

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

The Dubuque City Council met in regular session at 6:30 p.m. on November 17, 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. Free Community Thanksgiving Dinner Day (November 27, 2025) was accepted by Tom Stovall, Tabitha Kircher, Bobbie Jost, Paula Paider Licht, Danielle Leibfried, Jason Neises, and Clarissa Klostermann on behalf of Bread of Life Presbyterian Church, Community Foundation of Greater Dubuque, Dubuque Rescue Mission, ReVosWel Truss & Lumber, United Way of Dubuque Area Tri-States, and University of Dubuque.

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 November 3, 2025; Resilient Community Advisory Commission of September 4, 2025; Zoning Advisory Commission of October 1, 2025; Proof of publication for City Council Proceedings of October 6 and 20, 2025; Proof of publication for expenditure reports presented at the October 6 and 20, 2025 City Council meetings. Upon motion the documents were received and filed.

2. Notice of Claims and Suits: Johnny Hill for vehicle damage; Mark Stender for vehicle damage. Upon motion the documents were received, filed, and referred to the City Attorney.

3. Approval of City Expenditures: Upon motion the documents were received and filed, and Resolution No. 363-25 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.

4. Banking Services Agreement First Amendment: City Manager recommended City Council approve the updated terms of the banking services agreement with UMB Bank, n.a. Upon motion the documents were received, filed, and approved.

5. Fiscal Year 2025 State of Iowa Annual Financial Report: Upon motion the documents were received, filed, and approved.

6. Recommendation to Move Accounting, Payroll, and Budget Functions of Finance Department to 7800 Chavenelle – Unit 6: City Manager recommended approval of relocating the accounting, payroll, and budget functions of the Finance Department to 7800 Chavenelle Drive, negotiating an amended

lease with Dubuque Childcare Collaborative, LLC, and initiating public bidding for necessary construction. Upon motion the documents were received, filed, and approved.

7. Commercial Air Service and Dubuque Initiatives \$100 Airfare Rebate Flyer: City Manager provided a copy of a flyer promoting commercial air service at the Dubuque Regional Airport and the \$100 airfare rebate funded by Dubuque Initiatives. Upon motion the documents were received and filed.

8. 2025-2027 City Council Goals and Priorities Brochure: Upon motion the documents were received and filed.

9. Acceptance of Public Sanitary Sewer Main Improvements Serving Lots 1, 1-2, and 2-2 of Pizza Ranch Place on Radford Road associated with the EMRI Apartment Development: Upon motion the documents were received and filed, and Resolution No. 364-25 Accepting Public Sanitary Sewer Improvements Across Parts Of Lots 1-2 And 2-2 Of Pizza Ranch Place, In The City Of Dubuque, Iowa was adopted.

10. Tamarack Sanitary Sewer Extension Project - Acceptance of Public Improvement Construction Contract: Upon motion the documents were received and filed, and Resolution No. 365-25 Accepting The Tamarack Sanitary Sewer Extension Project was adopted.

11. Twin Ridge Sanitary Sewer Extension and Lagoon Abandonment Project - Acceptance of Public Improvement Construction Contract: Upon motion the documents were received and filed, and Resolution No. 366-25 Accepting The Twin Ridge Sanitary Sewer Extension And Lagoon Abandonment Project was adopted.

12. Grandview Avenue Streetlight Replacement Project – Recommendation to Fund Completion Using Available Road Use Tax (RUT) Funds: Upon motion the documents were received, filed, and approved.

13. Sustainable Dubuque Grant Award Recommendation: Upon motion the documents were received and filed, and Resolution No. 367-25 Awarding Sustainable Dubuque Grant To The Dubuque Rescue Mission; Resolution No. 368-25 Awarding Sustainable Dubuque Grant To The National Mississippi River Museum And Aquarium; Resolution No. 369-25 Awarding Sustainable Dubuque Grant To Prescott Elementary School; Resolution No. 370-25 Awarding Sustainable Dubuque Grant To The Dubuque Area Library Info Consortium; and Resolution No. 371-25 Awarding Sustainable Dubuque Grant To Dubuque Colleges Sustainability Coalition were adopted.

14. Signed Contracts: 563 Design, PLLC for Taks Order No. 04 – Finance Department – 7800 Chavenelle Road; Dubuque County E911 Board for the Health Services – Animal Control 911 Radio Access Fee; Dubuque Regional Humane Society for City of Dubuque Veterinary Services; Environmental Management Services of Iowa, Inc. for the Eagle Point Water Treatment Plant Roof Rehabilitation – Asbestos Abatement Project; Hills and Dales for the FY 2026 Special Services Grant Program Agreement; ImOn Communications, LLC MSA Addendum for Changes and Letter of Agency; Kramer Pest Control for Pest Control at 6 fire stations; Midwest Injection, Inc for the Terminal Street Lift Station Bypass Pumping Project; Outfly Development LLC for Site Access Agreement; Racom for City Hall Video Decoder: City Manager; RSM US , LLP for Statement of Work – Finance Organizational Assessment and Design; The EMS Training School, LLC Clinical Affiliation Agreement; Top Grade Excavating for the Catfish Creek Sanitary Utility Easement Stream Crossings Restoration; WHKS & Co. for Task Order #25-Brunskill Road Sanitary Sewer and Streambank Restoration. Upon motion the documents were received and filed.

