least likely to recover from repetitive flood loss. Repetitive flood damage leads to disinvestment: from 2004 to 2009, while commercial property values grew by 39% citywide, they fell by 6% in the Bee Branch Watershed flood prone area.

Since 2001, the City has been working to implement the improvements outlined in the Drainage Basin Master Plan. But since 2001 several intense storm events have occurred in the Dubuque metropolitan area. Over a twelve-year period (starting in 1999), there several statistically rare rainstorms: three 100-year storms, two 50-year storms, one 25-year storm, and one 10-year storm. This prompted the City to update/amend the Drainage Basin Master Plan for the Bee Branch Watershed.

In November of 2013, the City Council passed Resolution 335-13 adopting the 2013 Drainage Basin Master Plan Amendment. The amended Drainage Basin Master Plan outlined several improvements throughout the Bee Branch watershed to mitigate the

effects of future flooding and disasters. Collectively, the improvements form the basis of the multi-phase Bee Branch Watershed Flood Mitigation Project outlined below.

Table 1. Twelve phases of the Bee Branch Watershed Flood Mitigation Project

Phase	Description	Status
1	Carter Road Detention Basin	Complete
2	West 32 nd Street Detention Basin	Complete
3	Historic Millwork District	Complete
4	Lower Bee Branch Creek Restoration	Complete
5	Flood Mitigation Gate Replacement	Designed
6	Impervious Surface Reduction (Green Alleys)	1/3 of alleys converted to "Green Alleys"
7	Upper Bee Branch Creek Restoration	Complete
8	22 nd Street Storm Sewer Improvements	Complete to N. Main St.
9	Flood Mitigation Maintenance Facility	Cleanup Initiated
10	North End Storm Sewer Improvements	Funding for design scheduled for FY28
11	Water Plant Flood Protection	Funding for design available in FY25
12	17 th Street Storm Sewer Improvements	Complete to Heeb St.

The multi-phased Bee Branch Watershed Flood Mitigation Project represents a fiscally responsible investment that reflects a holistic approach to mitigate flooding: improving water quality, stimulating investment, and enhancing the quality of life of watershed residents.

On December 4, 2013, the Iowa Flood Mitigation Board voted to approve the City's use of \$98,494,178 for the Bee Branch Watershed Flood Mitigation Project. On February 3, 2014 the City Council adopted Resolution 31-14 authorizing the execution of an agreement with the State of Iowa Flood Mitigation Board and authorizing the City's use of sales tax increment funding for the Bee Branch Watershed Flood Mitigation Project. The state grant funding and the subsequent debt issuances allow much of the protection to be provided as soon as reasonably possible instead delaying the benefits for 20 years or more. With a total estimated cost of \$250 million, the Bee Branch Watershed Flood Mitigation Project will prevent an estimated \$582 million in damages over the 100-year design life of the project. With more than \$163 million in funding assistance, for every dollar invested by Dubuque citizens it will prevent nearly seven dollars in flood damage.

The original scope of Phase V of the Bee Branch Watershed Flood Mitigation Project involved replacing the gate structure associated with the pumping facility on Kerper Boulevard just south of 16th Street that functions as part of the floodwall/levee system. And the FY15 and FY16 CIP budgets identified \$2,100,000 to replace the flood gates. And in December of 2015, the City Council authorized the hiring of IIW, P.C. (now Origin Design) for design and engineering services for the project. But as part of the engineering design process, Origin Design was to identify and investigate possible modifications to the existing 16th infrastructure that would "provide additional means for releasing water from the Bee Branch retention under various circumstances such as when the gates are open, when they are closed, and depending on the river stage."

In April of 2017, Origin Design presented a series of possible enhancements that improved access to the facility; provided an updated and more reliable electrical service; and provided space for the use of additional, temporary pumps to augment the existing, permanent pumps. The estimated cost for the improvements exceeded \$3.3 million, considerably more than the budget. Due to the record rainfalls in 2010 and 2011 that have impacted the Bee Branch Watershed, it was prudent to consider if the modest improvements were sufficient. Moreover, some of the facility elements (i.e., the two 90,000 gallon per minute pumps) pre-date the construction of the floodwall/levee system completed circa 1974. Therefore, staff from the Public Works and Engineering Departments worked with Origin Design to further develop improvements to the facility that would indeed improve drainage when the gates are open and when operating under Mississippi “flood” conditions when the gates are closed.

Of the five alternatives analyzed, the improvements associated with the preferred alternative, now referred to as the Bee Branch Gate & Pump Station (16th St Detention Basin) Project, was selected because it would best handle the severe flooding that between 1999 and 2011. In concert with the Bee Branch Creek Restoration Project (including the Bee Branch Railroad Culverts Project), the preferred option would provide flood protection for the 500-year rainstorm.

The cost to build a new flood pumping station capable of handling flows from the Bee Branch Creek was initially estimated to cost approximately \$10 million. To better afford the project improvements associated with all the phases of the Bee Branch Watershed Flood Mitigation Project, and in particular the increased costs associated with the Bee Branch Gate & Pump Station Project, the City sought additional financial assistance.

In December of 2018, the City Council adopted Resolution 368-18, approving an application for \$4,000,000.00 in U. S. Economic Development Administration (EDA) grant funding for the 16th Street Detention Basin Flood Gates Project, otherwise known as the Bee Branch Gate & Pump Station Project. The City was subsequently awarded \$2,500,000.00 in EDA grant funding for the Branch Flood Mitigation Gate & Pump Station Project.

In May of 2019, the City Council adopted Resolution 152-19, authorizing entering into a Financial Assistance Award Agreement with EDA as necessary for the City's use of \$2,500,000 in EDA grant funding for the Bee Branch Gate & Pump Station Project. The City Council also pledged “the amount of \$6,635,000.00 from state sales tax increment or local stormwater utility proceeds....” Per the Agreement, the project must be complete by April 11, 2024.

Sealed bids for the Bee Branch Stormwater Pumping Station Project (Phase V of the Bee Branch Watershed Flood Mitigation Project) were received on May 19, 2022. There were only two bids. The low bid was \$24,650,000, which was \$8,860,000 (56.1%) over the Engineer's Estimate and the budget for the improvements. As a result, the City Council adopted Resolution 222-22 rejecting the bids for the project.

The City was aware that rejecting the bids would likely preclude the City's ability to fund the project using the \$2.5 million in EDA grant funding. The City did discuss the possibility of EDA providing additional time to complete the project. However, EDA representatives indicated that the April 2024 deadline was a hard deadline and the City was forced to send a letter in June of 2023 to EDA rescinding the \$2.5 million EDA grant for the Bee Branch Stormwater Pumping Station Project.

EDA representatives reiterated their desire to assist the City with the Project and invited the City to reapply for EDA grant funding for the project. As directed by EDA, working with ECIA with support from others such as the Greater Dubuque Development Corporation, a new preliminary application was prepared and submitted by the July 28, 2023 EDA deadline. In August of 2023, the City Council adopted Resolution 260-23 approving the City's application for \$7.7 million in EDA Disaster Relief Opportunity grant funding and pledged providing the required local matching funds in the amount of \$19,012,000.00 from GO Bonds or a State Revolving Fund loan.

On March 23, 2024, H.R. 2882, the "Further Consolidated Appropriations Act, 2024," was signed into law, providing funding for projects and activities of departments and agencies of the Federal Government. This included \$8 million in Federal Emergency Management Agency's Pre-Disaster Mitigation (PDM) grant program funding for the City's Flood Mitigation Gates and Pumps Project (aka Bee Branch Stormwater Pumping Station Project) as requested as Community Project Funding by U.S. Representative Ashley Hinson. On May 22, 2024, the federal Notice of Funds Availability (NOFA) was issued for the Fiscal Year 2024 Pre-Disaster Mitigation Grant Program. And on May 28, 2024, Iowa Homeland Security and Emergency Management (IHSEM), who administers the grant on behalf of FEMA, invited the City to submit an application for the grant funding.

In October of 2024, the City was notified by IHSEM that the City was awarded \$8,690,000 in grant funding for the Dubuque Gate & Pump Station Flood Mitigation (16th St Detention Basin) project (aka Phase IV of the Bee Branch Watershed Flood Mitigation Project). The legislation establishing the funding allows the state to utilize a portion of the federal allocation for the state to administer the grant on behalf of FEMA. This reduced the federal share to \$ 7,900,000. But as part of the FEMA PDM Grant program, the state also provides funding that is 10% of the federal share bringing the total funding assistance to \$8,690,000.

DISCUSSION

The proposed Dubuque Gate & Pump Station Flood Mitigation (16th St Detention Basin) (Project) involves construction of a new pump station that includes the following elements:

- New flood gates;
- Replacement of the two existing flood pumps with four new pumps;
- Replacement and updating of the electrical service to current standards; and
- Installation of a back-up generator for the additional pumps to address the needed resiliency being demanded by the storms of recent years.

The new flood gates will be constructed on the basin side of the levee (on the west side of Kerper Boulevard) which allows for the pumps to operate more efficiently, eliminates the environmental concerns on the river side of the levee, and allows for operation of the existing facility to maintain flood protection during construction of the new facility. Instead of utilizing the two existing 90,000 gallon per minute (gpm) pumps that are more than 50 years old, the new facility will have four 90,000 gpm pumps. This allows for redundancy in the event of a pump failure. In concert with the Bee Branch Creek Restoration Project (including the Bee Branch Railroad Culverts Project), the proposed project improvements will provide a system that can accommodate the flooding that occurred between 1999 and 2011 – flooding that has resulted in six presidential disaster declarations due to public and private property damage, flooding that has impacted more than 1,300 homes and businesses. It also provides for additional resiliency options as rainstorms increase in both depth and intensity.

PROJECT SCHEDULE

The schedule for the Project is as follows:

Initiate Public Bidding Process	December 16, 2024
Publish Notice to Bidders, Advertise for Bids	December 17, 2024
Publish Public Hearing Notice on Plans & Specs	January 10, 2025
Public Hearing on Plans & Specifications	January 21, 2025
Receipt of Bids (Bid Letting)	January 23, 2025
Award Construction Contract	February 3, 2025
Substantially Completion Date	March 19, 2027
Final Completion	July 2, 2027

RECOMMENDATION

I recommend the City Council conduct a public hearing and approve the plans, specifications, form of contract and construction estimate for the Dubuque Gate & Pump Station Flood Mitigation (16th St Detention Basin) project.

BUDGET IMPACT

The estimate of probable costs for the Project is as follows:

Description	Cost Estimate
Construction Contract	\$ 25,400,000
Contingency	508,000
Administration and Construction Engineering	1,360,000
Total Construction Cost Estimate	\$ 28,158,400

The funding plan for the Project includes a combination of local, state, and federal funds as follows:

Project Number	Fund Description	Fund Amount
5586500007	Federal EDA Grant	\$ 7,700,000
	FEMA Grant (Federal)	7,900,000
	FEMA Grant (State)	790,000
	State Sales Tax Increment	8,254,445
	Stormwater User Fees	2,297,607
	DRA Distribution	784,052
	State Revolving Fund (SRF) Loan	820,000
Total Project Funding		\$ 28,546,104

ACTION TO BE TAKEN

I respectfully request the City Council conduct a public hearing and approve the plans, specifications, form of contract and estimated cost for the Dubuque Gate & Pump Station Flood Mitigation (16th St Detention Basin) project.

Attach.

Prepared by Deron Muehring

cc: Crenna Brumwell, City Attorney
 Jenny Larson, Chief Financial Officer
 Arielle Swift, Public Works Director
 Bob Schiesl, Assistant City Engineer
 Jim Bousley, Project Manager
 Deron Muehring, WRRRC Director

RESOLUTION NO. -25

**APPROVAL OF PLANS, SPECIFICATIONS, FORM OF CONTRACT, AND
ESTIMATED COST FOR THE DUBUQUE GATE & PUMP STATION FLOOD
MITIGATION (16TH ST DETENTION BASIN)**

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

That the attached plans, specifications, form of contract and estimate of total cost
for the Dubuque Gate & Pump Station Flood Mitigation (16th St Detention Basin) in the
estimated amount \$25,400,000.00, are hereby approved.

Passed, approved, and adopted this 21st day of January 2025.

Attest:

Brad M. Cavanagh, Mayor

Adrienne N. Breitfelder, City Clerk

**City of Dubuque
City Council**

ACTION ITEMS # 1.

ITEM TITLE:	Grand River Center Presentation of FY 2024 Annual Report
SUMMARY:	City Manager sharing information for the OVG 360 Grand River Center General Manager Ryan Bonifas to give a presentation to the City Council for the FY 2024 Annual Report.
SUGGESTED DISPOSITION:	Receive and File; Presentation

ATTACHMENTS:

1. MVM Memo
2. Staff Memo
3. Presentation Request
4. Annual Report



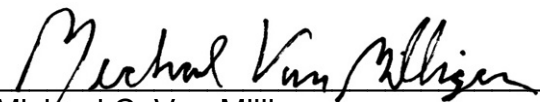
TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

SUBJECT: Grand River Center Presentation of FY 2024 Annual Report

DATE: January 13, 2025

Leisure Services Director Marie Ware is sharing information for the OVG 360 Grand River Center General Manager Ryan Bonifas to give a presentation to the City Council for the FY 2024 Annual Report. Ryan will present activities in the last fiscal year, as well as plans for the future.


Michael C. Van Milligen

MCVM:sv
Attachment

cc: Crenna Brumwell, City Attorney
Cori Burbach, Assistant City Manager
Marie Ware, Leisure Services Director
Jared Charland, Project and Facilities Manager
Ryan Bonifas, OVG 360 General Manager

TO: Michael C. Van Milligen, City Manager
FROM: Marie L. Ware, Leisure Services Director
SUBJECT: Grand River Center Presentation of FY 2024 Annual Report
DATE: December 26, 2024

INTRODUCTION

The purpose of this memorandum is to request the opportunity for Ryan Bonifas, General Manager of the Grand River Center, to make a presentation to the City Council for the FY 2024 Annual Report.

DISCUSSION

OVG 360 is the private management company in charge of day-to-day operations for the Grand River Center. The management contract has a requirement for an annual report to the City Council. Ryan Bonifas, General Manager, would like to present activities in the last fiscal year, as well as plans for the future.

ACTION STEP

I request time on the Council agenda for Ryan to share the FY 24 Annual Report.

cc: Ryan Bonifas, General Manager
Jared Charland, Project and Facilities Manager



GRAND RIVER CENTER
500 Bell Street | Dubuque, Iowa 52001

T: 563.690.4500
F: 563.239.9748

Marie Ware
Leisure Services Director | City of Dubuque
2200 Bunker Hill Road
Dubuque, Iowa 52001

Dear Mrs. Ware,

I am writing to formally request the opportunity to present the 2024 Annual Report of the Grand River Center at the City Council meeting scheduled for January 21, 2025.

This presentation will highlight the significant achievements of our venue over the past year, showcasing the dedication, hard work, and collaboration of our team and partners in driving our success.

For your convenience, the annual report is attached for review. Please let me know if there is an available time slot on the agenda for this presentation. I am happy to provide any additional information or materials needed in preparation.

Thank you for your time and consideration.

Sincerely,

Ryan Bonifas, MS, CVP
General Manager
Oak View Group | Grand River Center
500 Bell St., Dubuque, IA 52001

ANNUAL REPORT

Meetings | Galas | Conventions | Weddings | Trade Shows

20
24



ABOUT US



Situated along the magnificent Mississippi River, adjacent to deluxe lodging, gaming and entertainment venues and within walking distance of historic downtown Dubuque, the Grand River Center features a diverse, intimate atmosphere where you will enjoy dedicated service and the finest cuisine.

You will find the perfect venue for every occasion within one facility. Our Grand Ballroom is the ideal setting for weddings, banquets, holiday parties, or any formal gathering. The enchanting all-glass "River Room" offers breathtaking views for intimate gatherings, while the expansive Exhibit Hall provides a versatile space for large crowds and dynamic events, together creating an ideal backdrop for unforgettable occasions!



A Grand River Center event expert will collaborate with you to reserve dates, plan your events, and coordinate all catering details. Our exceptional staff is dedicated to anticipating your every need, ensuring a seamless and successful event experience.

Let's make your vision a reality!.

A WORD FROM OUR GENERAL MANAGER

Ryan Bonifas, MS, CVP

As we conclude our inaugural year with Oak View Group in Dubuque, I am proud to present our annual report, celebrating the remarkable progress we've made together in the Key City.

This past year has been nothing short of transformative. Under the guidance of Oak View Group, we've adopted innovative strategies to elevate our services and enhance our stunning venue. Our choice to operate with a streamlined team underscores our commitment to delivering exceptional service while maximizing efficiency.

Our mission remains clear: to revolutionize the sports, live entertainment, and hospitality industries and create unforgettable experiences for audiences worldwide. In the past year, we've made significant strides in upholding and exceeding the highest standards of customer service. At the same time, we've bolstered profitability and fostered vital strategic relationships, particularly those within our community.

We take immense pride in our role in showcasing the 'Masterpiece on the Mississippi' as a premier destination for memorable events. With unwavering enthusiasm and dedication, we are committed to advancing the future of hospitality, setting new benchmarks for excellence every step of the way.

Ryan Bonifas, MS, CVP

General Manager

Grand River Convention Center, OVG



A WORD FROM THE CITY OF DUBUQUE

Marie Ware

It has been a whirlwind since the day OVG 360 (Oak View Group) began their tenure as the professional managers of Grand River Center Conference and Education Center on March 31, 2023. At the close of Fiscal Year 2024 we look back and reflect on the many accomplishments in this short timeframe.

Grand River Center is our jewel and a true Masterpiece on the Mississippi. October of 2023 OVG 360 led the celebration of its 20th anniversary with numerous events and activities showcasing the beauty of the Center and its many amenities, honoring the past 20 years, and celebrating what is to come.

The Sales and Marketing Team has revamped social media and the website in addition to sales blitzes throughout the community and region. Their efforts at trade shows partnering with Travel Dubuque have increased the presence of Grand River Center as a perfect location for events and activities. Sales and Marketing handoff to the Events Team for execution of the bookings which helps each client work through every detail of their event to a successful ending.

The Food and Beverage Department and Chef's team have elevated the offerings in taste, presentation, and delivery to the table. Their focus on sustainability is showcased in this report and is a testament to their innovation and dedication. Although not glamorous work, the Operations Department team spent many hours and lots of elbow grease to deep clean, paint, and make repairs to bring the Center to a sparkling beauty.

This attention to detail by all OVG 360 departments and staff elevated the guest experience and resulted in client rave reviews and return bookings. General Manager Ryan Bonifas leads an incredible executive team and together have infused a new energy and focus on high levels of customer service and increased efficiencies at Grand River Center. Their outreach and volunteering showcase the commitment to our community.

The transformation is as stunning as the views from the Grand River Center. As we look to the future, we are very excited to see the innovative nature of this team take shape and surprise all of us with new levels of excellence in hospitality. The best is yet to come!

Marie Ware
Leisure Services Director
City of Dubuque



A WORD FROM TRAVEL DUBUQUE

Keith Rahe

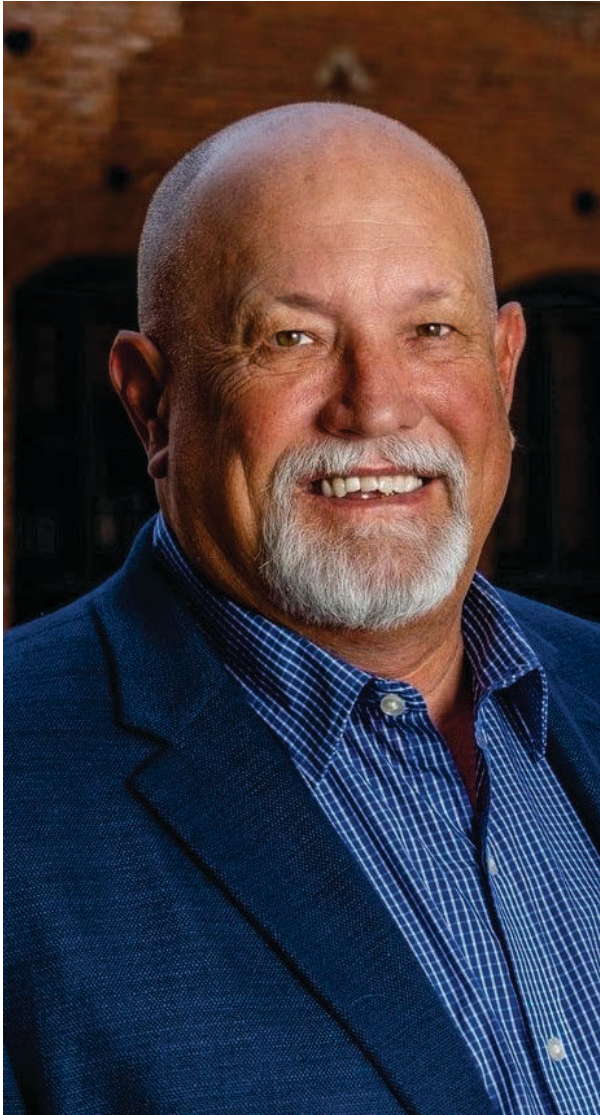
I am writing to express my continued support for Oak View Group as the management company of the Grand River Center. Over the past nearly two years, they have proven to be exceptional partners to Travel Dubuque and have effectively worked towards their mission of driving business to the center.

Since taking over management, Oak View Group has brought exceptional leadership, a strategic vision, and a commitment to outstanding service. The center now stands out for its cleaner, more welcoming atmosphere and top-tier service that far exceeds previous standards. Their proactive approach and focus on growth have solidified the Grand River Center's reputation as a leader in the industry. We are proud to celebrate their recognition as the Best Convention Center in the Midwest from Northstar's Stella Award.

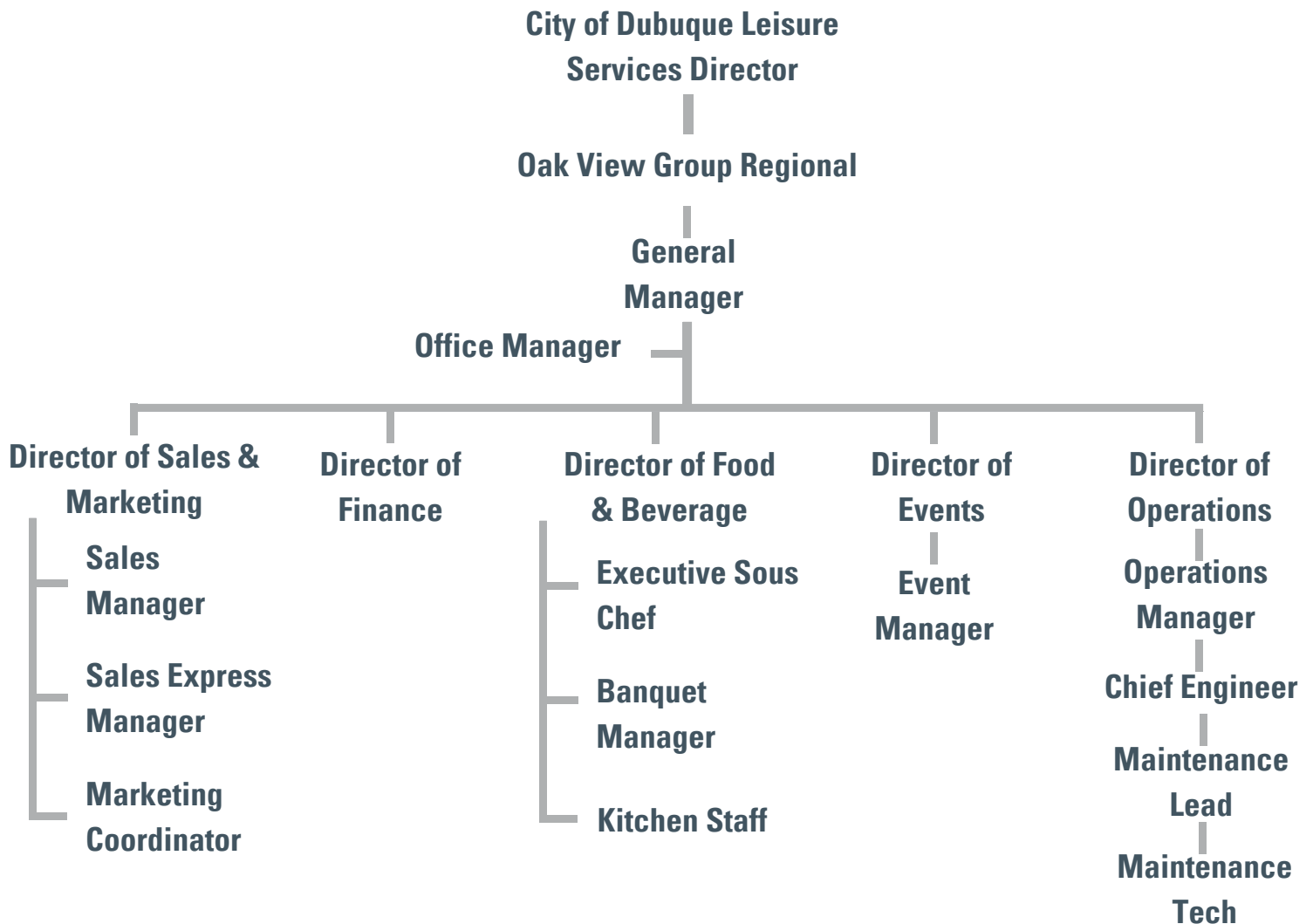
Their commitment to sustainability and community involvement is equally appreciated. Oak View Group has introduced eco-friendly practices while building strong relationships with local, regional, and national businesses. They have actively supported local initiatives, sales missions, and are always looking for innovative ways to bring new business opportunities to Dubuque.

I am confident that their continued leadership will further elevate the Grand River Center as the premier venue for events in the future.

Keith Rahe
President & CEO
Travel Dubuque



ORGANIZATIONAL STRUCTURE



VENUE AT A GLANCE



The Grand River Convention Center features 86,000 square feet of event space consisting of a exhibit hall, ballroom, meeting rooms, and a all-glass "River Room" will enchant your more private gatherings.

The Grand River Convention Center opened in 2003 and has proven to be a value asset to the community. We have hosted a variety of unique events such as Cheer, Circus on Ice, Tradeshows, Consumer Shows, Car Shows, Political Town Halls and other special events.

BUILDING SPECIFICATIONS

Exhibit Hall - 30,000 square feet

Ballroom - 12,000 square feet

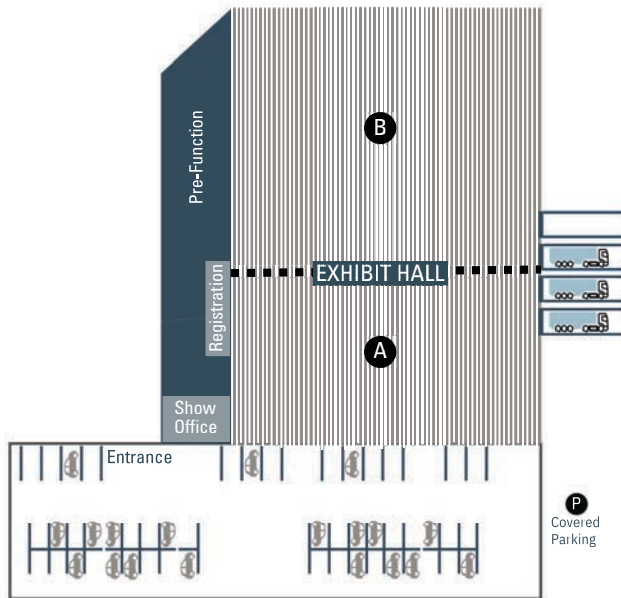
Meeting Rooms 1,2,3 - 6,000 square feet

Meeting Rooms 4,5,6 - 6,000 square feet

River Room - 2,500 square feet

FACILITY OVERVIEW

Below are diagrams of the Grand River Convention Center. Featuring over 86,000 square feet of exhibit, meeting, and entertainment space, we are the ideal destination for your next meeting, conference, convention, trade show, or banquet. Level 1 features our Exhibit Hall, Level 2 features 6 meeting room blocks and access to Grand River Center's Skywalk, and Level 3 features the River Room is an all-glass enclosure with a balcony jutting over the Riverwalk, overseeing the Mighty Mississippi River.



Upper Level

Exhibit Hall

- Exhibit Hall A
- Exhibit Hall B

Registration

Show Office

Pre-Function

Parking Garage

Loading Docks

Lower Level

Ballroom

- Salon A
- Salon B
- Salon C
- Salon D

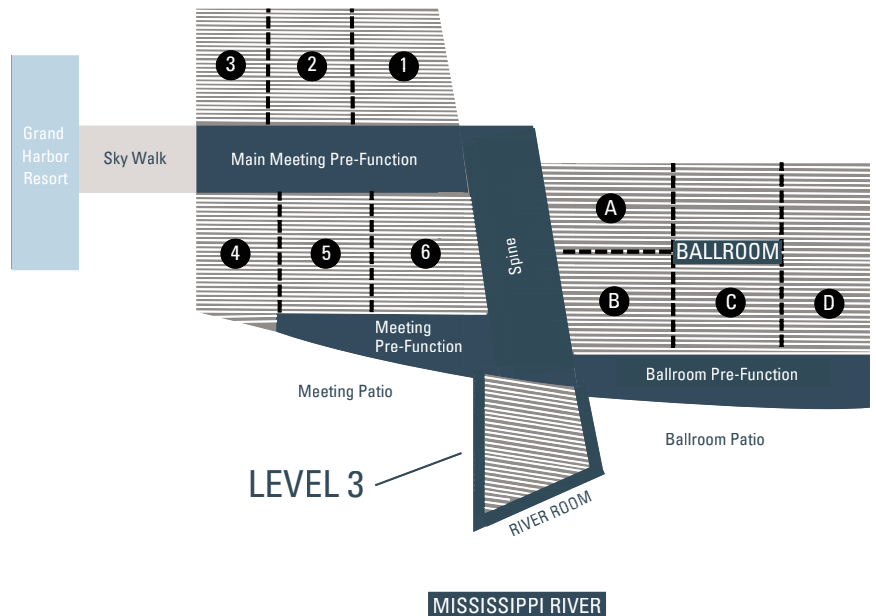
Ballroom Pre-Function

Meeting Rooms 1,2,3

Meeting Rooms 4,5,6

Spine

Main Meeting Pre-Function



OUR TEAM



Ryan Bonifas
General Manager | MS, CVP



Sherri Sherman
Office Manager



Rick Stecher
Director of Finance



Rachel Clisch
Director of Sales & Marketing



Katie Yaddof
Express Sales Manager



Kyla Lindsey
Sales & Marketing Manager



Eliza Wilson
Director of Events | CWP



Mandy Harkness
Banquet Manager



Ray Mihalic
Director F&B / Executive Chef



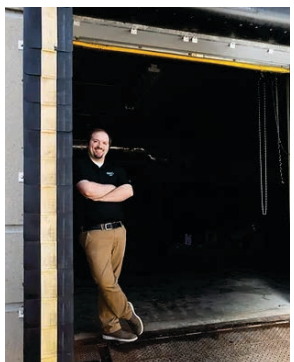
Kassie McCarthy
Executive Sous Chef



Jayme Mescher
Director of Operations



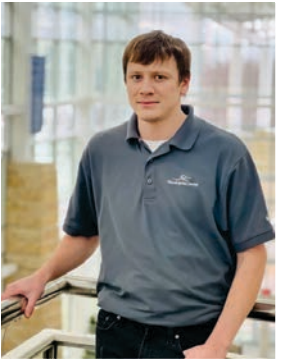
Don Lorenz
Chief Engineer



Joe Klecker
Operations Manager



Lee Wilson
Maintenance Lead



Ryne Schlosser
Set Up Lead



Adam Schauer
Event Manager

CLIENT FEEDBACK



"All staff was very friendly and helpful throughout our event planning and the day of the event, which had everything go smoothly."

- City of Dubuque

"The food was fantastic! The selections available were great and almost hard to narrow down: wanted to try it all!" - **Foodliner**

"The center (especially areas that the public doesn't see) were markedly more clean and organized." - **BestFest**

"All staff was very friendly and helpful throughout our event planning and the day of the event, which had everything go smoothly." - **City of Dubuque**

"The Grand River Center is a jewel on the Mississippi and a wonderful location to host a meeting or event, large or small. The staff is kind and knowledgeable."

- Dubuque Chamber of Commerce

"I am so impressed with each and every staff person at the Grand River Center. They helped elevate our 22 year-old event to new heights. Attendees were so impressed with every facet of their guest experience!" - **Opening Doors**

CLIENT SURVEY

After each event, we email a survey to the primary contact, gathering feedback on their experience. These surveys, which we began sending in July, ask clients to rate various aspects of the event on a 1- 10 scale.



Cleanliness 9.2 / 10



Courtesy of Building Staff 9.2 / 10

Parking 9.2 / 10

Quality of Food 8.2 / 10

Client rating of GRC before event 8.2 / 10



Client rating of GRC after event 8.5 / 10

Client overall rating of event at the GRC 8.6 / 10

SUSTAINABILITY



Microgarden

We've introduced a unique microgreen growing system in our convention center kitchen. This system includes a variety of live plants, herbs, and vegetables, which we now incorporate into our event dishes.



Composting

We've started composting at our convention center to turn food scraps into nutrient-rich compost for local parks and community gardens.



Agave Straws

We have eliminated all plastic straws and switched to Agave Straws, which are better for the environment and can be composted in our composting unit!



Recycling

We take great pride in reducing waste, conserving resources, and supporting a healthier environment by ensuring materials are reused and repurposed instead of ending up in landfills.



ECONOMIC IMPACT



Month	Total Event Impact
July	\$538,862.00
August	\$274,418.00
September	\$655,541.99
October	\$590,021.00
November	\$182,074.00
December	\$149,801.00
January	\$391,447.00
February	\$635,747.00
March	\$356,809.00
April	\$620,644.00
May	\$417,400.00
June	\$242,123.00
TOTAL	\$5,054,887.99

VOLUNTEERING



Volunteering is very important to all staff at the Grand River Convention Center. We try and take part once or twice a month to go out in the Dubuque community and lend a hand to local organizations that may need a extra hand! It allows us to give back to the local community.

November 15th - 13th, 2023 - Dubuque Food Pantry

December 7th, 2023 - Riverview Center

December 20th, 2023 - Teresa Shelter

January 18th, 2024 - Almost Home - Open Closet

January 8th - January 20th, 2024 - Clothing Drive at the Grand River Center

February 20th, 2024 - United Way - Clothing Drive Drop Off

March 12th, 2024 - Dubuque Regional Humane Society

April 30th, 2024 - Habitat for Humanity

May 28th, 2024 - Open Closet

June 20th, 2024 - Stonehill Communities

August 8th, 2024 - St. Mark Youth Enrichment



MILESTONES



176
EVENTS HOSTED

50,581
ATTENDEES

FINANCIAL RESULTS

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
Number of Events	176	194	(18)
Number of Attendees	50,581	82,424	(31,843)
Rental & Service Income	246,872	519,167	(272,295)
Ancillary Income	1,739,024	1,862,760	(123,736)
Service Cost	105,852	94,250	(11,602)
Ancillary Expense	<u>326,912</u>	<u>419,379</u>	<u>(92,467)</u>
Total Net Event Income	1,553,132	1,868,298	(315,166)
Indirect Expense	2,284,641	2,602,428	(317,787)
Other Income	<u>4,703</u>	<u>42,900</u>	<u>(38,197)</u>
Total Net Operating Income (Loss)	(726,807)	(691,230)	(35,577)

SIGNATURE EVENTS



Live MMA

Hosting MMA and other sporting events allows us to attract guests who might not typically attend conventions, introducing new audiences to our venue. We love bringing together people with shared passions, and these events consistently draw impressive crowds.

Trump Town Hall

Hosting a sitting or former president brings the full attention of the community, and we were honored to welcome former President Trump, drawing an audience of over 2,400.

Special Olympics Iowa

Special Olympics Iowa, an annual event held at the Grand River Center, provides a gateway to empowerment, confidence, acceptance and joy.

Iowa Library Association

Hosting statewide conferences brings visitors from across Iowa to our vibrant city, boosting the local economy and showcasing all we have to offer.



20TH ANNIVERSARY CELEBRATION



This past October, the Grand River Center proudly marked its 20th anniversary with a series of memorable events. The celebration featured a formal gathering, followed by a free community event that warmly welcomed local residents and businesses to join in the festivities.



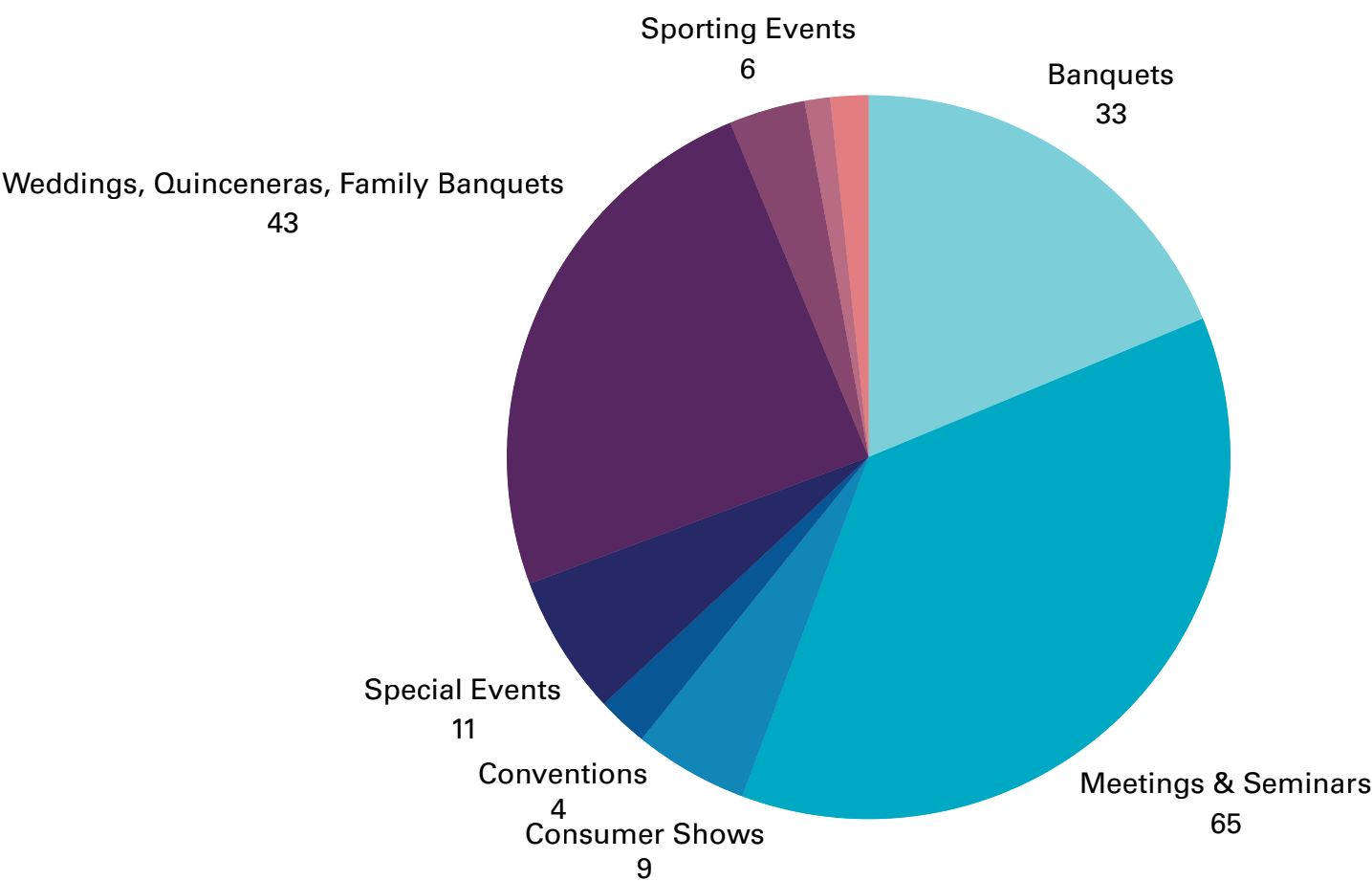
20TH ANNIVERSARY



EVENT MIX



We hosted 176 events in the Fiscal Year with great success! In FY 2024 our event mix was heavily weighted to meetings, with 37% of events hosted in this event type.



FUTURE OUTLOOK



Reflecting on Oak View Group's inaugural year in Dubuque, we're thrilled by the transformative initiatives and projects that set the stage for our future success. Becoming part of such a vibrant and welcoming community has been an incredible journey, and we are immensely proud of the strides we made.

From commemorating the Grand River Center's 20th anniversary to partnering with extraordinary non-profits, cultivating a micro-garden with Wahlert Catholic School and ReEvolution Farms, and championing local arts, the past year was nothing short of inspiring. These milestones highlight the power of collaboration and our shared commitment to making a meaningful impact. Our success is fueled by the passion and dedication of our outstanding team. From hosting unforgettable events to delivering top-tier service, their hard work has driven the Grand River Center's continued growth and excellence.

As we look back on 2024, we celebrate a year of growth, engagement, and community impact. Looking ahead, we're energized by the opportunities on the horizon—from the return of daily flights to Dubuque to the Marriott Hotel opening at the Port of Dubuque in 2027 and more. Together, these advancements position us for even greater achievements in the years to come.

**City of Dubuque
City Council**

ACTION ITEMS # 2.

ITEM TITLE:	Proceedings to Complete Action on the Issuance of \$26,221,000 Sewer Revenue Capital Loan Notes (State Revolving Loan Fund Program) Old Mill Rd. Lift Station and Force Main Project – Phase I
SUMMARY:	City Manager recommending City Council approval of the suggested proceedings to complete action required on the \$26,221,000 Sewer Revenue Capital Loan Notes (State Revolving Loan Fund Program) Old Mill Rd. Lift Station and Force Main Project – Phase I prepared by Bond Counsel and to present a resolution for City Council to adopt entitled “Series Resolution authorizing and approving a Loan and Disbursement Agreement and providing for the issuance of \$26,221,000 Sewer Revenue Bonds, Series 2025 Bonds, and amending certain provisions.” RESOLUTION Series Resolution authorizing and approving a Loan and Disbursement Agreement and providing for the issuance of \$26,221,000 Sewer Revenue Bonds, Series 2025 and other documents related to the Series 2025 Bonds, and amending certain provisions
SUGGESTED DISPOSITION:	Receive and File; Adopt Resolution(s)

ATTACHMENTS:

1. MVM Memo Old Mill Rd LS SRF Complete Action_MVM Memo_2025_01_14
2. Old Mill Rd LS SRF Complete Action_Staff memo_2025_01_14
3. Proc Series Iss Res (Old Mill) (Dubuque #9 2024)-v3
4. Sewer Revenue LDA (Old Mill) (Dubuque #9 2025)-v1
5. Bond (Old Mill) (Dubuque #9 2025)-v1
6. Closing and Tax Final Delivery Certificate (Old Mill) (Dubuque #9 2025)-v1
7. Repayment Schedule (Old Mill) (Dubuque #9 2025)-v1

TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

SUBJECT: Proceedings to Complete Action on the Issuance of \$26,221,000 Sewer Revenue Capital Loan Notes (State Revolving Loan Fund Program) Old Mill Rd. Lift Station and Force Main Project – Phase I

DATE: January 14, 2025

Chief Financial Officer Jennifer Larson recommends City Council approval of the suggested proceedings to complete action required on the \$26,221,000 Sewer Revenue Capital Loan Notes (State Revolving Loan Fund Program) Old Mill Rd. Lift Station and Force Main Project – Phase I prepared by Bond Counsel and to present a resolution for City Council to adopt entitled “Series Resolution authorizing and approving a Loan and Disbursement Agreement and providing for the issuance of \$26,221,000 Sewer Revenue Bonds, Series 2025 Bonds, and amending certain provisions.”

The Old Mill Road Lift Station and Force Main Project is the first of several improvements that are needed, within the Catfish Creek Interceptor Sewer system, to provide adequate capacity to serve existing development within the City, and to allow for additional flow from future developments and the growth of the City.

The Old Mill Road Lift Station and Force Main Project is being funded utilizing American Rescue Plan Act funding for the design portion of both phases I and II. The construction and construction engineering, for phase I & II, will be funded utilizing State Revolving Fund (SRF) loan proceeds

The State Revolving Fund loan will have an interest rate of 2.54%, a maturity date of June 1, 2046, and will be abated from the sanitary sewer fund.

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
Gus Psihoyos, City Engineer
Brian DeMoss, Finance Manager

TO: Michael C. Van Milligen, City Manager

FROM: Jennifer Larson, Chief Financial Officer

SUBJECT: Proceedings to Complete Action on the Issuance of \$26,221,000 Sewer Revenue Capital Loan Notes (State Revolving Loan Fund Program) Old Mill Rd. Lift Station and Force Main Project – Phase I

DATE: January 14, 2025

INTRODUCTION

The purpose of this memorandum is to provide suggested proceedings to complete action required on the \$26,221,000 Sewer Revenue Capital Loan Notes (State Revolving Loan Fund Program) Old Mill Rd. Lift Station and Force Main Project – Phase I.

BACKGROUND

The older sections of the Catfish Creek Sanitary Sewer (CCSS) that deliver wastewater to the Catfish Creek Pump Station (CCPS) were constructed circa late 1960s. It is common for sanitary sewer pipes to remain in service for 60 years or longer. However, when sizing an interceptor sewer, it is not common to design it to handle predicted flows more than 50 years into the future, most often a 25-year timespan is considered. The CCPS was last upgraded in 1995 based on predicting growth over the next 20-30 years, consistent with a 25-year life for a lift station.

Despite challenges due to terrain (i.e. steep slopes, bluffs, shallow rock, etc.), the City has experienced significant growth within the Catfish Creek sewer shed in the last 20 years. Based on land use mapping in GIS, and only considering development that has occurred over the last twenty years, within the tributary area, the design flow to the CCSS and the CCPS has grown by 6.5 MGD (million gallons per day) since the pump station was last upgraded in 1995 to a capacity of 8.0 MGD.

Due to potential development area within the CCSS tributary area, the City hired Strand Associates, Inc. (Strand) in late 2018 to develop a better understanding of the hydraulic capacity of the Catfish Creek Sanitary Sewer collection system. The analysis of the CCSS and the CCPS involved the implementation of a flow metering program and the development of a sanitary sewer model. One of the things that the computer model revealed is that some

wet weather events will result in the flow rising above the top of the pipe, at certain locations, such that the sanitary system becomes pressurized which is an indicator of possible SSO's

In late December of 2020, Strand provided the City with final drafts of both the study, for Catfish Creek Sanitary Sewer collection system, and a more focused technical memo which evaluated the effect of adding new industrial flow to the existing system.

On January 4, 2021, a State Revolving Fund (SRF) Planning and Design Loan Intended Use Plan (IUP) application in the amount of \$350,000 was submitted to the State for the "Catfish Creek Lift Station & Force Main Project (that) involves system improvements to address wet-weather related overflows at the Catfish Creek Lift Station and provide capacity for future development within the Catfish Creek sewer shed".

On April 28, 2021, the City authorized Strand Task Order One, which provided for the development of a facility plan and design of the Old Mill road lift station to a 30% level. This level of design provided the City with a basis of design, a refined cost estimate, and the necessary information to allow the City to submit a facility Plan to IDNR to begin the SRF construction loan process. The 30% design followed the recommended improvement option identified in the January 7, 2021, memo regarding the results of the Catfish Creek Sanitary Sewer Interceptor system study, which evaluated the existing system capacity and identified improvements to ensure that it has adequate capacity for existing developments and for growth throughout the tributary area.

The City of Dubuque submitted a facility plan to Iowa Department of Natural Resources (IDNR), in May of 2021, for the construction of a 20 MGD sanitary sewer lift station and 30" dual force mains. The facility plan is based on the results of an intensive evaluation of the existing interceptor collection and pumping systems that transport sewage to the Water Resource Recovery Center (WRRC). Several options were considered, and the City chose to proceed with the design and construction of the Old Mill Road Lift Station and Force Main Project, a recommended option. At the June 7, 2021, the City Council meeting, the City Council approved the facility plan and IUP application for the Old Mill Rd. Lift Station and Force Main Project.

Through the RFP process, Strand Associates, Inc (Strand) was selected and in February of 2022, the City entered into an agreement with Strand Associates to complete the final design of; the lift station, force main structures, modifications to WRRC headworks, assist City staff with bidding services and with railroad permitting for the horizontal bores under the railroad tracks. City Staff provided the site and utility design for the remainder of the project, along with all coordination with IDNR and property acquisitions.

Part of the SRF process is to complete an environmental review for the effected project area, which is conducted by IDNR staff along with other state agencies. One of the items that is looked at is the history of the area to determine the historical significance of the area, if any. The Office of the State Archaeologist (OSA) conducted a phase I archaeological study, due to a portion of the project alignment running through the old Town of Rockdale. Some artifacts, from the settlement, were recovered and it was determined that a more in-depth phase II study was warranted. OSA and the State Historic Preservation Office

(SHPO) directed the City to complete a Phase II archeological study. Due to the results of the phase II study, it was determined that an alternate alignment needed to be evaluated to avoid the Town of Rockdale. Once the alternate alignment was selected, a second phase II archeological study was completed for the alternate alignment. The alternate alignment was cleared by SHPO, and the design was able to be completed for the entire project.

Due to available funding and the funding being spread over five fiscal years, a revised facility plan was submitted in May of 2024, that split the project into two phases. The first phase being the lift station and site development and the second phase being the force mains, from the lift station to WRRRC, along with the force main structures. The revised facility plan was approved by IDNR in June of 2024. The phased approach allows the City to begin with the longest duration portion of the project, with currently available funding, and start the second phase of the project a year later, when the remainder of the funding becomes available in FY26 and FY27. The second phase is scheduled to be substantially complete prior to the first phase completion.

DISCUSSION

The Old Mill Road Lift Station and Force Main Project is the first of several improvements that are needed, within the Catfish Creek Interceptor Sewer system, to provide adequate capacity to serve existing development, within the City, and to allow for additional flow from future developments and the growth of the City.

The Old Mill Road Lift Station and Force Main Project is being funded utilizing ARPA funding for the design portion of both phases I and II. The construction and construction engineering, for phase I & II, will be funded utilizing State Revolving Fund (SRF) loan proceeds

The Capital Improvement budget includes funding from FY22 thru FY 27 for both phases of the Old Mill Rd. Lift Station and Force Main Project. Due to the expected duration of Phase I a portion of the FY26 funding, in the amount of \$3,649,944.34, is being utilized to fully fund phase I. The remainder of the FY26 & FY27 budgets, \$9,546,424.56, will be used to fund Phase II construction under a separate SRF loan.

The State Revolving Fund loan will have an interest rate of 2.54%, a maturity date of June 1, 2046, and will be abated from the sanitary sewer fund.

ACTION TO BE TAKEN

I respectfully recommend the adoption of the enclosed resolution to complete the action required on the \$26,221,000 Sewer Revenue Capital Loan Notes (State Revolving Loan Fund Program) Old Mill Rd. Lift Station and Force Main Project – Phase I.

Attachments

cc: Crenna Brumwell, City Attorney
Cori Burbach, Assistant City Manager
Brian DeMoss, Finance Manager

MINUTES OF MEETING TO APPROVE SERIES
RESOLUTION FOR SERIES 2025 BONDS

430411-9 (Old Mill)

Dubuque, Iowa

January 21, 2025

The City Council of the City of Dubuque, Iowa, met on January 21, 2025, at 6:30 p.m., at the Historic Federal Building, 350 W. 6th St, Second Floor Council Chambers, Dubuque, Iowa.

The meeting was called to order by the Mayor, and the roll was called showing the following Council Members present and absent:

Present: _____

Absent: _____

Council Member _____ introduced the resolution next hereinafter set out and moved its adoption, seconded by Council Member _____; and after due consideration thereof by the City Council, the Mayor put the question upon the adoption of the resolution, and the roll being called, the following named Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared said resolution duly adopted, as follows:

• • • •

On motion and vote, the meeting adjourned.

RESOLUTION NO. ____

Series Resolution authorizing and approving a Loan and Disbursement Agreement and providing for the issuance of \$26,221,000 Sewer Revenue Bonds, Series 2025 and other documents related to the Series 2025 Bonds, and amending certain provisions

WHEREAS, the City of Dubuque (the “City” and sometimes hereinafter referred to as the “Issuer”), in Dubuque County, State of Iowa, did heretofore establish a Municipal Sanitary Sewer System (the “System”) in and for the City which has continuously supplied sanitary sewer service in and to the City and its inhabitants since its establishment; and

WHEREAS, the management and control of the System are vested in the City Council (the “Council”) and no board of trustees exists for this purpose; and

WHEREAS, the City heretofore proposed to contract indebtedness and enter into a certain Sewer Revenue Loan and Disbursement Agreement (the “Agreement”) and to borrow money thereunder in a principal amount not to exceed \$27,000,000, pursuant to the provisions of Section 384.24A of the Code of Iowa, for the purpose of paying the cost, to that extent, of planning, designing, and constructing improvements and extensions to the System (the “Project”), and has published notice of the proposed action and has held a hearing thereon on October 21, 2024; and

WHEREAS, the City proposes to issue Sewer Revenue Bonds, Series 2025 (the “Series 2025 Bonds”) to the Iowa Finance Authority, an agency and public instrumentality of the State of Iowa, as lender (the “Lender”), in order to pay the costs of the Project; and

WHEREAS, the City is authorized and empowered by Chapter 384 of the Code of Iowa (the “Act”) to borrow money for the System, and the City Council has adopted a master resolution (the “Master Resolution”) on December 15, 2008, authorizing the issuance from time to time of Senior Bonds, including Senior SRF Bonds (each as defined in the Master Resolution); and

WHEREAS, Section 8.3 of the Master Resolution authorizes the Council to adopt a Series Resolution (as defined in the Master Resolution) to provide for the issuance of Senior Bonds, and this Series Resolution constitutes a Series Resolution under the Master Resolution; and

WHEREAS, for the purposes of this issuance, the Series 2025 Bonds shall be deemed to be Senior SRF Bonds; and

WHEREAS, the obligations of the Issuer under the Series 2025 Bonds and the Agreement shall be payable solely and only from the Net Revenues of the System and certain funds and accounts created and pledged under this Series Resolution and the Master Resolution; and

WHEREAS, it is necessary at this time for the City Council to approve the Agreement with the Lender and to issue the Series 2025 Bonds in evidence thereof in the principal amount of \$26,221,000;

NOW, THEREFORE, Be It Resolved by the City Council of the City of Dubuque, Iowa, as follows:

Section 1. Definitions. Terms used herein and not defined herein shall have the meaning given to them in this Series Resolution and the Master Resolution unless the text expressly or by necessary implication requires otherwise:

“Bonds” or “Series 2025 Bonds” means the \$26,221,000 Sewer Revenue Bonds, Series 2025, in one or more series.

“Closing Date” shall mean the date of delivery of the Series 2025 Bonds, anticipated to be February 7, 2025, with any final changes to such date set forth in the Agreement.

“Loan” shall mean the loan made pursuant to the Agreement and evidenced by the Series 2025 Bonds.

“Agreement” means the Loan and Disbursement Agreement between the Issuer and the Lender related to the Series 2025 Bonds.

“Senior Bond Issuance Documents” means a Supplemental Resolution, Obligation Issuance Documents, indenture or other document, as the case may be, authorizing and issuing a series of Senior Bonds, including Senior SRF Bonds.

“Series 2013 Notes” shall mean the Issuer’s outstanding Sewer Revenue Capital Loan Notes, Series 2013, dated April 19, 2013, and Sewer Revenue Capital Loan Notes, Series 2013B, dated May 20, 2013.

“Series 2013 Note Resolutions” shall mean the resolutions authorizing the issuance of the Series 2013 Notes, which shall be recognized as Series Resolutions.

“Paying Agent” shall mean the City Treasurer, or such successor as may be approved by the Issuer as provided herein and who shall carry out the duties prescribed herein with respect to maintaining a register of the owners of the Series 2025 Bonds. Unless otherwise specified, the Registrar shall also act as the Paying Agent for the Series 2025 Bonds.

“Series 2025 Sinking Fund” means the fund by that name created pursuant to Section 14 hereof.

“Series Resolution” or “Resolution” means this resolution.

Section 2. Loan Authorization; Authorization for Execution and Delivery of Documents. Following the adoption of this Series Resolution and pursuant to Chapter 384 of the Code of Iowa, the City Council is hereby authorized to execute and deliver the Agreement with the Lender in the form which has been placed on file with the Council providing for a Loan in the aggregate principal amount of \$26,221,000 for the purpose or purposes set forth in the preamble hereof. The Mayor and City Clerk are hereby authorized to execute and deliver the Agreement on behalf of the Issuer in the form presented to the Council, with final terms as determined by the Council and the Lender.

The Mayor, City Clerk and City Treasurer are each authorized to execute and deliver the Series 2025 Bonds, any and all agreements, documents and instruments required related to the issuance of the Series 2025 Bonds and to carry out the purposes set forth in this Series Resolution, including but not limited to any tax certificates, closing certificates and purchase agreements.

Section 3. Appointment of Registrar/Paying Agent. The City Treasurer is hereby designated as the Registrar and Paying Agent for the Series 2025 Bonds and may be hereinafter referred to as the “Registrar” or the “Paying Agent” in such capacities.

Section 4. Source of Payment of the Series 2025 Bonds. The Series 2025 Bonds, when issued, will be Senior SRF Bonds under the Master Resolution and shall be payable solely from the Net Revenues of the System, and certain funds and accounts created and pledged under this Series Resolution and the Master Resolution.

