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If you will need disability-related accommodations in order to participate in this program/event, please contact Kellie Grace at 319-356-5041, kgrace@iowa-city.org. Early requests are strongly encouraged to allow sufficient time to meet your access needs.

**Iowa City
City Council - Formal Agenda
Regular Formal Meeting
October 7, 2025 - 6:00 PM
Emma J. Harvat Hall
410 E. Washington St.**



www.icgov.org

City of Iowa City Land Acknowledgment can be found at:
icgov.org/landacknowledgement

Meeting Rules can be found at: icgov.org/meetingrules

You can watch the meeting on cable channel 4 (118.2 QAM) in Iowa City, University Heights and Coralville, or you can watch it online at any of the following websites:

- <https://citychannel4.com/live>
- <https://www.youtube.com/user/citychannel4/live>
- <https://facebook.com/CityofIowaCity>

In order to encourage greater input from the public, the Iowa City Council intends to offer the opportunity to participate in the meeting remotely. However, this meeting is an in-person meeting. In the event of technological problems, the meeting will continue in-person, so those wishing to ensure their ability to participate should attend the meeting in-person.

If you wish instead to participate remotely, you may attempt to do so by joining the meeting via Zoom by going to the link below to visit the Zoom meeting's registration page and submit the required information.

Once the registration is complete, you will receive an email message with a link to join the meeting. If you are asked for a meeting or webinar ID, enter the ID number found in the email.

If you have no computer or smartphone, or a computer without a microphone, you can call in by phone by dialing (312) 626-6799 and entering the meeting ID below when prompted.

Zoom link: https://us06web.zoom.us/webinar/register/WN_cfjv1drbRPOenK_F8Fk9Jg
Meeting ID: 851 6804 3456

If you wish to use presentation materials with your comments, please provide them to the City Clerk at kgrace@iowa-city.org at least 24 hours before the meeting. Your materials will be presented for you.

Public Comment for items on the agenda:

Council cannot engage in discussion or debate until the appropriate time for Council discussion. However, once the commenter has left the podium, Council may ask staff to respond to a concern or question posed by the public, or to follow up with the speaker.

1. Call to Order
2. Proclamations
 - 2.a Domestic Violence Awareness Month
 - 2.b Fire Prevention Week
 - 2.c Indigenous Peoples' Day
 - 2.d National Disability Employment Awareness Month
3. Consent Calendar - Approval of Council Actions (subject to corrections, as recommended by the City Clerk)
 - 3.a Work Session Minutes: September 16
 - 3.b Formal Summary of Minutes: September 16
4. Consent Calendar - Receive and File Minutes
 - 4.a Civil Service Commission: September 4
 - 4.b Housing & Community Development Commission: August 18 [See Recommendations]
 - 4.c Human Rights Commission: August 26
 - 4.d Library Board of Trustees: August 28
 - 4.e Library Board of Trustees: September 4
 - 4.f Parks & Recreation Commission: August 13 [See Recommendation]
 - 4.g Public Art Advisory Committee: July 10
5. Consent Calendar - Permit Motions and Resolution (as recommended by the City Clerk)
 - 5.a Liquor License - New
 1. Class C Retail Alcohol License for Claude, Inc. (App-228371), dba Claude Inc., 215 N. Linn St.
 - 5.b Liquor License - Renewal
 1. Class C Retail Alcohol License for JTE Restaurants LLC (LC0050189), dba estelas fresh mex, 184 E. Burlington St.
 2. Class C Retail Alcohol License for Hilltop Tavern, Ltd. (LC0019652), dba Hilltop Lounge, The

3. Class E Retail Alcohol License for Walmart Inc. (LE0001404), dba Wal-Mart Store #1721, 919 Hwy 1 W.
4. Class C Retail Alcohol License for Kinseth Iowa City, LLC (LC0049048) (Rooftop ODSA), dba Hilton Garden Inn, 328 S. Clinton St.
5. Special Class C Retail Alcohol License for FilmScene (BW0096900) (Rooftop ODSA), dba FilmScene, 118 E. College St.
6. Class C Retail Alcohol License for Christina Retirement Services, Inc. (LC0046635), dba Oaknoll East, 2640 N. Scott Blvd.
7. Class C Retail Alcohol License for Christina Retirement Services, Inc. (LC0034966), dba Oaknoll Retirement Residence, 1 Oaknoll Court
8. Special Class C Retail Alcohol License for Silver Asklof LLC (BW0094204) (Sidewalk Cafe), dba Silver Asklof LLC (noDo Downtown) (Sidewalk Cafe), 5 S. Dubuque St.
9. Class C Retail Alcohol License for IC Burg LLC (LC0050469), dba Hamburg Inn No.2, 214 N. Linn St.
10. Special Class B Retail Native Wine License for Willow & Stock, LLC (WBN001419), dba Willow & Stock, 207 N Linn St.
11. Class C Retail Alcohol License for Brixco.,LLC (LC0039612) (Sidewalk Cafe), dba Brix, 209 N. Linn St.
12. Class B Retail Alcohol License for HWZ L.L.C. (LG0000974), dba RJ'Z Express, 2 Escort Lane
13. Class C Retail Alcohol License for Corridor Entertainment, L.C. (LC0038754), dba Studio 13, 13 S. Linn St.
14. Class E Retail Alcohol License for Kwik Trip, Inc. (LE0003810), dba Kwik Star #1142, 1907 Keokuk St.
15. Class C Retail Alcohol License for TLC Omnibus, Inc. (LC0041238), dba Dandy Lion, 111 S. Dubuque St.
16. Class C Retail Alcohol License for HMDS, Inc. (LC0028165), dba Grizzly's South Side Pub, 1210 Highland Court
17. Class E Retail Alcohol License for Kum & Go, L.C. (LE0002287), dba Kum & Go #51, 323 E. Burlington St.
18. Class C Retail Alcohol License for Corridor Underground Entertainment Inc. (LC0044907), dba AlleyCat, 13 S. Linn St. #10

6. Consent Calendar - Resolutions and Motions

6.a August 2025 Disbursements

Motion to approve disbursements in the amount of \$19,161,077.93 for the period of August 1 through August 31, 2025, as recommended by the Finance Director subject to audit. Disbursements are published and permanently retained in the City Clerk's office in accordance with State.

6.b [Downtown SSMID Petition](#)

Motion notifying the Iowa City Planning and Zoning Commission of the petition to re-establish the Iowa City Downtown Self Supported Municipal Improvement District for ten (10) years filed with the City Clerk on September 12, 2025 and referring said petition to the Planning and Zoning Commission for the preparation of an evaluative report for the Council on the merit and feasibility of the project, all in accordance with Chapter 386 of the Code of Iowa.

Comment: On September 12, 2025, a petition for the re-establishment of the Iowa City Downtown Self Supported Municipal Improvement District (SSMID) for ten (10) years was filed with the City Clerk. The petition contains signatures of at least 25% of the property owners representing at least 25% of the assessed valuation in the proposed district as required by state law. State law further requires that upon receipt of a petition for establishment of a SSMID, the Council shall notify the City Planning Commission, which is to then make a recommendation to the City Council regarding the proposed district. Per Iowa Code, the Council shall not hold its public hearing or take further action on the establishment of the district until it has received the report of the Planning and Zoning Commission.

Staff recommends that City Council forward the petition for renewal of the Iowa City Downtown District's Self-Supported Municipal Improvement District (SSMID) to the Planning & Zoning Commission for review, as required by state law.

6.c [Approval of FY2026 Interfund Transfers](#)

Resolution Amending and Adopting FY2026 Interfund Transfers.

Comment: Iowa Administrative Code requires that the City Council adopt all interfund transfers by resolution.

6.d [Budgeted Positions - Finance](#)

Resolution amending the budgeted positions in the Revenue and Purchasing Divisions of the Finance Department by deleting a .63 FTE Revenue Cashier and one full-time Purchasing Assistant position and adding one full-time Customer Service Representative - Revenue position and amending the AFSCME pay plan by deleting the Purchasing Assistant position from grade 4.

Comment: This resolution will approve the replacement of a Purchasing Assistant position and a Revenue Cashier position with a Customer Service Representative - Revenue position. Staff has evaluated the ongoing needs of the Finance Department and determined the conversion to an Customer Service Representative - Revenue position better reflects the current and anticipated workload of the Department.

6.e [Repeal final plat of Murry Subdivision](#)

Resolution to repeal Resolution No. 24-218, a resolution approving the final plat of Murry Subdivision, Iowa City, Iowa.

Comment: After Resolution No. 24-218 was passed, the subdivider of Murry Subdivision decided not to continue with the subdivision process. This resolution repeals the resolution approving the final plat and subdivision of Murry Subdivision, which will clarify title by indicating that the underlying property has not been resubdivided.

6.f [Application to be a "Bird Friendly Iowa" community](#)

Resolution approving an application to have Iowa City designated as a "Bird Friendly Iowa" community.

Comment: The Bird City initiative, which is known as Bird Friendly Iowa in our state, supports communities in maintaining bird habitat, reducing bird threats,

expanding bird education, and promoting bird conservation. Community members have requested Iowa City submit an application to be designated as a “Bird Friendly Iowa” community. Staff of the Parks and Recreation Department support the application, and this resolution approves the submission of an application.

6.g [Purchase of Two \(2\) Light-Duty Paratransit Vehicles](#)

Resolution Authorizing the Procurement of Two (2) Light Duty Paratransit Buses for Public Transit

Comment: This Resolution will approve the procurement of two (2) Glaval Universal light duty paratransit buses from North Central International, LLC d.b.a. Hoglund Bus Co. The purchase will be made through a competitively bid through Iowa Department of Transportation contract PTS2021LDB, of which the City is an authorized user. The buses will be utilized by Johnson County SEATS paratransit service under the City’s existing 28E Agreement. The City expects to expend approximately \$400,000.00 for this purchase.

6.h [Purchase of Four \(4\) Heavy Duty Electric Buses](#)

Resolution Authorizing the Procurement of Four (4) Heavy Duty Electric Buses.

Comment: This resolution authorizes the purchase of four (4) heavy duty low floor electric buses from GILLIG under the State of Washington Cooperative Agreement, Contract No. 06719-01. The total cost of the buses is estimated at \$5,548,128. The City of Iowa City anticipates a 77% reimbursement of this cost through a 2023 Federal Transit Administration (FTA) Low/No Emissions grant. The City of Iowa City Purchasing Policy Manual permits the use of cooperative agreements, and because federal funds are being used for this purchase, the procurement must comply with FTA standards. The Master Contract was competitively bid, evaluated, and awarded in accordance with the procurement laws of the State of Washington, which satisfy FTA requirements for cooperative purchasing.

6.i [Automated Refuse Truck Body Procurement](#)

Resolution authorizing the procurement of one (1) new automated refuse truck body package.

Comment: This Resolution will approve the procurement of one (1) new Labrie automated refuse truck body package for Solid Waste Operations. Sourcewell cooperative contract 110223-LEG will be utilized for this procurement. Total purchase price is \$256,688.60 which exceeds the \$200,000.00 spending authority of the City Manager, thereby requiring Council approval.

6.j [Trash Compactor Procurement](#)

Resolution authorizing the procurement of one (1) new Trash Compactor for Landfill Operations.

Comment: This Resolution will approve the procurement of one (1) new Caterpillar 826 Trash Compactor for Landfill Operations. Sourcewell cooperative contract 011723-CAT will be utilized for this procurement. Total purchase price is \$1,060,889.12 which exceeds the \$200,000.00 spending authority of the City Manager, thereby requiring Council approval.

6.k [City Hall Roof Replacement Project](#)

Resolution accepting the work for the City Hall Roof Replacement Project.

Comment: The City Hall Roof Replacement Project was completed by Black Hawk Roofing Company of Waterloo, Iowa in substantial accordance with the plans and specifications prepared by Shive-Hattery, Inc. of Iowa City, Iowa. The Engineer's Report and Performance, Payment and Maintenance Bond are on file with the City Clerk.

Project Estimated Cost:	\$545,000.00
Project Bid Received:	\$384,604.00
Project Actual Cost:	\$387,569.00

6.l [Landfill Equipment Building Replacement Project](#)

Resolution accepting the work for the Landfill Equipment Building Replacement Project.

Comment: Work on the project was recently completed by Peak Construction Group of Cedar Rapids, Iowa in substantial accordance with the plans and specifications. The Engineer's Report and Performance, Payment and Maintenance Bond are on file with the City Clerk.

Project Estimated Cost:	\$4,650,000.00
Project Bid Received:	\$3,594,000.00
Project Actual Cost:	\$3,826,974.65

6.m [Mercer Pool Roof Replacement Project](#)

Resolution accepting the work for the Mercer Pool Roof Replacement Project.

Comment: The Mercer Pool Roof Replacement Project was completed by T&K Roofing Company of Ely, Iowa in substantial accordance with the plans and specifications prepared by Shive-Hattery, Inc. of Iowa City, Iowa. The Engineer's Report and Performance, Payment and Maintenance Bond are on file with the City Clerk.

Project Estimated Cost:	\$655,000.00
Project Bid Received:	\$495,600.00
Project Actual Cost:	\$507,106.97

6.n [Normandy Drive Storm Sewer Project](#)

Resolution accepting the work for the Normandy Drive Storm Sewer Project.

Comment: The Normandy Drive Storm Sewer Project was completed by Eastern Iowa Excavating & Concrete, LLC of Cascade, Iowa in substantial accordance with the plans and specifications prepared by Bolton & Menk, Inc. of Cedar Rapids, Iowa. The Engineer's Report and Performance, Payment and Maintenance Bond are on file with the City Clerk.

Project Estimated Cost:	\$395,000.00
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Project Bid Received:	\$326,699.70
Project Actual Cost:	\$344,099.98

7. Consent Calendar - Setting Public Hearings

- 7.a [Ordinance Adopting and Incorporating SUDAS Design Manual and Specifications](#)
Motion setting a public hearing on October 21, 2025, on an ordinance amending Titles 15, 16, and 18 of the City Code to adopt and incorporate the SUDAS Design Manual and Specifications, General Supplemental Design Standards and Specifications, and City of Iowa City Design Supplement and Specifications.

Comment: This motion sets a public hearing on an ordinance amending Titles 15, 16, and 18 of the City Code to align City design standards with statewide design standards established in the SUDAS Design Manual, General Supplemental Design Standards, and City of Iowa City Design Supplement as the City's new design standards for use in all public improvement projects and construction within the right-of-way, as well as any extraterritorial areas required to be built to City standards pursuant to any fringe area agreement. The City currently uses the Iowa City Interim Municipal Design Standards, adopted in March 1996, for the design of public improvements, and the SUDAS Standard Specifications, General Supplemental Specifications, and City Supplemental Specifications as specifications for all public improvements projects. State law requires a public hearing on the adoption of a statewide code. A copy of the proposed ordinance and the SUDAS manual are available in the City Clerk's office.

- 7.b [Sale of Western Half of Outlot C, Industrial Campus](#)
Resolution setting a public hearing for October 21, 2025, to approve a purchase agreement with MidAmerican Energy Company for the western approximate one-half of Outlot C in Iowa City Industrial Campus and to consider a proposal to convey said property.

Comment: Iowa City Industrial Campus is a shovel-ready parcel for industrial use located on 420th Street. City staff has negotiated a purchase agreement for the western approximate one-half of Outlot C (approximately 20 acres) to MidAmerican Energy Company for \$1.15 per square foot.

- 7.c [Animal Care and Adoption Center Training Addition Project](#)
Resolution setting a public hearing on October 21, 2025 on project manual and estimate of cost for the construction of the Animal Care and Adoption Center Training Addition Project, directing City Clerk to publish notice of said hearing, and directing the City Engineer to place said project manual on file for public inspection.

Comment: This project generally includes an approximately 1,400 square foot multi-purpose room addition to the Iowa City Animal Care and Adoption Center. The estimated construction cost is \$940,000 available within the Animal Shelter – Training Annex account # Y4449.

8. Consent Calendar - Correspondence

8.a **Establish (1) on-street disabled parking space**

Establish (1) on-street disabled parking space on the west side of the 1000 block of South 7th Avenue.

End of Consent Calendar

9. Community Comment [items not on the agenda (until 7 PM)]

Public comment is intended so that members of the public may be heard by Council. Because Community Comment is for items not properly noticed on the agenda, Council cannot engage in discussion or debate due to open meetings laws.

Only in-person comments will be allowed for Community Comment. Public comment for specific agenda items, which must be directly related to that agenda item, may be made in-person or remotely.

Individuals will be provided 3 minutes to speak. The Community Comment period will end at 7:00 p.m. unless an extension is needed to meet a minimum 30 minutes of total time allocated for the Community Comment period.

The Mayor reserves the right to reduce the 3 minute period based on the number of individuals desiring to speak. Additional comments can be sent to the City Council via council@iowa-city.org or through the City Clerk's Office.

10. Planning & Zoning Matters

10.a **Zoning Code Amendment - Floodplain Management Standards**

Ordinance amending Title 14, Zoning, related to the City's Floodplain Management Standards to ensure the community's continued participation and eligibility in the National Flood Insurance Program (NFIP) (REZ25-0013).

Comment: On September 3, 2025, the Planning and Zoning Commission recommended approval of REZ25-0007 by a vote of 4-0 (Miller, Elliott, Beining absent). Approval will amend Title 14, Zoning, related to the City's Floodplain Management Standards to ensure the community's continued participation and eligibility in the National Flood Insurance Program (NFIP).

1. Public Hearing
2. Consider an Ordinance (First Consideration)

11. Regular Formal Agenda

11.a **Urban renewal plan amendment**

Resolution approving Amendment No. 18 to the City-University Project 1 Urban Renewal Plan to add projects to the Urban Renewal Area.

Comment: The proposed Amendment #18 to the City-University Project 1 Urban Renewal Plan has been prepared in alignment with goals and objectives for urban renewal in the area and includes a new urban renewal project to be considered separately by Council. The required consultation with the other taxing entities in the county was held September 18. The amendment adds two projects within which will be considered separately by City Council: interior renovation of the historic Senior Center building and a building and facade grant program.

1. Public Hearing
2. Consider a Resolution

11.b [Real Estate Purchase - 1616, 1618, 1620 Aspen Court, North Liberty](#)

Resolution approving a purchase agreement for 1616, 1618, and 1620 Aspen Court, North Liberty.

Comment: The City (Iowa City Housing Authority) was awarded \$368,000 from the Housing Trust Fund of Johnson County to purchase at least two units of affordable housing in North Liberty. The City will purchase three new three-bedroom attached townhomes to rent to those at 50% of median income or less, with a housing choice voucher. Total acquisition price of the three homes is \$927,500. \$559,500 from ICHA balances will be used to finance the remaining cost of the acquisition.

12. Council Appointments

12.a [Civil Service Commission](#)

Civil Service Commission - One vacancy to fill a new member, upon appointment - April 4, 2027 (Due to the passage of Senate File 311).

13. Announcement of Vacancies - Previous

13.a Announcement of Vacancies - Previous

Airport Zoning Board of Adjustment - One vacancy to fill a five-year term, January 1, 2026 - December 31, 2030 (Term expires for Andreas Wilz).

Board of Adjustment - One vacancy to fill a five-year term, January 1, 2026 - December 31, 2030 (Term expires for Nancy Carlson).

Board of Appeals - One vacancy for a Licensed Electrician to fill a five-year term, January 1, 2026 - December 31, 2030 (Term expires for Gt Karr). (If a qualified trade representative does not submit an application within three (3) months of the announcement of the vacancy, a member may be appointed who is qualified by experience and training to pass on matters pertaining to building construction)

Climate Action Commission - Three vacancies to fill three-year terms, January 1, 2026 - December 31, 2028 (Terms expire for Angie Smith, Jamie Gade, Michelle Sillman).

Human Rights Commission - Three vacancies to fill three-year terms, January 1, 2026 - December 31, 2028 (Terms expire for Talya Miller, Viana Qadoura, Mark Pries).

Parks & Recreation Commission - Three vacancies to fill four-year terms, January 1, 2026 - December 31, 2029 (Terms expire for Missie Forbes, Brian Morelli, Connie Moore).

Public Art Advisory Committee - One vacancy for an At-Large representative to fill

a three-year term, January 1, 2026 - December 31, 2028 (Term expires for Andrea Truitt).

Public Art Advisory Committee - One vacancy for an Art or Design Professional to fill a three-year term, January 1, 2026 - December 31, 2028 (Term expires for Stephanie Brunia).

Senior Center Commission - Two vacancies to fill three-year terms, January 1, 2026 - December 31, 2028 (Terms expire for Jay Gilchrist, Warren Paris).

Applications must be received by 5:00 p.m., Tuesday, October 28, 2025.

Housing & Community Development Commission - One vacancy to fill an unexpired term, upon appointment - June 30, 2027 (Karol Krotz resigned).

Applications must be received by 5:00 p.m., Tuesday, October 14, 2025.

Airport Zoning Board of Adjustment - One vacancy to fill a five-year term, January 1, 2024 - December 31, 2028 (Term expired for Heather Flynn).

Airport Zoning Commission - One vacancy to fill a six-year term, January 1, 2024 - December 31, 2029 (Term expired for Dennis Keitel).

Board of Appeals - One vacancy for an HVAC Professional to fill an unexpired term, upon appointment - December 31, 2028 (Nicolas Yost resigned). (If a qualified trade representative does not submit an application within three (3) months of the announcement of the vacancy, a member may be appointed who is qualified by experience and training to pass on matters pertaining to building construction)

Historic Preservation Commission - One vacancy for a Brown St representative to fill a three-year term, July 1, 2025 - June 30, 2028 (Term expired for Christina Welu-Reynolds).

Historic Preservation Commission - One vacancy for a Jefferson St representative to fill a three-year term, July 1, 2025 - June 30, 2028 (Formerly advertised as an unexpired term and a full term - Lyndi Kiple resigned).

Historic Preservation Commission - One vacancy for a Woodlawn Ave representative to fill a three-year term, July 1, 2024 - June 30, 2027 (formerly advertised as unexpired term - Kevin Larson resigned).

Vacancies will remain open until filled.

14. City Council Information

15. Report on Items from City Staff

- City Manager's Office
- City Attorney
- City Clerk

16. Adjourn



CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Domestic Violence Awareness Month

Attachments: [Domestic Violence Awareness Month proclamation](#)



City of Iowa City PROCLAMATION



Whereas, domestic violence, dating violence, and stalking affects people of all racial, cultural, and economic backgrounds, causing long-term physical, psychological, and emotional harm; and

Whereas, one in three Americans has witnessed an incident of domestic violence; and

Whereas, children who experience domestic violence are at a higher risk for failure in school, mental illness, substance abuse, suicide, and may choose violence as a way to solve problems later in life; and

Whereas, domestic violence in rural communities exists as a hidden, silent, and often unrecognized crime that is often underreported; and

Whereas, through the inspiration, courage, and persistence of victims of domestic violence, their children, and advocates, our communities are learning to recognize the impact of violence in the home and within intimate relationships; and

Whereas, DVIP/RVAP Domestic Violence and Sexual Assault Crisis Services has worked to end violence in intimate relationships for more than 46 years through the collaborative partnerships of advocates, volunteers, local municipalities, criminal justice, health and human services, faith communities, business leaders, and private residents; and



Whereas, our community's achievements should be commended and we must continue our commitment to respect and support victims of domestic violence and to prevent future violence in our community.

Now, Therefore, I, Bruce Teague, Mayor of Iowa City, do hereby proclaim the month of October 2025 to be

Domestic Violence Awareness Month

in Iowa City, Iowa, and urge all community members to work together to eliminate domestic violence, dating violence, and stalking from our community.

Mayor
Signed in Iowa City, Iowa,
this 7th day of October 2025.





CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Fire Prevention Week

Attachments: [Fire Prevention Week proclamation](#)



City of Iowa City PROCLAMATION

Whereas, the city of Iowa City is committed to ensuring the safety and security of all those living in and visiting Iowa City; and

Whereas, fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and

Whereas, home fires killed 2,890 people in the United States in 2023, according to the U.S. Fire Administration, and fire departments in the United States responded to 344,600 residential fires; and

Whereas, working smoke alarms cut the risk of dying in reported home fires in half, and three out of five home-fire deaths result from fires in properties without working smoke alarms; and

Whereas, half of home-fire deaths result from fires reported at night between 11 p.m. and 7 a.m. when most people are asleep; and

Whereas, Iowa City first responders are dedicated to reducing the occurrence of home fires and home-fire injuries through prevention, protection, and education; and

Whereas, Iowa City residents are responsive to public education measures and are able to take personal steps to increase their safety from fire, especially in their homes; and

Whereas, the 2025 Fire Prevention Week theme, “Charge into Fire Safety™: Lithium-Ion Batteries in Your Home” effectively reminds us of the new challenges and causes of home fires and home injuries.

Now, Therefore, I, Bruce Teague, Mayor of Iowa City, do hereby proclaim October 5th to the 11th, 2025, as

Fire Prevention Week

throughout the city and urge everyone to install smoke alarms and to support the many public safety activities and efforts during Fire Prevention Week 2025 and year-round.



Mayor
Signed in Iowa City, Iowa
this 7th day of October 2023



CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Indigenous Peoples' Day

Attachments: [Indigenous Peoples' Day proclamation](#)



City of Iowa City PROCLAMATION

Whereas, the City recognizes the fact that Iowa City is built upon the homelands of Native American Nations to whom we owe our existence, commitment, and dedication and without whom the building of the City would not have been possible; and

Whereas, the area of Iowa City was within the homelands of the Iowa, Meskwaki, and Sauk and because history is complex and time goes far back beyond memory, we also acknowledge the ancient connections of many other Indigenous Peoples here; and

Whereas, Indigenous Peoples' Day was first proposed in 1977 by a delegation of Native Nations to the United Nations sponsored International Conference on Discrimination against Indigenous Populations in the Americas; and

Whereas, the City of Iowa City recognizes its shared responsibility to honor our nation's indigenous roots, history, traditions, and cultural contributions.

Whereas, the City strongly supports that Indigenous Peoples' Day shall be an opportunity to celebrate the thriving cultures and values of the Indigenous Peoples of the region; and

Whereas, the City is dedicated to opposing systemic racism towards Indigenous People, which perpetuates high rates of poverty and income inequality, and exacerbating disproportionate health, education, and social crises; and

Whereas, the City implores our residents to commit to understanding and addressing injustices impacting Indigenous People; and



Whereas, the City strongly encourages educational institutions, businesses, and other organizations to recognize Indigenous Peoples' Day and join the City in committing to opposing and overcoming system racism and injustices.

Now, Therefore, I, Bruce Teague, Mayor of Iowa City, do hereby proclaim the second Monday of October each year as

Indigenous Peoples' Day

in Iowa City.

Mayor
Signed in Iowa City, Iowa,
this 7th day of October 2025.





CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

National Disability Employment Awareness Month

Attachments: [National Disability Employment Awareness Month proclamation](#)



City of Iowa City PROCLAMATION

Whereas, the purpose of National Disability Employment Awareness Month is to provide education about disability employment and celebrate the many and varied contributions of America's workers with disabilities; and

Whereas, October 2025 marks the 80th anniversary of National Disability Employment Awareness Month; and

Whereas, its history traces back to 1945 when it began as a weeklong recognition of people with physical disabilities but later evolved into a full month that acknowledges the importance of increasing the workforce inclusion of people with all nature of disabilities; and

Whereas, supporting the talents and careers of Iowa Citians with disabilities and creating meaningful experiences in the workplace is an essential ingredient to building an inclusive community and strong economy; and

Whereas, activities during this month will reinforce the value and talent that people with disabilities add to our workplaces and communities and affirm Iowa City's commitment to increasing access to good jobs for all workers, including workers with disabilities; and

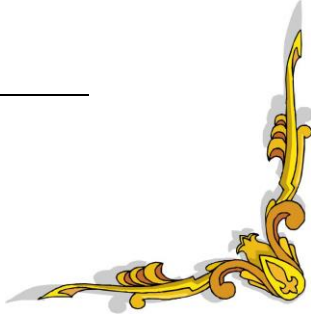

Whereas, Iowa City's long-term success is dependent on empowering all individuals with the ability to work to express their talents in the workforce, filling open jobs and enhancing the quality of life throughout the community; and

Whereas, Iowa City is committed to cultivating a positive, welcoming environment where individuals can pursue career opportunities across many different occupations that welcome their skill sets and help them reach their goals;

Now Therefore, I, Bruce Teague, Mayor of Iowa City, hereby proclaim October 2025 as

National Disability Employment Awareness Month

and call upon employers and community organizations in Iowa City to participate in the observance with appropriate programs and activities in October to help ensure that workers with disabilities have access to good jobs every month of every year, and to pledge to take steps throughout the year in pursuit of the goals of opportunity, full participation, economic self-sufficiency, and independent living for people with disabilities.



Mayor
Signed in Iowa City, Iowa,
this 7th day of October 2025.



CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Work Session Minutes: September 16

Attachments: [Work Session Minutes: September 16](#)



CITY OF IOWA CITY MEMORANDUM

Date: September 24, 2025

To: Mayor and City Council

From: Kellie Grace, City Clerk

Re: Council Work Session, September 16, 2025 – 4:06 p.m. (following the 4:00 p.m. City Conference Board meeting) at City Hall in Emma J Harvat Hall

Council: Alter, Bergus, Harmsen, Moe, Salih, Teague, Weilein

Staff: Fruin, O'Brien, Lehmann, Goers, Grace, Caro, Hightshoe, Carter, Kubly, Ralston, Walz, Davies, Ogden, Knoche, Havel, Sovers.

(A transcription is available in the City Clerk's Office and the City website.)

1. Clarification of Agenda Items

- [9.a & 9.b]... Rezoning – Maiden Ln./E. Benton St. & Rezoning – 611 Greenwood Dr. ... Mayor Teague noted the applicants were requesting expedited action.

2. Information Packet Discussion [September 4, September 11]

➤ September 4 – No discussion.

➤ September 11

1. (IP6 – Letter to Governor Reynolds and Director Paulsen: Announced Closure of the State Historical Society of Iowa Research Center in Iowa City) Councilor Harmsen summarized the proposed letter of support. Individual Council members expressed their views.

Action: Staff will make final edits to the State Historical Society of Iowa letter and send it to Governor Reynolds and Director Paulsen.

2. (IP8 – Memo from Transportation Services Director: Update on Bus Stop Improvement Program) Councilor Moe highlighted the memo and thanked staff for the update. Councilor Bergus asked if a copy could be delivered to Ms. Gravitt who has had interest in the program.

Action: Council expressed support for the plan to release the bus stop RFP by end of year. A copy of the Transportation Services memo from the Information Packet has been delivered to Ms. Gravitt.

3. University of Iowa Student Government (USG) Updates.

No updates.

4. Update on the City's Study of Repositioning Public Housing Units

Neighborhood and Development Services Director Hightshoe presented information noting the city manages 86 aging public housing units with limited revenue and declining federal support. A previous Harvard/Bloomberg study confirmed the need for financial sustainability,

but its recommendations are no longer HUD-approved. To develop viable options that preserve affordability and ensure long-term stability, the city hired Quadel Consulting to evaluate repositioning strategies and present recommendations.

Quadel Senior Program & Policy Advisor, Tracey Rudy presented a PowerPoint on the following:

- Public Housing Repositioning
 - Benefits of Public Housing Repositioning
 - Benefits of Section 8 Rental Assistance Conversions
- Impact on Residents
- Public Housing Repositioning Options
- Situational Analysis
 - Iowa City Housing Authority Inventory
 - Funding & Financial Position
- Strategic Repositioning
- Recommended Approach
 - Phase 1: Sale of Chauncey Units
 - Phase 2: Conversion to Section 8
 - Phase 3: Expand Public Housing Authority - Owned Affordable Housing
- Overall Benefits of Repositioning

Quadel Senior Program Manager, Helena Widtfeldt and Housing Authority Administrator Carter provided additional information. Individual Council members asked questions. City Attorney Goers and City Manager Fruin provided information.

Action: Staff will move forward with the plan outlined by Quadel regarding our public housing repositioning and will consider if outside expertise is needed to help develop a legal framework for an affiliate organization.

5. Strategic Plan Action Item: Presentation on Bollards and Bike Lanes

Transportation Planner Ralston introduced the protected bike lanes project from the city's strategic plan, noting the City hired Toole Design, a nationally recognized bike planning firm, and has been working with them and the local Bike Advisory Committee for six months to ensure alignment before presenting findings to council.

Principal Planner, Shaun Murphy-Lopez, from Toole Design presented a PowerPoint on the following:

- **Project Purpose:** Explore converting painted bike lanes to protected bike lanes per Iowa City's strategic plan.
- **Prioritization Factors:** Lane width, crash data, demand, driveways, parallel paths, and traffic volumes. Equity was later considered by adding Sycamore St.
- **Analysis:** 23 streets evaluated → 10 corridors selected (mostly central, plus Mormon Trek & Sycamore). Madison St. emerged as a top pilot candidate due to connectivity and upcoming projects.
- **Process:** Current work is high-level planning. Next steps would include preliminary engineering, then final construction plans.
- **Design Issues & Solutions:** Addressed driveways, parking, bus stops, accessibility, snow maintenance, and safety. Lessons drawn from other college towns (e.g., Ann Arbor, Minneapolis).

- **Pilot Recommendation:** Madison St. identified for potential East-West protected connection with Market, Jefferson, and Burlington projects. Council cautioned about overlapping with Burlington Bridge construction, traffic impacts, and risk of dropping riders into unsafe gaps.
- **Alternative Options:** Governor/Dodge or Clinton St. could provide simpler/quicker pilots. Goal is to gain experience, allow staff and public to test, and build toward more permanent facilities.
- **Next Steps:** Public engagement, funding, design, and coordination with upcoming street projects.

Individual Council members asked questions. Transportation Planner Ralston and City Manager Fruin provided additional information.

Action: Staff will draft a memo for Council outlining a couple of different options for shorter term protected bike lane pilot projects. Planning for the Burlington Bridge and Market/Jefferson corridors will proceed with protected bike lanes being a design priority and will also consider how Madison can be adapted as a connector to those corridors at the appropriate time.

[Recess to formal meeting 5:46 p.m. – Return to Work Session 9:12 p.m.]

6. FY27 Budget Priorities

Individual Council members shared their budget priorities. City Manager Fruin provided additional information.

Action: Budget priorities of individual councilors were expressed, staff will consider the following when crafting the budget recommendations:

- Alter: Crisis Professional in Dispatch (JECC); Childcare wage enhancement / apprenticeship support
- Salih: Year-round winter shelter until more permanent supportive housing is constructed
- Bergus: Field mediation; mobile crisis support
- Weilein: Wildlife rehabilitation services in Animal Services; permanent supportive housing; homelessness prevention
- Moe: River planning consultant expenses; facilities master plan funding
- Harmsen: Strategic plan update facilitator funding

7. Council updates on assigned boards, commissions, and committees

Council members reported on various assigned boards, commissions, and committees.

Adjourn 9:29 p.m.



CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Formal Summary of Minutes: September 16

Attachments: [Formal Summary of Minutes: September 16](#)

**Summary of Minutes
September 16, 2025 - 6:00 PM**

Iowa City City Council formal meeting, held at City Hall - Emma J. Harvat Hall, 410 E. Washington St., Mayor Teague presiding. Council members present: Alter, Bergus, Harmsen, Moe, Salih, Teague, Weilein. Staff members present: Fruin, O'Brien, Lehmann, Goers, Grace, Caro, Davies, Ogden, Sitzman, Schwickerath, Ties, Liston.

1. Call to Order

2. Proclamations

2.a Constitution Week

Sharolyn (Shari) Evans, on behalf of the Daughters of the American Revolution, accepting.

2.b Welcoming Week

Evan Doyle, Nicole Yeager, Teresa Stecker, Katie Roche, Sarah Terlouw, Mazahir Salih, Roger Goedken, accepting.

2.c) African Festival of Arts and Cultures Day

Sunday Goshit, accepting.

3. Consent Calendar - Approval of Council Actions (subject to corrections, as recommended by the City Clerk)

3.a Work Session Minutes: September 2

3.b Formal Summary of Minutes: September 2

4. Consent Calendar - Receive and File Minutes

4.a Airport Commission: July 10

4.b Board of Adjustment: July 9

4.c Climate Action Commission: August 4

4.d Community Police Review Board: August 12 [See Recommendations]

4.e Library Board of Trustees: July 24

4.f Senior Center Commission: July 17

5. Consent Calendar - Permit Motions and Resolution (as recommended by the City Clerk)

5.a Liquor License - Renewal

1. Class C Retail Alcohol License for Restaurante Mexicano El Senor Cactus Inc.(LC0042996), dba El Senor Cactus, 1534 S. Gilbert St.

2. Outdoor Service Area for Restaurante Mexicano El Senor Cactus Inc, dba El Senor Cactus, 1534 S. Gilbert St.

3. **Class C Retail Alcohol License for Plated Table LLC (LC0050419), dba Plated Table, 625 S. Dubuque St.**
4. **Outdoor Service Area for License for Plated Table LLC, dba Plated Table, 625 S. Dubuque St.**
5. **Class C Retail Alcohol License for Josh & Bryan, Inc. (LC0050273), dba Dublin Underground, 5 S. Dubuque St.**
6. **Class C Retail Alcohol License for Paper Crane LLC (LC0051841), dba Paper Crane, 121 N. Linn St.**
7. **Outdoor Service Area/Sidewalk Cafe for Paper Crane LLC, dba Paper Crane, 121 N. Linn St.**
8. **Class C Retail Alcohol License for Gabe's Oasis, L.L.C. (LC0038662), dba Gabe's, 330 E. Washington St.**
9. **Outdoor Service Area for Gabe's Oasis, L.L.C., dba Gabe's, 330 E. Washington St.**
10. **Class C Retail Alcohol License for Cactus 3, L.L.C. (LC0044771), dba Cactus 3, LLC, 114 S. Clinton St.**

5.b Liquor License – New

1. **Class C Liquor License (5-day) for Iowa City Downtown Self Supported Municipal Improve (Oktoberfest) (App- 228364), dba Iowa City Downtown District, 200-300 Block Market St., and 100-200 N. Linn St.**
2. **Class C Liquor License for Storm Hospitality LLC (App-226895), dba 401 Oak, 401 S. Linn St.**

5.c Liquor License – Ownership Change

1. **Class C Retail Alcohol License for 138 S. Clinton St. (LC0052112), dba The Fieldhouse Bar & Grill, (former dba Karma Nightclub), 138 S. Clinton St.**
2. **Class C Retail Alcohol License for 118 S. Clinton St. (LC0052299), dba 118 Grill & Bar, 118 S. Clinton St.**

5.d Resolution approving applications for retail tobacco, tobacco products, alternative nicotine products, vapor products, and device retailer permits, as required by Iowa Code 453A.47A and Iowa Code 453E.3. [Pink Clouds Smoke Shop, 221/223 S. Gilbert St.] (Resolution 25-220)

6. Consent Calendar - Resolutions and Motions

6.a Resolution approving an agreement with the Downtown District to allow the sale, consumption, and possession of beer during Oktoberfest on City streets. (Resolution 25-221)

6.b Resolution approving the Housing Trust Fund of Johnson County's request for use of FY23 and FY24 Low Income Housing Tax Credit Funds. (Resolution 25-227)

6.c Resolution of the City Council of the City of Iowa City, IA approving the application of Procter & Gamble to the Iowa Economic Development Authority High Quality Jobs Program. (Resolution 25-222)

- 6.d Resolution accepting the work for the Court Hill Trail – Beech to Scott Replacement Project. (Resolution 25-223)**
- 6.e Resolution awarding contract and authorizing the Mayor to sign and the City Clerk to attest a contract for construction of the ADA Curb Ramps 2025 Project. (Resolution 25-224)**
- 6.f Resolution awarding contract and authorizing the Mayor to sign and the City Clerk to attest a contract for construction of the 2025 Summer Sidewalk Repair Project. (Resolution 25-225)**
- 6.g Resolution accepting payment of \$1,500.00 civil penalty and waiver of right to hearing from Essentials Vape and Tobacco Shop. (Resolution 25-226)**

7. Consent Calendar - Setting Public Hearings

- 7.a Motion setting a public hearing for October 7, 2025, on an ordinance amending Title 14, Zoning, related to the City's Floodplain Management Standards to ensure the community's continued participation and eligibility in the National Flood Insurance Program (NFIP) (REZ25-0013).**
- 7.b Resolution of Necessity to consider Amendment #18 to the City-University Project 1 Urban Renewal Plan and Set Notice of Consultation Meeting and Public Hearing. (Resolution 25-228)**

End of Consent Calendar

Motion to approve consent calendar, items 3-7 removing item 6.b for separate consideration. Moved by Megan Alter, seconded by Joshua Moe. **Motion Passed. (7 Ayes)**

Motion to approve consent calendar, item 6.b. Moved by Joshua Moe, seconded by Laura Bergus. **Motion Passed. (6 Ayes) Salih recused.**

8. Community Comment [items not on the agenda (until 7 PM)]

The following individuals appeared: Morgan Szasz, John Clayton, Mary Gravitt, Clara Reynen, Ray Nepple, and Mike O'Donnell.

9. Planning & Zoning Matters

- 9.a Ordinance rezoning approximately 1.04 acres of land at 804, 810, and 824 Maiden Lane; 410, 416, and 418 E. Benton Street, and 815 Gilbert Court from Intensive Commercial (CI-1) zone and Medium Density Single-Family Residential (RS-8) zone to Community Commercial (CC-2) zone. (REZ25-0011) (Second Consideration)**

The following individual appeared: Clara Reynen.

Motion to waive second consideration. Moved by Joshua Moe, seconded by Oliver Weilein. **Motion Passed. (7 Ayes)**

Motion to approve ordinance 25-4967. Moved by Joshua Moe, seconded by Shawn Harmsen. **Motion Passed. (7 Ayes)**

Motion to accept correspondence from Annie Palas, Shoemaker Haaland. Moved by Joshua Moe, seconded by Oliver Weilein. **Motion Passed. (7 Ayes)**

9.b Ordinance conditionally rezoning approximately 9.9 acres of land located at 611 Greenwood Drive from Neighborhood Public (P-1) zone to Medium Density Multi-Family Residential Zone with a Planned Development Overlay (OPD/RM-20) (REZ25-0010). (Second Consideration)

Motion to waive second consideration . Moved by Joshua Moe, seconded by Mazahir Salih. **Motion Passed. (7 Ayes)**

Motion to approve ordinance 25-4968. Moved by Joshua Moe, seconded by Oliver Weilein. **Motion Passed. (7 Ayes)**

Motion to accept correspondence from Jackson Taylor, TWG Development and Martha Norbeck. Moved by Mazahir Salih, seconded by Megan Alter. **Motion Passed. (7 Ayes)**

10. Regular Formal Agenda

10.a Resolution amending the current budget for the fiscal year ending June 30, 2026.

A public hearing was held. Budget Management Analyst Ogden presented a PowerPoint.

Motion to approve resolution 25-229. Moved by Mazahir Salih, seconded by Megan Alter. **Motion Passed. (7 Ayes)**

10.b Resolution finding an employee sold tobacco to a minor and assessing a \$300.00 civil penalty against Almost Paradise Mini.

Since the City Attorney's office was presenting the case, Assistant Johnson County Attorney Lynn Rose was present to advise the Council.

Assistant City Attorney Schwickerath and ICPD Sgt. Ties presented information. Schwickerath asked questions of the following witness: Rylee Nuno. Assistant Johnson County Attorney Lynn Rose provided additional information. Individual Council members asked questions and expressed their views.

Motion to approve resolution 25 -230. Moved by Shawn Harmsen, seconded by Mazahir Salih. **Motion Passed. (6 Ayes) Weilein voting no.**

10.c Resolution supporting further pursuit of a partnership with Johnson County to meet long-term public safety needs of the community through a joint law enforcement facility aimed at maximizing cost and operational efficiencies for both the City of Iowa City and County of Johnson County.

City Manager Fruin provided information. Councilor Moe noted he was no longer employed by OPN so he did not have a conflict of interest. Individual Council members asked questions. City Manager Fruin and City Attorney Goers provided additional information. The following individuals appeared: David Sterling (via Zoom), Kellan, Finch VanDyk (via Zoom), Zoe, Danielle Crawford, Clara Reynen, Michael Roberts, Daniel Mills, Emma Denney (via Zoom), Vivienne Olsson, Mary Gravitt, Maria Jose Plata Florez (via Zoom), Newman Abuissa, Izzy Kippes, Brynn Gainer-Prouts, Vero Hernandez, and Nix Slater-Scott. Individual Council members expressed their views.

Motion to approve resolution 25-231. Moved by Mazahir Salih, seconded by Joshua Moe. **Motion Passed. (4 Ayes) Bergus, Salih, and Weilein voting no.**

Motion to accept correspondence from David Sterling, Daniel Mills, Finch VanDyk, and Lisa Martincik. Moved by Joshua Moe, seconded by Shawn Harmsen. **Motion Passed. (7 Ayes)**

11. Council Appointments

11.a Civil Service Commission - One vacancy to fill a new member, upon appointment - April 4, 2027 (Due to the passage of Senate File 311).

Civil Service Commission - One vacancy to fill a new member, upon appointment - April 1, 2029 (Due to the passage of Senate File 311).

City Attorney Goers provided information. Individual Council members expressed their views.

Motion to appoint Melissa Jensen for new member vacancy, upon appointment - April 1, 2029 . Moved by Joshua Moe, seconded by Megan Alter. **Motion Passed. (7 Ayes)**

Motion to approve continuation of application submissions and for the vacancy to remain open until filled for the new member vacancy, upon appointment - April 4, 2027. Moved by Joshua Moe, seconded by Shawn Harmsen. **Motion Passed. (7 Ayes)**

Motion to accept correspondence from Brandon Pflanzner. Moved by Megan Alter, seconded by Oliver Weilein. **Motion Passed. (7 Ayes)**

11.b Housing & Community Development Commission - One vacancy to fill an unexpired term, upon appointment - June 30, 2027 (George Kivarkis resigned).

Individual Council members expressed their views.

Motion to appoint Marcelo Aruani. Moved by Joshua Moe, seconded by Mazahir Salih. **Motion Passed. (7 Ayes)**

11.c Library Board of Trustees - One vacancy to fill an unexpired term, upon appointment - June 30, 2027 (Dan Stevenson resigned).

Individual Council members expressed their views.

Motion to appoint Ellen Fox. Moved by Mazahir Salih, seconded by Megan Alter.

Motion Passed. (7 Ayes)

12. Announcement of Vacancies - New

12.a Airport Zoning Board of Adjustment (IC appointment) - One vacancy to fill a five-year term, January 1, 2026 - December 31, 2030 (Term expires for Andreas Wilz).

Board of Adjustment - One vacancy to fill a five-year term, January 1, 2026 - December 31, 2030 (Term expires for Nancy Carlson).

Board of Appeals (Licensed Electrician) - One vacancy to fill a five-year term, January 1, 2026 - December 31, 2030 (Term expires for Gt Karr).

Climate Action Commission - Three vacancies to fill three-year terms, January 1, 2026 - December 31, 2028 (Terms expire for Angie Smith, Jamie Gade, Michelle Sillman).

Human Rights Commission - Three vacancies to fill three-year terms, January 1, 2026 - December 31, 2028 (Terms expire for Talya Miller, Viana Qadoura, Mark Pries).

Parks & Recreation Commission - Three vacancies to fill four- year terms, January 1, 2026 - December 31, 2029 (Terms expire for Missie Forbes, Brian Morelli, Connie Moore).

Public Art Advisory Committee (At-Large) - One vacancy to fill a three-year term, January 1, 2026 - December 31, 2028 (Term expires for Andrea Truitt).

Public Art Advisory Committee (Art or Design Professional) - One vacancy to fill a three- year term, January 1, 2026 - December 31, 2028 (Term expires for Stephanie Brunia).

Senior Center Commission - Two vacancies to fill three-year terms, January 1, 2026 - December 31, 2028 (Terms expire for Jay Gilchrist, Warren Paris).

Applications must be received by 5:00 p.m., Tuesday, October 28, 2025.

13. Announcement of Vacancies - Previous

13.a Housing & Community Development Commission - One vacancy to fill an unexpired term, upon appointment - June 30, 2027 (Karol Krotz resigned).

Applications must be received by 5:00 p.m., Tuesday, October 14, 2025.

Airport Zoning Board of Adjustment - One vacancy to fill a five- year term, January 1, 2024 - December 31, 2028 (Term expired for Heather Flynn).

Airport Zoning Commission - One vacancy to fill a six-year term, January 1, 2024 - December 31, 2029 (Term expired for Dennis Keitel).

Board of Appeals (HVAC Professional) - One vacancy to fill an unexpired term, upon appointment - December 31, 2028 (Nicolas Yost resigned).

Historic Preservation Commission (Brown St) - One vacancy to fill a three-year term, July 1, 2025 - June 30, 2028 (Term expired for Christina Welu-Reynolds).

Historic Preservation Commission (Jefferson St) - One vacancy to fill a three-year term, July 1, 2025 - June 30, 2028 (Formerly advertised as an unexpired term and a full term - Lyndi Kiple resigned).

Historic Preservation Commission (Woodlawn Ave) - One vacancy to fill a three-year term, July 1, 2024 - June 30, 2027 (formerly advertised as unexpired term - Kevin Larson resigned).

Vacancies will remain open until filled.

14. City Council Information

Council members reported on various meetings attended, upcoming meetings, community events, and items of interest.

15. Report on Items from City Staff

16. Adjourn

Motion to adjourn 9:12 p.m. Moved by Joshua Moe, seconded by Megan Alter. **Motion Passed. (7 Ayes)**

Mayor

City Clerk



CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Civil Service Commission: September 4

Attachments: [Civil Service Commission: September 4](#)

Minutes – Final
City of Iowa City Civil Service Commission
Thursday, September 4, 2025 – 8:15 a.m.
Helling Conference Room

Members Present: Rick Wyss, Ashley Jennings, Eleanor Dilkes

Members Absent: none

Staff to the
Commission Present: Tracy Robinson

Other Parties Present: Chris O'Brien, Police Chief Dustin Liston, Fire Chief Scott Lyon, Brandon Pflanzner

Recommendation to Council (become effective only after separate Council action):
None.

Call to Order:
Wyss called the meeting to order at 8:20 a.m.

Certification of hiring list for Police Officer:
After a brief discussion, A. Jennings moved and Dilkes seconded to certify the list as presented. All were in favor.

Deputy Fire Chief promotional testing:
After a brief discussion, Dilkes moved and A. Jennings seconded to approve the process as proposed by staff in the August 28, 2025 memo. All were in favor.

Commission Policies and Procedures update with potential action:
O'Brien provided a brief summary of the updated Policies and Procedures. Discussion resulted in a few minor edits by Commissioners. Dilkes moved and A. Jennings seconded to approve the document as amended. All were in favor.

Civil Service Commission ordinance update:
Robinson provided a brief update regarding the ordinance increasing in the size of the Civil Service Commission.

Adjournment:
A. Jennings moved and Dilkes seconded to adjourn, all were in favor, and the meeting was adjourned at 8:54 a.m.



CITY OF IOWA CITY

410 East Washington Street
Iowa City, Iowa 52240-1826
(319) 356-5000
(319) 356-5009 FAX
www.lcgov.org

September 4, 2025


To: The Honorable Mayor and the City Council


RE: Civil Service Entrance Examination – **Police Officer**

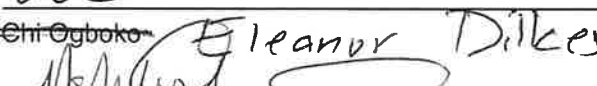
We, the undersigned members of the Civil Service Commission for Iowa City, Iowa, do hereby certify the following named person(s) as eligible for the position of **Police Officer**.


1. Jordan Gallagher
2. Jack Huberty
3. Eli Naylor

Iowa City Civil Service Commission


Rick Wyss


Eli Naylor


Eleanor Dilkes


Ashley Jennings

ATTEST:


Kellie Grace, City Clerk

September 2025 Police Officer Recruitment

[illegible]

The data reported reflect the number of candidates who participated in each stage of the process. Participation was not required in the written test if the candidate was ILEA certified or had a documented passing POST score within the specified timeframe. Participation in the physical fitness test was not required if the candidate was ILEA certified or submitted acceptable documentation of successful completion of the physical fitness test with another state law enforcement agency within the specified timeframe.

Iowa City Civil Service Commission Policies and Procedures

The Iowa City Civil Service Commission hereby establishes the following policies and procedures. The Commission's main purpose is to ensure that public sector employment is based on merit and ability.

Section 1 - General

1. Secretary and Clerk to the Commission

The Human Resources Administrator serves as the designated secretary and staff contact for the Commission. Documents filed with the Human Resources Administrator will constitute filing with the Civil Service Commission for the purposes of Chapter 400, the Code of Iowa. Documents filed with the City Clerk shall constitute filing with the clerk to the Civil Service Commission for purposes of Chapter 400, the Code of Iowa.

2. Coverage – Exclusions

These rules and regulations shall apply to all permanent positions within the employment of the City of Iowa City with the exception of the following positions:

City Manager, Deputy City Manager, Assistant City Manager, the Directors of Finance, Public Works, Neighborhood and Development Services, , Parks and Recreation, Transportation Services, and the Directors of any other city department as may be created; Police Chief*, Fire Chief*; Human Resources Administrator; City Attorney; Assistant City Attorneys; Civil/Human Rights Coordinator; City Clerk, Deputy City Clerk; all Division Heads; Assistants to the City Manager; Secretaries to the Department Directors; employees of the Library Board or Airport Commission; and any other positions specifically excluded by the Code of Iowa.

*The positions of Police Chief and Fire Chief shall receive the benefits of the Iowa Civil Service Act for selection purposes and Civil Service status under Iowa Code Sections 400.13 and 400.14.

Section 2 -Civil Service Examination and Hiring

The Commission establishes the following protocols for determining the qualifications for certification of applicants for positions covered by the Iowa Civil Service Act, Chapter 400, the Code of Iowa.

1. Equal Employment Opportunity

The Iowa City Civil Service Commission is committed to providing equal employment opportunities for all employees or potential employees of the City and will not unlawfully discriminate except where age, sex, or physical or mental

ability constitute a bona fide occupational qualification necessary for job performance, or retaliate for the exercise of any right enumerated by Chapter 400.

2. Application Procedures

- The Human Resources Division will develop and make available suitable employment application forms.
- Except in emergency situations, the Human Resources Division shall prepare an announcement which describes all permanent job openings, which shall be posted in City Hall and other designated posting areas for not less than ten days.

During this period persons who wish to compete for the position posted may submit an application to the Human Resources Division. Position announcements will specify the position requirements as established by the job description, application process, and the deadline for submitting an application.

- Following the receipt of applications, the Human Resources Division and/or appointing authority will evaluate the qualifications of all applicants to establish possession of the knowledge, skills and abilities necessary for successful job performance, as listed in the job announcement.
- Position reclassifications will not be considered subject to posting/examination requirements.

3. Testing Procedures

Under the authority of the Civil Service Commission, the Human Resources Administrator or their designee will authorize testing for Civil Service positions and will develop and administer examinations for the purpose of determining the qualifications of applicants for positions under Civil Service. The examinations will be constructed and administered to fairly test ability of the applicant to discharge the duties of the position to which the applicant seeks appointment. Examinations may consist of review of application materials, oral interviews and/or written, practical, or physical agility examinations as are appropriate to the position.

Testing procedures for Police Officer and Firefighter entry-level positions and for the creation of Police and Fire promotional lists will be subject to majority approval by the Civil Service Commission.

4. Certification of Persons Eligible for Appointment

- Certification of Police Officer and Firefighter entry-level and promotional lists will be subject to approval by a majority of the Civil Service Commission.
- Under the authority of the Civil Service Commission, the Commission Chairperson may certify hiring lists for other Civil Service positions. The Vice-Chairperson may certify hiring lists in the absence of the Chairperson.

- Any approved hiring and promotional lists, other than a reserve list for original appointment, shall be certified to the City Council by filing with the Iowa City City Clerk's Office and inclusion in the City Council information packet.
- The Department Director or designee may, at their discretion, select any applicant for appointment from the appropriate list, with the following exceptions:
 - Veterans Preference
Honorably discharged veterans of the United States military as defined by Chapter 35 of the Iowa Code shall, if otherwise qualified, be given preference over other applicants of no greater qualification for appointments from a non-promotional certified list. This preference is the same as provided in Iowa Code Section 400.10.
 - Certified Lists – Length
All newly created offices or other vacancies in positions under civil service which shall occur before the beginning of the next examination for such positions shall be filled from said lists.

5. Temporary Appointment

When no certified eligible list exists or when the eligible list shall be exhausted, the person having the appointing power may temporarily fill a vacancy until an examination can be held and the names of qualified persons be certified by the commission. Temporary appointments, with the exception of persons temporarily acting in positions regularly held by another, must be limited to 90 days for any one person.

Section 3 – Seniority

On behalf of the Commission, the Human Resources Division shall prepare and post a list indicating the civil service seniority standing of each civil service employee. This list will be posted in the Human Resources office in City Hall on or before July 1 of each year and will remain posted until July 15th. It will be kept on file and available for review upon request in the Human Resources office for the remainder of the year.

Section 4 – Appeal Hearing Proceedings

The Civil Service Commission shall require that all parties comply with the procedure and timelines for appeal of peremptory removal, discharge, demotion or suspension of a person holding civil service rights established in Chapter 400 (400.18-400.27) of the Code of Iowa.