15. Abstract of Votes - 2025 City Election: Upon motion the documents were received and filed.

16. Approval of Retail Alcohol Licenses: Upon motion the documents were received and filed, and Resolution No. 372-25 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.

17. Approval of Retail/Device Tobacco, Alternative Nicotine, and Vapor Product Permit Applications: Upon motion the documents were received and filed, and Resolution No. 373-25 Approving Applications for Retail Tobacco, Tobacco Products, Alternative Nicotine Products, Vapor Products, and Device Permits, as Required by Iowa Code 453A.47A and 453E.3 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 Wethal. Motion carried 7-0.

1. Eagle Point Water Treatment Plant Roof Rehabilitation Project Phase 1 — Reset the Public Hearing Date: Upon motion the documents were received and filed and Resolution No. 374-25 Eagle Point Water Treatment Plant Roof Rehabilitation Project – Phase 1: Setting Date Of Public Hearing On Plans, Specifications, Form Of Contract, And Estimated Cost was adopted setting a public hearing for a meeting to commence at 6:30 p.m. on December 1, 2025 in the Historic Federal Building.

PUBLIC HEARINGS

1. Planned Unit Development Amendment - Wood Street: Motion by Jones to receive and file the documents and that the requirement that a proposed ordinance be considered and voted on for passage at two Council meetings prior to the meeting at which it is to be passed be suspended. Seconded by Wethal. Planning Services Director Wally Wernimont gave a presentation. In response to questions, Wernimont explained that green spaces are included on the property, some of which may be developed into what are known as pocket parks, which are privately maintained and not City-owned. City Council Members expressed support for the amendment. Motion carried 7-0.

Motion by Jones for final consideration and passage of Ordinance No. 39-25 Amending Title 16 Of The Unified Development Code Of The City Of Dubuque Code Of Ordinances By Rescinding Ordinance No. 18-24 Which Established Regulations For A PUD Planned Unit Development With A PR Planned Residential District Designation And Adopting An Amended PUD Ordinance With A Revised Conceptual Development Plan And Lot And Bulk Regulations In The PUD Planned Unit Development With PR Planned Residential District Designation. Seconded by Wethal. Motion carried 7-0.

2. Institutional District Amendment — University of Dubuque: 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. Wernimont gave a presentation. City Council Members noted that no negative feedback was received by neighbors, illustrating that the city's local colleges and universities continue to be good neighbors. Motion carried 7-0.

Motion by Jones for final consideration and passage of Ordinance No. 40-25 Amending Title 16 Of The City Of Dubuque Code Of Ordinances, Unified Development Code, By Providing For The Approval Of An Amended Campus Development Plan For The University Of Dubuque Id Institutional District To Allow Construction Of An Academic And Administrative Building. Seconded by Sprank. Motion carried 7-0.

3. Planned Unit Development Amendment - Dubuque Industrial Center West: 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. Wernimont confirmed that the proposed change would only impact the Dubuque Industrial Center West Planned Unit Development (PUD) District, and that signage requirements in all areas of the city are being considered as part of the Unified Development Code (UDC) update. City Council Members expressed support for the PUD amendment. Motion carried 7-0.

Motion by Jones for final consideration and passage of Ordinance No. 41-25 Amending Title 16, Unified Development Code Of The City Of Dubuque Code Of Ordinances, By Rescinding Ordinance No. 43-23 Which Established Regulations For A PUD Planned Unit Development District With A PI Planned Industrial Designation And Adopting An Amended PUD Ordinance To Allow Directional Signs To Be 24 Square Feet In Area In All Zones Of The Dubuque Industrial Center West Planned Unit Development District. Seconded by Wethal. Motion carried 7-0.

4. Comiskey Park Phase 2 Redevelopment Project Public Hearing: Motion by Sprank to receive and file the documents and adopt Resolution No. 375-25 Comiskey Park Phase 2 Redevelopment Project: Approval Of Plans, Specifications, Form Of Contract, And Estimated Cost. Seconded by Jones. In response to questions, Parks and Recreation Director Matt Kalcevich and Acting Project and Facilities Manager Marie Ware explained that grant funding often determines the scope of work. They noted that security cameras are already installed in the park, and additional pedestrian lighting, conduit, and cameras will be added, along with new pavilions and trees. Ware also confirmed that the proposed redevelopment plan includes the removal of the tennis courts. City Council Members expressed appreciation for the park improvements. Motion carried 7-0.