Section 5. Series 2025 Bonds Details; Form of Series 2025 Bonds. The Series 2025 Bonds are hereby authorized to be issued in evidence of the obligation of the Issuer under the Agreement, in the aggregate principal amount of \$26,221,000, to be dated the Closing Date, and bearing interest from the date of each advancement made at the rate of 2.54% per annum (or at such lower rate as agreed upon by the Lender and set forth in the Series 2025 Bonds and the Agreement) until payment thereof, as set forth in Exhibit A attached to the Agreement. To the extent that the Lender determines a lower rate of interest is available for the Series 2025 Bonds after the adoption of this Series Resolution, the Mayor and City Clerk, with advice from bond counsel and/or a municipal financial advisor, are hereby authorized to: (i) make such changes to the Agreement, the Series 2025 Bonds and any related transactional documents as are necessary to give effect to the lower rate of interest without modification to the principal installment schedule contemplated herein; and (ii) to execute and deliver such modified documents on behalf of the Issuer.

The Series 2025 Bonds may be in the denominations of \$1,000 each or any integral multiple thereof and, at the request of the Lender, shall be initially issued as a single bond in the denomination of \$26,221,000 and numbered R-1.

The Series 2025 Bonds are subject to optional redemption by the Issuer at a price of par plus accrued interest (i) on any date with the prior written consent of the Lender, or (ii) in the event that all or substantially all of the Project is damaged or destroyed. Any optional redemption of the Series 2025 Bonds by the Issuer may be made from any funds regardless of source, in whole or from time to time in part, in inverse order of maturity upon not less than thirty (30) days’ notice of redemption by facsimile, e-mail, certified or registered mail to the Lender (or any other registered owner of the Series 2025 Bonds). The Series 2025 Bonds are also subject to mandatory redemption as set forth in Section 5 of the Agreement.

Accrued interest on the Series 2025 Bonds shall be payable semiannually on the first day of June and December in each year, commencing June 1, 2025. Interest shall be calculated on the basis of a 360-day year comprised of twelve 30-day months. Payment of interest on the Series 2025 Bonds shall be made to the registered owners appearing on the registration books of the Issuer at the close of business on the fifteenth day of the month next preceding the interest payment date and shall be paid to the registered owners at the addresses shown on such

registration books. Principal of the Series 2025 Bonds shall be payable in lawful money of the United States of America to the registered owners or their legal representatives upon presentation and surrender of the Bond or Bonds at the office of the Paying Agent.

The Series 2025 Bonds shall be executed on behalf of the Issuer with the official manual or facsimile signature of the Mayor and attested by the official manual or facsimile signature of the City Clerk, and shall be fully registered bonds without interest coupons. The issuance of the Series 2025 Bonds shall be recorded in the office of the City Treasurer, and the certificate on the back of each Series 2025 Bond shall be executed with the official manual or facsimile signature of the City Treasurer. In case any officer whose signature or the facsimile of whose signature appears on the Series 2025 Bonds shall cease to be such officer before the delivery of such Bonds, such signature or such facsimile signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery.

If applicable pursuant to the Agreement, in addition to the payment of principal of and interest on the Series 2025 Bonds, the Issuer also agrees to pay the Initiation Fee and the Servicing Fee (defined in the Agreement) in accordance with the terms of the Agreement.

The Series 2025 Bonds shall be in substantially the form attached as Exhibit A hereto.

Section 6. Registration of Series 2025 Bonds; Designation of Registrar; Transfer; Ownership; Delivery; and Cancellation. The provisions of Section 2.4 of the Master Resolution, which contains covenants relating to the registration, transfer, delivery, and cancellation of Bonds, are hereby ratified and confirmed with respect to the Series 2025 Bonds.

Section 7. Reissuance of Mutilated, Destroyed, Stolen or Lost Bond. The provisions of Section 2.5 of the Master Resolution, contains covenants relating to the reissuance of mutilated, destroyed, stolen, or lost Bonds, are hereby ratified and confirmed with respect to the Series 2025 Bonds. .

Section 8. Application of Loan Proceeds. The loan proceeds to be received under the Agreement (the “Loan Proceeds”) shall be held by the Lender and disbursed for costs of the Project, as referred to in the preamble hereof. The Issuer shall keep a detailed and segregated accounting of the expenditure of, and investment earnings on, the Loan Proceeds to ensure compliance with the requirements of the Code (as defined in the Master Resolution).

Section 9. Ratification of Master Resolution. All provisions of the Master Resolution are hereby ratified and confirmed, and are incorporated herein and certain provisions thereof are modified as applicable to the Series 2025 Bonds as provided herein.

Section 10. Rates and Charges; Independent Consultant. There have heretofore been established as required by law, just and equitable fees, rates and charges for the use of the services rendered by the System. As provided in Section 7.1 of the Master Resolution, so long as the Series 2025 Bonds are outstanding and unpaid, the Net Revenues of the System shall be sufficient in each Fiscal Year to (i) provide for 100% of the Maintenance Expenses of the System, (ii) equal at least 110% of the Debt Service Requirement, (iii) enable the Issuer to make all required payments, if any, into the Debt Service Reserve Fund, the Subordinate Bond Fund (if any), and the Rebate Fund, (iv) enable the Issuer to accumulate an amount which, in the

judgement of the Council, is adequate to meet the costs of major renewals, replacements, repairs, additions, betterments, and improvements to the System, necessary to keep the same in good operating condition or as required by any governmental agency having jurisdiction over the System, and (v) remedy all deficiencies in required payments into any of the funds and accounts established under the Master Resolution or any Series Resolution.

Section 11. Equality of Lien on Net Revenues. As provided in the Master Resolution, the timely payment of principal of and interest on the outstanding Series 2025 Bonds shall be secured equally and ratably with other Senior Bonds by the Net Revenues of the System without priority by reason of number or time of sale or delivery.

Section 12. Establishment of Funds; Series 2025 Bond Sinking Fund; Debt Service Reserve Fund. The provisions of Article 6 of the Master Resolution, which provide for the establishment of the Revenue Fund, the Operation and Maintenance Fund, the Bond Principal and Interest Fund (the “Sinking Fund”), the Debt Service Reserve Fund, the Subordinate Bond Fund, the Surplus Fund, and the Rebate Fund, are hereby ratified and confirmed.

Series 2025 Bond Sinking Fund. From and after the issuance of the Series 2025 Bonds and as long as the Series 2025 Bonds are outstanding, the Issuer shall establish and maintain a separate fund to be known as the Series 2025 Bond Sinking Fund. The Issuer shall transfer amounts on deposit in the Revenue Fund into the Series 2025 Bond Sinking Fund for the payment of interest and principal of the Series 2025 Bonds, on the 1st day of each month commencing on the 1st day of the month immediately succeeding the date of issuance and delivery of any of the Series 2025 Bonds in equal monthly amounts which, together with other monthly amounts made pursuant hereto, will be sufficient to pay principal of and interest on the Series 2025 Bonds due on the next succeeding date which principal of and/or interest on such Series 2025 Bonds are due and payable. If for any reason the amount on deposit in the Series 2025 Bond Sinking Fund exceeds the required amount, the excess shall be forthwith withdrawn therefrom by the Issuer and deposited into the Revenue Fund. If for any reason the amount on deposit in the Series 2025 Bond Sinking Fund is less than the required amount, the deficit shall forthwith be made up by the Issuer from available funds on deposit in the Revenue Fund as provided in Section 6.5 of the Master Resolution.

Money in the Series 2025 Bond Sinking Fund shall be used solely for the purpose of paying principal of and interest on the Series 2025 Bonds as the same may become due and payable.

Debt Service Reserve Fund. The provisions of Section 6.6 of the Master Resolution with respect to the Debt Service Reserve Fund are hereby recognized. The Series 2025 Bonds shall be issued as Senior SRF Bonds, and the Issuer shall not be required to make any payments into the Debt Service Reserve Fund under the provisions of this Resolution. The Series 2025 Bonds shall not be secured by or payable from amounts held in the Debt Service Reserve Fund, and the holders of the Series 2025 Bonds shall have no rights against the Debt Service Reserve Fund so long as any Senior Bonds secured by the Debt Service Reserve Fund remain outstanding.

Section 13. Investment of Funds. Section 6.11 of the Master Resolution contains covenants relating to the investment of funds.

All income derived from such investments shall be credited to the fund from which such investments were made. Such investments shall at any time necessary be liquidated and the proceeds thereof applied to the purpose for which the respective fund was created.

Section 14. Amendment to Section 8.3 of the Master Resolution; Amendment to Section 21 of the Series 2013 Note Resolutions: Restrictions on the Incurrence of Senior Bonds. Section 8.3 of the Master Resolution and Section 21 of the Series 2013 Note Resolutions are hereby permanently amended, with the consent of the Iowa Finance Authority, the sole owner and holder of all of the outstanding Sewer Revenue indebtedness of the Issuer, to read as follows:

Bonds (including refunding Bonds which do not meet the requirements of Section 8.2) may also be issued on a parity with the Senior Bonds pursuant to a Series Resolution, and the Bonds so issued shall constitute Senior Bonds. Any Senior Bonds shall not be entitled to priority or preference one over the other in the application of the Net Revenues of the System, regardless of the time or times of the issuance of such Senior Bonds, it being the intention of the Issuer that there shall be no priority among the Senior Bonds, regardless of the fact that they may have been actually issued and delivered at different times. The Issuer hereby reserves the right and privilege of issuing Senior Bonds without restriction.

Section 15. Covenants Regarding Operation of the System. Section 7.2 of the Master Resolution contains covenants relating to operation of the System.

Section 16. Events of Default; Remedies The provisions of Article 10 of the Master Resolution, which contain covenants relating to events of default and remedies, are hereby ratified and confirmed with respect to the Series 2025 Bonds.

Section 17. Additional Covenants, Representations and Warranties of the Issuer; Disposition of Proceeds. The Issuer certifies and covenants that the Issuer through its officers, will (a) make such further specific covenants, representations and assurances as may be necessary or advisable; (b) file such forms, statements and supporting documents as may be required and in a timely manner; (c) if deemed necessary or advisable by its officers, employ and pay fiscal agents, financial advisors, attorneys and other persons to assist the Issuer in such compliance; and (d) it is the intention of the Issuer that interest on the Series 2025 Bonds be and remain excluded from gross income for federal income tax purposes pursuant to the appropriate provisions of the Code. In furtherance thereof the Issuer covenants to comply with the provisions of the Code as they may from time to time be in effect or amended and further covenants to comply with applicable future laws, regulations, published rulings and court decisions as may be necessary to ensure that the interest on the Series 2025 Bonds will remain excluded from gross income for federal income tax purposes. Any and all of the officers of the Issuer and the System are hereby authorized and directed to take any and all actions as may be necessary to comply with the covenants herein contained.

Section 18. Discharge and Satisfaction of Series 2025 Bonds. The provisions of Section 9.1 of the Master Resolution, which contains covenants relating to the discharge and satisfaction of Bonds, are hereby ratified and confirmed with respect to the Series 2025 Bonds.

Section 19. Resolution a Contract. The provisions of this Series Resolution shall constitute a contract among the Issuer and the owners of the Series 2025 Bonds, and after the issuance of the Series 2025 Bonds, no change, variation or alteration of any kind in the provisions of this Series Resolution shall be made in any manner, except as provided in Section 22 or Section 23 hereof, until such time as the Series 2025 Bonds, and interest due thereon, shall have been satisfied and discharged as provided in this Series Resolution.

Section 20. Modification of Resolution Not Requiring the Consent of Owners of Series 2025 Bonds. The provisions of Section 7.2 of the Master Resolution, which contains covenants relating to amendment of the Resolution without consent of the holders of the Series 2025 Bonds, are hereby ratified and confirmed with respect to the Series 2025 Bonds.

Section 21. Modification of Series Resolution Requiring Consent of Owners of Series 2025 Bonds. The provisions of Section 7.3 of the Master Resolution, which contains covenants relating to amendment of the Resolution with the consent of the holders of the Series 2025 Bonds, are hereby ratified and confirmed with respect to the Series 2025 Bonds.

Section 22. Conflicting Provisions. All resolutions and orders or parts thereof in conflict with the provisions of this resolution are, to the extent of such conflict, hereby repealed.

Section 23. Effective Date. This Series Resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Section 24. Severability. If any section, paragraph, or provision of this Series Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions.

Adopted and approved this January 21, 2025.

Mayor

Attest:

City Clerk

STATE OF IOWA
DUBUQUE COUNTY
CITY OF DUBUQUE

SS:

I, the undersigned, do hereby certify that I have in my possession or have access to the complete corporate records of the City and of its City Council and officers and that I have carefully compared the transcript hereto attached with the aforesaid corporate records and that the transcript hereto attached is a true, correct and complete copy of all the corporate records in relation to the authorization and approval of a certain Agreement and the issuance of \$26,221,000 Sewer Revenue Bonds, Series 2025 of the City evidencing the City's obligation under the Agreement and that the transcript hereto attached contains a true, correct and complete statement of all the measures adopted and proceedings, acts and things had, done and performed up to the present time with respect thereto.

I further certify that no appeal has been taken to the District Court from the decision of the City Council to enter into the Agreement or to issue the Series 2025 Bonds.

WITNESS MY HAND this ____ day of _____, 2025.

City Clerk

STATE OF IOWA
COUNTY OF DUBUQUE
CITY OF DUBUQUE

SS:

I, the undersigned, City Clerk of the City of Dubuque, Iowa, do hereby certify that the City did heretofore establish a Municipal Sanitary Sewer System (hereinafter referred to as the "System"), that the management and control of the System are vested in the City Council of the City, and that no board of trustees exists which has any part of the control and management of such System.

I further certify that there is not pending or threatened any question or litigation whatsoever touching the establishment, improvement or operation of such System and that there are no bonds or other obligations of any kind now outstanding which are payable from or constitute a lien upon the revenues derived from the operation of such System, except for the Series 2025 Bonds currently being issued by the City.

WITNESS MY HAND this _____ day of _____, 2025.

City Clerk

EXHIBIT A

Form of Series 2025 Bond

UNITED STATES OF AMERICA
STATE OF IOWA
DUBUQUE COUNTY
CITY OF DUBUQUE

SEWER REVENUE BOND, SERIES 2025

No. R-1

\$26,221,000

RATE

MATURITY DATE

BOND DATE

2.54%

June 1, 2046

February 7, 2025

The City of Dubuque (the “City”), in Dubuque County, State of Iowa, for value received, promises to pay from the source and as hereinafter provided, on the maturity date of this Bond to

IOWA FINANCE AUTHORITY

or registered assigns, the principal sum of

TWENTY-SIX MILLION TWO HUNDRED TWENTY-ONE THOUSAND DOLLARS

Interest at the rate specified above shall be payable semiannually on June 1 and December 1 of each year, commencing June 1, 2025, and principal shall be due and payable in installments in the amounts shown on the Principal Payment Schedule, attached hereto as Exhibit A, on June 1, 2027, and annually thereafter on June 1 in each year until the principal and interest are fully paid, except that the final installments of the entire balance of principal and interest, if not sooner paid, shall become due and payable on June 1, 2046. Interest shall be computed on the basis of a 360-day year of twelve 30-day months.

The City Clerk shall act as Registrar and Paying Agent and may be hereinafter referred to as the “Registrar” or the “Paying Agent.”

Payment of the principal of and interest on this Bond and premium, if any, shall be payable at the office of the Paying Agent to the registered owners thereof appearing on the registration books of the City at the addresses shown on such registration books. All such payments, except full redemption, shall be made to the registered owners appearing on the registration books at the close of business on the fifteenth day of the month next preceding the payment date. Final payment of principal shall only be made upon surrender of this Bond to the Paying Agent.

This Bond is one of a series of bonds (the “Bonds”) issued by the City to evidence its obligation under a certain Loan and Disbursement Agreement, dated the date hereof (the “Agreement”) entered into by the City for the purpose of providing funds to pay a portion of the cost of planning, designing and constructing improvements and extensions (the “Project”) to the Municipal Sanitary Sewer System of the City (the “System”).

The Bonds are issued pursuant to and in strict compliance with the provisions of Sections 384.24A and 384.83 of the Code of Iowa, 2023, and all other laws amendatory thereof and supplemental thereto, and in conformity with a certain master resolution, adopted on December 15, 2008, and a certain series resolution, adopted on January 21, 2025, authorizing and approving the Agreement and providing for the issuance and securing the payment of the Bonds (together, the “Resolutions”), and reference is hereby made to the Resolutions and the Agreement for a more complete statement as to the source of payment of the Bonds and the rights of the owners of the Bonds.

The Bonds shall be subject to optional redemption by the City at a price of par plus accrued interest (i) on any date with the prior written consent of the Iowa Finance Authority, or (ii) in the event that all or substantially all of the Project is damaged or destroyed. Any optional redemption of the Bonds by the City may be made from any funds regardless of source, in whole or from time to time in part, in inverse order of maturity upon not less than thirty (30) days’ notice of redemption by e-mail, facsimile, certified or registered mail to the Iowa Finance Authority (or any other registered owner of the Bonds). The Bonds are also subject to mandatory redemption as set forth in Section 5 of the Agreement.

The Bonds are not general obligations of the City but, together with the City’s outstanding Sewer Revenue Capital Loan Notes, Series 2009A, dated January 14, 2009; Sewer Revenue Capital Loan Notes, Series 2010A, dated January 13, 2010; Sewer Revenue Capital Loan Notes, Series 2010E, dated August 18, 2010; Sewer Revenue Capital Loan Notes, Series 2013, dated April 19, 2013; Sewer Revenue Capital Loan Notes, Series 2013B, dated May 20, 2013; Sewer Revenue Capital Loan Notes, Series 2019, dated March 18, 2019; Sewer Revenue Capital Loan Notes, Series 2023A, dated March 3, 2023; Sewer Revenue Bond, SRF Series 2024, dated September 20, 2024; and any additional obligations as may be hereafter issued and outstanding from time to time ranking on a parity therewith under the conditions set forth in the Resolutions, are payable solely and only out of the future Net Revenues (as defined in the Resolutions) of the System of the City, a sufficient portion of which has been ordered set aside and pledged for that purpose. This Bond is not payable in any manner by taxation, and under no circumstances shall the City be in any manner liable by reason of the failure of the said Net Revenues to be sufficient for the payment of this Bond and the interest thereon.

This Bond is fully negotiable but shall be fully registered as to both principal and interest in the name of the owner on the books of the City in the office of the Registrar, after which no transfer shall be valid unless made on said books and then only upon presentation of this Bond to the Registrar, together with either a written instrument of transfer satisfactory to the Registrar or the assignment form hereon completed and duly executed by the registered owner or the duly authorized attorney for such registered owner.

The City, the Registrar and the Paying Agent may deem and treat the registered owner hereof as the absolute owner for the purpose of receiving payment of or on account of principal hereof, premium, if any, and interest due hereon and for all other purposes, and the City, the Registrar and the Paying Agent shall not be affected by any notice to the contrary.

And It Is Hereby Certified, Recited and Declared that all acts, conditions and things required to exist, happen and be performed precedent to and in the issuance of the Bonds have existed, have happened and have been performed in due time, form and manner, as required by law, and that the issuance of the Bonds does not exceed or violate any constitutional or statutory limitation or provision.

IN TESTIMONY WHEREOF, the City of Dubuque, Iowa, has caused this Bond to be executed by its Mayor and attested by its City Clerk, all as of the Bond Date.

CITY OF DUBUQUE, IOWA

By (Do Not Sign)

Mayor

Attest:

(Do Not Sign)
City Clerk

(On the back of each Bond the following certificate shall be executed with the duly authorized signature of the City Treasurer)

STATE OF IOWA
DUBUQUE COUNTY
CITY OF DUBUQUE

SS: CITY TREASURER'S CERTIFICATE

The original issuance of the Bonds, of which this Bond is a part, was duly and properly recorded in my office as of the Bond Date.

(Do Not Sign)
City Treasurer

ABBREVIATIONS

The following abbreviations, when used in this Bond, shall be construed as though they were written out in full according to applicable laws or regulations:

TEN COM	-	as tenants in common	UTMA	_____
				(Custodian)
TEN ENT	-	as tenants by the entireties	As Custodian for	_____
TEN	-	as joint tenants with		(Minor)
		right of survivorship and	under Uniform Transfers to Minors Act	
		not as tenants in common	_____	(State)

Additional abbreviations may also be used though not in the list above.

ASSIGNMENT

For valuable consideration, receipt of which is hereby acknowledged, the undersigned assigns this Bond to

(Please print or type name and address of Assignee)

PLEASE INSERT SOCIAL SECURITY OR OTHER
IDENTIFYING NUMBER OF ASSIGNEE

and does hereby irrevocably appoint _____, Attorney, to transfer this Bond on the books kept for registration thereof with full power of substitution.

Dated: _____

Signature guaranteed:

Signature(s) must be guaranteed by an eligible guarantor institution which is a member of a recognized signature guarantee program.

NOTICE: The signature to this Assignment must correspond with the name of the registered owner as it appears on this Bond in every particular, without alteration or enlargement or any change whatever.

EXHIBIT A
PRINCIPAL PAYMENT SCHEDULE

<u>Due</u> <u>June 1</u>	<u>Amount</u>	<u>Due</u> <u>June 1</u>	<u>Amount</u>
2027	\$ 997,000	2037	\$1,313,000
2028	\$1,025,000	2038	\$1,349,000
2029	\$1,053,000	2039	\$1,387,000
2030	\$1,083,000	2040	\$1,426,000
2031	\$1,113,000	2041	\$1,465,000
2032	\$1,144,000	2042	\$1,506,000
2033	\$1,176,000	2043	\$1,548,000
2034	\$1,209,000	2044	\$1,591,000
2035	\$1,242,000	2045	\$1,636,000
2036	\$1,277,000	2046	\$1,681,000

LOAN AND DISBURSEMENT AGREEMENT
\$26,221,000 SEWER REVENUE BONDS

This Loan and Disbursement Agreement (the “Agreement”) is made and entered into as of February 7, 2025, by and between the City of Dubuque, Iowa (the “Participant”) and the Iowa Finance Authority, an agency and public instrumentality of the State of Iowa (the “Issuer”).

WHEREAS, the Issuer, in cooperation with the Iowa Department of Natural Resources (the “Department”), is authorized to undertake the creation, administration and financing of the Iowa Water Pollution Control Works Financing Program (the “Program”) established in the Code of Iowa, Sections 16.131 through 16.135 and Sections 455B.291 through 455B.299, including, among other things, the making of loans to Iowa municipalities for purposes of the Program; and

WHEREAS, the Participant desires to participate in the Program as a means of financing all or part of the construction of certain wastewater treatment facilities serving the Participant and its residents; and

WHEREAS, to assist in financing the Project (defined herein), the Issuer desires to make a loan to the Participant in the amount set forth in Section 2 hereof;

NOW, THEREFORE, the parties agree as follows:

Section 1. Definitions. In addition to other definitions set forth herein, the following terms as used in this Agreement shall, unless the context clearly requires otherwise, have the following meanings:

(a) “Bonds” shall mean any State Revolving Fund Revenue Bonds that were or in the future are issued by the Issuer for the purpose of providing moneys to finance the Loan to the Participant.

(b) “Code” shall mean the Internal Revenue Code of 1986, as amended, and all lawfully promulgated regulations thereunder.

(c) “Project” shall mean the particular construction activities approved by the Department and being undertaken by the Participant with respect to its Wastewater Treatment System, as described in the Resolution.

(d) “Regulations” shall mean the administrative rules of the Department relating to the Program, set forth in Title 567, Chapter 92 of the Iowa Administrative Code, and the administrative rules of the Issuer relating to the Program set forth in Title 265, Chapter 26 of the Iowa Administrative Code.

(e) “Resolution” shall mean the certain master resolution of the City Council of the Participant, adopted on December 15, 2008, and the certain series resolution of the

City Council of the Participant providing for the authorization and issuance of the Revenue Bond, attached hereto as Exhibit B, adopted on January 21, 2025, approving and authorizing the execution of this Agreement and the issuance of the Revenue Bond (as defined herein).

(f) “Wastewater Treatment System” shall mean the wastewater treatment system of the Participant, all facilities being used in conjunction therewith and all appurtenances and extensions thereto, including but not limited to the wastewater treatment system project which the Participant is financing under this Agreement.

Section 2. Loan; Purchase of Revenue Bond. The Issuer agrees to purchase a duly authorized and issued sewer revenue bond or capital loan note of the Participant (the “Revenue Bond”) in order to make a loan to the Participant, and will disburse proceeds as set forth herein. The Participant agrees to borrow and accept from the Issuer, a loan in the principal amount of \$26,221,000 (the “Loan”).

The Participant shall use the proceeds of the Loan strictly (a) to finance a portion of the costs of construction of the Project and (b), where applicable, to reimburse the Participant for a portion of the costs of the Project, which portion was paid or incurred in anticipation of reimbursement through the Program and which is eligible for such reimbursement under and pursuant to the Regulations and the Code.

Section 3. Disbursements. Proceeds of the Loan shall be made available to the Participant in the form of one or more periodic disbursements as provided in this Section. The Issuer thereafter shall make disbursements of a portion of the Loan for payment of costs of the Project upon receipt of the following:

- (a) a completed payment request on a form acceptable to and available from the Issuer;
 - (b) current construction payment estimates;
 - (c) engineering service statements;
 - (d) purchase orders or invoices for items not included within other contracts;
- and
- (e) evidence that the costs for which the disbursement is requested have been incurred.

Solely with respect to the request for the final disbursement of proceeds of the Loan, the Participant shall submit to the Issuer (via the Department), in addition to items (a) through (e) above, a certification of completion and acceptance of the Project by the Participant or evidence of an acceptable settlement if the Project is subject to a dispute between the Participant and any contractor.

Disbursements shall be made in a timely fashion following the receipt of the information as set forth above. Unless otherwise agreed to in writing by the Issuer, funds shall be payable to the Participant via automated clearinghouse system transfer to the account specified by the Participant.

Section 4. Completion of Project. The Participant covenants and agrees (i) to exercise its best efforts in accordance with prudent wastewater treatment utility practices to complete the Project; and (ii) to provide from its own fiscal resources all monies, in excess of the total amount of Loan proceeds it receives under the Agreement, required to complete the Project.

Section 5. Repayment of Loan; Issuance of Revenue Bonds. The Participant's obligation to repay the Loan and interest thereon shall be evidenced by the Revenue Bond in the principal amount of the Loan, complying in all material respects with the Regulations and being in substantially the form set forth in the Resolution, which Resolution is attached hereto as Exhibit B. The Revenue Bond shall be delivered to the Issuer as the original purchaser and registered holder thereof at the closing of the Loan. The Revenue Bond shall be accompanied by a legal opinion of bond counsel, in form satisfactory to the Issuer, to evidence the legality, security position and tax-exempt status of interest on the Revenue Bond. The parties agree that a payment of principal of or interest on the Revenue Bond shall be deemed to be a payment of the same on the Loan and a payment of principal of or interest on the Loan shall be deemed to be a payment of the same on the Revenue Bond. Unless otherwise agreed to in writing by the Issuer, all payments of principal and interest due under the Loan shall be made via automated clearinghouse transfer, from an account specified by the Participant.

The Revenue Bond shall be dated the date of delivery to the Issuer, with interest and the Servicing Fee (together, the "Interest Rate" as set forth in Section 6 hereof) payable semiannually on June 1 and December 1 of each year (unless the resolution authorizing a previous series of outstanding bonds on a parity with the Revenue Bond requires interest to be paid on other interest payment dates, in which case such other dates shall apply) from the date of each disbursement of a part of the Loan from the Issuer to the Participant (which are initially expected to be on approximately the dates set forth on Exhibit A attached hereto and incorporated herein). The first repayment of principal of the Loan shall be due and payable not later than one year after substantial completion of the Project and payments of principal, interest and the Servicing Fee shall continue thereafter until the Loan is paid in full. Following the final disbursement of Loan proceeds to the Participant, Exhibit A shall be adjusted by the Issuer, with the approval of the Participant, based upon actual disbursements to the Participant under the Agreement. Such revised Exhibit A thereafter shall be deemed to be incorporated herein by reference and made a part hereof and shall supersede and replace that initially attached hereto and to the Revenue Bond.

The Revenue Bond shall be subject to optional redemption by the Participant at a price of par plus accrued interest (i) on any date upon receipt of written consent by the Issuer, or (ii) in the event that all or substantially all of the Project is damaged or destroyed. Any such optional redemption of the Revenue Bond by the Participant may be made from any funds regardless of source, in whole or from time to time in part, upon not less than thirty (30) days' notice of

redemption by e-mail, facsimile, certified or registered mail to the Issuer (or any other registered owner of the Revenue Bond). The Revenue Bond is also subject to mandatory redemption in the event the costs of the Project are less than initially projected, in which case the amount of the Loan shall be reduced to an amount equal to the actual Project costs disbursed. The Participant and the Issuer agree that following such adjustment, the principal amount due under the Revenue Bond shall be automatically reduced to equal the principal amount of the adjusted Loan.

The Revenue Bond and the interest thereon and any additional obligations as may be hereafter issued and outstanding from time to time under the conditions set forth in the Resolution shall be payable solely and only from the Net Revenues (as defined in the Resolution) of the Wastewater Treatment System of the Participant, a sufficient portion of which has been and shall be ordered set aside and pledged for such purpose under the provisions of the Resolution. Neither this Agreement nor the Revenue Bond is a general obligation of the Participant, and under no circumstance shall the Participant be in any manner liable by reason of the failure of the aforesaid Net Revenues to be sufficient to pay the Revenue Bond and the interest thereon or to otherwise discharge the Participant's obligation hereunder.

Section 6. Interest Rate, Initiation Fee and Servicing Fees. (a) The Participant agrees to pay to the Issuer, as additional consideration for the Loan, a loan initiation fee (the "Initiation Fee") equal to one-half of one percent (0.50%) of the amount of the Loan (but not to exceed \$100,000.00) (\$100,000), which shall be due and payable on the date of this Agreement. Unless the Issuer shall be otherwise notified by the Participant that the Participant intends to pay such Initiation Fee from other funds, and has received such other funds from the Participant on the date hereof, the Issuer shall be authorized to deduct the full amount of the Initiation Fee from the proceeds of the Loan being made hereunder, and such deduction by the Issuer shall be deemed to be an expenditure by the Participant of the Loan proceeds.

(b) The Participant agrees to pay a Loan servicing fee (the "Servicing Fee") to the Issuer in an amount equal to 0.25% per annum of the principal amount of the Loan outstanding. The Servicing Fee shall be paid as described in Section 5 and Section 6(c) hereof.

(c) The Loan shall bear interest at 2.54 per annum (the "Rate"). As described in Section 5, payments hereunder shall be calculated based on the Rate plus the Servicing Fee (such 2.79%, the "Interest Rate").

Section 7. Compliance with Applicable Laws, Performance Under Loan Agreement; Rates. The Participant covenants and agrees (i) to comply with all applicable State of Iowa and federal laws, rules and regulations (including but not limited to the Regulations), judicial decisions, and executive orders in the performance of the Agreement and in the financing, construction, operation, maintenance and use of the Project and the Wastewater Treatment System; (ii) to maintain its Wastewater Treatment System in good repair, working order and operating condition; (iii) to cooperate with the Issuer in the observance and performance of their respective duties, covenants, obligations and agreements under the Agreement; (iv) to comply with all terms and conditions of the Resolution; and (v) to establish, levy and collect rents, rates and other charges for the products and services provided by its Wastewater Treatment System,

which rents, rates and other charges shall be at least sufficient (A) to meet the operation and maintenance expenses of such Wastewater Treatment System, (B) to produce and maintain Net Revenues at a level not less than 110% of the amount of principal and interest on the Revenue Bond and any other obligations secured by a pledge of the Net Revenues falling due in the same year, (C) to comply with all covenants pertaining thereto contained in, and all other provisions of, any bond resolution, trust indenture or other security agreement, if any, relating to any bonds or other evidences of indebtedness issued or to be issued by the Participant, (D) to pay the debt service requirements on any bonds, notes or other evidences of indebtedness, whether now outstanding or incurred in the future, secured by such revenues or other receipts and issued to finance improvements to the Wastewater Treatment System and to make any other payments required by the laws of the State of Iowa, (E) to generate funds sufficient to fulfill the terms of all other contracts and agreements made by the Participant, including, without limitation, the Agreement and the Revenue Bond and (F) to pay all other amounts payable from or constituting a lien or charge on the operating revenues of its Wastewater Treatment System.

Section 8. Exclusion of Interest from Gross Income. Unless otherwise agreed to by the Issuer in writing, the Participant covenants and agrees as follows:

(a) The Participant shall not take any action or omit to take any action which would result in a loss of the exclusion of the interest on the Bonds from gross income for federal income taxation as that status is governed by Section 103(a) of the Code.

(b) The Participant shall not take any action or omit to take any action, which action or omission would cause its Revenue Bond or the Bonds (assuming solely for this purpose that the proceeds of the Bonds loaned to the Participant represent all of the proceeds of the Bonds) to be “private activity bonds” within the meaning of Section 141(a) of the Code. Accordingly, unless the Participant receives the prior written approval of the Issuer, the Participant shall not (A) permit any of the proceeds of the Bonds loaned to the Participant or the Project financed with such proceeds to be used, either directly or indirectly, in any manner that would constitute “private business use” within the meaning of Section 141(b)(6) of the Code, taking into account for this purpose all such use by persons other than governmental units on an aggregate basis, (B) use, either directly or indirectly, any of the proceeds of the Bonds loaned to the Participant to make or finance loans to persons other than governmental units (as such term is used in Section 141(c) of the Code) or (C) use, either directly or indirectly, any of the proceeds of the Bonds loaned to the Participant to acquire any “non-governmental output property” within the meaning of Section 141(d)(2) of the Code.

(c) The Participant shall not directly or indirectly use or permit the use of any proceeds of the Bonds (or amounts replaced with such proceeds) or any other funds or take any action or omit to take any action, which use or action or omission would (assuming solely for this purpose that the proceeds of the Bonds loaned to the Participant represent all of the proceeds of the Bonds) cause the Bonds to be “arbitrage bonds” within the meaning of Section 148(a) of the Code.

(d) The Participant shall not directly or indirectly use or permit the use of any proceeds of the Bonds to pay the principal of or interest on any issue of State or local governmental obligations (“refinancing of indebtedness”) unless the Participant shall establish to the satisfaction of the Issuer that such refinancing of indebtedness will not adversely affect the exclusion from gross income of interest on the Bonds for federal income tax purposes and the Participant delivers an opinion to such effect of bond counsel acceptable to the Issuer.

(e) The Participant shall not directly or indirectly use or permit the use of any proceeds of the Bonds to reimburse the Participant for any portion of the cost of the Project unless such cost was paid or incurred by the Participant in anticipation of reimbursement from the proceeds of the Bonds or other State or local governmental borrowing in accordance with the Code, published rulings of the Internal Revenue Service and the Regulations.

(f) The Participant shall not use the proceeds of the Bonds (assuming solely for this purpose that the proceeds of the Bonds loaned to the Participant represent all of the proceeds of the Bonds) in any manner which would cause the Bonds to be “federally guaranteed” within the meaning of Section 149(b) of the Code or “hedge bonds” within the meaning of Section 149(g) of the Code.

(g) The Participant shall comply with all provisions of the Code relating to the rebate of any profits from arbitrage attributable to the Participant, and shall indemnify and hold the Issuer harmless therefrom.

Section 9. Insurance; Audits; Disposal of Property. The Participant covenants and agrees (a) to maintain insurance on, or to self-insure, the insurable portions of the Wastewater Treatment System of a kind and in an amount which normally would be carried by private companies engaged in a similar type of business, (b) to keep proper books and accounts adapted to the Wastewater Treatment System, showing the complete and correct entry of all transactions relating thereto, and to cause said books and accounts to be audited or examined by an independent auditor or the State Auditor (i) at such times and for such periods as may be required by the federal Single Audit Act of 1984, OMB Circular A-133 or State law, and (ii) at such other times and for such other periods as may be requested at any time and from time to time by the Issuer (which requests may require an audit to be performed for a period that would not otherwise be required to be audited under State law), and (c) unless the Participant has received a waiver and consent from the Issuer, it shall not sell, lease or in any manner dispose of the Wastewater Treatment System, or any capital part thereof, including any and all extensions and additions which may be made thereto, until the Revenue Bond shall have been paid in full or otherwise discharged as provided in the Resolution; provided, however, that the Participant may dispose of any property which in the judgment of its governing body is no longer useful or profitable to use in connection with the operation of the Wastewater Treatment System or essential to the continued operation thereof.

Section 10. Maintenance of Documents; Access. The Participant agrees to maintain its project accounts in accordance with generally accepted accounting principles (“GAAP”) as issued by the Governmental Accounting Standards Board, including GAAP requirements relating to the reporting of infrastructure assets.

The Participant agrees to permit the Issuer or its duly authorized representative access to all files and documents relating to the Project for purposes of conducting audits and reviews in accordance with any of the Regulations.

Section 11. Continuing Disclosure. As a means of enabling the Issuer to comply with the “continuing disclosure” requirements set forth in Rule 15c2-12 (the “Rule”) of the Securities and Exchange Commission, the Participant agrees, during the term of the Loan, but only upon written notification from the Issuer to the Participant that this Section 11 applies to such Participant for a particular fiscal year, to provide the Issuer with (i) the comprehensive audit report of the Participant, prepared and certified by an independent auditor or the State Auditor, or unaudited financial information if the audit is not available, not later than 180 days after the end of each fiscal year for which this section applies and (ii) such other information and operating data as the Issuer may reasonably request from time to time with respect to the Wastewater Treatment System, the Project or the Participant.

The Participant hereby consents to the inclusion of all or any portion of the foregoing information and materials in a public filing made by the Issuer under the Rule. The Participant agrees to indemnify and hold harmless the Issuer, and its officers, directors, employees and agents from and against any and all claims, damages, losses, liabilities, reasonable costs and expenses whatsoever (including attorney fees) which such indemnified party may incur by reason of or in connection with the disclosure of information permitted under this Section; provided that no such indemnification shall be required for any claims, damages, losses, liabilities, costs or expenses to the extent, but only to the extent, caused by the willful misconduct or gross negligence of the Issuer in the disclosure of such information.

Section 12. Events of Default. If any one or more of the following events occur, it is hereby defined as and declared to constitute an “Event of Default” under this Agreement:

(a) Failure by the Participant to pay, or cause to be paid, any Loan repayment (including the Servicing Fee) required to be paid under this Agreement when due, which failure shall continue for a period of fifteen (15) days.

(b) Failure by the Participant to make, or cause to be made, any required payments of principal, redemption premium, if any, and interest on any bonds, notes or other obligations of the Participant (other than the Loan and the Revenue Bond), the payment of which are secured by operating revenues of the Wastewater Treatment System.

(c) Failure by the Participant to observe and perform any duty, covenant, obligation or agreement on its part to be observed or performed under the Agreement or

the Resolution, other than the obligation to make Loan repayments, which failure shall continue for a period of thirty (30) days after written notice, specifying such failure and requesting that it be remedied, is given to the Participant by the Issuer, unless the Issuer shall agree in writing to an extension of such time prior to its expiration or the failure stated in such notice is correctable but cannot be corrected in the applicable period, in which case the Issuer may not unreasonably withhold its consent to an extension of such time up to one hundred twenty (120) days from the delivery of the written notice referred to above if corrective action is commenced by the Participant within the applicable period and diligently pursued until the Event of Default is corrected.

Section 13. Remedies on Default. Whenever an Event of Default shall have occurred and be continuing, the Issuer shall have the right to take any action authorized under the Regulations, the Revenue Bond or this Agreement and to take whatever other action at law or equity may appear necessary or desirable to collect the amounts then due and thereafter to become due under the Agreement or to enforce the performance and observance of any duty, covenant, obligation or agreement of the Participant under the Agreement or the Resolution.

Section 14. Amendments. This Agreement may not be amended, supplemented or modified except by a writing executed by all of the parties hereto.

Section 15. Termination. The Participant understands and agrees that the Loan may be terminated at the option of the Issuer if construction of the Project has not commenced within one year of the date of execution of this Agreement, all as set forth in the Regulations.

Section 16. Rule of Construction. This Agreement is executed pursuant to the provisions of Section 384.24A of the Code of Iowa and shall be read and construed as conforming to all provisions and requirements of that statute.

In the event of any inconsistency or conflict between the terms and conditions of the Revenue Bond and this Agreement or the Regulations, the parties acknowledge and agree that the terms of this Agreement or the Regulations, as the case may be, shall take precedence over any such terms of the Revenue Bond and shall be controlling, and that the payment of principal and interest on the Loan shall at all times conform to the schedule set forth on Exhibit A, as adjusted, and the Regulations.

Section 17. Federal Requirements. The Participant agrees to comply with all applicable federal requirements including, but not limited to, Davis-Bacon wage requirements and the requirements relating to the use of American iron and steel products.

Section 18. Application of Uniform Electronic Transactions Act.

The Issuer and the Participant agree this Agreement and all documents related thereto and referenced herein may be entered into and provided for pursuant to and in accordance with Chapter 554D of the Code of Iowa.

Section 19. Repayment of Planning and Design Loan. The Participant entered into an Interim Loan and Disbursement Agreement with the Issuer to provide funds to pay the costs of planning and designing the Project. The Participant agrees to repay the Interim Loan and Disbursement Agreement on the date of this Agreement. Unless the Participant notifies the Issuer that the Participant intends to repay the Interim Loan and Disbursement Agreement from other funds, and the Issuer has received such other funds from the Participant on the date hereof, the Issuer shall be authorized to deduct the full amount due under the Interim Loan and Disbursement Agreement from the proceeds of the Loan being made hereunder, and such deduction by the Issuer shall be deemed to be an expenditure by the Participant of the Loan proceeds.

IN WITNESS WHEREOF, we have hereunto affixed our signatures all as of the date first above written.

CITY OF DUBUQUE, IOWA

By: _____
Mayor

Attest:

City Clerk

[Participant Signature Page to LDA]

IN WITNESS WHEREOF, I have hereunto affixed my signature all as of the date first above written.

IOWA FINANCE AUTHORITY

By: _____
Its:

[IFA Signature Page to LDA]

EXHIBIT A

**ESTIMATED DISBURSEMENTS AND
DEBT SERVICE REPAYMENT SCHEDULE**

EXHIBIT B

AUTHORIZATION/ISSUANCE RESOLUTION OF PARTICIPANT

UNITED STATES OF AMERICA
STATE OF IOWA
DUBUQUE COUNTY
CITY OF DUBUQUE

SEWER REVENUE BOND, SERIES 2025

No. R-1

\$26,221,000

RATE	MATURITY DATE	BOND DATE
2.54%	June 1, 2046	February 7, 2025

The City of Dubuque (the “City”), in Dubuque County, State of Iowa, for value received, promises to pay from the source and as hereinafter provided, on the maturity date of this Bond to

IOWA FINANCE AUTHORITY

or registered assigns, the principal sum of

TWENTY-SIX MILLION TWO HUNDRED TWENTY-ONE THOUSAND DOLLARS

Interest at the rate specified above shall be payable semiannually on June 1 and December 1 of each year, commencing June 1, 2025, and principal shall be due and payable in installments in the amounts shown on the Principal Payment Schedule, attached hereto as Exhibit A, on June 1, 2027, and annually thereafter on June 1 in each year until the principal and interest are fully paid, except that the final installments of the entire balance of principal and interest, if not sooner paid, shall become due and payable on June 1, 2046. Interest shall be computed on the basis of a 360-day year of twelve 30-day months.

The City Clerk shall act as Registrar and Paying Agent and may be hereinafter referred to as the “Registrar” or the “Paying Agent.”

Payment of the principal of and interest on this Bond and premium, if any, shall be payable at the office of the Paying Agent to the registered owners thereof appearing on the registration books of the City at the addresses shown on such registration books. All such payments, except full redemption, shall be made to the registered owners appearing on the registration books at the close of business on the fifteenth day of the month next preceding the payment date. Final payment of principal shall only be made upon surrender of this Bond to the Paying Agent.

This Bond is one of a series of bonds (the “Bonds”) issued by the City to evidence its obligation under a certain Loan and Disbursement Agreement, dated the date hereof (the “Agreement”) entered into by the City for the purpose of providing funds to pay a portion of the cost of planning, designing and constructing improvements and extensions (the “Project”) to the Municipal Sanitary Sewer System of the City (the “System”).

The Bonds are issued pursuant to and in strict compliance with the provisions of Sections 384.24A and 384.83 of the Code of Iowa, 2023, and all other laws amendatory thereof and supplemental thereto, and in conformity with a certain master resolution, adopted on December 15, 2008, and a certain series resolution, adopted on January 21, 2025, authorizing and approving the Agreement and providing for the issuance and securing the payment of the Bonds (together, the “Resolutions”), and reference is hereby made to the Resolutions and the Agreement for a more complete statement as to the source of payment of the Bonds and the rights of the owners of the Bonds.

The Bonds shall be subject to optional redemption by the City at a price of par plus accrued interest (i) on any date with the prior written consent of the Iowa Finance Authority, or (ii) in the event that all or substantially all of the Project is damaged or destroyed. Any optional redemption of the Bonds by the City may be made from any funds regardless of source, in whole or from time to time in part, in inverse order of maturity upon not less than thirty (30) days’ notice of redemption by e-mail, facsimile, certified or registered mail to the Iowa Finance Authority (or any other registered owner of the Bonds). The Bonds are also subject to mandatory redemption as set forth in Section 5 of the Agreement.

The Bonds are not general obligations of the City but, together with the City’s outstanding Sewer Revenue Capital Loan Notes, Series 2009A, dated January 14, 2009; Sewer Revenue Capital Loan Notes, Series 2010A, dated January 13, 2010; Sewer Revenue Capital Loan Notes, Series 2010E, dated August 18, 2010; Sewer Revenue Capital Loan Notes, Series 2013, dated April 19, 2013; Sewer Revenue Capital Loan Notes, Series 2013B, dated May 20, 2013; Sewer Revenue Capital Loan Notes, Series 2019, dated March 18, 2019; Sewer Revenue Capital Loan Notes, Series 2023A, dated March 3, 2023; ; Sewer Revenue Bond, SRF Series 2024, dated September 20, 2024; and any additional obligations as may be hereafter issued and outstanding from time to time ranking on a parity therewith under the conditions set forth in the Resolutions, are payable solely and only out of the future Net Revenues (as defined in the Resolutions) of the System of the City, a sufficient portion of which has been ordered set aside and pledged for that purpose. This Bond is not payable in any manner by taxation, and under no circumstances shall the City be in any manner liable by reason of the failure of the said Net Revenues to be sufficient for the payment of this Bond and the interest thereon.

This Bond is fully negotiable but shall be fully registered as to both principal and interest in the name of the owner on the books of the City in the office of the Registrar, after which no transfer shall be valid unless made on said books and then only upon presentation of this Bond to the Registrar, together with either a written instrument of transfer satisfactory to the Registrar or the assignment form hereon completed and duly executed by the registered owner or the duly authorized attorney for such registered owner.

The City, the Registrar and the Paying Agent may deem and treat the registered owner hereof as the absolute owner for the purpose of receiving payment of or on account of principal hereof, premium, if any, and interest due hereon and for all other purposes, and the City, the Registrar and the Paying Agent shall not be affected by any notice to the contrary.

And It Is Hereby Certified, Recited and Declared that all acts, conditions and things required to exist, happen and be performed precedent to and in the issuance of the Bonds have existed, have happened and have been performed in due time, form and manner, as required by law, and that the issuance of the Bonds does not exceed or violate any constitutional or statutory limitation or provision.

IN TESTIMONY WHEREOF, the City of Dubuque, Iowa, has caused this Bond to be executed by its Mayor and attested by its City Clerk, all as of the Bond Date.

CITY OF DUBUQUE, IOWA

By _____
Mayor

Attest:

City Clerk

STATE OF IOWA
DUBUQUE COUNTY
CITY OF DUBUQUE

SS: CITY TREASURER'S CERTIFICATE

The original issuance of the Bonds, of which this Bond is a part, was duly and properly recorded in my office as of the Bond Date.

City Treasurer

ABBREVIATIONS

The following abbreviations, when used in this Bond, shall be construed as though they were written out in full according to applicable laws or regulations:

TEN COM	-	as tenants in common	UTMA	_____
TEN ENT	-	as tenants by the entireties		(Custodian)
JT TEN	-	as joint tenants with right of survivorship and not as tenants in common	As Custodian for	_____
				(Minor)
			under Uniform Transfers to Minors Act	_____
				(State)

Additional abbreviations may also be used though not in the list above.

ASSIGNMENT

For valuable consideration, receipt of which is hereby acknowledged, the undersigned assigns this Bond to

(Please print or type name and address of Assignee)

PLEASE INSERT SOCIAL SECURITY OR OTHER
IDENTIFYING NUMBER OF ASSIGNEE

and does hereby irrevocably appoint _____, Attorney, to transfer this Bond on the books kept for registration thereof with full power of substitution.

Dated: _____

Signature guaranteed:

NOTICE: The signature to this Assignment must correspond with the name of the registered owner as it appears on this Bond in every particular, without alteration or enlargement or any change whatever.

EXHIBIT A
PRINCIPAL PAYMENT SCHEDULE

<u>Due</u> <u>June 1</u>	<u>Amount</u>	<u>Due</u> <u>June 1</u>	<u>Amount</u>
2027	\$ 997,000	2037	\$1,313,000
2028	\$1,025,000	2038	\$1,349,000
2029	\$1,053,000	2039	\$1,387,000
2030	\$1,083,000	2040	\$1,426,000
2031	\$1,113,000	2041	\$1,465,000
2032	\$1,144,000	2042	\$1,506,000
2033	\$1,176,000	2043	\$1,548,000
2034	\$1,209,000	2044	\$1,591,000
2035	\$1,242,000	2045	\$1,636,000
2036	\$1,277,000	2046	\$1,681,000

CLOSING CERTIFICATE

We, the undersigned, Mayor and City Clerk of the City of Dubuque, Iowa (the “City”), do hereby certify as of February 7, 2025 (the “Dated Date”), that we are now and were at the time of the execution of the City’s \$26,221,000 Sewer Revenue Bonds, Series 2025 (the “Series 2025 Bond”), the officers respectively above indicated of the City; that in pursuance of Chapter 384 of the Code of Iowa, a certain master resolution (the “Master Resolution”) adopted by the City Council on December 15, 2008, and a certain series resolution (the “Series Resolution” and, together with the Master Resolution, the “Resolutions”) adopted by the City Council on January 21, 2025, and a certain Loan and Disbursement Agreement (the “Agreement”), by and between the City and the Iowa Finance Authority, Des Moines, Iowa, as lender (the “Lender”), the Series 2025 Bond has been heretofore lawfully authorized and this day by us lawfully issued and delivered to the Lender and pursuant to the Agreement, the Lender shall loan to the City the maximum sum of \$26,221,000. Terms not otherwise defined herein shall have the meaning given such terms in the Resolutions and the Agreement.

The Series 2025 Bond has been executed by the aforesaid officers; the certificate on the back of the Series 2025 Bond has been executed by the City Treasurer; and the Series 2025 Bond has been fully registered as to principal and interest in the name of the Lender on the registration books of the City.

We further certify that the Series 2025 Bond is being issued to evidence the City’s obligation under the Agreement entered into by the City for the purpose of providing funds to pay a portion of the cost of planning, designing and constructing improvements and extensions (the “Project”) to the Municipal Sanitary Sewer System of the City (the “System”).

We further certify that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the City or the titles of the aforesaid officers to their respective positions or the proceedings incident to the authorization of the Series 2025 Bond or in any way concerning the validity of the Series 2025 Bond or the power and duty of the City to appropriate and apply the Net Revenues from the operation of the System to the full and prompt payment of the principal of and interest on the Series 2025 Bond, and that none of the proceedings incident to the authorization and issuance of the Series 2025 Bond has been repealed or rescinded.

We further certify that the City has no other bonds or obligations of any kind now outstanding secured by or payable from the revenues to be derived from the operation of the System, except for the City’s outstanding Sewer Revenue Capital Loan Notes, Series 2009A, dated January 14, 2009; Sewer Revenue Capital Loan Notes, Series 2010A, dated January 13, 2010; Sewer Revenue Capital Loan Notes, Series 2010E, dated August 18, 2010; Sewer Revenue Capital Loan Notes, Series 2013, dated April 19, 2013; Sewer Revenue Capital Loan Notes, Series 2013B, dated May 20, 2013; Sewer Revenue Capital Loan Notes, Series 2019, dated March 18, 2019; Sewer Revenue Capital Loan Notes, Series 2023A, dated March 3, 2023; and Sewer Revenue Bond, SRF Series 2024, dated September 20, 2024.

We further certify that no board of trustees has been created for the management and control of the System and such management and control are vested in the Council of the City.

We further certify that no appeal of the decision of the City Council to enter into the Agreement and to issue the Series 2025 Bond has been taken to the district court.

We further certify that all meetings held in connection with the Series 2025 Bond were open to the public at a place reasonably accessible to the public and that notice was given at least 24 hours prior to the commencement of all meetings by advising the news media who requested notice of the time, date, place and the tentative agenda and by posting such notice and agenda at the City Hall or principal office of the City on a bulletin board or other prominent place which is easily accessible to the public and is the place designated for the purpose of posting notices of meetings.

We further certify as follows:

1. The total costs of the Project (the “Total Project Costs”), including engineering fees, are currently estimated to be at least \$26,221,000.

2. The net sales proceeds of the Series 2025 Bond are \$26,221,000 (the “Net Sales Proceeds”), the same being the Issue Price thereof.

3. The Net Sales Proceeds, including investment earnings thereon, will be invested by the City without restriction as to yield for a period not to exceed three years from the date hereof (the “Three Year Temporary Period”), the following three tests being reasonably expected to be satisfied by the City:

a. Time Test: The City has entered into or, within six months of the date hereof, will enter into binding contracts for the Project with third parties (e.g. engineers or contractors);

(i) which are not subject to contingencies directly or indirectly within the City’s control;

(ii) which provide for the payment by the City to such third parties of an amount equal to at least 5% of the Net Sales Proceeds;

b. Expenditure Test: At least 85% of Net Sales Proceeds will be applied to the payment of Total Project Costs within the Three-Year Temporary Period; and

c. Due Diligence Test: Acquisition and construction of the Project to completion and application of the Net Sales Proceeds to the payment of Total Project Costs will proceed with due diligence.

6. It is anticipated that the Net Sales Proceeds will be used to finance the costs of the Project and pay costs of issuance. The estimated completion date of the Project is February 7, 2028.

7. The Series 2025 Bond is payable from Net Revenues of the System which will be collected in a Sinking Fund and applied to the payment of interest on the Series 2025 Bond on each June 1 and December 1 and principal of the Series 2025 Bond on each June 1 (the 12-month

period ending on each June 1 being herein referred to as a “Bond Year”); the Sinking Fund is used primarily to achieve a proper matching of revenues with principal and interest payments within each Bond Year; the Sinking Fund will be depleted at least once each Bond Year except for a reasonable carryover amount not to exceed the greater of (i) the earnings on the fund for the immediately preceding Bond Year; or (ii) 1/12 of the principal and interest payments on the Series 2025 Bond for the immediately preceding Bond Year; amounts on deposit in the Sinking Fund will be invested by the City without restriction as to yield for a period of 13 months after their date of deposit.

8. The City Council adopted a resolution on September 16, 2024, declaring its official intent to acquire and construct the Project and finance the same with bonds or other obligations (the “Intent Resolution”).

The City certifies that none of the costs of the Project to be paid for from the Net Sales Proceeds are for expenditures made more than 60 days prior to the date of adoption of the Intent Resolution, except for (i) costs of issuance of the Series 2025 Bond; (ii) costs aggregating an amount not in excess of the lesser of \$100,000 or 5% of the Net Sales Proceeds; (iii) costs for preliminary expenditures (including architectural, engineering, surveying, soil testing, and similar costs incurred prior to commencement of acquisition or construction of the Project, other than land acquisition, site preparation and similar costs) not in excess of 20% of the Net Sales Proceeds of the Series 2025 Bond; the City will allocate Net Sales Proceeds to reimbursement of such expenditures no later than 3 years after the later of (i) the date any such expenditure was originally paid or (ii) the date the Project is placed in service (or abandoned); and such allocations will be made by the City in writing.

The City will seek reimbursement of prior expenditures already paid by the City from the proceeds of the Series 2025 Bond in the amount of \$ _____, as set forth in Exhibit A, such amounts having been expended to pay the costs of the Project, and use such amounts to reimburse the City for those expenditures.

9. Not more than 50% of the Net Sales Proceeds will be invested in nonpurpose investments (as defined in Section 148(f)(6)(A) of the Internal Revenue Code of 1986, as amended (the “Code”)) having a substantially guaranteed yield for four years or more (e.g., a four-year guaranteed investment contract or a Treasury Obligation that does not mature for four years).

10. The proceeds of the Series 2025 Bond will be advanced by the Lender from time to time to pay or reimburse the City for costs of the Project. Accordingly, the City does not expect to invest the proceeds of the Series 2025 Bond prior to payment or reimbursement of the costs of the Project, and therefore no arbitrage earnings are expected to be realized.

If the City does invest the proceeds of the Series 2025 Bond prior to the payment or reimbursement of the costs of the Project, the City covenants and agrees to invest the proceeds of the Series 2025 Bond in investments purchased at their fair market value in a manner that satisfies the safe harbors provided by the Internal Revenue Service, Iowa law governing investments by the City and the City’s investment policy. Additionally, if the City does not spend the Net Sales Proceeds in accordance with the time periods set forth in the next paragraph (or another applicable

rebate exception), rebate payments to the United States regarding investment proceeds may be required to be made by the City.