Appeal Hearing Proceedings:

1. The Commission shall hear the evidence upon the specification of charges as filed with it by the appointing authority. The proceedings shall be as informal as is compatible with the requirements of justice.
2. The Commission shall have the power to subpoena and to require the attendance of witnesses and the production of pertinent documents, and to administer oaths. The parties may be represented by counsel or by their authorized collective bargaining representative.
3. The Commission shall provide for the production of evidence and exchange of exhibits in advance of the hearing. The appointing authority shall mark its exhibits with numbers and the employee shall mark their exhibits with letters.
4. The order of business at the hearing shall be as follows:
 - a. The appointing authority shall present evidence in support of the charge. The appellant or their counsel shall then produce such evidence as they may wish to offer in support of the appeal. The parties in interest may then offer rebuttal evidence.
 - b. If the employee shall fail to appear or be represented at the time fixed for a hearing, the Commission shall hear such evidence as may be produced, or as it shall deem proper or necessary and make a finding according to the evidence.
 - c. The appeal hearing shall be public. However, upon the request of the employee, the deliberations of the commission shall be held in closed session.
 - d. Upon conclusion of the appeal hearing, the final decision of the Commission shall be based on a majority vote of the Commission, shall be made in writing, and shall include the findings of fact and conclusions relied upon, and reasoning or rationale for the decision, separately stated. The final decision shall be rendered and served upon the parties by certified mail within thirty days of the close of the record unless the parties consent to a later date in writing or on the record. The final decision may be served upon an employee by electronic mail with the consent of the employee.
5. The Commission may, in its discretion,
 - a. require each party to submit, prior to the hearing, a written statement containing any or all of the following:
 - 1) statement of facts;

- 2) name of each witness the party intends to call;
 - 3) specifications of which each witness has personal knowledge;
 - 4) essence of the testimony to be given; and
 - 5) basis for the witness' knowledge;
- b. limit each side to a certain number of witnesses based on which issues or specifications the Commission wishes addressed;
 - c. limit the length of examination, direct and cross, of any witness called;
 - d. itself conduct the direct examination of any witness called and limit the length of the cross-examination by any party;
 - e. rule on the admissibility of evidence;
 - f. refuse to allow or limit the length of opening or closing arguments of the parties involved;
 - g. limit the scope of testimony to only those specifications which constitute an adequate basis for termination, suspension or demotion;
 - h. may require the attendance of witnesses and the production of documents/exhibits through the use of subpoenas. In the event that a party should designate a witness to be subpoenaed, the Commission shall issue it for that party.

Adopted by Civil Service Commission: September 4, 2025

Replaces Iowa City Civil Service Commission Policies and Procedures adopted by Civil Service Commission: September 1, 2011

Replaces Rules of Procedure for Appeals and Hearings adopted by Civil Service Commission: November 29, 1989

**Board/Commission: Civil Service Commission
Attendance Record
Last 12 months**

(Meeting Date)

Name	Term Expires	10/29/24	2/21/25	4/21/25	5/30/25	7/16/25	9/4/25
Rick Wyss	4/3/28	X	X	X	X	X	X
Ashley Jennings	4/6/26	X	X	X	X	X	X
Eleanor Dilkes	4/1/29	---	---	X	X	X	X
Chi Ogboko	4/7/25	O/E	O/E	---	---	---	---

KEY:

X	=	Present
O	=	Absent
O/E	=	Absent/Excused
NM	=	No Meeting
---	=	Not a Member



CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Housing & Community Development Commission: August 18 [See Recommendations]

Attachments: [Housing & Community Development Commission: August 18 \[See Recommendations\]](#)



CITY OF IOWA CITY MEMORANDUM

Date: September 22, 2025

To: Mayor and City Council

From: Brianna Thul, Community Development Planner

Re: Recommendations from Housing and Community Development Commission

At their August 18, 2025 meeting, the Housing and Community Development Commission made the following recommendations to the City Council:

By a vote of 5-0 the Commission recommends the following funding recommendations for FY26 Non-Legacy Aid to Agencies:

Applicant	FY26 Request	HCDC Recommendation
Access 2 Independence	\$5,000	\$0.00
Agape Café	\$7,500	\$7,500.00
Community Inclusion Club	\$7,000	\$6,250.00
Community Transportation Committee	\$15,000	\$0.00
Escucha Mi Voz	\$15,000	\$6,250.00
Field to Family	\$15,000	\$0.00
Free Mental Health Clinic	\$5,000	\$5,000.00
Healthy Kids Clinic	\$10,000	\$0.00
Immigrant Welcome Network of Johnson County	\$15,000	\$0.00
Iowa City Hospice	\$10,000	\$0.00
Iowa City Sober Living	\$15,000	\$0.00
Iowa Legal Aid	\$15,000	\$0.00
Iowa Valley Resource Conservation and Development	\$5,000	\$0.00
Junior Achievement of Eastern Iowa	\$15,000	\$0.00
Kids First Law Center	\$15,000	\$5,000.00
NAMI JC	\$15,000	\$0.00
Open Heartland	\$10,000	\$0.00
St. Andrew Presbyterian Church	\$7,000	\$0.00
Successful Living	\$15,000	\$0.00
Visiting Nurse Association	\$15,000	\$0.00
Wright House	\$15,000	\$0.00
Total	\$246,500	\$30,000.00

Additional action (check one)

☐ No further action needed

☐ Board or Commission is requesting Council direction

☒ Agenda item will be prepared by staff for Council action
(*approved by Council at the September 2, 2025 meeting*)

MINUTES**FINAL****HOUSING AND COMMUNITY DEVELOPMENT COMMISSION
AUGUST 18, 2025 – 6:30 PM
FORMAL MEETING
EMMA J. HARVAT HALL, CITY HALL**

MEMBERS PRESENT: Maryann Dennis, Amos Kiche, Sarah Murray, Thomas Rocklin, Kyle Vogel

MEMBERS ABSENT: Karol Krotz

STAFF PRESENT: Brianna Thul, Sam Turnbull

OTHERS PRESENT: Beth Anne Pigge (Iowa City Sober Living), Laura Semprini (NAMI JC), Simona Galea (IWNJC), Jenny Britton (Agape Café)

RECOMMENDATIONS TO CITY COUNCIL:

By a vote of 5-0 the Commission recommends the following funding recommendations for FY26 Non-Legacy Aid to Agencies:

Applicant	FY26 Request	Staff Recommendation	HCDC Recommendation
Access 2 Independence	\$5,000	\$0.00	\$0.00
Agape Café	\$7,500	\$7,500.00	\$7,500.00
Community Inclusion Club*	\$7,000	\$0.00	\$6,250.00
Community Transportation Committee	\$15,000	\$0.00	\$0.00
Escucha Mi Voz	\$15,000	\$0.00	\$6,250.00
Field to Family	\$15,000	\$0.00	\$0.00
Free Mental Health Clinic	\$5,000	\$0.00	\$5,000.00
Healthy Kids Clinic	\$10,000	\$0.00	\$0.00
Immigrant Welcome Network of Johnson County	\$15,000	\$0.00	\$0.00
Iowa City Hospice	\$10,000	\$0.00	\$0.00
Iowa City Sober Living	\$15,000	\$0.00	\$0.00
Iowa Legal Aid	\$15,000	\$0.00	\$0.00
Iowa Valley Resource Conservation and Development	\$5,000	\$0.00	\$0.00
Junior Achievement of Eastern Iowa	\$15,000	\$0.00	\$0.00
Kids First Law Center	\$15,000	\$7,500.00	\$5,000.00
NAMI JC	\$15,000	\$15,000.00	\$0.00

Open Heartland	\$10,000	\$0.00	\$0.00
St. Andrew Presbyterian Church	\$7,000	\$0.00	\$0.00
Successful Living	\$15,000	\$0.00	\$0.00
Visiting Nurse Association	\$15,000	\$0.00	\$0.00
Wright House	\$15,000	\$0.00	\$0.00
Total	\$246,500	\$30,000.00	\$30,000.00

CALL MEETING TO ORDER:

Vogel called the meeting to order at 5:30 PM.

CONSIDERATION OF MEETING MINUTES: JULY 21, 2025:

Kiche moved to approve the minutes of July 21, 2025. Dennis seconded the motion. A vote was taken and the minutes were approved 5-0.

PUBLIC COMMENT FOR TOPICS NOT ON THE AGENDA:

None.

DISCUSS FY26 NON-LEGACY AID TO AGENCIES (FORMERLY "EMERGING") FUNDING REQUESTS AND CONSIDER BUDGET RECOMMENDATION TO CITY COUNCIL:

Thul shared a spreadsheet showing the requests that were received for FY26. One column of the spreadsheet shows the staff recommendations and details on those recommendations were included in the memo in the agenda packet. The blank column is what the Commission will need to complete tonight.

Vogel first wanted to acknowledge to all the applicants that there was an incredible amount of very qualified applications for projects and programs. What he hopes is that no one goes away from here feeling unappreciated, however, the fact is the Commission has a very limited budget and simply could not award money to everyone.

Dennis stated she really appreciated the staff memo and noted the Commissioners certainly don't have to stick to any of those, but it's interesting. In general, staff don't recommend funding an application for more than two years. She would personally agree with that, if they're Non-Legacy, which used to be Emerging, and an applicant has received funding within the last two years, that they are not considered anymore. Rocklin would support that approach.

Murray stated how she looked at this was really about what could be completed with the greatest reach for the funding period. She acknowledged that there's pluses and minuses to both views, but she viewed it as what could accomplish a full goal. Her biggest recommendations were the Community Inclusion Club to provide those events for the totality of the year and looking at the events that could start and finish during the funding time. She also noted the Community Transportation Committee. Transportation is consistently one of the top needs through Iowa City and Johnson County and the connected areas. Also the Agape Café, she particularly liked that they don't require a threshold requirement. That is harder and harder to find, especially for people who are hovering just over a threshold.

Dennis agrees about the Agape Café and noted staff also recommended it.

Vogel stated he would like to spread out the love as much as possible and agrees Agape Café has a general consensus that they all like that application and agree with that program.

Rocklin agreed with Murray and looked at projects that would finish in the funding period. He also looked at some that looked like they would have effect beyond the period. St. Andrew Presbyterian Church would be the perfect example of that as they'll be putting in the outlets and refrigerating food for the indefinite future.

Dennis felt that St. Andrew Presbyterian Church foot the bill for that.

Rocklin noted it was hard to tell for a lot of the organizations whether they are fit to grow or not and whether they have the capacity. They received requests from organizations that have a couple million dollars in reserve, but he don't know what that's programmed for or it is unrestricted reserves.

Kiche did not agree with St. Andrew.

Vogel supports St. Andrew Presbyterian Church for primarily the exact same reason, which is that it's an ongoing solution project. They can leave St. Andrew for now.

Vogel noted one that staff recommended, which was interesting was Kids First Law Center. He hasn't seen anything like that before, at least in his time here. This is a project proposal addressing a need that he feels the community has not seen before. He likes this organization because when looking at the applications, he was trying to address things that were outside of other ongoing agency stuff. He acknowledged housing is always big, and food assistance is big, but they haven't really ever addressed this subset before.

Dennis stated most of the funding comes from corporate or individuals. She stated they're all good programs, all of them. She questions why they don't receive funding from the courts. It almost seems like it's an unfunded mandate, which she has never been a fan of.

Rocklin noted they're actually a good example of what they were just talking about. They have about a million and a half of unrestricted assets and a million dollars of annual expenditures. They're a big organization and he wasn't sure if \$15,000 is going to help that much.

Murray noted in their application they stated with a \$15,000 grant that will provide children with services worth more than \$84,000. Dennis explained what they are asking for is money to help leverage an additional \$84,000 into Iowa City partners.

Thul stated the applicant shared some information in the Q & A about their fee structure and what a normal fee would be per hour versus what they're charging.

Dennis is not in favor of funding Kids First.

Kiche is in favor given the nature of all the populations that are poor and what they will be dealing with in terms of child cases, adoptions, and situations where maybe the children want to have a say about the conflict in their families and have an independent attorney that is not representing the father or the mother. These cases that are becoming common in cases of adoption – he has had some experiences with that. He also noted from the information in the annual report, he was convinced that lives have been changed by this. He wants to give them \$5,000 because he wanted to be fair to others too.

Vogel reiterated it is such a unique niche that he's never seen and honestly never thought about but it is a real problem. Dennis is not convinced.

Rocklin is willing to keep it open and continued that at the end of the day all of this is comparative and would be interested in hearing thoughts about more applicants.

Dennis liked Open Heartland.

Vogel stated his problem was that they answered no on the question of whether they received any assistance in the last five years, and they have received a lot of funding. He found it weird that they answered that they had not.

Rocklin noted that it's essentially support to buy more food, and they didn't show evidence that they were running out.

Dennis liked that they provided food to many places in the community.

Kiche asked if they the ones who don't have permanent staff and it is 100% volunteer basis. Thul confirmed that was correct.

Vogel stated them answering no to the funding question when they had received pervious funding just makes it a no for him.

Rocklin is sympathetic that it is all volunteer and maybe they don't know whether they got money last year, but that speaks to their functioning capabilities of the organization.

Vogel stated the City supported the NAMI JC, but they were not on his list to support because they got money in 2021 so he did not consider this one closely.

Rocklin noted they resubmitted the budget because the first one showed a \$15,000 surplus, and in the resubmit they added a line of \$15,000 for healthcare, but he doesn't understand what that is or how it relates to the project. He also noticed that in their agency budget, Our Place, which is where the peer support is headquartered, shows \$64,000 in revenue and \$49,000 in expenses for a net of nearly \$15,000 so he couldn't quite align the budget with the request. It also would have helped a lot, not that it was required, to see a letter of support from the Free Lunch Program and Shelter House, where they proposed to do this work.

Dennis stated NAMI is certainly a well-established agency in this area and they do a lot of fundraising.

Kiche was worried about the location of 15,000 marks and when looking at the questions that the Commission sends, and then the answers, he was troubled by the negative balance that they've been having and was trying to reconcile looking at the tax return, and noted the director is getting something well over 60 something, but looking at this expenditure on salaries and benefits, it is \$338,000 making him wonder if this is the salary, and why are they not showing that in the tax form. He acknowledged sometimes when you earn a certain amount, you don't need to file a return or report that on 1099, but that there's something missing.

Vogel agreed it is interesting because the payroll and health care and retirement is \$439,000 of their \$571,000 revenue and then program expenses much less so yes there is a weird disconnect.

Rocklin did notice two years of deficit spending, which is not a good sign for an organization. On the other hand, their current budget is considerably higher. He is not an expert, but he believes the salaries that

have to be listed on the 990 are the highest paid staff. On the program expenses, a lot of the salaries are allocated to program expenses so they're spending 69% on programs.

Kiche was wondering about NAMI JC because they are the ones getting the highest allocation from the City so he is open to listening but the best he wants to do is \$5,000 unless there is other persuasion from the rest of the Commission.

Murray appreciates that they have been budgeting to pay peer support specialists as that has become more of the standard, but it's not a universal standard. She also thinks budget scrutiny is always good, but staff are expensive, especially the benefits.

Vogel asked to hear top favorites from Commissioners that they have not discussed yet.

Kiche stated when reviewing the applications, apart from looking at the areas like food, safety, housing and disability, he was looking at special populations too. He especially wants to support Escucha Mi Voz because of the population of the people they are supporting.

Vogel agrees and liked their application as it was a very specific population. His issue was they have received a lot of recent funding from City sources so he did not have them on his list, but the \$15,000 does make a difference with this population.

Dennis would consider \$5,000 for Escucha Mi Voz. In the past they've done a lot of research and it takes a lot of planning to get anything started. Additionally, community-wide, they're very well respected but since they have received that money from the City in the past she would consider \$5,000 for them.

Kiche agreed and was also thinking \$5,000 would be the amount to give them. They are very good in long term, not only in terms of providing services to their clients, but they are helping the city with a lot of information that the city needs for planned health care, housing, and other things. Escucha Mi Voz was able to go out there and get a lot of survey responses and information and that is an organization that they probably need to support.

Vogel stated the other thing he liked about it is this is a time when legal services for immigrants could potentially be the hottest topic in needs right now.

Rocklin liked the work they proposed. It didn't quite float to the top, but he is not opposed. Rocklin liked The Free Medical Clinic project - psycho-educational workshops for paroled individuals during their reentry period. Staffed by volunteer medical students, supervised by social worker and faculty member. Again, he was looking for things that might have a longer lasting effect and this one is a development of modules and presumably those modules will be developed and used again. Actually providing the psycho-educational workshops that will actually be funded again somehow in future.

Dennis agreed it is a very vulnerable population.

Murray stated her only hesitation for this is that they partner with the University Hospitals and Clinics so she is curious about the deficit and how that could have been made by the University. Murray noted it says it will be conducted by volunteer students with clinical experience made through the partner college. Vogel thinks it is more of a student organization outreach program more so than an official UIHC program.

Dennis asked about Iowa Valley Resource Conservation and Development, it seems like that one wasn't well received because it is statewide and they're working with other entities and maybe the resources will be spread out and not used in Iowa City.

Kiche stated they aren't sure that the funding would be touching anyone in Iowa City.

Rocklin noted they estimate that 50% of their beneficiaries are IC residents but they don't have a good way to estimate beneficiaries.

Vogel stated there was a direct 40,000 pounds of fresh produce in Iowa City.

Rocklin added that seven of their food service partners are located in Iowa City.

Kiche indicated that they work with organizations like Table to Table and some of those are funded already in the Legacy projects.

Dennis stated her favorite was Agape Café and others seem to agree. She proposes funding them more than \$5,000.

The Commission discussed allocations for Agape Café, Escucha Mi Voz, Free Mental Health Clinic and Community Inclusion.

Murray stated the Community Inclusion Club was probably the first one that hooked her with it's goal to provide tailored events to persons with intellectual disabilities. The funding will be used this year and maybe if it's planned, executed, and completed within a funding year - it would hopefully be leveraged to get additional funding afterwards.

Dennis noted with the allocations so far they are hitting food assistance, mental health, folks with intellectual disabilities, and immigrants so do they still want to allocate to the Kids First Law Center.

Vogel would make an argument for the remaining \$7,500 to go to the Kids First Law Center, it's something new and was also a staff recommendation.

Murray moved to recommend the following funding recommendations for FY26 Non-Legacy Aid to Agencies. Kiche seconded

A vote was taken and the motion passed 5-0.

Applicant	FY26 Request	Staff Recommendation	HCDC Recommendation
Access 2 Independence	\$5,000	\$0.00	\$0.00
Agape Café	\$7,500	\$7,500.00	\$7,500.00
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Wright House	\$15,000	\$0.00	\$0.00
Total	\$246,500	\$30,000.00	\$30,000.00

STAFF & COMMISSION UPDATES:

Thul thanked everyone for the thoughtful discussion and for reading all of the material. This was a difficult decision with so many applicants.

Thul continued that the CDBG round will be next. As noted in the staff memo, they only received one application for the CDBG round which is not ideal, but might be a good introduction to the process for new Commissioners. The next HCDC meeting will be September 15 and the packet for that meeting will go out about a week before. Thul asked if Commissioners will have questions for the applicant to address through a Q&A and the Commissioners did not think so.

Vogel noted for the new commissioners this CDBG round will be a great opportunity for them to get familiar with the whole scoring mechanism. The scoring for CDBG make sense and gives you a good idea of how organizations fall. There are strengths and weaknesses. They see a lot of the same solid organizations being awarded funding year after year because they continue to put out projects on time.

Kiche asked for an excel version of the scoresheet. Thul confirmed she will send out that version and continued that staff are piloting software for scoring this year to see if it is something the Commission might be interested in down the road.

Dennis asked if any of the applicants that they receive for Non-Legacy could also apply for CDBG in the future. She noted that none of them applied for facility improvements. Thul said its possible, staff do outreach during these funding rounds and if they think that there's somebody that might have a project, staff will reach out.

Dennis wondered if it would make sense in the future when staff has the training session, to invite some of the Non-Legacy applicants who might want to learn about this. Thul stated they certainly can, they usually blast the press release out to everybody, but maybe some more targeted outreach to new applicants would be helpful. The biggest thing that usually trips up new applicants with federal funding is financial management and compliance with 2 CFR 200.

Rocklin asked about next steps for Non-Legacy funding. Thul noted the next step for the Non-Legacy process is that the Commission's recommendations will be submitted to City Council, and then City Council makes the final budget decisions. She anticipates that will be at one of the September meetings and will follow up with the exact date.

Rocklin stated that after the recent Legacy process, he wondered if it would be beneficial for a member of the Commission to talk a bit about the process to inform others about the work they do.

Dennis noted that for new people, this process was baptism by fire. Vogel agreed that there were so many applications. Rocklin agreed that this was a lot of work and it is good for Council to know. Dennis continued that everyone read every application and that is good for others to understand.

ADJOURNMENT:

Dennis moved to adjourn, Rocklin seconded the motion and a vote was taken and the motion passed 5-0.

Housing and Community
Development Commission
Attendance Record 2024-2025

Name	Terms Exp.	5/16	6/13	8/19	9/16	10/21	3/24	4/21	5/19	6/16	7/21	8/18
Balde, Daouda	6/30/27	--	--	A	A	P	A	A	D	D	D	D
Borgen, Horacio	6/30/25	P	P	P	A	A	P	P (zoom)	A	P	--	--
Dennis, Maryann	6/30/25	P	P	P	P	P	P	P	P	P	P	P
Kiche, Amos	6/30/25	--	--	--	--	--	P	P	P	P	P	P
Kivarkis, George	6/30/27	--	--	P	P	A	P	P	P	P (zoom)	P (zoom)	*
Krotz, Karol	6/30/27	P	P	A	P	P	A	A	P	P	A	A
Murray, Sarah	6/30/27	--	--	--	--	--	--	--	--	--	P	P
Patel, Kiran	6/30/26	P	P	P	P	P	*	*	*	*	*	*
Pierce, James	6/30/26	P	P	A	P	A	*	*	*	*	*	*
Rocklin, Thomas	6/30/28	--	--	--	--	--	--	--	--	--	P	P
Szecsei, Denise	6/30/25	P	A	P	A	P	*	*	*	*	*	*
Vogel, Kyle	6/30/26	A	A	P	P	P	P	P	P	P	P	P

Key:

P = Present
A = Absent
* = Resigned
-- = Vacant
D = Discharged



CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Human Rights Commission: August 26

Attachments: [Human Rights Commission: August 26](#)

Approved Minutes

Human Rights Commission

August 26, 2025

Emma J. Harvat Hall

Commissioners Present: Doug Kollasch, Elizabeth Mendez-Shannon, Kelsey Paul Shantz, Emily Harkin, Mark Pries, Viana Qadoura.

Commissioners on Zoom: Lubna Mohamed.

Commissioners Absent: Roger Lusala, Talya Miller.

Staff Present: Stefanie Bowers, Tre Hall.

Meeting Called to Order: 5:33 PM.

Native American Land Acknowledgement: The Land Acknowledgement was read by Pries.

Approval of Meeting Minutes of June 24, 2025: Pries moved; Mendez-Shannon seconded. Motion passed 6-0.

Public Comments of Items Not on the Agenda: None.

Recommendations to City Council: None.

Update from the Police Department's Community Outreach: Tre Hall, Community Outreach Assistant, spoke on the following activities of the department.

- 7/1/25 Visited to The Arc of Southeast Iowa with Iowa City Fire Department and Johnson County Ambulance Services.
- 7/28/25 Held EMS Camp at Terry Trueblood.
- 7/30/25 Assisted in the *Healthy Kids Iowa* free food distribution event that was held at Pepperwood Plaza.
- 8/5/25 Held *National Night Out* at Wetherby Park. Where over 140 youth backpacks were distributed.
- 8/15/25 Participated in Big Brothers Big Sisters *Back to School Bash*.

Currently the group is working to set up a workshop with Mariam's Girl Club and preparing for their annual winter clothes drive.

Transit and Development Presentation: Jeremy Endsley presented on research done by Yiru Wang over the summer. The key takeaways from the research that looked at housing, employment, and access to public transportation. Downtown Iowa City scored the highest, followed in order by

southeast Iowa City, Iowa City Riverfront area, and western Iowa City. North Liberty did not score very high. The recommendations from the research are: 1) prioritize tier 1 & 2 areas, increase zoning flexibility, leverage public land and under-utilized lands, and ensure equitable and inclusive transit-oriented development. (Slide deck located in commission packet).

African Festival: Commissioners will consider serving as a vendor at this event when more information is available.

CCAN-CON: Paul Shantz might be able to staff this event. The commissioners will firm up availability at its September meeting date.

Indigenous Peoples' Day: Qadoura is available to staff at this event and Harkin is too.

Open Records Open Meetings: Five out of nine commissioners are signed up for the courses being taught on September 10 & 24 by the Iowa Public Information Board. Staff will forward the next dates for the training as soon as they are posted.

2025 Human Rights Awards: Kollasch and Harkin will review and select the honorees for 2025. Kollasch will read the awards, Pries will do the introduction, and the commission will revisit other roles for the ceremony at its next meeting date. Paul Shantz will be unable to attend this year's event due to a work conflict.

Community Dialogue Conversations Update: The first dialogue will be invite-only, and more of a focused conversation. The tentative timeframe to hold the conversations is late September or early October.

Grant Net Update: The event was well attended. The goal was to have organizations work between themselves to create the network and it looks like that is occurring and so commission members will support that process.

Professional Development for Commission and Community Members: Staff forwarded an email from Qadoura which went over the Human Rights certification options along with cost. Staff noted that it would be more reasonable to offer trainings to the community here either in person or on Zoom. The cost of the certification courses is higher than what can probably be expected for the budget to carry.

Staff & Commission Updates: Staff spoke on the upcoming Lens series that will include the author of *There Is No Place For US: Working and Homeless in America*.

Mohamed: Spoke on the needs of the Shelter House and the current limitations it has due to the high number of persons needing shelter. Mohamed also spoke of the recent accident where

someone intentionally drove their car into individuals who were camped out at the Shelter House. Mohamed has spoken to the mayor on her concerns of the persons who are forced to live outside and asked what can be done to help them.

Harkin: Noted that her sister, a freshman at the University, recently moved into a dorm here. Reflecting on this made Harkin realize the importance of the commission being supportive to incoming students and students here because these students will in turn come to support the community and the city as like Harkin did when she was a student. The students may choose to stay living in Iowa City. Harkin suggested that the commission create work groups to look at and discuss concerns and how the commission can support different community groups.

Qadoura: Just finished orientation for the Mariam's Girls Club, which is in its seventh year. Qadoura also mentioned that she has been speaking with her children on homelessness having recently visited California and then driving by the Shelter House encampment here in town. She ended with the tragedies happening in Palestine with the death toll being reported as 80,000 but more likely closer to 400,000.

Mendez-Shannon: Will be at the Ice Office in Cedar Rapids this coming Tuesday to support persons who have appointments. Mendez-Shannon also serves on the NAMI board of directors helping to expand the mental health services in the community.

Paul Shantz: Mentioned that she participated in *Party in the Parks* in July on behalf of the commission. Paul Shantz also spoke on the launch of the Bike Library's Capital Campaign being held on September 4. Paul Shantz echoed Qadoura on the encampment at the Shelter House and that it will be important for the commission to look at the structural issues that are happening right now that many people who are living in that encampment are facing and that the commission should prepare a statement that they can consider at their next meeting date on the Shelter House and the encampment.

Kollasch: Will be attending the One Iowa *Wellness Conference* being held in University Heights and encouraged other commissioners to also attend. Kollasch also noted the incoming students being back on campus and the recent legislative changes coupled with the changes done by the Board of Regents. Kollasch believes there is a gap that the commission may be able to fill. Kollasch mentioned the City Council reaffirming the Gender Identity protection under local law anti-discrimination title of the City Code. Kollasch ended with the possibility that National Guard could be brought to Iowa City because Iowa is on the list of states.

Pries: Spoke on a recent video he viewed by Brian McLaren on polycrisis. Polycrisis is a word used to describe when there are so many things going on all at the same time that you can't pull apart to resolve. Pries also noted that his granddaughter recently took her Pharmacist Oath which states "respect all difference in all individuals and address health disparities to advance health equity for all people." Pries ended with his recent visit to the ICE Office in Cedar Rapids to give support to those who have appointments and that he will be there again on September 2.

Adjourned: 6:54 PM.

The meeting can be viewed at: <https://www.youtube.com/@citychannel4/videos>.

**Human Rights Commission
ATTENDANCE RECORD
YEAR 2024/2025**

(Meeting Date)																
NAME	TERM EXP.	4/23	5/28	7/23	8/27	9/24	11/26	12/12	1/28	2/25	4/1	4/22	5/13	5/27	6/24	8/26
Lubna Mohamed	2027	-	-	-	-	-	-	-	Z	X	Z	Z	A	A	A	Z
Doug Kollasch	2027	X	X	Z	X	X	X	-	X	X	X	X	Z	X	X	X
Viana Qadoura	2025	X	X	X	X	X	X	-	A	A	X	X	X	X	X	X
Idriss Abdullahi	2025	X	Z	X	Z	A	X	-	X	A	A	Z	-	R	R	R
Mark Pries	2025	X	X	X	X	X	X	-	A	X	X	X	X	X	X	X
Talya Miller	2025	-	-	-	-	-	-	-	-	-	-	-	-	-	-	A
Roger Lusala	2026	X	X	X	X	X	X	-	X	X	A	A	X	X	X	A
Kelsey Paul Shantz	2026	Z	X	X	A	X	X	-	X	X	X	X	X	X	Z	X
Liz Mendez-Shannon	2026	Z	X	X	A	X	A	-	X	X	X	A	A	X	X	X

KEY: **X = Present**
 A = Absent
 Z = Present via Zoom



CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Library Board of Trustees: August 28

Attachments: [Library Board of Trustees: August 28](#)

Iowa City Public Library Board of Trustees

Meeting Minutes

August 28, 2025

2nd Floor – Boardroom

Regular Meeting - 5:00 PM

FINAL

Robin Paetzold - President

Bonnie Boothroy

John Raeburn

Claire Matthews-Secretary

Joseph Massa

Cory Schweigel-Skeers

Kelcey Patrick-Ferree

Kalmia Strong

Members Present: Bonnie Boothroy, Joseph Massa, Claire Matthews, Robin Paetzold, Kelcey Patrick-Ferree, John Raeburn, Corey Schweigel-Skeers, Kalmia Strong.