PUBLIC INPUT

Peter Arling, Legal Counsel for DuTrac Community Credit Union (DuTrac), 1000 Main St., stated that he and DuTrac Senior Vice President of Operations and Facilities Kim Adams were available to answer any questions regarding Action Item No. 2.

Rick Dickinson, President and CEO of Greater Dubuque Development Corporation (GDDC), residing at 205 Hill St., spoke in support of Action Item No. 2.

Joe Callahan of Callahan Construction, 7269 Commerce Park, spoke in support of Action Item No. 6, requesting that the updated permit fee structure be reviewed after one year to ensure it remains effective.

Breitfelder announced that written input regarding Action Item No. 2 was received from James Yager, Andrew Hawkingson, and Terry Mozena, 196 Bluff St.

ACTION ITEMS

1. Dubuque Nature Everywhere Request for Approval of Children's Outdoor Bill of Rights (COBOR): Motion by Sprank to receive and file the documents and adopt Resolution No. 376-25 Dubuque Children's Outdoor Bill Of Rights Approval And Adoption By City Council. Seconded by Farber. Colleen McKenna of Dubuque Nature Everywhere gave a presentation. In response to questions, she noted once the current funding for the Dubuque Nature Everywhere cohort is exhausted, the group will pursue additional grant opportunities. McKenna also shared that Dubuque's COBOR will be the first in Iowa. Jared McGovern, also a member of the organization, confirmed that Dubuque Nature Everywhere is currently operating under Dubuque Forward's fiscal agency agreement and utilizing its 501(c)(3) status. City Council Members commended the group's enthusiasm and recognized the timely alignment of their efforts with the upcoming release of the City's Parks and Recreation Master Plan and ongoing initiatives on Chaplain Schmitt Island. Motion carried 7-0.

2. DuTrac Community Credit Union – Request to Alter Washington Street Neighborhood Conservation District Boundaries: 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. Brumwell stepped out for the action item and Assistant City Attorney Jason Lehman served as legal counsel in her absence. Planning Services Director Wally Wernimont gave a presentation. In response to questions, Peter Arling confirmed that DuTrac is scheduled to close on the 1305 Elm Street property in early December. DuTrac intends to demolish the building, and no tenants will reside in the property at the time of closing. Arling also noted that City staff have represented the Building Bridges to Elevate Employment (B2E2) Project to DuTrac as forthcoming and will impact access to DuTrac's building. He emphasized DuTrac's commitment to remaining in the downtown area. Wernimont stated that he could not confirm the final access points for DuTrac following the completion of the B2E2 Project, as the project remains in its preliminary stages. City Council Members discussed the Historic Preservation Commission's limited scope for considering demolition permits of structures in historic districts and acknowledged that 1305 Elm Street lacks historical significance. While some Council Members recognized DuTrac's proactive approach in anticipation of the B2E2 Project, one Council Member expressed that having finalized project plans would be helpful before moving forward with the request. Council Members also reflected on the challenges of approving demolition requests within historic districts and affirmed that such decisions are made with careful consideration. Motion carried 6-1 with Wethal voting nay.

Motion by Jones for final consideration and passage of Ordinance No. 42-25 Amending Title 16 Of The City Of Dubuque Code Of Ordinances, Unified Development Code, By Amending Article 10-8-A-4 Pertaining To Alteration Of The Washington Street Neighborhood Conservation District To Remove The Block Bounded By Washington Street, E. 14th Street, Elm Street And E. 13th Street. Seconded by Sprank. Motion carried 6-1 with Wethal voting nay. After the vote, Brumwell returned to Council Chambers to serve as legal counsel for the remainder of the meeting.

3. Central Avenue and White Street Corridor Design Phase 1 Recommendation for Selection of Professional Consultant Services: Motion by Sprank to receive and file the documents and approve the selection of Bolton & Menk, Inc. as the first-ranked Consultant and that the City be authorized to negotiate a Professional Consultant Services Agreement to complete a corridor design for Phase 1 for Central Avenue and White Street between 14th Street and 22nd Street and the feasibility of corridor solutions, including first steps with parking needs and then pavement marking restriping, while incorporating feedback from continued public engagement and a holistic approach. Seconded by Farber. Traffic Engineer Justine Hull gave a presentation. In response to a question about next steps, Hull stated that the City will begin contract scope negotiations, with the finalized contract expected to be presented to the City Council for approval by January. Future updates will be provided during the Engineering Department's budget presentation. When asked about the value of hiring consultants for such initiatives, Van Milligen emphasized that consultants bring specialized technical expertise not typically available within City staff, an important asset for complex and rare projects like this one. City Council Members acknowledged the value of consultant expertise and noted that the corridor design will play a key role in supporting the area's economic development. Motion carried 7-0.