Two-Year Exception: The Series 2025 Bond will qualify as a “construction issue” as defined in Section 148(f)(4)(c)(vi) of the Code and Section 1.148-7(f) of the Regulations because at least 75% of the “available construction proceeds” as defined in Section 148(f)(4)(c)(vi) of the Code will be allocated to capital expenditures that are allocable to the cost of land, buildings, improvements, permanent structures or constructed personal property. Accordingly, if all Net Sales Proceeds of the Series 2025 Bond including investment earnings thereon (other than the amount used to pay costs of issuance), are expended at least as quickly as 10% within 6 months from the date of issuance of the Series 2025 Bond, 45% within 12 months, 75% within 18 months and 100% within 2 years, then rebate will be required only with respect to a reasonably required reserve or replacement fund, if any. If the City exercises due diligence to complete the Project and an amount not exceeding the lesser of 3% of the Net Sales Proceeds (\$786,630) or \$250,000 remains unspent as of the end of the two years, the City will be treated as satisfying the final expenditure requirement. In addition, a reasonable retainage of up to five percent of the Net Sales Proceeds (\$1,311,050) need not be spent until 3 years after the Dated Date (the issue date of the Series 2025 Bond).

Based upon the estimated draw schedule, the City expects to spend the Net Sales Proceeds (along with any investment earnings on such proceeds) by February 7, 2027. The City acknowledges that if it fails to spend the proceeds of the Series 2025 Bond (along with the investment earnings thereon) within the time periods set forth in the Two-Year Exception (or another applicable rebate exception), the City may have a rebate liability to the United States pursuant to Section 148 of the Code. The City shall consult with the appropriate auditors or rebate specialists with regard to determination of rebate liability.

11. The City shall make a final allocation of the proceeds of the Series 2025 Bond to capital expenditures not later than 18 months after the in-service date of the Project and in any event not later than five years and 60 days after the issuance of the Series 2025 Bond or not later than 60 days after retirement of the Series 2025 Bond.

12. The weighted average maturity of the Series 2025 Bond does not exceed the reasonably expected economic life of the Project.

13. The City intends that it will be the owner of the Project and agrees that it will not use, or suffer or permit to be used by any natural person, firm, joint venture, association, partnership, business trust, corporation, public body, agency or political subdivision thereof or any other similar entity (“Person”) by lease or other use agreement, the Project by any Person who is not a “governmental person” as defined in Section 1.141-1 of the Regulations (“governmental person” does not include the federal government), or if such Person is a not a “governmental person” such use meets the requirements set out in Section 1.141-3 of the Regulations, Internal Revenue Service Revenue Procedure 17-13, as amended, and Internal Revenue Service Revenue Procedure 2001-39 (or any applicable successor procedures, rulings or regulations) or is allowable private activity pursuant to Section 1.141 of the Regulations and Section 141 of the Code (or any applicable successor procedures, rulings or regulations). The City agrees that it will not allow any

other user to use or occupy the Project for any purposes which would cause interest on the Series 2025 Bond to be includable in gross income under Section 103 of the Code.

14. There are no other governmental obligations of the City: (i) sold at substantially the same time as the Series 2025 Bond, (ii) sold pursuant to the same plan of financing with the Series 2025 Bond, and (iii) reasonably expected to be paid from substantially the same source of funds as will be used to pay the Series 2025 Bond.

15. The City has not received notice that its certifications may not be relied upon with respect to its own issues, nor has it been advised that the Commissioner of Internal Revenue is contemplating listing the City as a governmental unit whose certifications may not be relied upon with respect to its issues of governmental obligations. The City will maintain detailed records of the expenditure of the proceeds of the Series 2025 Bond and comply with its Post Issuance Compliance Policy.

16. The City covenants and agrees to take such action to make, or cause to be made, all calculations, transfers and payments that may be necessary to comply with the rebate requirements contained in Section 148(f) of the Code with respect to the Series 2025 Bond, including any rebate payments. The City agrees to consult with the appropriate auditors or rebate specialists with regard to arbitrage and rebate issues and compliance, including but not limited to determination of rebate liability.

17. On the basis of the foregoing, it is not expected that the Net Sales Proceeds will be used in a manner that would cause the Series 2025 Bond to be an “arbitrage bond” under Section 148 of the Code and the regulations prescribed under that section. The City has not been notified of any listing or proposed listing of it by the Internal Revenue Service as a bond issuer whose arbitrage certifications may not be relied upon.

18. This certification is made in compliance with the Code and the Regulations and is delivered as part of the transcript of proceedings and accompanying certificates with respect to the Series 2025 Bond.

19. To our best knowledge and belief, there are no facts, estimates or circumstances which would materially change the foregoing conclusions.

IN WITNESS WHEREOF, we have hereunto affixed our hands as of the Dated Date.

CITY OF DUBUQUE, IOWA

Mayor

Attest:

City Clerk

[Signature Page to Closing Certificate (Series 2025 Bond)]

430411\00009\4930-7795-6877\1

EXHIBIT A

EXPENDITURES REIMBURSED

Estimated Amortization Schedule

City of Dubuque
Sewer Revenue Bond
CS-1921034-01



Loan summary

Loan Closing Date	Feb 7, 2025
Final Disbursement Date	Jan 1, 2027
Final Maturity Date	Jun 1, 2046
Loan Period in Years	20
Total Loaned Amount	\$ 26,221,000.00
Initiation Fee	100,000.00
Net Proceeds to Borrower	\$ 26,121,000.00
Annual Interest Rate	2.54%
Total Interest	\$ 8,069,962.04
Servicing Fee Rate	0.25%
Total Servicing Fees	\$ 794,287.61
Total Loan Costs	\$ 8,964,249.65

Estimated Draw Schedule

Initiation Fee -	Feb 7, 2025	100,000.00
P & D Payoff -	Feb 7, 2025	349,709.00
Estimated Draw #1-	Feb 7, 2025	3,886,000.00
Estimated Draw #2-	Apr 25, 2025	4,742,000.00
Estimated Draw #3-	Jul 18, 2025	4,220,000.00
Estimated Draw #4-	Oct 10, 2025	3,507,000.00
Estimated Draw #5-	Jan 2, 2026	3,829,000.00
Estimated Draw #6-	Mar 27, 2026	2,683,000.00
Estimated Draw #7-	Jun 19, 2026	2,240,000.00
Estimated Draw #8-	Sep 11, 2026	369,000.00
Estimated Draw #9-	Dec 4, 2026	290,291.00
Held for Final Docs -	Jan 1, 2027	5,000.00
Total Loaned Amount		26,221,000.00

Payment Date	Beginning Balance	Principal	Interest	Servicing Fee	Total Loan Payment	Total Annual Debt Service	Ending Balance
Jun 1, 2025	9,077,709.00		46,918.23	4,617.94	51,536.17	51,536.17	9,077,709.00
Dec 1, 2025	16,804,709.00		167,506.27	16,486.84	183,993.11		16,804,709.00
Jun 1, 2026	23,316,709.00		265,788.47	26,160.28	291,948.75	475,941.86	23,316,709.00
Dec 1, 2026	25,925,709.00		323,808.20	31,870.89	355,679.09		25,925,709.00
Jun 1, 2027	26,221,000.00	997,000.00	332,934.67	32,769.16	1,362,703.83	1,718,382.92	25,224,000.00
Dec 1, 2027	25,224,000.00		320,344.80	31,530.00	351,874.80		25,224,000.00
Jun 1, 2028	25,224,000.00	1,025,000.00	320,344.80	31,530.00	1,376,874.80	1,728,749.60	24,199,000.00
Dec 1, 2028	24,199,000.00		307,327.30	30,248.75	337,576.05		24,199,000.00
Jun 1, 2029	24,199,000.00	1,053,000.00	307,327.30	30,248.75	1,390,576.05	1,728,152.10	23,146,000.00
Dec 1, 2029	23,146,000.00		293,954.20	28,932.50	322,886.70		23,146,000.00
Jun 1, 2030	23,146,000.00	1,083,000.00	293,954.20	28,932.50	1,405,886.70	1,728,773.40	22,063,000.00
Dec 1, 2030	22,063,000.00		280,200.10	27,578.75	307,778.85		22,063,000.00
Jun 1, 2031	22,063,000.00	1,113,000.00	280,200.10	27,578.75	1,420,778.85	1,728,557.70	20,950,000.00
Dec 1, 2031	20,950,000.00		266,065.00	26,187.50	292,252.50		20,950,000.00
Jun 1, 2032	20,950,000.00	1,144,000.00	266,065.00	26,187.50	1,436,252.50	1,728,505.00	19,806,000.00
Dec 1, 2032	19,806,000.00		251,536.20	24,757.50	276,293.70		19,806,000.00
Jun 1, 2033	19,806,000.00	1,176,000.00	251,536.20	24,757.50	1,452,293.70	1,728,587.40	18,630,000.00
Dec 1, 2033	18,630,000.00		236,601.00	23,287.50	259,888.50		18,630,000.00
Jun 1, 2034	18,630,000.00	1,209,000.00	236,601.00	23,287.50	1,468,888.50	1,728,777.00	17,421,000.00
Dec 1, 2034	17,421,000.00		221,246.70	21,776.25	243,022.95		17,421,000.00
Jun 1, 2035	17,421,000.00	1,242,000.00	221,246.70	21,776.25	1,485,022.95	1,728,045.90	16,179,000.00
Dec 1, 2035	16,179,000.00		205,473.30	20,223.75	225,697.05		16,179,000.00
Jun 1, 2036	16,179,000.00	1,277,000.00	205,473.30	20,223.75	1,502,697.05	1,728,394.10	14,902,000.00
Dec 1, 2036	14,902,000.00		189,255.40	18,627.50	207,882.90		14,902,000.00
Jun 1, 2037	14,902,000.00	1,313,000.00	189,255.40	18,627.50	1,520,882.90	1,728,765.80	13,589,000.00
Dec 1, 2037	13,589,000.00		172,580.30	16,986.25	189,566.55		13,589,000.00
Jun 1, 2038	13,589,000.00	1,349,000.00	172,580.30	16,986.25	1,538,566.55	1,728,133.10	12,240,000.00
Dec 1, 2038	12,240,000.00		155,448.00	15,300.00	170,748.00		12,240,000.00
Jun 1, 2039	12,240,000.00	1,387,000.00	155,448.00	15,300.00	1,557,748.00	1,728,496.00	10,853,000.00
Dec 1, 2039	10,853,000.00		137,833.10	13,566.25	151,399.35		10,853,000.00
Jun 1, 2040	10,853,000.00	1,426,000.00	137,833.10	13,566.25	1,577,399.35	1,728,798.70	9,427,000.00
Dec 1, 2040	9,427,000.00		119,722.90	11,783.75	131,506.65		9,427,000.00
Jun 1, 2041	9,427,000.00	1,465,000.00	119,722.90	11,783.75	1,596,506.65	1,728,013.30	7,962,000.00
Dec 1, 2041	7,962,000.00		101,117.40	9,952.50	111,069.90		7,962,000.00
Jun 1, 2042	7,962,000.00	1,506,000.00	101,117.40	9,952.50	1,617,069.90	1,728,139.80	6,456,000.00
Dec 1, 2042	6,456,000.00		81,991.20	8,070.00	90,061.20		6,456,000.00
Jun 1, 2043	6,456,000.00	1,548,000.00	81,991.20	8,070.00	1,638,061.20	1,728,122.40	4,908,000.00
Dec 1, 2043	4,908,000.00		62,331.60	6,135.00	68,466.60		4,908,000.00
Jun 1, 2044	4,908,000.00	1,591,000.00	62,331.60	6,135.00	1,659,466.60	1,727,933.20	3,317,000.00
Dec 1, 2044	3,317,000.00		42,125.90	4,146.25	46,272.15		3,317,000.00
Jun 1, 2045	3,317,000.00	1,636,000.00	42,125.90	4,146.25	1,682,272.15	1,728,544.30	1,681,000.00
Dec 1, 2045	1,681,000.00		21,348.70	2,101.25	23,449.95		1,681,000.00
Jun 1, 2046	1,681,000.00	1,681,000.00	21,348.70	2,101.25	1,704,449.95	1,727,899.90	0.00

**City of Dubuque
City Council**

ACTION ITEMS # 3.

ITEM TITLE:	Proceedings to Direct Advertisement for Sale of \$6,500,000 Tax Exempt General Obligation Bonds, Series 2025A, \$8,500,000 Taxable General Obligation Bonds, Series 2025B, \$9,250,000 Taxable General Obligation Urban Renewal Bonds, Series 2025C, Approval of the Preliminary Official Statements, and Approval of Electronic Bidding Procedures
SUMMARY:	City Manager recommends City Council approval of the suggested proceedings for approving the advertisement for sale, preliminary Official Statements, and electronic bidding procedures for the \$6,500,000 Tax Exempt General Obligation Bonds, Series 2025A, \$8,500,000 Taxable General Obligation Bonds, Series 2025B, and \$9,250,000 Taxable General Obligation Urban Renewal Bonds, Series 2025C. RESOLUTION Setting The Date For The Sale Of General Obligation Corporate Purpose Bonds, Series 2025A And Authorizing The Use Of A Preliminary Official Statement In Connection Therewith RESOLUTION Setting The Date For The Sale Of Taxable General Obligation Corporate Purpose Bonds, Series 2025B And Authorizing The Use Of A Preliminary Official Statement In Connection Therewith RESOLUTION Setting The Date For The Sale Of Taxable General Obligation Urban Renewal Bonds, Series 2025C And Authorizing The Use Of A Preliminary Official Statement In Connection Therewith
SUGGESTED DISPOSITION:	Receive and File; Adopt Resolution(s)

ATTACHMENTS:

1. MVM Memo Series 2025ABC - Direct Advertisement of Sale - MVM memo_2025_01_14
2. Series 2025ABC - Direct Advertisement of Sale - Staff memo_2025_01_14
3. 2025A Set Sale & Auth POS (Dubuque 430411-13) 2025-v4
4. 2025B Set Sale & Auth POS (Dubuque 430411-13) 2025-v4
5. 2025C Auth POS & Set Formal Sale Taxable GO UR LA (Dubuque 430411-13)

2025-v4

6. Preliminary Official Statement (Dubuque 2025ABC)

TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

SUBJECT: Proceedings to Direct Advertisement for Sale of \$6,500,000 Tax Exempt General Obligation Bonds, Series 2025A, \$8,500,000 Taxable General Obligation Bonds, Series 2025B, \$9,250,000 Taxable General Obligation Urban Renewal Bonds, Series 2025C, Approval of the Preliminary Official Statements, and Approval of Electronic Bidding Procedures

DATE: January 14, 2025

Chief Financial Officer Jennifer Larson recommends City Council approval of the suggested proceedings for approving the advertisement for sale, preliminary Official Statements, and electronic bidding procedures for the \$6,500,000 Tax Exempt General Obligation Bonds, Series 2025A, \$8,500,000 Taxable General Obligation Bonds, Series 2025B, and \$9,250,000 Taxable General Obligation Urban Renewal Bonds, Series 2025C.

The \$6,500,000 Tax Exempt Series 2025A bonds will provide \$588,810 for Fire Ambulance Replacements, \$590,000 for Fire Cardiac Monitors, \$52,020 for Fire Outdoor Warning Signal, \$90,000 for Fire Portable Radio Replacements, \$53,822 for Fire Wireless Headsets, \$340,000 for Fire Boat Replacement, \$33,500 for Fire Community AED Implementation, \$1,021,700 for Solid Waste Collection Vehicles, \$632,875 for Airport Taxiway Improvements, \$100,000 for Fire Station Generators, \$193,000 for Fire Station 6 Roof Replacement, \$200,000 for Fire Station Tuck Pointing, \$300,000 for Fire Administrative Office Update, \$625,000 for Fire Bunk Rooms, \$54,961 for Fire Mechanical and Electrical systems, \$200,000 for Fire HVAC Replacement, \$442,645 for Fire Station Improvements, \$466,676 for Fire Training Burn Tower improvements, and \$514,991 for issuance fees and contingency for fluctuations in the bond market for interest rates.

The \$8,500,000 Taxable Series 2025B bonds will provide \$2,090,000 for Fire Ladder/Pumper truck replacements, \$457,000 for ABC Supply Building Deconstruction, \$1,147,065 for Ice Arena Dehumidification, \$3,215,196 for Smart Parking System, \$700,000 for Parking Ramp Major Maintenance Repairs, \$615,000 for Federal Building Renovations, and \$275,739 for issuance fees and contingency for fluctuations in the bond market for interest rates.

The \$9,250,000 Taxable General Obligation Urban Renewal, Series 2025C bonds will provide \$8,784,961 for Iowa Amphitheater on Schmitt Island, and \$465,039 for issuance fees and contingency for fluctuations in the bond market for interest rates.

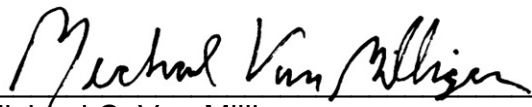
Although the City is selling General Obligation Bonds to support the projects, repayment of the debt will be local option sales tax, refuse collection fund, Dubuque Racing Association, and Greater Downtown TIF.

The bond sale will be held on February 3, 2025. A letter from attorneys John Danos and David Grossklaus detailing information on the bond advertisement is enclosed.

A draft copy of the preliminary Official Statement prepared by Dorsey & Whitney LLP and City staff is enclosed. Careful review of the draft Official Statement by appropriate City staff and members of the City Council is an important step in the offering of the Bonds for sale to the public. The U.S. Securities and Exchange Commission (the "Commission") has stated that "issuers are primarily responsible for the content of their disclosure documents and may be held liable under the federal securities laws for misleading disclosure." In several recent enforcement proceedings, the Commission has made clear that it expects public officials to generally review disclosure documents in light of their unique knowledge and perspectives on the issuer and its financial circumstances, or else to ensure that appropriate procedures are in place to provide the necessary review.

Rule 15c2-12 of the Commission requires prospective purchasers of the Bonds to obtain and review an official statement that has been "deemed final" by the City prior to submitting a bid to purchase the Bonds. For this purpose, the Official Statement may omit certain information that is dependent upon the pricing of the issue (such as interest rates, bond maturities and redemption features), but should otherwise be accurate and complete.

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: Proceedings to Direct Advertisement for Sale of \$6,500,000 Tax Exempt General Obligation Bonds, Series 2025A, \$8,500,000 Taxable General Obligation Bonds, Series 2025B, \$9,250,000 Taxable General Obligation Urban Renewal Bonds, Series 2025C, Approval of the Preliminary Official Statements, and Approval of Electronic Bidding Procedures

DATE: January 14, 2025

INTRODUCTION

The purpose of this memorandum is to recommend the advertisement for the sale of the \$6,500,000 Tax Exempt General Obligation Bonds, Series 2025A, \$8,500,000 Taxable General Obligation Bonds, Series 2025B, \$9,250,000 Taxable General Obligation Urban Renewal Bonds, Series 2025C, approval of the Preliminary Official Statement, and approval of the electronic bidding procedures.

DISCUSSION

On January 6, 2025, a public hearing was held on a bond issuance not to exceed \$24,250,000 General Obligation Bonds. The not to exceed amounts include a contingency for fluctuations in the bond market for interest rates, bond issuance costs and changes in project costs.

The \$6,500,000 Tax Exempt Series 2025A bonds will provide \$588,810 for Fire Ambulance Replacements, \$590,000 for Fire Cardiac Monitors, \$52,020 for Fire Outdoor Warning Signal, \$90,000 for Fire Portable Radio Replacements, \$53,822 for Fire Wireless Headsets, \$340,000 for Fire Boat Replacement, \$33,500 for Fire Community AED Implementation, \$1,021,700 for Solid Waste Collection Vehicles, \$632,875 for Airport Taxiway Improvements, \$100,000 for Fire Station Generators, \$193,000 for Fire Station 6 Roof Replacement, \$200,000 for Fire Station Tuck Pointing, \$300,000 for Fire Administrative Office Update, \$625,000 for Fire Bunk Rooms, \$54,961 for Fire Mechanical and Electrical systems, \$200,000 for Fire HVAC Replacement, \$442,645 for Fire Station Improvements, \$466,676 for Fire Training Burn Tower improvements, and \$514,991 for issuance fees and contingency for fluctuations in the bond market for interest rates.

The \$8,500,000 Taxable Series 2025B bonds will provide \$2,090,000 for Fire Ladder/Pumper truck replacements, \$457,000 for ABC Supply Building Deconstruction, \$1,147,065 for Ice Arena Dehumidification, \$3,215,196 for Smart Parking System, \$700,000 for Parking Ramp Major Maintenance Repairs, \$615,000 for Federal Building Renovations, and \$275,739 for issuance fees and contingency for fluctuations in the bond market for interest rates.

The \$9,250,000 Taxable General Obligation Urban Renewal, Series 2025C bonds will provide \$8,784,961 for Iowa Amphitheater on Schmitt Island, and \$465,039 for issuance fees and contingency for fluctuations in the bond market for interest rates.

Although the City is selling General Obligation Bonds to support the projects, repayment of the debt will be local option sales tax, refuse collection fund, Dubuque Racing Association, and Greater Downtown TIF.

The bond sale will be held on February 3, 2025. A letter from attorneys John Danos and David Grossklaus detailing information on the bond advertisement is enclosed.

A draft copy of the preliminary Official Statement prepared by Dorsey & Whitney LLP and City staff is enclosed. Careful review of the draft Official Statement by appropriate City staff and members of the City Council is an important step in the offering of the Bonds for sale to the public. The U.S. Securities and Exchange Commission (the "Commission") has stated that "issuers are primarily responsible for the content of their disclosure documents and may be held liable under the federal securities laws for misleading disclosure." In several recent enforcement proceedings, the Commission has made clear that it expects public officials to generally review disclosure documents in light of their unique knowledge and perspectives on the issuer and its financial circumstances, or else to ensure that appropriate procedures are in place to provide the necessary review.

Rule 15c2-12 of the Commission requires prospective purchasers of the Bonds to obtain and review an official statement that has been "deemed final" by the City prior to submitting a bid to purchase the Bonds. For this purpose, the Official Statement may omit certain information that is dependent upon the pricing of the issue (such as interest rates, bond maturities and redemption features), but should otherwise be accurate and complete.

RECOMMENDATION

I respectfully recommend the adoption of the enclosed resolutions to approve the advertisement for sale of the bonds, approve electronic bidding procedures, and approve the preliminary official statement.

JML

Attachment

cc: Crenna Brumwell, City Attorney
Cori Burbach, Assistant City Manager
Brian DeMoss, Finance Manager

January 13, 2025

Via Email

Jenny Larson
Chief Financial Officer/City Hall
Dubuque, Iowa

Re: General Obligation Corporate Purpose Bonds, Series 2025A
Our File No. 430411-13

Dear Jenny:

We have prepared and attach the necessary proceedings reflecting action to be taken at the January 21, 2025 meeting to set February 3, 2025 as the date for the sale of General Obligation Corporate Purpose Bonds, Series 2025A (the “Bonds”) and to authorize the use of a preliminary official statement (the “P.O.S.”) in connection therewith. The proceedings attached include the following items:

1. Minutes of the meeting, followed by the resolution providing for the authorization of the P.O.S., setting the date for the sale of the Bonds, and authorizing distribution of a Notice of Sale.
2. Attestation Certificate with respect to the validity of the transcript.

Prior to the adoption of the resolution, you and the City Council should review the proposed P.O.S., which we are preparing as disclosure counsel, carefully for accuracy and to ensure that there are no important facts being left out of the document that might bear on potential risks to bond holders. In addition, the financial and operating data set forth as Appendix A to the P.O.S. (which Independent Financial Advisors, LLC has worked with you to prepare) should be carefully reviewed for accuracy. As noted earlier, we are not reviewing the Appendix A data for accuracy.

As soon as possible after the City Council meeting, please return one fully executed copy of all of the completed pages in these proceedings. If you have any questions, please contact Erin Regan, Cheryl Ritter or me.

Best regards,

John P. Danos

David D. Grossklaus

Attachments

cc: Adrienne Breitfelder
Crenna Brumwell
Tionna Pooler
Natalie Lawless

MINUTES TO SET DATE FOR SALE OF
BONDS AND AUTHORIZE OFFICIAL
STATEMENT FOR SERIES 2025A BONDS

430411-13

Dubuque, Iowa

January 21, 2025

The City Council of the City of Dubuque, Iowa, met on January 21, 2025, at _____
o'clock _____m., at the Historic Federal Building, 350 W. 6th St., Dubuque, Iowa.

The meeting was called to order by the Mayor, and the roll being called, the following
named Council Members were present and absent:

Present: _____

Absent: _____.

After due consideration and discussion, Council Member _____
introduced the following resolution and moved its adoption, seconded by Council Member
_____. The Mayor put the question upon the adoption of said resolution,
and the roll being called, the following Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the resolution duly adopted, as hereinafter set out.

• • • •

At the conclusion of the meeting and, upon motion and vote, the City Council adjourned.

Mayor

Attest:

City Clerk

RESOLUTION NO. _____

Resolution setting the date for the sale of General Obligation Corporate Purpose Bonds, Series 2025A and authorizing the use of a preliminary official statement in connection therewith

WHEREAS, the City of Dubuque (the “City”), in Dubuque County, State of Iowa, heretofore proposed to enter into a loan agreement (the “Essential Purpose Loan Agreement”) pursuant to the provisions of Section 384.24A of the Code of Iowa and to borrow money thereunder in a principal amount not to exceed \$6,190,000 for the purpose of paying the costs, to that extent, of (a) acquiring ambulances, fire protection vehicles, a fire protection boat, EMS equipment and fire safety radios and equipment; (b) acquiring solid waste collection vehicles and equipment; (c) undertaking improvements to the municipal airport; and (d) undertaking demolition/deconstruction of a dangerous and dilapidated property, and pursuant to law and a notice duly published, the City Council has held a public hearing on such proposal on January 6, 2025; and

WHEREAS, the City also proposed to enter into a loan agreement (the “Exterior and Office Renovations Loan Agreement”), pursuant to the provisions of Section 384.24A of the Code of Iowa, and to borrow money thereunder in a principal amount not to exceed \$890,000 for the purpose of paying the costs, to that extent, of (a) acquiring and installing fire station generators; (b) undertaking fire station roof replacement and repairs; (c) undertaking fire station tuck pointing and related exterior repairs; and (d) undertaking fire department administrative office renovations, and in lieu of calling an election upon such proposal, has published notice of the proposed action, including notice of the right to petition for an election, and has held a hearing thereon, and as of January 6, 2025, no petition had been filed with the City asking that the question of entering into the Exterior and Office Renovations Loan Agreement be submitted to the registered voters of the City; and

WHEREAS, the City also proposed to enter into a loan agreement (the “Bunk Room and Systems Improvements Loan Agreement”), pursuant to the provisions of Section 384.24A of the Code of Iowa, and to borrow money thereunder in a principal amount not to exceed \$910,000 for the purpose of paying the costs, to that extent, of (a) undertaking fire station bunk room renovations; (b) undertaking fire station mechanical and electrical systems improvements; and (c) undertaking fire station HVAC replacement, and in lieu of calling an election upon such proposal, has published notice of the proposed action, including notice of the right to petition for an election, and has held a hearing thereon, and as of January 6, 2025, no petition had been filed with the City asking that the question of entering into the Bunk Room and Systems Improvements Loan Agreement be submitted to the registered voters of the City; and

WHEREAS, the City also proposed to enter into a loan agreement (the “Fire Station Improvements Loan Agreement,” and together with the Exterior and Office Renovations Loan Agreement and the Bunk Room and Systems Improvements Loan Agreement, the “General Purpose Loan Agreements”), pursuant to the provisions of Section 384.24A of the Code of Iowa, and to borrow money thereunder in a principal amount not to exceed \$910,000 for the purpose of paying the costs, to that extent, of (a) undertaking fire station facilities improvements; and (b) undertaking improvements to the fire department burn tower training facility, and in lieu of

calling an election upon such proposal, has published notice of the proposed action, including notice of the right to petition for an election, and has held a hearing thereon, and as of January 6, 2025, no petition had been filed with the City asking that the question of entering into the Fire Station Improvements Loan Agreement be submitted to the registered voters of the City; and

WHEREAS, the City also proposes to enter into a loan agreement (the “Ice Arena Loan Agreement”), pursuant to the provisions of Section 384.24A and 384.24.3(q) of the Code of Iowa, and to borrow money thereunder in a principal amount not to exceed \$1,185,000 for the purpose of undertaking the Ice Arena Dehumidification Project, an authorized urban renewal project of the City in the Greater Downtown Urban Renewal Area approved by action of the City Council on December 16, 2024, and in lieu of calling an election upon such proposal, has published notice of the proposed action, including notice of the right to petition for an election, and has held a hearing thereon, and as of January 6, 2025, no petition had been filed with the City asking that the question of entering into the Ice Arena Loan Agreement be submitted to the registered voters of the City; and

WHEREAS, the City also proposed to enter into a loan agreement (the “Parking System Loan Agreement”), pursuant to the provisions of Section 384.24A and 384.24.3(q) of the Code of Iowa, and to borrow money thereunder in a principal amount not to exceed \$4,045,000 for the purpose of undertaking the Smart Parking System Enhancement Project and the Parking Ramp Major Maintenance Project, authorized urban renewal projects of the City in the Greater Downtown Urban Renewal Area approved by action of the City Council on December 16, 2024, and in lieu of calling an election upon such proposal, has published notice of the proposed action, including notice of the right to petition for an election, and has held a hearing thereon, and as of January 6, 2025, no petition had been filed with the City asking that the question of entering into the Parking System Loan Agreement be submitted to the registered voters of the City; and

WHEREAS, the City also proposed to enter into a loan agreement (the “Federal Building Loan Agreement” and together with Ice Arena Loan Agreement and the Parking System Loan Agreement, the “Urban Renewal Loan Agreements”), pursuant to the provisions of Section 384.24A and 384.24.3(q) of the Code of Iowa, and to borrow money thereunder in a principal amount not to exceed \$870,000 for the purpose of undertaking the Federal Building Renovation Project and the Central Avenue Streetscape Improvements Project, authorized urban renewal projects of the City in the Greater Downtown Urban Renewal Area approved by action of the City Council on December 16, 2024, and in lieu of calling an election upon such proposal, has published notice of the proposed action, including notice of the right to petition for an election, and has held a hearing thereon, and as of January 6, 2025, no petition had been filed with the City asking that the question of entering into the Federal Building Loan Agreement be submitted to the registered voters of the City; and

WHEREAS, pursuant to the provisions of Section 384.28 of the Code of Iowa, the City combined its authority under the Urban Renewal Loan Agreements, the Essential Purpose Loan Agreement and the General Purpose Loan Agreements into a single loan agreement (the “Loan Agreement”); and

WHEREAS, the City has determined to split its authority under the Loan Agreement and to enter into a tax-exempt loan agreement (the “Tax Exempt Series 2025A Loan Agreement”) and a taxable loan agreement; and

WHEREAS, the City intends to issue General Obligation Corporate Purpose Bonds, Series 2025A (the “Tax Exempt Series 2025A Bonds”) in evidence of its obligations under the Tax Exempt Series 2025A Loan Agreement; and

WHEREAS, a Preliminary Official Statement (the “P.O.S.”) has been prepared by Dorsey & Whitney LLP (the “Disclosure Counsel”) as bond and disclosure counsel to the City to facilitate the sale of the Tax Exempt Series 2025A Bonds, and the City has made provision for the approval of the P.O.S. and has authorized its use by Independent Public Advisors, LLC, as municipal advisor to the City; and

WHEREAS, it is now necessary to set the date for the sale of the Tax Exempt Series 2025A Bonds and to make provision for the advertisement thereof;

NOW, THEREFORE, Be It Resolved by the City Council of the City of Dubuque, Iowa, as follows:

Section 1. The City Staff are hereby authorized to take such action as shall be deemed necessary and appropriate, with the assistance of Dorsey & Whitney LLP (the “Disclosure Counsel”), as bond and disclosure counsel to the City, and the Municipal Advisor, to prepare the P.O.S. describing the Tax Exempt Series 2025A Bonds and providing for the terms and conditions of their sale, and all action heretofore taken in this regard is hereby ratified and approved.

Section 2. The use by the Municipal Advisor of the P.O.S. relating to the Tax Exempt Series 2025A Bonds in substantially the form as has been presented to and considered by the City Council is hereby approved, and the Municipal Advisor, together with Disclosure Counsel, are hereby authorized to prepare and use a final Official Statement for the Tax Exempt Series 2025A Bonds substantially in the form of the P.O.S. but with such changes therein as are required to conform the same to the terms of the Tax Exempt Series 2025A Bonds and the resolution, when adopted, providing for the sale and issuance of the Tax Exempt Series 2025A Bonds, and the Chief Financial Officer is hereby authorized and directed to execute a final Official Statement for the Tax Exempt Series 2025A Bonds, if requested. The P.O.S. as of its date is deemed final by the City within the meaning of Rule 15(c)(2)-12 of the Securities and Exchange Commission.

Section 3. Sealed bids for the purchase of the Tax Exempt Series 2025A Bonds shall be received and canvassed on behalf of the City until 10:00 a.m. on February 3, 2025, at the Historical Federal Building, 350 West 6th Street, in the City, and the City Council shall meet at the same place, on the same date, at 6:30 p.m., for the purpose of considering such bids received and considering and passing a resolution providing for the award of the Tax Exempt Series 2025A Bonds, and the Municipal Advisor is hereby authorized and directed to disseminate the notice of said sale, in compliance with the Internal Revenue Service regulations governing “Issue Price” determinations, such notice to minimally contain information regarding Establishment of

Issue Price set forth in the “Terms of Offering” attached to the P.O.S. and to be in such form as the Municipal Advisor may deem to be appropriate.

Section 4. Pursuant to Section 75.14 of the Code of Iowa, the City Council hereby authorizes the use of electronic bidding procedures for the sale of the Tax Exempt Series 2025A Bonds through PARITY®, and hereby finds and determines that the PARITY® competitive bidding system will provide reasonable security and maintain the integrity of the competitive bidding process and will facilitate the delivery of bids by interested parties under the circumstances of this bond sale.

Section 5. All resolutions or parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Section 6. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved January 21, 2025.

Mayor

Attest:

City Clerk

ATTESTATION CERTIFICATE

STATE OF IOWA
DUBUQUE COUNTY SS:
CITY OF DUBUQUE

I, the undersigned, City Clerk of the City of Dubuque, do hereby certify that attached hereto is a true and correct copy of all of the proceedings of the City Council relating to the fixing of a date for the sale of General Obligation Corporate Purpose Bonds, Series 2025A and approving a preliminary official statement for the sale of the Bonds, as referred to herein.

WITNESS MY HAND this _____ day of _____, 2025.

City Clerk

January 13, 2025

Via Email

Jenny Larson
Chief Financial Officer/City Hall
Dubuque, Iowa

Re: Taxable General Obligation Corporate Purpose Bonds, Series 2025B
Our File No. 430411-13

Dear Jenny:

We have prepared and attach the necessary proceedings reflecting action to be taken at the January 21, 2025 meeting to set February 3, 2025 as the date for the sale of Taxable General Obligation Corporate Purpose Bonds, Series 2025B (the "Bonds") and to authorize the use of a preliminary official statement (the "P.O.S.") in connection therewith. The proceedings attached include the following items:

1. Minutes of the meeting, followed by the resolution providing for the authorization of the P.O.S., setting the date for the sale of the Bonds, and authorizing distribution of a Notice of Sale.
2. Attestation Certificate with respect to the validity of the transcript.

Prior to the adoption of the resolution, you and the City Council should review the proposed P.O.S., which we are preparing as disclosure counsel, carefully for accuracy and to ensure that there are no important facts being left out of the document that might bear on potential risks to bond holders. In addition, the financial and operating data set forth as Appendix A to the P.O.S. (which Independent Financial Advisors, LLC has worked with you to prepare) should be carefully reviewed for accuracy. As noted earlier, we are not reviewing the Appendix A data for accuracy.

As soon as possible after the City Council meeting, please return one fully executed copy of all of the completed pages in these proceedings. If you have any questions, please contact Erin Regan, Cheryl Ritter or me.

Best regards,

John P. Danos

David D. Grossklaus

Attachments

cc: Adrienne Breitfelder
Crenna Brumwell
Tionna Pooler
Natalie Lawless

MINUTES TO SET DATE FOR SALE OF
BONDS AND AUTHORIZE OFFICIAL
STATEMENT FOR TAXABLE SERIES 2025B
BONDS

430411-13

Dubuque, Iowa

January 21, 2025

The City Council of the City of Dubuque, Iowa, met on January 21, 2025, at _____
o'clock _____m., at the Historic Federal Building, 350 W. 6th St., Dubuque, Iowa.

The meeting was called to order by the Mayor, and the roll being called, the following
named Council Members were present and absent:

Present: _____

Absent: _____.

After due consideration and discussion, Council Member _____
introduced the following resolution and moved its adoption, seconded by Council Member
_____. The Mayor put the question upon the adoption of said resolution,
and the roll being called, the following Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the resolution duly adopted, as hereinafter set out.

• • • •

At the conclusion of the meeting and, upon motion and vote, the City Council adjourned.

Mayor

Attest:

City Clerk

RESOLUTION NO. _____

Resolution setting the date for the sale of Taxable General Obligation Corporate Purpose Bonds, Series 2025B and authorizing the use of a preliminary official statement in connection therewith

WHEREAS, the City of Dubuque (the “City”), in Dubuque County, State of Iowa, heretofore proposed to enter into a loan agreement (the “Essential Purpose Loan Agreement”) pursuant to the provisions of Section 384.24A of the Code of Iowa and to borrow money thereunder in a principal amount not to exceed \$6,190,000 for the purpose of paying the costs, to that extent, of (a) acquiring ambulances, fire protection vehicles, a fire protection boat, EMS equipment and fire safety radios and equipment; (b) acquiring solid waste collection vehicles and equipment; (c) undertaking improvements to the municipal airport; and (d) undertaking demolition/deconstruction of a dangerous and dilapidated property, and pursuant to law and a notice duly published, the City Council has held a public hearing on such proposal on January 6, 2025; and

WHEREAS, the City also proposed to enter into a loan agreement (the “Exterior and Office Renovations Loan Agreement”), pursuant to the provisions of Section 384.24A of the Code of Iowa, and to borrow money thereunder in a principal amount not to exceed \$890,000 for the purpose of paying the costs, to that extent, of (a) acquiring and installing fire station generators; (b) undertaking fire station roof replacement and repairs; (c) undertaking fire station tuck pointing and related exterior repairs; and (d) undertaking fire department administrative office renovations, and in lieu of calling an election upon such proposal, has published notice of the proposed action, including notice of the right to petition for an election, and has held a hearing thereon, and as of January 6, 2025, no petition had been filed with the City asking that the question of entering into the Exterior and Office Renovations Loan Agreement be submitted to the registered voters of the City; and

WHEREAS, the City also proposed to enter into a loan agreement (the “Bunk Room and Systems Improvements Loan Agreement”), pursuant to the provisions of Section 384.24A of the Code of Iowa, and to borrow money thereunder in a principal amount not to exceed \$910,000 for the purpose of paying the costs, to that extent, of (a) undertaking fire station bunk room renovations; (b) undertaking fire station mechanical and electrical systems improvements; and (c) undertaking fire station HVAC replacement, and in lieu of calling an election upon such proposal, has published notice of the proposed action, including notice of the right to petition for an election, and has held a hearing thereon, and as of January 6, 2025, no petition had been filed with the City asking that the question of entering into the Bunk Room and Systems Improvements Loan Agreement be submitted to the registered voters of the City; and

WHEREAS, the City also proposed to enter into a loan agreement (the “Fire Station Improvements Loan Agreement,” and together with the Exterior and Office Renovations Loan Agreement and the Bunk Room and Systems Improvements Loan Agreement, the “General Purpose Loan Agreements”), pursuant to the provisions of Section 384.24A of the Code of Iowa, and to borrow money thereunder in a principal amount not to exceed \$910,000 for the purpose of paying the costs, to that extent, of (a) undertaking fire station facilities improvements; and (b) undertaking improvements to the fire department burn tower training facility, and in lieu of

calling an election upon such proposal, has published notice of the proposed action, including notice of the right to petition for an election, and has held a hearing thereon, and as of January 6, 2025, no petition had been filed with the City asking that the question of entering into the Fire Station Improvements Loan Agreement be submitted to the registered voters of the City; and

WHEREAS, the City also proposes to enter into a loan agreement (the “Ice Arena Loan Agreement”), pursuant to the provisions of Section 384.24A and 384.24.3(q) of the Code of Iowa, and to borrow money thereunder in a principal amount not to exceed \$1,185,000 for the purpose of undertaking the Ice Arena Dehumidification Project, an authorized urban renewal project of the City in the Greater Downtown Urban Renewal Area approved by action of the City Council on December 16, 2024, and in lieu of calling an election upon such proposal, has published notice of the proposed action, including notice of the right to petition for an election, and has held a hearing thereon, and as of January 6, 2025, no petition had been filed with the City asking that the question of entering into the Ice Arena Loan Agreement be submitted to the registered voters of the City; and

WHEREAS, the City also proposed to enter into a loan agreement (the “Parking System Loan Agreement”), pursuant to the provisions of Section 384.24A and 384.24.3(q) of the Code of Iowa, and to borrow money thereunder in a principal amount not to exceed \$4,045,000 for the purpose of undertaking the Smart Parking System Enhancement Project and the Parking Ramp Major Maintenance Project, authorized urban renewal projects of the City in the Greater Downtown Urban Renewal Area approved by action of the City Council on December 16, 2024, and in lieu of calling an election upon such proposal, has published notice of the proposed action, including notice of the right to petition for an election, and has held a hearing thereon, and as of January 6, 2025, no petition had been filed with the City asking that the question of entering into the Parking System Loan Agreement be submitted to the registered voters of the City; and

WHEREAS, the City also proposed to enter into a loan agreement (the “Federal Building Loan Agreement” and together with Ice Arena Loan Agreement and the Parking System Loan Agreement, the “Urban Renewal Loan Agreements”), pursuant to the provisions of Section 384.24A and 384.24.3(q) of the Code of Iowa, and to borrow money thereunder in a principal amount not to exceed \$870,000 for the purpose of undertaking the Federal Building Renovation Project and the Central Avenue Streetscape Improvements Project, authorized urban renewal projects of the City in the Greater Downtown Urban Renewal Area approved by action of the City Council on December 16, 2024, and in lieu of calling an election upon such proposal, has published notice of the proposed action, including notice of the right to petition for an election, and has held a hearing thereon, and as of January 6, 2025, no petition had been filed with the City asking that the question of entering into the Federal Building Loan Agreement be submitted to the registered voters of the City; and

WHEREAS, pursuant to the provisions of Section 384.28 of the Code of Iowa, the City combined its authority under the Urban Renewal Loan Agreements, the Essential Purpose Loan Agreement and the General Purpose Loan Agreements into a single loan agreement (the “Loan Agreement”); and

WHEREAS, the City has determined to split its authority under the Loan Agreement and to enter into a tax-exempt loan agreement and a taxable loan agreement, (the “Taxable Series 2025B Loan Agreement”); and

WHEREAS, the City intends to issue Taxable General Obligation Corporate Purpose Bonds, Series 2025B (the “Taxable Series 2025B Bonds”) in evidence of its obligations under the Taxable Series 2025B Loan Agreement; and

WHEREAS, a Preliminary Official Statement (the “P.O.S.”) has been prepared to facilitate the sale of the Taxable Series 2025B Bonds to be issued in evidence of the obligation of the City under the Taxable Series 2025B Loan Agreement, and it is now necessary to make provision for the approval of the P.O.S. and to authorize its use by Independent Public Advisors, LLC, as municipal financial advisor (the “Municipal Advisor”) to the City; and

WHEREAS, it is now necessary to set the date for the sale of the Taxable Series 2025B Bonds and to make provision for the advertisement thereof;

NOW, THEREFORE, Be It Resolved by the City Council of the City of Dubuque, Iowa, as follows:

Section 1. The City Staff are hereby authorized to take such action as shall be deemed necessary and appropriate, with the assistance of Dorsey & Whitney LLP (the “Disclosure Counsel”), as bond and disclosure counsel to the City, and the Municipal Advisor, to prepare the P.O.S. describing the Taxable Series 2025B Bonds and providing for the terms and conditions of their sale, and all action heretofore taken in this regard is hereby ratified and approved.

Section 2. The use by the Municipal Advisor of the P.O.S. relating to the Taxable Series 2025B Bonds in substantially the form as has been presented to and considered by the City Council is hereby approved, and the Municipal Advisor, together with Disclosure Counsel, are hereby authorized to prepare and use a final Official Statement for the Taxable Series 2025B Bonds substantially in the form of the P.O.S. but with such changes therein as are required to conform the same to the terms of the Taxable Series 2025B Bonds and the resolution, when adopted, providing for the sale and issuance of the Taxable Series 2025B Bonds, and the Chief Financial Officer is hereby authorized and directed to execute a final Official Statement for the Taxable Series 2025B Bonds, if requested. The P.O.S. as of its date is deemed final by the City within the meaning of Rule 15(c)(2)-12 of the Securities and Exchange Commission.

Section 3. Sealed bids for the purchase of the Taxable Series 2025B Bonds shall be received and canvassed on behalf of the City until 10:00 a.m. on February 3, 2025, at the Historical Federal Building, 350 West 6th Street, in the City, and the City Council shall meet at the same place, on the same date, at 6:30 p.m., for the purpose of considering such bids received and considering and passing a resolution providing for the award of the Taxable Series 2025B Bonds, and the Municipal Advisor is hereby authorized and directed to disseminate the notice of said sale, in compliance with the Internal Revenue Service regulations governing “Issue Price” determinations, such notice to minimally contain information regarding Establishment of Issue

Price set forth in the “Terms of Offering” attached to the P.O.S. and to be in such form as the Municipal Advisor may deem to be appropriate.

Section 4. Pursuant to Section 75.14 of the Code of Iowa, the City Council hereby authorizes the use of electronic bidding procedures for the sale of the Taxable Series 2025B Bonds through PARITY®, and hereby finds and determines that the PARITY® competitive bidding system will provide reasonable security and maintain the integrity of the competitive bidding process and will facilitate the delivery of bids by interested parties under the circumstances of this bond sale.

Section 5. All resolutions or parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Section 6. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved January 21, 2025.

Mayor

Attest:

City Clerk

ATTESTATION CERTIFICATE

STATE OF IOWA
DUBUQUE COUNTY SS:
CITY OF DUBUQUE

I, the undersigned, City Clerk of the City of Dubuque, do hereby certify that attached hereto is a true and correct copy of all of the proceedings of the City Council relating to the fixing of a date for the sale of Taxable General Obligation Corporate Purpose Bonds, Series 2025B and approving a preliminary official statement for the sale of the Bonds, as referred to herein.

WITNESS MY HAND this _____ day of _____, 2025.

City Clerk

January 13, 2025

Via Email

Jenny Larson
Chief Financial Officer/City Hall
Dubuque, Iowa

Re: Taxable General Obligation Urban Renewal Bonds, Series 2025C
Our File No. 430411-13

Dear Jenny:

We have prepared and attach the necessary proceedings reflecting action to be taken at the January 21, 2025 City Council meeting to set February 3, 2025 as the date for the sale of Taxable General Obligation Urban Renewal Bonds, Series 2025C (the “Bonds”) and to authorize the use of a preliminary official statement (the “P.O.S.”) in connection therewith.

The proceedings attached include the following items:

1. Minutes of the meeting, followed by the resolution authorizing the P.O.S., approving its use by Independent Public Advisors, LLC, and setting the date for the sale of the Bonds.
2. Attestation Certificate with respect to the validity of the transcript.
3. Publication Certificate with respect to publication of the Notice of Sale, to which must be attached the publisher’s affidavit of publication with a clipping of the notice as published.
4. The notice of sale must be published at least once, not less than four (4) and not more than twenty (20) days before the February 3rd sale date in a legal newspaper which is located in Dubuque County. **The last date on which this Notice can be effectively published is Thursday, January 30, 2025.**
5. As soon as the Notice appears in the newspaper, please have a copy emailed to Susan Lemke at lemke.susan@dorsey.com.

Prior to the adoption of the resolution, you and the City Council should review the proposed P.O.S., which we have prepared as Disclosure Counsel, carefully for accuracy and to ensure that there are no important facts being left out of the document that might bear on potential risks to bond holders. In addition, the financial and operating data set forth as Appendix A to the P.O.S. (which Independent Public Advisors, LLC, has worked with you to prepare) should be carefully reviewed for accuracy. Please note that we are not reviewing the Appendix A data for accuracy or sufficiency.

As soon as possible after the City Council meeting, please return one fully executed copy of all of the completed pages in these proceedings. If you have any questions, please contact Erin Regan, Cheryl Ritter or me.

Best regards,

John P. Danos

David D. Grossklaus

Attachments

cc: Adrienne Breitfelder
Crenna Brumwell
Tionna Pooler
Natalie Lawless

MINUTES TO SET DATE FOR SALE OF
BONDS AND AUTHORIZE OFFICIAL
STATEMENT FOR TAXABLE SERIES
2025C BONDS

430411-13

Dubuque, Iowa

January 21, 2025

The City Council of the City of Dubuque, Iowa, met on January 21, 2025, at _____
o'clock _____.m., at the Historic Federal Building, 350 W. 6th St., Dubuque, Iowa.

The Mayor presided and the roll was called showing the following members of the City
Council present and absent:

Present: _____

Absent: _____.

After due consideration and discussion, Council Member _____ introduced
the following resolution and moved its adoption, seconded by Council Member
_____. The Mayor put the question upon the adoption of said resolution, and the
roll being called, the following Council Members voted:

Ayes: _____

Nays: _____.

Whereupon, the Mayor declared the resolution duly adopted, as hereinafter set out.

• • • •

At the conclusion of the meeting and, upon motion and vote, the City Council adjourned.

Mayor

Attest:

City Clerk

RESOLUTION NO. _____

Resolution setting the date for the sale of Taxable General Obligation Urban Renewal Bonds, Series 2025C and authorizing the use of a Preliminary Official Statement in connection therewith

WHEREAS, the City of Dubuque (the “City”), in Dubuque County, State of Iowa, heretofore proposed to enter into a loan agreement (the “Amphitheater Loan Agreement”), pursuant to the provisions of Section 384.24A and 384.24.3(q) of the Code of Iowa, and to borrow money thereunder in a principal amount not to exceed \$9,250,000 for the purpose of undertaking the Iowa Amphitheater on Schmitt Island Project, an authorized urban renewal project of the City in the Greater Downtown Urban Renewal Area approved by action of the City Council on December 16, 2024, and in lieu of calling an election upon such proposal, has published notice of the proposed action, including notice of the right to petition for an election, and has held a hearing thereon, and as of January 6, 2025, no petition had been filed with the City asking that the question of entering into the Amphitheater Loan Agreement be submitted to the registered voters of the City; and

WHEREAS, the City Council previously determined to enter into the Amphitheater Loan Agreement in the future and ordered that Taxable General Obligation Urban Renewal Bonds, Series 2025C (the “Taxable Series 2025C Bonds”) be issued at such time, in evidence of the City’s obligations thereunder; and

WHEREAS, a Preliminary Official Statement (the “P.O.S.”) has been prepared to facilitate the sale of the Taxable Series 2025C Bonds to be issued in evidence of the obligation of the City under the Amphitheater Loan Agreement, and it is now necessary to make provision for the approval of the P.O.S. and to authorize its use by Independent Public Advisors, LLC, as municipal financial advisor (the “Municipal Advisor”) to the City; and

WHEREAS, it is now necessary to fix a date of meeting of the City Council to consider bids and take action for the sale and issuance of the Taxable Series 2025C Bonds and to give proper notice of such sale, as required by Chapter 75 of the Code of Iowa;

NOW, THEREFORE, Be It Resolved by the City Council of the City of Dubuque, Iowa, as follows:

Section 1. The City Staff are hereby authorized to take such action as shall be deemed necessary and appropriate with the assistance of Dorsey & Whitney LLP, as the City’s disclosure counsel (the “Disclosure Counsel”) and the Municipal Advisor, to prepare the P.O.S. describing the Taxable Series 2025C Bonds and providing for the terms and conditions of their sale, and all action heretofore taken in this regard is hereby ratified and approved.

Section 2. The use by the Municipal Advisor of the P.O.S. in substantially the form as has been presented to and considered by the City Council is hereby approved, and the Municipal Advisor and Disclosure Counsel are hereby authorized to prepare and use a final Official Statement for the Taxable Series 2025C Bonds substantially in the form of the P.O.S. but with such changes therein as are required to conform the same to the terms of the Taxable Series 2025C Bonds and the resolution, when adopted, providing for the sale and issuance of the Taxable Series 2025C

Bonds, and the Chief Financial Officer is hereby authorized and directed to execute a final Official Statement for the Taxable Series 2025C Bonds, if requested. The P.O.S. as of its date is deemed final by the City within the meaning of Rule 15(c)(2)-12 of the Securities and Exchange Commission.

Section 3. Sealed bids for the purchase of the Taxable Series 2025C Bonds shall be received and canvassed on behalf of the City until 10:00 a.m. on February 3, 2025, at the City Hall in the City, and the City Council shall meet on the same date at 6:30 p.m., for the purpose of considering such bids received and considering and passing a resolution providing for the award of the Taxable Series 2025C Bonds, and the Municipal Advisor is hereby authorized and directed to disseminate the notice of said sale, in compliance with the Internal Revenue Service regulations governing "Issue Price" determinations. The City Clerk is hereby authorized and directed to disseminate the notice of said sale, such notice to be in substantially the following form, and also to be published at least once, not less than four (4) and not more than twenty (20) days before the February 3, 2025 sale date, in a newspaper of general circulation in Dubuque County:

**NOTICE OF SALE
CITY OF DUBUQUE, IOWA
\$8,945,000 TAXABLE GENERAL OBLIGATION URBAN RENEWAL
BONDS, SERIES 2025C**

Bids will be received on behalf of the City of Dubuque, Iowa, until 10:00 a.m. on February 3, 2025, for the purchase of \$8,945,000* Taxable General Obligation Urban Renewal Bonds, Series 2025C (the “Bonds”) of the City.

Any of the methods set forth below may be used, but no open bids will be accepted:

Sealed Bidding: Sealed bids will be received by Chief Financial Officer, City of Dubuque, at 50 W 13th Street, Dubuque, Iowa 52001 until 10:00 a.m. C.S.T.

Electronic Internet Bidding: Electronic internet bids will be received at the office of the City’s Municipal Advisor, Independent Public Advisors, LLC, 5550 Wild Rose Lane, Suite 400, West Des Moines, IA 50266 until 10:00 a.m. C.S.T. and must be submitted through PARITY®.

Electronic Facsimile/Email Bidding: Electronic facsimile bids will be received at City Hall, Dubuque (facsimile number: (563) 589-0890 or the office of the City’s Financial Officer (563) 589-4100. Email bids to the City’s Municipal Advisor (tionna@ipamuni.com) will also be accepted. Electronic facsimile and email bids will be sealed and treated as sealed bids.

Facsimile and email transmissions received after the deadline will be rejected. Bidders electing to submit bids via facsimile transmission bear full responsibility for the transmission of such bid. Neither the City nor its agents shall be responsible for malfunction or mistake made by any person, or as a result of the use of the facsimile facilities or any other means used to deliver or complete a bid. The use of such facilities or means is at the sole risk of the prospective bidder who shall be bound by the terms of the bid as received. Neither the City nor its agents will assume liability for the inability of the bidder to reach the above named facsimile numbers prior to the time of sale specified above. Time of receipt shall be the time recorded by the facsimile operator receiving the bids.

After the deadline for receipt of bids has passed, sealed bids that have been timely received will be opened and announced, and electronic internet bids will be accessed and announced. All bids will be presented to the City Council for consideration at its meeting to be held at 6:30 p.m., on February 3, 2025, at the Historical Federal Building, 350 West 6th Street, Dubuque, Iowa.

*The City reserves the right to increase or decrease the aggregate principal amount of the issue. Any change will be in increments of \$5,000 and may be made in any of the maturities. The purchase price will be adjusted proportionately to reflect any change in issue size.

The Bonds will be issued as fully registered bonds in denominations of \$5,000 or any integral multiple thereof, will be dated March 4, 2025, will bear interest payable semiannually on each June 1 and December 1 to maturity, commencing December 1, 2025, and will mature on each June 1 in the following years and amounts:

<u>Date</u>	<u>Principal</u>	<u>Interest Rate</u>	<u>Date</u>	<u>Principal</u>	<u>Interest Rate</u>
2029	\$375,000	_____ %	2037	\$550,000	_____ %
2030	\$390,000	_____ %	2038	\$580,000	_____ %
2031	\$410,000	_____ %	2039	\$615,000	_____ %
2032	\$430,000	_____ %	2041	\$650,000	_____ %
2033	\$450,000	_____ %	2041	\$685,000	_____ %
2034	\$475,000	_____ %	2042	\$725,000	_____ %
2035	\$500,000	_____ %	2043	\$770,000	_____ %
2036	\$525,000	_____ %	2044	\$815,000	_____ %

Principal of the Bonds maturing on June 1 in each of the years 2034 to 2044, inclusive, is subject to optional redemption prior to and in any order of maturity on June 1, 2033, or on any date thereafter upon terms of par and accrued interest.