Members Absent: None.

Staff Present: Karen Corbin, Melody Dworak, Sam Helmick, Anne Mangano, Brent Palmer, Jason Paulios, Angie Pilkington, Jen Royer, Josie Taylor.

Guests Present: Geoff Fruin.

Call Meeting to Order. Paetzold called the meeting to order at 5:00 pm. A quorum was present.

Approval of August 28, 2025, Board Meeting Agenda. Boothroy made a motion to approve the August 28, 2025, Board Meeting Agenda. Strong seconded. Motion passed 8/0.

Public Discussion. None.

Items to be Discussed.

City Manager Presentation on Local Option Sales and Services Tax. Fruin introduced himself as the City Manager and talked about the Local Option Sales Tax (LOST) vote on the November 4th ballot. Fruin explained part of the City of Iowa City strategic plan was to consider other revenue sources to achieve critical goals of the City and reduce reliance on property taxes. Fruin said the City is having a hard time funding operations and needed more funds to meet the goals of the strategic plan. Fruin noted state property tax reform, tepid taxable property growth valuation, and inflation have made it critical to find alternate revenue sources to maintain core services like the library.

Fruin said LOST is a 1% local sales tax on top of the statewide 6% tax. This tax would apply to most purchases, but many items are exempt such as groceries, utilities, rent, gas, and prescriptions. In the state of Iowa, 93% of communities have a LOST and Iowa City is in the minority by not having it.

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Revenue from LOST is projected at \$8-10 million. Fruin gave a history on LOST in Iowa City. It was last collected from 2010-2013 for infrastructure changes in response to the flood of 2008. The LOST funds were used to raise the bridge on Dubuque Street and expand a sewage plant.

Fruin shared only two cities in Iowa with a population greater than 50,000 don't have a LOST: Iowa City and Ankeny. If approved, 50% would be spent on property tax relief (determined by state law), 25% on affordable housing, 15% on community partnerships, and 10% on public streets, parks, and facilities. Patrick-Ferree noted there was no sunset clause and asked if the city wanted to change the allocation, would it need to go back on the ballot. Fruin agreed and said voters could also repeal it. There was a continued presentation on how the allocations would be used. If the LOST vote was approved it would take effect on July 1, 2026.

Raeburn noted there were no taxes on motels and hotels and asked if there was a hotel and motel tax. Fruin agreed there was, and of those revenues 50% must go to tourism related activities such as Think Iowa City. The rest go to parks and recreation and public safety.

Paetzold asked how this might affect the library's funding. Fruin said he hoped to give relief from property taxes being the sole funding of a lot of the city's operations, noting it currently provided 2/3 of the city's operations budget. Fruin said long-term LOST would mean having one million dollars to put towards facilities needs every year. Fruin noted for several years, the library has requested money to replace carpet, and it has been pushed due to competing priorities. Fruin said having an extra million dollars per year would allow more projects to move forward. Fruin said the City is in education mode to help voters decide on how to move forward. Fruin asked the trustees to share the information in their circles.

Fruin and Mangano exited the meeting at 5:20 pm.

Discussion of Executive Director Search. Paetzold explained that a working group has overseen the strategy for finding a new executive director. The working group was made up of two staff and three trustees. The group solicited applications and received 16, which was a bigger candidate pool than expected. The working group reviewed the applications and determined that two candidates met the minimum qualifications. After doing virtual interviews with the two candidates, there was a consensus on a preferred candidate. Paetzold said the working group questioned the need to continue with the hiring process with a consensus, noting it would also save the library money. Paetzold said if the working group sticks to the original plan, the two final candidates would be invited to the library to give a public statement, meet with staff, and see the facility.

Paetzold said the working group recommended an adjustment to the process by moving forward with a shorter process. Paetzold said if the Board chooses to do this, there should be a special meeting to have a full discussion about the recommended candidate which would be open to the public. Paetzold asked trustees for their thoughts.

Schweigel-Skeers asked if the working group was at a consensus before considering the costs. Paetzold agreed and said one candidate was local and one was not. Patrick-Ferree clarified if the process would involve the candidates meeting with members of the public and having discussion. Paetzold said they would use a survey tool where staff and the public could share their comments. Paetzold said all the

library trustees are responsible for making the decision to hire a library director, noting the working group does not have that authority. Paetzold said other city departments have allowed candidates to make a ten-to-fifteen-minute statement.

Raeburn asked for names of the members on the working group. Paetzold said it consisted of Boothroy, Paetzold, Massa, Dworak, and Pilkington. Rocklin sought volunteers in FY25 who would continue their terms in FY26. Schweigel-Skeers asked if the Library Board decided to forgo the session with both candidates and didn't agree, would the Library Board be back at square one. Paetzold said it would be up to the Library Board to decide on how to proceed.

Paetzold asked trustees if they would like to have a truncated process as proposed, or veto that and bring in the two candidates. Strong asked to hear from folks who participated in the last director hire. Boothroy said before the newest Library Board members were appointed, the City Attorney, Eric Goers, gave a presentation regarding changes to state law that applied to hiring a Library Director. The change in state law forced the hiring process to change. Paulios said the last director search had no internal candidates. Paulios said previously there were 6-7 semifinalist virtual interviews, of which 3 finalists were selected to interview in person, noting the process was wildly different. Strong asked what the value was of in-person interviews. Pilkington said it gave everyone a chance to meet the candidates. Dworak added it was valuable because no one knew the external candidates and noted staff would like a speedy resolution.

Paetzold noted the rules around board committee discussions had changed. Paetzold also said the structure of having three candidates respond to questions from the public is now a strongly discouraged human resources practice as it creates advantages and disadvantages among the candidates. The City suggested candidates instead be allowed to give a statement and allow social time only. Paetzold said the advantage is the community gets a chance to meet the director and give feedback. However, the weight of the feedback varies because the public is only seeing a limited portion of the interview process. Patrick-Ferree asked if the community showed up. Paetzold said yes because there was a legacy director who was retiring, and her identity was entrenched with the library's identity.

Paetzold asked if the Library Board should have a special meeting next week or if they should decide to start the process again. Raeburn said typically search committees reveal the candidates, their preferences, and why. Paetzold agreed normally they would and clarified that a working group met, not a committee. There was discussion about the process. Patrick-Ferree summarized the discussion by stating it sounded like the trustees should hold a meeting next week to determine if they wanted to select a candidate, extend an invitation for further interviews, or restart the process. Paetzold agreed.

Raeburn shared he wanted to hear from the working group. Matthews said that decision should include whether to include the community. Paetzold said trustees could not exclude the public. Paetzold said the choice would be to select a director, to recommit to the original process, or to make a new process. Matthews noted the importance of the invested Iowa City community. Boothroy said it would be easier to decide after hearing the working group's report. Patrick-Ferree made a motion to have a special meeting to continue the discussion on hiring a Library Director. Schweigel-Skeers seconded. Motion Passed 8/0.

Paetzold surveyed the room and determined the special meeting should occur on Thursday, September

4th at 5 pm. Paetzold requested Royer send an agenda out with two topics: updating the library director job description to comply with state law and to move forward in hiring a library director. Raeburn asked if the job description could be changed in the middle of a search. Paetzold said most of the job description content would not change and said the State of Iowa mandated diversity, equity, and inclusion (DEI) tasks are not allowed. Paetzold said she would work with legal to determine if the job description could be updated at this stage in the hiring process. Boothroy said Paetzold spent numerous hours with HR and legal during the hiring process. Paetzold anticipates an attorney attending the special meeting and could not say enough positive things about the City of Iowa City Legal and HR departments.

Mangano entered the meeting at 5:49 pm.

Library Board of Trustees Annual Report. Mangano said the feedback from last month was incorporated into the report. Massa made a motion to approve the annual report. Matthews seconded. Motion passed 8/0.

Election of Vice President. Boothroy said the Nominating Committee would like to appoint Massa as Vice President with the term ending June 30, 2026. Raeburn made a motion to appoint Massa. Patrick-Ferree seconded. Motion passed 7/0, Massa abstained.

Procurement of an Integrated Library System (ILS). Mangano shared excitement for a new ILS noting the library has used the same system since 1999 (with some updates). Mangano said there was a rigorous review of ILS products, and she would like to sign a contract with ByWater Solutions and implement the Koha system with Aspen as the catalog. Mangano said the attached memo was drafted by the City's Purchasing Department who helped with the process. Mangano said Koha should be a flexible system with custom features and has well reviewed customer service. Several peer libraries use this system such as Des Moines, Dubuque, and Cedar Falls. Mangano expects to save 50% in ILS costs over the next five years. Koha is open sourced. Mangano said moving to a new system is a huge undertaking and is hoping to do this in March or April 2026. Mangano said there will be impacts on patrons and Mangano will share updates on this as they have more information from the vendor.

Massa asked if Palmer would spearhead the rollout. Mangano agreed. Patrick-Ferree asked if the ILS would have patron data noting they don't have their privacy policy or security information available online. Mangano said Koha can implement the Iowa City Public Library's privacy policy and shared that privacy was a huge portion of the needs assessment when determining which product to purchase. Boothroy made a motion to implement Koha. Matthews seconded. Motion passed 8/0.

4th Quarter Annual Financials & Statistics. Mangano shared themes she identified across the expenditures. Raeburn asked what scalability refers to on page 9. Mangano said it means it can be used by multiple sizes of libraries, small and large. Raeburn provided a page of language suggestions.

Paetzold asked if the document is intended for internal use. Mangano said the board packet is a public document, but it is intended for use by the Library Board. Matthews asked if implementing a new ILS would reduce data processing budget lines or OCLC. Mangano said the data processing line was overspent due to an issue with Sierra. Strong said the budget report was clear and helpful. Matthews asked when the budget request is submitted. Mangano said in October. Patrick-Ferree asked if Mangano is planning to adjust the bookmobile budget. Mangano agreed.

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Mangano said the collection's use was up 0.99% and noted digital collections carried the weight of circulation. Mangano said the adult digital audiobook collection was used the same amount as the adult nonfiction print collection, noting that was the first time that happened. Paetzold said it might be of interest to new trustees to discuss the cost difference of various formats and explain how it is not an equitable playing ground. Mangano said digital materials are around 30% of collection use but they account for 50% of the collection budget.

Staff Reports.

Interim Director's Report. Mangano attended the Iowa Public Information Board (IPIB) training on open meetings and records. While there have been some issues receiving the training, Mangano noted the League of Cities is another group working to provide the training. Mangano said that IPIB training is currently not a requirement for any of the current board members though she strongly encouraged it because the penalties of violating open records and open meeting law are significant. Mangano said the IPIB training will be a requirement of all new board members after July 1st, 2025, in their first 90 days.

Mangano said the library is conducting a building study and shared former Library Director, Elsworth Carman, engaged Engberg Anderson to determine if the library was adequately using the space for current and future needs. Engberg Anderson was the original architect firm that built the current ICPL building. So far, Engberg Anderson has worked with the coordinator team, and they will engage with the public at a session on September 29th for a brainstorming session.

Mangano said there was a citizens' group in Meeting Room A on Saturday to discuss the changes to the State Historical Library with 350 people in attendance. Patrick-Ferree said that Mangano previously shared they have many Iowa City specific archives and asked if the library could take them on. Paetzold said that would be a longer discussion the board would need to have. Paetzold said the Iowa City Public Library's mission is not to archive documents and said there are resources needed to archive the items. Paetzold said the Library Board might want to discuss what its role might be in the future. Mangano said the State Historical Library started in 1857 and Iowa City Public Library started in 1897. Mangano said they had 40 years of operations on ICPL, and we've never provided archival or local history services because of this. Matthews said the University of Iowa has a mission of archiving and should be considered. Paetzold said the Johnson County Historical Society also archives and should be considered.

Departmental Reports: Children's Services. None.

Collection Services. Mangano shared Larry Parks was hired and is the newest driver on the bookmobile.

IT. None.

Development Report. None.

President's Report.

President Appoints to Foundation Board. Paetzold said Boothroy and Massa will serve on the Friends Foundation.

Paetzold explained she wanted to follow up on the advocacy working group. In the past, ICPL trustees interested in issues impacting all libraries had drafted statements on behalf of the ICPL Board which were then brought to all trustees for approval. The advocacy group worked largely during legislative

seasons when there were threats to libraries. Paetzold said it might be time to consider having an advocacy working group again. Paetzold felt the State Historical Society could be a challenge because we may perceive some of the documents as falling under the library's mission. Paetzold said there has not been an identified consortium of groups that are meeting to discuss what will happen. Paetzold said her understanding was the State of Iowa was committed to 44% of the contents in the building; we don't know which 44% or if they will be available to the public. Paetzold said that leaves a mysterious 56% of items that may need to find a home, and no single entity is stepping up to do this. Paetzold said an advocacy working group could determine the library's role in this. Paetzold said the State Historical building closes December 31, 2025. Paetzold welcomed volunteers for an advocacy working group. Strong, Patrick-Ferree, and Matthews volunteered. Raeburn said the state planned to move the archives to a repository in Des Moines and questioned their ability to do so. There was further discussion on the library's role, the state library, and the citizens' group event at ICPL.

Announcements from Members.

Foundation Updates. None.

Advocacy Updates. None.

Communications.

News Articles. Paetzold said the City of Iowa City declared this library card month. It was initiated by Helmick.

Consent Agenda.

Approve Minutes of the Library Board of Trustees July 24, 2025, Regular Meeting. Massa made a motion to approve. Strong seconded. Motion passed 8/0.

Approve Minutes of the Library Board of Trustees August 5, 2025, Nominating Committee Meeting. Boothroy made a motion to approve. Strong seconded. Motion passed 8/0.

Approve Disbursements for FY25 Period 13, End of Year.

Approve Disbursements for July 2025.

Matthews made a motion to approve both disbursements. Schweigel-Skeers seconded. Motion passed 8/0.

Set Agenda Order for September Meeting. Paetzold said the bylaws discussion may move to the October meeting. Paetzold said the Library Board would have a special meeting in one week with a two-item agenda: discussion on hiring an executive director and discussion on the library director's job description.

Adjournment. Paetzold adjourned the meeting at 6:29 pm.

Respectfully submitted,

Jen Royer

Board of Commissions: ICPL Board of Trustees
Attendance Record

Name	Term Expiration	10/24/2024	11/21/2024	12/19/2024	1/23/2025	2/27/2025	3/27/2025	4/3/2025	4/24/2025	5/22/2025	6/26/2025	7/24/2025	8/28/2025	9/4/2025	9/25/2025
Boothroy, Bonnie	6/30/2029	X	X	X	OE	X	X	X	X	OE	X	X	X	X	X
Fox, Ellen	6/30/2027														X
Johnk, DJ	6/30/2025	X	X	OE	OE	X	X	OE	X	X	OE	TE	TE	TE	TE
Massa, Joseph	6/30/2027	X	OE	X	X	X	X	X	X	OE	X	X	X	X	X
Matthews, Claire	6/30/2023	X	X	O	X	X	X	X	X	OE	O	X	X	X	X
Paetzold, Robin	6/30/2023	X	X	OE	X	X	X	X	X	X	X	X	X	X	X
Patrick-Ferree, Kelcey	6/30/2031											X	X	X	X
Raeburn, John	6/30/2027	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Rocklin, Tom	6/30/2025	X	X	X	X	X	X	X	X	OE	X	TE	TE	TE	TE
Schweigel-Skeers, Cory	6/30/2031											X	X	X	X
Shultz, Hannah	6/30/2025	X	X	X	OE	X	OE	X	X	X	X	TE	TE	TE	TE
Stevenson, Daniel	6/30/2027	OE	X	X	X	X	OE	X	X	X	OE	X	R	R	R
Strong, Kalmia	6/30/2031											X	X	X	X

KEY:

X Present
O Absent
OE Excused Absence
NM No Meeting Held
R Resigned
TE Term Expired



CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Library Board of Trustees: September 4

Attachments: [Library Board of Trustees: September 4](#)

Iowa City Public Library Board of Trustees

Meeting Minutes

September 4, 2025

1st Floor – Meeting Room A

Special Meeting - 5:00 PM

FINAL

Robin Paetzold - President

Bonnie Boothroy

Cory Schweigel-Skeers

Joseph Massa – Vice President

Kelcey Patrick-Ferree

Kalmia Strong

Claire Matthews-Secretary

John Raeburn

Members Present: Bonnie Boothroy, Joseph Massa, Claire Matthews, Robin Paetzold, Kelcey Patrick-Ferree, John Raeburn, Corey Schweigel-Skeers, Kalmia Strong.

Members Absent: None.

Staff Present: Karen Corbin, Bond Drager, Melody Dworak, Brent Palmer, Jason Paulios, Angie Pilkington, Mari Redington, Jen Royer.

Guests Present: Liz Craig.

Call Meeting to Order. Paetzold called the meeting to order at 5:00 pm. A quorum was present.

Approval of September 4, 2025 Board Meeting Agenda. Raeburn made a motion to approve the September 4, 2025, meeting agenda. Strong seconded. Motion passed 8/0.

Public Discussion. None.

Items to be Discussed.

Library Director Working Group Presents Executive Director Recommendation to the Library Board of Trustees. Paetzold said she would explain the options for the current meeting, explain the hiring process up to this point, and then ask the working group to share their thoughts.

Paetzold said there were three options to consider at the meeting. The first option being the working group could present their recommendation to offer the position to the leading candidate conditional on a background check and salary negotiation. The second option being to request a second round of interviews and not select the final candidate at this meeting. The third option being the Library Board could determine a creative alternative process.

Paetzold said Elsworth Carman resigned in May and the trustees discussed how to go forward at that point. Paetzold said in the past, at Carman's hire, the Library Board hired a consultant to assist in hiring

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the director. Paetzold said a request was sent to find a consultant and discussions were had with Bradbury Miller, the consultant who was used previously. Paetzold said Bradbury Miller was an expensive company to work with but had high value. Ultimately, it was decided not to pursue using a consultant. Some trustees then met with the City of Iowa City HR Director and legal office to discuss what the options might be. After that discussion it was determined the hire would be handled internally and a working group was appointed in late May. The working group consisted of Boothroy, Massa, and Paetzold from the board (having primary responsibility); and two consulting staff assisted, Dworak and Pilkington. The working group then put out a call for applicants and received 15 on time by July 23rd, and one application was submitted late. The working group reviewed applications and felt there were two strong candidates to bring forward for virtual interviews. The decision was made based on their CV's and their history with the qualifications required of the job. Paetzold said virtual interviews were then pursued with two candidates on August 4th. Afterwards, the working group determined there was consensus on the applicants and questioned the value of doing a second round of interviews with such a small pool of candidates, especially when there was consensus. The working group brought this back to the Library Board to discuss how they would like to proceed with the proposed change in process. Paetzold said she would like to get a sense of how the Library Board would like to go forward in the current meeting.

Raeburn said he was delighted by the choice given but felt that it was hard to decide not knowing the second person. Paetzold agreed that was true and said an option could be to proceed with the second round of interviews. Raeburn asked if trustees could share the name of the second candidate. Paetzold said that could not be shared at the meeting because the candidate had not been notified it would go public, and they needed to be given time to speak with their current employer. Paetzold said this was the advice given by the City.

Redington entered the meeting at 5:06 pm.

Paetzold said Liz Craig from the City Attorney's office was at the meeting. Raeburn said the hiring process was unlike any he'd been through. Schweigel-Skeers asked the working group if they could speak to how the consensus came to be. Matthews asked if the working group could share how strongly the consensus was formed, and what strengths led to the unanimous choice. Paetzold said it was important to stick to discussing the process, or the specific candidate that was being recommended.

Massa said from the outset the working group recommendation had definite consensus after going through the interview process. Massa said the working group reviewed resumes from people throughout the United States and internationally. They then narrowed the candidate pool and sought staff opinion and staff participation in interviews. Massa said there were good interviews but the candidate the working group agreed upon stood out with consensus.

Pilkington agreed with Massa and Paetzold's statements. Dworak added when thinking about the hiring process she thought about what would be risked or gained by moving one direction or another. Dworak noted the consensus on the recommendation and felt there was very low risk to move in that direction.

Boothroy said the working group started with individual reviews of applications, each member studied

them individually and then came together for a meeting. When the group met, they put the applications in three piles: yes we'd like to interview them, maybe, and this probably is not going to be a good match. Boothroy said it was amazing how there was consensus amongst the members at that point. Boothroy said the working group deliberated on only bringing in two candidates for virtual interviews. As they did that they reviewed to see if the candidates were someone they would genuinely consider. Boothroy said again the consensus was clear. Boothroy said the working group decided to go forward with two candidates and held virtual interviews. Paetzold said the group would have preferred a larger pool of candidates for the interviews. Paetzold said they would have reopened the search if they felt they could not move forward with the two candidates. Paetzold said the last director hire only had external candidates and everyone wanted to meet them because there were three unknown people. Matthews said she trusts the working group and the fact that staff were involved.

Helmick entered the meeting at 5:14 pm.

Matthews felt there should be public transparency, noting the Iowa City community's investment in ICPL. Matthews also said members of the public could have participated in the current meeting if they had wanted to. Paetzold said it is also a human resources issue.

Patrick-Ferree noted Paetzold had previously mentioned there were cost savings in proceeding with the recommendation and asked what they were. Paetzold said bringing in the candidates and hosting them had associated costs which include staff cost in coordinating events, transportation, hotels, meals, etc. Paetzold said the cost savings is not why the working group came to this decision but noted that budget could be used in other ways. Paetzold said the question was if the group would glean more information when there was consensus. Schweigel-Skeers asked about the costs with delaying the hire. Paetzold said staff would like to have the director identified for their day-to-day lives.

Raeburn said he felt the group had selected an outstanding person but had issues with the process, noting it didn't match his hiring experience at the University of Iowa. Raeburn said the Library Board didn't know who the other candidate was and the only way to know that was to extend the search. Paetzold said that was original plan and the Board could vote to do that. Paetzold said the working group made a unanimous decision to present to the Library Board. Raeburn asked what was driving the way in which the search was being run. Paetzold said the Library Board decided to run the search this way in May, and the working group opted to forgo second interviews. Paetzold said Tom Rocklin appointed working group members in May and explained their role. Raeburn asked why the Board was not learning the name and qualifications of the other candidate. Matthews said it was dramatically different due to changes in open record law. Craig said the Library Board could disclose external candidate information assuming they didn't request confidentiality in the process. Paetzold said the working group was advised not to. Craig said the Library Board should decide to accept the recommendation of the working group, which should be made clear to the board, or to continue with a different process. Craig said the Library Board could vote to accept the working group's decision or not.

Redington exited the meeting at 5:20 pm.

Patrick-Ferree, Strong, and Raeburn agreed if there was consensus amongst the working group members it seemed unfair to the other candidate to prolong the process. Boothroy said the Library Board was currently struggling with the same question the working group was, the process. Boothroy

asked if they would like to discuss the preferred candidate, bring both finalists in for an interview, or have another idea for the process.

Matthews leaned towards the truncated process and noted the importance of a public process. Matthews said the hiring process would be different this time around without a legacy director and both internal and external candidates. Strong agreed with Matthews, and trusted staff and the working group as a new Library Board member. Schweigel-Skeers said it was important to give consideration that the current meeting was short notice but was posted publicly. Schweigel-Skeers felt some trepidation around the meeting's short notice. Matthews shared discomfort with the idea that the public would see the Library Board as not transparent. Paetzold said she asked about other city department director hires and said the fire and police departments had a similar structure. There was further discussion about the public process. Craig recommended the Board should vote on the working group's recommendation. Raeburn made a motion to hear and vote on the working group's recommendation. Matthews seconded. Motion passed all 8/0.

Massa said the recommendation was based on many factors. The working group took into consideration the candidate's library experience holistically and great background in library positions. Massa said her breadth of understanding was commendable. Massa said she understood the library's mission, fiscal management, supervising staff, and long-term strategic issues. Massa said she had deep institutional knowledge which was frankly hard to compete against. Massa said there was a record of successfully managing conflicts with staff and patrons, a strong understanding of our community, and surrounding communities. Boothroy added that she had a bigger picture view of local, state, and national library issues. She had experience advocating for libraries at state and national levels, which was important in the current environment. She's a published writer, has done public presentations, and presented herself and the library in a professional manner. She has a passion for libraries, specifically Iowa City Public Library, and there is indication that staff support her as a candidate. Boothroy said all those pieces together made a very strong profile. Pilkington echoed Boothroy and Massa's statements. Pilkington said throughout the interview she spoke with knowledge, conviction, and authority on finance, staffing, conflict resolution, and union negotiation. Her priorities are in line with Iowa City Public Library's mission and goals, and she is knowledgeable about boards and working within boards. Pilkington said those things set her apart. Pilkington articulated she's an experienced leader who is concerned with the safety and wellbeing of our staff and patrons and is an advocate for intellectual freedom. Dworak agreed and said from a staff perspective she is a great communicator to all parties and is very organized. From Dworak's perspective she's a great planner and that is needed.

Paetzold said she would like to put forward the nomination of recommending Anne Mangano for the position of Library Director. Boothroy asked for a motion to hire Mangano for the position of Executive Director of the Iowa City Public Library, subject to a satisfactory background check, agreement on salary within the range of the position description, and with the President and Vice-President being authorized to complete the final sign off on the salary and start date. Matthews made a motion.

Raeburn felt concerned in the way in which the search was conducted but delighted by the choice presented. Raeburn suggested in the future the Library Board should not allow confidentiality to run the process of applying for a public position. Paetzold said the Library Board could have chosen to do that at the meeting by opting for the second round of interviews.

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Schweigel-Skeers seconded. Motion passed 8/0.

Review Updated Job Description for Library Director. Robin noted one change was proposed to the Library Director job description.

Palmer & Corbin exited the meeting at 5:40 pm.

Raeburn was concerned with the reasons for the change but felt the proposed language was a good way of responding. Paetzold clarified the city did a good job. Schweigel-Skeers shared his experience with this law at the University of Iowa but felt given the state requirements the city did a great job with their suggested change.

Massa made a motion to approve the job description. Strong seconded. Motion passed 7/0, Raeburn abstained.

Paetzold noted the work of hiring a new director is stressful. Paetzold acknowledged that people have been patient and have trusted the system. Paetzold said the challenge of being in Iowa City is the exceptionally strong staff in comparison to other libraries, which is a blessing for ICPL and a challenge for applicants. Paetzold said the ICPL staff are in leadership positions throughout the state and country. Paetzold valued the staff and trustees trust during the hiring process and thanked everyone.

Adjournment. Paetzold adjourned the meeting at 5:44 pm. Matthews made a motion, Strong seconded. Motion passed 8/0.

Respectfully submitted,

Jen Royer

Board of Commissions: ICPL Board of Trustees
Attendance Record

Name	Term Expiration	10/24/2024	11/21/2024	12/19/2024	1/23/2025	2/27/2025	3/27/2025	4/3/2025	4/24/2025	5/22/2025	6/26/2025	7/24/2025	8/28/2025	9/4/2025	9/25/2025
Boothroy, Bonnie	6/30/2029	X	X	X	OE	X	X	X	X	OE	X	X	X	X	X
Fox, Ellen	6/30/2027														X
Johnk, DJ	6/30/2025	X	X	OE	OE	X	X	OE	X	X	OE	TE	TE	TE	TE
Massa, Joseph	6/30/2027	X	OE	X	X	X	X	X	X	OE	X	X	X	X	X
Matthews, Claire	6/30/2023	X	X	O	X	X	X	X	X	OE	O	X	X	X	X
Paetzold, Robin	6/30/2023	X	X	OE	X	X	X	X	X	X	X	X	X	X	X
Patrick-Ferree, Kelcey	6/30/2031											X	X	X	X
Raeburn, John	6/30/2027	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Rocklin, Tom	6/30/2025	X	X	X	X	X	X	X	X	OE	X	TE	TE	TE	TE
Schweigel-Skeers, Cory	6/30/2031											X	X	X	X
Shultz, Hannah	6/30/2025	X	X	X	OE	X	OE	X	X	X	X	TE	TE	TE	TE
Stevenson, Daniel	6/30/2027	OE	X	X	X	X	OE	X	X	X	OE	X	R	R	R
Strong, Kalmia	6/30/2031											X	X	X	X

KEY:

X Present
O Absent
OE Excused Absence
NM No Meeting Held
R Resigned
TE Term Expired



CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Parks & Recreation Commission: August 13 [See Recommendation]

Attachments: [Parks & Recreation Commission: August 13 \[See Recommendation\]](#)



CITY OF IOWA CITY MEMORANDUM

Date: 9/10/2025
To: Mayor and City Council
From: Staff Member of Parks and Recreation Commission
Re: Recommendation from Parks and Recreation Commission

At their August 13, 2025, meeting the Parks and Recreation Commission made the following recommendations to the City Council:

- To move forward with the City Park Shelter and Restroom Renovation project as presented by consultants.