4. Ambassador Court Storm Sewer Replacement Project - Award Public Improvement Contract: Motion by Wethal to receive and file the documents and adopt Resolution No. 377-25 Awarding Public Improvement Contract For The Ambassador Court Storm Sewer Replacement Project. Seconded by Sprank. City Council Members thanked Ambassador Court residents for their advocacy for this project. Motion carried 7-0.

5. Request for Ordinance Modification-City Code 7-7-6 Bicycle Lighting Requirements: 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. When asked about the classification of e-bikes and scooters, Police Chief Jeremy Jensen stated that e-bikes are considered bicycles per state code definition. He also confirmed that the Police Department's School Resource Officers (SROs) are exploring the possibility of offering bike safety training in local schools. Jensen stated that the department plans to communicate the change in city code directly to the public and through social media channels. Motion carried 7-0.

Motion by Jones for final consideration and passage of Ordinance No. 43-25 Amending City Of Dubuque Code Of Ordinances Title 7 Police, Fire, And Public Safety, Chapter 7 Bicycles, Section 6 Equipment. Seconded by Wethal. Motion carried 7-0.

6. Proposed Changes to Permitting and Valuation Practices: Motion by Sprank to receive and file the documents and approve the revised permit valuation model for new construction and fee proposal change to the permitting fee structure for residential alterations, Mechanical, Electrical, and Plumbing permits, and solar and swimming pool permits. Seconded by Farber. Assistant Housing and Community Development Director Michael Belmont gave a presentation. In response to questions, Belmont clarified that the valuation model does not change the permit process and is already in use by other cities. He noted that building permit data is public, allowing contractors to provide feedback, and cautioned that the number of permits issued annually can fluctuate. To account for this, the department will compare similarly sized projects and expects to have relevant data available for inclusion in its upcoming budget presentation. City Council Members expressed support for the valuation model and the effort to collect data to evaluate its effectiveness. They also supported its inclusion in the Housing and Community Development Department's annual budget presentation. Council Members also encouraged contractors to continue sharing feedback with City staff and Council, and they thanked the Building Code Advisory and Appeals Board for its contributions. Motion carried 7-0.

7. Fire Station Building Condition Assessment and Station Location Study: Motion by Resnick to receive and file the documents and approve issuing the Request for Proposals (RFP) for Consultation Services: Fire Station Building Condition Assessment and Station Location Study, and to authorize the reallocation of funds from CIP Project #1315000028 to support the consulting contract. Seconded by Jones. In response to questions, Fire Chief Amy Scheller stated that the cost of consultation services is not expected to exceed \$100,000. She noted that hiring a consultant will help streamline the fire station projects and intends to set the RFP submission deadline for January or February 2026. City Council Members expressed support for issuing the RFP, emphasizing the importance of approaching fire station upgrades in a thoughtful and strategic manner. Motion carried 7-0.

8. Work Session Request for Parks and Recreation Comprehensive Master Plan Draft: Motion by Jones to receive and file the documents and schedule the work session for December 8, 2025, at 6:00 p.m. Seconded by Farber. Resnick noted a potential scheduling conflict that might cause a late arrival but declined to adjust the work session start time, stating he would make every effort to arrive on time. Motion carried 7-0.

COUNCIL MEMBER REPORTS

Jones reported on his recent loss for re-election in the general city election, the Dubuque County E911 Emergency Communications Center ribbon cutting, the Envision 2030 event, a Sons of American Legion event, a Dubuque Metropolitan Area Transportation Study (DMATS) meeting, the HEART Partnership open house, and J&J Pool, Spa, & Billiards ribbon cutting for their recent expansion.

Sprank reported on being re-elected in the general city election and attending North End and Point Neighborhood Association meetings.

Farber reported on the recent passing of Tami Ryan.

Wethal reported on the HEART Partnership open house and the Attitude of Gratitude event for Opening Doors.

Resnick reported on performing with the Loras Jazz Group in the Dupaco Voices Building.

Cavanagh referenced the higher-than-usual voter turnout in the general city election, along with the strong attendance at the meeting, as a reflection of the community's current momentum and expressed hope that this energy continues.

CLOSED SESSION

Motion by Jones to convene in closed session at 9:49 p.m. to discuss Confidential Records, Pending Litigation, and Purchase or Sale of Real Estate – Chapter 21.5(1)(a),(c),(j) Code of Iowa. Seconded by Resnick. 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 11:02 p.m. stating that staff had been given proper direction.

ADJOURNMENT

There being no further business, Mayor Cavanagh declared the meeting adjourned at 11:02 p.m.

/s/Adrienne N. Breitfelder, CMC
City Clerk