All bids must be for not less than a par amount of \$8,855,550, plus accrued interest. The legal opinion of Dorsey & Whitney LLP, Attorneys, Des Moines, Iowa, will be furnished by the City.

A good faith deposit of ONE PERCENT OF PAR (\$89,450) is required of the successful bidder and may be forfeited to the City in the event the successful bidder fails or refuses to take and pay for the Bonds.

The City reserves the right to reject any or all bids and to waive irregularities in any bid.

The Bonds are being issued pursuant to the provisions of Chapter 384 of the Code of Iowa and will constitute general obligations of the City, payable from taxes levied upon all the taxable property in the City without limitation as to rate or amount.

Bidders should be aware that the official terms of offering to be published in the Official Statement for the Bonds contain additional bidding terms and information relative to the Bonds, including, without limitation, requirements regarding the establishment of issue price for the Bonds. Bidders should prepare their bids on the assumption that the Bonds will be subject to the “hold-the-offering-price” rule, if the requirements for a competitive sale have not been met. Any bid submitted pursuant to this Notice of Sale will be considered a firm offer for the purchase of the Bonds, and bids submitted will not be subject to cancellation or withdrawal. In the event of a variance between statements in this Notice of Sale (except with respect to the time and place of the sale of the Bonds and the principal amount offered for sale) and said official terms of offering, the provisions of the latter shall control.

By order of the City Council of the City of Dubuque, Iowa.

Adrienne Breitsfelder
City Clerk

Section 5. Pursuant to Section 75.14 of the Code of Iowa, the City Council hereby authorizes the use of electronic bidding procedures for the sale of the Taxable Series 2025C Bonds through PARITY®, and hereby finds and determines that the PARITY® competitive bidding system will provide reasonable security and maintain the integrity of the competitive bidding process and will facilitate the delivery of bids by interested parties under the circumstances of this bond sale.

Section 6. All resolutions or parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Section 7. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved January 21, 2025.

Mayor

Attest:

City Clerk

ATTESTATION CERTIFICATE

STATE OF IOWA
DUBUQUE COUNTY SS:
CITY OF DUBUQUE

I, the undersigned, City Clerk of the City of Dubuque, do hereby certify that attached hereto is a true and correct copy of all of the proceedings of the City Council relating to fixing a date for the sale of Taxable General Obligation Urban Renewal Bonds, Series 2025C and approving a preliminary official statement for the sale of the Bonds, as referred to herein.

WITNESS MY HAND this _____ day of _____, 2025.

City Clerk

PUBLICATION CERTIFICATE

(PLEASE NOTE: Do not date and return this certificate until you have received the publisher's affidavit and have verified that the notice was published on the date indicated in the affidavit but please return all other completed pages to us as soon as they are available.)

STATE OF IOWA

COUNTY OF DUBUQUE

SS:

CITY OF DUBUQUE

I, the undersigned, City Clerk of the City of Dubuque, Iowa, do hereby certify that pursuant to the resolution of the City Council fixing a date for the sale of General Obligation Urban Renewal Bonds, Series 2024A, the notice, of which the printed slip attached to the publisher's affidavit hereto attached is a true and complete copy, was published on the date and in the newspaper specified in such affidavit, which newspaper is located in Dubuque County.

WITNESS MY HAND this ____ day of _____, 2024.

City Clerk

(Attach here publisher's original affidavit with clipping of the notice of sale as published.)

This Preliminary Official Statement and the information contained herein are subject to completion or amendment. Under no circumstances shall this Preliminary Official Statement constitute an offer to sell or the solicitation of an offer to buy nor shall there be any sale of the securities in any jurisdiction in which such offer, solicitation or sale would be unlawful prior to registration or qualification under the securities laws of any such jurisdiction.

PRELIMINARY OFFICIAL STATEMENT DATED [JANUARY __, 2025]

NEW ISSUE - DTC BOOK ENTRY ONLY

RATING: Moody's: "[____]"
(See "Rating" herein.)

In the opinion of Dorsey & Whitney LLP, Bond Counsel, according to present laws, rulings and decisions and assuming the accuracy of certain representations and compliance with certain covenants, the interest on the Series 2025A Bonds (i) is excluded from gross income for federal income tax purposes under Section 103 of the Internal Revenue Code of 1986 (the "Code") and (ii) is not an item of tax preference for purposes of the federal alternative minimum tax imposed on noncorporate taxpayers by Section 55 of the Code. Interest on the Series 2025A Bonds may, however, be taken into account in determining adjusted financial statement income for purposes of the federal alternative minimum tax imposed on applicable corporations (as defined in Section 59(k) of the Code). Interest on the Series 2025A Bonds is not excluded from the gross income of the owners thereof for State of Iowa income tax purposes. Interest on the Series 2025B Bonds is not excluded from the gross income of the owners thereof for federal or State of Iowa income tax purposes. Interest on the Series 2025C Bonds is not excluded from the gross income of the owners thereof for federal income tax purposes. Interest on the Series 2025C Bonds is exempt from the taxes imposed by Subchapter II (Personal Net Income Tax) and Subchapter III (Business Tax on Corporations) of Chapter 422 of the Code of Iowa, 2023, as amended (the "Iowa Code"). Interest on the Series 2025C Bonds is subject to the taxes imposed by Subchapter V (Taxation of Financial Institutions) of Chapter 422 of the Iowa Code See "TAX EXEMPTION AND RELATED TAX MATTERS" herein.

\$6,325,000*	City of Dubuque, Iowa	\$8,945,000*
General Obligation Corporate Purpose Bonds, Series 2025A	Taxable General Obligation Corporate Purpose Bonds, Series 2025B	Taxable General Obligation Urban Renewal Bonds, Series 2025C

Dated: Date of Delivery **Due:** As shown on inside cover

The \$6,325,000* General Obligation Corporate Purpose Bonds, Series 2025A (the "Series 2025A Bonds"), the \$8,370,000 Taxable General Obligation Corporate Purpose Bonds, Series 2025B (the "Series 2025B Bonds") and the \$8,945,000* Taxable General Obligation Urban Renewal Bonds, Series 2025C (the "Series 2025C Bonds" and, together with the Series 2025A Bonds and the Series 2025B Bonds, collectively, the "Bonds"), are being issued in fully registered form in denominations of \$5,000 or any integral multiple thereof pursuant to the provisions of Chapters 384 and 76 and, with respect to the Series 2025C Bonds, Chapter 403, of the Code of Iowa, 2023, as amended, and one or more resolutions authorizing issuance of the Bonds (the "Resolutions") expected to be adopted by the City of Dubuque, Iowa (the "Issuer" or the "City") on February 17, 2025*. The Depository Trust Company, New York, New York ("DTC") will act as the securities depository for the Bonds and its nominee, Cede & Co., will be the registered owner of the Bonds. Individual purchases of the Bonds will be recorded on a book-entry only system operated by DTC. Purchasers of the Bonds will not receive certificates representing their interest in the Bonds purchased. So long as DTC or its nominee, Cede & Co., is the Bondholder, the principal of, premium, if any, and interest on the Bonds will be paid by UMB Bank, n.a., West Des Moines, Iowa, as Registrar and Paying Agent (the "Registrar"), or its successor, to DTC, or its nominee, Cede & Co. Disbursement of such payments to the Beneficial Owners is the responsibility of the DTC Participants as more fully described herein. Neither the Issuer nor the Registrar will have any responsibility or obligation to such DTC Participants, indirect participants or the persons for whom they act as nominee with respect to the Bonds. See "APPENDIX E – BOOK-ENTRY SYSTEM" herein.

The Bonds will bear interest from their dated date, payable semiannually on each June 1 and December 1, commencing December 1, 2025. All of the Bonds then outstanding are subject to optional redemption at the option of the Issuer, as a whole or in part, from any source of available funds, on June 1, 2033, or on any date thereafter at a redemption price equal to the principal amount of the Bonds, together with accrued interest to the date fixed for redemption, without premium. See "THE BONDS – Redemption" herein.

The Bonds and the interest thereon are general obligations of the Issuer, and all taxable property within the corporate boundaries of the Issuer is subject to the levy of taxes to pay the principal of and interest on the Bonds without constitutional or statutory limitation as to rate or amount. See "SECURITY AND SOURCE OF PAYMENT" herein.

Proceeds of the Series 2025A Bonds will be used for the purpose of paying the cost, to that extent of (a) acquiring ambulances, fire protection vehicles, a fire protection boat, EMS equipment and fire safety radios and equipment; (b) acquiring solid waste collection vehicles and equipment; (c) undertaking improvements to the municipal airport; (d) acquiring and installing fire station generators; (e) undertaking fire station roof replacement and repairs; (f) undertaking fire station tuck pointing and related exterior repairs; (g) undertaking fire department administrative office renovations; (h) undertaking fire station bunk room renovations; (i) undertaking fire station mechanical and electrical systems improvements; and (j) undertaking fire station HVAC replacement; (k) undertaking fire station facilities improvements; (l) undertaking improvements to the fire department burn tower training facility; (m) undertaking the Central Avenue Streetscape Improvements Project, an authorized urban renewal project of the Issuer in the Greater Downtown Urban Renewal Area approved by action of the City Council on December 16, 2024; and (n) and paying certain costs of issuance related to the Series 2025A Bonds. Proceeds of the Series 2025B Bonds will be used for the purpose of paying the cost, to that extent of (a) acquiring fire protection vehicles; (b) undertaking demolition/deconstruction of a dangerous and dilapidated property; (c) undertaking the Ice Arena Dehumidification Project, an authorized urban renewal project of the Issuer in the Greater Downtown Urban Renewal Area approved by action of the City Council on December 16, 2024; (d) undertaking the Smart Parking System Enhancement Project and the Parking Ramp Major Maintenance Project, authorized urban renewal projects of the Issuer in the Greater Downtown Urban Renewal Area approved by action of the City Council on December 16, 2024; (e) undertaking the Federal Building Renovation Project, an authorized urban renewal project of the Issuer in the Greater Downtown Urban Renewal Area approved by action of the City Council on December 16, 2024; and (f) and paying certain costs of issuance related to the Series 2025B Bonds. Proceeds of the Series 2025C Bonds will be used for the purpose of paying the cost, to that extent of (a) undertaking the Iowa Amphitheater on Schmitt Island Project, an authorized urban renewal project of the Issuer in the Greater Downtown Urban Renewal Area approved by action of the City Council on December 16, 2024; and (b) paying certain costs of issuance related to the Series 2025C Bonds. See "PLAN OF FINANCING" herein.

The Bonds are being offered when, as and if issued by the Issuer and accepted by the Underwriter, subject to receipt of opinions as to legality, validity and, with respect to the Series 2025A Bonds and the Series 2025C Bonds, tax exemption by Dorsey & Whitney LLP, Des Moines, Iowa, Bond Counsel. Dorsey & Whitney LLP is also serving as Disclosure Counsel to the Issuer in connection with the issuance of the Bonds. It is expected that the Bonds in the definitive form will be available for delivery through the facilities of DTC on or about March 4, 2025.*

The Date of this Official Statement is February __, 2025

* Preliminary, subject to change.

MATURITY SCHEDULES

\$6,325,000*

City of Dubuque, Iowa

General Obligation Corporate Purpose Bonds, Series 2025A

<u>Due</u>	<u>Amount</u> *	<u>Rate</u> *	<u>Yield</u> *	<u>Cusip Num.</u> **	<u>Due</u>	<u>Amount</u> *	<u>Rate</u> *	<u>Yield</u> *	<u>Cusip Num.</u> **
June 1, 2026	\$190,000				June 1, 2036	\$335,000			
June 1, 2027	\$255,000				June 1, 2037	\$355,000			
June 1, 2028	\$265,000				June 1, 2038	\$365,000			
June 1, 2029	\$270,000				June 1, 2039	\$375,000			
June 1, 2030	\$280,000				June 1, 2040	\$390,000			
June 1, 2031	\$290,000				June 1, 2041	\$405,000			
June 1, 2032	\$295,000				June 1, 2042	\$425,000			
June 1, 2033	\$305,000				June 1, 2043	\$435,000			
June 1, 2034	\$310,000				June 1, 2044	\$455,000			
June 1, 2035	\$325,000								

\$8,370,000*

City of Dubuque, Iowa

Taxable General Obligation Corporate Purpose Bonds, Series 2025B

<u>Due</u>	<u>Amount</u> *	<u>Rate</u> *	<u>Yield</u> *	<u>Cusip Num.</u> **	<u>Due</u>	<u>Amount</u> *	<u>Rate</u> *	<u>Yield</u> *	<u>Cusip Num.</u> **
June 1, 2026	\$175,000				June 1, 2036	\$445,000			
June 1, 2027	\$290,000				June 1, 2037	\$470,000			
June 1, 2028	\$305,000				June 1, 2038	\$495,000			
June 1, 2029	\$320,000				June 1, 2039	\$520,000			
June 1, 2030	\$330,000				June 1, 2040	\$550,000			
June 1, 2031	\$345,000				June 1, 2041	\$585,000			
June 1, 2032	\$365,000				June 1, 2042	\$620,000			
June 1, 2033	\$385,000				June 1, 2043	\$650,000			
June 1, 2034	\$405,000				June 1, 2044	\$695,000			
June 1, 2035	\$420,000								

* Preliminary, subject to change.

** CUSIP numbers shown above have been assigned by a separate organization not affiliated with the Issuer. The Issuer has not selected nor is responsible for selecting the CUSIP numbers assigned to the Bonds nor do they make any representation as to the correctness of such CUSIP numbers on the Bonds or as indicated above.

\$8,945,000*
City of Dubuque, Iowa
Taxable General Obligation Urban Renewal Bonds, Series 2025C

<u>Due</u>	<u>Amount *</u>	<u>Rate *</u>	<u>Yield *</u>	<u>Cusip Num.**</u>	<u>Due</u>	<u>Amount *</u>	<u>Rate *</u>	<u>Yield</u>	<u>Cusip Num.**</u>
June 1, 2029	\$375,000				June 1, 2037	\$550,000			
June 1, 2030	\$390,000				June 1, 2038	\$580,000			
June 1, 2031	\$410,000				June 1, 2039	\$615,000			
June 1, 2032	\$430,000				June 1, 2040	\$650,000			
June 1, 2033	\$450,000				June 1, 2041	\$685,000			
June 1, 2034	\$475,000				June 1, 2042	\$725,000			
June 1, 2035	\$500,000				June 1, 2043	\$770,000			
June 1, 2036	\$525,000				June 1, 2044	\$815,000			

* Preliminary, subject to change

** CUSIP numbers shown above have been assigned by a separate organization not affiliated with the Issuer. The Issuer has not selected nor is responsible for selecting the CUSIP numbers assigned to the Bonds nor do they make any representation as to the correctness of such CUSIP numbers on the Bonds or as indicated above.

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No dealer, broker, salesperson or any other person has been authorized to give any information or to make any representations other than those contained in this Official Statement and, if given or made, such information or representations must not be relied upon as having been authorized by the Issuer or the Underwriter. This Official Statement does not constitute an offer to sell or a solicitation of any offer to buy any of the securities offered hereby in any state to any persons to whom it is unlawful to make such offer in such state. Except where otherwise indicated, this Official Statement speaks as of the date hereof. Neither the delivery of this Official Statement nor any sale hereunder shall under any circumstances create any implication that there has been no change in the affairs of the Issuer since the date hereof.

The information set forth herein has been obtained from the Issuer and from other sources that are believed to be reliable, but it is not guaranteed as to accuracy or completeness, and is not to be construed as a representation, by the Underwriter. The Underwriter has provided the following sentence for inclusion in this Official Statement. The Underwriter has reviewed the information in this Official Statement in accordance with, and as part of, its responsibilities to investors under the federal securities laws as applied to the facts and circumstances of this transaction, but the Underwriter does not guarantee the accuracy or completeness of such information.

No representation is made regarding whether the Bonds constitute legal investments under the laws of any state for banks, savings banks, savings and loan associations, life insurance companies, and other institutions organized in such state, or fiduciaries subject to the laws of such state.

This Official Statement is not to be construed as a contract with the purchasers of the Bonds. Statements contained in this Official Statement which involve estimates, forecasts or matters of opinion, whether or not expressly so described herein, are intended solely as such and are not to be construed as a representation of facts.

THE BONDS HAVE NOT BEEN REGISTERED WITH THE SECURITIES AND EXCHANGE COMMISSION BY REASON OF THE PROVISIONS OF SECTION 3(a)(2) OF THE SECURITIES ACT OF 1933, AS AMENDED. THE REGISTRATION OR QUALIFICATIONS OF THE BONDS IN ACCORDANCE WITH APPLICABLE PROVISIONS OF SECURITIES LAWS OF THE STATES IN WHICH THE BONDS HAVE BEEN REGISTERED OR QUALIFIED AND THE EXEMPTION FROM REGISTRATION OR QUALIFICATION IN OTHER STATES SHALL NOT BE REGARDED AS A RECOMMENDATION THEREOF. NEITHER THESE STATES NOR ANY OF THEIR AGENCIES HAVE PASSED UPON THE MERITS OF THE BONDS OR THE ACCURACY OR COMPLETENESS OF THIS OFFICIAL STATEMENT. ANY REPRESENTATION TO THE CONTRARY MAY BE A CRIMINAL OFFENSE.

THIS OFFICIAL STATEMENT, INCLUDING THE APPENDICES ATTACHED HERETO, CONTAINS STATEMENTS WHICH SHOULD BE CONSIDERED “FORWARD-LOOKING STATEMENTS,” MEANING THEY REFER TO POSSIBLE FUTURE EVENTS OR CONDITIONS. SUCH STATEMENTS ARE GENERALLY IDENTIFIABLE BY THE WORDS SUCH AS “ANTICIPATED,” “PLAN,” “EXPECT,” “PROJECTED,” “ESTIMATE,” “BUDGET,” “PRO FORMA,” “FORECAST,” “INTEND,” OR OTHER WORDS OF SIMILAR IMPORT. THE ACHIEVEMENT OF CERTAIN RESULTS OR OTHER EXPECTATIONS CONTAINED IN SUCH FORWARD-LOOKING STATEMENTS INVOLVE KNOWN AND UNKNOWN RISKS, UNCERTAINTIES AND OTHER FACTORS WHICH MAY CAUSE ACTUAL RESULTS, PERFORMANCE OR ACHIEVEMENTS TO DIFFER FROM THOSE EXPRESSED OR IMPLIED BY SUCH FORWARD-LOOKING STATEMENTS. THE ISSUER DOES NOT EXPECT OR INTEND TO UPDATE OR REVISE ANY FORWARD-LOOKING STATEMENTS CONTAINED HEREIN IF OR WHEN ITS EXPECTATIONS OR EVENTS, CONDITIONS OR CIRCUMSTANCES ON WHICH SUCH STATEMENTS ARE BASED OCCUR.

References to website addresses presented herein are for informational purposes only and may be in the form of a hyperlink solely for the reader’s convenience. Unless specified otherwise, such websites and the information or links contained therein are not incorporated into, and are not part of, this Official Statement for purposes of, and as that term is defined in, Securities and Exchange Commission Rule 15c2-12.

In connection with the issuance of the Bonds, the Issuer will enter into a Continuing Disclosure Certificate. See “APPENDIX C – FORM OF CONTINUING DISCLOSURE CERTIFICATE.”

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OFFICIAL STATEMENT

\$6,325,000* General Obligation Corporate Purpose Bonds, Series 2025A	City of Dubuque, Iowa \$8,370,000* Taxable General Obligation Corporate Purpose Bonds, Series 2025B	\$8,945,000* Taxable General Obligation Urban Renewal Bonds, Series 2025C
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INTRODUCTION

The purpose of this Official Statement, including the cover page and the appendices hereto (the “Official Statement”), is to set forth certain information in conjunction with the sale of \$6,325,000* General Obligation Corporate Purpose Bonds, Series 2025A (the “Series 2025A Bonds”), the \$8,370,000* Taxable General Obligation Corporate Purpose Bonds, Series 2025B (the “Series 2025B Bonds”) and the \$8,945,000* Taxable General Obligation Urban Renewal Bonds, Series 2025C (the “Series 2025C Bonds” and, together with the Series 2025A Bonds and the Series 2025B Bonds, collectively, the “Bonds”), of the City of Dubuque, Iowa (the “Issuer” or the “City”). This Introduction is not a summary of this Official Statement, but is only a brief description of the Bonds and certain other matters. Such description is qualified by reference to the entire Official Statement and the documents summarized or described herein. This Official Statement should be reviewed in its entirety. The offering of the Bonds to potential investors is made only by means of the entire Official Statement, including the appendices attached hereto. All statements made in this Official Statement involving matters of opinion or of estimates, whether or not so expressly stated, are set forth as such and not as representations of fact, and no representation is made that any of the estimates will be realized. Copies of statutes, resolutions, ordinances, reports or other documents referred to herein are available, upon request, from the Issuer.

The Bonds are being issued pursuant to the provisions of Chapters 384 and 76 of the Code of Iowa, 2023, as amended (collectively, the “Act”), and, with respect to the Series 2025C Bonds, Chapter 403 of the Code of Iowa, 2023, as amended (the “Iowa Code”), and one or more resolutions expected to be adopted by the Issuer on February 17, 2025* (the “Resolutions”), to evidence the obligations of the Issuer under a loan agreement between the Issuer and the Underwriter (the “Loan Agreements”).

The Bonds and the interest thereon are general obligations of the Issuer, and all taxable property within the corporate boundaries of the Issuer is subject to the levy of taxes to pay the principal of and interest on the Bonds without constitutional or statutory limitation as to rate or amount. See “SECURITY AND SOURCE OF PAYMENT” herein.

Proceeds of the Series 2025A Bonds will be used for the purpose of paying the cost, to that extent, of (a) acquiring ambulances, fire protection vehicles, a fire protection boat, EMS equipment and fire safety radios and equipment; (b) acquiring solid waste collection vehicles and equipment; (c) undertaking improvements to the municipal airport; (d) acquiring and installing fire station generators; (e) undertaking fire station roof replacement and repairs; (f) undertaking fire station tuck pointing and related exterior repairs; (g) undertaking fire department administrative office renovations; (h) undertaking fire station bunk room renovations; (i) undertaking fire station mechanical and electrical systems improvements; and (j) undertaking fire station HVAC replacement; (k) undertaking fire station facilities improvements; (l) undertaking improvements to the fire department burn tower training facility; (m) undertaking the Central Avenue Streetscape Improvements Project, an authorized urban renewal project of the Issuer in the Greater Downtown Urban Renewal Area approved by action of the City Council on December 16, 2024; and (n) and paying certain costs of issuance related to the Series 2025A Bonds. Proceeds of the Series 2025B Bonds will be used for the purpose of paying the cost, to that extent, of (a) acquiring fire protection vehicles; (b) undertaking demolition/deconstruction of a dangerous and dilapidated property; (c) undertaking the Ice Arena Dehumidification Project, an authorized urban renewal project of the Issuer in the Greater Downtown Urban Renewal Area approved by action of the City Council on December 16, 2024; (d) undertaking the Smart Parking System Enhancement Project and the Parking Ramp Major Maintenance Project, authorized urban renewal projects of the Issuer in the Greater Downtown Urban Renewal Area approved by action of the City Council on December 16, 2024; (e) undertaking the Federal Building Renovation Project, an authorized urban renewal project of the Issuer in the Greater Downtown Urban Renewal Area approved by action of the City Council on December 16, 2024; and (f) and paying certain costs of issuance related to the Series 2025B Bonds. Proceeds of the Series 2025C Bonds will be used for the purpose of paying the cost, to that extent of (a) undertaking the Iowa Amphitheater on Schmitt Island Project, an authorized urban renewal project of the Issuer in the Greater Downtown Urban Renewal Area approved by action of the City Council on December 16, 2024; and (b) paying certain costs of issuance related to the Series 2025C Bonds. See “PLAN OF FINANCING” and “SOURCES AND USES OF FUNDS” herein.

* Preliminary, subject to change.

THE ISSUER

The Issuer, with a 2020 U.S. Census population of 59,667, comprises approximately 32.01 square miles. The Issuer operates under a statutory form of government consisting of a five-member City Council, of which the Mayor is not a voting member. Additional information concerning the Issuer is included in “APPENDIX A – INFORMATION ABOUT THE ISSUER” hereto.

THE BONDS

General

The Bonds will be issued in fully registered form only, without coupons. The Bonds will be initially registered in the name of Cede & Co., as nominee of DTC. DTC will act as securities depository of the Bonds. Interest on and principal of the Bonds are payable in lawful money of the United States of America.

The Bonds are dated as of the date of their delivery, will mature on June 1 in the years and in the amounts set forth on the inside cover page hereof, and will bear interest at the rates to be set forth on the inside cover page hereof. Interest on the Bonds is payable semiannually on June 1 and December 1 in each year, beginning on December 1, 2025*, calculated on the basis of a year of 360 days and twelve 30-day months. Interest shall be payable to the persons who were registered owners thereof as of the fifteenth day of the month immediately preceding the interest payment date, to the addresses appearing on the registration books maintained by the Registrar or such other address as is furnished to the Registrar in writing by a registered owner. The Bonds are issuable in denominations of \$5,000 or any integral multiple thereof.

Redemption

Optional Redemption. All of the Bonds then outstanding are subject to redemption at the option of the Issuer, as a whole or in part, from any source of available funds, beginning June 1, 2033*, or on any date thereafter at a redemption price equal to the principal amount of the Bonds, together with accrued interest to the date fixed for redemption, without premium.

Selection of Bonds for Redemption. Bonds subject to redemption will be selected in such order of maturity as the Issuer may direct. If less than all of the Bonds of a single maturity are to be redeemed, the Bonds to be redeemed will be selected by lot or other random method by the Registrar in such a manner as the Registrar may determine.

Notice of Redemption. Prior to the redemption of any Bonds under the provisions of the Resolutions, the Registrar shall give notice by certified mail or electronic means not less than thirty (30) days prior to the redemption date to each registered owner thereof.

Any notice of redemption may contain a statement that the redemption is conditioned upon the receipt by the Registrar of funds on or before the date fixed for redemption sufficient to pay the redemption price of the Bonds so called for redemption, and that if funds are not available, such redemption shall be cancelled by written notice to the owners of the Bonds called for redemption in the same manner as the original redemption notice was mailed, provided that such notice of cancellation is to be made at least five days prior to the date fixed for redemption.

SECURITY AND SOURCE OF PAYMENT

General

Pursuant to the Resolutions and the Act, the Bonds and the interest thereon are general obligations of the Issuer, and all taxable property within the corporate boundaries of the Issuer is subject to the levy of taxes to pay the principal of and interest on the Bonds without constitutional or statutory limitation as to rate or amount. See “APPENDIX A – INFORMATION ABOUT THE ISSUER.”

Section 76.2 of the Iowa Code provides that when an Iowa political subdivision issues general obligation bonds, the governing authority of such political subdivision shall, by resolution adopted before issuing the bonds, provide for the assessment of an annual levy upon all the taxable property in the political subdivision sufficient to pay the interest and principal of the bonds. A certified copy of such resolution shall be filed with the County Auditor in which the Issuer is located, giving rise to a duty of the County Auditor to annually enter this levy for collection from the taxable property within the boundaries of the Issuer, until funds are realized to pay the bonds in full.

For the purpose of providing for the levy and collection of a direct annual tax sufficient to pay the principal of and interest on the Bonds as the same become due, the Resolutions provide for the levy of a tax sufficient for that purpose on all the taxable property in the Issuer in each of the years while the Bonds are outstanding. The Issuer shall file certified copies of the Resolutions with the County Auditor, pursuant to which the County Auditor is instructed to enter for collection and assess the tax authorized. When annually entering such

* Preliminary, subject to change.

taxes for collection, the County Auditor shall include the same as a part of the tax levy for Debt Service Fund purposes of the Issuer and when collected, the proceeds of the taxes shall be converted into the Debt Service Fund of the Issuer and set aside therein as a special account to be used solely and only for the payment of the principal of and interest on the Bonds and for no other purpose whatsoever.

Pursuant to the provisions of Section 76.4 of the Iowa Code, each year while the Bonds remain outstanding and unpaid, any funds of the Issuer which may lawfully be applied for such purpose, may be appropriated, budgeted and, if received, used for the payment of the principal of and interest on the Bonds as the same become due, and if so appropriated, the taxes for any given fiscal year as provided for in the Resolutions, shall be reduced by the amount of such alternate funds as have been appropriated for said purpose and evidenced in the Issuer's budget. While not pledged to Bondholders, the Issuer may use tax increment revenues for the payment of the principal of and interest on the Bonds.

BONDHOLDERS' RISKS

An investment in the Bonds involves an element of risk. In order to identify risk factors and make an informed investment decision, potential investors should be thoroughly familiar with this entire Official Statement (including the appendices hereto) in order to make a judgment as to whether the Bonds are an appropriate investment.

Tax Levy Procedures

The Bonds are general obligations of the Issuer, payable from and secured by a continuing ad-valorem tax levied against all of the taxable property within the boundaries of the Issuer. As part of the budgetary process of the Issuer each fiscal year the Issuer will have an obligation to request a debt service levy to be applied against all of the taxable property within the boundaries of the Issuer. A failure on the part of the Issuer to make a timely levy request or a levy request by the Issuer that is inaccurate or is insufficient to make full payments of the debt service on the Bonds for a particular fiscal year may cause Bondholders to experience delay in the receipt of distributions of principal of and/or interest on the Bonds.

Changes in Property Taxation

From time to time the Iowa General Assembly has altered the method of property taxation and could do so again. Any alteration in property taxation structure could affect property tax revenues available to pay the Bonds.

Historically, the Iowa General Assembly has applied changes in property taxation structure on a prospective basis; however, there is no assurance that future changes in property taxation structure by the Iowa General Assembly will not be retroactive. It is impossible to predict the outcome of future property tax changes by the Iowa General Assembly or their potential negative impact, if any, on the Bonds and the security for the Bonds.

Matters Relating to Enforceability of Agreements

Bondholders shall have and possess all the rights of action and remedies afforded by the common law, the Constitution and statutes of the State of Iowa and of the United States of America for the enforcement of payment of the Bonds, including, but not limited to, the right to a proceeding in law or in equity by suit, action or mandamus to enforce and compel performance of the duties required by Iowa law and the Resolutions.

The practical realization of any rights upon any default will depend upon the exercise of various remedies specified in the Resolutions or the Loan Agreements. The remedies available to the Bondholders upon an event of default under the Resolutions or the Loan Agreements, in certain respects, may require judicial action, which is often subject to discretion and delay. Under existing law, including specifically the federal bankruptcy code, certain of the remedies specified in the Loan Agreements or the Resolutions may not be readily available or may be limited. A court may decide not to order the specific performance of the covenants contained in these documents. The legal opinions to be delivered concurrently with the delivery of the Bonds will be qualified as to the enforceability of the various legal instruments by limitations imposed by general principles of equity and public policy and by bankruptcy, reorganization, insolvency or other similar laws affecting the rights of creditors generally.

No representation is made, and no assurance is given, that the enforcement of any remedies will result in sufficient funds to pay all amounts due under the Resolutions or the Loan Agreements, including principal of and interest on the Bonds.

Secondary Market

There can be no guarantee that there will be a secondary market for the Bonds or, if a secondary market exists, that such Bonds can be sold for any particular price. Occasionally, because of general market conditions or because of adverse history of economic prospects connected with a particular issue, secondary marketing practices in connection with a particular Bond or Note issue are suspended or terminated. Additionally, prices of bond or note issues for which a market is being made will depend upon then prevailing circumstances. Such prices could be substantially different from the original purchase price of the Bonds.

EACH PROSPECTIVE PURCHASER IS RESPONSIBLE FOR ASSESSING THE MERITS AND RISKS OF AN INVESTMENT IN THE BONDS AND MUST BE ABLE TO BEAR THE ECONOMIC RISK OF SUCH INVESTMENT. THE SECONDARY MARKET FOR THE BONDS, IF ANY, COULD BE LIMITED.

Rating Loss

Moody's Investors Service, Inc. ("Moody's") has assigned a rating of "[]" to the Bonds. Generally, a rating agency bases its rating on the information and materials furnished to it and on investigations, studies and assumptions of its own. There is no assurance that the rating will continue for any given period of time, or that such rating will not be revised, suspended or withdrawn, if, in the judgment of Moody's, circumstances so warrant. A revision, suspension or withdrawal of a rating may have an adverse effect on the market price of the Bonds.

Bankruptcy and Insolvency

The rights and remedies provided in the Resolutions may be limited by and are subject to the provisions of federal bankruptcy laws, to other laws or equitable principles that may affect the enforcement of creditor's rights, to the exercise of judicial discretion in appropriate cases and to limitations in legal remedies against exercise of judicial discretion in appropriate cases and to limitations on legal remedies against municipal corporations in the State of Iowa. The various opinions of counsel to be delivered with respect to the Bonds, the Loan Agreements and the Resolutions, including the opinions of Bond Counsel, will be similarly qualified. If the Issuer were to file a petition under chapter nine of the federal bankruptcy code, the owners of the Bonds could be prohibited from taking any steps to enforce their rights under the Resolutions. In the event the Issuer fails to comply with its covenants under the Resolutions or fails to make payments on the Bonds, there can be no assurance of the availability of remedies adequate to protect the interests of the holders of the Bonds.

Under Sections 76.16 and 76.16A of the Iowa Code, a city, county, or other political subdivision may become a debtor under chapter nine of the federal bankruptcy code, if it is rendered insolvent, as defined in 11 U.S.C. §101(32)(c), as a result of a debt involuntarily incurred. As used therein, "*debt*" means an obligation to pay money, other than pursuant to a valid and binding collective bargaining agreement or previously authorized bond issue, as to which the governing body of the city, county, or other political subdivision has made a specific finding set forth in a duly adopted resolution of each of the following: (1) that all or a portion of such obligation will not be paid from available insurance proceeds and must be paid from an increase in general tax levy; (2) that such increase in the general tax levy will result in a severe, adverse impact on the ability of the city, county, or political subdivision to exercise the powers granted to it under applicable law, including without limitation providing necessary services and promoting economic development; (3) that as a result of such obligation, the city, county, or other political subdivision is unable to pay its debts as they become due; and (4) that the debt is not an obligation to pay money to a city, county, entity organized pursuant to Chapter 28E of the Iowa Code, or other political subdivision.

Forward-Looking Statements

This Official Statement contains statements relating to future results that are "forward-looking statements" as defined in the Private Securities Litigation Reform Act of 1995. When used in this Official Statement, the words "anticipated," "plan," "expect," "projected," "estimate," "budget," "pro forma," "forecast," "intend," and similar expressions identify forward-looking statements. Any forward-looking statement is subject to uncertainty. Accordingly, such statements are subject to risks that could cause actual results to differ, possibly materially, from those contemplated in such forward-looking statements. Inevitably, some assumptions used to develop forward-looking statements will not be realized or unanticipated events and circumstances may occur. Therefore, investors should be aware that there are likely to be differences between forward-looking statements and the actual results. These differences could be material and could impact the availability of funds of the Issuer to pay debt service when due on the Bonds.

Tax Matters and Loss of Tax Exemption with Respect to the Series 2025A Bonds

As discussed under the heading "TAX EXEMPTION AND RELATED TAX MATTERS" herein, the interest on the Series 2025A Bonds could become includable in gross income for purposes of federal income taxation retroactive to the date of delivery of the Series 2025A Bonds, as a result of acts or omissions of the Issuer in violation of its covenants in the resolution authorizing the issuance of the Series 2025A Bonds. Should such an event of taxability occur, the Series 2025A Bonds would not be subject to a special redemption and would remain outstanding until maturity or until redeemed under the redemption provisions contained in the Series 2025A Bonds, and there is no provision for an adjustment of the interest rate on the Series 2025A Bonds.

It is possible that actions of the Issuer after the closing of the Series 2025A Bonds will alter the tax-exempt status of the Series 2025A Bonds, and, in the extreme, remove the tax-exempt status from the Series 2025A Bonds. In that instance, the Series 2025A Bonds are not subject to mandatory prepayment, and the interest rate on the Series 2025A Bonds does not increase or otherwise reset. A determination of taxability on the Series 2025A Bonds, after closing of the Series 2025A Bonds, could materially adversely affect the value and marketability of the Series 2025A Bonds.

DTC-Beneficial Owners

Beneficial Owners of the Bonds may experience some delay in the receipt of distributions of principal of and interest on the Bonds since such distributions will be forwarded by the Paying Agent to DTC and DTC will credit such distributions to the accounts of the Participants which will thereafter credit them to the accounts of the Beneficial Owner either directly or indirectly through indirect Participants. Neither the Issuer nor the Paying Agent will have any responsibility or obligation to assure that any such notice or payment is forwarded by DTC to any Participants or by any Participant to any Beneficial Owner.

In addition, since transactions in the Bonds can be effected only through DTC Participants, indirect participants and certain banks, the ability of a Beneficial Owner to pledge the Bonds to persons or entities that do not participate in the DTC system, or otherwise to take actions in respect of such Bonds, may be limited due to lack of a physical certificate. Beneficial Owners will be permitted to exercise the rights of registered Owners only indirectly through DTC and the Participants. See “APPENDIX E – BOOK-ENTRY SYSTEM.”

Proposed Federal Tax Legislation

From time to time, Presidential proposals, federal legislative committee proposals or legislative proposals are made that would, if enacted, alter or amend one or more of the federal tax matters described herein in certain respects or would adversely affect the market value of the Series 2025A Bonds. It cannot be predicted whether or in what forms any of such proposals that may be introduced, may be enacted and there can be no assurance that such proposals will not apply to the Series 2025A Bonds. See “TAX EXEMPTION AND RELATED TAX MATTERS” herein.

Proposed State Tax Legislation

From time to time, legislative proposals are made that would, if enacted, alter or amend one or more of the state tax matters described herein in certain respects or would adversely affect the market value of the Series 2025C Bonds. It cannot be predicted whether or in what forms any of such proposals that may be introduced, may be enacted and there can be no assurance that such proposals will not apply to the Series 2025C Bonds. See “TAX EXEMPTION AND RELATED TAX MATTERS” herein.

Cybersecurity

The Issuer, like many other public and private entities, relies on a large and complex technology environment to conduct its operations. As such, it may face multiple cybersecurity threats including but not limited to, hacking, viruses, malware and other attacks on computer or other sensitive digital systems and networks. There can be no assurances that any security and operational control measures implemented by the Issuer will be completely successful to guard against and prevent cyber threats and attacks. Failure to properly maintain functionality, control, security, and integrity of the Issuer’s information systems could impact business operations and systems, and the costs of remedying any such damage could be significant.

The Issuer maintains cybersecurity insurance coverage. The Issuer cannot predict whether this coverage would be sufficient in the event of a cyber-incident.

Pension and Other Post-Employment Benefits (“OPEB”) Information

The Issuer contributes to the Iowa Public Employees’ Retirement System (“IPERS”), which is a state-wide multiple-employer cost-sharing defined benefit pension plan administered by the State of Iowa. IPERS provides retirement and death benefits which are established by State statute to plan members and beneficiaries. All full-time employees of the Issuer not covered by MFPRSI (defined herein) are required to participate in IPERS. IPERS plan members are required to contribute a percentage of their annual salary, in addition to the Issuer being required to make monthly contributions to IPERS. Contribution amounts are set by State statute. The IPERS Annual Comprehensive Financial Report for its fiscal year ended June 30, 2024 (the “IPERS ACFR”), indicates that as of June 30, 2024, the date of the most recent actuarial valuation for IPERS, the funded ratio of IPERS was 90.75%, and the unfunded actuarial liability was approximately \$4.375 billion. The IPERS ACFR identifies the IPERS Net Pension Liability at June 30, 2024, at approximately \$3.641 billion (market value), while its net pension liability at June 30, 2023, was approximately \$4.514 billion (market value). The IPERS ACFR is available on the IPERS website, or by contacting IPERS at 7401 Register Drive, Des Moines, IA 50321.

Bond Counsel, Disclosure Counsel, the Underwriter, the Municipal Advisor and the Issuer undertake no responsibility for and make no representations as to the accuracy or completeness of the information available from the IPERS discussed above or included on the IPERS website, including, but not limited to, updates of such information on the State Auditor’s website or links to other internet sites accessed through the IPERS website.

In fiscal year ended June 30, 2023, the Issuer’s IPERS contribution totaled approximately \$2,879,498. The Issuer is current in its obligations to IPERS.

Pursuant to Governmental Accounting Standards Board Statement No. 68, IPERS has allocated the net pension liability among its members, with the Issuer's identified portion at June 30, 2023, at approximately \$12,640,114, which is measured as of June 30, 2022. While the Issuer's contributions to IPERS are controlled by state law, there can be no assurance the Issuer will not be required by changes in State law to increase its contribution requirement in the future, which may have the effect of negatively impacting the finances of the Issuer. See "APPENDIX D – ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR THE FISCAL YEAR ENDED JUNE 30, 2023" for additional information on pension and liabilities of the Issuer.

The Issuer also contributes to the Municipal Fire and Police Retirement System of Iowa ("MFPRSI"), which is a multiple-employer cost-sharing defined benefit pension plan for fire fighters and police officers, administered under Chapter 411 of the Iowa Code. MFPRSI plan members are required to contribute a percentage of their annual salary, in addition to the Issuer being required to make annual contributions to MFPRSI. Contribution amounts are set by State statute. The MFPRSI Annual Comprehensive Financial Report for its fiscal year ended June 30, 2024 (the "MFPRSI Report") indicates that as of June 30, 2024, the date of the most recent actuarial valuation for MFPRSI, the funded ratio of MFPRSI was 84.47%, and the unfunded actuarial liability was approximately \$616.9 million. The MFPRSI Report identifies the MFPRSI Net Pension Liability at June 30, 2024, at approximately \$660.8 million (market value), while its net pension liability at June 30, 2023, at approximately \$626.2 million (market value). The MFPRSI Report is available on the MFPRSI website.

Bond Counsel, Disclosure Counsel, the Underwriter, the Municipal Advisor and the Issuer undertake no responsibility for and make no representations as to the accuracy or completeness of the information available from the MFPRSI discussed above or included on the MFPRSI website, including, but not limited to, updates of such information on the State Auditor's website or links to other internet sites accessed through the MFPRSI website.

In fiscal year ended June 30, 2023, the Issuer's MFPRSI contribution totaled approximately \$3,946,616. The Issuer is current in its obligations to MFPRSI.

Pursuant to Governmental Accounting Standards Board Statement No. 68, MFPRSI has allocated the net pension liability among its members, with the Issuer's identified portion at June 30, 2023 at approximately \$24,280,533, which is measured as of June 30, 2022. While the Issuer's contributions to MFPRSI are controlled by state law, there can be no assurance the Issuer will not be required by changes in State law to increase its contribution requirement in the future, which may have the effect of negatively impacting the finances of the Issuer. See "APPENDIX D – ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR THE FISCAL YEAR ENDED JUNE 30, 2023" for additional information on pension and liabilities of the Issuer.

The Issuer operates a single-employer health benefit plan which provides postemployment benefits for eligible participants enrolled in the Issuer-sponsored plans, which include the employees of the Dubuque Metropolitan Area Solid Waste Agency (a component unit). No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement 75. The benefits are provided in the form of an implicit rate subsidy where pre-65 retirees receive health insurance coverage by paying a combined retiree/active rate for the self-insured medical and prescription drug plan; and an explicit rate subsidy where the City pays the full cost of a \$1,000 policy in the fully-insured life insurance plan. To be eligible for the health insurance coverage, retirees must be at least 55 years old, have completed four years of service, and be vested with either the IPERS or the MFPRSI. In addition to the health eligibility coverage requirements, one must have belonged to a bargaining group to be eligible for life insurance benefits. There are approximately 615 active and 40 retired members in the plan, as of most recent actuarial valuation report. The City currently finances the retiree benefit plan on a pay-as-you-go basis. The City's OPEB liability of \$5,874,502 reported as of June 30, 2023 was measured as of June 30, 2023 (the measurement date), and was determined by an actuarial valuation as of June 30, 2022, which was rolled forward to June 30, 2023. See "APPENDIX D – ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR THE FISCAL YEAR ENDED JUNE 30, 2023" for additional information on other post-employment benefits of the Issuer.

Risk of Audit

The Internal Revenue Service has an ongoing program to audit tax-exempt obligations to determine the legitimacy of the tax status of such obligations. No assurance can be given as to whether the Internal Revenue Service will commence an audit of the Series 2025A Bonds. Public awareness of any audit could adversely affect the market value and liquidity of the Series 2025A Bonds during the pendency of the audit, regardless of the ultimate outcome of the audit.

Summary

The foregoing is intended only as a summary of certain risk factors attendant to an investment in the Bonds. In order for potential investors to identify risk factors and make an informed investment decision, potential investors should become thoroughly familiar with this entire Official Statement and the appendices hereto.

LITIGATION

The Issuer encounters litigation occasionally, as a course of business; however, no litigation currently exists that is not believed to be covered by current insurance carriers and the Issuer is not aware of any pending litigation that questions the validity of these Bonds.

ACCOUNTANT

The financial statements of the Issuer as of and for the year ended June 30, 2023, included in this Official Statement as Appendix D, have been audited by Forvis Mazars, LLP, West Des Moines, Iowa, independent auditors (the “Accountant”), as stated in their report appearing herein. The Accountant has not been engaged to perform, and has not performed, any procedures on the financial statements after June 30, 2023, and also has not performed any procedures relating to this Official Statement.

MUNICIPAL ADVISOR

The Issuer has retained Independent Public Advisors, LLC, West Des Moines, Iowa, as municipal advisor (the “Municipal Advisor”) in connection with the preparation of the issuance of the Bonds. The Municipal Advisor assisted in the preparation of Appendix A hereto and in other matters relating to the planning, structuring and issuance of the Bonds. In assisting with the preparation of the Appendix A, the Municipal Advisor has relied on government officials, and other sources to provide accurate information for disclosure purposes. The Municipal Advisor is not obligated to undertake, and has not undertaken, an independent verification of the accuracy, completeness, or fairness of the information contained in the Official Statement. The Municipal Advisor is an independent advisory firm and is not engaged in the business of underwriting, trading or distributing municipal securities or other public securities.

PLAN OF FINANCING

The Issuer will use the proceeds of the Series 2025A Bonds to provide funds for the purpose of paying the cost, to that extent, of (a) acquiring ambulances, fire protection vehicles, a fire protection boat, EMS equipment and fire safety radios and equipment; (b) acquiring solid waste collection vehicles and equipment; (c) undertaking improvements to the municipal airport; (d) acquiring and installing fire station generators; (e) undertaking fire station roof replacement and repairs; (f) undertaking fire station tuck pointing and related exterior repairs; (g) undertaking fire department administrative office renovations; (h) undertaking fire station bunk room renovations; (i) undertaking fire station mechanical and electrical systems improvements; and (j) undertaking fire station HVAC replacement; (k) undertaking fire station facilities improvements; (l) undertaking improvements to the fire department burn tower training facility; (m) undertaking the Central Avenue Streetscape Improvements Project, an authorized urban renewal project of the Issuer in the Greater Downtown Urban Renewal Area approved by action of the City Council on December 16, 2024; and (n) and paying certain costs of issuance related to the Series 2025A Bonds.

The Issuer will use the proceeds of the Series 2025B Bonds to provide funds for the purpose of paying the cost, to that extent, of (a) acquiring fire protection vehicles; (b) undertaking demolition/deconstruction of a dangerous and dilapidated property; (c) undertaking the Ice Arena Dehumidification Project, an authorized urban renewal project of the Issuer in the Greater Downtown Urban Renewal Area approved by action of the City Council on December 16, 2024; (d) undertaking the Smart Parking System Enhancement Project and the Parking Ramp Major Maintenance Project, authorized urban renewal projects of the Issuer in the Greater Downtown Urban Renewal Area approved by action of the City Council on December 16, 2024; (e) undertaking the Federal Building Renovation Project, an authorized urban renewal project of the Issuer in the Greater Downtown Urban Renewal Area approved by action of the City Council on December 16, 2024; and (f) and paying certain costs of issuance related to the Series 2025B Bonds.

The Issuer will use the proceeds of the Series 2025C Bonds to provide funds for the purpose of paying the cost, to that extent of (a) undertaking the Iowa Amphitheater on Schmitt Island Project, an authorized urban renewal project of the Issuer in the Greater Downtown Urban Renewal Area approved by action of the City Council on December 16, 2024; and (b) paying certain costs of issuance related to the Series 2025C Bonds.

SOURCES AND USES OF FUNDS*

The following are estimated sources and uses of funds, with respect to the Bonds.

Sources of Funds	Series 2025A	Series 2025B	Series 2025C
Bond Principal	\$6,325,000*	\$8,370,000*	\$8,945,000*
Premium	\$	\$	\$
Total Sources of Funds	\$	\$	\$
Uses of Funds			
Project Fund	\$	\$	\$
Costs of Issuance & Contingency ⁽¹⁾	\$	\$	\$
Total Uses of Funds	\$	\$	\$

(1) Includes, among other things, payment of certain legal, financial and other expenses related to the issuance of the Bonds (including, without limitation, underwriters' discount). See the discussion under the caption "UNDERWRITING" herein.

TAX EXEMPTION AND RELATED TAX MATTERS

Federal Income Tax Exemption

The opinion of Bond Counsel with respect to the Series 2025A Bonds, will state that under present laws and rulings, interest on the Series 2025A Bonds is excluded from gross income for federal income tax purposes and is not an item of tax preference for purposes of the federal alternative minimum tax imposed on noncorporate taxpayers under the Code.

The opinion set forth in the preceding sentence will be subject to the condition that the Issuer comply with all requirements of the Code that must be satisfied subsequent to the issuance of the Series 2025A Bonds in order that interest thereon be, or continue to be, excluded from gross income for federal income tax purposes. Failure to comply with certain of such requirements may cause the inclusion of interest on the Series 2025A Bonds in gross income for federal income tax purposes to be retroactive to the date of issuance of the Series 2025A Bonds. In the resolution authorizing the issuance of the Series 2025A Bonds, the Issuer will covenant to comply with all such requirements.

There may be certain other federal tax consequences to the ownership of the Series 2025A Bonds by certain taxpayers, including without limitation, corporations subject to the branch profits tax, financial institutions, certain insurance companies, certain S corporations, individual recipients of Social Security and Railroad Retirement benefits, taxpayers who may be deemed to have incurred (or continued) indebtedness to purchase or carry tax-exempt obligations, and corporations that may be subject to the alternative minimum tax. Bond Counsel will express no opinion with respect to other federal tax consequences to owners of the Series 2025A Bonds. Prospective purchasers of the Series 2025A Bonds should consult with their tax advisors as to such matters.

Interest on the Series 2025A Bonds is includible in gross income for State of Iowa income tax purposes. Interest on the Series 2025B Bonds is includible in gross income for both federal and State of Iowa income tax purposes. Interest on the Series 2025C Bonds is includible in gross income for federal income tax purposes.

Ownership of the Series 2025A Bonds may result in other state and local tax consequences to certain taxpayers. Bond Counsel expresses no opinion regarding any such collateral consequences arising with respect to the Series 2025A Bonds. Prospective purchasers of the Series 2025A Bonds should consult their tax advisors regarding the applicability of any such state and local taxes.

State of Iowa Taxation

The opinion of Bond Counsel with respect to the Series 2025C Bonds will state that interest on the Series 2025C Bonds is exempt from the taxes imposed by Subchapter II (Personal Net Income Tax) and Subchapter III (Business Tax on Corporations) of Iowa Code Chapter 422, as amended, and will not be included in "adjusted current earnings" to be used in computing the "state alternative minimum taxable income" of corporations for purposes of Iowa Code Section 422.33, as amended. Interest on the Series 2025C Bonds is subject to the taxes imposed by Subchapter V (Taxation of Financial Institutions) of Iowa Code Chapter 422, as amended.

Proposed Changes in Federal and State Tax Law

From time to time, there are Presidential proposals, proposals of various federal committees, and legislative proposals in the Congress and in the states that, if enacted, could alter or amend the federal and state tax matters referred to herein or adversely affect the marketability or market value of the Series 2025A Bonds or otherwise prevent holders of the Series 2025A Bonds from realizing the full benefit of the tax exemption of interest on the Series 2025A Bonds. Further, such proposals may impact the marketability or market

* Preliminary, subject to change.

value of the Series 2025A Bonds simply by being proposed. No prediction is made whether such provisions will be enacted as proposed or concerning other future legislation affecting the tax treatment of interest on the Series 2025A Bonds. In addition, regulatory actions are from time to time announced or proposed and litigation is threatened or commenced which, if implemented or concluded in a particular manner, could adversely affect the market value, marketability or tax-exempt status of the Series 2025A Bonds. It cannot be predicted whether any such regulatory action will be implemented, how any particular litigation or judicial action will be resolved, or whether the Series 2025A Bonds would be impacted thereby.

Purchasers of the Series 2025A Bonds should consult their tax advisors regarding any pending or proposed legislation, regulatory initiatives or litigation. The opinions expressed by Bond Counsel are based upon existing legislation and regulations as interpreted by relevant judicial and regulatory authorities as of the date of issuance and delivery of the Series 2025A Bonds, and Bond Counsel has expressed no opinion as of any date subsequent thereto or with respect to any proposed or pending legislation, regulatory initiatives or litigation.

Original Issue Premium

The Series 2025A Bonds maturing in the years _____ are being issued at a premium to the principal amount payable at maturity. Except in the case of dealers, which are subject to special rules, Bondholders who acquire the Series 2025A Bonds at a premium must, from time to time, reduce their federal tax bases for the Series 2025A Bonds for purposes of determining gain or loss on the sale or payment of such Bonds. Premium generally is amortized for federal income tax purposes on the basis of a bondholder's constant yield to maturity or to certain call dates with semiannual compounding. Bondholders who acquire any Bonds at a premium might recognize taxable gain upon sale of the Series 2025A Bonds, even if such Bonds are sold for an amount equal to or less than their original cost. Amortized premium is not deductible for federal income tax purposes. Bondholders who acquire any Bonds at a premium should consult their tax advisors concerning the calculation of bond premium and the timing and rate of premium amortization, as well as the state and local tax consequences of owning and selling the Series 2025A Bonds acquired at a premium.

Original Issue Discount

The Series 2025A Bonds maturing in the years _____ (collectively, the "Discount Bonds") are being sold at a discount from the principal amount payable on such Discount Bonds at maturity. The difference between the price at which a substantial amount of the Discount Bonds of a given maturity is first sold to the public (the "Issue Price") and the principal amount payable at maturity constitutes "original issue discount" under the Code. The amount of original issue discount that accrues to a holder of a Discount Bond under Section 1288 of the Code ("Section 1288") is excluded from federal gross income to the same extent that stated interest on such Discount Bond would be so excluded. The amount of the original issue discount that accrues with respect to a Discount Bond under Section 1288 is added to the owner's federal tax basis in determining gain or loss upon disposition of such Discount Bond (whether by sale, exchange, redemption or payment at maturity).

Interest in the form of original issue discount accrues under Section 1288 pursuant to a constant yield method that reflects semiannual compounding on dates that are determined by reference to the maturity date of the Discount Bond. The amount of original issue discount that accrues for any particular semiannual accrual period generally is equal to the excess of (1) the product of (a) one-half of the yield on such Discount Bonds (adjusted as necessary for an initial short period) and (b) the adjusted issue price of such Discount Bonds, over (2) the amount of stated interest actually payable. For purposes of the preceding sentence, the adjusted issue price is determined by adding to the Issue Price for such Discount Bonds the original issue discount that is treated as having accrued during all prior semiannual accrual periods. If a Discount Bond is sold or otherwise disposed of between semiannual compounding dates, then the original issue discount that would have accrued for that semiannual accrual period for federal income tax purposes is allocated ratably to the days in such accrual period.

An owner of a Discount Bond who disposes of such Discount Bond prior to maturity should consult owner's tax advisor as to the amount of original issue discount accrued over the period held and the amount of taxable gain or loss upon the sale or other disposition of such Discount Bond prior to maturity.

Owners who purchase Discount Bonds in the initial public offering but at a price different than the Issue Price should consult their own tax advisors with respect to the tax consequences of the ownership of Discount Bonds.

The Code contains provisions relating to the accrual of original issue discount in the case of subsequent purchasers of bonds such as the Discount Bonds. Owners who do not purchase Discount Bonds in the initial offering should consult their own tax advisors with respect to the tax consequences of the ownership of the Discount Bonds.

Original issue discount that accrues in each year to an owner of a Discount Bond may result in collateral federal income tax consequences to certain taxpayers. No opinion is expressed as to state and local income tax treatment of original issue discount. All owners of Discount Bonds should consult their own tax advisors with respect to the federal, state, local and foreign tax consequences associated with the purchase, ownership, redemption, sale or other disposition of Discount Bonds.

Taxable Bonds

Prospective purchasers should consult with their own tax advisors concerning the federal, state, and local tax consequences of the purchase, ownership, and disposition of the Series 2025B Bonds and the Series 2025C Bonds, including, without limitation, the additional tax on net investment income, anticipated and potential changes in tax rates on interest income, the treatment of interest in other jurisdictions, the calculation and timing of the inclusion of interest in income, the tax consequences of dispositions of Series 2025B Bonds and the Series 2025C Bonds at a gain or loss and the determination of the amount thereof, and rules applicable if Series 2025B Bonds and the Series 2025C Bonds are issued or acquired at a premium or discount from their face amount (including the possible treatment of accrued market discount as ordinary income, deferral of certain interest deductions attributable to indebtedness incurred or continued to purchase or hold Series 2025B Bonds and the Series 2025C Bonds, and the amortization of bond premium, if any).