Additional action (check one)

☒ No further action needed.

☐ Board or Commission is requesting Council direction.

☐ Agenda item will be prepared by staff for Council action.

**IOWA CITY PARKS & RECREATION COMMISSION
MINUTES OF AUGUST 13, 2025
ROBERT A. LEE RECREATION CENTER – MEETING ROOM B**

APPROVED

Members Present: Connie Moore, Brian Morelli, Michael Gaunt, Virginia Hayes, Rachel McPherson

Members Absent: Missie Forbes, Jeff Mallory, Caleb Recker, Alex Stanton

Staff Present: Juli Seydell Johnson, Tyler Baird, Gabe Gotera

Others Present: Anne Jensen, Eric Hornig

CALL TO ORDER: Chairman Moore called the meeting to order at 5:37 p.m.

RECOMMENDATIONS TO COUNCIL: (to become effective only after separate Council action):

Moved by Morelli, seconded by Gaunt, to recommend moving forward with the City Park Shelter Renovation project as presented. Motion passed 5-0 (Forbes, Mallory, Recker, and Stanton absent).

OTHER FORMAL ACTION:

Moved by Gaunt, seconded by Hayes, to approve the July 9, 2025, minutes. Motion passed 5-0 (Forbes, Mallory, Recker, and Stanton absent).

PUBLIC DISCUSSION OF ANY ITEMS NOT ON THE AGENDA:

None

**CITY PARK SHELTER RENOVATION PROJECT –
Consultant Eric Hornig; Hitchcock Design**

Dir. Seydell Johnson introduces Eric Hornig of Hitchcock Design. The project is a refresh to the shelters and restrooms of both Upper and Lower City Park. The project was getting moved around the CIP budget for a few years, but it is moving forward as shelter locations were being discussed during the City Park Pool project. The project construction is expected to begin Summer 2026.

Hornig presents the attached map of the proposed shelter and restroom locations, indicating the size and type of shelter. Hornig explains that some shelter locations have been shifted closer to walkway connections, allowing more accessibility.

Dir. Seydell Johnson reminds the commission that the new pool building will include an indoor community room. The community room will have a max capacity of 45 people, be open year-round, and include restrooms accessible to the outdoor park. This functionally will replace one of the shelters and the outdoor restrooms in Upper City Park.

Hornig explains that the eastern restroom in Lower City Park will be replaced with a new single-user restroom, while the western restroom near the playground will be renovated. All the restrooms will be new, clean, and ADA compliant. Supt. Baird clarifies that the western restroom, which currently has a men's and women's side, would be renovated into four single-user restrooms.

Hornig explains that all the new shelters in City Park will be replaced by either a square 24' x 24' shelter or a rectangular 18' x 36' shelter. Dir. Seydell Johnson says that these shelters maybe familiar as they are the modern style used through the park system. Some of the parks using the square shelter include Cardigan Park, Frauenholtz-Miller Park, Villa Park, Glendale Park. Some of the parks using the rectangular shelter include Willow Creek Park, Wetherby Park, and Court Hill Park.

Hornig says that the project is nearing the end of the schematic design phase and is expected to move into design development and construction documentation. Hornig expects a winter bid with a construction target of Spring/Summer 2026.

Dir. Seydell Johnson says that budget is still being worked on and it currently just over budget. As the budget is refined, staff have determined the project priorities. Ideally, all the shelters and restrooms will be included in the project, but if part of the project needs to be cut, it would likely be the replacement of either one of the shelters or the eastern restroom in Lower City Park. Both the restroom and shelter would still have an opportunity for replacement but at a later date.

Vice Chair Morelli asks if there will be anything to make the shelters/restrooms resilient from flooding. Hornig responds that the eastern restroom would have flood proofing applied and that the shelters should already be flood resilient but adds that a sealant could be applied periodically.

Commissioner McPherson asks, in the event of the project being overbudget, what are the factors for deciding that the restroom would be cut. Dir. Seydell Johnson says that it chosen due to it's proximity to the river, it's low use, and the high cost associated with it.

Moved by Morelli, seconded by Gaunt, to recommend moving forward with the City Park Shelter Renovation project as presented. Motion passed 5-0 (Forbes, Mallory, Recker, and Stanton absent).

REPORTS ON ITEMS FROM CITY STAFF

Parks and Recreation Director – Juli Seydell Johnson

Project Updates: Dir. Seydell Johnson says that building City Park Pool has been difficult in the recent rainfall. Cement has been poured for the footings of the bathhouse and most of the lap pool. The road around Upper City Park has been closed. The road was planned to remain open during the project, but after too many close calls between construction and personal vehicles, the decision to close the road was made. The road will be closed for the remainder of the project except for the end of October. Seydell Johnson explains that there will be an art installation from Public Space One located at the cabins. The road will be open for two weeks, allowing the public to see the art installation.

Dir. Seydell Johnson announces that the grant for the skate park project near Terrell Mill Park has been released. The department has a signed grant agreement with the National Park Service through the Iowa DNR, allowing staff to reopen the bid process and move forward.

Commissioner McPherson asks if there have been any hiccups regarding the City Park Pool project. Dir. Seydell Johnson says that there have not been any problems except for very minor issues. The project is moving forward on schedule.

Parks and Forestry Superintendent – Tyler Baird

Park Projects: Supt. Baird says that the final completion date is fast approaching for the projects at Calder Park, College Green Park, Brookland Park, and Adelaide Joy Rogers Park. Baird explains that the contractors are behind schedule and won't make the final completion date that was contracted, but that the contractors will continue to make progress until then. Recent project updates include the following:

- The basketball court at College Green Park has been painted, including the Caitlyn Clark 22-circle marking that shows how far Clark's shot was.
- The mulched surfacing has been getting installed at Brookland Park, with contractors touching up the grass along the edge.
- Concrete has been poured, and footings have been located at Adelaide Joy Rogers Park. There will be more surrounding site work, and a park shelter installed later. Staff are planning to place the playground themselves.
- The ground at Calder Park has been graded and nearly all the trail has been poured with about twelve feet remaining. This trail will include a border around the playground, making maintenance easier for staff.

Supt. Baird says that the trail behind Dairy Queen is on hold due to the river level. Currently, parts of the construction are under water. Contractors will have to wait for the river to lower before work can continue, but a decent amount has already been completed.

Supt. Baird refers to Mercer Park Athletic Field project, explaining that it is in partnership with the Iowa City Community School District (ICCSA). A lot of the project is work on the district's fields, so the project is mostly funded from ICCSA. City funding will be used on the common spaces. Baird says that progress is made each day. The ground is all torn up and is expected to be ready for next year's baseball and softball season.

REAP Grant: Supt. Baird announces that the department will be submitted an application for a \$200,000 Resource Enhancement And Protection (REAP) Grant. The grant will be submitted for a section of Hickory Hill Park including the following improvements:

- Enhancing the woodland.
- Replacing a hay field with a planted prairie.
- Installing trail head amenities.
 - A small parking area.
 - An enclosure for a portable restroom.
 - A small park shelter

Commissioner Gaunt, regarding the ongoing park projects, asks if there are any opportunity for liquidated damages, or would it be an act-of-God due to the large amount of rain. Seydell Johnson responds that it is included in the contract that the city could charge liquidated damages, but adds that in last ten years, she has not seen a successful attempt due to rain.

Vice Chair Morelli asks if there are any reasons for the project delays. Dir. Seydell Johnson responds that there seems to be something between the main contractor and their subcontractor. Seydell Johnson asks the commissioner to bear in mind that the four park projects had to be bid as a group because the individual projects were too small for many contractors to take interest. The contractors were also given a longer time frame in the hope for a lower price. This resulted in the projects being the fill-in for the contractor, in-between larger projects somewhere else in the city. Work was completed intermittently and stretches out. Seydell Johnson explains that if the project was bid with a much shorter timeline and higher expectations, the price would be higher to the point that the department would not be able to afford the project.

CHAIRS REPORT

None

COMMISSION TIME/SUGGESTIONS FOR FUTURE AGENDA ITEMS:

Commissioner McPherson asks about the progress on installing flashing lights at the crosswalk near James Alan McPherson Park, making it safer for pedestrians to cross the road. Dir. Seydell Johnson says that design work has undergone but that due to delays, there is no new current information.

Vice Chair Morelli, regarding the recent rainfall, says that the court hill park basketball court has been getting flooded for several days at a time. Morelli notes that he has seen crews clearing blockage by hand. Morelli asks what the current plans for the easily flooded basketball courts are, recalling that the project had been delayed. Dir. Seydell Johnson explains that the department put in a request for a capital project the previous year. The work had to be entered as a capital project because it would cost more than \$10,000 to fix the drainage. Staff will continue to request for funding on the project, until approved. Morelli recalls that there was court

maintenance a few years back and asks what was exactly done. Seydell Johnson says that the court was only resurfaced and that the drains were not touched. Supt. Baird adds that soon a contractor will be installing a concrete pad in Court Hill Park for a future park shelter that department staff will install later in the year

ADJOURNMENT:

Chairman Moore adjourns the meeting at 6:00 p.m.

**PARKS AND RECREATION COMMISSION
ATTENDANCE RECORD**

NAME	TERM EXPIRES	09/11/2024	10/09/2024	11/13/2024	12/11/2024	01/08/2025	02/12/2025	03/12/2025	04/09/2025	05/14/2025	06/11/2025	07/09/2025	08/13/2025
Missie Forbes	12/31/25	X	NM	O/E	NM	X	NM	X	X	X	NM	O/E	O/E
Michael Gaunt	12/31/28	*	*	*	*	X	NM	X	X	X	NM	X	X
Virginia Hayes	12/31/27	O/E	NM	O/E	NM	X	NM	X	X	O/E	NM	X	X
Jeff Mallory	12/31/28	*	*	*	*	X	NM	X	X	O/E	NM	X	O/E
Rachel McPherson	12/31/26	O/E	NM	X	NM	O/E	NM	X	O/E	X	NM	X	X
Connie Moore	12/31/25	X	NM	X	NM	X	NM	X	X	X	NM	X	X
Brian Morelli	12/31/25	X	NM	X	NM	X	NM	X	X	X	NM	X	X
Caleb Recker	12/31/26	X	NM	X	NM	X	NM	X	O/E	O/E	NM	X	O/E
Alex Stanton	12/31/27	X	NM	X	NM	O/E	NM	X	X	X	NM	X	O/E

**KEY: X = Present O = Absent O/E = Absent/Excused NM = No meeting
LQ = No meeting due to lack of quorum * = Not a member during this meeting**



CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Public Art Advisory Committee: July 10

Attachments: [Public Art Advisory Committee: July 10](#)

Minutes
Public Art Advisory Committee
July 10, 2025
Emma J. Harvat Hall

Public Art Advisory Committee

Members Present: Leslie Finer, Andrea Truitt, Ron Knoche, Sophie Donta, Rachel Kinker, Anita Jung, Nate Sullivan, Stephanie Brunia

Members Absent: Juli Seydell Johnson

Staff present: Rachel Kilburg Varley

Public Present: Gary Sanders

Call to Order

Truitt called the meeting to order at 3:33 p.m.

Introduction of New Member: Stephanie Brunia

Brunia, appointed to the Art or Design Professional seat for an unexpired term vacated by Jeremy Endsley, introduced herself.

Public Discussion of Any Item Not on the Agenda

Gary Sanders provided public comment encouraging public art in Black Hawk Mini Park honoring Chief Black Hawk and a sign recognizing the area as a park.

Officer Election: Vice Chair

Anita Jung volunteered to serve as Vice Chair. Sullivan seconded the nomination and motion passed to appoint Jung as Vice Chair (8-0).

Consider minutes of the June 5, 2025 PAAC meeting.

Donta moved and Knoche seconded that the minutes from the June 5, 2025 meeting be approved. Motion passed (8-0).

Arts Alliance Feasibility Study Presentation

Kilburg Varley introduced Teva Dawson, founder of Group Creative Services, the consultant group hired to complete an Arts Alliance Feasibility Study. The Study is sponsored by the City, Iowa City Downtown District, and Think Iowa City and is being led by a Steering Committee formed of local arts and culture stakeholders.

Dawson provided an overview of the process, explaining the purpose and goals, scope, timeline and phases of the Study and invited questions or comments from the Committee. Jung provided suggestions for other groups or connections to make during the input phase and expressed her support for the Study. Truitt asked when the Study

will be finalized and Teva shared that they are targeting early Fall and can continue to engage the Committee as desired.

Teva asked the Committee for feedback on what needs they see in the arts community. Jung mentioned fostering community among the different arts groups and helping keep organizations sustainable. Sullivan shared that he hears many organizations struggle with promoting and marketing their events. Donta shared that the need for studio space, exhibition, and gallery space all emerged during the Strategic Planning process. Brunia pointed out Mindframe in Des Moines as a good example to look into.

Staff thanked Teva for her presentation and invited Committee members to send any other feedback to her.

Public Art Condition Survey & Report: Next Steps

Kilburg Varley reported that her, Knoche, and Seydell Johnson met to refine the Condition Survey and Report provided by the Midwest Arts Conservation Center (MACC) to develop a plan to follow-up on restoration recommendations and plan annual maintenance activities.

She recommended that the City contract with MACC to visit Iowa City to perform restoration on a sampling of the bronze sculptures and simultaneously train City staff to perform the maintenance in the future. She also noted that during the review it was discovered that a handful of artworks were inadvertently left off the survey, so MACC has agreed to perform a condition assessment on those during the visit for a small site fee.

Finer made a motion to approve the recommendation for a contract with MACC for the bronze sculpture restoration and training, Sullivan seconded. Motion passed (8-0).

Discuss FY26 Budget Priorities

Kilburg Varley reviewed the memo in the agenda packet. She noted the FY2026 budget was decreased by \$4,000 over the prior year. She asked the Committee to communicate their budget priorities for the coming year.

Sullivan stated that maintenance should be a top priority due to recently completing the survey and several members agreed. Jung also stated that the matching grant should continue to be a priority and to also to maintain some flexibility within the budget to see what comes of the Arts Alliance Feasibility Study.

Truitt suggested mapping gaps for public art and investment in the community. Finer also encouraged the Committee to consider opportunities for new requests, such as the idea in Black Hawk Mini Park suggested in public comment.

Kilburg Varley noted that the Sculptor's Showcase funding hits every other year due to timing, and it will need to be budgeted for in FY2027.

Sullivan made a motion to approve the FY2026 budget priorities as follows, Finer seconded. Motion passed (8-0).

FY2026 Public Art Budget Priorities

<u>Programs</u>	
2026 Matching Grant Program	\$15,000
Sculptor's Showcase*	\$0
Opportunity Fund**	\$15,000
<u>Maintenance</u>	
<ul style="list-style-type: none">• MACC staff training for artwork maintenance• Restoration of 1-2 existing pieces	\$20,000
<u>Misc.</u>	
Longfellow Tunnel Mural – SEJH Project	\$500
Misc: events, printing, plaques, etc.	\$1,500
TOTAL	\$52,000

Staff Updates

Kilburg Varley noted that she will begin including a Public Art Strategic Plan progress tracker in the agenda packet and invited the Committee to provide feedback on how it can be most helpful. She also noted that Truitt will be presenting the Strategic Plan to City Council at their August 5, 2025 work session.

Finally, she also noted that a ribbon cutting was held for Uplift and was a successful event. Sullivan asked if a plaque would be installed and staff noted it is being manufactured but will be installed.

Old or New Business

None.

Adjournment

Knoche moved to adjourn at 4:22 pm. Sullivan seconded. Motion passed (8-0).

**Public Art Advisory Committee
Attendance Record
2024-2025**

Name	Term Expires	6/6/24	8/1/24	9/5/24	10/3/24	11/7/24	12/5/24	2/6/25	3/6/25	4/3/25	5/1/25	6/5/25	7/10/25
Ron Knoche	N/A	X	X	O/E	X	X*	X	X*	X	X*	X	X	X
Juli Seydell-Johnson	N/A	X	X	X	X*	X	X	X	X	X	X*	X	O/E
Steve Miller	12/31/23	X	X	---	---	---	---	---	---	---	---	---	---
Eddie Boyken	12/31/24	---	---	---	---	---	---	---	---	---	---	---	---
Andrea Truitt	12/31/25	O/E	X	X	X	X	X	X	X	X	X	X	X
Anita Jung	6/30/23	X	X	X	O	X	X	O	O	O	O/E	O/E	X
Jenny Gringer	12/31/23	---	---	---	---	---	---	---	---	---	---	---	---
Jeremy Endsley	12/31/25	X	X	X	O/E	X	O/E	X	X	O/E	---	---	---
Nate Sullivan	6/30/26	X	X	O/E	X	O/E	O/E	X	O/E	X	X	O/E	X
Leslie Finer	12/31/26	X	X	X	X	X	X	X	X	X	X	X	X
Rachel Kinker	12/31/27	X	O/E	X	X	O/E	X	X	O/E	X	X	X	X
Sophie Donta	12/31/26	---	---	---	---	X	X	O/E	X	X	X	X	X

Key:

X = Present
 X* = Delegate attended
 O = Absent
 O/E = Absent/Excused
 --- = Not a member



CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Motion notifying the Iowa City Planning and Zoning Commission of the petition to re-establish the Iowa City Downtown Self Supported Municipal Improvement District for ten (10) years filed with the City Clerk on September 12, 2025 and referring said petition to the Planning and Zoning Commission for the preparation of an evaluative report for the Council on the merit and feasibility of the project, all in accordance with Chapter 386 of the Code of Iowa.

Prepared By:	Rachel Kilburg Varley, Economic Development Coordinator
Reviewed By:	Sue Dulek, First Assistant City Attorney Geoff Fruin, City Manager
Fiscal Impact:	None
Staff Recommendation:	Approval
Commission Recommendations:	N/A

Executive Summary:

On September 12, 2025, a petition for the re-establishment of the Iowa City Downtown Self Supported Municipal Improvement District (SSMID) for ten (10) years was filed with the City Clerk. The petition contains signatures of at least 25% of the property owners representing at least 25% of the assessed valuation in the proposed district as required by state law. State law further requires that upon receipt of a petition for establishment of a SSMID, the Council shall notify the City Planning Commission, which is to then make a recommendation to the City Council regarding the proposed district. Per Iowa Code, the Council shall not hold its public hearings or take further action on the establishment of the district until it has received the report of the Planning and Zoning Commission.

Per the petition filed by the SSMID, the request for reauthorization includes expanding the geographic boundaries of the district and establishing a SSMID levy rate of \$2.50/\$1,000 taxable value for 7 years with the option to increase the rate by \$0.25 in 2033 with Council approval and if deemed necessary by the SSMID Board of Directors. Staff recommends that City Council forward the petition for renewal of the Iowa City Downtown District's Self-Supported Municipal Improvement District (SSMID) to the Planning & Zoning Commission for review, as required by state law.

Background / Analysis:

Downtown Iowa City has had an active business association since the turn of the 19th century after the founding of Iowa City in 1839, becoming the territorial capital in 1841, and the official state capital in 1846. After more than a century of growth, the business association rebranded in 2012 as the Iowa City Downtown District by a successful petition to property owners to generate tax revenue through a Self Supported Municipal Improvement District

(SSMID) to enhance Downtown.

The Iowa City Downtown District SSMID was first established on December 6, 2011 by Ord. 11-4460 for a period of four years at a levy rate of \$2 per \$1,000 of taxable value. On December 15, 2015, the SSMID was approved for the existing authorization for an additional 10 years (expiring June 30, 2026) with expanded boundaries at a levy rate of \$2 per \$1,000 of taxable value for the first five years and \$2.50 per \$1,000 of taxable value for the remaining five years. This recent petition for reauthorization, filed on September 12, 2025, seeks reauthorization for an additional 10 years (expiring June 30, 2036) at a SSMID levy rate of \$2.50/\$1,000 taxable value for 7 years with the option to increase the rate by \$0.25 in 2033 with Council approval and if deemed necessary by the SSMID Board of Directors.

The Iowa City Downtown District (ICDD) is the organization responsible for overseeing the SSMID. Currently, SSMID revenue accounts for approximately 45% of all ICDD revenue. Activities and spending by ICDD is overseen by a Board of Directors representing the district members and stakeholders, including an ex-officio seat for the City of Iowa City. The Downtown District's mission is to champion a thriving downtown economy, fostering a vibrant community and welcoming experiences for all. In pursuit of that mission, the ICDD advocates for the District mission and serves as a mechanism to more efficiently implement District-wide marketing, programs, events, and projects that support vitality for the benefit of all the businesses within it, the University of Iowa, community members, and the region at large.

Iowa Code Chapter 386 governs the establishment and renewal of Self-Supported Municipal Improvement Districts. The Code requires that petitions for renewal be referred by the City Council to the Planning & Zoning Commission (P&Z) for review and recommendation prior to Council action and this agenda item accomplishes that step. The rest of the process should proceed as follows, assuming approvals:

- Planning & Zoning Commission shall consider recommendation of an evaluative report for the City Council on the merit and feasibility of the project.
- City Council shall set a public hearing for the Ordinance to establish the proposed district.
- The public hearing notice is published.
- The public hearing is held (there must be 15 days between setting the public hearing and holding the public hearing)
- Three readings of the Ordinance to establish the proposed district (final adoption cannot occur earlier than 30 days after the public hearing)

Final adoption of the Ordinance will require a $\frac{3}{4}$ vote or 6 votes, and if a challenge by a certain amount of owners is made, then a unanimous vote.

Staff recommends that City Council forward the petition for renewal of the Iowa City Downtown District's Self-Supported Municipal Improvement District (SSMID) to the Planning & Zoning Commission for review, which is the first step in the reauthorization process, as defined by state law.



CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Resolution Amending and Adopting FY2026 Interfund Transfers.

Prepared By:	Nicole Davies, Finance Director
Reviewed By:	Geoff Fruin, City Manager Eric Goers, City Attorney
Fiscal Impact:	Adopted as part of the FY2026 Amended Budget
Staff Recommendation:	Approval
Commission Recommendations:	N/A
Attachments:	Resolution

Executive Summary:

The Iowa Department of Management has administrative rules regarding the handling of interfund transfers. All interfund transfers are required to be adopted by resolution by the City Council. The proposed interfund transfers are also being adopted as part of the Fiscal Year 2026 Amended Budget.

Background / Analysis:

In April 2019, the Iowa Administrative Code incorporated regulations surrounding the management of interfund transfers. In addition to being adopted as part of the budget, which is subject to a public hearing, interfund transfers are required to be approved by the City Council by resolution. Each transfer must include the fund sending the transfer, the fund receiving the transfer, the amount of the transfer, and the reason for the transfer. These rules took effect in May 2019.

Resolution No. _____

Resolution Amending and Adopting FY2026 Interfund Transfers

Now therefore, be it resolved by the City Council of the City of Iowa City, Iowa that the City of Iowa City, in Johnson County, Iowa, approves the following transfer of monies between funds in accordance with the Administrative Code of the State of Iowa. The City Finance Director is hereby authorized to initiate and record the listed inter-fund transfers up to the amounts set out below.

Transfer Out Fund	Transfer In Fund	Reason	Original Amount	Amended Amount
General Fund	Cable TV Equipment Reserve	Equipment Reserve	\$10,000.00	\$10,000.00
General Fund	Wastewater Fund	Low Income Discount Donations	\$23,500.00	\$23,500.00
General Fund	Water Fund	Low Income Discount Donations	\$24,000.00	\$24,000.00
General Fund	Refuse Collection Fund	Low Income Discount Donations	\$48,100.00	\$48,100.00
General Fund	Storm Water Fund	Low Income Discount Donations	\$11,100.00	\$11,100.00
General Fund	Capital Projects	CIP funding	\$2,095,900.00	\$2,095,900.00
General Fund	Airport Fund	CIP funding	\$100,000.00	\$100,000.00
General Fund	MPOJC Fund	Operating funding	\$103,500.00	\$103,500.00
General Fund	Affordable Housing Fund	Operating Funding	\$1,000,000.00	\$1,000,000.00
General Fund	Library Replacement Reserve	Equipment Reserve	\$62,400.00	\$62,400.00
General Fund	Debt Service Fund	Aniston Village Loan Pmt	\$20,100.00	\$20,100.00
General Fund	Transit Fund	Transit Levy Transfer	\$4,331,700.00	\$4,331,700.00
General Fund	Transit Fund	Utility Franchise Tax Transfer	\$1,000,000.00	\$1,000,000.00
General Fund	Landfill Fund	Loan Repayment	\$118,800.00	\$118,800.00
Road Use Tax Fund	Capital Projects	CIP funding	\$4,200,000.00	\$4,728,000.00
Road Use Tax Fund	Landfill Fund	Loan Repayment	\$79,200.00	\$79,200.00
Road Use Tax Fund	General Fund	Forestry Cost Share	\$85,600.00	\$85,600.00
Road Use Tax Fund	MPOJC Fund	Cost share	\$295,000.00	\$295,000.00
Affordable Housing	General Fund	Housing Rehab	\$100,000.00	\$100,000.00
Employee Benefits	General Fund	Employee benefits	\$12,963,300.00	\$12,963,300.00
Employee Benefits	Road Use Tax Fund	Employee benefits	\$583,300.00	\$583,300.00
Tax Increment Financing	General Fund	Loan Repayment	\$42,500.00	\$42,500.00
Tax Increment Financing	Debt Service	Debt payments	\$1,601,700.00	\$1,601,700.00
Parking Fund	Landfill Fund	Loan Repayment	\$97,700.00	\$97,700.00
Parking Fund	Parking Capital Reserve	Reserve Transfer	\$1,500,000.00	\$1,500,000.00
Parking Capital Reserve	Capital Projects	CIP funding	\$1,100,000.00	\$1,150,000.00
Transit Fund	Transit Bus Reserve	Reserve Transfer	\$750,000.00	\$750,000.00
Transit Fund	Capital Projects	CIP funding	\$2,665,049.00	\$3,115,100.00
Wastewater Fund	Wastewater Debt Reserve	Debt payments	\$3,841,600.00	\$800,000.00
Wastewater Fund	Wastewater Capital Reserve	Reserve Transfer	\$1,500,000.00	\$3,000,000.00
Wastewater Capital Reserve	Wastewater Capital Projects	CIP funding	\$2,250,000.00	\$2,750,000.00
Water Debt Reserve	Water Fund	Debt Payments	\$886,474.00	\$1,021,000.00
Water Fund	Water Capital Reserve	Reserve Transfer	\$2,500,000.00	\$3,000,000.00
Water Capital Reserve	Water Capital Projects	CIP funding	\$4,150,000.00	\$6,100,000.00
Refuse Fund	Capital Projects	CIP funding	\$250,000.00	\$250,000.00
Landfill Fund	Landfill Reserves	Closure/Replacement funding	\$1,150,000.00	\$1,150,000.00
Landfill Fund	Capital Projects	CIP funding	\$93,554.00	\$670,000.00
Airport Capital Reserve	Capital Projects	CIP funding	\$550,000.00	\$550,000.00
Storm Water Fund	Storm Water Capital Reserve	Reserve Transfer	\$1,100,000.00	\$1,100,000.00
Storm Water Capital Reserve	Storm Water Capital Projects	CIP funding	\$1,340,000.00	\$1,340,000.00
Housing Authority Fund	General Fund	PILOT	\$30,700.00	\$30,700.00
Equipment	Capital Projects	CIP Funding	\$7,700,000.00	\$7,700,000.00

Passed and approved this _____ day of _____, 2025

Mayor:

Approved by

Attest: _____

City Clerk

City Attorney's Office



CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Resolution amending the budgeted positions in the Revenue and Purchasing Divisions of the Finance Department by deleting a .63 FTE Revenue Cashier and one full-time Purchasing Assistant position and adding one full-time Customer Service Representative - Revenue position and amending the AFSCME pay plan by deleting the Purchasing Assistant position from grade 4.

Prepared By:	Nicole Davies, Finance Director
Reviewed By:	Geoff Fruin, City Manager Jennifer L. Schwickerath, Assistant City Attorney
Fiscal Impact:	A decrease of about \$22,000 in salaries and benefits.
Staff Recommendation:	Approval
Commission Recommendations:	N/A
Attachments:	Resolution

Executive Summary:

This resolution will approve the replacement of a Purchasing Assistant position and a Revenue Cashier position with a Customer Service Representative - Revenue position. Staff has evaluated the ongoing needs of the Finance Department and determined the conversion to an Customer Service Representative - Revenue position better reflects the current and anticipated workload of the Department.

Background / Analysis:

As positions become vacant, staffing is evaluated to determine what is best for the current and anticipated long-term needs of the Department. The proposed change will convert the 1.0 FTE Purchasing Assistant position and .63 FTE Revenue Cashier position to a 1.0 FTE Customer Service Representative - Revenue position. This new position will help support the Revenue Division and will perform some of the duties previously performed by the Purchasing Assistant position. This change will provide better coverage for the Revenue Division, which provides customer service, billing and collection procedures for more than 27,000 City of Iowa City utility accounts and 200 Landfill accounts. The Purchasing Assistant is currently at grade 4 on the AFSCME pay plan, the Revenue Cashier is currently at grade 3 on the AFSCME pay plan and the Customer Service Representative - Revenue is at grade 7 on the AFSCME pay plan.

Replacement of the Purchasing Assistant position and Revenue Cashier position with a Customer Service Representative - Revenue position is expected to result in a pay and benefits decrease of approximately \$22,000, which will be reflected in the FY27 budget.

Resolution Number _____

Resolution amending the budgeted positions in the Revenue and Purchasing Divisions of the Finance Department by deleting a .63 FTE Revenue Cashier and one full-time Purchasing Assistant position and adding one full-time Customer Service Representative – Revenue position and amending the AFSCME pay plan by deleting the Purchasing Assistant position from grade 4.

Whereas, Resolution No. 25-94 adopted by the City Council on April 15, 2025, authorized budgeted positions in the Revenue and Purchasing Divisions of the Finance Department for Fiscal Year 2026; and

Whereas, Resolution No. 25-95 adopted by the City Council on May 6, 2025 established a classification and compensation plan for AFSCME employees; and

Whereas, the Finance Department has one full-time Purchasing Assistant position and one .63 FTE Revenue Cashier position vacant; and

Whereas, the Finance Department has determined that replacing the vacant positions with one full-time Customer Service Representative – Revenue position better reflects the current and long-term needs of the Finance Department; and

Now, therefore, be it resolved by the City Council of the City of Iowa City, Iowa that:

The budgeted positions in the Purchasing Division of the Finance Department be amended by deleting one full-time Purchasing Assistant position, grade 4.

The budgeted positions in the Revenue Division of the Finance Department be amended by:

1. Deleting a .63 Revenue Cashier position, grade 3.
2. Adding one full-time Customer Service Representative – Revenue position, grade 7.

The AFSCME pay plan be amended by deleting the position Purchasing Assistant, grade 4.

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

Mayor

Approved by

Attest: _____
City Clerk

City Attorney's Office

It was moved by _____ and seconded by _____ the Resolution be adopted, and upon roll call there were:

Ayes:

Nays:

Absent:

_____ Alter

_____ Bergus

_____ Harmsen

_____ Moe

_____ Salih

_____ Teague

_____ Weilein



CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Resolution to repeal Resolution No. 24-218, a resolution approving the final plat of Murry Subdivision, Iowa City, Iowa.

Prepared By:	Alexandra Bright, Asst. City Attorney
Reviewed By:	Eric Goers, City Attorney
Fiscal Impact:	None
Staff Recommendation:	Approval
Commission Recommendations:	N/A
Attachments:	Resolution

Executive Summary:

This item repeals an earlier resolution that approved a resubdivision of a single lot in Manville Heights. The subdivider failed to complete the required legal papers and has informed the City, through counsel, that they no longer intend to proceed with the subdivision.

Background / Analysis:

This resubdivision was a single-lot split, intended to create two lots where there now is only one. The owners subsequently sold the entire present lot to a third-party and no longer has any ownership interest. As a result, they abandoned the resubdivision process.

Resolution to repeal Resolution No. 24-218, a resolution approving the final plat of Murry Subdivision, Iowa City, Iowa.

Whereas, the owner and subdivider of Murry Subdivision, John P. Murry, Jr., filed the final plat of Murry Subdivision, Iowa City, Iowa, Johnson County, Iowa with the City Clerk; and

Whereas, said subdivision is located on the following-described real estate in Iowa City, Johnson County, Iowa, to wit:

A PORTION OF BLOCK 4 MANVILLE ADDITION IN ACCORDANCE WITH THE PLAT THEREOF RECORDED IN BOOK I AT PAGE 149 OF THE RECORDS OF THE JOHNSON COUNTY RECORDER'S OFFICE, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF BLOCK FOUR MANVILLE ADDITION TO IOWA CITY, IOWA; THENCE N00°58'41"W, ALONG THE WEST RIGHT OF WAY LINE OF LEXINGTON AVENUE, 240.16 FEET, TO THE SOUTHEAST CORNER OF A 0.57 ACRE TRACT OF LAND DESCRIBED IN A QUIT CLAIM DEED RECORDED IN BOOK 5455, PAGE 930-931 OF THE RECORDS OF THE JOHNSON COUNTY RECORDER'S OFFICE AND THE POINT OF BEGINNING; THENCE S88°38'18"W, ALONG THE SOUTH LINE OF SAID TRACT OF LAND, 155.97 FEET TO THE SOUTHWEST CORNER OF SAID TRACT OF LAND; THENCE N00°54'53"W, ALONG THE WEST LINE OF SAID TRACT OF LAND, 160.04 FEET TO THE NORTHWEST CORNER OF SAID TRACT OF LAND; THENCE N89°01'12"E, ALONG THE NORTH LINE OF SAID TRACT OF LAND, 155.79 FEET TO THE NORTHEAST CORNER OF SAID TRACT OF LAND AND A POINT ON THE WEST RIGHT OF WAY LINE OF LEXINGTON AVENUE; THENCE S00°58'41 "E, ALONG THE EAST LINE OF SAID TRACT OF LAND AND THE SAID WEST RIGHT OF WAY LINE, 159.00 FEET TO THE POINT OF BEGINNING.

Whereas, Resolution No. 24-218 Approving the Final Plat of Murry Subdivision, a Resubdivision of a portion of Block 4 Manville Addition, Iowa City, Iowa, was passed and approved on August 20, 2024; and

Whereas, the subdivider did not provide the legal documents required by Iowa City Code Section 15-2-3(C) to be submitted with the final plat, and thus, Resolution No. 24-218 and the final plat were never recorded; and

Whereas, the subdivider subsequently decided not to complete the subdivision process.

Now, therefore, be it resolved by the City Council of Iowa City, Iowa, that:

1. Resolution No. 24-218 approving Final Plat of Murry Subdivision, Iowa City, Iowa, is hereby repealed.

Passed and approved this _____ day of _____, 2025.

Mayor

Approved by

Attest: _____

City Clerk

City Attorney's Office

It was moved by _____ and seconded by _____ the Resolution be adopted,
and upon roll call there were:

Ayes:

Nays:

Absent:

_____ Alter
_____ Bergus
_____ Harmsen
_____ Moe
_____ Salih
_____ Teague
_____ Weilein



CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Resolution approving an application to have Iowa City designated as a “Bird Friendly Iowa” community.

Prepared By:	Susan Dulek, First Ass't. City Attorney
Reviewed By:	Tyler Baird, Parks & Forestry Superintendent Juli Seydell Johnson, Parks & Rec Chris O'Brien, Deputy City Manager
Fiscal Impact:	\$100 per year for membership fee. Funds available in account number 10530100-449060
Staff Recommendation:	Approval
Commission Recommendations:	N/A
Attachments:	Resolution

Executive Summary:

The Bird City initiative, which is known as Bird Friendly Iowa in our state, supports communities in maintaining bird habitat, reducing bird threats, expanding bird education, and promoting bird conservation. Community members have requested Iowa City submit an application to be designated as a “Bird Friendly Iowa” community. Staff of the Parks and Recreation Department support the application, and this resolution approves the submission of an application.

Resolution No. _____

Resolution approving an application to have Iowa City designated as a “Bird Friendly Iowa” community.

Whereas, birds are some of the most beautiful and easily observed wildlife that share our community; and

Whereas, many members of the Iowa City community recognize and value birds that are full time residents and those that pass through during their migration seasons; and

Whereas, birds play an important ecological role in our community, controlling insect pests and contributing to pollination and seed dispersal; and

Whereas, migratory birds and their habitats are declining throughout the Americas, facing a growing number of threats on their migration routes and in both their summer and winter homes; and

Whereas, public awareness is a crucial component of migratory bird conservation; and

Whereas, persons who are enthusiastic about birds, informed about the threats they face, and empowered to help address those threats can directly contribute to maintaining health bird populations; and

Whereas, sound policies and practices enhancing natural ecosystems and reducing threats to birds also make healthier communities for people; and

Whereas, the Bird City initiative, which is known as Bird Friendly Iowa in our state, supports communities in maintaining bird habitat, reducing bird threats, expanding bird education, and promoting bird conservation; and

Whereas, community members have requested Iowa City submit an application to be designated as a “Bird Friendly Iowa” community, which is supported by staff of the Parks and Recreation Department; and

Whereas, it is in the best interest of the community and its residents for Iowa City to be designated a Bird Friendly Iowa community.

Now, therefore, be it resolved by the City Council of the City of Iowa City, Iowa that:

1. An application to have Iowa City designated as a Bird Friendly Iowa community is approved.
2. The City Manager is authorized to sign all related forms and documents in support of the application.

Passed and approved this _____ day of October, 2025.

Mayor

Attest: _____
City Clerk

Approved By:

City Attorney's Office



CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Resolution Authorizing the Procurement of Two (2) Light Duty Paratransit Buses for Public Transit

Prepared By:	Darian Nagle-Gamm, Director of Transportation Services
Reviewed By:	Susan Dulek, First Ass't. City Attorney Geoff Fruin, City Manager
Fiscal Impact:	The City expects to expend approximately \$400,000.00. Funds for this purchase are available in account 71810280-474250.
Staff Recommendation:	Approval
Commission Recommendations:	N/A
Attachments:	Resolution Contract

Executive Summary:

The Transportation Services Department is seeking approval to purchase two (2) Glaval Universal light duty paratransit buses from North Central International, LLC d.b.a. Hoglund Bus Company through Iowa Department of Transportation (IDOT) contract PTS2021LDB. The City is an authorized user of this state contract, which allows for expedited purchasing and cost efficiencies. This purchase will replace a vehicle that has exceeded its useful life and fulfill the City's contractual obligation under the 28E agreement with Johnson County to provide an expansion vehicle once annual revenue hours exceeded 30,000 as they did in FY25. The total cost is estimated at \$400,000.00, with funds available in account 71810280-474250. Because the purchase exceeds the City Manager's \$200,000.00 authority, City Council approval is required.

Background / Analysis:

The City maintains a 28E Agreement with Johnson County SEATS to provide complementary paratransit services for Iowa City transit's fixed-route transit system as required by the Americans with Disabilities Act (ADA). Under the agreement, the County operates the service while the City furnishes and maintains the paratransit fleet. Currently, the fleet consists of 13 light-duty paratransit buses. However, one bus has surpassed its useful life, is out of service, and requires replacement.

Additionally, the 28E Agreement requires the City to supply a 14th vehicle if Iowa City paratransit revenue hours exceed 30,000 in any one fiscal year or 10,000 hours in any one quarter. In FY25, revenue hours surpassed the 30,000 hour threshold, creating a contractual obligation to expand the fleet.

To address both needs, staff recommends the purchase of two new light-duty paratransit buses through the IDOT cooperative contract. Utilizing this contract ensures competitive pricing, reduces administrative burden, and allows for timely procurement, which is especially critical given the current service gap.

Prepared by: Darian Nagle-Gamm, Director of Transportation Services, Transportation
Services, 319-356-5156

Resolution No. _____

Resolution Authorizing the Procurement of Two (2) Light Duty Paratransit Buses for Public Transit

Whereas, the City of Iowa City is an authorized user of a Cooperative Agreement, PTS2021LDB, between the Iowa Department of Transportation and North Central International, LLC d.b.a. Hoglund Bus Company for ADA Accessible Van/Light Duty/Medium Duty Vehicles for Public Transit; and

Whereas, the City of Iowa City's Transportation Services Department seeks to procure two (2) light duty paratransit vehicles through this contract to meet its obligations under the 28E Agreement for Paratransit Services with Johnson County; and

Whereas, cooperative purchasing is permitted under the City of Iowa City Purchasing Policy Manual; and

Whereas, the City's purchasing policy requires City Council to approve purchases of goods exceeding \$200,000.00; and

Whereas, the City expects to expend approximately \$400,000.00 on this procurement; and

Whereas, funds for this purchase are available in the budget under 71810280-474250; and

Whereas, approval of this procurement is in the public interest.

Now, therefore, be it resolved, by the City Council of the City of Iowa City, Iowa, that:

1. The proposed procurement as described above is approved.
2. The City Manager is authorized to sign the attached contract with the vendor and take all steps necessary to effectuate any reasonable and appropriate amendments or renewals of said contract.

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

Mayor

Approved by

Attest: _____

City Clerk

City Attorney's Office

It was moved by _____ and seconded by _____ the Resolution
be adopted, and upon roll call there were:

Ayes:

Nays:

Absent:

_____ Alter
_____ Bergus
_____ Harmsen
_____ Moe
_____ Salih
_____ Teague
_____ Weilein

IOWA 2022 ADA Accessible Van/Light Duty/ Medium Duty Vehicles for Public Transit

Hoglund Bus Co., Inc Order Form

Bid# PTS2021LDB

July 1st 2025 - June 30th 2026 extension

9/11/2025

IA DOT CONTRACT # for orders

Bus Quantity

2

Legal Name: City of Iowa City/Transit
Address: 410 E Washington St
City, State, Zip: Iowa City, IA 52240
Contact Name: Darian Nagle-Gamm

Phone Number: 319-356-5198
Fax Number: 319-356-5155
Email Address: Dnagleamm@iowa-city.org

Vendor Name: Hoglund Bus Co., Inc
Vendor Contact: Evan Saxton-Williams
Bus Manufacturer: Glaval
Model & Gas/Diesel: Universal 7.3 V8 GAS

Bus GVRW: 14,500
Chassis Manufacturer: FORD
Chassis Wheelbase: 190WB
Vehicle Length: 314 5/8

Vehicle Item # 176WB Category 16 # of Passenger Seats 4 # of WC Positions

Lift Manufacturer & Model: Braun Millenium Front X Rear

Wheelchair Securements Manufacturer & Model: Q Straint QRT Max

Floor Plan Attached (Required): Yes X No

Inspection Site/Location: Iowa City Recipient's Ford/GM Fleet #:

BASE PRICE (includes freight - manufacturer to vendor & all rebates) \$ 147718.00

TOTAL OPTIONS (from page 2) \$ 28095.00

TOTAL OPTIONS (from page 3) \$ 19753.50

VEHICLE TOTAL \$ 195,566.50

NOTES

Recipient Signature: _____

Date: _____

Vendor Signature: _____

Date: _____

Options Selected

(Attach to Vehicle Order Form)

OPTIONS: Select from vehicle specifications optional equipment list.

<u>Option #</u>	<u>Description</u>	
4.A	Fuel Tank Access Plate	\$ 92.00
5	Extended WB above 176" to 190WB	\$ 701.00
6	Kelderman Air Suspension	\$ standard
10.B	Extended Valve stems on rear wheels	\$ 110.00
10.C	Spare Tire and Rim (will be aftermarket) \$592x2	\$ 1,184.00
10.E	Rear Tow Hooks	\$ 122.00
11	Mid Bus Coolant Auxiliary Circulating pump	\$ 422.00
12.B	Battery box with Stainless Steel Tray	\$ 1,457.00
12.D	Add stainless steel slides to Tray	\$ 354.00
12.F	Battery shut off switch for body and Chassis mounted in battery box	\$ 171.00
13.A	Flat Floor extending to passenger boarding area (no Wheel Wheel)	\$ 745.00
13.C	Altro Flooring - Storm Grey	\$ 562.00
13.F	Yellow Standee Line	\$ 49.00
13.G	Coved Flooring up sidewall	\$ 142.00
13.J	Yellow Step nose tread 4x\$30	\$ 120.00
14	Extend body Length to accommodate larger floor plan.	\$ 2,803.00
19	Romeo Rim Rear bumper with Hawkeye object detection System	\$ 2,079.00
22.C	Keyed Passenger entry on exterior	\$ 117.00
22.H	Stainless steel Stepwell	\$ 2,146.00
24	Rear Emergency Door	\$ 579.00
24.A	Starter interrupt for Rear Emergency Door with buzzer	\$ 147.00
24.B	Add Lower window to rear emergency door	\$ 117.00
26.C	USSC G2 Driver seat upgrade WITH MANUAL BASE	\$ 3,455.00
28.B.a	Double Foldaway Seat 6x\$1884	\$ 11,304.00
29.B	Credit for double fixed passenger seat on the base floor plan 3x-\$945	\$ -2,835.00
29.C	Integrated Child Seat (DID NOT SELECT)	\$ 0.00
30.B	Level 4 "Ion Charcoal" germ killing seat material 16x\$122	\$ 1,952.00
30	Drivers seat will have OEM fabric from USSC	\$ 0.00
TOTAL (Place total amount in space on vehicle order form)		\$ 28,095.00

Options Selected

(Attach to Vehicle Order Form)

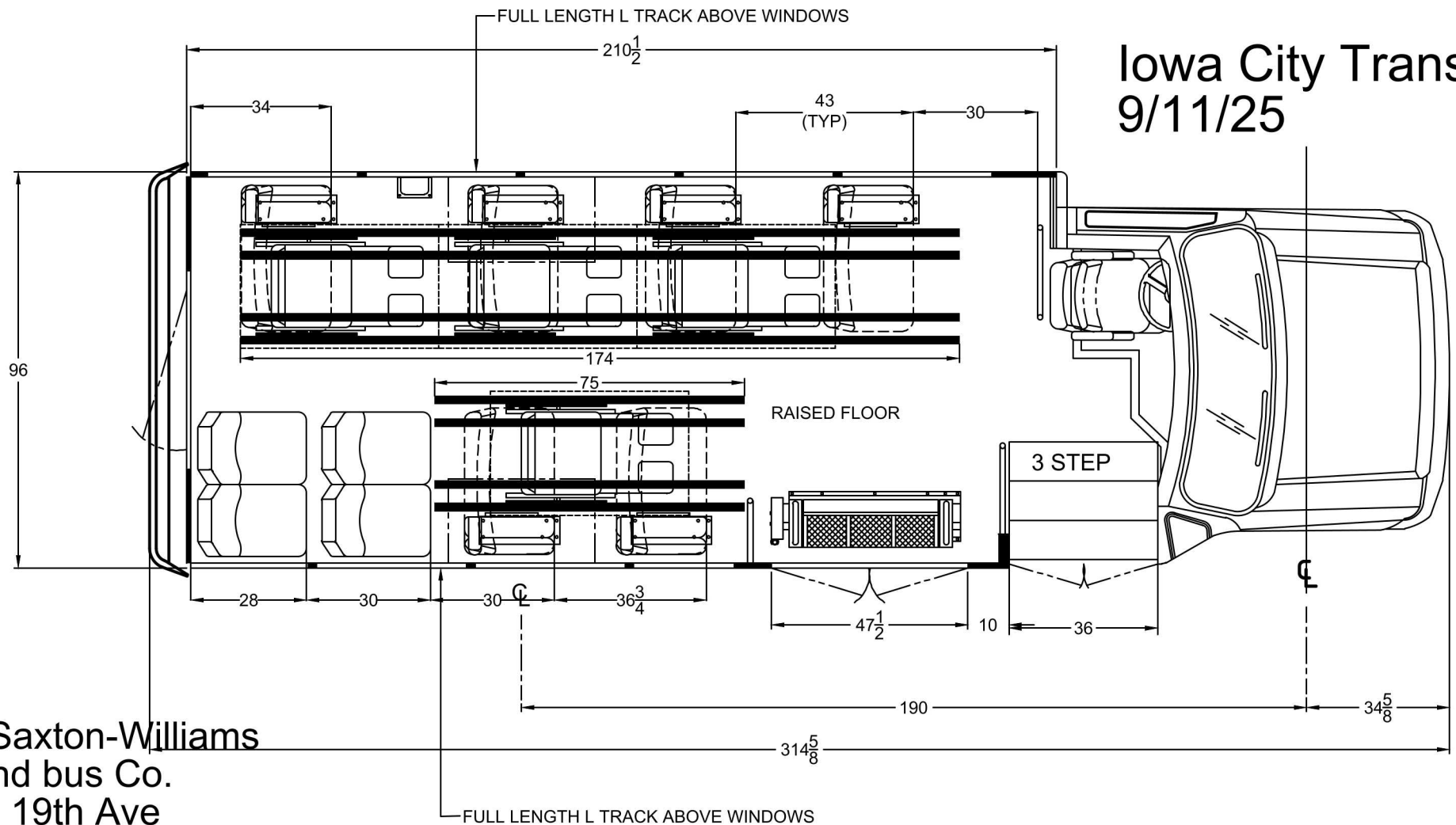
OPTIONS: Select from vehicle specifications optional equipment list.

<u>Option #</u>	<u>Description</u>	
32	Seat Belt Extender	\$ 37.00
34.A	Braun Millenium Lift - 800# max	\$ 452.00
35	Additional WC positions (comes with 2) 2x\$615	\$ 1,230.00
36.B	Retractable Occupant Shoulder Belt 4x\$104	\$ 416.00
36.E	Horizontal L track on wall above windows and below 28ftx\$31	\$ 868.00
36.F	L track Connectors for Shoulder seat belt 8x\$60	\$ 480.00
36.H	TDSS under seat retractor storage 4x\$153	\$ 612.00
36.J	4 sets of track in the floor full length of WC positions (15ftx4)\$31 Left side b	\$ 1,860.00
36.J	4 sets of track in the floor right side of bus (6ftx4)\$31	744.00
37	Plexiglass Behind Driver	\$ 159.00
38.B	Additional Grab handle in ceiling extending length of bus	\$ 159.00
39.A	Stanchion and modesty panel between lift and first row of seats	\$ 214.00
40	A/C Trans Air Skirt mounted Evap XI compressor 80K BTU	\$ 5,261.00
42.B	Tower or wall mounted Heater behind driver 65K BTU	\$ 732.00
42.A	Floor Mounted Heater 65K	\$ NC
42.C	Insulate Rear heater hoses	\$ 208.00
42.D	Silicone Heater hoses	\$ 275.00
43	Additional LED Rear 7" Round Exterior high Mounted REAR AMBER	\$ 281.00
45	Turn Signals Flash when passenger door opens	\$ 122.00
50	Lock for bulkhead storage compartment	\$ 25.00
61	Body Fluid Clean up Kit	\$ 74.00
62	Oxygen Tank Go O2 tank holder for L track	\$ 457.00
64.D	Door handle signage for rear door	\$ 26.00
64.D	Door handle signage for lift door	\$ 26.00
65	As built Wire diagram \$109/2buses	\$ 54.50
66	As built Parts Diagram \$136/ 2 buses	\$ 68.00
67.C	Power, Heated, Remote exterior mirrors	\$ 921.00
68.B	Bonded Exterior square windows 9x\$336	\$ 3,024.00
69	NO Blackout window paint on lift doors or windows **recommended**	\$ 0.00
71	Electric heated pad under first entry step	\$ 135.00
76	Add pull chords for camera system to make install easier	\$ 650.00

TOTAL (Place total amount in space on vehicle order form)

\$ 19,753.50

Iowa City Transit
9/11/25



Evan Saxton-Williams
Hoglund bus Co.
823 S. 19th Ave
Marshalltown, IA 50158
641-750-0550

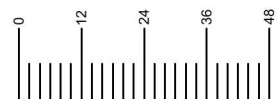
DEALER APPROVAL

☐ APPROVED

CUSTOMER SIGNATURE

NOTE: SHOWN WITH MID HI FREEDMAN SEATS
E-450 14,500 GVWR
THIS FLOOR PLAN IS FOR ILLUSTRATION PURPOSES ONLY.
A WEIGHT ANALYSIS HAS NOT YET BEEN PERFORMED.
FINAL APPROVAL WITH A WEIGHT ANALYSIS IS REQUIRED UPON RECEIPT OF A
COMPLETED ORDER WITH ALL OPTIONS SHOWN.
OPTIONAL EQUIPMENT MAY BE SHOWN.
THE SALES ORDER PLACED DICTATES ACTUAL OPTION CONTENT.

SCALE
IN INCHES



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REV.
LET.

DESCRIPTION OF CHANGE

BY

CHK

DATE

ECN No.

TOLERANCE UNLESS
OTHERWISE SPECIFIED

WOOD

OTHER

+ 1/8"

+ 1/16"

+ 1"

+ 1/2"



FOREST RIVER BUS

TITLE:

4 4 W/C 190" WB 199" B'DY
MODEL 26

NAME: AHASHBERGER DATE: 05/01/24

DWG. No. 4 4 WC 6 DB FOLDS 190 199 FRB



CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Resolution Authorizing the Procurement of Four (4) Heavy Duty Electric Buses.

Prepared By: Darian Nagle-Gamm, Director of Transportation Services
Reviewed By: Geoff Fruin, City Manager
Susan Dulek, First Ass't. City Attorney
Fiscal Impact: The City expects to expend approximately \$5,548,128, with 77% reimbursed by the FTA. The local share is \$1,250,876. Funds for this purchase are available in account 71810280-474250.
Staff Recommendation: Approval
Commission Recommendations: N/A
Attachments: [Quote](#)
[Resolution](#)

Executive Summary:

The City of Iowa City seeks approval to purchase four (4) heavy duty low floor electric buses from Gillig through a State of Washington Cooperative Agreement. Funded with federal dollars and fully compliant with Federal Transit Administration (FTA) and local procurement standards, these electric buses will reduce emissions, improve air quality, and advance Iowa City's commitment to a safe, affordable, reliable, and sustainable public transit system.

Background / Analysis:

This resolution authorizes the purchase of four (4) low-floor, heavy-duty electric buses from GILLIG through a State of Washington Cooperative Agreement. This acquisition is a strategic step toward fulfilling the City's climate and sustainability goals, while also addressing a critical need to modernize our aging fleet, many of which are at the end of their useful lives.

This investment is a key step toward achieving the City's Climate Action Plan and long-term net-zero emissions target by 2050. These new electric buses will significantly reduce transportation-related greenhouse gas emissions and improve air quality, directly aligning with the City's strategic plan to promote sustainable mobility options and to improve the transit system.

By integrating these buses into the public transit system, the City advances multiple

objectives: converting the municipal fleet to cleaner-fuel vehicles, increasing community adoption of alternative-fuel transportation, and preparing Iowa City for a future built around sustainable mobility. This purchase not only strengthens immediate operational capabilities but also demonstrates the City's continued environmental leadership.

It is important to note that Gillig has been in business for over 130 years and has been a long-time and reliable supplier for our diesel fleet. This partnership gives staff confidence in their ability to meet our needs with this new electric bus technology, especially given the challenges experienced with the Proterra electric buses resulting from the company's reorganization through Chapter 11 bankruptcy.



8/25/2025

Darian L. Nagle-Gamm
Director of Transportation Services
Iowa City Transit
1200 S. Riverside Drive
Iowa City, IA 52240

Dear Ms. Nagle-Gamm,

Thank you for your interest in purchasing (4) 40' Battery Electric Low Floor Buses by utilizing the State of WA DES Contract No. 06719-01.

Attached you will find the price variance/price summary that would pertain to your order. This price includes the escalation formula as per the recent Amendment #6 that went into effect 4/1/25.

(4) 40' BATTERY ELECTRIC LOW FLOOR BUSES

\$1,387,032.00 each

This price is valid for 90 days and is FOB Iowa City, IA. Prices exclude any taxes and license fees. The production start date of this order will begin within 18 – 20 months from receipt of purchase order.

The current Administration has recently placed substantial tariffs on goods imported into the United States, and there have been indications that additional or different tariffs may be imposed. Although we are actively working with our suppliers to determine the financial impact these tariffs may ultimately have on our material and production costs, we believe in some cases (bus configuration) it will add a significant cost to the bus price which GILLIG is unable to absorb. As a valued partner, you have our commitment and assurance that we will do everything possible to minimize the impact as we navigate this developing situation. However, contact modifications and price adjustments will likely be necessary to offset any cost increases due to these tariffs.

We thank you for this opportunity and appreciate your interest in GILLIG and our products. We at GILLIG look forward to building another order for Iowa City Transit and in so doing, continuing to build our lasting partnership. Working together, GILLIG is confident we can manage the tariff situation and continue to build and deliver the best transit buses in the industry along with the highest level of customer satisfaction.

Should you have any questions, please do not hesitate to contact me at (510) 876-6100.

Sincerely,

A handwritten signature in black ink, appearing to read "Dan Rudiger".