Payments of interest on the Series 2025B Bonds and the Series 2025C Bonds (including any allocable bond premium or accrued original issue discount) and proceeds from the sale or other disposition of the Series 2025B Bonds and the Series 2025C Bonds are expected to be reported to the Internal Revenue Service as required under applicable Treasury Regulations. Backup withholding may apply to these payments if the holder fails to provide an accurate taxpayer identification number and certification that it is not subject to backup withholding (generally on an IRS Form W-9) or otherwise fails to comply with the applicable backup withholding requirements. Non-U.S. holders and holders who receive payments through non-U.S. entities may also be subject to withholding tax in certain circumstances.

LEGAL MATTERS

Legal matters incident to the authorization, issuance and sale of the Bonds and with regard to the tax-exempt status of the interest Series 2025A Bonds and the Series 2025C Bonds (see “TAX EXEMPTION AND RELATED TAX MATTERS” herein) are subject to the approving legal opinions of Dorsey & Whitney LLP, Des Moines, Iowa, Bond Counsel, forms of which are attached hereto as “APPENDIX B – FORMS OF BOND COUNSEL OPINIONS.” Signed copies of the opinions, dated and premised on law in effect as of the date of original delivery of the Bonds, will be delivered to the Underwriter at the time of such original delivery. The Bonds are offered subject to prior sale and to the approval of legality of the Bonds by Bond Counsel. Dorsey & Whitney LLP is also serving as Disclosure Counsel to the Issuer in connection with issuance of the Bonds.

The legal opinions to be delivered will express the professional judgment of Bond Counsel, and by rendering such legal opinions, Bond Counsel does not become an insurer or guarantor of the result indicated by that expression of professional judgment or of the transaction or the future performance of the parties to the transaction.

RATING

The Bonds are rated “[]” by Moody’s. The rating reflects only the views of Moody’s, and an explanation of the significance of that rating may be obtained only from Moody’s and its published materials. The rating described above is not a recommendation to buy, sell or hold the Bonds. There can be no assurance that any rating will continue for any given period of time or that it will not be revised downward or withdrawn entirely if, in the judgment of Moody’s, circumstances so warrant. Therefore, after the date hereof, investors should not assume that the rating is still in effect. A downward revision or withdrawal of the rating is likely to have an adverse effect on the market price and marketability of the Bonds. The Issuer has not assumed any responsibility either to notify the owners of the Bonds of any proposed change in or withdrawal of any rating subsequent to the date of this Official Statement, except in connection with the reporting of events as provided in the Continuing Disclosure Certificate, or to contest any revision or withdrawal.

CONTINUING DISCLOSURE

The Issuer will covenant in a Continuing Disclosure Certificate for the benefit of the Owners and Beneficial Owners of the Bonds to provide annually certain financial information and operating data relating to the Issuer (the “Annual Report”), and to provide notices of the occurrence of certain enumerated events. The Annual Report is to be filed by the Issuer no later than twelve months after the close of each fiscal year, commencing with the fiscal year ending June 30, 2024, with the Municipal Securities Rulemaking Board, at its internet repository named “Electronic Municipal Market Access” (“EMMA”). The notices of events, if any, are also to be filed with EMMA. See “APPENDIX C – FORM OF CONTINUING DISCLOSURE CERTIFICATE.” The specific nature of the information to be contained in the Annual Report or the notices of events, and the manner in which such materials are to be filed, are summarized in “APPENDIX C – FORM OF CONTINUING DISCLOSURE CERTIFICATE.” These covenants have been made in order to assist the Underwriter in complying with Securities and Exchange Commission Rule 15c2-12(b)(5) (the “Rule”).

[StatementofCD]

UNDERWRITING

The Bonds are being purchased, subject to certain conditions, by _____ (the “Underwriter”). The Underwriter has agreed, subject to certain conditions, to purchase all, but not less than all, of the Bonds at an aggregate purchase price of \$ _____ (reflecting the par amount of the Bonds with original issue premium of \$ _____ and an underwriter’s discount of \$ _____).

The Underwriter may offer and sell the Bonds to certain dealers (including dealers depositing the Bonds into unit investment trusts, certain of which may be sponsored or managed by the Underwriter) at prices lower than the initial public offering prices stated on the cover page. The initial public offering prices of the Bonds may be changed, from time to time, by the Underwriter.

The Underwriter intends to engage in secondary market trading of the Bonds subject to applicable securities laws. The Underwriter is not obligated, however, to repurchase any of the Bonds at the request of the holder thereof.

MISCELLANEOUS

Brief descriptions or summaries of the Issuer, the Bonds, the Resolutions and other documents, agreements and statutes are included in this Official Statement. The summaries or references herein to the Bonds, the Resolutions and other documents, agreements and statutes referred to herein, and the description of the Bonds included herein, do not purport to be comprehensive or definitive, and such summaries, references and descriptions are qualified in their entirety by reference to such documents, and the description herein of the Bonds is qualified in its entirety by reference to the form thereof and the information with respect thereto included in the aforesaid documents. Copies of such documents may be obtained from the Issuer.

Any statements in this Official Statement involving matters of opinion or estimates, whether or not expressly so stated, are intended as such and not as representations of fact, and no representation is made that any of the estimates will be realized. This Official Statement is not to be construed as a contract or agreement between the Issuer and the purchasers or Owners of any of the Bonds.

The attached APPENDICES A, B, C, D and E are integral parts of this Official Statement and must be read together with all of the foregoing statements.

It is anticipated that CUSIP identification numbers will be printed on the Bonds, but neither the failure to print such numbers on any Bonds nor any error in the printing of such numbers shall constitute cause for a failure or refusal by the purchaser thereof to accept delivery of and pay for any Bonds.

The Issuer has reviewed the information contained herein which relates to it and has approved all such information for use within this Official Statement. The execution and delivery of this Official Statement has been duly authorized by the Issuer.

City of Dubuque, Iowa

Jenny Larson/Chief Financial Officer

APPENDIX A
INFORMATION ABOUT THE ISSUER
CITY OF DUBUQUE, IOWA

CITY HALL
50 W. 13th Street
Dubuque, IA 52001
Telephone 563-589-4100

MAYOR AND CITY COUNCIL

Brad M. Cavanagh, Mayor*Term Expires 2025*
Ric W. Jones, At Large*Term Expires 2025*
David T. Resnick, At Large*Term Expires 2027*
Susan R. Farber, Ward 1*Term Expires 2025*
Laura J. Roussell, Ward 2*Term Expires 2027*
Danny C. Sprank Ward 3*Term Expires 2025*
Katy A. Wethal Ward 4*Term Expires 2027*

ADMINISTRATION

Michael C. Van Milligen*City Manager*
Cori Burbach*Assistant City Manager*
Jenny Larson*Chief Financial Officer*
Adrienne Breitfelder*City Clerk*

FINANCE TEAM

Crenna Brumwell, Dubuque, Iowa*City Attorney*
Dorsey & Whitney LLP, Des Moines, Iowa*Bond Counsel*
Dorsey & Whitney LLP, Des Moines, Iowa*Disclosure Counsel*
Independent Public Advisors, LLC, West Des Moines, Iowa*Municipal Advisor*

PROPERTY VALUES

IOWA PROPERTY VALUATIONS

In compliance with Section 441.21 of the Code of Iowa, the State Director of Revenue annually directs all County Auditors to apply prescribed statutory percentages to the assessments of certain categories of real property. The assessments finalized as of January 1 of each year are applied to the following fiscal year.

The 2023 final Actual Values are for taxes payable July 1, 2024 through June 30, 2025, have also been adjusted by the Dubuque County Auditor. The reduced values, determined after the application of rollback percentages, are the Taxable Values subject to tax levy. For assessment year 2023, the Taxable Value rollback rate was 46.3428% of Actual Value for residential property (which includes the repealed class of property previously referred to as multi-residential); 71.8370% of Actual Value for agricultural property; 90% of Actual Value for commercial, industrial, and railroad property, and 100% of Actual Value for utility property.

The Legislature's intent has been to limit the growth of statewide taxable valuations for most classes of property to 3% annually; utility taxable valuation growth is limited to 8%. Political subdivisions whose taxable values are thus reduced or are unusually low in growth are allowed to appeal the valuations to the State Appeal Board, in order to continue to fund present services.

TREND OF VALUATIONS

The 100% Actual Valuations reflect values before rollback and after reduction of military exemption. The Net Taxable Valuations, reflect values after application of the rollback and after the reduction of military exemption, and exclude Taxable TIF Increment. Iowa cities certify operating levies against Net Taxable Valuation excluding the Taxable TIF Increment and debt service levies are certified against Net Taxable Valuations including the Taxable TIF Increment.

Assessment Year	Payable Fiscal Year	100% Actual Valuation	Net Taxable Valuation (With Rollback)	Taxable TIF Increment
2019	2020-21	\$4,785,964,957	\$2,579,355,511	\$405,604,502
2020	2021-22	4,832,321,670	2,646,230,849	400,278,950
2021	2022-23	5,185,945,799	2,695,861,021	465,473,429
2022	2023-24	5,254,447,903	2,684,506,784	441,678,906
2023	2024-25	6,438,522,409	2,837,887,310	642,510,783

Source: Iowa Department of Management

LARGER TAXPAYERS

<u>Taxpayer</u>	<u>Property/ Business Type</u>	<u>1/1/2023 Taxable Valuation</u>
Peninsula Gaming Company LLC	Commercial	57,421,847
Interstate Power & Light CO	Utility	47,305,069
Kennedy Mall Inc	Commercial	30,840,335
Mar Holdings LLC	Commercial	25,481,289
Progressive Processing LLC	Industrial	23,751,394
Black Hills Energy Corp	Utility	20,106,091
Sky Crown LLC	Commercial	18,984,994
Rosheck Property LLC	Commercial	18,566,944
Walter Development LLC	Commercial	18,170,115
Plaza 20 Inc.	Commercial	16,281,730

Source: Dubuque County Iowa Auditor's Office.

Effort has been made to seek out and report the larger taxpayers. However, many of the taxpayers listed contain multiple parcels and it is possible that some parcels and their valuations have been overlooked.

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INDEBTEDNESS

DEBT LIMIT

Article XI, Section 3 of the State of Iowa Constitution limits the amount of debt outstanding at any time of any county, municipality or other political subdivision to no more than 5% of the actual value of all taxable property within the corporate limits, as taken from the last state and county tax list. The debt limit for the City, based on its 2023 Actual Valuation applicable to the fiscal year 2024-25, is as follows:

Actual Valuation of Property	\$6,456,985,833
Less: Military Exemption	<u>(18,463,424)</u>
Net Valuation	\$6,438,522,402
Constitutional Debt Percentage	5.00%
Constitutional Debt Limit	\$321,926,120
Less: Applicable General Obligation Debt	(98,615,000)
Less: Urban Renewal Debt	(16,350,000)
Less: Rebate Agreements	(4,774,000)
Less: Other Obligations	(2,940,485)
Less: Annual Appropriation ¹	<u>(1,227,000)</u>
Constitutional Debt Margin	\$198,019,635

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¹ Amount appropriated for the \$22,138,000 General Obligation Annual Appropriation Refunding Capital Loan Notes, Series 2021 to be abated by sales tax increment.

DIRECT DEBT**First Lien General Obligation Debt (Includes the Bonds)**

<u>Date of Issue</u>	<u>Original Amount</u>	<u>Purpose</u>	<u>Final Maturity</u>	<u>Principal Outstanding As of 01/01/25</u>
04/16A	\$2,830,000	Corporate Purpose	06/35	\$1,760,000
04/16B	11,505,000	Refunding	06/28	1,200,000
04/16C	4,145,000	Corporate Purpose	06/35	2,630,000
04/17A	8,495,000	Refunding	06/30	2,480,000
04/17B	9,745,000	Urban Renewal Refunding	06/30	4,660,000
04/17C	2,120,000	Taxable Urban Renewal Refunding	06/30	1,140,000
04/18A	9,410,000	Corporate Purpose & Refunding	06/31	2,895,000
04/18B	1,020,000	Taxable Refunding	06/26	280,000
06/19A	2,295,000	Corporate Purpose	06/39	2,035,000
06/19B	860,000	Taxable Corporate Purpose	06/27	330,000
07/19C	4,435,000	Refunding	06/32	2,490,000
06/21A	27,995,000	Corporate Purpose & Refunding	06/41	21,690,000
06/21B	12,535,000	Taxable Corporate Purpose & Refunding	06/36	9,830,000
06/22A	2,345,000	Corporate Purpose	06/42	2,245,000
06/22B	7,220,000	Taxable Corporate Purpose	06/42	7,220,000
06/23A	6,090,000	Taxable Corporate Purpose	06/43	6,090,000
03/25A	6,325,000	Corporate Purpose	06/44	6,325,000
03/25B	8,370,000	Taxable Corporate Purpose	06/44	8,370,000
03/25C	8,945,000	Taxable Corporate Purpose	06/44	<u>8,945,000</u>
Total				\$92,615,000

Second Lien Sales Tax Increment General Obligation Debt

<u>Date of Issue</u>	<u>Original Amount</u>	<u>Purpose</u>	<u>Final Maturity</u>	<u>Principal Outstanding As of 01/01/25</u>
06/14	\$7,190,000	Flood Mitigation	06/29	\$6,000,000

Total General Obligation Debt Subject to Debt Limit: \$98,615,000

ANNUAL FISCAL YEAR DEBT SERVICE PAYMENTS

First Lien General Obligation Debt (Includes the Bonds)

	Current Outstanding G.O. Debt		The Series 2025A Bonds		The Series 2025B Bonds		The Series 2025C Bonds		Total G.O. Debt	
Fiscal Year	Principal	Principal and Interest	Principal	Principal and Interest	Principal	Principal and Interest	Principal	Principal and Interest	Principal	Principal and Interest
FY 2024-25	\$6,855,000	\$7,844,103							\$6,855,000	\$7,844,103
FY 2025-26	6,740,000	8,540,256	\$190,000	\$474,134	\$175,000	\$740,609		\$611,441	7,105,000	10,366,440
FY 2026-27	6,995,000	8,616,961	255,000	478,171	290,000	737,159		492,436	7,540,000	10,324,727
FY 2027-28	6,975,000	8,407,684	265,000	480,444	305,000	738,152		492,436	7,545,000	10,118,716
FY 2028-29	6,875,000	8,121,464	270,000	477,362	320,000	738,421	\$375,000	867,436	7,840,000	10,204,682
FY 2029-30	6,065,000	7,128,164	280,000	479,019	330,000	732,965	390,000	864,324	7,065,000	9,204,470
FY 2030-31	5,510,000	6,414,246	290,000	480,367	345,000	731,960	410,000	865,409	6,555,000	8,491,981
FY 2031-32	3,990,000	4,752,890	295,000	476,377	365,000	734,951	430,000	865,196	5,080,000	6,829,413
FY 2032-33	3,465,000	4,130,438	305,000	476,996	385,000	736,774	450,000	863,782	4,605,000	6,207,989
FY 2033-34	3,520,000	4,092,298	310,000	472,083	405,000	737,216	475,000	865,922	4,710,000	6,167,518
FY 2034-35	1,830,000	2,306,490	325,000	476,760	420,000	731,399	500,000	866,507	3,075,000	4,381,156
FY 2035-36	1,425,000	1,837,876	335,000	475,450	445,000	734,307	525,000	865,207	2,730,000	3,912,840
FY 2036-37	1,370,000	1,731,336	355,000	483,625	470,000	735,589	550,000	862,224	2,745,000	3,812,773
FY 2037-38	1,420,000	1,728,853	365,000	480,561	495,000	734,927	580,000	862,194	2,860,000	3,806,534
FY 2038-39	1,470,000	1,723,631	375,000	476,837	520,000	732,553	615,000	865,120	2,980,000	3,798,141
FY 2039-40	1,350,000	1,545,451	390,000	477,324	550,000	733,329	650,000	865,557	2,940,000	3,621,661
FY 2040-41	1,405,000	1,544,653	405,000	476,880	585,000	736,154	685,000	862,532	3,080,000	3,620,219
FY 2041-42	1,230,000	1,310,815	425,000	480,518	620,000	736,815	725,000	862,323	3,000,000	3,390,470
FY 2042-43	<u>485,000</u>	<u>508,523</u>	435,000	472,881	650,000	730,111	770,000	864,403	2,340,000	2,575,916
FY 2043-44			<u>455,000</u>	<u>474,611</u>	<u>695,000</u>	<u>736,631</u>	<u>815,000</u>	<u>863,819</u>	<u>1,965,000</u>	<u>2,075,060</u>
Total	\$68,975,000	\$82,286,132	\$6,325,000	\$9,070,400	\$8,370,000	\$13,970,022	\$8,945,000	\$15,428,268	\$92,615,000	\$120,754,809

Second Lien General Obligation Debt²

<u>Fiscal Year</u>	Current Outstanding G.O. Debt (000s)	
	<u>Principal</u>	<u>Principal and Interest</u>
FY 2024-25	\$1,125,000	\$1,144,598
FY 2025-26	1,125,000	1,344,250
FY 2026-27	1,200,000	1,363,000
FY 2027-28	1,250,000	1,365,000
FY 2028-29	<u>1,300,000</u>	<u>1,365,000</u>
Total	\$6,000,000	\$6,581,848

Urban Renewal Revenue Debt

<u>Date of Issue</u>	<u>Original Amount</u>	<u>Purpose</u>	<u>Final Maturity</u>	<u>Principal Outstanding As of 01/01/25</u>
10/07	\$23,025,000	Port of Dubuque Parking Ramp	06/37	\$16,350,000

<u>Fiscal Year</u>	Current Outstanding Urban Renewal Revenue Debt (000s)	
	<u>Principal</u>	<u>Principal and Interest</u>
FY 2024-25	\$785,000	\$1,398,125
FY 2025-26	845,000	2,012,375
FY 2026-27	910,000	2,014,000
FY 2027-28	975,000	2,010,750
FY 2028-29	1,050,000	2,012,625
FY 2029-30	1,130,000	2,013,875
FY 2030-31	1,215,000	2,014,125
FY 2031-32	1,305,000	2,013,000
FY 2032-33	1,400,000	2,010,125
FY 2033-34	1,505,000	2,010,125
FY 2034-35	1,620,000	2,012,250
FY 2035-36	1,740,000	2,010,750
FY 2036-37	<u>1,870,000</u>	<u>2,010,250</u>
Total	\$16,350,000	\$25,542,375

² Supported by state sales tax increment.

OTHER DEBT

The City has debt payable solely from the net water revenues of the City's water system as follows:

Water Revenue Debt

<u>Date of Issue</u>	<u>Original Amount</u>	<u>Purpose</u>	<u>Final Maturity</u>	<u>Principal Outstanding As of 01/01/25</u>
10/07	\$915,000	Water Improvements (SRF)	06/28	\$232,000
02/10	7,676,000	Water Improvements (SRF)	06/31	1,346,000
07/17	10,198,000	Water Improvements (SRF)	06/37	6,235,000
08/19	4,400,000	Water Improvements (SRF)	06/40	3,644,000
08/21	3,505,000	Water Refunding	06/30	<u>2,435,000</u>
Total				\$13,892,000

The City has debt payable solely from the net sewer revenues of the City's sewer system as follows:

Sewer Revenue Debt

<u>Date of Issue</u>	<u>Original Amount</u>	<u>Purpose</u>	<u>Final Maturity</u>	<u>Principal Outstanding As of 01/01/25</u>
01/09	\$1,847,000	Sewer & Storm Improvements	06/28	\$466,000
01/10	\$912,000	Sewer Improvements (SRF)	06/30	337,000
08/10	74,285,000	Sewer Improvements (SRF)	06/29	47,502,000
04/13	3,048,000	Sewer Improvements (SRF)	06/33	1,346,000
05/13	3,058,000	Sewer Improvements (SRF)	06/31	1,522,000
03/19	2,763,000	Sewer Improvements (SRF)	06/38	1,906,538
06/23	1,950,000	Sewer Improvements (SRF)	06/43	<u>293,650</u>
Total				\$53,373,188

The City has debt payable solely from the net sewer revenues of the City's stormwater system as follows:

Stormwater Revenue Debt

<u>Date of Issue</u>	<u>Original Amount</u>	<u>Purpose</u>	<u>Final Maturity</u>	<u>Principal Outstanding As of 01/01/25</u>
01/10	800,000	Stormwater Improvements (SRF)	06/30	\$295,000
10/10	7,850,000	Stormwater Improvements (SRF)	06/41	5,337,000
02/14	1,029,000	Stormwater Improvements (SRF)	06/33	168,000
04/19	16,382,000	Stormwater Improvements (SRF)	06/40	<u>13,598,000</u>
Total				\$19,398,000

Sales Tax Increment Revenue Debt

<u>Date of Issue</u>	<u>Original Amount</u>	<u>Purpose</u>	<u>Final Maturity</u>	<u>Principal Outstanding As of 01/01/25</u>
06/15	20,800,000	Stormwater Improvements	06/31	\$16,725,000

Other Obligations

From time to time the City, pursuant to Section 403.9 of the Iowa Code and the City's urban renewal plans, has entered into Development Agreements which contain payment obligations from the City to an external party. The City's payment requirements under these contracts are not structured as general liabilities of the City, but rather are exclusively secured by and payable from a pledge of the City's incremental property tax revenues (TIF) to be derived from the taxable properties (or some subset thereof) contained within an urban renewal area of the Issuer pursuant to Section 403.19 of the Iowa Code. The City's payment obligations under these contracts are routinely contingent upon development or redevelopment performance requirements of the external party and are typically made subject to annual appropriation rights by the City Council.

The following table contains information on the City's material Development Agreements which are subject to annual appropriation by the City:

<u>Agreement Date</u>	<u>Urban Renewal Area</u>	<u>Project Description</u>	<u>Maximum Remaining Payment Amount</u>	<u>Last Payment Date</u>	<u>Annual Appropriation?</u>
1/22/19	Dubuque City Greater Downtown URA	Dupaco Community Credit Union	\$2,078,701	5/1/38	Yes
4/6/20	Dubuque City Industrial Center URA	Duluth Trading Company	5,700,288	5/1/35	Yes
6/24/22	Dubuque City Industrial Center URA	Green Industrial Supply, Inc.	5,589,833	5/1/34	Yes
2/21/23	Dubuque City Industrial Center URA	Seippel Warehouse, LLC	4,421,900	5/1/35	Yes

INDIRECT DEBT

<u>Taxing District</u>	<u>1/1/2023³ Taxable Valuation</u>	<u>Portion of Taxable Value In the City</u>	<u>Percent Applicable</u>	<u>GO Debt⁴</u>	<u>City's Indirect Portion</u>
Dubuque CSD	4,932,216,092	\$3,480,398,093	70.56%	\$0	\$0
Dubuque County	6,466,514,474	\$3,480,398,093	53.82%	20,978,494	11,291,015
Northeast Iowa Comm. College	15,034,594,390	\$3,480,398,093	23.15%	49,992,020	<u>11,572,785</u>
TOTAL					\$22,863,800

³ For taxes payable July 1, 2024 through June 30, 2025

⁴ Based on publicly available data. Excludes school district sales tax revenue bonds.

DEBT RATIOS

	<u>G.O. Debt</u>	Debt/ 2023 Actual Market Value <u>\$6,438,522,409</u>	Debt/59,667 Population
Direct General Obligation Debt	\$123,906,485	1.92%	\$2,076.63
<u>Indirect General Obligation Debt</u>	<u>22,863,800</u>	<u>0.36%</u>	<u>383.19</u>
Combined Debt	\$146,770,285	2.28%	\$2,459.82

LEVIES AND COLLECTIONS (\$000s)

<u>Year</u>	<u>Taxes Levied</u>	<u>Current Collections</u>	<u>% of Taxes Levied</u>
2019-20	26,305	25,907	98.49%
2020-21	26,212	26,301	100.34%
2021-22	26,215	26,280	100.25%
2022-23	26,216	26,221	100.02%
2023-24	26,643	27,004	101.35%
2024-25	28,244	----In process of collection----	

After the assessment of property in a calendar year, taxes are levied for collection in the following fiscal year. Taxes are certified to the County Auditor in March. The County Treasurer collects taxes for all taxing entities in the County. Statutory dates for payment without penalty are September 30 for the first installment and March 31 for the second installment. Penalty rates are established by State law at 1% per month.

TAX RATES

<u>Taxing District</u>	<u>FY2020/21 \$/\$1,000</u>	<u>FY2021/22 \$/\$1,000</u>	<u>FY2022/23 \$/\$1,000</u>	<u>FY2023/24 \$/\$1,000</u>	<u>FY2024/25 \$/\$1,000</u>
City of Dubuque	\$10.14400	\$9.88899	\$9.71686	\$9.90135	\$9.92637
Dubuque County	5.91098	5.74009	5.35009	5.55009	5.62184
Dubuque CSD	14.66255	14.55590	13.91240	14.51122	12.99580
County Hospital	0.27000	0.27000	0.27000	0.27000	0.27000
City Assessor	0.24949	0.23947	0.27763	0.27220	0.25152
Ag. Extension	0.10600	0.10622	0.11808	0.11716	0.11504
Northeast Iowa CC	0.94734	0.90520	0.90520	0.92871	0.94143
State of Iowa	<u>0.00270</u>	<u>0.00260</u>	<u>0.00240</u>	<u>0.00180</u>	<u>0.00180</u>
Consolidated Rate	\$32.29306	\$31.70847	\$30.55266	\$31.55253	\$30.12380

LEVY LIMITS

HF 718 introduced an adjustable limit for cities' general fund levies (adjusted city general fund levy, or "ACGFL"). Iowa Code Section 384.1 outlines the ranges to which a city's levy can be constrained. For fiscal year ending June 30, 2025, the City's adjusted levy limit is \$7.94118. In addition to the ACGFL, the City does levy costs for liability and other insurance expense, pension expense, other employee benefits and debt service. Currently, these levies are not limited by rate or amount.

THE CITY

CITY GOVERNMENT

The City has been governed by a Council-Manager-Ward form of government since 1920. Policy is established by a Mayor and six council members, the mayor and two of the council members being elected at large and four members elected from wards. City Council members hold four-year staggered terms. The City Clerk, City Manager and City Attorney are appointed by the City Council.

LEASE REVENUE

The City of Dubuque leases riverfront property, farmland, parking areas, and space for antennas on top of water towers. The most significant lease is the lease of the greyhound racing and gambling facility and related parking areas to the Dubuque Racing Association (DRA). The DRA lease amount is based on the association's gross gambling receipts. Total rent related to this variable lease was \$6,607,531. See the audited financial statements attached as Appendix D for further information.

EMPLOYEES, PENSIONS AND OPEB

The City has 645 full and 66.20 full time equivalent part-time employees and 58.81 full time equivalent seasonal employees, including a police force of 109 sworn personnel and a fire department of 99 fire fighters. Of the City's 789 active employees, 546 are currently enrolled in the Iowa Public Employees Retirement System (the "IPERS") pension plan administered by the State of Iowa and 199 are currently enrolled in the Municipal Fire and Police Retirement System of Iowa (the "MFPRSI"), a benefit plan administered by a Board of Trustees.

See note 10 of the audited financial statements attached as Appendix D for further information on OPEB obligations, and note 11 for further information on pensions.

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GENERAL INFORMATION

LOCATION AND TRANSPORTATION

The City is located in northeast Iowa and serves as the county seat for Dubuque County. The City, with a 2020 Census population of 59,667, has a land area of 31.758 square miles. The City lies at the intersection of Highways 61/151 and 20. The City is located approximately 22 miles southwest of Platteville, Wisconsin; 92 miles southwest of Madison, Wisconsin; 84 miles northeast of Iowa City, Iowa; 65 miles north of the Quad Cities (Rock Island and Moline, Illinois and Bettendorf and Davenport, Iowa); 175 miles west of Chicago, Illinois and 185 miles northeast of Des Moines. Dubuque Regional Airport provides jet service to Chicago via American Airlines. Railroad service to the City is provided by the Iowa, Chicago & Eastern Railroad Corp, Canadian National/Illinois Central, and Burlington Northern Santa Fe Railroad Company (BNSF), as well as bus service being provided by Greyhound and Burlington Trailways.

US CENSUS DATA

1980 US Census	62,374
1990 US Census	57,546
2000 US Census	57,686
2010 US Census	57,532
2020 US Census	59,667

Source: U.S. Census Bureau website.

UNEMPLOYMENT RATES

<u>Calendar Year Average</u>	<u>City of Dubuque</u>	<u>Dubuque County</u>	<u>State of Iowa</u>
2019	2.6%	2.6%	2.7%
2020	6.4%	5.7%	5.2%
2021	4.2%	4.0%	3.8%
2022	2.9%	2.8%	2.7%
2023	2.9%	2.9%	2.9%

Source: Iowa Workforce Development Center website accessed December 2024; some historical data is revised. Figures represent calendar year averages, and will differ from fiscal year-end data reported in Table 18 of the Comprehensive Annual Financial Report for the year ended June 30, 2024.

EDUCATION

Public education to the City is provided by the Dubuque Community School District, with certified enrollment for the 2023-2024 school year of 9,996. The Dubuque School District has two high schools, an alternative high school, three middle schools and thirteen elementary schools. The Archdiocese of Dubuque operates four Catholic elementary facilities, one middle school and one high school within the City. Higher education opportunities within the County include Loras College, Clarke University, University of Dubuque, and Northeast Iowa Community College, with local facilities in downtown Dubuque and Peosta (15 minutes west of Dubuque on Highway 20).

APPENDIX B

FORMS OF BOND COUNSEL OPINIONS

Series 2025A Opinion*

We hereby certify that we have examined certified copies of the proceedings (the “Proceedings”) of the City Council of the City of Dubuque (the “Issuer”), in Dubuque County, Iowa, passed preliminary to the issue by the Issuer of its General Obligation Corporate Purpose Bonds, Series 2025A (the “Series 2025A Bonds”) in the amount of \$6,325,000, in the denomination of \$5,000 each, or any integral multiple thereof, dated March 4, 2025, in evidence of the Issuer’s obligation under a certain loan agreement (the “2025A Loan Agreement”), dated as of March 4, 2025. The Series 2025A Bonds mature on June 1 in each of the respective years and in the principal amounts and bear interest payable semiannually on June 1 and December 1 in each year, commencing December 1, 2025, at the respective rates as follows:

<u>Date</u>	<u>Principal</u>	<u>Interest Rate</u>	<u>Date</u>	<u>Principal</u>	<u>Interest Rate</u>
2026	\$190,000	_____ %	2036	\$335,000	_____ %
2027	\$255,000	_____ %	2037	\$355,000	_____ %
2028	\$265,000	_____ %	2038	\$365,000	_____ %
2029	\$270,000	_____ %	2039	\$375,000	_____ %
2030	\$280,000	_____ %	2041	\$390,000	_____ %
2031	\$290,000	_____ %	2041	\$405,000	_____ %
2032	\$295,000	_____ %	2042	\$425,000	_____ %
2033	\$305,000	_____ %	2043	\$435,000	_____ %
2034	\$310,000	_____ %	2044	\$455,000	_____ %
2035	\$325,000	_____ %			

Principal of the Series 2025A Bonds maturing in the years 2034 through 2044, inclusive, is subject to optional redemption prior to maturity on June 1, 2033, or on any date thereafter on terms of par plus accrued interest.

Based upon our examination, we are of the opinion, as of the date hereof, that:

1. The Proceedings show lawful authority for such issue under the laws of the State of Iowa.
2. The Series 2025A Bonds and the 2025A Loan Agreement are valid and binding general obligations of the Issuer.
3. All taxable property within the corporate boundaries of the Issuer is subject to the levy of taxes to pay the principal of and interest on the Series 2025A Bonds without constitutional or statutory limitation as to rate or amount.
4. The interest on the Series 2025A Bonds (including any original issue discount properly allocable to an owner thereof) is excluded from gross income for federal income tax purposes and is not treated as a preference item in calculating the federal alternative minimum tax imposed on noncorporate taxpayers under the Internal Revenue Code of 1986 (the “Code”). The opinions set forth in the preceding sentence are subject to the condition that the Issuer comply with all requirements of the Code that must be satisfied subsequent to the issuance of the Series 2025A Bonds in order that interest thereon be, or continue to be, excluded from gross income for federal income tax purposes. The Issuer has covenanted to comply with each such requirement. Failure to comply with certain of such requirements may cause the inclusion of interest on the Series 2025A Bonds in gross income for federal income tax purposes to be retroactive to the date of issuance of the Series 2025A Bonds.

We express no opinion regarding other federal tax consequences arising with respect to the Series 2025A Bonds. We note, however, that interest on the Series 2025A Bonds may be taken into account in determining adjusted financial statement income for purposes of the federal alternative minimum tax imposed on applicable corporations (as defined in Section 59(k) of the Code).

The rights of the owners of the Series 2025A Bonds and the enforceability thereof may be subject to bankruptcy, insolvency, reorganization, moratorium and other similar laws affecting creditors’ rights heretofore or hereafter enacted to the extent constitutionally applicable, and their enforcement may also be subject to the exercise of judicial discretion in appropriate cases.

DORSEY & WHITNEY LLP

***This form of bond counsel opinion is subject to change pending the results of the sale of the Bonds contemplated herein.**

Series 2025B Opinion*

We hereby certify that we have examined certified copies of the proceedings (the “Proceedings”) of the City Council of the City of Dubuque (the “Issuer”), in Dubuque County, Iowa, passed preliminary to the issue by the Issuer of its Taxable General Obligation Corporate Purpose Bonds, Series 2025B (the “Series 2025B Bonds”) in the amount of \$8,370,000, in the denomination of \$5,000 each, or any integral multiple thereof, dated March 4, 2025, in evidence of the Issuer’s obligation under a certain loan agreement (the “2025B Loan Agreement”), dated as of March 4, 2025. The Series 2025B Bonds mature on June 1 in each of the respective years and in the principal amounts and bear interest payable semiannually on June 1 and December 1 in each year, commencing December 1, 2025, at the respective rates as follows:

<u>Date</u>	<u>Principal</u>	<u>Interest Rate</u>	<u>Date</u>	<u>Principal</u>	<u>Interest Rate</u>
2026	\$175,000	_____ %	2036	\$445,000	_____ %
2027	\$290,000	_____ %	2037	\$470,000	_____ %
2028	\$305,000	_____ %	2038	\$495,000	_____ %
2029	\$320,000	_____ %	2039	\$520,000	_____ %
2030	\$330,000	_____ %	2041	\$550,000	_____ %
2031	\$345,000	_____ %	2041	\$585,000	_____ %
2032	\$365,000	_____ %	2042	\$620,000	_____ %
2033	\$385,000	_____ %	2043	\$650,000	_____ %
2034	\$405,000	_____ %	2044	\$695,000	_____ %
2035	\$420,000	_____ %			

Principal of the Series 2025B Bonds maturing in the years 2034 through 2044, inclusive, is subject to optional redemption prior to maturity on June 1, 2033, or on any date thereafter on terms of par plus accrued interest.

Based upon our examination, we are of the opinion, as of the date hereof, that:

1. The Proceedings show lawful authority for such issue under the laws of the State of Iowa.
2. The Series 2025B Bonds and the 2025B Loan Agreement are valid and binding general obligations of the Issuer.
3. All taxable property within the corporate boundaries of the Issuer is subject to the levy of taxes to pay the principal of and interest on the Series 2025B Bonds without constitutional or statutory limitation as to rate or amount.
4. The interest on the Series 2025B Bonds is not excluded from gross income for federal income tax purposes under the Internal Revenue Code of 1986.

We express no opinion regarding other federal tax consequences arising with respect to the Series 2025B Bonds. We note, however, that interest on the Series 2025B Bonds may be taken into account in determining adjusted financial statement income for purposes of the federal alternative minimum tax imposed on applicable corporations (as defined in Section 59(k) of the Code).

The rights of the owners of the Series 2025B Bonds and the enforceability thereof may be subject to bankruptcy, insolvency, reorganization, moratorium and other similar laws affecting creditors’ rights heretofore or hereafter enacted to the extent constitutionally applicable, and their enforcement may also be subject to the exercise of judicial discretion in appropriate cases.

DORSEY & WHITNEY LLP

***This form of bond counsel opinion is subject to change pending the results of the sale of the Bonds contemplated herein.**

Series 2025C Opinion*

***This form of bond counsel opinion is subject to change pending the results of the sale of the Bonds contemplated herein.**

We hereby certify that we have examined certified copies of the proceedings (the “Proceedings”) of the City Council of the City of Dubuque (the “Issuer”), in Dubuque County, Iowa, passed preliminary to the issue by the Issuer of its Taxable General Obligation Urban Renewal Bonds, Series 2025C (the “Series 2025C Bonds”) in the amount of \$8,945,000, in the denomination of \$5,000 each, or any integral multiple thereof, dated March 4, 2025, in evidence of the Issuer’s obligation under a certain loan agreement (the “2025C Loan Agreement”), dated as of March 4, 2025. The Series 2025C Bonds mature on June 1 in each of the respective years and in the principal amounts and bear interest payable semiannually on June 1 and December 1 in each year, commencing December 1, 2025, at the respective rates as follows:

<u>Date</u>	<u>Principal</u>	<u>Interest Rate</u>	<u>Date</u>	<u>Principal</u>	<u>Interest Rate</u>
2029	\$375,000	_____ %	2037	\$550,000	_____ %
2030	\$390,000	_____ %	2038	\$580,000	_____ %
2031	\$410,000	_____ %	2039	\$615,000	_____ %
2032	\$430,000	_____ %	2041	\$650,000	_____ %
2033	\$450,000	_____ %	2041	\$685,000	_____ %
2034	\$475,000	_____ %	2042	\$725,000	_____ %
2035	\$500,000	_____ %	2043	\$770,000	_____ %
2036	\$525,000	_____ %	2044	\$815,000	_____ %

Principal of the Series 2025C Bonds maturing in the years 2034 through 2044, inclusive, is subject to optional redemption prior to maturity on June 1, 2033, or on any date thereafter on terms of par plus accrued interest.

Based upon our examination, we are of the opinion, as of the date hereof, that:

1. The Proceedings show lawful authority for such issue under the laws of the State of Iowa.
2. The Series 2025C Bonds and the 2025C Loan Agreement are valid and binding general obligations of the Issuer.
3. All taxable property within the corporate boundaries of the Issuer is subject to the levy of taxes to pay the principal of and interest on the Series 2025C Bonds without constitutional or statutory limitation as to rate or amount.
4. The interest on the Series 2025C Bonds is exempt from the taxes imposed by Subchapter II (Personal Net Income Tax) and Subchapter III (Business Tax on Corporations) of Chapter 422 of the Code of Iowa, as amended. Interest on the Series 2025C Bonds is subject to the taxes imposed by Subchapter V (Taxation of Financial Institutions) of Chapter 422 of the Code of Iowa, as amended.
5. The interest on the Series 2025C Bonds is not excluded from gross income for federal income tax purposes under the Internal Revenue Code of 1986.

We express no opinion regarding other federal or state tax consequences arising with respect to the Bonds.

The rights of the owners of the Series 2025C Bonds and the enforceability thereof may be subject to bankruptcy, insolvency, reorganization, moratorium and other similar laws affecting creditors’ rights heretofore or hereafter enacted to the extent constitutionally applicable, and their enforcement may also be subject to the exercise of judicial discretion in appropriate cases.

DORSEY & WHITNEY LLP

APPENDIX C

FORM OF CONTINUING DISCLOSURE CERTIFICATE

This Continuing Disclosure Certificate (the “Disclosure Certificate”) is executed and delivered by the City of Dubuque, Iowa (the “Issuer”), in connection with the issuance of \$6,325,000 General Obligation Corporate Purpose Bonds, Series 2025A, \$8,370,000 Taxable General Obligation Corporate Purpose Bonds, Series 2025B, and \$8,945,000 Taxable General Obligation Urban Renewal Bonds, Series 2025C (collectively, the “Bonds”), dated March 4, 2025. The Bonds are being issued pursuant to a resolution of the Issuer approved on February 17, 2025 (the “Resolution”). The Issuer covenants and agrees as follows:

Section 1. Purpose of the Disclosure Certificate. This Disclosure Certificate is being executed and delivered by the Issuer for the benefit of the Holders and Beneficial Owners of the Bonds and in order to assist the Participating Underwriters in complying with S.E.C. Rule 15c2-12.

Section 2. Definitions. In addition to the definitions set forth in the Resolution, which apply to any capitalized term used in this Disclosure Certificate unless otherwise defined in this Section, the following capitalized terms shall have the following meanings:

“Annual Report” shall mean any Annual Report provided by the Issuer pursuant to, and as described in, Sections 3 and 4 of this Disclosure Certificate.

“Beneficial Owner” shall mean any person which (a) has the power, directly or indirectly, to vote or consent with respect to, or to dispose of ownership of, any Bonds (including persons holding Bonds through nominees, depositories or other intermediaries), or (b) is treated as the owner of any Bonds for federal income tax purposes.

“Dissemination Agent” shall mean the Dissemination Agent, if any, designated in writing by the Issuer and which has filed with the Issuer a written acceptance of such designation.

“EMMA” shall mean the MSRB’s Electronic Municipal Market Access system available at <http://emma.msrb.org>.

“Financial Obligation” shall mean a (i) debt obligation, (ii) derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation, or, (iii) guarantee of either (i) or (ii). The term “Financial Obligation” shall not include municipal securities as to which a final official statement has been provided to the MSRB pursuant to the Rule.

“Holders” shall mean the registered holders of the Bonds, as recorded in the registration books of the Registrar.

“Listed Events” shall mean any of the events listed in Section 5(a) of this Disclosure Certificate.

“Municipal Securities Rulemaking Board” or “MSRB” shall mean the Municipal Securities Rulemaking Board, 1300 I Street NW, Suite 1000, Washington, DC 20005.

“Participating Underwriter” shall mean any of the original underwriters of the Bonds required to comply with the Rule in connection with offering of the Bonds.

“Rule” shall mean Rule 15c2-12 adopted by the Securities and Exchange Commission under the Securities Exchange Act of 1934, as the same may be amended from time to time.

“State” shall mean the State of Iowa.

Section 3. Provision of Annual Reports.

(a) Not later than June 30 (the “Submission Deadline”) of each year following the end of the 2023-2024 fiscal year, the Issuer shall, or shall cause the Dissemination Agent (if any) to, file on EMMA an electronic copy of its Annual Report which is consistent with the requirements of Section 4 of this Disclosure Certificate in a format and accompanied by such identifying information as prescribed by the MSRB. The Annual Report may be submitted as a single document or as separate documents comprising a package, and may cross-reference other information as provided in Section 4 of this Disclosure Certificate; provided that the audited financial statements of the Issuer may be submitted separately from the balance of the Annual Report and later than the Submission Deadline if they are not available by that date. If the Issuer’s fiscal year changes, it shall give notice of such change in the same manner as for a Listed Event under Section 5(c), and the Submission Deadline beginning with the subsequent fiscal year will become one year following the end of the changed fiscal year.

(b) If the Issuer has designated a Dissemination Agent, then not later than fifteen (15) business days prior to the Submission Deadline, the Issuer shall provide the Annual Report to the Dissemination Agent.

(c) If the Issuer is unable to provide an Annual Report by the Submission Deadline, in a timely manner thereafter, the Issuer shall, or shall cause the Dissemination Agent (if any) to, file a notice on EMMA stating that there has been a failure to provide an Annual Report on or before the Submission Deadline.

Section 4. Content of Annual Reports. The Issuer's Annual Report shall contain or include by reference the following:

(a) The Audited Financial Statements of the Issuer for the prior fiscal year, prepared in accordance with generally accepted accounting principles promulgated by the Financial Accounting Standards Board as modified in accordance with the governmental accounting standards promulgated by the Governmental Accounting Standards Board or as otherwise provided under State law, as in effect from time to time, or, if and to the extent such audited financial statements have not been prepared in accordance with generally accepted accounting principles, noting the discrepancies therefrom and the effect thereof. If the Issuer's audited financial statements are not available by the Submission Deadline, the Annual Report shall contain unaudited financial information (which may include any annual filing information required by State law) accompanied by a notice that the audited financial statements are not yet available, and the audited financial statements shall be filed on EMMA when they become available.

(b) Tables, schedules or other information contained in the official statement for the Bonds, under the following captions:

PROPERTY VALUES

Trend of Valuations

Larger Taxpayers

INDEBTEDNESS

Debt Limit

Direct Debt

First Lien General Obligation Debt

Second Lien Sales Tax Increment General Obligation Debt

Total General Obligation Debt Subject to Debt Limit

Annual Fiscal Year Debt Service Payments

First Lien General Obligation Debt

Second Lien General Obligation Debt

Urban Renewal Revenue Debt

Other Debt

Water Revenue Debt

Sewer Revenue Debt

Stormwater Revenue Debt

Other Obligations

Debt Ratios

Direct General Obligation Debt

Levies and Collections

Tax Rates

City of Dubuque

Any or all of the items listed above may be included by specific reference to other documents, including official statements of debt issues of the Issuer or related public entities, which are available on EMMA or are filed with the Securities and Exchange Commission. If the document included by reference is a final official statement, it must be available on EMMA. The Issuer shall clearly identify each such other document so included by reference.

Section 5. Reporting of Significant Events

(a) Pursuant to the provisions of this Section 5, the Issuer shall give, or cause to be given, notice of the occurrence of any of the following events with respect to the Bonds:

- (1) Principal and interest payment delinquencies.
- (2) Non-payment related defaults, if material.
- (3) Unscheduled draws on debt service reserves reflecting financial difficulties.
- (4) Unscheduled draws on credit enhancements reflecting financial difficulties.
- (5) Substitution of credit or liquidity providers, or their failure to perform.

(6) Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the security, or other material events affecting the tax status of the security.

(7) Modifications to rights of security holders, if material.

(8) Bond calls, if material, and tender offers.

(9) Defeasances.

(10) Release, substitution, or sale of property securing repayment of the securities, if material.

(11) Rating changes.

(12) Bankruptcy, insolvency, receivership or similar event of the obligated person.

Note to paragraph (12): For the purposes of the event identified in subparagraph (12), the event is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent or similar officer for an obligated person in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of the assets or business of the obligated person, or if such jurisdiction has been assumed by leaving the existing governing body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the obligated person.

(13) The consummation of a merger, consolidation, or acquisition involving an obligated person or the sale of all or substantially all of the assets of the obligated person, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material.

(14) Appointment of a successor or additional trustee or the change of name of a trustee, if material.

(15) Incurrence of a Financial Obligation of the obligated person, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a Financial Obligation of the obligated person, any of which affect security holders, if material.

(16) Default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a Financial Obligation of the obligated person, any of which reflect financial difficulties.

(b) If a Listed Event described in Section 5(a) paragraph (2), (7), (8) (but only with respect to bond calls under (8)), (10), (13), (14), or (15) has occurred and the Issuer has determined that such Listed Event is material under applicable federal securities laws, the Issuer shall, in a timely manner but not later than ten business days after the occurrence of such Listed Event, promptly file, or cause to be filed, a notice of such occurrence on EMMA, with such notice in a format and accompanied by such identifying information as prescribed by the MSRB.

(c) If a Listed Event described in Section 5(a) paragraph (1), (3), (4), (5), (6), (8) (but only with respect to tender offers under (8)), (9), (11), (12), or (16) above has occurred the Issuer shall, in a timely manner but not later than ten business days after the occurrence of such Listed Event, promptly file, or cause to be filed, a notice of such occurrence on EMMA, with such notice in a format and accompanied by such identifying information as prescribed by the MSRB. Notwithstanding the foregoing, notice of Listed Events described in Section (5)(a) paragraphs (8) and (9) need not be given under this subsection any earlier than the notice (if any) of the underlying event is given to Holders of affected Bonds pursuant to the Resolution.

Section 6. Termination of Reporting Obligation. The Issuer's obligations under this Disclosure Certificate shall terminate upon the legal defeasance, prior redemption or payment in full of all of the Bonds or upon the Issuer's receipt of an opinion of nationally recognized bond counsel to the effect that, because of legislative action or final judicial action or administrative actions or proceedings, the failure of the Issuer to comply with the terms hereof will not cause Participating Underwriters to be in violation of the Rule or other applicable requirements of the Securities Exchange Act of 1934, as amended.

Section 7. Dissemination Agent. The Issuer may, from time to time, appoint or engage a Dissemination Agent to assist it in carrying out its obligations under this Disclosure Certificate, and may discharge any such Agent, with or without appointing a successor Dissemination Agent. The Dissemination Agent shall not be responsible in any manner for the content of any notice or Annual Report prepared by the Issuer pursuant to this Disclosure Certificate. The initial Dissemination Agent shall be Independent Public Advisors, LLC.

Section 8. Amendment; Waiver. Notwithstanding any other provision of this Disclosure Certificate, the Issuer may amend this Disclosure Certificate, and any provision of this Disclosure Certificate may be waived, provided that the following conditions are satisfied:

- (a) (i) the amendment or waiver is made in connection with a change in circumstances that arises from a change in legal requirements, change in law, or change in the identity, nature or status of an obligated person with respect to the Bonds, or the type of business conducted; (ii) the undertaking, as amended or taking into account such waiver, would, in the opinion of nationally recognized bond counsel, have complied with the requirements of the Rule at the time of the original issuance of the Bonds, after taking into account any amendments or interpretations of the Rule, as well as any change in circumstances; and (iii) the amendment or waiver either (1) is approved by a majority of the Holders, or (2) does not, in the opinion of nationally recognized bond counsel, materially impair the interests of the Holders or Beneficial Owners; or
- (b) the amendment or waiver is necessary to comply with modifications to or interpretations of the provisions of the Rule as announced by the Securities and Exchange Commission.

In the event of any amendment or waiver of a provision of this Disclosure Certificate, the Issuer shall describe such amendment in the next Annual Report, and shall include, as applicable, a narrative explanation of the reason for the amendment or waiver and its impact on the type (or in the case of a change of accounting principles, on the presentation) of financial information or operating data being presented by the Issuer. In addition, if the amendment relates to the accounting principles to be followed in preparing audited financial statements, (i) notice of such change shall be given in the same manner as for a Listed Event under Section 5(c), and (ii) the Annual Report for the year in which the change is made will present a comparison or other discussion in narrative form (and also, if feasible, in quantitative form) describing or illustrating the material differences between the audited financial statements as prepared on the basis of the new accounting principles and those prepared on the basis of the former accounting principles.

Section 9. Additional Information. Nothing in this Disclosure Certificate shall be deemed to prevent the Issuer from disseminating any other information, using the means of dissemination set forth in this Disclosure Certificate or any other means of communication, or including any other information in any Annual Report or notice of occurrence of a Listed Event, in addition to that which is required by this Disclosure Certificate. If the Issuer chooses to include any information in any Annual Report or notice of occurrence of a Listed Event in addition to that which is specifically required by this Disclosure Certificate, the Issuer shall have no obligation under this Certificate to update such information or include it in any future Annual Report or notice of occurrence of a Listed Event.

Section 10. Default. In the event of a failure of the Issuer to comply with any provision of this Disclosure Certificate, any Holder or Beneficial Owner may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the Issuer to comply with its obligations under this Disclosure Certificate. Direct, indirect, consequential and punitive damages shall not be recoverable by any person for any default hereunder and are hereby waived to the extent permitted by law. A default under this Disclosure Certificate shall not be deemed an event of default under the Resolution, and the sole remedy under this Disclosure Certificate in the event of any failure of the Issuer to comply with this Disclosure Certificate shall be an action to compel performance.

Section 11. Duties, Immunities and Liabilities of Dissemination Agent. The Dissemination Agent, if any, shall have only such duties as are specifically set forth in this Disclosure Certificate, and the Issuer agrees to indemnify and save the Dissemination Agent, its officers, directors, employees and agents, harmless against any loss, expense and liabilities which it may incur arising out of or in the exercise or performance of its powers and duties hereunder, including the costs and expenses (including attorneys' fees) of defending against any claim of liability, but excluding liabilities due to the Dissemination Agent's negligence or willful misconduct. The obligations of the Issuer under this Section shall survive resignation or removal of the Dissemination Agent and payment of the Bonds.

Section 12. Beneficiaries. This Disclosure Certificate shall inure solely to the benefit of the Issuer, the Dissemination Agent, the Participating Underwriters and Holders and Beneficial Owners from time to time of the Bonds, and shall create no rights in any other person or entity.

Dated: March 4, 2025

CITY OF DUBUQUE, IOWA

By _____
Mayor

Attest:

By _____
City Clerk

APPENDIX D

ANNUAL COMPREHENSIVE FINANCIAL REPORT FOR THE FISCAL YEAR ENDED JUNE 30, 2023

APPENDIX E

BOOK-ENTRY SYSTEM

The information in this Appendix concerning The Depository Trust Company, New York, New York ("DTC") and DTC's book-entry system has been obtained from DTC. Neither the Underwriter nor the Issuer take responsibility for the accuracy or completeness thereof, or for any material changes in such information subsequent to the date hereof, or for any information provided at the web sites referenced below. Beneficial Owners should confirm the following with DTC or the Direct Participants (as hereinafter defined). So long as Cede & Co. is the Registered Owner of the Bonds, as nominee of DTC, references in the Official Statement to the Bondowners or Registered Owners of the Bonds shall mean Cede & Co. and shall not mean the Beneficial Owners of the Bonds.

Book-Entry System

The Depository Trust Company ("DTC"), New York, NY, will act as securities depository for the Bonds. The Bonds will be issued as fully-registered securities registered in the name of Cede & Co. (DTC's partnership nominee) or such other name as may be requested by an authorized representative of DTC. One fully-registered Bond certificate will be issued for the Bonds, in the aggregate principal amount of such issue, and will be deposited with DTC.

DTC, the world's largest securities depository, is a limited-purpose trust company organized under the New York Banking Law, a "banking organization" within the meaning of the New York Banking Law, a member of the Federal Reserve System, a "clearing corporation" within the meaning of the New York Uniform Commercial Code, and a "clearing agency" registered pursuant to the provisions of Section 17A of the Securities Exchange Act of 1934. DTC holds and provides asset servicing for over 3.5 million issues of U.S. and non-U.S. equity issues, corporate and municipal debt issues, and money market instruments (from over 100 countries) that DTC's participants ("Direct Participants") deposit with DTC. DTC also facilitates the post-trade settlement among Direct Participants of sales and other securities transactions in deposited securities, through electronic computerized book-entry transfers and pledges between Direct Participants' accounts. This eliminates the need for physical movement of securities certificates. Direct Participants include both U.S. and non-U.S. securities brokers and dealers, banks, trust companies, clearing corporations, and certain other organizations. DTC is a wholly-owned subsidiary of the Depository Trust & Clearing Corporation ("DTCC"). DTCC is the holding company for DTC, National Securities Clearing Corporation and Fixed Income Clearing Corporation, all of which are registered clearing agencies. DTCC is owned by the users of its regulated subsidiaries. Access to the DTC system is also available to others such as both U.S. and non-U.S. securities brokers and dealers, banks, trust companies, and clearing corporations that clear through or maintain a custodial relationship with a Direct Participant, either directly or indirectly ("Indirect Participants"). DTC has a Standard & Poor's rating of AA+. The DTC Rules applicable to its Participants are on file with the Securities and Exchange Commission. More information about DTC can be found at www.dtcc.com.

Purchases of Bonds under the DTC system must be made by or through Direct Participants, which will receive a credit for the Bonds on DTC's records. The ownership interest of each actual purchaser of each Bond ("Beneficial Owner") is in turn to be recorded on the Direct and Indirect Participants' records. Beneficial Owners will not receive written confirmation from DTC of their purchase. Beneficial Owners are, however, expected to receive written confirmations providing details of the transaction, as well as periodic statements of their holdings, from the Direct or Indirect Participant through which the Beneficial Owner entered into the transaction. Transfers of ownership interests in the Bonds are to be accomplished by entries made on the books of Direct and Indirect Participants acting on behalf of Beneficial Owners. Beneficial Owners will not receive certificates representing their ownership interests in Bonds, except in the event that use of the book-entry system for the Bonds is discontinued.

To facilitate subsequent transfers, all Bonds deposited by Direct Participants with DTC are registered in the name of DTC's partnership nominee, Cede & Co., or such other name as may be requested by an authorized representative of DTC. The deposit of Bonds with DTC and their registration in the name of Cede & Co. or such other DTC nominee do not effect any change in beneficial ownership. DTC has no knowledge of the actual Beneficial Owners of the Bonds; DTC's records reflect only the identity of the Direct Participants to whose accounts such Bonds are credited, which may or may not be the Beneficial Owners. The Direct and Indirect Participants will remain responsible for keeping account of their holdings on behalf of their customers.

Conveyance of notices and other communications by DTC to Direct Participants, by Direct Participants to Indirect Participants, and by Direct Participants and Indirect Participants to Beneficial Owners will be governed by arrangements among them, subject to any statutory or regulatory requirements as may be in effect from time to time. Beneficial Owners of Bonds may wish to take certain steps to augment the transmission to them of notices of significant events with respect to the Bonds, such as redemptions, tenders, defaults and proposed amendments to the Security documents. For example, Beneficial Owners of Bonds may wish to ascertain that the nominee holding the Bonds for their benefit has agreed to obtain and transmit notices to Beneficial Owners. In the alternative, Beneficial Owners may wish to provide their names and addresses to the registrar and request that copies of notices be provided directly to them.

Redemption notices shall be sent to DTC. If less than all of the Bonds within an issue are being redeemed, DTC's practice is to determine by lot the amount of the interest of each Direct Participant in such issue to be redeemed.

Neither DTC nor Cede & Co. (nor any other DTC nominee) will consent or vote with respect to the Bonds unless authorized by a Direct Participant in accordance with DTC's MMI Procedures. Under its usual procedures, DTC mails an Omnibus Proxy to Issuer as soon as possible after the record date. The Omnibus Proxy assigns Cede & Co.'s consenting or voting rights to those Direct Participants to whose accounts the Bonds are credited on the record date (identified in a listing attached to the Omnibus Proxy).