Dan Rudiger
Midwest Regional Sales Manager

PRICE VARIANCE

8/22/2025

IOWA CITY, IA (PIGGYBACK - STATE OF WASHINGTON RFP# 2020 06719-01)

(4) 40' LOW FLOOR PLUS ELECTRIC BUS, SN: TBD

ITEM	STATE OF WASHINGTON, WA	IOWA CITY, IA	VARIANCE
EXTERIOR STYLING PACKAGE	LOW FLOOR PLUS	LOW FLOOR PLUS	-
CUMMINS EV TRACTION MOTOR, INVERTERS & POWER MANAGEMENT SYSTEMS	INCLUDED	REQUIRED	-
ESS ENERGY STORAGE SYSTEM WITH 6 BATTERY PACKS (588 KWH)	INCLUDED	ESS ENERGY STORAGE SYSTEM WITH 7 BATTERY PACKS (686 KWH TOTAL CAPACITY)	64,576.00
OVERHEAD CHARGE RAILS	NOT INCLUDED	NOT REQUIRED	-
DEPOT PLUG-IN CHARGING PORT PER SAE J1772	(1) CCS TYPE 1 CONNECTOR (REAR - CURBSIDE)	(2) CCS TYPE 1 CONNECTOR (REAR - CURBSIDE & STREETSIDE)	4,850.00
COOLANT FILTER FOR EBUS APPLICATION	INCLUDED	REQUIRED	-
BRAKES	DISC BRAKES	DISC BRAKES	-
AXLE HUB SEALS	FRONT & REAR - GREASE SEALS	FRONT & REAR - GREASE SEALS	-
MERITOR FRONT & REAR AXLES	INCLUDED	INCLUDED	-
MAGNETIC AXLE DRAIN PLUGS	INCLUDED	REQUIRED	-
ELECTRONIC STABILITY CONTROL	INCLUDED	REQUIRED	-
AUTOMATIC TRACTION CONTROL	INCLUDED	REQUIRED	-
HUBODOMETER	NOT INCLUDED	NOT REQUIRED	-
HUBODOMETER GUARD	NOT INCLUDED	NOT REQUIRED	-
WHEEL MOUNTING	HUB PILOTED	HUB PILOTED	-
WHEELS	(6) ALCOA FULL POLISHED	(6) ALCOA FULL POLISHED	-
DURABRIGHT	NOT INCLUDED	(6) REQUIRED	1,525.00
TIRES	CUSTOMER SUPPLIED	(8) GILLIG SUPPLIED TIRES	9,213.00
ELECTRIC STEERING ASSIST	NOT INCLUDED	NOT REQUIRED	-
VIP TEXTURED STEERING WHEEL	NOT INCLUDED	NOT REQUIRED	-
DIESEL FILL	GRAVITY FILL FOR AUX COOLANT HEATER ONLY (14 GAL TANK)	GRAVITY FILL FOR AUX COOLANT HEATER ONLY (14 GAL TANK)	-
DASH MOUNTED FUEL GAUGE	NOT INCLUDED	REQUIRED	192.00
OIL PRESURE & COOLANT TEMP GAUGES IN ENGINE COMPT	ELECTRIC PROGRAMMABLE GAUGE	ELECTRIC PROGRAMMABLE GAUGE	-
ELECTRIC HYDRAULIC PUMP	INCLUDED	REQUIRED	-
SWAT SWITCH	NOT INCLUDED	NOT REQUIRED	-
ELECTRICAL TOW CONNECTION	NOT INCLUDED	NOT INCLUDED	-
AD-IP AIR DRYER FOR EBUS APPLICATION	INCLUDED	REQUIRED	-
KINGSTON AUTO DRAIN VALVE	INCLUDED	REQUIRED	-
ENGINE SKID PROTECTION	NOT INCLUDED	NOT REQUIRED	-
A-POST SKID PLATES	NOT INCLUDED	REQUIRED	264.00
HORN SPLASH SHIELD	NOT INCLUDED	REQUIRED	75.00
LEVEL 2 INSULATION	INCLUDED	REQUIRED	-
BATTERY TYPE	(2) ODYSSEY AGM GROUP 31	(2) ODYSSEY AGM GROUP 31	-
BATTERY JUMP START CONN	INCLUDED (REAR CONNECTION)	REQUIRED (REAR CONNECTION)	-
WHEELCHAIR RAMP	LIFT-U LU18	LIFT-U LU18	-
RAMP SKID PLATES	NOT INCLUDED	NOT REQUIRED	-
TK ELECTRIC HVAC SYSTEM TE18	INCLUDED	REQUIRED	-
REFRIGERANT	R407C	R407C	-
REFRIGERANT PRESSURE DISPLAY	NOT INCLUDED	REQUIRED	509.00
20% OUTSIDE AIR & FILTER	NOT INCLUDED	NOT REQUIRED	-
EBUS COLD WEATHER PACKAGE W/ DIESEL & ELECTRIC FIRED AUXILIARY COOLANT HEATER	NOT INCLUDED	REQUIRED	6,750.00
FRONT THRESHOLD HEATER	NOT INCLUDED	REQUIRED	463.00
REAR CURBSIDE HEATER	NOT INCLUDED	NOT REQUIRED	-

PRICE VARIANCE

8/22/2025

IOWA CITY, IA (PIGGYBACK - STATE OF WASHINGTON RFP# 2020 06719-01)

(4) 40' LOW FLOOR PLUS ELECTRIC BUS, SN: TBD

ITEM	STATE OF WASHINGTON, WA	IOWA CITY, IA	VARIANCE
REAR STREETSIDE HEATER	NOT INCLUDED	REQUIRED	655.00
UNDERSEAT HEATER	NOT INCLUDED	REQUIRED	655.00
DASH FAN(S)	NOT INCLUDED	(2) REQUIRED	256.00
SENSITIVE EDGE - FRONT	NOT INCLUDED	NOT REQUIRED	-
REAR DOOR	34" AIR OPEN/SPRING CLOSE	34" ELECTRIC OPEN & CLOSE	-
DOOR CONTROLS (FRONT & REAR)	AIR-FULL DRIVER CONTROL	ELECTRIC - FULL DRIVER CONTROL	6,595.00
VAPOR DIGITAL CONTROLLER	NOT INCLUDED	REQUIRED	985.00
VAPOR CLASS SENSOR CONTROL	NOT INCLUDED	NOT INCLUDED	
EXTERIOR FRONT DOOR RELEASE	NOT INCLUDED	NOT REQUIRED	-
ELECTRICAL EQUIPMENT CABINET	44" W/(2) FANS	33" H UPPER & 11" H LOWER W/ (2) FANS WITH PRESSURE LATCHES	759.00
ELECTRICAL EQUIPMENT STORAGE BOX LIGHTING	NOT INCLUDED	NOT REQUIRED	
CS WHEELWELL STORAGE BOX	NOT INCLUDED	NOT REQUIRED	-
PASSENGER INFO STATION	NOT INCLUDED	BUDGETARY ONLY (MODEL TBD)	550.00
DISPLAY/SCHEDULE HOLDER	NOT INCLUDED	NOT REQUIRED	-
INTERIOR AD FRAMES	NOT INCLUDED	NOT REQUIRED	-
EXTERIOR AD FRAMES	NOT INCLUDED	NOT REQUIRED	-
PASSENGER SEATS	AMSECO INSIGHT W/ A.R.M, Q'STRAIT RESTRANTS	AMSECO INSIGHT PRIME PLUS W/ 2- Q'POD Q'STRAIT RESTRANTS	22,260.00
DUAL USB SEAT MOUNTED PORTS	NOT INCLUDED	NOT INCLUDED	
CURB SIDE PACKAGE RACK (CS)	NOT INCLUDED	REQUIRED	175.00
FRONT WHEELWELL VERTICAL STANCHIONS	NOT INCLUDED	REQUIRED (CS & SS)	350.00
DRIVERS SEAT	RECARO ERGO METRO W/ HEADREST & 2-PT BLACK BELT	BLACK RECARO ERGO METRO AM80 W/ HEADREST & 3-PT ORANGE BELT	376.00
DRIVERS SEAT FOAM	POLYURETHANE FOAM	POLYURETHANE FOAM	
SEAT BELT EXTENSION	NOT INCLUDED	NOT REQUIRED	-
SEAT BELT ALARM	NOT INCLUDED	NOT INCLUDED	
SEAT CUSHION ALARM	NOT INCLUDED	NOT REQUIRED	-
SEAT ARMREST	NOT INCLUDED	REQUIRED ADJUSTABLE BOTH SIDES	484.00
PASSENGER SIGNALS	PULL CORDS	PULL CORDS	
STOP REQUEST AT REAR DOOR STANCHION	NOT INCLUDED	NOT INCLUDED	
STOP REQUEST LAMP AT DASH	NOT INCLUDED	REQUIRED	54.00
DRIVERS BARRIER	WRAPAROUND W/OUT SCHEDULE HOLDERS	WRAPAROUND WITH SCHEDULE HOLDERS	97.00
DRIVERS PROTECTION BARRIER	NOT INCLUDED	VAPOR V-SHIELD W/POWER WINDOW & FANS- LOCK	8,374.00
MODESTY PANEL FWD OF REAR DOOR	NOT INCLUDED	NOT INCLUDED	
OVERHEAD GRAB STRAPS	NOT INCLUDED	(16) REQUIRED BLACK NYLON W/ 2-PC COLLAR	576.00
STANCHIONS	YELLOW POWDER COATED	STAINLESS STEEL	
PASSENGER WINDOWS	AROW STD FRAME / UPPER TRANSOM	RICON BONDED FRAME / FULL FIXED W/ 6 MIL FILM GUARD ON GLAZING W/ QUICK CHANGE FEATURE	9,439.00
HEADLAMPS	LED LOW & HIGH BEAMS	LED LOW & HIGH BEAMS	
STOP/TAIL/TURN/BACK UP LAMPS	4" ROUND DIALIGHT LED	4" ROUND DIALIGHT LED	-
REAR CAP AUX STOP LAMPS	(2) 4" RED LED LAMPS	(2) 4" RED LED LAMPS	-

PRICE VARIANCE
8/22/2025
IOWA CITY, IA (PIGGYBACK - STATE OF WASHINGTON RFP# 2020 06719-01)
(4) 40' LOW FLOOR PLUS ELECTRIC BUS, SN: TBD

ITEM	STATE OF WASHINGTON, WA	IOWA CITY, IA	VARIANCE
REAR CAP MOUNTED YIELD SIGN	NOT INCLUDED	NOT REQUIRED	-
EXTERIOR PORCH LAMPS	NOT INCLUDED	NOT REQUIRED	-
LED CURB LAMPS - FRONT & REAR DOOR	NOT INCLUDED	NOT INCLUDED	
LED CORNERING LAMPS AFT REAR WHEELS - CS & SS	NOT INCLUDED	NOT INCLUDED	
BATTERY COMPARTMENT LAMPS	NOT INCLUDED	NOT INCLUDED	
INTERIOR LAMPS	LED I/O CONTROLS	LED I/O CONTROLS	-
PLEASURE RADIO	NOT INCLUDED	REQUIRED AM/FM - BLUETOOTH - NO CD PLAYER	559.00
2-WAY RADIO & ANTENNA	PRE-WIRE ONLY	PRE-WIRE ONLY	-
PA SYSTEM/VOICE ANNUNCIATOR	STD REI	STD REI	-
BOOM MIC	NOT INCLUDED	INCLUDED	125.00
CAD / AVL ITS SYSTEM	NOT INCLUDED	SYNCHRONICS ITS SYSTEM FULL INSTALL (PER IOWA CITY SPECS)	34,099.00
VIRICITI TELEMATICS W/ 2-YEAR SUBSCRIPTION	INCLUDED	REQUIRED	-
INSIDE SPEAKERS	(6) SIX	(6) SIX	-
DRIVERS SPEAKER	NOT INCLUDED	NOT REQUIRED	-
FRONT DESTINATION SIGN HEATED GLAZING	NOT INCLUDED	INCLUDED	306.00
DESTINATION SIGNS	TWIN VISION AMBER (FRONT, CS & REAR RUN SIGN)	HANOVER FRONT, SIDE, & REAR W/ EH4 WIRELESS CAPABLE CONTROLLER	989.00
FRONT RUN SIGN	NOT INCLUDED	NOT REQUIRED	-
FAREBOX	PRE-WIRE ONLY	PRE-WIRE ONLY	-
FAREBOX GUARD	INCLUDED	REQUIRED	
TRANSFER CUTTER	NOT INCLUDED	NOT REQUIRED	-
PASSENGER COUNTER (APC)	NOT INCLUDED	NOT INCLUDED	-
FULL COMPOSITE FLOOR	INCLUDED	REQUIRED	-
FLOORING MATERIAL	ALTRO	ALTRO	-
ROOF HATCHES	REAR - MANUAL	REAR - MANUAL	
EXTERIOR MIRRORS	8" X 8" 1-PC, NON-HEATED W/ REMOTE	10"x11" 2-PC W/ CONVEX W/HEAT & REMOTE HIGH MOUNT	394.00
EXTERIOR MIRROR TURN SIGNAL	NOT INCLUDED	REQUIRED (REQUIRED IN GLAZING CS & SS)	250.00
FIRE SUPPRESSION WITHOUT ESS SUPPRESSION	AMEREX V-30 W/24 HR BATTERY	AMEREX V-30 W/24 HR BATTERY	-
TRAFFIC LIGHT PREEMPTION	NOT INCLUDED	NOT INCLUDED	
VIDEO SURVEILLANCE	NOT INCLUDED	SAFETY VISION 8 CAMERA FULL INSTALL. (PER IOWA CITY SPECS)	16,046.00
BACK UP CAMERA USING MFD	NOT INCLUDED	INCLUDED W/ VIDEO SYSTEM	-

PRICE VARIANCE
8/22/2025
IOWA CITY, IA (PIGGYBACK - STATE OF WASHINGTON RFP# 2020 06719-01)
(4) 40' LOW FLOOR PLUS ELECTRIC BUS, SN: TBD

ITEM	STATE OF WASHINGTON, WA	IOWA CITY, IA	VARIANCE
BIKE RACK	SPORTWORKS MOUNTING BRACKETS ONLY	SPORTWORKS DL2 SSTL	2,178.00
BIKE RACK MIRROR	NOT INCLUDED	NOT REQUIRED	-
BIKE RACK DEPLOYED LAMP	NOT INCLUDED	NOT REQUIRED	-
BIKE RACK AD FRAME	NOT INCLUDED	NOT REQUIRED	-
MEDICAL AID KIT	NOT INCLUDED	REQUIRED	99.00
BLOODBORN PATHOGEN KIT	NOT INCLUDED	NOT REQUIRED	-
BIO-HAZARD KIT	NOT INCLUDED	NOT REQUIRED	-
WHEEL CHOCKS (SET)	NOT INCLUDED	NOT REQUIRED	-
ELECTRONIC MFD MULTI FUNCTION DASH DISPLAY (MFD II)	INCLUDED	REQUIRED	-
CUP HOLDER	NOT INCLUDED	REQUIRED	50.00
WASTE CONTAINER	NOT INCLUDED	REQUIRED	243.00
I/O PROGRAM MODULE	NOT INCLUDED	NOT REQUIRED	-
ADJUSTABLE PEDALS	NOT INCLUDED	REQUIRED	1,614.00
EXTERIOR PAINT	1-COLOR	3-COLORS	6,148.00
CLEAR COAT	NOT INCLUDED	NOT REQUIRED	-
EXTERIOR GRAPHICS	BUS NUMBERS ONLY	CUSTOM BATTERY ELECTRIC BUS GRAPHICS (BUDGETARY ONLY DESIGN TBD)	5,000.00
ROOF NUMBERS	NOT INCLUDED	NOT REQUIRED	-
EXT WARRANTY (BASIC BUS)	24 MONTHS / 100,000 MILES	24 MONTHS / 100,000 MILES	-
EXT WARRANTY (BODY STRUCTURAL)	36 MONTHS / 150,000 MILES	36 MONTHS / 150,000 MILES	-
EXT WARRANTY (STRUCTURAL INTEGRITY CORROSION)	144 MONTHS / 500,000 MILES	144 MONTHS / 500,000 MILES	-
EXT WARRANTY (WATER LEAKS)	12 MONTHS / 50,000 MILES	12 MONTHS / 50,000 MILES	-
WARRANTY - ESS (BATTERIES)	72 MONTHS / 300,000 MILES	72 MONTHS / 300,000 MILES	-
WARRANTY - (TRACTION MOTOR)	36 MONTHS / 100,000 MILES	36 MONTHS / 100,000 MILES	-
WARRANTY - (HVAC TK ELECTRIC)	36 MONTHS / UNL MILES	36 MONTHS / UNL MILES	-
WARRANTY (ALL OTHERS)	BASE COVERAGE PER WASHINGTON CONTRACT	BASE COVERAGE PER WASHINGTON CONTRACT	-
TRAINING	NOT INCLUDED	GILLIG SUPPLIED TRAINING (2-24HR CLASSES @ \$10,000 PER CLASS= \$20,000 / 4 BUSES = \$5,000 PER BUS)	5,000.00

TOTAL IOWA CITY, IA VARIANCES	214,157.00
STATE OF WASHINGTON, WA 40' LOW FLOOR PLUS ELECTRIC BASE UNIT PRICE (APRIL 2021)	813,044.00
DELIVERY	10,560.00
IOWA CITY, IA 40' LOW FLOOR PLUS ELECTRIC NON-ADJUSTED UNIT PRICE	1,037,761.00
PPI 1413 ADJUSTMENT PER WA STATE CONTRACT AMENDMENT #1= 11.78%	95,777.00
PPI 1413 ADJUSTMENT PER WA STATE CONTRACT AMENDMENT #3= 15%	136,323.00
PPI 1413 ADJUSTMENT PER WA STATE CONTRACT AMENDMENT #4 = 7.15%	74,728.00
PPI 1413 ADJUSTMENT PER WA STATE CONTRACT AMENDMENT #6 = 3.79%	42,443.00
SPARES & TOOLING BUDGET	-
IOWA CITY, IA 40' LOW FLOOR PLUS ELECTRIC BUS CURRENT ADJUSTED PRICE (8/22/2025)	1,387,032.00

CONFIDENTIAL

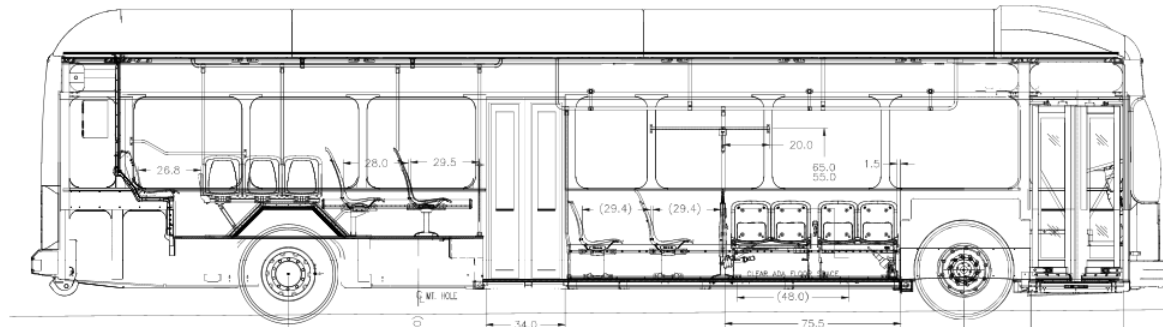
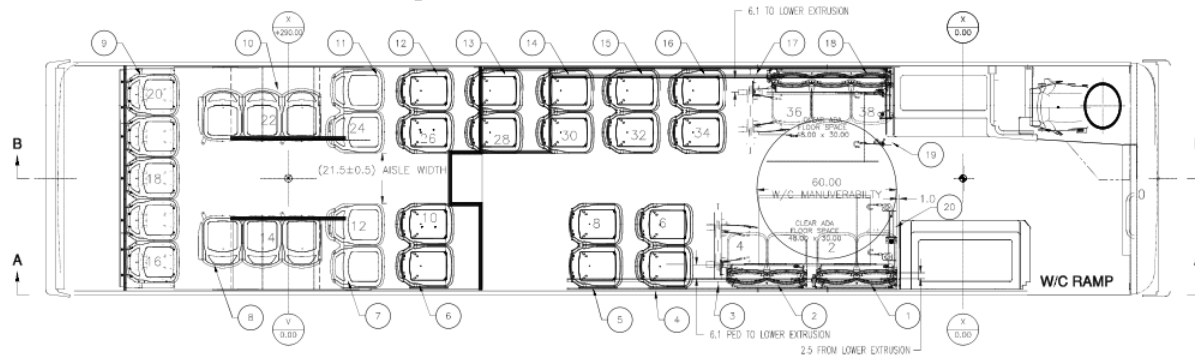
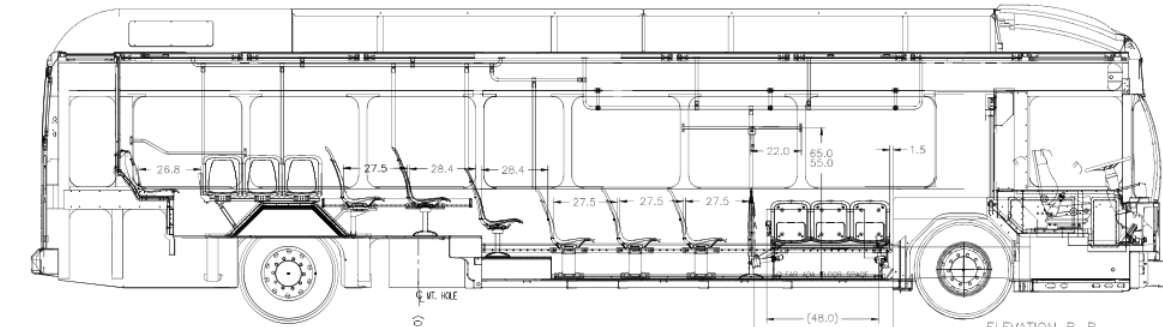
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REVISIONS					
SYN	DATE	DESCRIPTION	REL.	DATE	
A	1/18	RELEASED FOR BID	137173	03/26/19	
B	1/18	REMOVED W/ HOLE & DETAIL, PROVIDED FOR 1311-11 DOWNS	145825	04/28/20	

NOTES:

1. TO MAXIMIZE OCCUPANT CRASH PROTECTION AND REDUCE THE POTENTIAL FOR SIGNIFICANT INJURY TO PASSENGERS SEATED IN THE FIRST FORWARD FACING SEATS IMMEDIATELY REARWARD OF THE ADA AREA, GILLIG REQUIRES EITHER: 1.1 THE PLACEMENT OF A BARRIER FORWARD OF THESE SEATS. 1.2 USE OF A GRAB/STANCHION POLE FOR THE AISLE SEAT AND WALL MOUNTED GRAB HANDLE FOR THE OUTBOARD SEAT OR 1.3 SEAT BELTS ON BOTH THESE SEATS.
2. ALL DIMENSIONS ARE IN INCHES.
3. SEATS & RESTRAINT BELTS MUST MEET FMVSS 209 & 302 STANDARDS.
4. GRAPHICS ARE SHOWN FOR REFERENCE ONLY AND THE FINAL DESIGN MAY VARY.

PRELIMINARY
RELEASE ONLY



ITEM NUMBER	VENDOR PART NUMBER	(A) PASSENGER SEAT SIZE	(B) SEAT WIDTH	(C) SEAT DEPTH	(D) SEAT HEIGHT	(E) SEAT BACK PANEL	(F) SEAT BACK PANEL	(G) SEAT BACK PANEL	(H) SEAT BACK PANEL	OPTION H, RH
20										OPTION H, RH
19										OPTION H, LH, WHEELWELL MOUNTED
18										W/C FLIP-UP, AFT ARMREST, STOP REQ.
17										W/C BARRIER, (2) PED, P1=10.00, P2=16.00, E=8.0, REMOVE BELT REL
16										W/C BARRIER, (2) PED, P1=10.00, P2=16.00, E=8.0, REMOVE BELT REL
15										OPTION W/C: Q/PD, P1=10.25, P2=15.75, E=8.0, STOP REQ.
14										W/C FLIP-UP, AFT ARMREST, STOP REQ. @ SEAT POSITION 2

ITEM NUMBER	VENDOR PART NUMBER	PASSENGER SEAT SUPPLIER:	NOTES AND COMMENTS
38		AMERICAN SEATING CO.	SIGNATURE ON THIS DRAWING INDICATES CUSTOMERS APPROVAL OF LAYOUT AND AGREEMENT THAT SAME IS IN COMPLIANCE WITH CUSTOMER'S SPECIFICATIONS. ONCE SIGNED THIS DRAWING BECOMES A PART OF CONTRACT # _____
PASSENGERS		PASSENGER SEAT MODELS:	PURCHASE ORDER #: _____
		INSIGHT 18.0 WIDE FWD FACING	SIGNED BY: _____
		INSIGHT 17.0 WIDE AISLE FACING	ACTING ON BEHALF OF AND WITH THE AUTHORITY OF _____
FIRST CLASS			
XXXX			

REVISION	DATE
REVISION	DATE
N.HOM	03/26/19

DESCRIPTION	DB NUMBER	REV
SETTEE:	DB 158.015	C
UPPER SECTION:	DB 158.015	C
CENTER SECTION:	DB 158.001	C
W/C RESTRAINT OPTION:	DB 152.014	AN
ADA CLEAR FLOOR SPACE:	DB 152.000	A
SEAT DIMENSIONAL SPEC:	DB 152.001	D

DESCRIPTION	DB NUMBER	REV
SEAT DIMENSIONAL SPEC:	DB 152.001	D
HP-TO-ARM TOLERANCE	HP-TO-ARM TOLERANCE	HP-TO-ARM TOLERANCE
NON-PACKED SEATS: ±0.05	NON-PACKED SEATS: ±0.05	NON-PACKED SEATS: ±0.05
PACKED SEATS: ±0.05	PACKED SEATS: ±0.05	PACKED SEATS: ±0.05

This drawing and the information contained therein is submitted confidentially and is the property of The GILLIG LLC. Use, reproduction, or disclosure of the content of this drawing or any portion thereof for any purpose must be approved in writing by The GILLIG LLC.

KIT & DIAGRAM, SEAT
LF2010 40' X 102", E-BUS, GEN 2
CUSTOMER NAME, STATE

SL-71164-322-BID

Prepared by: Darian Nagle-Gamm, Director of Transportation Services, Transportation
Services, 319-356-5156

Resolution No. _____

Resolution Authorizing the Procurement of Four (4) Heavy Duty Electric Buses

Whereas, the City of Iowa City is an authorized user of a State of Washington Cooperative agreement between the State of Washington and Gillig for the purchase of Heavy Duty Buses; and

Whereas, cooperative purchasing is permitted under the City of Iowa City Purchasing Policy Manual; and

Whereas, the City's purchasing policy requires City Council to approve purchases of goods exceeding \$200,000.00; and

Whereas, the City expects to expend approximately \$5,548,128 on the procurement of Four (4) Heavy Duty Electric Buses with 77% reimbursed through a 2023 Federal Transit Administration Low/No Emissions grant; and

Whereas, the City received federal funds for the procurement of Four (4) electric buses and funds for this purchase are available in the budget under 71810280-474250; and

Whereas, approval of this procurement is in the public interest.

Now, therefore, be it resolved, by the City Council of the City of Iowa City, Iowa, that:

1. The proposed procurement as described above is approved.
2. The City Manager is authorized to sign the agreement with the vendor and take all steps necessary to effectuate any reasonable and appropriate amendments or renewals of said agreement.

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

Mayor

Approved by

Attest: _____

City Clerk

City Attorney's Office

It was moved by _____ and seconded by _____ the Resolution
be adopted, and upon roll call there were:

Ayes:

Nays:

Absent:

_____ Alter

_____ Bergus

_____ Harmsen

_____ Moe

_____ Salih

_____ Teague

_____ Weilein



CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Resolution authorizing the procurement of one (1) new automated refuse truck body package.

Prepared By:	Dan Striegel - Equipment Superintendent
Reviewed By:	Ron Knoche - Director of Public Works Geoff Fruin - City Manager Susan Dulek-First Ass't. City Attorney
Fiscal Impact:	\$256,688.60; funds are available in accounts 81710520 and CIP Project L3352.
Staff Recommendation:	Approval
Attachments:	Contract Quote Resolution

Executive Summary:

At the October 7, 2025 City Council meeting, consideration will be given to a resolution authorizing the procurement of one (1) new Labrie 29 cubic yard automated refuse truck body package for Solid Waste operations.

Sourcewell Cooperative contract 110223-LEG will be utilized for the procurement of the body package from Kilburg Equipment in Sabula, IA. Total price with contract discount is \$256,688.60 as per Labrie/Sourcewell Quote #8845 Revision #1 dated September 23, 2025.

Funding for this purchase is available in accounts 81710520 and CIP Project L3352. The chassis for this truck will be procured under separate order.

Background / Analysis:

The Solid Waste Division currently has four rear-load refuse trucks in the fleet and truck #567 is scheduled for replacement in fiscal year 2026.

With the introduction of yard waste carts, the need for rear-load trucks has decreased, while automated side-load truck usage has increased. The replacement truck will be upgraded to an automated side load truck that is much more versatile and efficient for current and future solid waste collection. Landfill CIP Project L3352 includes \$200,000.00 in funding to supplement the replacement reserves available for the upgrade.