Redemption proceeds, distributions and dividend payments on the Bonds will be made to Cede & Co., or such other nominee as may be requested by an authorized representative of DTC. DTC's practice is to credit Direct Participants' accounts upon DTC's receipt of funds and corresponding detail information from Issuer or Agent, on payable date in accordance with their respective holdings shown on DTC's records. Payments by Participants to Beneficial Owners will be governed by standing instructions and customary practices, as is the case with securities held for the accounts of customers in bearer form or registered in "street name," and will be the responsibility of such Participant and not of DTC, Agent or Issuer, subject to any statutory or regulatory requirements as may be in effect from time to time. Payment of redemption proceeds, distributions and dividend payments to Cede & Co. (or such other nominee as may be requested by an authorized representative of DTC) is the responsibility of Issuer or Agent, disbursement of such payments to Direct Participants will be the responsibility of DTC, and disbursement of such payments to the Beneficial Owners will be the responsibility of Direct and Indirect Participants.

DTC may discontinue providing its services as depository with respect to the Bonds at any time by giving reasonable notice to Issuer or Agent. Under such circumstances, in the event that a successor depository is not obtained, Bond certificates are required to be printed and delivered.

The Issuer may decide to discontinue use of the system of book-entry-only transfers through DTC (or a successor securities depository). In that event, Bond certificates will be printed and delivered to DTC.

The information in this section concerning DTC and DTC's book-entry system has been obtained from sources that the Issuer believes to be reliable, but the Issuer does not take any responsibility for the accuracy thereof.

**City of Dubuque
City Council**

ACTION ITEMS # 4.

ITEM TITLE:	Historic Millwork District Outdoor Community Space Engagement, Design, and Construction Management Consultant Selection Approval and Authorization of Contract
SUMMARY:	City Manager recommending City Council authorize the City Manager to negotiate and execute a contract with Confluence to undertake the Historic Millwork District Outdoor Community Space Engagement, Design, and Construction Management. RESOLUTION Authorizing The City Manager To Negotiate And Execute A Contract With Confluence For Historic Millwork District Outdoor Community Space Engagement, Design, And Construction Management
SUGGESTED DISPOSITION:	Receive and File; Adopt Resolution(s)

ATTACHMENTS:

1. MVM Memo
2. HMD Outdoor Community Space Consultant Selection - MVM memo
3. Resolution - Consultant Selection
4. 10-24-2024 HMD Outdoor Community Space RFP
5. Confluence Proposal
6. Confluence - Interview Presentation

TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

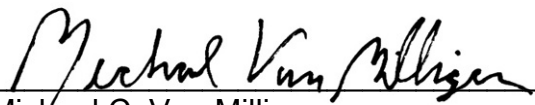
SUBJECT: Historic Millwork District Outdoor Community Space Engagement, Design, and Construction Management Consultant Selection Approval and Authorization of Contract

DATE: January 14, 2025

Planning Services Director Wally Wernimont is recommending City Council authorize the City Manager to negotiate and execute a contract with Confluence to undertake the Historic Millwork District Outdoor Community Space Engagement, Design, and Construction Management. In the event that a contract cannot be agreed upon with Confluence, authorization is also requested to negotiate and execute a contract with Snyder & Associates.

On October 7, 2024, the City Council authorized the Request for Proposal (RFP) for the Historic District Outdoor Community Space to be posted and initiate the consultant selection process.

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
Wally Wernimont, Planning Services Director
Tony Breitbach, Purchasing Coordinator
Jared Charland, Project & Facilities Manager
Jill Connors, Economic Development Director
Jon Dienst, Civil Engineer II
Ryan Knuckey, Transportation Services Director
Elizabeth Martin, Administrative Assistant Office of Shared Prosperity & Neighborhood Support
Marie Ware, Leisure Services Director

TO: Michael C. Van Milligen, City Manager

FROM: Wally Wernimont, Planning Services Director

SUBJECT: Historic Millwork District Outdoor Community Space Engagement, Design, and Construction Management Consultant Selection Approval and Authorization of Contract

DATE: January 8, 2025

INTRODUCTION

This memorandum transmits a request for approval of a consultant selection for the Historic Millwork District Outdoor Community Space Engagement, Design, and Construction Management.

BACKGROUND

2009 Historic Millwork District Master Plan

On February 16, 2009, the City Council adopted the Historic Millwork District Master (HMD) Plan. The vision outlined in the Plan aimed to revitalize the District by integrating commercial, office and residents into historic spaces, fostering artistic expression, and promoting green technologies. The historic buildings serve as a foundation for a vibrant mixed-use neighborhood that provides easy access to urban amenities and outdoor recreation. The execution of this Plan transforms this District into a creative and innovative hub, further enhancing Dubuque's position in the region.

One of the features identified in the plan included the following:

“A signature public open space: Build a multi-use, flexible plaza and park in the heart of the District to use for performances, concerts, markets, and to showcase sustainable practices, technologies, and artistic elements.”

The plan placed this approximately .70 acres (30,500 sf) area known as Foundry Square at the corner of 10th and Elm Street adjacent to what is referred to as the Alamo Building which is now known as the Rouse and Dean Building. Historically, the building was the iron foundry and machinist building of the Rouse and Dean Company.

Temporary Parking Lot Approval

Besides the aforementioned plaza and park, the plan includes several features, including the construction of a parking ramp. As part of the construction of the parking ramp, the installation of a temporary parking lot was proposed to temporarily satisfy

parking demand in the developing district while the parking ramp was being constructed. On May 16, 2012, a contract was signed by a local contractor to furnish all material and equipment and to perform all labor necessary for the “Millwork Temporary Parking Lot Project.”

Before approving the temporary parking lot and the construction of the parking ramp, the Historic Preservation Commission conducted an advisory design review on January 19, 2012.

An excerpt from the HPC meeting minutes notes the following stated by former City of Dubuque Assistant Economic Development Director Aaron DeJong:

“Commissioners discussed surface parking lot proposed in place of the planned plaza. Staff Member DeJong reviewed the parking lot on Foundry Square is intended to be a temporary parking lot until the ramp is built. Commissioners emphasized the surface lot needs to be temporary as Foundry Square is an important design and pedestrian component of the Historic Millwork District. Staff Member DeJong agreed, noting the Plaza is needed for the Historic Millwork District, and this remains the ultimate goal.”

2024 Historic Millwork District Master Plan Update

The Historic Millwork District enjoyed a successful revival since the original Historic Millwork Master Plan was adopted in 2009. However, city officials, stakeholders and the community recognized that there was still more work to be done. Despite numerous successful developments and public infrastructure projects, this district remains “in progress.” The purpose of conducting the master plan update was to provide recommendations for improvements over the next decade. In 2022, the city hired a consultant to provide an update to the plan.

A steering committee was established in fall 2022, comprising thirteen members—including business and property owners, residents, community leaders, and city staff—who worked closely with the consultant team to engage the community and update the master plan. The committee held monthly meetings throughout the winter and spring of 2023. The consultant conducted community engagement which included various stakeholders from both within and outside the District.

In addition to the steering committee's efforts, the consultant conducted six focus group meetings with small groups of individuals sharing common interests, such as business owners, the arts community, city staff, youth, and neighboring residents. An online survey was also distributed city-wide to gather input from residents who might not typically participate in District activities, resulting in over 600 responses that reflected a broad cross-section of the community.

As the result of the community engagement, several recommendations for projects were identified. **Design and construct a Community Space adjacent to the Alamo Building** was identified as a priority project and the top primary recommendation in the built environment category.

Millwork District Public Parking Availability

The temporary parking lot currently offers 57 spaces leased during the day, with public access starting at 5:00 PM. The Millwork District features 81 spaces at the 9th & Elm Street lot near the Intermodal Facility and another 68 spaces at the 12th & Elm Street lot, both accessible to the public after 5:00 PM. Additionally, the parking ramp at 9th Street and Central Avenue provides 542 spaces. There are also on-street meter spaces throughout the district. Overall, there is sufficient parking to compensate for the removal of the 57 temporary parking spaces.

DISCUSSION

On October 7, 2024, the City Council authorized the Request for Proposal (RFP) for the Historic District Outdoor Community Space to be posted and initiate the consultant selection process.

The RFP was posted on the city's website on October 8, 2024, with a closing date of October 30, 2024. The Planning Service Department received four (4) proposals from Bolton & Menk, Confluence, O2 Design and Snyder & Associates. On November 12, the following RFP Review Committee members review the RFP's:

- Tony Breitbach, Purchasing Coordinator
- Crenna Brumwell, City Attorney
- Jill Connors, Economic Development Director
- Jon Dienst, Civil Engineer II
- Jared Charland, Project & Facilities Manager
- Ryan Knuckey, Transportation Services Director
- Elizabeth Martin, Administrative Assistant Office of Shared Prosperity & Neighborhood Support
- Marie Ware, Leisure Services Director
- Wally Wernimont, Planning Services Director

Prior to the RFP Committee Selection meeting, members independently scored the firms using scoring sheets based on the criteria within the RFP. At the Committee Selection meeting, the top three scoring firms were chosen for an interview based on the collective scores. The three unanimous top-ranking firms included:

- Bolton & Menk - Cedar Rapids, Iowa
- Confluence - Cedar Rapids, Iowa
- Snyder & Associates – Madison, Wisconsin

These interviews were conducted on December 11, 2024. After the interviews, the RFP Committee members were asked to rank the three consultants 1-first choice through 3-last choice. The results were compiled, and the following were the results (lower the score the better).

Ranking	Consultant	Total Score
1	Confluence	11
2	Snyder & Associates	16
3	Bolton & Menk	27

The committee noted the following:

- 1) Confluence received eight (8) of (9) first-place votes.
- 2) The consultant's presentation and proposal balance the need for immediate improvements (such as green lawn, lighting, and walkways) with the long-term vision for the space, ensuring the area transitions away from a parking lot into a functional community hub.
- 3) Their plan offers a clear starting point that understanding of our community's needs by proposing a tailored engagement strategy that is flexible and adaptable. They have outlined a process that specifically targets our stakeholders, using methods like charettes or other suitable engagement tools. This approach ensures that community input will be incorporated effectively, fostering collaboration and trust in the project.
- 4) The consultant has shown a capacity to manage public input efficiently, ensuring that the various voices and interests in the community are heard and integrated into the design.
- 5) The committee also noted the inclusion of Fehr-Graham as a sub-consultant has had successful work on other projects in the City of Dubuque, such as trails and green alleys.
- 6) The consultant has developed similar spaces throughout other communities in Iowa.
- 7) The consultant demonstrated a keen leadership is a key asset, bringing a dynamic and firm approach that will help guide the project through stakeholder discussions and ensure the project stays on course.

In January 2025, Planning Staff conducted reference checks, which highlighted Confluence's exceptional capability in public engagement. One reference cited the development of the Manchester Riverfront Park in the City of Manchester, a project that involved both Confluence and their subconsultant, Fehr-Graham. The feedback was overwhelmingly positive. Another reference referred to the Yard @ Kingston Yard project, which featured a park with a custom-designed stage, natural grass lawn, and family-friendly amenities. This project, a private development, showcased Confluence's skill in listening to diverse business owners and creating a design that garnered their collective agreement.

The RFP, consultants' proposal and presentation are enclosed.

BUDGET IMPACT

The Capital Improvement Program (CIP) Budget has the following funds allocated in the Economic Development Department to the project:

FY 24-25 CIP	Title/Description	Amount
6052000028	Green Space HMD	\$400,000

REQUESTED ACTION

As recommended by the RFP Review Team, I respectfully request that the City Council authorize the City Manager to negotiate and execute a contract with Confluence to undertake the Historic Millwork District Outdoor Community Space Engagement,

Design, and Construction Management. I would also like to request authorization to negotiate and execute a contract with Snyder & Associates in the event that a contract cannot be agreed upon with Confluence.

Enclosures

Cc: Tony Breitbach, Purchasing Coordinator
Crenna Brumwell, City Attorney
Jared Charland, Project & Facilities Manager
Jill Connors, Economic Development Director
Jon Dienst, Civil Engineer II
Ryan Knuckey, Transportation Services Director
Elizabeth Martin, Administrative Assistant Office of Shared Prosperity & Neighborhood Support
Marie Ware, Leisure Services Director

Prepared by: Wally Wernimont, City Planner Address: City Hall, 50 W. 13th St (563) 589-4210
Return to: Adrienne Breitfelder, City Clerk Address: City Hall, 50 West 13th St (563) 589-4121

RESOLUTION NO. - 25

**RESOLUTION AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE
A CONTRACT WITH CONFLUENCE FOR HISTORIC MILLWORK DISTRICT
OUTDOOR COMMUNITY SPACE ENGAGEMENT, DESIGN, AND CONSTRUCTION
MANAGEMENT**

Whereas, the City of Dubuque has funds budgeted for the Historic Millwork District Outdoor Community Space; and

Whereas, the 2009 Historic Millwork District Master Plan identified a signature public open space to be built as a multi-use, flexible plaza and park; and

Whereas, the 2024 Historic Millwork District Master Plan Update identified this community space as a priority project and the top recommendation in the built environment category of the plan; and

Whereas, sealed proposals were reviewed and interviews conducted by the selection committee, and it has been determined that Confluence is selected as the recommended firm.

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

That the City Manager hereby is authorized and directed to negotiate and execute a contract with Confluence to undertake the Historic Millwork District Outdoor Community Space Engagement, Design, and Construction Management. The City Manager is also authorized to negotiate and execute a contract with Snyder & Associates in the event that a contract cannot be agreed upon with Confluence.

Passed, approved and adopted this 21st day of January 2025.

By: _____
Brad M. Cavanagh, Mayor

ATTEST:

By: _____
Adrienne N. Breitfelder, City Clerk

REQUEST FOR PROPOSAL (RFP)



ISSUE DATE: October 8, 2024
MODIFICATION DATE: October 24, 2024 see page 9
CONTACT: Wally Wernimont, Planning Services
PHONE NO: 563-589-4210
EMAIL: wwernimo@cityofdubuque.org

SUBMIT PROPOSAL/OFFER PRIOR TO:

CLOSING DATE: October 30, 2024

CLOSING TIME: 1:00 P.M. (local time)

SUBMIT TO:

SEE Section 8.0

FAX NOT ACCEPTED

DESCRIPTION:

**Historic Millwork District Outdoor Community Space Design,
Development, and Construction Management Services**

☐

RECEIPT OF PROPOSAL ACKNOWLEDGEMENT

If you are considering a response to this RFP, please mark the box to the left, fill in the information below and return this sheet as a confirmation that you received this RFP.

☐

NO RESPONSE REPLY

If you do not want to respond to this RFP at this time, please mark the box to the left, fill in the information below and return this sheet only.

COMPANY NAME:

DATE:

MAILING ADDRESS:

CITY/STATE:

ZIP CODE:

AUTHORIZED SIGNATURE:

PRINTED NAME:

TITLE OF AUTHORIZED REPRESENTATIVE:

EMAIL:

PHONE:



Consultant Professional Services Request for Proposal

Historic Millwork District Outdoor Community Space Design, Development, and Construction Management Services

City of Dubuque, Iowa

Issue Date: October 8, 2024

Closing Date and Time: October 30, 2024, 1:00 p.m. CT

**Planning Services Department
City Hall – 50 W. 13th Street
Dubuque, Iowa 52001**

1.0 INTRODUCTION

The City of Dubuque, Iowa is soliciting competitive sealed proposals from qualified professional consulting firms to perform design, development and construction management services for the Historic Millwork District Outdoor Community Space.

The project development for each component described will take the concept to final plan and bid specifications. A qualified consultant will design preliminary and final plans for the entire development of the outdoor community space.

2.0 COMMUNITY BACKGROUND

The city of Dubuque is located on the Mississippi River in northeastern Iowa, adjacent to Illinois and Wisconsin. As Iowa's oldest city, Dubuque is a community well known for its historic and architectural beauty. The city is over 31 square miles in area, with a population of nearly 60,000. 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.

The City of Dubuque is governed by an elected Mayor and City Council and managed by a City Manager. The City funds a full range of municipal services. City government works in collaboration with the private and non-profit sectors to promote economic development and sustainability. Sustainability and downtown, neighborhood, and riverfront planning and revitalization are long-standing priorities of the City Council. The City's website is <https://www.cityofdubuque.org/>. The City Council goals and priorities are available online at <https://www.cityofdubuque.org/72/Goals-Priorities>

In 2006 and every year since, the Mayor and City Council identified becoming a more Sustainable City as one of their goals or priorities for our community. A sustainable environment is among the Council's Five-Year Goals for the years 2024-2029. Find out more at the <https://www.sustainabledubuque.org/> website.

The City of Dubuque works to create a more inclusive community by assuring everyone has equitable access to community services. Dubuque is focused on becoming an equitable community of choice. The five pillars of resiliency, sustainability, equity, transparency, and compassion through planning, partnership, and people. This project will support the city staff, elected officials, community organizations, and members of the public in reducing, and ultimately eliminating, disparities experienced by our most marginalized residents, allowing them to prosper. These projects should strive to provide a better and more equitable experience for the entire community.

3.0 PROJECT OBJECTIVES AND BACKGROUND

The selected consultant will administer the project from concept to construction management, construction inspection, and survey. The selected consultant will be expected to complete the contracted scope of work to meet the specified timeframe for the design and provide the professional services necessary for the project to proceed through award of contract, construction, and project closeout.

3.1 – Historic Millwork District Outdoor Community Space

3.1.1 Below are the goals for the development of Historic Millwork District Outdoor Community Space:

- Create a space designed as an urban outdoor community space
 - The space features and amenities needed to be support year-round programming, community gathering, and the range of activities envisioned by the community.
 - The space is a public asset - for all of Dubuque.
 - The space is a destination for all and a community wide asset that will help the growth, vibrancy and serendipity of the District.
 - Provide the Historic Millwork District with a vibrant, public “face” that highlights not only the District brand, but the intention of the District to be a destination for tourists and residents alike yet welcomes all residents with open arms and engages them as well.
- Sustainability, maintainability, and equity built in throughout the development.
- Design the outdoor community space layouts and features utilizing robust public engagement including public and private stakeholders while also seeking to engage marginalized populations.

3.2 – Project Administration

3.2.1 The selected consultant will administer the project from beginning to end including community engagement, design, concept and master planning, construction testing, construction management, and construction survey. The consultant will also be responsible for all aspects of project administration, monitoring, and reporting. Bid documents will be developed and the consultant will oversee the bidding process. Consultant will manage the construction contract(s) and perform inspection services. Survey services would be performed as needed and be included in the proposal price.

3.2.2 It is anticipated that the project contained within this RFP will be completed by August 2026, if not before, following the signing of a professional services agreement. Concern/issues meeting this schedule should be noted in the proposal. The construction of Outdoor community space development projects will begin as soon as possible, but no later than spring of 2026, with all design and bidding done prior. The selected Consultant will be expected to complete the contracted scope of work within

the specified timeframe, under the general direction and coordination of the City's Planning Services Department as authorized by the Dubuque City Council.

3.3 – Project Budget

The total budget for all consultant services, construction, and project costs is \$400,000.

Project	Budget	Project Number	Funding Source
Green Space HMD	\$400,000	6052000028	Greater Downtown TIF

If there are concerns about the total budget, they should be noted in the proposal.

4.0 PROJECT SCOPE OF SERVICES

In preparing a response to this RFP, the Consultant should describe the means or strategy by which they would satisfy the scope of services. The final scope of work will be negotiated with the selected Consultant. The City will evaluate submitted proposals and award the contract to the selected consultant based on the best proposed solution to each individual section listed below.

The following outline represents the minimum components for performing the design services. For the design of this project, the City of Dubuque encourages the use of sustainable principles in design and construction.

4.1 – Project Management & Accounting

- 4.1.1 The Consultant shall identify one person to serve as the Project Manager for this project. The Project Manager shall be the leader of this effort and is expected to ensure that the project scope, schedule, and budget are always being adhered to for the duration of the project. Communications and scheduled check-ins are key to successful planning, engagement, and construction of this project. Additionally, the Project Manager shall serve as the primary point of contact for all exchanges of information between the City and the Consultant.
- 4.1.2 Meet with City representatives to review the concept and final plans and bidding documents for all proposed improvements.

4.2 – Project Manager Deliverables

- 4.2.1 Submit an updated electronic copy of the project schedule on the first Tuesday of each month.
- 4.2.2 Submit the project progress report on the first and third Tuesday of each month. The summary shall be submitted electronically and be less than a single page in length.

- 4.2.3 Make the modifications requested; deliver preliminary design to City for distribution to other interested parties on the project.
- 4.2.4 Present the project to the City Development Review Team and the Dubuque Park and Recreation Commission for review and comment with final approval by the City Council.
- 4.2.5 Prepare 50%, 90%, & 100% plans of the proposed outdoor community space development.
- 4.2.6 Acquire all permits and approvals required for the project.
- 4.2.7 Develop a construction cost estimate relative to the concept plan to be presented to City Council for approval and used in the bid documents as an engineer's estimate.

4.3 – Preliminary Design of Improvements for Historic Millwork District Outdoor Community Space

- 4.3.1 Develop a preliminary design of the Outdoor community space based upon city staff and community input.
- 4.3.2 Meet with City representatives to review the plan for the proposed improvements.
- 4.3.3 Develop a construction cost estimate for the improvements.

4.4 – Public Engagement

- 4.4.1 Review plans on file including but not limited to the Historic Millwork District Plan and the Plan update, engagement completed by Imagine Dubuque and other relative city plans to assure all prior planning, and engagement is taken into account while developing the engagement strategy which will include reaching out to those voices not often heard.
- 4.4.2 Develop and implement a public engagement process to ensure all voices are heard. The Historic Millwork property owners, business owners and residents, as well as the entire community, shall be invited to share input on their preferences for the open space and the preliminary design prior to developing the final concept plan.
- 4.4.3 Meet with Project Steering Committee on input received.

4.5 – Final Design of all Outdoor Community Space Construction and Improvements

- 4.5.1 Complete the final bidding documents including 11x17" plans, construction specifications, and cost estimates.
- 4.5.2 Coordinate with any utilities involved in and on the project.

4.5.3 Plans shall be constructed using Statewide Urban Design Standards and plan format (SUDAS 2023). The City of Dubuque also has a supplemental specification to the 2023 edition of SUDAS. That document can be found here:
<https://www.cityofdubuque.org/DocumentCenter/View/55134/2023-SUDAS-City-of-Dubuque-Supplemental-Specifications>

4.5.4 Deliver plans and specifications to City Planning Services Department for distribution to bidders.

4.5.5 Be present at the bid opening. Develop the bid tabulation form and provide a recommendation on the award of the project.

4.6 – Perform Construction Management

4.6.1 Lead the pre-construction meeting with the contractor and city staff. Take minutes of all construction meetings and disburse the minutes to all appropriate parties including outlining specific instructions, commitments, timeframes, and deliverables as needed.

4.6.2 If needed, review all shop drawings required of the contractor. Stamp and approve shop drawings.

4.6.3 Answer questions from the contractor during construction. Make site visits during construction.

4.6.4 Process all payment requests for the project. Maintain the budget for the project. Provide bi-weekly budget status updates to City of Dubuque Planning Services Department.

4.6.5 Administer any change orders that may come up in the project. All change orders need the approval of City of Dubuque Planning Services Department prior to executing the change order.

4.6.6 Mark-up an as-built plan of the project at the conclusion of construction.

4.6.7 Maintain all records for the project. Provide a copy of all records to the Planning Services Department at project completion.

4.7 – Perform Construction Inspection

4.7.1 All construction inspections will be performed for the projects. This includes gradation testing, concrete testing, roll testing of the sub-grade, casting beams or cylinders, breaking beams or cylinders, maintaining a daily inspector diary, etc. if needed.

4.7.2 Supply all records to the City upon completion of the project.

4.8 – Perform Construction Services

4.8.1 Perform construction services for all the projects including, but not limited to, survey, staking, and inspection.

4.9 – Project Coordination

4.9.1 Coordination with City Staff: The consultant will participate in multiple coordination meetings with the City of Dubuque to review preliminary plans and final plans. The consultant should plan on a minimum of two (2) meetings for preliminary design and two (2) meetings for final design for each project. Virtual meetings are acceptable.

4.10 – Schedule

4.10.1 It is the intent of the City that all aspects of the project shall be completed by August 2026 if not before.

Suggested overall timeline:

October 8, 2024	City issues RFP
October 23, 2024	Consultant questions due to City
October 24, 2024	Q&A published by City to Consultants
October 30, 2024	Proposal due by 1:00 p.m. CDT
November 2024	Consultant interviews (in necessary)
December 2024	Selection presented to City Council
January 2025	Contract awarded
February-June 2025	Community Engagement and Concept Development
July 2025	City Council Concept Approval
July – Sept 2025	Prepare Bid Specification
October 2025	Initiate Bids
Spring 2026	Construction Begins
August 2026	Construction Completed

5.0 USE OF CITY RESOURCES

5.1 – Use of City Resources for the RFP Preparation

All information requests shall be directed to the City’s Project Manager as detailed in Section 7.0 of this request for proposal. All Consultants should note that directly contacting other City of Dubuque staff or any of the Selection Committee members shall be considered inappropriate and grounds for disqualification.

5.2 – Materials Available for RFP

A utility map and current and historic aerial photographs of the site are available and are shown in Appendix E.

The HMD Open Space has been identified as part of the Historic Millwork District Master Plan. The following are links to the 2009 & 2024 master plans.

2009 Plan: <https://www.cityofdubuque.org/DocumentCenter/View/45950/Millwork-District-Master-Plan->

2024 Plan: <https://www.cityofdubuque.org/116/Historic-Millwork-District-Revitalizatio>

The following is a link to environmental soil reports that have been conducted on the site.

<https://cityofdubuque.sharefile.com/public/share/web-sdb574291278248c6aa323ddffcf23c76>

(The above link was modified to allow for access by the public on 10-24-2024.)

5.3 – City Resources Available to the Selected Consultant

The City will make its GIS mapping and data analysis capabilities available for this project as well as staff contact/resources persons in the Planning Services Department.

6.0 INFORMATION TO BE INCLUDED IN PROPOSAL

The Proposal should address all the points outlined in this RFP excluding any cost information which shall be included in a separate file labeled “Project Cost Estimate”. The Proposal should be prepared simply and economically, providing a straight-forward, concise description of the Consultant’s capabilities to satisfy the requirements of the RFP.

To simplify the review process and to obtain the maximum degree of comparability, the proposal shall include the following information and shall be organized in the order and manner specified below. While additional data may be presented, the following subjects must be included. They represent the criteria against which the proposal will be evaluated.

Letter of Transmittal

Provide a letter of transmittal briefly outlining the Consultant's understanding of the work and list the Project Manager’s the name, address, telephone number, and e-mail address. The name that is provided for the Project Manager will be used as the primary contact person during the RFP evaluation process.

Profile of Firm

Provide general information about the Firm, along with its area of expertise and experience as it relates to this RFP. Describe the experience and success of the Firm in performing similar projects. State the size of the Firm, the size of the Firm’s professional staff, and the location of the office from where the work on this project will be performed.

Discuss the Consultant’s ability to integrate this project into their present workload. Include a statement to specify if the Consultant currently has the capacity to undertake the project or whether it intends to hire additional staff or partner with subconsultants.

Scope of Services

Describe the means, methodology, and/or strategy by which the Consultant would satisfy the scope of services for the currently approved budget as listed in Section 3.3 as well as what process and outcomes the consultant would suggest to make the project successful.

Include a basic work plan for each strategy that delineates the Consultant's approach to the completion of the project. The work plan, at a minimum, should include those components outlined in Section 4.0 of this RFP. The Consultant should indicate in the work plan all the aspects that might be completed by City staff. This is especially important for expectations of city staff related to any proposed community engagement and community engagement strategies.

Highlight any parts of the work plan that will reflect the Consultant's unique philosophy, work experience, or insight regarding its approach to this project and how this approach positively impacts the successful completion of the project. This is the Consultant's opportunity to convey ideas and concepts with respect to the goals outlined in the scope of services.

Project Team Qualifications

Provide the names of all members of the project team associated with this project. Specifically identify the supervisory and management staff including principals, the project manager, and technical experts who would be assigned to this project. For each project team member, provide their qualifications and experience. Include any relevant training, continuing, and professional education or certifications.

Include a flow chart that shows the communication path between the City and Consultant. Include all project team members on the flow chart and show the supervisory relationship between all members of the team. Be sure to include all subconsultants staff on the project team flow chart.

Provide the name and location of other sub consulting firms that would be used by the Consultant during the project and the approximate percentage of the work that would be performed by each of these firms. Provide the qualifications and experience of all subconsultant staff working on the project.

In submitting the Proposal, the prospective Consultant represents that each person listed or referenced in the proposal shall be available to perform the services as described. The Project Manager, principals, management, and other project team staff may be changed in accordance with the requirements described in Appendix C 3 "Substitution of Project Team Members".

Describe the experience and success of the project team members proposed for the Dubuque project, in performing similar projects. Specifically list any experience and success completing engagement practices beyond typical, park, outdoor community space, and playground design for municipalities like Dubuque.

Include at least three (3) client references (including individual contact names and telephone numbers) for similar projects that have been completed by the Firm in the last five (5) years. List the names of individuals on the project team proposed for the Dubuque project who have worked on the referenced projects.

Understanding of Final Contract Terms

The Proposer should provide a statement that indicates they have read and understand Appendix C – “City of Dubuque Contract Terms and Conditions” and agree to include the clauses that are listed in Appendix C in the final signed contract. Any exceptions to the Contract Terms and Conditions by the Consultant must be clearly stated in the submitted Proposal.

Certificate of Insurance

The Consultant should provide a statement indicating the ability to meet the City’s insurance requirements for professional services. (See attached Insurance Schedule J – Appendix D.) Submittal of insurance documents as part of this RFP is not required.

Litigation

Provide litigation information, if applicable.

Proposed Project Schedule

Provide a project schedule for the project. Outline the time durations and estimated completion dates for each major component of the proposed scope of work. The schedule should list all deliverables that are required throughout the project. Products should be delivered in an electronic format compatible with city computer software and hardware.

Fees and Compensation – TO BE IN A LABELED SEPARATE FILE SUBMISSION

Provide a proposed fixed cost, plus reimbursable expenses budget for each strategy proposed to complete the requested scope of services. Breakdown costs by major scope element and include a list of hourly rates for personnel assigned to the project.

Contract

A proposed contract for services must be included in the submittal. The proposed contract is not included in the page count for the proposed submission.

Quotation of fees and compensation shall remain firm for a period of at least 90 days from the RFP submission deadline.

Ensure the separation of the proposed budget from the other portion of the RFP submittal. Initial screening will be done without knowing the Consultant's proposed fee for services.

7.0 PROPOSAL QUESTIONS AND ANSWERS

If you have any questions concerning this proposal, or other technical questions, please submit an email with your requests to the City’s designated Project Manager. The City has

Submit one (1) signed electronic .pdf version of the proposal to the digital submittal location Sharefile address listed above labeled **Historic Millwork District Outdoor Community Space Design, Development, and Construction Management Services proposal** and one (1) signed electronic .pdf version of the fees labeled **Historic Millwork District Outdoor Community Space Design, Development, and Construction Management Services Fees**.

The proposal must be a document of not more than twenty (20) numbered 8-1/2 x 11-inch pages, except for the project schedule which may be presented in 11 x 17-inch format, and not including the letter of transmittal, the front and back covers and the separately submitted cost proposals, or the proposed contract. Proposals should not include any pre-printed or promotional materials. **Any proposals exceeding 20 numbered pages will not be considered.**

Each addendum must be acknowledged in the Letter of Transmittal by providing the addendum number, title, and date. Failure to acknowledge each addendum will be considered grounds for possible disqualification. It is solely the Consultant's responsibility to ensure that you have received all addendums to this RFP before submitting the proposal.

The original proposal document shall be signed by an officer of the Firm who is authorized to legally bind the Proposer to its provisions. Proposals are to contain a statement indicating the period during which the proposal will remain valid. A period of not less than ninety (90) calendar days from the proposal closing date is required. Failure to comply with the above requirements shall be considered grounds for possible disqualification.

Each Consultant assumes full responsibility for delivery and deposit of the completed proposal package on or before the deadline. Any proposals received after the submittal deadline will not be considered and will be returned unopened to the Proposer. The City of Dubuque is not responsible for any loss or delay with respect to delivery of the proposals.

The City of Dubuque is not liable for any costs incurred by any Consultant prior to the execution of an agreement or contract. Nor shall the City of Dubuque be liable for any costs incurred by Firms that are not specified in any contract. All results from this project will remain the property of the City of Dubuque.

The City of Dubuque appreciates your time and consideration of this RFP.

Sincerely,

Wally Wernimont
Planning Services Director
City of Dubuque

***Historic Millwork District Outdoor
Community Space
Design, Development, and
Construction Management Services
City of Dubuque, Iowa***



***Consultant Professional Services
Request for Proposal***

October 8, 2024

Appendix A

Consultant Evaluation and Selection Process

INITIAL EVALUATION CRITERIA

Proposals will be screened to ensure that they meet the minimum requirements of the proposal format. A selection committee will review qualifying proposals and select Firms for placement on the consultant short-list for the project. The following criteria are among those that will be used to initially evaluate submitted proposals.

1. A high level of professional competence and a proven track record in the preparation of park/community gathering outdoor space/plaza design and improvement plans or similar:
 - a. Qualifications and experience of the Consultant and any subconsultants and track record of the firms experience with subconsultants if a joint venture.
 - b. Demonstration of the professional expertise and technical abilities of the project team members.
 - c. Experience of Consultant working on municipal park/community gathering outdoor space/plaza projects in Iowa.
 - d. Experience of the project team working with the public and other project stakeholders in preparing plans for park/community gathering outdoor space/plaza facilities & amenities.
 - e. Overall success of past projects completed for the City of Dubuque.
 - f. Proven track record in a park/community gathering outdoor space/plaza development through construction.
 - g. Experience of project team in working with the public and other stakeholders in preparing plans for park facilities and playgrounds.
2. Community engagement strategy proposed and experience in community engagement processes especially with marginalized populations.
3. Quality and completeness of the written proposal. The proposal should clearly demonstrate understanding of the City's overall objectives.
4. Design approach/methodology in completing scope of services such as:
 - a. Grasp of project requirements and level of interest in the project including but not limited to initiative, motivation, and knowledge of the City of Dubuque.
 - b. Creativity and problem-solving ability.
5. Proposed schedule required to complete project.

CONSULTANT SHORT-LIST EVALUATION CRITERIA

A selection committee may choose to interview none, one, or all the short-listed Consultants. Both the original submitted proposal and the results of the Consultant interview if needed will be used to select the final Consultant for the project. The following criteria are among those that will be used to evaluate the Consultants on the shortlist.

1. A high level of professional competence and a proven track record in the preparation of park/community gathering outdoor space/plaza improvement plans or similar:

- a. Qualifications and experience of the Consultant and any sub-consultants and track record of the firms experience with subconsultants if a joint venture.
 - b. Demonstration of the professional expertise and technical abilities of the project team members.
 - c. Experience of Consultant and project team working on municipal projects in Iowa and working with the public and other project stakeholders in preparing plans for outdoor community space and park facilities.
 - d. Overall success of past projects completed for the City of Dubuque.
2. Experience with developing and implementing community engagement process.
 - a. Community engagement strategy proposed and experience in community engagement processes especially with marginalized populations.
 - b. Manage expectations during the planning process of the concept plan vs. the budget available and/or engaging processes that consider private partnerships in funding.
3. Quality and completeness of the written proposal. The proposal should clearly demonstrate understanding of the City's overall objectives in the completion of all services required within this RFP.
4. Design approach/methodology in completing scope of services such as:
 - a. Grasp of project requirements and level of interest in the project including but not limited to initiative, motivation, and knowledge of the City of Dubuque..
 - b. Creativity and problem-solving ability.
5. Proposed schedule required to complete all projects.
6. Cost of the Historic Millwork District Outdoor Community Space Design, Development, and Construction Management Services for the City of Dubuque in relationship to the services offered and duties outlined for city staff time and resources.
7. Results of interview process (if interview(s) are conducted)
8. Information from References
 - A. Responsiveness and compatibility between the Consultant and City:
 - a. General attitude and ability to communicate.
 - b. Ability of the Consultant to maintain a high level of direct interaction and communication with City staff.
 - c. Ability to listen, be flexible, and follow and/or implement direction and/or ideas or concepts.
 - d. How the Consultant team interacts with the general public, managing expectations of a steering committee, City staff, and public officials.

SELECTED CONSULTANT - FEE NEGOTIATION PROCESS

Upon the completion of the evaluation of the proposals, the RFP Selection Committee will recommend to the City Manager or City Council the awarding of a contract to the highest

ranked Consultant. The Selection Committee will also request authority to negotiate with the recommended Consultant a final scope of work and fee structure for the project.

After authority is granted to negotiate an agreement and execute a contract with a Consultant, the Consultant shall prepare an industry standard Work Breakdown Structure (WBS) to reflect the Firm's approach to the completion of the project. The WBS, at a minimum, should include work tasks for each of the components outlined in the RFP, a separate line item for each deliverable, and list project management as a separate task. No individual task on the WBS shall have a total value exceeding \$10,000. The Consultant shall indicate in the WBS the work tasks that will be completed by City staff.

The format of the WBS shall summarize the fixed fee for each task listed, plus individually list in separate section any associated reimbursable expenses that would specifically relate to this project. A sample format of a WBS can be obtained from the City if desired.

Once the selected Consultant has prepared the WBS, the City and the Consultant will meet and the final scope of work for the project will be negotiated by joint revision to the WBS in order to best meet the goals of the project while considering available funding. During the negotiation process, tasks to be completed by City staff, work reassignment to different project team members, and the addition or elimination of tasks may be modified on the WBS to achieve the best overall results for project.

The selected Consultant shall be responsible for updating the WBS to reflect any changes that were agreed to during negotiations. After the final scope of services has been determined, a design fee has been negotiated, and the WBS has been finalized, the Consultant shall incorporate the WBS into the contract documents being prepared for signature.

If a contract satisfactory and advantageous to the City can be negotiated at a price considered fair and reasonable, the award shall be made to that offerer. Otherwise, negotiations with the offerer ranked first shall be formally terminated and negotiations commenced with the Consultant ranked second, and so on until a contract can be negotiated that is acceptable to the City.

Upon the successful completion of contract negotiations, the selection committee shall recommend that the City Manager execute a contract with the successful Consultant. The City Manager will decide to execute the contract or request the Dubuque City Council make a final determination to award and execute the contract with a consultant.

Payment for Work: The Consultant awarded the contract shall be paid once a month. The invoiced amount shall be based on the Earned Value of the percent work completed as reported on the most recently updated and submitted WBS.

***Historic Millwork District Outdoor
Community Space
Design, Development, and
Construction Management Services
City of Dubuque, Iowa***



***Consultant Professional Services
Request for Proposal***

October 8, 2024

Appendix B

RFP Rules and Protest Procedure

RFP RULES AND PROTEST PROCEDURE

MINOR IRREGULARITIES

The City reserves the right to waive minor irregularities in submitted proposals, providing such action is in the best interest of the City. Minor irregularities are defined as those that have no adverse effect on the City's best interests and will not affect the outcome of the selection process by giving the prospective Consultants an advantage or benefit not enjoyed by other prospective Consultants.

EXCEPTIONS

Proposer exceptions to any part of the requirements stated in this request must be clearly identified as exceptions and noted in the letter of transmittal and in the submitted project cost estimate.

RANKING OF THE PROPOSALS

No debriefings or scoring information shall be released before the City Manager or City Council has recommended that a contract be negotiated with the recommended Firm. However, after authorization has been granted to negotiate a contract, all contents of the submitted proposals shall become public information.

DEFINITIONS

The City has established for the purposes of this RFP that the words "shall", "must", or "will" are equivalent in this RFP and indicate a mandatory requirement or condition, the material deviation from which shall not be waived by the City. A deviation is material if, in the City's sole discretion, the deficient response is not in substantial accord with this RFP's mandatory conditions requirements.

The words "should" or "may" are equivalent in this RFP and indicate very desirable conditions, or requirements but are permissive in nature. Deviation from, or omission of, such a desirable condition or requirement will not in and of itself cause automatic rejection of a proposal but may result in being considered as not in the best interest of the City.

DISPUTES/EXCEPTIONS

Any prospective Proposer who disputes the reasonableness or appropriateness of any item within this RFP document, any addendum to this RFP document, notice of award or notice of rejection shall set forth the specific reason and facts concerning the dispute, in writing, within five (5) business days of the receipt of the proposal document or notification from the City. The written dispute shall be sent via certified mail or delivered in person to the point of contact set forth in Section 7.0, who shall review the written dispute and work with the City Manager to render a decision which shall be considered final.

***Historic Millwork District Outdoor
Community Space
Design, Development, and
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City of Dubuque, Iowa***



***Consultant Professional Services
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October 8, 2024

Appendix C

City of Dubuque Contract Terms and Conditions

CITY OF DUBUQUE CONTRACT TERMS AND CONDITIONS

The following clauses shall be included in the final signed contract:

1. CONSULTANT'S ENDORSEMENT ON PLANS.

The **Consultant** shall endorse the completed computations prepared under this Agreement and shall affix thereto the seal of a licensed professional engineer, or licensed professional architect, licensed to practice in the State of Iowa, in accordance with the current Code of Iowa.

2. CHANGE IN SCOPE OF SERVICES.

No change in scope shall be permitted during this project without the prior written agreement of both parties and the WBS being updated.

3. SUBSTITUTION OF PROJECT TEAM MEMBERS.

The Project Manager, partners, management, other supervisory staff and technical specialists proposed for the project may be changed if those personnel leave the **Consultant**. These personnel may also be changed for other reasons however, in either case, the **City** retains the right to approve or reject the replacements and no replacements shall begin working on the project without the express, prior written permission of the City of Dubuque.

4. INSURANCE.

Consultant shall always, during the performance of this Agreement, provide insurance as required by the attached Insurance Schedule.

5. INDEMNIFICATION.

To the fullest extent permitted by law, **Consultant** shall indemnify and hold harmless the **City** from and against all claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Contract, provided that such claim, damages, loss or expense is attributable to bodily injury, sickness, disease or death, or injury to or destruction of property (other than the Project itself) including loss of use resulting therefrom, but only to the extent caused in whole or in part by negligent acts or omissions of the **Consultant**, **Consultant's** subcontractor, or anyone directly or indirectly employed by **Consultant** or **Consultant** subcontractor or anyone for whose acts **Consultant** or **Consultant's** subcontractor may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder.

6. ERRORS & OMISSIONS.

If the work product prepared by the **Consultant** is found to be in error and revision or reworking the work product is necessary, the **Consultant** agrees that it shall do such revisions without expense to the **City**, even though final payment may have been received. The **Consultant** must give immediate attention to these changes so there will be a minimum of delay during construction. The above and foregoing is not to be constructed as a limitation of the **City's** right to seek recovery of damages for negligence on the part of the **Consultant** herein.

7. OWNERSHIP OF ENGINEERING DOCUMENTS.

All sketches, tracings, plans, specifications, reports on special studies and other data prepared under this Agreement shall become the property of the **City** and shall be delivered to the **Project Manager** upon completion of the plans or termination of the services of the **Consultant**. There shall be no restriction or limitations on their future use by the **City**, except any use on extensions of the project or on any other project without written verification or adaptation by the **Consultant** for the specific purpose intended will be the **City's** sole risk and without liability or legal exposure to the **Consultant**.

The **City** acknowledges the **Consultant's** plans and specifications, including all documents on electronic media, as instruments of professional service. Nevertheless, the plans and specifications prepared under this Agreement shall become the property of the **City** upon completion of the services and payment in full of all moneys due to the **Consultant**.

The **City** and the **Consultant** agree that any electronic files prepared by either party shall conform to the specifications listed an Attachment of the contract. Any change to these specifications by either the **City** or the **Consultant** is subject to review and acceptance by the other party. Additional efforts by the **Consultant** made necessary by a change to the CADD software specifications shall be compensated for as Additional Services.

The **City** is aware that significant differences may exist between the electronic files delivered and the respective construction documents due to addenda, change orders or other revisions. In the event of a conflict between the signed construction documents prepared by the **Consultant** and electronic files, the signed construction documents shall govern.

The **City** may reuse or make modifications to the plans and specifications, or electronic files while agreeing to take responsibility for any claims arising from any modification or unauthorized reuse of the plans and specifications.

8. SUBLETTING, ASSIGNMENT OR TRANSFER.

Subletting, assignment, or transfer of all or part of the interest of the **Consultant** in this Agreement is prohibited unless written consent is obtained from the Planning Services Director and approved by the **City**.

***Historic Millwork District Outdoor
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City of Dubuque, Iowa***



***Consultant Professional Services
Request for Proposal***

October 8, 2024

Appendix D

Insurance Requirements

City of Dubuque Insurance Requirements for Professional Services

INSURANCE SCHEDULE J

1. Consultant shall furnish a signed certificate of insurance to the City of Dubuque, Iowa for the coverage required in Exhibit I prior to commencing work and at the end of the project if the term of work is longer than 60 days. Contractors presenting annual certificates shall present a certificate at the end of each project with the final billing. Each certificate shall be prepared on the most current ACORD form approved by the Iowa Department of Insurance or an equivalent approved by the Director of Finance and Budget. Each certificate shall include a statement under Description of Operations as to why the certificate was issued. Eg: Project # _____ or Project Location at _____ or construction of _____.
2. All policies of insurance required hereunder shall be with an insurer authorized to do business in Iowa and all insurers shall have a rating of A or better in the current A.M. Best's Rating Guide.
3. Each certificate shall be furnished to the Finance Department of the City of Dubuque.
4. Failure to provide coverage required by this Insurance Schedule shall not be deemed a waiver of these requirements by the City of Dubuque. Failure to obtain or maintain the required insurance shall be considered a material breach of this agreement.
5. Contractors shall require all subconsultants and sub-subconsultants to obtain and maintain during the performance of work insurance for the coverages described in this Insurance Schedule and shall obtain certificates of insurances from all such subconsultants and sub-subconsultants. Contractors agree that they shall be liable for the failure of a subconsultant and sub-subconsultant to obtain and maintain such coverages. The City may request a copy of such certificates from the Contractor.
6. All required endorsements shall be attached to the certificate. The certificate is due before the contract/agreement can be approved.
7. Whenever a specific ISO form is listed, required the current edition of the form must be used, or an equivalent form may be substituted if approved by the Director of Finance and Budget and subject to the contractor identifying and listing in writing all deviations and exclusions from the ISO form.
8. Contractors shall be required to carry the minimum coverage/limits, or greater if required by law or other legal agreement, in Exhibit I. If the contractor's limits of liability are higher than the required minimum limits then the provider's limits shall be this agreement's required limits.
9. Contractor shall be responsible for deductibles and self-insured retention for payment of all policy premiums and other cost associated with the insurance policies required below.
10. All certificates of insurance must include agents name, phone number, and email address.
11. The City of Dubuque reserves the right to require complete, certified copies of all required insurance policies, including endorsements, required by this Schedule at any time.
12. The City of Dubuque reserves the right to modify these requirements, including limits, based on changes in the risk or other special circumstances during the term of the agreement, subject to mutual agreement of the parties.

City of Dubuque Insurance Requirements for Professional Services

INSURANCE SCHEDULE J (continued)

Exhibit I

A) COMMERCIAL GENERAL LIABILITY

General Aggregate Limit	\$2,000,000
Products-Completed Operations Aggregate Limit	\$1,000,000
Personal and Advertising Injury Limit	\$1,000,000
Each Occurrence	\$1,000,000
Fire Damage Limit (any one occurrence)	\$50,000
Medical Payments	\$5,000

- 1) Coverage shall be written on an occurrence, not claims made, form. The general liability coverage shall be written in accord with ISO form CG 00 01 or business owners form BP 00 02. All deviations from the standard ISO commercial general liability form CG 00 01, or business owners form BP 00 02, shall be clearly identified.
- 2) Include endorsement indicating that coverage is primary and non-contributory.
- 3) Include Preservation of Governmental Immunities Endorsement. (Sample attached).
- 4) Include additional insured endorsement for:
The City of Dubuque, including all its elected and appointed officials, all its employees and volunteers, all its boards, commissions and/or authorities and their board members, employees and volunteers. Use ISO form CG 20 26.
- 5) Policy shall include Waiver of Right to Recover from Others endorsement.
- 6) Policy shall include cancellation and material change endorsement providing thirty (30) days advance written notice of cancellation, non-renewal, reduction in insurance coverage and/or limits and ten (10) days written notice of non-payment of premium shall be sent to: City of Dubuque Finance Department, 50 West 13th Street Dubuque, Iowa 52001.

B) AUTOMOBILE LIABILITY

Combined Single Limit	\$1,000,000
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Coverage shall include all owned, non-owned, and hired vehicles. If the Contractor's business does not own any vehicles, coverage is required on non-owned and hired vehicles.

- 1) Policy shall include Waiver of Right to Recover from Others endorsement.

C) WORKERS' COMPENSATION & EMPLOYERS LIABILITY

Statutory Benefits covering all employees injured on the job by accident or disease as prescribed by Iowa Code Chapter 85.

Coverage A	Statutory—State of Iowa	
Coverage B	Employers Liability	
	Each Accident	\$100,000
	Each Employee-Disease	\$100,000
	Policy Limit-Disease	\$500,000

Policy shall include Waiver of Right to Recover from Others endorsement.

City of Dubuque Insurance Requirements for Professional Services

Coverage B limits shall be greater if required by the umbrella/excess insurer.

OR

If, by Iowa Code Section 85.1A, the Contractor is not required to purchase Workers' Compensation Insurance, the Contractor shall have a copy of the State's Nonelection of Workers' Compensation or Employers' Liability Coverage form on file with the Iowa Workers' Compensation Insurance Commissioner, as required by Iowa Code Section 87.22. Completed form must be attached.

D) UMBRELLA/EXCESS LIABILITY \$1,000,000

The General Liability, Automobile Liability and Workers Compensation Insurance requirements may be satisfied with a combination of primary and Umbrella or Excess Liability Insurance. If the Umbrella or Excess Insurance policy does not follow the form of the primary policies, it shall include the same endorsements as required of the primary policies including but not limited to Waiver of Subrogation and Primary and Non-contributory in favor of the City.

E) PROFESSIONAL LIABILITY \$2,000,000

If the required policy provides claims-made coverage:

- 1) The Retroactive Date must be shown and must be before the date of the agreement.
- 2) Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the work or services.
- 3) If coverage is canceled or non-renewed and not replaced with another claims-made policy form with a Retroactive Date prior to the date of the agreement, the contractor must provide "extended reporting" coverage for a minimum of five (5) years after completion of the work or services.

City of Dubuque Insurance Requirements for Professional Services

Please be aware that naming the City of Dubuque as an additional insured as is required by this Insurance Schedule may result in the waiver of the City's governmental immunities provided in Iowa Code sec. 670.4. If you would like to preserve those immunities, please use this endorsement or an equivalent form.

PRESERVATION OF GOVERNMENTAL IMMUNITIES ENDORSEMENT

1. Nonwaiver of Governmental Immunity. The insurer expressly agrees and states that the purchase of this policy and the including of the City of Dubuque, Iowa as an Additional Insured does not waive any of the defenses of governmental immunity available to the City of Dubuque, Iowa under Code of Iowa Section 670.4 as it is now exists and as it may be amended from time to time.

2. Claims Coverage. The insurer further agrees that this policy of insurance shall cover only those claims not subject to the defense of governmental immunity under the Code of Iowa Section 670.4 as it now exists and as it may be amended from time to time. Those claims not subject to Code of Iowa Section 670.4 shall be covered by the terms and conditions of this insurance policy.

3. Assertion of Government Immunity. The City of Dubuque, Iowa shall be responsible for asserting any defense of governmental immunity, and may do so at any time and shall do so upon the timely written request of the insurer.

4. Non-Denial of Coverage. The insurer shall not deny coverage under this policy and the insurer shall not deny any of the rights and benefits accruing to the City of Dubuque, Iowa under this policy for reasons of governmental immunity unless and until a court of competent jurisdiction has ruled in favor of the defense(s) of governmental immunity asserted by the City of Dubuque, Iowa.

No Other Change in Policy. The above preservation of governmental immunities shall not otherwise change or alter the coverage available under the policy.

SPECIMEN

***Historic Millwork District Outdoor
Community Space
Design, Development, and
Construction Management Services
City of Dubuque, Iowa***

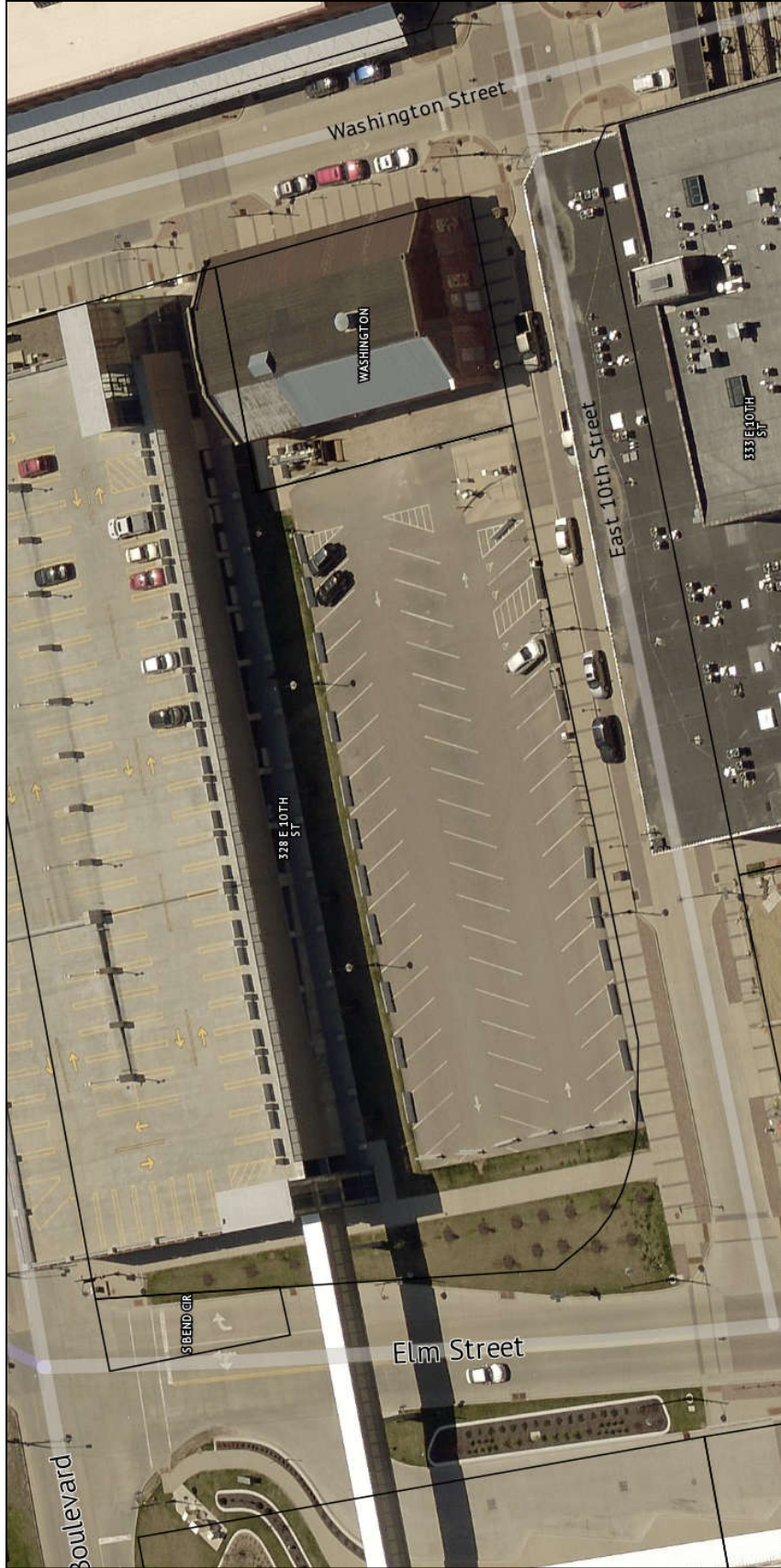


***Consultant Professional Services
Request for Proposal***

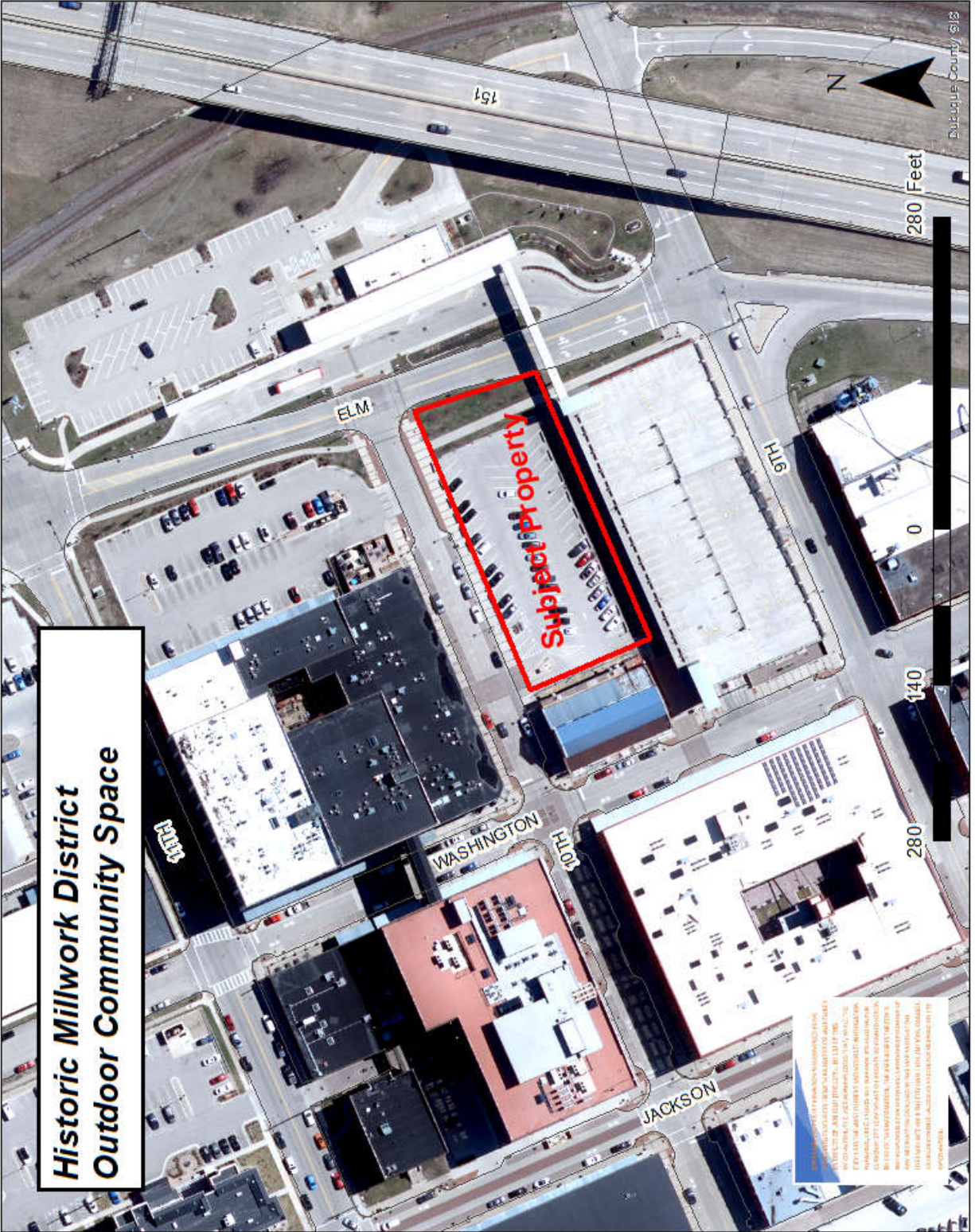
October 8, 2024

Appendix E

Project Related Data

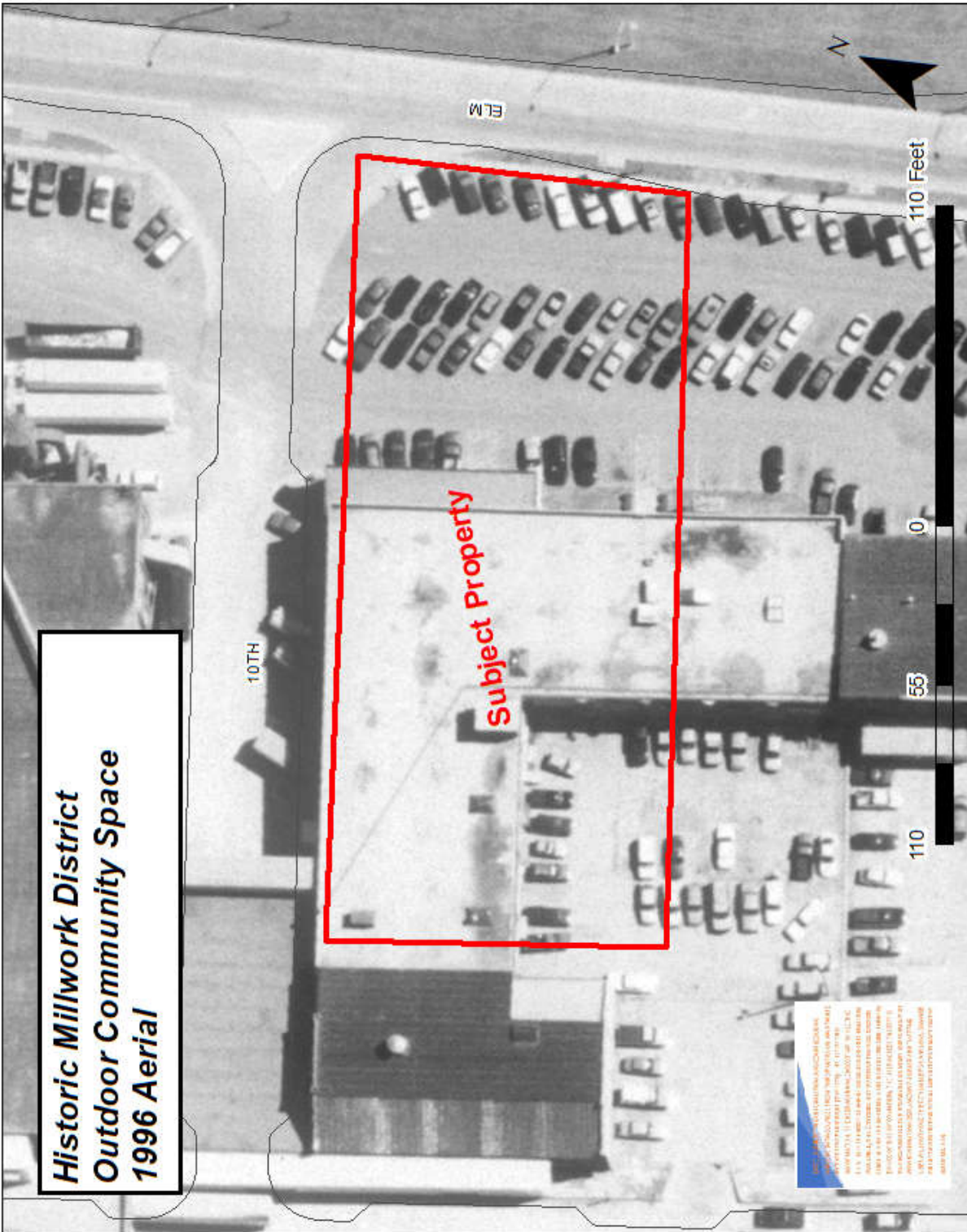


2016 Pictometry Image Looking South









BUILT ENVIRONMENT

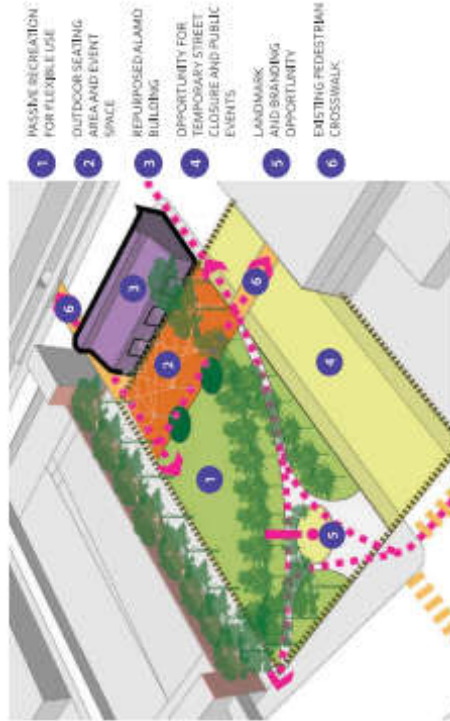
PRIORITY PROJECT

Bra: Design and construct a Community Space adjacent to the Alamo Building

Throughout the gathering of public input, some of the most common terms that were brought up were, "green", "community", "public art" and "performance space". While these amenities could be provided within some of the existing buildings, the plan recommends creation of a prominent, year-round, community space adjacent to the Alamo Building to serve as the heart of the District.

In contrast with the ample square footage inside the buildings of this district, there is relatively little available outdoor space to provide a sizable community gathering space required to accommodate so many of the amenities requested by the people of Dubuque. The only outdoor site in the Historic Millwork District with appropriate scale, visibility, and adjacent context is the existing surface parking lot to the east of the Alamo Building. While this lot is currently utilized, parking does not provide the most public good to the District at this location. The ongoing parking study has also identified multiple alternative solutions to provide additional parking in the District if this lot were no longer available.

This outdoor community space is an opportunity to provide the District with a luminous, vibrant, verdant, public "face" that highlights not only the District brand, but the intention of the District to be a destination for tourists and residents alike. It could facilitate a variety of programming throughout the year such as a winter pop-up ice rink, concerts and performances, food truck festivals, craft markets, and arts and culture events. Green infrastructure and other built features to support active and passive recreation opportunities will activate the space on a daily basis, and provide a comfortable urban oasis for District visitors and residents.



Note: Community space rendering is a preliminary concept. Additional design study including a robust public input process should be included in the next stages of design to tailor space programming based on community input and feedback.

A Community Space and redesign of remaining buildings are the two most catalytic projects in the Plan. As shown in the [Executive Summary](#), a Community Space supports and catalyzes many other amenities and programs within the District. As shown in the [District Assets and Initiatives](#) map, the District has assets and initiatives that can be leveraged to support the Community Space.

The City has allocated funds for the Park, however it is likely additional funds will be needed to ensure the park has the features and amenities needed to be support year round programming, community gathering, and the range of activities envisioned by the community.

It is important that this space be a public space, not a private space. As a destination for all and a community wide asset it will help the growth, vibrancy and serenity of the District.

In order to move this recommendation forward the City should issue an RFP for Design Services for Schematic Design of Community Space. RFP scope should include:

- Environmental study to determine subsurface conditions and constraints.
- Public and private stakeholders
- Robust public input from the broad community
- Estimate of probable cost
- An implementation strategy (phasing and funding)
- An operations and maintenance plan.



Kramer Plaza • St. Louis, MO



Parkside Park • Northampton, MA



City Line • North Dallas, TX



Kyle Warren Park • Dallas TX

Precedent Imagery
Specialty is a consideration for the design of this public space. Activating the space with community events, local performances, and scheduled food truck events can provide existing residents and visitors new experiences and a reason to spend time together outdoors.

RECOMMENDATIONS

Historic Millwork District Master Plan Update Dubuque, Iowa

Executive Summary

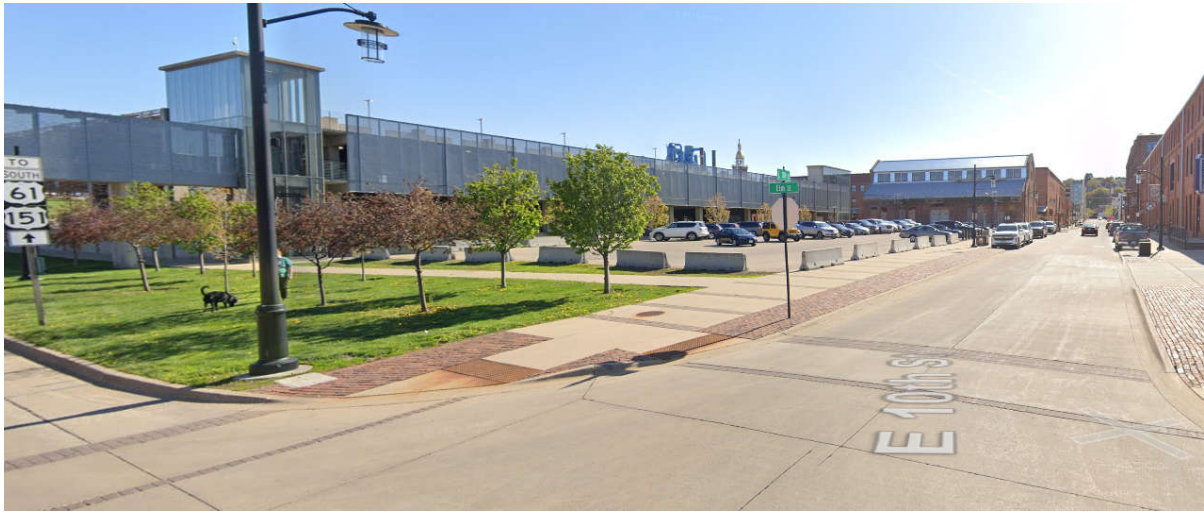
Background

Recommendations: BUILT ENVIRONMENT

Recommendations: ECONOMY

Recommendations: CULTURE

Recommendations: TRANSPORTATION



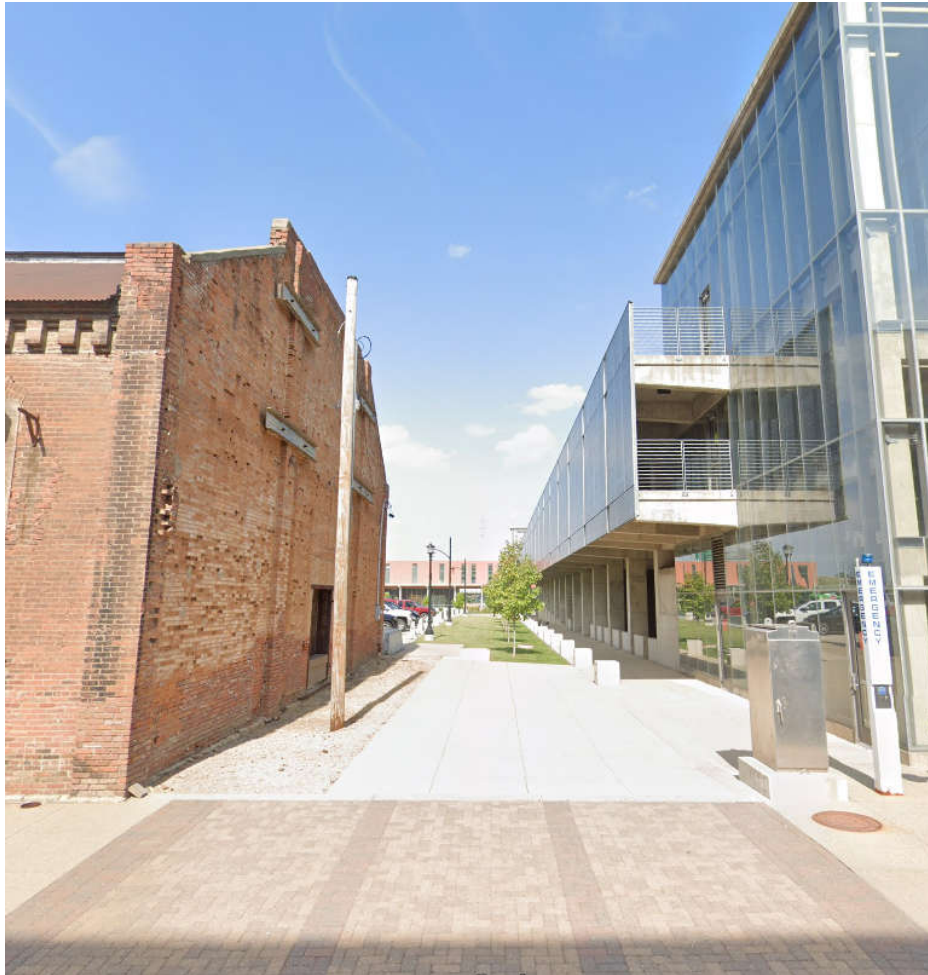
Google Street view looking southwest from Elm & E. 10th Streets



Google Street view looking southwest E. 10th Street



Google Street view looking west from Elm Street



Google Street view looking east from Washington Street

HISTORIC OUTDOOR COMMUNITY SPACE DESIGN, DEVELOPMENT AND CONSTRUCTION MANAGEMENT SERVICES

RESPONSES TO RFP QUESTIONS

1. Have there been any stakeholder engagement efforts to-date to define the “range of activities envisioned by the community” alluded to in Section 3.1.1 above and beyond those indicated in the 2024 Historic Millwork District Master Plan? If so, please provide background on those activities, stakeholders, and outcomes. Visioning and sketch designs by stakeholders for the space were mentioned in the master plan.

The HMD Community Space was part of a larger community engagement process for the development and update of the HMD Master Plan. As referenced in the RFP, the 2010 and 2024 plan identify the need for a community open space at this location. The details of which are yet to be determined.

2. Has a program or list of programmatic elements that should be incorporated into the open space been developed above and beyond some of the larger zones defined on page 28 of the 2024 Historic Millwork District Master Plan document? If so, could the City please share that list, even if it's preliminary?

No.

3. Can you provide any insight into the budget listed in the RFP and how that was developed? Does that include FFE? Lighting?

The budget outlined in the RFP was developed to support community engagement initiatives, plan preparation and at a minimum the removal of paving and the seeding of the area. Regarding the inclusion of FFE (Furniture, Fixtures, and Equipment) and lighting, those elements were not explicitly detailed in the initial budget. However, as we move forward, we recognize the importance of incorporating FFE and lighting into the overall project plan to enhance functionality and aesthetic appeal. The public engagement will help refine these budget components.

4. Does the City anticipate the need for geotechnical and/or environmental investigation for this parcel during the design phase and prior to construction? If so, how are those specialty services addressed in the budget?

The environmental reports can be accessed by clicking on the following link.

<https://cityofdubuque.sharefile.com/share/view/sdb574291278248c6aa323ddffcf23c76/fo347251-1b61-469a-848d-572919535723>

No geotechnical investigations have been completed. The budget that is provided is all inclusive.

5. Section 4.4.3 lists a project steering committee. Who are the members of that committee?

Tony Breitbach, Purchasing Coordinator
Crenna Brumwell, City Attorney
Jill Connors, Economic Development Director
Jon Dienst, Civil Engineer II
Jared Charland, Project & Facilities Manager
Ryan Knuckey, Transportation Services Director
Elizabeth Martin, Administrative Assistant Office of Shared Prosperity & Neighborhood Support
Marie Ware, Leisure Services Director
Wally Wernimont, Planning Services Director
Member of Farley & Loetscher LLC
Member of the Dubuque Community
Member of the Dubuque Community
Member of Dubuque Main Street Staff
Member of Dupaco
Member of Plastic Center Inc
Member of Greater Dubuque Development Corporation Staff
Member of Gronen Restoration
Member of Millwork Flats Development
Member of Novelty Iron Works

6. Is there a rubric or metric for evaluating consultant selections?

See Appendix A of RFP.

7. The ShareFile site for the environmental soils report link on page 9 of 39 doesn't appear to allow outside users to log in to obtain the document. Could you please include it as part of the Q/A addendum or include a publicly accessible web link? Are there contamination concerns?

I apologize for the broken link. See following link to access reports.

<https://cityofdubuque.sharefile.com/share/view/sdb574291278248c6aa323ddffcf23c76/fo347251-1b61-469a-848d-572919535723>

8. Has a survey been performed for this parcel yet for utilities, features, topography, and/or easements or should parcel survey be included in the scope of the project?

Survey is listed in the RFP but seems to be specific to survey during construction, not necessarily as a starting point (base file) for design.

No.

9. What is the status/ownership/intent of the adjacent “Alamo Building” and how does/should it relate to the site?

The Alamo Building, known as the “Rouse & Dean Foundry Building” is privately owned. We cannot comment on intent of the property owner.

Owner: Rouse & Dean Foundry Bldg LLC
900 Jackson St Ste L12
Dubuque, IA 52001

10. Will the City be bidding the project?

The consultant will prepare the bid specifications, and the City will advertise the bids.

11. Who will be on the project steering committee?

See answer to # 5.

12. How many site visits are expected during construction?

Until the final design is approved, the number of site visits are undeterminable, and fees will be based on the hourly rates for personnel assigned to the project.

13. Can we assume the programs, visions, and principles listed in the Millwork District Master Plan will be used in the project design development? If there are more specific requirements, please provide them.

The Millwork District Master Plan and Update should guide the project in addition to the community engagement required.

14. The Master Plan estimated a \$2,000,000 project budget, while the RFP states the project budget is \$400,000. Based on our past experience, we believe the \$2,000,000 figure is closer to what is needed to create the type of engaging and destination space inspired by the Master Plan.

The Historic Millwork consultants, as part of the larger public engagement discussion of the public open space, determined a project budget of \$2,000,000. Additional key partners were identified in the update, as this park development at \$2,000,000 would

have to be a partnership beyond the city's available funding. The \$400,000 is what is currently budgeted in the City's Capital Improvement Budget. See answer to #3.

We have extensive experience in forging and strengthening public-private partnerships in open space development, and we are wondering if significant fundraising presentations, external stakeholder outreach, and grant/funding applications will be focused in the design process. Does the city want the consultant to include a fee allocation for these services in the proposal?

The additional fee allocation was not identified in the scope of work. It is at the discretion of the bidders to provide this information.

15. Another scenario regarding the budget gap is that the city could potentially acquire private investment during the project design phase, allowing the project to expand its scope to align more closely with the Master Plan's vision. However, this may involve design revisions, extended timelines, and additional work.

See answer to #14.

Does the city envision addressing potential enhancements due to additional funding as an additional service public RFP or through the consultant in the contract?

The has yet to be determined.

16. Can you provide the composition of the project steering committee? The RFP also mentioned leadership in Parks and Recreation and City Development, presentations to the City Council, and referenced Imagine Dubuque. Can you provide a project management structure on the city side and identify which organizations will be considered external stakeholders for community engagement?

The Planning Department will be the project lead, other city departments will be involved in the project. The project steering committee includes several stakeholders. However, additional stakeholders would be involved in community engagement. In addition, see answer to #5.

17. In RFP sections 4.7 and 4.8, construction inspection and construction services are mentioned. As a landscape architecture firm, we typically do not conduct construction testing and staking but can partner with a local civil engineering firm for testing, while we believe the contractor can easily perform staking. Please clarify whether construction testing and staking are mandatory scope items to be completed by the design team.

Subconsultants are allowed.

18. Is it possible to contract subconsultants at the end of the final design phase for construction services once the design scope is finalized? We believe this approach will provide a clearer scope for testing and staking and minimize costs for construction services.

RFP bidders can propose how they would like to handle any and all areas outlined in the scope of services.

19. The link to the environmental soil reports requires login information. Can you please provide the report as a PDF attachment in the RFP?

I apologize for the broken link. See following link to access reports.

<https://cityofdubuque.sharefile.com/share/view/sdb574291278248c6aa323ddffcf23c76/fo347251-1b61-469a-848d-572919535723>

20. Is the City considering any additional funding for the construction of the space?

See answer to #3 and #14.

21. Can the City consider phases of construction or design?

See answer to # 3 and #14.

22. Are there any amenities the City can specify that they would want to see in the space?

No. The public engagement process would identify amenities in the outdoor community space.

23. What has been the role of the Project Steering Committee for this community space?

The roles of the project steering committee will be actively involved in the community engagement process; and providing feedback on the proposed amenities and plans.

24. Can we be added to the ShareFile Account to download the soils report?

I apologize for the broken link. See following link to access reports.

<https://cityofdubuque.sharefile.com/share/view/sdb574291278248c6aa323ddffcf23c76/fo347251-1b61-469a-848d-572919535723>



HISTORIC MILLWORK DISTRICT OUTDOOR COMMUNITY SPACE DESIGN, DEVELOPMENT, AND CONSTRUCTION MANAGEMENT SERVICES

CITY OF DUBUQUE, IOWA

OCTOBER 30, 2024

CONFLUENCE

900 2ND STREET SE, SUITE 104
CEDAR RAPIDS, IOWA 52401
319.409.5401
WWW.THINKCONFLUENCE.COM

In association with: FEHR GRAHAM | POH ENGINEERING

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October 30, 2024

Attn. Wally Wernimont
Planning Services Director
City of Dubuque,
City Hall – 50 W. 13th Street
Dubuque, Iowa

CONFLUENCE

REQUEST FOR PROPOSALS: HISTORIC MILLWORK DISTRICT OUTDOOR COMMUNITY SPACE DESIGN, DEVELOPMENT AND CONSTRUCTION MANAGEMENT SERVICES

Dear Wally,

On behalf of the Confluence team, we are pleased to submit our qualifications and approach for the development of Dubuque's Historic Millwork District Outdoor Community Space. Together with our team of consultants, Fehr Graham and POH Engineering, we have the experience and capabilities to provide the Historic Millwork District with a community-based open space that will enhance that areas' growing vibrancy.

Our team has a successful track record for developing parks, plazas and outdoor spaces of various types and scales for communities throughout the Midwest. We are skilled in all types of public engagement, and we understand the value and importance of listening to and collaborating with the community. We have successfully navigated highly emotionally charged public events and small gatherings where wary citizens became active collaborators and eventually supportive project allies. We enjoy the process of designing with stakeholders and the public through hands-on activities and design charrettes and look forward to the opportunity to work with your community.

Confluence will take the project lead, providing design direction, public engagement, landscape architecture and project oversight. I will be the Project Manager and Principal-in-Charge. Our Confluence team will be rounded out by Design Principal Patrick Alvord and Haley Mougín who will assist with design, production and public engagement support.

Fehr Graham will be in a support role from the Project Initiation phase through Schematic Design and will take a stronger lead throughout the final document preparation, bidding, and construction administration and oversight. POH Engineering will provide electrical engineering services assisting with lighting design, plans and specifications.

We know this project budget is lean, but we also know that great design doesn't always have to be expensive. We'll put our creativity to work to provide you with a pragmatic yet elegant design that stays within your resources.

In short, we are very excited to present our qualifications for your consideration. We commit to working collaboratively with you to further your revitalization goals and enhance your city for years to come.

We welcome the opportunity to discuss our qualifications and our approach with you in further detail.

Sincerely,

Confluence



Brenda Nelson, PLA, ASLA
Principal
bnelson@thinkconfluence.com
319.321.2980



CONFLUENCE | FIRM PROFILE

WHO WE ARE

Confluence is a professional consulting firm comprised of landscape architects, urban designers and planners. Our staff of 75+ includes 40 licensed landscape architects and AICP certified planners—and our firm is comprised of energetic, creative, and passionate people who are involved in making our communities better places to live. We assist our clients on a wide range of public, educational, institutional and private sector projects. Our landscape architects are licensed to practice in Alaska, Arkansas, California, Colorado, Connecticut, Georgia, Kansas, Idaho, Illinois, Iowa, Michigan, Minnesota, Missouri, Montana, Nebraska, New Mexico, Nevada, North Dakota, Ohio, Pennsylvania, South Dakota, Tennessee, Texas, Utah, Wisconsin, and Wyoming—and this list continues to grow to meet our clients' needs.

WHAT WE DO

Simply stated—we create places full of life. The diversity of our work and expertise has become a hallmark of our firm, and it's a big reason why our clients engage us again and again to help establish their next creative vision for the future. We offer a wide array of design and planning capabilities, handling everything from stakeholder and community engagement activities, to crafting urban design and community planning solutions, to representing our clients during construction implementation. With over twenty years of award-winning experience and hundreds of completed projects, Confluence has shaped the practice of landscape architecture, planning and urban design across the Midwest, and we love what we do. *What can we do for you?*

HOW WE WORK

Our creative process is focused on collaboration and insightful interaction with our clients, consultants and the community in which we work. We begin by gaining an insightful and objective understanding of each project, including how it fits into the surrounding context. From vision to completion, our team excels in collaborating to shape and achieve your “what’s next”—while also planning ahead on your long-term strategy. The diversity of our practice and professional experience provides a solid framework upon which to build successful strategies for achieving our client’s goals.

LOCATIONS

CEDAR RAPIDS

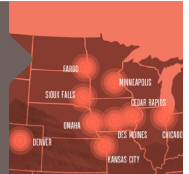
900 2nd Street SE, Suite 104
Cedar Rapids, Iowa 52401
319.409.5401

thinkconfluence.com

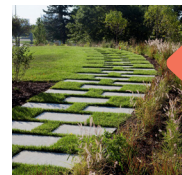
Des Moines
Kansas City
Sioux Falls
Minneapolis

Omaha
Fargo
Chicago
Denver

9 OFFICES
ACROSS THE MIDWEST



4000+
PROJECTS
FROM COAST TO COAST



25 YEARS
CREATING PLACES FULL OF LIFE





FEHR GRAHAM
ENGINEERING & ENVIRONMENTAL

FIRM PROFILE

Fehr Graham was founded in September 1973 by Professional Engineers Allen Fehr and Joseph Graham. The firm was established after merging these two individuals' practices established in 1965 and 1962, respectively. Today, we proudly serve our valued clients from 14 office locations in Aurora, Champaign, East Peoria, Freeport, Marion, Peoria, Rockford, Rochelle and Springfield, Illinois; Cedar Rapids, Manchester and West Union, Iowa; and Monroe and Sheboygan, Wisconsin.

Our staff includes professional engineers, landscape architects, professional geologists, environmental scientists, safety professionals, engineers-in-training, professional land surveyors, community planners and development specialists, engineering and environmental technicians, field inspectors, grant writers, and support technicians and assistants. They have hands-on experience and applicable registrations and licenses in their disciplines.

Fehr Graham's long history with park planning projects and prior experience with Confluence makes our team a great partner for the City of Dubuque. The Fehr Graham team will provide the survey and civil design support for this project, while Confluence will lead community engagement and project design development. Having collaborated with Confluence on previous projects, we are confident that our teams will work closely with the city to transform this concept into a reality by 2026.

LOCATION

CEDAR RAPIDS

200 5th Avenue SE
Cedar Rapids, IA 52401
319.294.6909
fehrgraham.com

RELEVANT DESIGN EXPERIENCE

RIVERFRONT PARK

City of Manchester, Iowa

- Destination Landmark
- Public Open Space

CREEK WOOD PARK

City of Dubuque, Iowa

- Neighborhood Park
- Sustainable Design

FARMERS MARKET PAVILION

Village of Polo, Illinois

- Destination landmark
- Public Open Space





SCOPE OF SERVICES

JACOBSTON PLAZA - SIOUX FALLS, SD

PROJECT OVERVIEW

The City of Dubuque is requesting Design and Engineering services for the completion of design concepts, public engagement, plans, specifications and construction management services for the Historic Millwork District Outdoor Community Space. The development of this space was identified in the 2023 Historic Millwork District Master Plan Update as a high priority with the goal to nurture an inclusive, safe and well-connected community.

This infrastructure investment will provide the outdoor green space currently lacking in the district and will add to its sense of identity, while providing site amenities and an inviting space for informal social gatherings and small events. The goal is to create an inclusive space and year-round vibrancy for the district.

The project site is approximately one quarter acre and located next to the historic Alamo Building. This adjacency provides an opportunity for a synergistic relationship between the building and outdoor community space.

Although this project will be fully re-exploring the variety of desired uses and site character, the Historic Millwork District Master Plan Update is to be the basis for design. Among others, that document suggested the following enhancements:

- Public Sculpture
- Active and Passive Flexible Use Space
- Outdoor Performances
- Food Truck Events
- Winter Activities (pop-up ice rink)
- Signage and Landmark Branding

The final selected design, program, and amenities, however, must be commensurate with the city's project budget. While our team will emphasize vision and creativity, we will also be pragmatic, working closely with the city to ensure any design solution is realistic and maintainable within the city's allocated funds.

We believe that vibrant and impactful spaces do not have to be expensive. The difference between unsuccessful projects and successful ones oftentimes has more to do with identifying and understanding not just what physical amenities should be included in a project, but what kind of **experience** a user would like to have in a particular space. So, in addition to understanding the desired amenities, our public input process will focus on understanding who will use this space and how that user would envision spending time there.

PROJECT APPROACH

Our Team plans to deliver project in three phases. Phase 1 will include public engagement and the development of conceptual design, Phase 2 will prepare the technical design including plan details and contract documents under the City of Dubuque and Iowa SUDAS standards to bid the project, with Phase 3 being the oversight of the construction contract.

The following strategies are those we feel will help us to accomplish a lean, effective and successful project. Our Team will:

- Ensure a ***broad range of voices*** and ideas are heard before determining any final design direction.
- Rely on ***creative/meaningful ideas*** to develop a robust design and impactful ***sense of place*** (for example - unique, but rooted in history, consistent branding and use of materials that relate to the district etc.)
- Engage the city and steering committee in ***collaborative hands-on design work***.
- After public input and collaboration have taken place, ***quickly narrow design direction and obtain staff and steering committee consensus***.
- Keep design ***options in line with the vision and with available funds*** (and identify future phasing possibilities if applicable).
- Keep the project materials ***simple and maintainable***.
- Provide a ***clear and well-developed set of construction documents*** (in order to receive optimal construction bids and ***limit/eliminate unexpected change orders***).



DESIGN PROCESS SUMMARY

(IN-PERSON MEETINGS ARE SHOWN IN BOLD)

1. Project initiation meeting with city.
2. Kick-off meeting - walk the site/visioning with Steering Committee and City
3. Public online survey and visual preferencing:
 - a. Open ended survey experiential questions such as:
 - i. What would you like to do in this space?
 - ii. What do you currently leave this district to do that you'd like to do here in the Historic Millwork District?
 - iii. What else would you like to tell us about the potential use of this space?
 - iv. What amenities do you think would be suitable/successful for this area?
 - b. Activity/amenity preferencing – (voting on visual images).
4. **Steering Committee/City design charrette workshop (includes summary of online public input)**
5. Design Team to refine concepts that came out of the Design Charrette workshop.
6. City and Steering Committee to review preliminary concepts in an online meeting and provide direction or final approval.
7. **Public Open House to share approved design concepts for input and feedback**
8. Share Public Open House material online for comment.
9. Review Open House feedback at online meeting with Steering Committee and City. Gather final concept direction from City.
10. Refine preferred final concept.
11. **Final Conceptual review and sign-off with City and Steering Committee (in person meeting)**
12. Formal Concept Submittal Process Presentations





SCOPE OF SERVICE

PHASE 1: INITIATION, PUBLIC ENGAGEMENT AND CONCEPT DEVELOPMENT

1.1 PROJECT MANAGEMENT (CONFLUENCE WITH FEHR GRAHAM SUPPORT)

Brenda Nelson will serve as project manager and day-to-day contact for the project, ensuring that the scope, schedule and budget are on track. We understand that communication is key, and we will work closely with the city and our other team members throughout the project.

While we will be providing project management oversight for the duration of the project, Fehr Graham will naturally become more involved in day-to-day activities on the project as the project progresses and they will be the primary force behind the final construction document preparation, bidding and construction oversight.

- Day to day contact and PM – Brenda Nelson (Confluence),
- PM Support by Fehr Graham particularly for Phase 2 + 3.

Deliverables:

- Project meeting notes
- Bi-weekly project progress reports and short online PM coordination meetings.
- Monthly schedule update
- Regular Meetings with City Staff and City Representatives
- Present the Project to City Review Team, Parks and Recreation Commission and City Council
- Acquire Permits
- Cost Opinions

1.2 PROJECT INITIATION, FIELD SURVEY AND DATA COLLECTION (CONFLUENCE WITH FEHR GRAHAM SUPPORT)

Confluence and Fehr Graham will meet with City staff in an online meeting shortly after receiving the notice to proceed. The agenda for this meeting will be to review the detailed proposed scope of services to ensure that our team clearly understands the expectations and priorities of the City. We will also use this time to confirm roles, responsibilities, project budget expectations and review the draft schedule.

In a follow-up in-person meeting, Confluence and Fehr Graham will meet with City Staff and the City's project Steering Committee on site for a brief tour and discussion (weather permitting). After the tour, the Design Team and Steering Committee will meet for a one-and-a-half-hour session to review the following items:

- Visioning
- Goal Setting
- Guiding Principles
- Potential Site Programming
- Pain Points and Potential Challenges

Confluence and Fehr Graham will work closely with the City Project Manager prior to the project kick-off meeting to collect background and base map information for the park space and surrounding area and to determine specific information to be collected and confirmed. Items requested will include but are not limited to:

- LIDAR mapping
- Aerial imagery
- Field inventory
- Existing Drawing, plans and documents



Fehr Grahams' survey crew will initiate a site survey Spring of 2025 once the snow is gone to collect pertinent data as needed for the final site base plan.

Deliverables:

- One Online staff/Design Team project initiation meeting
- One in-person Staff/Steering Committee Site and Visioning Kick-off Meeting
- Summary of Vision and Goal Setting Meeting
- Topographic Survey/Site Base Plan

1.3 SCHEMATIC DESIGN AND PUBLIC ENGAGEMENT (CONFLUENCE WITH FEHR GRAHAM SUPPORT)

With the City's vision and goals in mind, the Design Team will prepare an online survey (range of 7 to 10 questions) along with preference images for voting to gather feedback on the desired user experience and site amenities. At the discretion of the City, these can be placed either on the City's website or the Design Team will develop a website specifically for this project through Social Pinpoint software.

Confluence will also work with City Staff to prepare content to share for the City's Social Media efforts throughout the project (if desired).

Once online public feedback has been provided, the Design Team will host a design charrette workshop with the city and steering committee where feedback will be shared and the committee and city staff will work collaboratively in small groups alongside our Design Team, brainstorming ideas and conceptually designing the space. At the city's discretion, this design charrette could be opened up to the public. We have successfully done this for projects such as our projects with the Minneapolis Parks District North and South Service Areas.

Utilizing the ideas and concepts generated at the design charrette workshop, the Design Team will prepare two to three schematic designs for review and approval by the City and Steering Committee for the public Open House. These will be color rendered plans and 3D illustrations of the site along with precedent images representing the character and amenities

on the site. Preliminary cost opinions will be generated for comparison to inform the design direction and to ensure that project aspirations are in line with the anticipated budget. In addition to reviewing the project design, we will discuss the constructability, sustainability and maintenance impacts of the various proposed amenities and adjust the concepts as directed prior to the public Open House.

The Design Team will host a Public Open House to present the approved design concepts and gather feedback from the participants. Information/exhibits and presentation materials will illustrate all aspects of the illustrated concept to those who attend, and Confluence will share the agenda and all Open House materials with the City's Project Manager prior to the event.

The Open House presentation materials will also be shared online for public feedback.

The Team will prepare a summary of public feedback for the City and Steering Committee which we will present in an online meeting. The goal of this meeting is to discuss the feedback and confirm the final direction of the design concept.

The Team will take one singular preferred concept, as directed by the City, and prepare final schematics with an updated cost opinion to submit for formal city approval. Final schematic designs will be made available for placement on the City website or dedicated Social Pinpoint website.

Deliverables:

- Public Online Survey for city website
- Online Survey Summary
- Social media content for Staff to share.
- One Design charrette workshop
- One Online meeting to present concept sketch plans to Staff and Steering Committee
- Refined color rendered plans and 3D perspectives for presentation at Open House and on city website.
- One in-person Open House
- Public Engagement Open House Summary shared in an online meeting
- Preliminary Cost Opinions
- Formal City approval process presentations





PHASE 2: FINAL DOCUMENT PREPARATION AND BIDDING

2.1 FINAL DESIGN, CONTRACT DOCUMENTS (FEHR GRAHAM WITH CONFLUENCE AND POH ENGINEERING SUPPORT)

Upon City approval of the preferred Schematic design, the Design Team will prepare a full set of 11 x 17 construction documents and specifications for public bidding. The construction documents will include a cover sheet, existing conditions and removals plan, site details, erosion control plan and stormwater pollution prevention plan, site plan grading and drainage plans, utility plans, lighting photometrics, power plans, landscape and restoration plan and specifications. The plans will be paired with the City contract manual document and reference Iowa SUDAS and the City Supplemental Specification Manual. Plans will be submitted to the City at 50%, 90% and 100% completion.

Deliverables:

- One In-person and two online meetings to present and review Construction Documents and Cost Opinion at 50%, 90% and 100%.
- Full Plan Set of Construction Documents
- Final Cost Opinion
- City Project Workbook

2.2 BIDDING (FEHR GRAHAM WITH CONFLUENCE AND POH ENGINEERING SUPPORT)

Our Team will provide the completed contract documents to the City to post notifications and make documents available to all bidders through its web site. Confluence and Fehr Graham will respond to contractor questions and issue clarification via addendums if necessary. We will also assist with bid evaluation, issuance of recommendation of award, and preparation of the notice to proceed.

Deliverables:

- Response to contractor questions
- Addenda as required.
- Attendance at Bid Opening
- Bid Tabulation, Recommendation of Award and Notice to Proceed

2.3 PERMITTING (FEHR GRAHAM)

Fehr Graham will prepare and submit the required site plans and applications required by the City. Our team will review local and state requirements and prepare the necessary permit applications that may be required for the site improvements and coordinate with any utility that is shown to be impacted by the project. The City will be responsible for all required applications, review and permitting related fees.

PHASE 3: CONSTRUCTION ADMINISTRATION AND OVERSIGHT

3.1 CONSTRUCTION MANAGEMENT (FEHR GRAHAM WITH CONFLUENCE SUPPORT)

Fehr Graham will lead the construction administration services for the project to ensure accurate implementation of the design. These services will involve attendance at key construction milestone meetings with the contractor and ongoing communications with the City to keep the project on track. Construction Management will include coordination and leading the preconstruction meeting, completing shop drawing review, civil engineer site visits (2), electrical engineer site visits (1) landscape architect site visits (2) site visits and observations at appropriate intervals, review and approval of pay estimates and potential change orders and project close out activities.

Deliverables:

- Review of Submittals
- Preconstruction Meeting Attendance
- Responding to Contractor RFI's
- Site Visits (5 total)
- Pay Estimate and Change Order Processing
- Record Drawings

PHASE 3.2 CONSTRUCTION SERVICES (FEHR GRAHAM WITH CONFLUENCE SUPPORT)

Fehr Graham will provide construction survey services and routine observation during the construction phase of the project.

Deliverables:

- Routine Observation of Construction
- Construction Survey



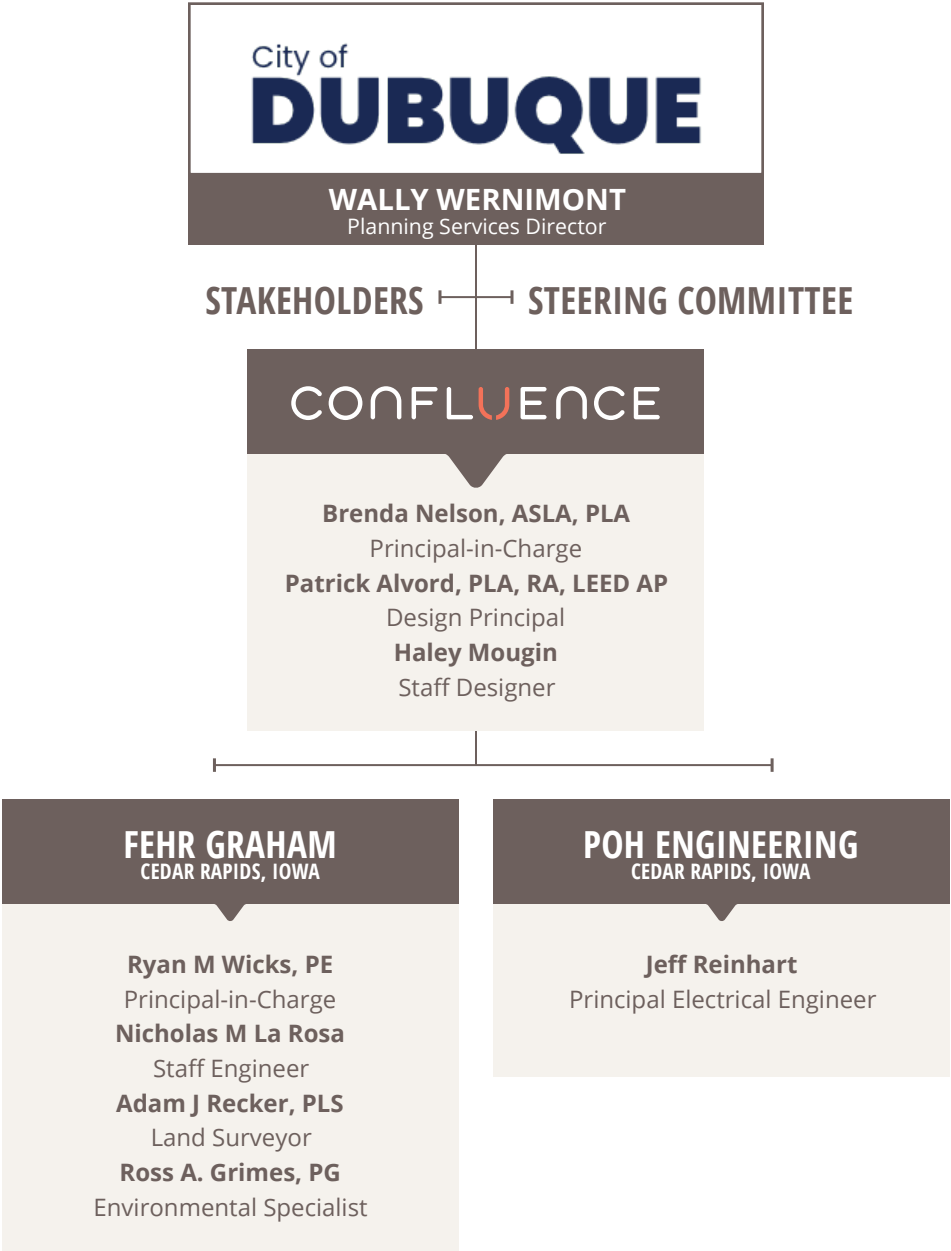
KEY STAFF AVAILABILITY

All key staff indicated in the organization chart have the capacity and availability in their schedules to begin work on your project immediately. While there will likely be additional staff involved in a supportive role on this project, the key team members listed will be involved throughout the duration of the project. By selecting Confluence, you are selecting a team with 9 offices and a staff of over 75+ people. We have a long history of meeting project timelines and are dedicated to meeting all of your schedule needs and project expectations and will staff this project as needed.

CONFLUENCE: Public Engagement, Urban Design, and Landscape Architecture

FEHR GRAHAM: Civil Engineering, Topographic and Construction Survey, Bidding Services, Permitting, Construction Administration and Oversight

POH ENGINEERING: Electrical Engineering



BRENDA NELSON, ASLA, PLA

CONFLUENCE | PRINCIPAL-IN-CHARGE

NOTABLE PROJECT EXPERIENCE

Manchester Riverfront Park / Manchester, Iowa
 Cedar Valley Arboretum and Botanic Gardens Master Plan / Waterloo, Iowa
 Cedar Rapids Flood Control System / Cedar Rapids, Iowa
 Creekside Technology Center Master Plan / Cedar Falls, Iowa
 Cedar Rapids Greenway Master Plan / Cedar Rapids, Iowa
 ReLeaf Cedar Rapids / Cedar Rapids, Iowa
 Lower City Park Master Plan / Iowa City, Iowa
 Marion Parks System Master Plan / Marion, Iowa
 Coralville Youth Sports Complex / Coralville, Iowa
 ACT Headquarters Campus Master Plan / Iowa City, Iowa
 Creekside Technology Center Master Plan / Cedar Falls, Iowa
 Iowa Gold Star Military Museum Outdoor Memorial at Camp Dodge / Johnston, Iowa
 Mercy Medical Center Healing Gardens / Cedar Rapids, Iowa
 Central Iowa Healthcare System Healing Environment / Des Moines, Iowa



PROFESSIONAL EXPERIENCE

30+ Years of Experience
 14 Years with Confluence

EDUCATION

Iowa State University: Bachelor of
 Landscape Architecture

REGISTRATIONS

Licensed Landscape Architect:
 • Iowa / #253

PATRICK ALVORD, PLA, RA, LEED AP

CONFLUENCE | DESIGN PRINCIPAL

CURRENT + NOTABLE PROJECT EXPERIENCE

Manchester Riverfront Park / Manchester, Iowa
 Oelwein Depot Park and Plaza / Oelwein, Iowa
 Indian Creek Nature Center Creekside School Master Plan / Cedar Rapids, Iowa
 Pickle Palace Site Planning / Cedar Rapids, Iowa
 Kasperek Residence / Cedar Rapids, Iowa
 Mercy Cancer Center Sculpture / Cedar Rapids, Iowa
 Newbo Lofts / Cedar Rapids, Iowa
 The Park at Kingston Yards / Cedar Rapids, Iowa
 Kingston Landing / Cedar Rapids, Iowa
 Mercy Medical Center Downtown / Cedar Rapids, Iowa
 Cedar Rapids Downtown Gateway / Cedar Rapids, Iowa
 16th Avenue Bridge Lighting Concept / Cedar Rapids, Iowa
 Remond & Greene Square Parks Replanting / Cedar Rapids, Iowa
 ReLeaf Cedar Rapids / Cedar Rapids, Iowa
 Connect CR / Cedar Rapids, Iowa



EDUCATION

Iowa State University: Master of
 Architecture / 2001
 Iowa State University: Bachelor of
 Landscape Architecture / 1996

PROFESSIONAL REGISTRATIONS

Licensed Landscape Architect:

- Iowa / #00577
- Wisconsin / #796-14

Licensed Architect:

- Iowa / #06110

LEED Accredited Professional

HALEY MOUGIN

CONFLUENCE | STAFF DESIGNER

Haley hopes to be able to continue to push the boundaries of what our built world really can be and how it can positively impact people's relationships with the natural world moving forward.

By marrying her love of nature and art, she felt that she could make a real difference in people's lives and allow others to foster a positive relationship with the environment through thoughtfully designed urban spaces.

CURRENT + NOTABLE PROJECT EXPERIENCE

Oelwein Park and Plaza / Oelwein, Iowa

Kingston Landing / Cedar Rapids, Iowa

The Park at Kingston Yards / Cedar Rapids, Iowa

East Side Flood Control / Cedar Rapids, Iowa

Cedar Rapids ROW Planning / Cedar Rapids, Iowa

Kenwood Basin / Cedar Rapids, Iowa

The Preserve / North Liberty, Iowa

Connect CR / Cedar Rapids, Iowa

Cedar Valley Arboretum + Botanical Garden Master Plan / Waterloo, Iowa

Grinnell College Civic Engagement Quad / Grinnell, Iowa

Krause + Pro Iowa Stadium / Des Moines, Iowa

RYAN M. WICKS, PE

FEHR GRAHAM | PRINCIPAL-IN-CHARGE

Ryan Wicks has completed many trail and recreational projects. These include shared-use paved trails and traditional park improvements, including shelters and playground equipment. He also helped develop the Manchester Whitewater Park and adjacent Riverfront Park. He works to understand your goals and find a solution that fits the budget and includes the desired amenities and facilities.

CURRENT + NOTABLE PROJECT EXPERIENCE

BEE BRANCH TRAIL – 16TH ST BASIN / Dubuque, Iowa

CREEK WOOD PARK IMPROVEMENTS / Dubuque, Iowa

RIVERFRONT TRAIL ADDITIONS / Manchester, Iowa

RIVERFRONT PARK IMPROVEMENTS / Manchester, Iowa

WHITewater AND HABITAT IMPROVEMENTS / Manchester, Iowa



PROFESSIONAL EXPERIENCE

5 Years of Experience

3 Years with Confluence

EDUCATION

Iowa State University: Bachelor of
Landscape Architecture / 2020



PROFESSIONAL REGISTRATIONS

Professional Engineer:

- Iowa #16341
- Michigan #6201311748

EDUCATION

B.S. in General Engineering
University of Iowa, 1997

NICHOLAS M. LA ROSA
FEHR GRAHAM | STAFF ENGINEER

Nick La Rosa offers innovative technical solutions and excels in organization and communication, ensuring exceptional service for clients. With a focus on both survey and design, Nick is working toward dual licensing. He is dedicated to improving public spaces such as parks and recreational areas, with hands-on experience in developing sports fields, athletic courts, and park facilities. His designs emphasize compliance with the Americans with Disabilities Act, making projects both visually appealing and inclusive for all users.

CURRENT + NOTABLE PROJECT EXPERIENCE

Synthetic Turf Football and Soccer Field / West Delaware County Community School District
Playground Improvements / Dubuque, Iowa
Pickleball and Basketball Courts / Vinton, Iowa
Pickleball and Volleyball Courts / Dubuque, Iowa
Disc Golf Course / Manchester, Iowa



PROFESSIONAL REGISTRATIONS

Land Surveyor-In-Training
• Iowa LIT-00117, 2021
Engineer-In Training
• Iowa EIT-00937, 2022

EDUCATION

B.S. in Civil Engineering
Iowa State University, 2021

Certificate in Leadership Studies
Iowa State University, 2021

ADAM J. RECKER, PLS
FEHR GRAHAM | LAND SURVEYOR

Adam Recker collaborates with municipalities, contractors, attorneys, private developers and citizens. He is experienced in construction staking, including topographical research, level loops, control point establishment and project drafting. He is also proficient in survey retracement, subdivision acquisition plats, easements and American Land Title Association surveys.

CURRENT + NOTABLE PROJECT EXPERIENCE

Dubuque Airport Landslide Paving Staking / Dubuque, Iowa
Cresco Community School District Building Addition and Remodel / Cresco, Iowa
Whitewater Park Improvements / Manchester, Iowa
Vine Street Bridge Construction Staking (Iowa DOT Project) / Center Point, Iowa
Wind Farm Construction Staking / Hawkeye, Iowa



PROFESSIONAL REGISTRATIONS

Professional Land Surveyor
• Iowa #24627, 2018

EDUCATION

A.A.S. in Civil and Construction
Engineering Technology
Hawkeye Community College,
2002

ROSS A. GRIMES, PG
FEHR GRAHAM | ENVIRONMENTAL SPECIALIST

Ross Grimes specializes in assessing and remediating hazardous substance and petroleum sites. Ross leads assessment teams to develop geologic and hydrogeologic conceptual site models using specified soil classification techniques and groundwater monitoring methods. He completes assessments on former manufactured gas plant sites, service stations, dry cleaners and scrapyards. Ross helps communities implement U.S. Environmental Protection Agency (EPA) brownfield assessment programs by identifying and prioritizing sites for environmental assessment, cleanup and redevelopment.

ILLINOIS EPA SITE REMEDIATION PROGRAM SITES

- Embassy Suites (former Amerock building) | Rockford, Illinois
- South Main Railyards | Rockford, Illinois
- Album Street Corridor | Freeport, Illinois
- DIMCO | Dixon, Illinois
- Carle at the Riverfront | Danville, Illinois

LEAKING UNDERGROUND STORAGE TANK ASSESSMENT AND CLOSURES

- 501 W. Washington St. | Ogle County Highway Department | Oregon, Illinois
- 615 13th Ave. | City of Mendota, Illinois
- 11358 Industrial Drive | Galena, Illinois | IBT Real Estate

JEFFREY R. REINHART, PE
POH ENGINEERING, PLLC | ELECTRICAL ENGINEER / OWNER

Jeff is a licensed professional electrical engineer who has worked on the design of construction projects in Eastern Iowa since 1991. He is responsible for all aspects of electrical design, and has designed projects for commercial, residential, industrial, educational, recreational, and healthcare facilities. He works in the public design-bid-build, private design-bid-build, and design-build markets. He specializes in electrical upgrade projects that require thorough investigation of the existing systems; evaluating the systems based on age, capacity, and future considerations; researching options for the system upgrades, and providing anticipated costs of the options. He also performs arc flash studies, circuit breaker selective coordination studies, power studies, and troubleshooting real world electrical problems.

Jeff founded POH Engineering in 2023 as the sole employee. Prior to that, he was employed with mechanical/electrical/plumbing/technology design firms in Cedar Rapids for over 30 years.



PROFESSIONAL REGISTRATIONS
Professional Geologist

- Northern Illinois University, 2013

EDUCATION
B.S. in Environment Geoscience
Northern Illinois University, 2013



EDUCATION
1986 – 1990. The University of Iowa College of Engineering, Iowa City, Iowa. Bachelor of Science in Electrical Engineering.
1982 – 1986. Pocahontas High School, Pocahontas, Iowa.

LICENSURE
Licensed Professional Engineer in the State of Iowa since January 1996.

- License #13499.



MANCHESTER RIVERFRONT PARK

Confluence and Fehr Graham Engineering collaborated to plan and implement projects that invigorate downtown Manchester by promoting the use of the river, creating a vibrant hub and gateway into the downtown district.

As a continuation of efforts outline in the 2012 Comprehensive Plan, the City of Manchester hired Confluence to assist the city with reviewing, refining, prioritizing and implementing the previously defined goals and vision for connecting the Downtown District to the Maquoketa River. In Phase 1 of implementing the vision, Confluence worked with Fehr Graham to develop the Manchester Riverfront Park, a vibrant hub at the entrance to downtown, and an enhancement for the adjacent whitewater course project also completed by Fehr Graham.

The river runs through the center of town providing a natural and recreational amenity for the downtown area and adjacent neighborhoods. Confluence facilitated public input with citizens to gather feedback through interactive exercises and collaborated with a steering committee of invested local citizens to refine the direction of the downtown district plan. This plan set the direction to not only highlight the natural environment, but to create economic benefits, encourage small businesses and enhance the regional pull of downtown.

With the planning complete, Confluence, and Fehr Graham provided design, construction documents and implementation for the Manchester Riverfront Park which is now an interactive and attractive park featuring a shelter with restrooms, kiosks featuring historic facts, points of interest and wildlife information, a small play area and swinging benches strategically placed along the river so those enjoying them can watch kayakers and tubers.

PROJECT DETAIL

Location

Manchester, Iowa

Client

City of Manchester, Iowa

Contact

Tim Vick
City Manager
Manchester Iowa
tvick@manchester-ia.org
563.927.3636

<https://www.youtube.com/watch?v=YNgTlp4L3CA>





UNIVERSITY OF IOWA: COMMUNICATIONS CENTER SITE RESTORATION

A new public space grows on the site of a former academic building giving students a much-needed outdoor space adjacent to the main university library.

The University of Iowa issued an RFQ for Design Services to raze an outdated existing building situated on a prominent site across the street from the main university library. The project brief requested the demolition of the building and the design and construction of a student outdoor space on the cleared building site. The new student space provides outdoor gathering and study space adjacent to the library and a busy ground transportation stop.

The steeply sloping site previously required ADA access through the former building so the site restoration project had to provide a new route to navigate hillside. The uncertain long-term future of the site necessitated a restrained design solution that satisfied the functional requirements of the project brief at a responsible cost knowing the University may elect to construct a new building on the site several years down the road.

The final design solution divides the site along its long axis; on the upper half, a new sidewalk crosses the site providing the required accessible route. An eight-foot-tall concrete retaining wall cuts into the slope at the midline to make space for a rectangular plaza populated with umbrella-shaded tables. An at-grade planting area at the base of the wall collects and manages stormwater from the whole of the plaza. Green screens along the wall help to manage sound and provide visual interest. A sculpture at the north end of the plaza adds character to the space separated from the busy street by a rich palette of native trees, shrubs and perennials.

PROJECT DETAIL

Location

Iowa City, Iowa

Client

Snyder & Associates

Size

0.40 acres

Contact

Troy Culver, P.E.
Business Unit Leader
(319) 359-7676
taculver@snyder-associates.com





THE YARD @ KINGSTON YARD

A growing mixed-use development in Cedar Rapids is anchored by a vibrant central park.

The Yard @ Kingston Yard is the exciting focal point of an on-going mixed use development in Cedar Rapids' Kinston Village neighborhood. Confluence was hired by the master developer to bring life and character to the development teams overall vision for the site. The park focuses on a custom designed stage featuring reclaimed bridge girders capable of hosting live music and broadcast television events. A natural grass lawn in front of the stage provides ample room for gathering crowds, lawn games, and other special events. In addition to the stage, the park provides family friendly amenities accessible to two new restaurants that are a major draw to the area. A play area gives kids a fun place to roam within site of the outdoor dining areas. The development, when fully complete, will feature a new hotel, two mixed commercial-residential buildings, and a parking ramp in addition to the two restaurants. Phase One of the project is complete and open for use. Phase Two of the project will get underway once the hotel and parking ramp construction near completion and will feature tree shaded lawns, a ping pong area, and other seating elements to support the commercial and hospitality spaces still to come.

PROJECT DETAIL

Location

Kingston Village, Cedar Rapids, Iowa

Client

Ahmann Companies, Inc.

Size

4.75 AC

Contact

Joe Ahmann, President
Ahmann Companies, Inc.
319.395.7900
jahmann@ahmanncompanies.com





OELWEIN DEPOT PARK

Confluence led the Depot Park expansion project from master planning through implementation. Park amenities now include concessions & restrooms, a play area and a variety of gathering spaces that increase its capacity. The park celebrates the historical roots of the community as a “Hub City” since Oelwein is known for its intersection of major railroad lines.

An aging community center building in the heart of downtown Oelwein was structurally impacted by recent floods and heavy rain events. The City determined the facility was in need of removal and was looking for a plan to expand an adjacent greenspace. With CDBG grant funding secured for demolition and construction, the City of Oelwein hired Confluence to develop a park master plan that would allow for increased capacity of community events and expand the draw for regional visitors to Depot Park.

A simple play space consisting of tumble berms and steppers has been a big hit with children during events and for everyday use. Enhanced landscaping provides an opportunity for relaxing in this quaint downtown setting. Two large shade canopies with a concrete pad provide space for vendors to set up tables for farmers markets. Festoon lighting crisscross the main audience space in front of the previously existing stage and bandshell, lighting the park during large and small events.

PROJECT DETAIL

Location

Oelwein, Iowa

Client

City Of Oelwein

Period of Service

August 2022- August 2023

Contact

Dylan Mulfinger
City Administrator
Oelwein, Iowa
dmulfinger@cityofuelwin.org
319.283.5440





COMPLIANCE STATEMENT

We have read the City of Dubuque Contract Terms and Conditions outlined in Appendix C carefully. Confluence and our engineering partners, Fehr Graham and POH Engineering, will comply with all Terms and Conditions without exception if selected for the project.



COMPLIANCE STATEMENT

We have read the City's insurance requirements for professional services outlined in the Request for Proposal. Confluence and our partners, Fehr Graham and POH Engineering , will comply with the request to procure professional liability insurance policies, including Professional liability, automobile liability, workers' compensation & employers liability, and other insurance as necessary to protect the City of Dubuque, Confluence, and our partners' interests.

Currently, Confluence carries insurance of the following kinds and in the following amounts, and have included Certificates of Insurance as requested:

Professional liability: \$2,000,000 per claim / \$4,000,000 aggregate
Commercial general liability: \$1,000,000 each occurrence / \$2,000,000 aggregate
Comprehensive automobile liability: \$1,000,000 combined single limit
Umbrella liability: \$3,000,000 each occurrence / \$3,000,000 aggregate
Drone Aviation Liability: \$1,000,000 per claim
Worker's compensation: \$2,000,000 per claim / \$2,000,000 policy limit



NORTH KANSAS CITY TOWN SQUARE

Below a listing and a brief description of all material legal actions, together with any fines and penalties, for the past 5 years in which Confluence, Inc. or any division, subsidiary or parent entity of Confluence, Inc.:

- a) A debtor in bankruptcy Yes ☒ No
- b) A plaintiff or defendant in a legal action for deficient performance under a contract or violation of a statute or related to service reliability Yes ☒ No
- c) A respondent in an administrative action for deficient performance on a project or in violation of a statute or related to service reliability Yes ☒ No
- d) A defendant in any criminal action Yes ☒ No
- e) A named insured of an insurance policy for which the insured has paid a claim related to deficient performance under a contract or in violation of a statute or related to service reliability ☒ Yes No

If yes, please explain:

Confluence has only tendered two claims to our professional liability carrier over the last five-year period, which resulted in payment from our carrier in excess of Confluence's deductible:

- a. Main Avenue Road Diet; Sioux Falls, South Dakota. Confluence was named along with the contractor and subcontractors in a claim for water incursion during construction from a storm event into an adjacent private basement.
- b. Hawk Ridge Park; Raymore, Missouri. Project program betterments.

- f) A principal of a bond for which a surety has provided contract performance or compensation to an obligee of the bond due to deficient performance under a contract or in violation of a statute or related to service reliability Yes ☒ No
- g) A defendant or respondent in a governmental inquiry or action regarding accuracy of preparation of financial statements or disclosure documents. Yes ☒ No

We understand the City reserves the right to request similar legal action information from our team members during the evaluation process.



PROPOSED PROJECT TIMELINE	JAN 2025	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUNE 2025	JULY 2025	AUG 2025	SEP 2025	OCT 2025	NOV 2025	DEC 2025	JAN 2026	FEB 2026	MAR 2026	APR 2026	MAY 2026	JUNE 2026	JULY 2026	AUG 2026
NOTICE TO PROCEED																				
Bi-weekly coordination meetings																				
Monthly schedule update																				
INITIATION, ENGAGEMENT AND CONCEPT DEV.																				
Initial meeting with City Staff																				
Visioning mtg. with Staff and Steering Committee																				
Topographic Survey of Site																				
Public Online Survey and Preferencing																				
City/Steering Committee Design Charrette																				
Concept Development																				
Concept Design Review																				
Public Open House/Material Shared Online																				
Public Feedback Summary Review																				
Select and Refine Final Concept																				
Final Concept Review and Sign-off																				
FINAL DOCUMENT PREPARATION AND BIDDING																				
50% Construction Documents and Specifications																				
90% Construction Documents and Specifications																				
100% Construction Documents and Specifications																				
Assist in Bidding																				
Permitting																				
CONSTRUCTION ADMIN. AND OVERSIGHT																				
Pre Construction Meeting																				
Review and approval of shop drawings, etc.																				
Construction																				
Substantial Completion																				

October 30, 2024

Wally Wernimont, Planning Services Director
City of Dubuque
Planning Services Department
City Hall – 50 W. 13th Street
Dubuque, IA 52001
client_email@gmail.com

CONFLUENCE

RE: Historic Millwork District Outdoor Community Space Design, Development, and Construction Management Services, Dubuque, IA 52001 Professional Services Agreement

Mr. Wernimont:

We are pleased to submit this professional services agreement for Engineering and Landscape Architectural Services as provided herein between the City of Dubuque (Client) and Confluence (Landscape Architect). Please return one copy of the executed agreement to Confluence. We are looking forward to working on your project!

Project

This project is for Design and Engineering services for the completion of design concepts, public engagement, plans, specifications and construction management services for the Historic Millwork District Outdoor Community Space. Located in Dubuque's Historic Millwork District, this quarter acre site is intended to include site amenities and become an inclusive and inviting space for formal social gathering and small events.

Article 1: Landscape Architectural Services

1.1 Scope of Services. The Scope of Landscape Architecture and Engineering Services to be provided under this agreement are detailed in "Exhibit B".

1.2 Supplemental Services. Supplemental Services are detailed in "Exhibit B" – Supplemental Services are beyond the basic Scope of Services, and when requested in writing by the Client, shall entitle the Landscape Architect to additional compensation (either on the hourly basis stated in "Exhibit A" or the basis of a negotiated sum) beyond the Compensation stated in Article 4 Landscape Architect Compensation.

1.3 Standard of Care. The Landscape Architectural Services shall be performed with care and diligence in accordance with the professional standards applicable at the time and in the location of the Project and appropriate for a project of the nature and scope of this Project.

1.4 Changes to Approved Services. Revisions to drawings or other documents shall constitute Supplemental Services made necessary because of Client-requested changes to previously approved drawings or other documents, or because of Client changes to previous Project budget parameters or Project requirements.

1.5 Schedule of Performance. The Client's signature on this Agreement shall be the basis for the Landscape Architect to begin providing services for the Project. The Landscape Architect shall perform the services per the Client's proposed schedule or as expeditiously as is consistent with the standard of care described in section 1.1, above.

Article 2: Client's Responsibilities

2.1 Information. The Client shall provide data about the site and other information on which the design is to be based as well as Client's budget parameters for the Project. Some data for the site may be provided as part of the Scope of Services. The Landscape Architect shall be entitled to rely on the accuracy and completeness of information provided by the Client.

2.2 Budget. The Landscape Architect shall reasonably strive to propose designs and prepare documents consistent with the Client's budget parameters. If provided by the Landscape Architect as a part of the Scope of Services, opinions of probable construction costs are based on the Landscape Architect's familiarity with the landscape construction industry and are provided only to assist the Client's budget planning. Such opinions shall not be construed to provide a guarantee or warranty that the actual construction costs will be within the Project budget parameters at the time construction bids are solicited or construction contracts negotiated.

2.3 Approvals. The Client's decisions, approvals, reviews, and responses shall be communicated to the Landscape Architect in a timely manner so as not to delay the performance of the Landscape Architectural Services.

2.4 Project Permit and Review Fees. The Client shall pay all fees required to secure jurisdictional approvals for the Project.

Article 3: Ownership of Documents

3.1 The Landscape Architect shall be deemed the author and owner of all document's deliverables developed pursuant to this Agreement and provided to the Client by the Landscape Architect (collectively, the "Design Materials"). Subject to payment by the Client of all fees and Reimbursable Expenses owed to the Landscape Architect, the Landscape Architect grants the Client an irrevocable, non-exclusive license to reproduce the Design Materials solely for to the construction of the Project and for information and reference with respect to the use of the Project.

Article 4: Landscape Architect Compensation

4.1 Compensation for the Scope of Services performed under this agreement shall be the Stipulated Sum plus reimbursable expenses. See separate RFP submittal response for fee total.

Phase 1: \$ _____
Phase 2: \$ _____
Phase 3: \$ _____
Total: \$ _____

4.2 Reimbursable Expenses are expenditures made by the Landscape Architect, its employees, and consultants in the interest of the Project plus an administrative fee of 15%. Reimbursable Expenses include but are not limited to travel expenses, costs of reproduction of documents, postage, services of professional consultants which cannot be quantified at the time of contracting, and other, similar, direct Project related expenditures. See Exhibit A for Confluence standard Reimbursable Expenses.

4.3 Supplemental Services, when requested in writing by the Client, shall require additional compensation to be determined on an hourly basis or on the basis of a negotiated fee. See "Exhibit A" for Consultant standard hourly rates.

4.4 Monthly payments to the Landscape Architect shall be based on (1) the percentage of Scope of Services completed and shall include payments for (2) Supplemental Services performed, and (3) Reimbursable Expenses incurred.

4.5 Payments are due and payable 45 days from the date of the Landscape Architect's invoice. Invoiced amounts unpaid 60 days after the invoice date shall be determined overdue and shall accrue 1.5% simple interest per month. At the Landscape Architect's option, overdue payments may be grounds for termination or suspension of services. In the event any portion or all of an account remains unpaid 120 days after billing, the Client shall pay all costs of collection, including reasonable attorney's fees.

Article 5: Insurance, Indemnification, Consequential Damages & Limitation of Liability

5.1 Insurance. The Landscape Architect shall secure and maintain insurance coverages indicated as follows:

<u>Coverage:</u>	<u>Liability Limits:</u>
Professional Liability:	\$2,000,000 per claim/\$4,000,000 aggregate
Commercial General Liability:	\$1,000,000 per claim/\$2,000,000 aggregate
Comprehensive Automobile Liability:	\$1,000,000 combined single limit
Umbrella Liability:	\$3,000,000 each occurrence/\$3,000,000 aggregate
Drone Aviation Liability:	\$1,000,000 per claim
Workers Compensation:	\$2,000,000 per claim/\$2,000,000 policy limit

5.2 Indemnification: Client and Landscape Architect each agree to indemnify and hold harmless the other, and their respective officers, employees, and representatives, from and against liability for losses, damages, and expenses, including reasonable attorney's fees, to the extent such losses, damages or expenses are caused by the indemnifying party's negligent acts, errors, or omissions. In the event losses, damages or expenses are caused by the joint or concurrent negligence of the Client and Landscape Architect, they shall be borne by each party in proportion to its negligence.

5.3 Consequential Damages. The Landscape Architect and the Client waive consequential damages for claims, disputes, or other matters in question which arise of or are related to this Agreement, including but not limited to consequential damages due to the termination of this Agreement by either party in accordance with the provisions of Article 7 thereof.

5.4 Limitation of Liability. To the maximum extent permitted by law, the Client agrees to limit the Landscape Architect's liability for the Client's damages to the sum of \$75,000.00 or the Landscape Architect's fee, whichever is greater. This limitation shall apply regardless of the cause of action or legal theory pled or asserted.

In the event the Client does not wish to limit the Landscape Architect's professional liability, the Landscape Architect agrees to waive this limitation upon written notice from the Client and agreement of the Client to pay, in addition to the agreed upon Landscape Architect's fee, a fee of 10% of the Landscape Architect's previously agreed upon fee within five (5) calendar days after this Agreement is fully executed. This additional fee is in consideration of the greater risk involved in performing work for which there is no limitation of liability.

Article 6: Dispute Resolution

6.1 If a dispute arises out of or relates to this agreement, the parties shall endeavor to resolve their differences first through direct discussions. If the dispute has not been settled within 14 days of the initial discussions, the parties shall submit the dispute to mediation, the cost of which shall be shared equally by both parties.

6.2 For any claim subject to, but not resolved by, mediation pursuant to 6.1, the method of binding dispute resolution shall be as follows:

- ☐ Arbitration pursuant to the Construction Industry Mediation Rules of the American Arbitration Association
- ☒ Litigation in a court of competent jurisdiction

6.3 Nothing in these provisions shall limit rights or remedies not expressly waived under applicable lien laws.

Article 7: Termination

7.1 This agreement may be terminated by either party on seven (7) days' written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination, provided the defaulting party has not cured or in good faith diligently commenced to cure the breach during the 7-day notice period. If the project is terminated, the Landscape Architect shall be paid their compensation for services performed prior to receipt of written notice from the Client, together with reimbursable expenses and applicable taxes then due.

Article 8: Other Terms & Conditions

- 8.1 Promotional Materials & Images. The Landscape Architect shall have the right to include photographic or artistic representations of the design of the Project among the Landscape Architect’s promotional and professional materials. The Landscape Architect shall be given reasonable access to the completed Project to make such representations. However, the Landscape Architect’s materials shall not include the Client’s confidential or proprietary information if the Client has previously advised the Landscape Architect in writing of the specific information considered by the Client to be confidential or proprietary. The Client shall provide professional credit for the Landscape Architect in the Client’s promotional materials for the Project.
- 8.2 Assignment. Neither party shall assign their interest in this Agreement without the expressed written consent of the other, except as to the assignment of the proceeds.
- 8.3 Governing Law. The laws of the State of Iowa shall govern this agreement.
- 8.4 Complete Agreement. This Agreement represents the entire understanding between the Client and Landscape Architect and supersedes all prior negotiations, representations, or agreements, whether written or oral with respect to its subject matter. The person(s) signing this Agreement on behalf of the parties hereby individually warrant that they have full legal power to execute this Agreement on behalf of the respective parties and to bind and obligate the parties with respect to all provisions contained herein. This Agreement may be amended only in writing signed by both the Client and Landscape Architect.

Exhibits

The following Exhibits are incorporated in and made part of this Agreement:
“A” - Hourly Compensation Rates & Reimbursable Expenses Schedule
“B” – Scope of Services

Offered by:

Confluence, Inc.

Accepted By:

[Client Name]

10-30-24

Signature & Date

Signature & Date

Brenda Nelson, Principal-in-Charge

Printed Name & Title

Printed Name & Title

Confluence
900 2nd Street SE, Suite 104
Cedar Rapids, Iowa 52401

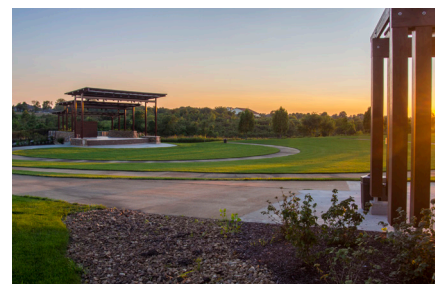
CONFLUENCE STANDARD HOURLY RATES

Senior Principal	\$175.00 - \$260.00 per hour
Principal	\$160.00 - \$225.00 per hour
Associate Principal	\$140.00 - \$195.00 per hour
Associate	\$115.00 - \$180.00 per hour
Senior Project Manager	\$105.00 - \$160.00 per hour
Project Manager	\$95.00 - \$140.00 per hour
Senior Landscape Architect	\$95.00 - \$180.00 per hour
Landscape Architect	\$85.00 - \$130.00 per hour
Senior Project Planner	\$95.00 - \$140.00 per hour
Planner II	\$85.00 - \$130.00 per hour
Planner I	\$75.00 - \$120.00 per hour
Landscape Architect-In-Training	\$75.00 - \$120.00 per hour
Landscape Architect Intern / Landscape Designer	\$65.00 - \$95.00 per hour
Draftsperson	\$55.00 - \$95.00 per hour
Graphic Designer	\$75.00 - \$110.00 per hour
Clerical / System Staff	\$75.00 - \$130.00 per hour

CONFLUENCE REIMBURSABLE EXPENSES

Social Pinpoint Public Engagement Tool	\$1,500.00
Costar Data	\$150 per report
Filing Fees	\$1.15 x cost
Materials and Supplies	\$1.15 x cost
Meals and Lodging	\$1.15 x cost
Mileage	\$.67 per mile
Postage	\$1.15 x cost
Printing by Vendor	\$1.15 x cost
B/W Photocopies/Prints 8½ x 11	\$.10 each
B/W Photocopies/Prints 11x17	\$.20 each
Color Photocopies/Prints 8½ x 11	\$.75 each
Color Photocopies/Prints 11x17	\$1.50 each
Large Format Plotting – Bond	\$2.50/SF
Large Format Plotting - Mylar	\$4.50/SF
Large Format Plotting - Photo	\$5.00/SF
Flash Drives	\$10.00 each
Booklet Binding (cover, coil, back)	\$4.50 each
Foam Core	\$8.00 each
Easel Pads	\$32.75 each
Online Meeting Service	\$35.00 each

Effective 1/1/2024



FEHR GRAHAM ENGINEERING AND ENVIRONMENTAL STANDARD HOURLY RATES

Principal	\$220-280	GIS Specialist	\$95-105
Senior Project Manager	\$170-265	Survey Manager	\$180-190
Project Manager	\$125-240	Land Surveyor	\$115-162
Lead Structural Engineer	\$200-230	Surveyor	\$105-135
Electrical Engineer	\$180-200	Survey Crew Chief	\$95-125
Senior Project Engineer	\$125-190	Survey Technician	\$65-95
Project Engineer	\$115-170	Senior Project EHS Scientist	\$135-180
CAD Manager	\$125-145	EHS Project Scientist	\$120-160
Project Designer	\$105-175	Senior EHS Scientist	\$125-165
Designer	\$85-125	EHS Scientist	\$95-130
Staff Engineer	\$105-140	EHS Specialist	\$85-120
Engineer	\$95-185	EHS Technician	\$85-130
Senior Structural Engineer	\$170-210	Senior Project Hydrogeologist	\$135-180
Senior Resident Engineer	\$130-170	Project Hydrogeologist	\$95-140
Resident Engineer	\$115-160	Geologist	\$85-95
Water/Wastewater Op Specialist	\$125-160	Staff Hydrogeologist	\$85-120
Senior Engineering Technician	\$95-170	Hydrogeologist	\$85-110
Associate Engineering Technician	\$75-125	Senior Biologist	\$105-150
Engineering Technician	\$65-120	Biologist	\$95-130
Sr. Landscape Architect Project Manager	\$185-260		
Landscape Architect Project Manager	\$140-205		

POH ENGINEERING, PLLC STANDARD HOURLY RATES

Engineering Services	\$175/hour
AutoCAD Drafting	\$ 75/hour
Clerical	\$ 50/hour

PHASE 1 INITIATION, PUBLIC ENGAGEMENT AND CONCEPT DEVELOPMENT

Task 1.1 Project Management (Confluence with Fehr Graham support)

Brenda Nelson will serve as project manager and day-to-day contact for the project, ensuring that the scope, schedule and budget are on track. We understand that communication is key, and we will work closely with the city and our other team members throughout the project.

While we will be providing project management oversight for the duration of the project, Fehr Graham will naturally become more involved in day-to-day activities on the project as the project progresses and they will be the primary force behind the final construction document preparation, bidding and construction oversight.

- Day to day contact and PM – Brenda Nelson (Confluence),
- PM Support by Fehr Graham particularly for Phase 2 and 3.

Deliverables:

- Project meeting notes
- Bi-weekly project progress reports and short online PM coordination meetings.
- Monthly schedule update
- Regular Meetings with City Staff and City Representatives
- Present the Project to City Review Team, Parks and Recreation Commission and City Council
- Acquire Permits
- oCost Opinions

Task 1.2 Project Initiation, Field Survey and Data Collection (Confluence with Fehr Graham support)

- Confluence and Fehr Graham will meet with City staff in an online meeting shortly after receiving the notice to proceed. The agenda for this meeting will be to review the detailed proposed scope of services to ensure that our team clearly understands the expectations and priorities of the City. We will also use this time to confirm roles, responsibilities, project budget expectations and review the draft schedule.
- In a follow-up in-person meeting, Confluence and Fehr Graham will meet with City Staff and the City's project Steering Committee on site for a brief tour and discussion (weather permitting). After the tour, the Design Team and Steering Committee will meet for a one-and-a-half-hour session to review the following items:
 - Visioning
 - Goal Setting
 - Guiding Principles
 - Potential Site Programming
 - Pain Points and Potential Challenges
- Confluence and Fehr Graham will work closely with the City Project Manager prior to the project kick-off meeting to collect background and base map information for the park space and surrounding area and to determine specific information to be collected and confirmed. Items requested will include but are not limited to:
 - LIDAR mapping
 - Aerial imagery
 - Field inventory
 - Existing Drawings, plans and documents
- Fehr Grahams' survey crew will initiate a site survey Spring of 2025 once the snow is gone to collect pertinent data as needed for the final site base plan.

Deliverables:

- One Online staff/Design Team project initiation meeting
- One in-person Staff/Steering Committee Site and Visioning Kick-off Meeting
- Summary of Vision and Goal Setting Meeting
- Topographic Survey/ Site Base Plan

Task 1.3 Schematic Design and Public Engagement (Confluence with Fehr Graham support)

- With the City's vision and goals in mind, the Design Team will prepare an online survey (range of 7 to 10 questions) along with preference images for voting to gather feedback on the desired user experience and site amenities. At the discretion of the City, these can be placed either on the City's website or the Design Team will develop a website specifically for this project through Social Pinpoint software.
- Confluence will also work with City Staff to prepare content to share for the City's Social Media efforts throughout the project (if desired).
- Once online public feedback has been provided, the Design Team will host a design charrette workshop with the city and steering committee where feedback will be shared and the committee and city staff will work collaboratively in small groups alongside our Design Team, brainstorming ideas and conceptually designing the space. At the city's discretion, this design charrette could be opened up to the public. We have successfully done this for projects such as our projects with the Minneapolis Parks District North and South Service Areas.
- Utilizing the ideas and concepts generated at the design charrette workshop, the Design Team will prepare two to three schematic designs for review and approval by the City and Steering Committee for the public Open House. These will be color rendered plans and 3D illustrations of the site along with precedent images representing the character and amenities on the site. Preliminary cost opinions will be generated for comparison to inform the design direction and to ensure that project aspirations are in line with the anticipated budget. In addition to reviewing the project design, we will discuss the constructability, sustainability and maintenance impacts of the various proposed amenities and adjust the concepts as directed prior to the public Open House.
- The Design Team will host a Public Open House to present the approved design concepts and gather feedback from the participants. Information/exhibits and presentation materials will illustrate all aspects of the illustrated concept to those who attend, and Confluence will share the agenda and all Open House materials with the City's Project Manager prior to the event.
- The Open House presentation materials will also be shared online for public feedback.
- The Team will prepare a summary of public feedback for the City and Steering Committee which we will present in an online meeting. The goal of this meeting is to discuss the feedback and confirm the final direction of the design concept.
- The Team will take one singular preferred concept, as directed by the City, and prepare final schematics with an updated cost opinion to submit for formal city approval. Final schematic designs will be made available for placement on the City website or dedicated Social Pinpoint website.

Deliverables:

- Public Online Survey for city website
- Online Survey Summary
- Social media content for Staff to share.
- One Design charrette workshop
- One Online meeting to present concept sketch plans to Staff and Steering Committee
- Refined color rendered plans and 3D perspectives for presentation at Open House and on city website.
- One in-person Open House
- Public Engagement Open House Summary shared in an online meeting
- Preliminary Cost Opinions
- Formal City approval process presentations

PHASE 2 FINAL DOCUMENT PREPARATION AND BIDDING

Task 2.1 Final Design, Contract Documents (Fehr Graham with Confluence and POH Engineering support)

- Upon City approval of the preferred Schematic design, the Design Team will prepare a full set of 11 x 17 construction documents and specifications for public bidding. The construction documents will include a cover sheet, existing conditions and removals plan, site details, erosion control plan and stormwater pollution prevention plan, site plan grading and drainage plans, utility plans, lighting photometrics, power plans, landscape and restoration plan and specifications. The plans will be paired with the City contract manual document and reference Iowa SUDAS and the City Supplemental Specification Manual. Plans will be submitted to the City at 50%, 90% and 100% completion.

Deliverables:

- One In-person and two online meetings to present and review Construction Documents and Cost Opinion at 50%, 90% and 100%.
- Full Plan Set of Construction Documents
- Final Cost Opinion
- City Project Workbook

Task 2.2 Bidding (Fehr Graham with Confluence and POH Engineering support)

- Our Team will provide the completed contract documents to the City to post notifications and make documents available to all bidders through its web site. Confluence and Fehr Graham will respond to contractor questions and issue clarification via addendums if necessary. We will also assist with bid evaluation, issuance of recommendation of award, and preparation of the notice to proceed.

Deliverables:

- Response to contractor questions
- Addenda as required.
- Attendance at Bid Opening
- Bid Tabulation, Recommendation of Award and Notice to Proceed

Task 2.3 Permitting (Fehr Graham)

- Fehr Graham will prepare and submit the required site plans and applications required by the City. Our team will review local and state requirements and prepare the necessary permit applications that may be required for the site improvements and coordinate with any utility that is shown to be impacted by the project. The City will be responsible for all required applications, review and permitting related fees.

PHASE 3 CONSTRUCTION ADMINISTRATION AND OVERSIGHT

Task 3.1 Construction Management (Fehr Graham with Confluence support)

- Fehr Graham will lead the construction administration services for the project to ensure accurate implementation of the design. These services will involve attendance at key construction milestone meetings with the contractor and ongoing communications with the City to keep the project on track. Construction Management will include coordination and leading the preconstruction meeting, completing shop drawing review, civil engineer site visits (2), electrical engineer site visits (1) landscape architect site visits (2) site visits and observations at appropriate intervals, review and approval of pay estimates and potential change orders and project close out activities.

Deliverables:

- Review of Submittals
- Preconstruction Meeting Attendance
- Responding to Contractor RFI's
- Engineering and Landscape Architecture Site Visits (5 total)
- Pay Estimate and Change Order Processing
- Record Drawings

Phase 3.2 Construction Services (Fehr Graham with Confluence support)

- Fehr Graham will provide construction survey services and routine observation during the construction phase of the project.

Deliverables:

- Routine Observation of Construction
- Construction Survey



PROPOSED FEE

Our not-to-exceed cost for providing the professional services as outlined in our proposed Scope of Services + Schedule is detailed below. Based on the City’s Q&A responses, our Team has included a robust public engagement process. If a more reduced Public Engagement process is desired, our Team would be happy to renegotiate the fee accordingly.

We proposed the payment schedule be monthly based upon the percentage of work completed on each of the 3 major phases.

Phase 1 / Initiation, Public Engagement and Concept Development	\$75,000
Phase 2 / Final Document Preparation + Bidding	\$67,300
Phase 3 / Construction Administration + Oversight	\$54,500
Total Project Fee*	\$196,800

Optional Limited Add Service for Phase II ESA(Environmental)	\$20,000
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* Based on a \$400,000 total budget and approximately \$200,000 construction budget. Should the City's Construction budget increase then professional fees would require re-evaluation for Phase 2 and Phase 3 work.

Reimbursable Expenses: Not to Exceed \$5,000



CONFLUENCE

Response to Request for Qualifications

HISTORIC MILLWORK DISTRICT COMMUNITY SPACE

December 11, 2024

CONFLUENCE

IN ASSOCIATION WITH

Fehr Graham Engineering and Environmental
POH Engineering



Broadway Square, Fargo, ND

AGENDA

Our Team

Project Understanding

Project Approach

Engagement

Efficient Strategies

Fees

Q & A



Broadway Square, Fargo, ND

OUR TEAM

OUR TEAM



CONFLUENCE

FEHR GRAHAM
ENGINEERING & ENVIRONMENTAL



OUR TEAM

CONFLUENCE

FEHR GRAHAM
ENGINEERING & ENVIRONMENTAL



**BRENDA
NELSON**

Principal-in-Charge



**PATRICK
ALVORD**

Design Principal



**HALEY
MOUGIN**

Staff Designer



**RYAN
WICKS**

Principal-in-Charge



**NICK
M LA ROSA**

Staff Engineer



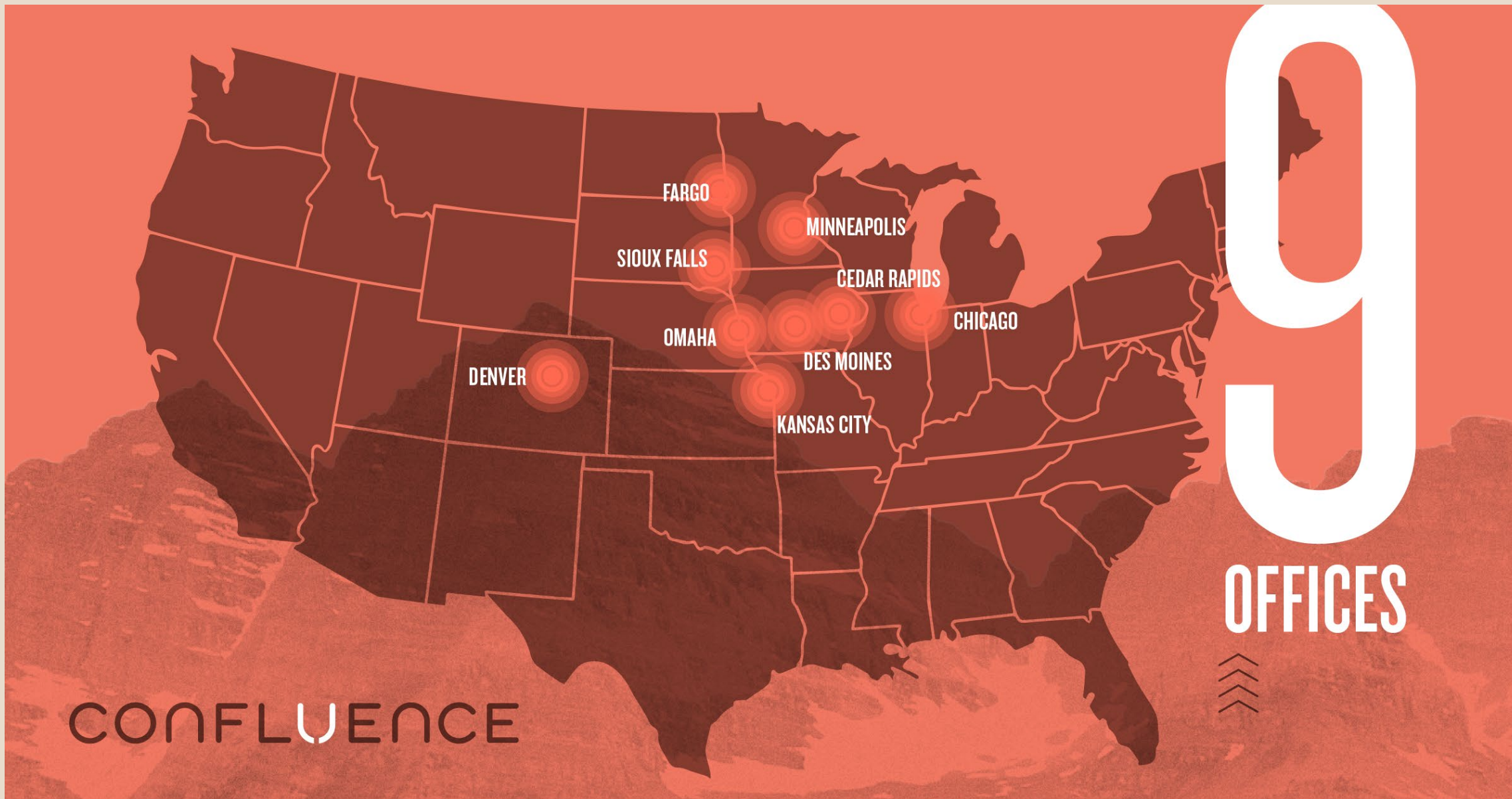
**ADAM
RECKER**

Land Surveyor



**JEFF
REINHART**

Electrical Engineer



CONFLUENCE

OFFICES

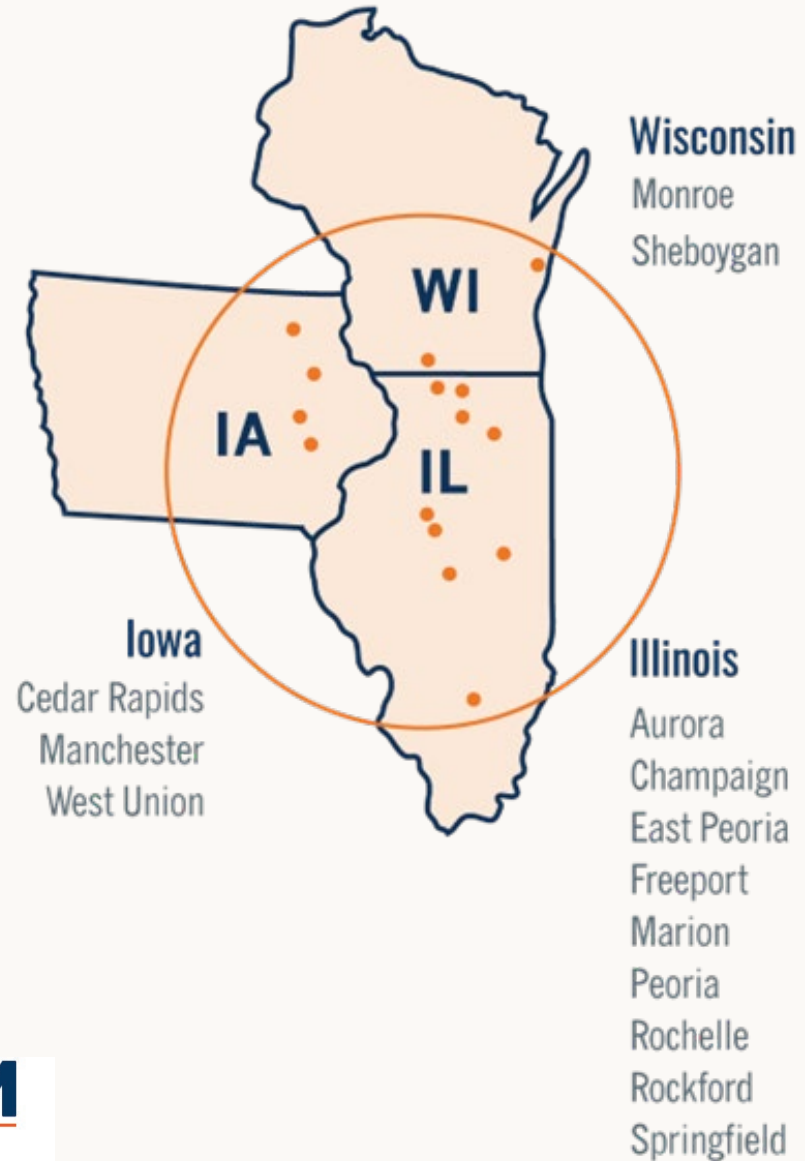


CONFLUENCE



PROJECTS COAST TO COAST





14
OFFICES

PROJECT UNDERSTANDING

PROJECT UNDERSTANDING

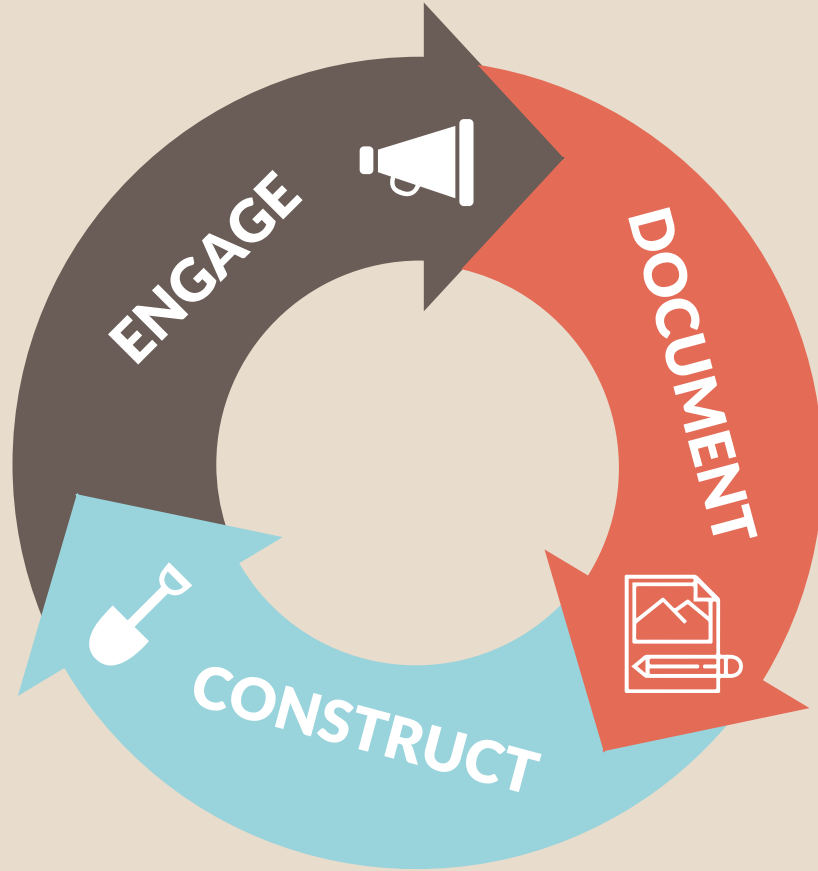
- Community Space based on 2023 District Master Plan Update
- Goal: inclusive, vibrant space for informal gatherings
- Current \$400,0000 budget is limited compared to Master Plan vision
- Includes exploration of uses and character which may include:
 - Flexible Use space (such as outdoor performances)
 - Year-round activities
 - Signage and landmark branding
 - Sculpture



PROJECT APPROACH

PROPOSED PROCESS

as presented in our RFP response



INITIATION, ENGAGEMENT, CONCEPT DEVELOPMENT

Includes project kick-off, public survey, design charrette, open houses, ideation, concept development.

FINAL DOCUMENT PREPARATION & BIDDING

Detailed design documentation, cost estimation, bidding, and award.

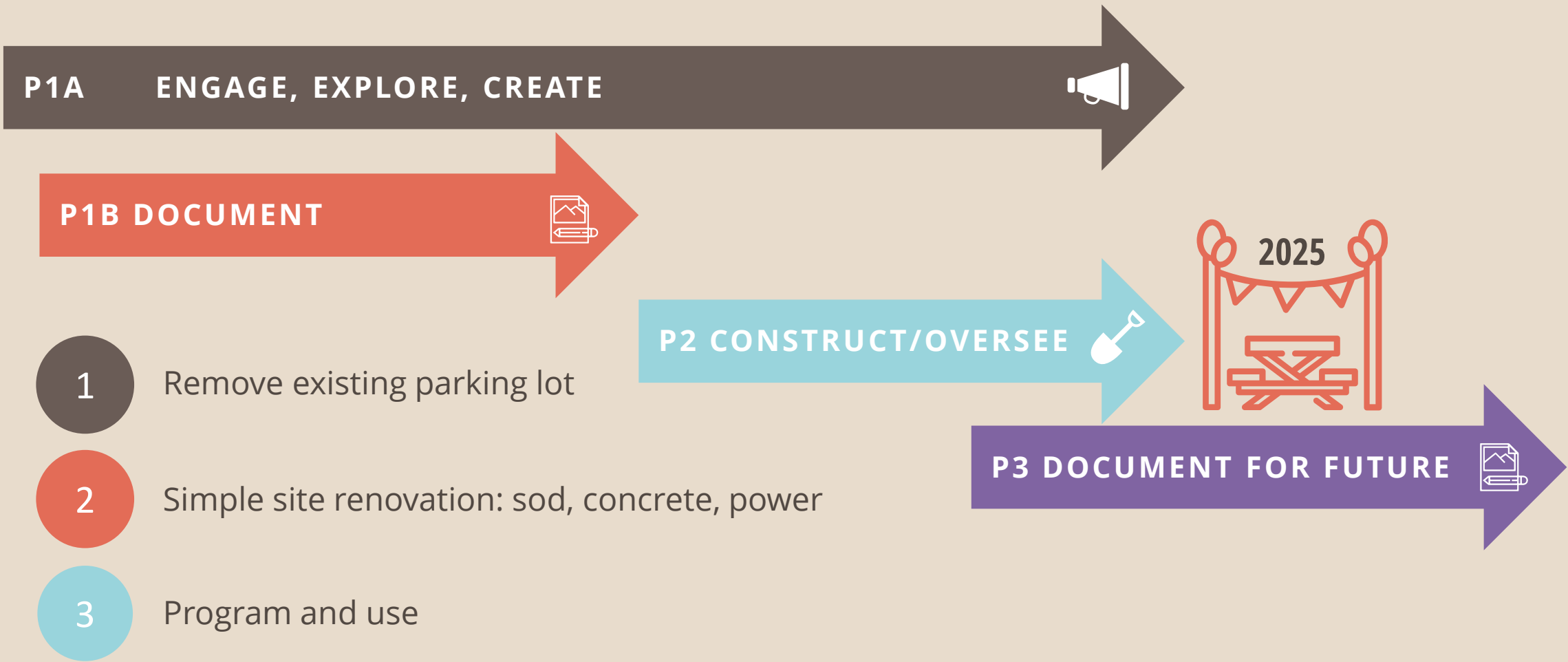
CONSTRUCTION ADMINISTRATION & OVERSIGHT

Pre-construction meeting(s), shop drawing review, construction observation, substantial completion, and project close out.

TRADITIONAL DESIGN BID BUILD PROCESS



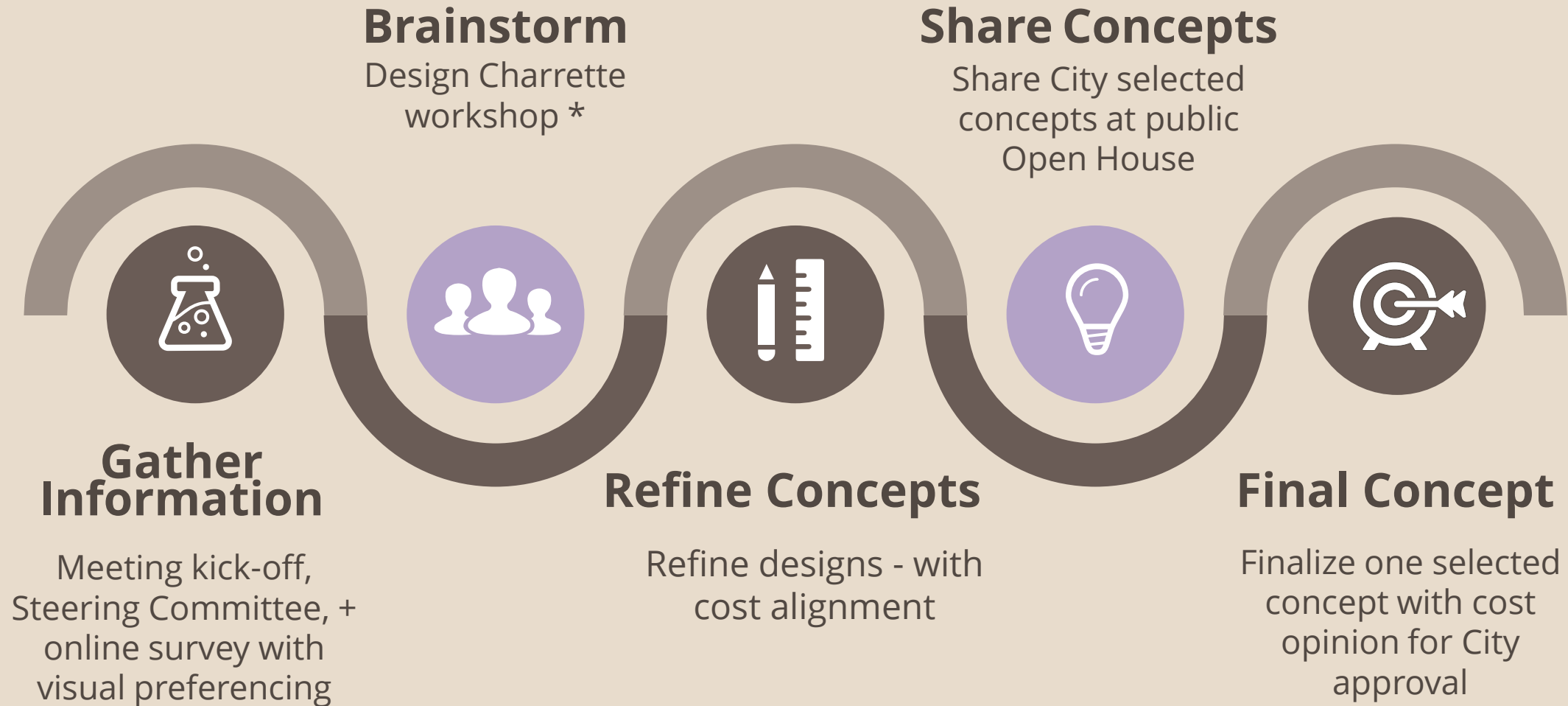
PROPOSED PROCESS



Benefits of Concurrent Phases

- **Assumption:**
 - **Limited available budget for Phase 1 – SO LET’S GET TO IT!**
- **Benefits:**
 - **Establish Phase 1 construction budget early in project. Simplifies construction documentation.**
 - **Demonstrate progress to encourage continued engagement and support.**
 - **Accelerate Construction Timeline CREATE opportunity to use space earlier (Fall 2025)**
 - **Minimal upfront investment yields “immediate” return.**
 - **Reduce overall project schedule – start raising/securing funding sooner**

PHASE 01A ENGAGE, EXPLORE, CREATE



PHASE 1B DOCUMENT

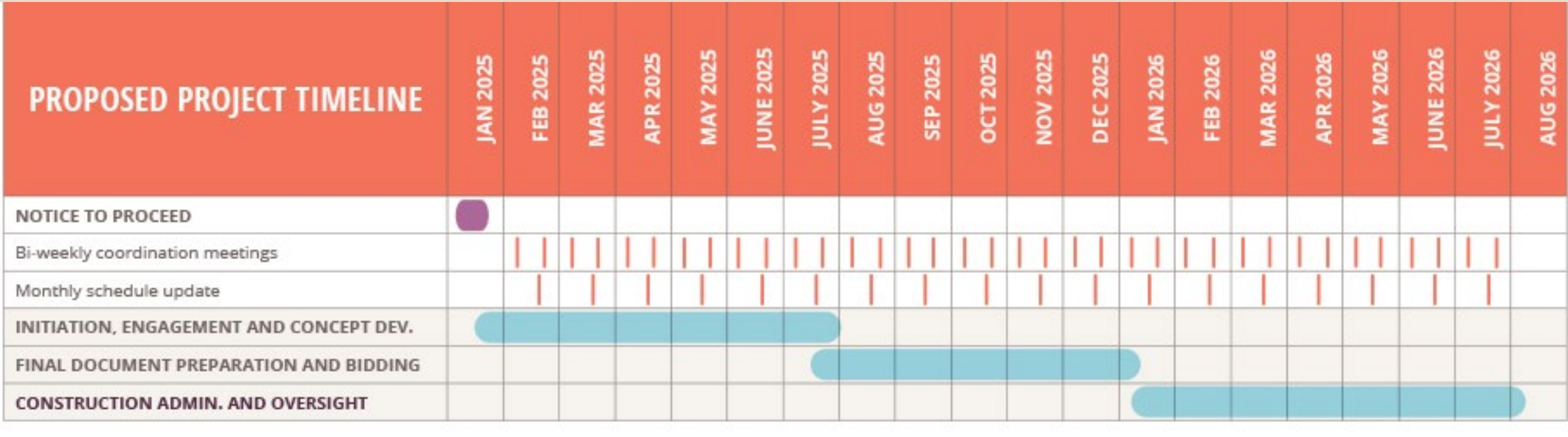


PHASE 02 OVERSEE



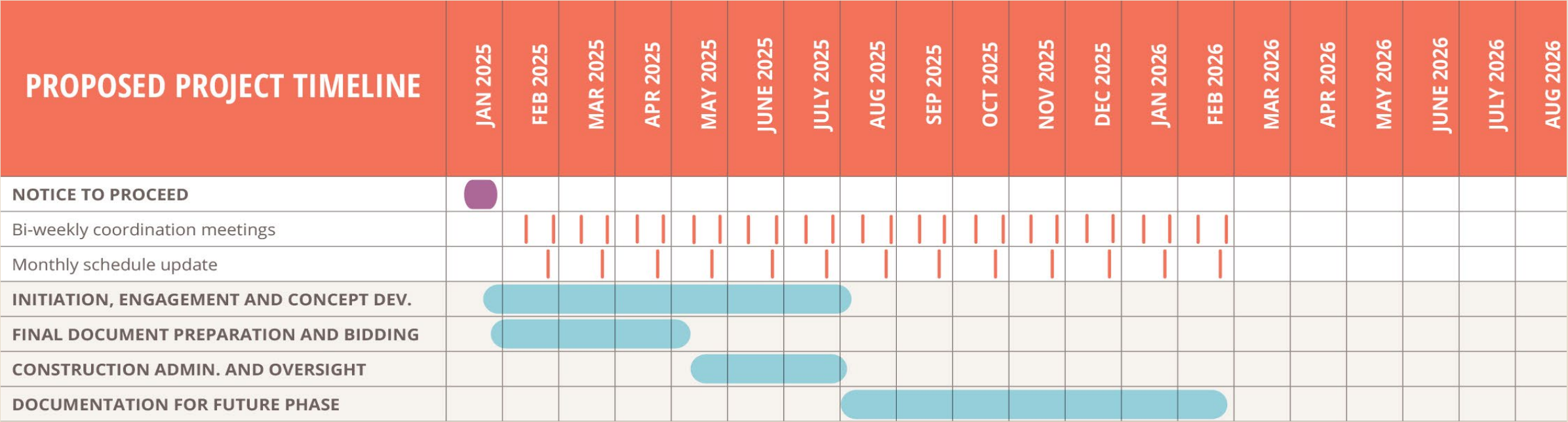
ORIGINAL TIMELINE

- Collaborative + consistent communications
- Monthly progress meetings
 - Client + Internal team meetings



CONCURRENT TIMELINE

- Truncated Timeline = Efficiencies and Cost Savings



EFFECTIVE ENGAGEMENT

EFFECTIVE ENGAGEMENT

- Ensure a broad range of voices are heard
 - City Staff
 - Steering Committee
 - District Stakeholders
 - Special Interest Groups
 - Broader Community



EFFECTIVE ENGAGEMENT

- Facilitate City/Steering Committee Vision + Goals + Priorities
- Online Survey and Visual Preferencing
 - Preferred uses and activities
 - Preferred amenities



EFFECTIVE ENGAGEMENT

- Social Media blasts
- Design Charrette Workshop
 - Steering Committee and Open to Public
 - Creative Ideas, Unique Sense of Place
 - Rooted in site history
 - Consistent branding with District
 - Quickly narrow design direction
 - Hands-on *collaborative* work



EFFECTIVE ENGAGEMENT

Design Charrette Workshop (continued....)

- Meets community's needs and desires
- Produces the most meaningful designs
- Encourages community buy-in
- Contributes to a lean efficient process



EFFECTIVE ENGAGEMENT

- Open House to share Design Concepts to receive feedback
- Share Concepts online for feedback



EFFICIENT STRATEGIES

EFFICIENT, EFFECTIVE STRATEGIES

- KEEP DESIGN OPTIONS IN LINE WITH VISION AND AVAILABLE FUNDS
 - Identify future phases if needed/desired



EFFICIENT, EFFECTIVE STRATEGIES

- **KEEP PROJECT MATERIALS SIMPLE AND MAINTAINABLE**
 - **Contributes to construction and operations cost efficiencies**



EFFICIENT, EFFECTIVE STRATEGIES

- PROVIDE CLEAR, WELL DEVELOPED CONSTRUCTION DOCUMENTS
 - To limit/eliminate unexpected change orders



PROPOSED FEE

ORIGINAL PROPOSED FEE

- PHASE 1 INITIATION, PUBLIC ENGAGEMENT, CONCEPT DEVELOPMENT \$75,000
 - PHASE 2 FINAL DOCUMENT PREP + BIDDING \$67,300
 - PHASE 3 CONSTRUCTION ADMIN. + OVERSIGHT \$54,500
-
- **TOTAL PROJECT FEE *** **\$196,800**
- REMAINING FOR CONSTRUCTION \$200,000
- Optional Limited Add service for Phase II ESA (Environmental)



ADJUSTED FEE (WITH CONCURRENT PHASES)

- PHASE 1A INITIATION, PUBLIC ENGAGEMENT, CONCEPT DEVELOPMENT \$75,000
- PHASE 1B FINAL DOC PREP + BIDDING Reduced
- PHASE 2 CONSTRUCTION ADMIN. + OVERSIGHT Reduced
- PHASE 3 FUTURE PHASE DOCUMENTATION* Included

- **TOTAL PROJECT BUDGET** **SAME OR SIMILAR**

* Future phase documentation could include full concept phasing plans, costs, renderings, and other support materials needed to fundraise and secure grants.



WHY THE CONFLUENCE/FEHR GRAHAM TEAM?



**PROVEN AND EXPERIENCED
TEAM**



**INCLUSIVE, HANDS-ON PUBLIC
ENGAGEMENT**



**EXTENSIVE CONSTRUCTION
KNOWLEDGE**



**City of Dubuque
City Council**

ACTION ITEMS # 5.

ITEM TITLE:	Work Session Request: Travel Dubuque Annual Update
SUMMARY:	Travel Dubuque President and CEO Keith Rahe requesting City Council schedule a work session for February 3, 2025, at 6:00 p.m. to present an annual update.
SUGGESTED DISPOSITION:	Receive and File; Council
ATTACHMENTS:	
	1. Request Letter



January 2, 2025

Adrienne Breitfelder
City of Dubuque
50 W. 13th Street
Dubuque, IA 52001

Dear Adrienne,

Travel Dubuque would like to make a request for our annual city budget work session for Monday, February 3, 2025 at 6:00 pm.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Keith Rahe", with a stylized, cursive script.

Keith Rahe
President & CEO

CC: Jill Connors

**City of Dubuque
City Council**

CLOSED SESSION #

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

SUMMARY:

**SUGGESTED
DISPOSITION:**

ATTACHMENTS:

None