Labrie Environmental Group

Waste collection vehicles

#110223-LEG

Maturity Date: 12/28/2027

Website: labriegroup.com/sourcewell 

Products & Services	Buy Sourcewell	Documents	Contact Information
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Products & Services

Sourcewell contract 110223-LEG gives access to the following types of goods and services:

- Labrie side loaders
- Leach rear loaders
- Wittke front loaders
- Envirolink technology
- Automated, manual, & tippers
- Recycle & multi-compartment
- Tip-to-dump & full eject
- EV & CNG
- Residential & organics
- Commercial & demolition
- LabriePlus parts & services

[Locate your local dealer or representative](#) 

(nongovernment site)

Contact us

Have questions about a contract or cooperative purchasing?



Seller

Labrie Environmental Group
175-B Rte Marie Victorin
Lévis, Québec
Canada
G7A 2T3

Phone : 418-831-8250
Toll-Free : 1-800-463-6638
Website : www.labriegrup.com

QUOTE FORM		
Quote # / Rev. #	Reference #	Quoted Date
8845 / 1		2025-08-11
Price List / Currency	Last Revision Date	Quote Valid Until
2026-A / USD	2025-09-23	2025-11-15
Regional Sales Manager	Customer Service Rep.	Product Specialist
Andrew LeVasseur	Bailey Cotterman	Francois Leblond
Opportunity Type	Carrier	Departure Region
SW End Client	To Be Determined	Quebec, QC, CA

SOLD TO	# 100019	SHIP TO	END CLIENT
Kilburg Equipment, LLC 431 W Grant St. PO Box 284 Preston, IA 52069 United States		Kilburg Equipment, LLC 58278 50th St Sabula, IA 52070 United States	City of Iowa City 410 W Washington St Iowa City, IA 52240 United States
Email : Phone : 563-590-2455		Email : Phone :	Email : Phone : 319-356-5191

CHASSIS INFORMATION

Chassis Provided By :	Supplied by Customer	Engine Make :	Cummins
Chassis Manufacturer :	Freightliner	Engine Model :	L9
Chassis Model :	M2 106 Plus	Engine Power :	360 HP
Cab Style :	Conventional Cab	Engine Torque :	1150 LB-FT @ 1200 RPM
Drivetrain :	6X4	Transmission Make :	Allison
Auxiliary Axle :	Without Auxiliary Axle	Transmission Model :	RDS 3000 Series WTEC 4 & 5
CNG System Upon Arrival :	Without	Transmission Type :	Automatic Transmission
Driving Configuration at Delivery :	Sit-Down from Company on Streetside + Stand-Up from Labrie on Curbside		
Chassis Delivery Address :	Canada: 175-B Rte. Marie-Victorin, Lévis, QC, Canada G7A 2T3		

COLOR INFORMATION

Cab Color :	Gray from Factory	Cab Color Code :	L0305
Body Color :	Gray	Body Color Code :	N0305
Chassis Color :	Black from Factory	Chassis Color Code :	Color Code NOT Required
Paint Scheme Number :	Without	Match Cab :	Yes

CARTS INFORMATION

Cart Make :	Without or NOT Required	Cart Type :	Without or NOT Required
Cart Capacity :	32 to 95 US Gallons (120 to 360 Litres)		

BODY CONFIGURATION

Body Model :	EXPERT	Total Capacity :	29yd ³ (27+2)
Arm Model :	Single Helping-Hand (Curb)	Body Capacity :	27yd ³
Body Type :	Standard	Tailgate Capacity :	2yd ³
Body Division :	Without Division		

BASE PRICE 203,380.00\$

OPTIONS

#	Category	Option Description	Price
2	Lifting	AGRA-STD03 Helping-Hand, Basic Arm, "32 to 95 US gal"	0.00 \$
3	Lifting	EAOA-STD01 Arm (or Mast) out alarm at 6 km/h - 4 mph	0.00 \$
4	Lifting	ALRE-STD02 Arm Standard Reach (7 Foot Reach)	0.00 \$
#	Category	Option Description	Price
5	Hopper Area	BCPH-0005 Credit Crusher Panel	(1,770.00) \$



Seller

Labrie Environmental Group

175-B Rte Marie Victorin

Lévis, Québec

Canada

G7A 2T3

Phone : 418-831-8250
Toll-Free : 1-800-463-6638
Website : www.labriegrup.com

QUOTE FORM

Quote # / Rev. #	Reference #	Quoted Date
8845 / 1		2025-08-11
Price List / Currency	Last Revision Date	Quote Valid Until
2026-A / USD	2025-09-23	2025-11-15
Regional Sales Manager	Customer Service Rep.	Product Specialist
Andrew LeVasseur	Bailey Cotterman	Francois Leblond
Opportunity Type	Carrier	Departure Region
SW End Client	To Be Determined	Quebec, QC, CA

#	Category	Option Description	Price
6	Consoles & Controls	AAJC-0000 Single Arm (or Mast) Joystick Moveable for Dual Drive (Conv. Cab Only)	970.00 \$
7	Consoles & Controls	ATJC-STD01 Grabber Control on Joystick	0.00 \$
8	Consoles & Controls	ECKA-0040 Streetside Outside Controls Packer and Crusher Panel (If Applicable)	820.00 \$

#	Category	Option Description	Price
9	Hydraulic	HCON-STD01 JIC	0.00 \$
10	Hydraulic	HPTO-0040 PTO Chelsea 871 Hot Shift for Remote Pump	3,720.00 \$
11	Hydraulic	CCPM-STD01 No Particular Specifications From Customer	0.00 \$
12	Hydraulic	CHFT-STD01 Hydraulic Tank in Drop Section	0.00 \$
13	Hydraulic	EBCV-0000 Electric Over Hydraulic Body Main Valve	1,390.00 \$

#	Category	Option Description	Price
14	Accessories	BPBK-0010 Panic Bars Only (2) One on Each Side	2,380.00 \$
15	Accessories	BLSH-6545 Loading step (1) Streetside Only (Panic Bar on Streetside Required)	530.00 \$
16	Accessories	BBTS-STD01 Standard Tailgate Seal	0.00 \$

#	Category	Option Description	Price
17	Lighting	LWLK-0035 Work Light Package - LED (3)	1,260.00 \$
18	Lighting	WL01-0000 Hopper Streetside (1)	0.00 \$
19	Lighting	WL02-0000 Rail Streetside (2)	0.00 \$
20	Lighting	WL04-0000 Rail Curbside (4)	0.00 \$
21	Lighting	CSLA-0030 Strobe Light Beacon Style on Cab Centered - Whelen L10HAP (1)	660.00 \$
22	Lighting	LSLA-0020 Strobe Light Beacon Style on Tg. over Upper S/T/T Lights (If Appl.) Centered - Whelen L10HAP (1)	660.00 \$

#	Category	Option Description	Price
23	Electronic	CCCC-0104 4X Envirolink Camera(s) - 4X Standard Position(s) With Heater/Without Shutter	5,050.00 \$
24	Electronic	CL01-0000 Tailgate Center 2/3 (1) - Pointing Back	0.00 \$
25	Electronic	CL04-0000 Hopper Streetside (4) - Pointing Curbside	0.00 \$
26	Electronic	CL06-0000 Rail Curbside (6) - Pointing Curbside	0.00 \$
27	Electronic	CL15-0000 Mirror Streetside (15) - Pointing Back	0.00 \$
28	Electronic	CCCM-INC11 EnviroLink 7" Color Monitor (Included in Camera System Base Price) (4 Channels)	0.00 \$
29	Electronic	CCML-INC01 On Ceiling, Centered, Near the Windshield (If Possible)	0.00 \$
30	Electronic	CCMM-STD01 Monitor Mounting Brackets for Labrie Standard Installation	0.00 \$

#	Category	Option Description	Price
31	Electrical	ESYV-STD01 12V Body Electrical System	0.00 \$

#	Category	Option Description	Price
32	Unit Appearance	PCBP-STD01 Urethane Body Paint	0.00 \$
33	Unit Appearance	UAPP-STD01 One (1) Coat of Urethane Primer	0.00 \$
34	Unit Appearance	PCCP-STD01 Paint Chassis Components same Color as Chassis	0.00 \$
35	Unit Appearance	BASA-STD01 Rubber Mud Guards - Rear of Rear Axle	0.00 \$
36	Unit Appearance	BASN-STD01 Mud Guards with Labrie Logo	0.00 \$
37	Unit Appearance	BODL-STD01 Informative Decals English	0.00 \$



Seller
Labrie Environmental Group
175-B Rte Marie Victorin
Lévis, Québec
Canada
G7A 2T3

Phone : 418-831-8250
Toll-Free : 1-800-463-6638
Website : www.labriegrup.com

QUOTE FORM		
Quote # / Rev. #	Reference #	Quoted Date
8845 / 1		2025-08-11
Price List / Currency	Last Revision Date	Quote Valid Until
2026-A / USD	2025-09-23	2025-11-15
Regional Sales Manager	Customer Service Rep.	Product Specialist
Andrew LeVasseur	Bailey Cotterman	Francois Leblond
Opportunity Type	Carrier	Departure Region
SW End Client	To Be Determined	Quebec, QC, CA

#	Category	Option	Description	Price
38	Chassis	CFTD-STD01	Diesel Tank from Company or CNG/Electric	0.00 \$
#	Category	Option	Description	Price
39	Unit Layout	CDFL-STD01	Drop-frame Labrie	0.00 \$
#	Category	Option	Description	Price
40	Cab	CHBM-INC01	Heated Bus Type Mirrors (2)	0.00 \$
41	Cab	CSRH-0000	Stand-up Drive Curbside LABRIE	37,120.00 \$
42	Cab	CADS-INC01	Foldable Seat Vinyl with Backrest on Curbside	0.00 \$
43	Cab	CWFD-INC01	2 Windows in Foldable Door on Stand-up Drive/Low Entry Floor Curbside	0.00 \$
SUBTOTAL OPTIONS :				52,790.00\$
NON-STANDARD OPTIONS				
SUBTOTAL NON-STANDARD OPTIONS :				0.00\$
COMMENTS				



Seller
Labrie Environmental Group
175-B Rte Marie Victorin
Lévis, Québec
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G7A 2T3

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Toll-Free : 1-800-463-6638
Website : www.labriegrup.com

QUOTE FORM		
Quote # / Rev. #	Reference #	Quoted Date
8845 / 1		2025-08-11
Price List / Currency	Last Revision Date	Quote Valid Until
2026-A / USD	2025-09-23	2025-11-15
Regional Sales Manager	Customer Service Rep.	Product Specialist
Andrew LeVasseur	Bailey Cotterman	Francois Leblond
Opportunity Type	Carrier	Departure Region
SW End Client	To Be Determined	Quebec, QC, CA

Expected Delivery Date :		Subtotal Base Price and Options :	256,170.00 \$
		Discount (2.00%) :	5,123.40 \$
Chassis Terms (if applicable) : Net on delivery for release of MSO.		Subtotal Base Price and Options (Net) :	251,046.60 \$
Weight Distribution: Quotes and pricing are subject to changes according to WD analysis which can alter specs. Upon receipt of PO and chassis specs, WD will be conducted and a confirmation of acceptance will be issued.		Body Miscellaneous Charge #1 :	0.00 \$
Taxes : Not Included.		Body Miscellaneous Charge #2 :	0.00 \$
Disclaimer : It is the quoting distributor's responsibility to verify the accuracy of this quote versus the specifications for the body and chassis. Labrie Environmental Group will not be responsible for any price differential between this quotation and what is required by the provided specifications. Interest fees on past due account of 1.5% per month (18% annual). Price list subject to change at all time due to the steel price index. Labrie Environmental Group (LEG) does not accept floorplan charges, back charges, liquidated damages or third-party claims for any reason or cause, whether expressed or implied by specifications or other form of communication, including purchase order terms and conditions unless approved in writing by CEO or CFO at time of quotation. Labrie Environmental Group (LEG) and/or seller shall not be responsible for any failure to perform, or delay in performance of, its obligations resulting from the COVID-19 pandemic or any future epidemic.		Body Miscellaneous Charge #3 :	0.00 \$
		Sourcewell Fee :	0.00 \$
		Material Surcharge :	0.00 \$
		Extended Warranty :	0.00 \$
		Extended Warranty Other :	0.00 \$
		Additional Trade Discount :	0.00 \$
		Inter Factory Transport :	0.00 \$
		Subtotal Body (Net) :	251,046.60 \$
		Chassis Price :	0.00 \$
		Subtotal Unit (Net) :	251,046.60 \$
		FET (12%) :	0.00 \$
		Change Fee #1 :	0.00 \$
		Change Fee #2 :	0.00 \$
		EV Fee :	0.00 \$
		Miscellaneous Charge #1 :	0.00 \$
		Miscellaneous Charge #2 :	0.00 \$
		Miscellaneous Charge #3 :	0.00 \$
		Freight Charges :	5,642.00 \$
		Total Unit (Net) :	256,688.60 \$
		Number of Units :	1
		Grand Total :	256,688.60 \$
		Currency :	USD

Labrie Representative :

Customer : Kilburg Equipment, LLC

Resolution No. _____

Resolution authorizing the procurement of one (1) new automated refuse truck body package.

Whereas, one refuse truck in Solid Waste Operations is scheduled for replacement in fiscal year 2026; and

Whereas, Sourcewell cooperative contract 110223-LEG will be utilized for the procurement of the automated refuse body package; and

Whereas, the total purchase price of the body package is \$256,688.60; and

Whereas, the amount exceeds the City Manager's spending authority of \$200,000.00, thus requiring City Council approval; and

Whereas, funds for this purchase are available in accounts 81710520 and Landfill CIP Project L3352; and

Whereas, approval of this procurement is in the public interest.

Now, therefore, be it resolved by the City Council of the City of Iowa City, Iowa, that:

1. The proposed procurement as described above is approved.
2. The City Manager is authorized to take the steps necessary to effectuate the purchase and approve any change orders that may develop during the manufacturing process.

Passed and approved this _____ day of _____, 2025.

Mayor

Approved by

Attest: _____
City Clerk

City Attorney's Office



CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Resolution authorizing the procurement of one (1) new Trash Compactor for Landfill Operations.

Prepared By:	Dan Striegel- Equipment Superintendent
Reviewed By:	Ron Knoche, Director of Public Works Geoff Fruin, City Manager
Fiscal Impact:	\$1,060,889.12 after contract discounts and trade allowance; funds for this purchase are available in Equipment Replacement account 81710520 and Landfill CIP Project L3328.
Staff Recommendation:	Approval
Attachments:	Proposal Contract Resolution

Executive Summary:

At the October 7, 2025 City Council meeting, consideration will be given to a resolution authorizing the purchase for the replacement of one Caterpillar landfill trash compactor from Altorfer Inc. in Cedar Rapids, IA.

Sourcewell cooperative contract #011723-CAT, which affords a 12% discount off list price, will be utilized for the procurement. Contract price for the new machine, 60-month/7,500-hour Premier Extended Warranty, Fire Suppression System, and Earthworks GPS System is \$1,150,889.12. Current compactor #815 will be traded in toward the purchase at a reasonable trade value of \$90,000.00.

Total purchase price including trade allowance, and setup and delivery to the Landfill is \$1,060,889.12 as per Altorfer quote dated September 11, 2025. Due to higher-than-normal year over year inflation since 2020, the replacement reserves accumulated will not fully fund the purchase. Landfill has supplemental funding available in CIP Project L3328 to cover the deficit of \$125,000.00.

Background / Analysis:

The Landfill uses two compactors in its daily operations, and this new unit will be replacing a 2015 Caterpillar 826K model that has reached its life expectancy and is scheduled for replacement.

September 11, 2025

City of Iowa City
1200 Riverside Drive
Iowa City, IA 52246-5717

Attention: Mr. Dan Striegel

We are pleased to provide the following proposal for your review:



One (1) New Caterpillar 826 Landfill Compactor

Includes all standard equipment and the following options:

Pressurized, Sound Suppressed ROPS/FOPS Cab	Cat® C15 ACERT™ Engine
Cat® Comfort Air Suspension Seat	Turbine Precleaner
Air Conditioner, Heater and Defroster	120V Engine Coolant Heater
Internal & External Rearview Mirrors	Semi U-Blade Bulldozer
No-Spin Front and Rear Differential	48" Combination Tipped Wheels
Rear Vision Camera	

Equipment Protection Plan

60-Month / 7,500 SMH Premier

Availability

Approx. January 2026, subject to prior sale.

List Price - 826	\$ 1,423,915
Less Sourcewell Discount 12%	\$ 170,870
Sourcewell Pricing	\$ 1,253,045
Warranty	\$ 56,540
Freight and Prep	\$ 15,912
Fire Suppression	\$ 20,582
Net Selling Price	\$ 1,346,079
Less Additional Altorfer Discount	\$ 223,579
Adjusted Selling Price	\$ 1,122,500
Less Trade-In 2015 826K S/N 23206019	\$ 90,000
Total Net Price	\$ 1,032,500

- Sales Tax Additional, if applicable.

- One Free Year of Works Manager Remote Assistance; After The first year it will be \$800.00 annually If not opt out.

Single GNSS Earthworks/Roadworks Cat 826K	\$	41,685.36
Less Sourcewell Discount 12%	\$	5,002.00
SITECH Installation	\$	2,600.00
Radio For sharing File to Machines	\$	1,605.76
Trimble Promo Trade-in	\$	(12,500.00)
Total Selling Price 826 w/ Earthworks	\$	1,060,889.12

We appreciate the opportunity to submit this proposal, and trust that it will merit your favorable consideration.

Sincerely,

Kirk Miller
Altorfer Cat

Caterpillar Inc.

Heavy construction equipment

#011723-CAT

Maturity Date: 4/14/2027

Website: cat.com/coop-purchasing 

[Products & Services](#)[Buy Sourcwell](#)[Documents](#)[Contact Information](#)

Products & Services

Sourcwell contract 011723-CAT gives access to the following types of goods and services:

- Motor graders
- Backhoe and wheel loaders
- Skid steer, multi-terrain, and compact track loaders
- Dozer and wheel excavators
- Material handlers
- Landfill equipment
- Articulated trucks and rigid frame trucks
- Wheel tractor scrapers
- Telehandlers
- Pavers, compactors, cold planers, and reclaimers
- Work tools & attachments

[Locate your local dealer or representative](#) 

(nongovernment site)

Contact us

Have questions about a contract or
cooperative purchasing?

Resolution No. _____

Resolution authorizing the procurement of one (1) new Trash Compactor for Landfill Operations.

Whereas, one (1) trash compactor in Landfill Operations is budgeted for replacement in fiscal year 2026; and

Whereas, Sourcewell cooperative contract #011723-CAT will be utilized for the procurement of the compactor; and

Whereas, the total purchase price of the compactor is \$1,060,889.12; and

Whereas, the amount exceeds the City Manager's spending authority of \$200,000.00, thus requiring City Council approval; and

Whereas, funds for this purchase are available in accounts 81710520 and Landfill CIP Project L3328; and

Whereas, approval of this procurement is in the public interest.

Now, therefore, be it resolved by the City Council of the City of Iowa City, Iowa, that:

1. The proposed procurement as described above is approved.
2. The City Manager is authorized to take the steps necessary to effectuate the purchase and approve any change orders that may develop during the manufacturing process.

Passed and approved this _____ day of _____, 2025.

Mayor

Approved by

Attest: _____
City Clerk

City Attorney's Office



CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Resolution accepting the work for the City Hall Roof Replacement Project.

Prepared By: Ben Clark – Senior Engineer
Reviewed By: Jason Havel – City Engineer
Ron Knoche – Public Works Director
Geoff Fruin – City Manager
Fiscal Impact: None
Staff Recommendation: Approval
Attachments: [Engineer's Report](#)
[Resolution](#)

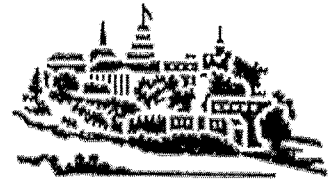
Executive Summary:

The City Hall Roof Replacement Project was completed by Black Hawk Roofing Company of Waterloo, Iowa in substantial accordance with the plans and specifications prepared by Shive-Hattery, Inc. of Iowa City, Iowa. The Engineer's Report and Performance, Payment and Maintenance Bond are on file with the City Clerk.

Project Estimated Cost:	\$545,000.00
Project Bid Received:	\$384,604.00
Project Actual Cost:	\$387,569.00

Background / Analysis:

This project included replacing five areas of existing roof with a 90-mil Ethylene Propylene Diene Monomer (EPDM) roof membrane system. The areas to be replaced generally included police, fire, lobby and council chamber roofs. The project also included masonry repairs and Exterior Insulation Finishing System (EIFS) repairs. The project included coating the east wing and north court roofs to extend their lifespan until budget allows for a complete replacement in coordination with HVAC work.



CITY OF IOWA CITY
410 East Washington Street
Iowa City, Iowa 52240 - 1826
(319) 356 - 5000
(319) 356 - 5009 FAX
www.icgov.org

ENGINEER'S REPORT

October 1, 2025

City Clerk
Iowa City, Iowa

Re: City Hall Roof Replacement Project

Dear City Clerk:

I hereby certify that City Hall Roof Replacement Project was completed by Black Hawk Roofing Company of Waterloo, Iowa in substantial accordance with the plans and specifications prepared by Shive-Hattery, Inc. of Iowa City, Iowa.

The project was bid as a lump sum contract, and the final contract price is \$387,569.00.

There was one (1) change or extra work order for the project as follows:

1. Additional curb flashing for roof top unit (RTU #2 PD) \$2,965.00

I recommend that the above-referenced improvements be accepted by the City of Iowa City.

Sincerely,

Jason Havel, PE
City Engineer

Resolution No. _____

Resolution accepting the work for the City Hall Roof Replacement Project

Whereas, the Engineering Division has recommended that the work for construction of the City Hall Roof Replacement Project, as included in a contract between the City of Iowa City and Black Hawk Roofing Company of Waterloo, Iowa, dated September 10th, 2024, be accepted; and

Whereas, the Engineer's Report and the Performance, Payment and Maintenance Bond have been filed in the City Clerk's office; and

Whereas, funds for this project are available in the City Hall Improvements account #R4129; and

Whereas, the final contract price is \$387,569.00.

Now, therefore, be it resolved by the City Council of the City of Iowa City, Iowa, that said improvements are hereby accepted by the City of Iowa City, Iowa.

Passed and approved this _____ day of _____, 20_____

Mayor

Approved by

Attest: _____
City Clerk

City Attorney's Office

It was moved by _____ and seconded by _____ the Resolution be adopted, and upon roll call there were:

Ayes:

Nays:

Absent:

Alter

Bergus

Harmsen

Moe

Salih

Teague

Weilein



CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Resolution accepting the work for the Landfill Equipment Building Replacement Project.

Prepared By: Joe Welter - Senior Engineer
 Reviewed By: Jason Havel - City Engineer
 Ron Knoche - Public Works Director
 Geoff Fruin - City Manager
 Fiscal Impact: None.
 Staff Recommendation: Approval
 Attachments: [Engineer's Report](#)
[Resolution](#)

Executive Summary:

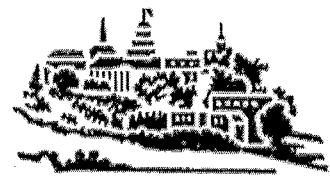
Work on the project was recently completed by Peak Construction Group of Cedar Rapids, Iowa in substantial accordance with the plans and specifications. The Engineer's Report and Performance, Payment and Maintenance Bond are on file with the City Clerk.

Project Estimated Cost:	\$4,650,000.00
Project Bid Received:	\$3,594,000.00
Project Actual Cost:	\$3,826,974.65

There were twenty one (21) change orders on this project that addressed utility, foundation and paneling revisions, added equipment and bollards, changed the kitchen sink faucet, modified the Bulk Water Fill Station Arm, and provided insulation and protective wrapping and enclosures.

Background / Analysis:

At the Landfill, there were two buildings used for maintenance and storage of equipment and materials, as well as the operator breakroom, locker room, and restroom, that were undersized. The breakroom, locker room, and general use areas also needed to be replaced. This project generally included demolition of one of the older buildings, construction of a new equipment building, and renovations to the Scale House Building. The new building includes storage bays for equipment and vehicles, maintenance areas, an interior wash bay, two offices, breakroom, mudroom/locker room, and restrooms/shower. Additionally, this project constructed an exterior bulk water filling station for the public.



ENGINEER'S REPORT

CITY OF IOWA CITY

410 East Washington Street
Iowa City, Iowa 52240 - 1826
(319) 356 - 5000
(319) 356 - 5009 FAX
www.icgov.org

October 1, 2025

City Clerk
Iowa City, Iowa

Re: Landfill Equipment Building Replacement Project

Dear City Clerk:

I hereby certify that the construction of the Landfill Equipment Building Replacement Project has been completed by Peak Construction Group of Cedar Rapids, Iowa in substantial accordance with the plans and specifications prepared by Shive-Hattery, Inc. of Iowa City, Iowa.

The project was bid as a unit price contract, and the final contract price is \$3,826,974.65.

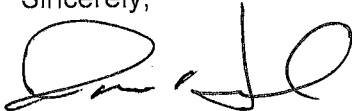
There were twenty-one (21) change orders on this project, as described below:

<u>Change Order Description</u>	<u>Net Contract Change</u>
1. Relocated power to fuel tanks	\$29,329.78
2. Supply and return modifications on the inlet/outlet on the furnace and raising an existing hydrant	\$2,476.94
3. Modifications to the Reduced Pressure Zone (RPZ) on the Scale House	\$1,107.15
4. New electrical service conduit to existing Building A	\$5,217.53
5. Modifications to the electrical system for the Scale House and modifications to the Building A gas service line	\$2,948.41
6. Modifications to the foundation design on the new building	\$42,855.76
7. Added bollards around the new propane tanks	\$5,005.30
8. Revisions to the gas service to the new building	\$6,236.28
9. Modifications to the gas piping in the new building to accommodate the Hotsy power washer	\$4,122.69
10. Changed the kitchen sink faucet	\$450.84
11. Modifications to the wall framing on the south Washbay wall to accommodate PVC paneling	\$21,037.35
12. Water pipe and box for the kitchen refrigerator	\$945.47
13. Modifications to the electrical systems in the new building to accommodate the Hotsy power washer	\$48,904.99
14. Added receptacle for oven hood in kitchen	\$1,479.62
15. Revised the underground fiber and conduits to make direct connections between the three buildings	\$7,735.46
16. Modifications to the Washbay ceiling to accommodate a change in material from PVC paneling to metal paneling	\$27,660.10

17. Added a pedestal and drain line for the ice machine in the Locker Room; added a conduit and ethernet line for a future camera on the east side of the new building; modifications to the Bulk Water Fill Station Arm to accommodate the desired piping configuration; and changes to the Washbay thermostats to make sure they are watertight	\$11,686.63
18. Modifications to the electrical for the exterior lighting on and near the new building	\$2,024.67
19. Added air compressor lines and reels for the Washbay	\$5,810.65
20. Added a Hotsy power washer; added fiberglass reinforced plastic (FRP) wrap on the interior of the Shop Bay windows; and extra plumbing for Bulk Water Fill Station Hose Assembly	\$5,022.33
21. Added insulation on the makeup air unit (MAU) exterior duct; deducted for installing wood instead of metal on overhead door jambs; deducted for not installing sod around the Bulk Water Fill Station; and deducted for not installing card reader at the Bulk Water Fill Station	\$916.71
TOTAL	\$232,974.65

I recommend that the above-referenced improvements be accepted by the City of Iowa City.

Sincerely,



Jason Havel, P.E.
City Engineer

Resolution No. _____

Resolution accepting the work for the Landfill Equipment Building Replacement Project

Whereas, the Engineering Division has recommended that the work for construction of the Landfill Equipment Building Replacement Project, as included in a contract between the City of Iowa City and Peak Construction Group Inc. of North Liberty, Iowa, dated July 17, 2024, be accepted; and

Whereas, the Engineer's Report and the Performance, Payment and Maintenance Bond have been filed in the City Clerk's office; and

Whereas, funds for this project are available in the Landfill Equipment Building Replacement, account # L3328; and

Whereas, the final contract price is \$3,826,974.65.

Now, therefore, be it resolved by the City Council of the City of Iowa City, Iowa, that said improvements are hereby accepted by the City of Iowa City, Iowa.

Passed and approved this _____ day of _____, 20_____

Mayor

Approved by

Attest: _____
City Clerk

City Attorney's Office

It was moved by _____ and seconded by _____ the Resolution be adopted, and upon roll call there were:

Ayes:

Nays:

Absent:

Alter
Bergus
Harmsen
Moe
Salih
Teague
Weilein



CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Resolution accepting the work for the Mercer Pool Roof Replacement Project.

Prepared By: Ben Clark – Senior Engineer
Reviewed By: Jason Havel – City Engineer
Ron Knoche – Public Works Director
Geoff Fruin – City Manager
Susan Dulek-First Ass't. City Attorney
Fiscal Impact: None.
Staff Recommendation: Approval
Attachments: [Engineer's Report](#)
[Resolution](#)

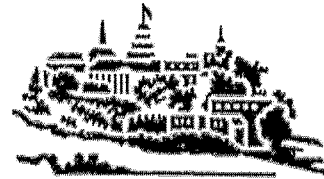
Executive Summary:

The Mercer Pool Roof Replacement Project was completed by T&K Roofing Company of Ely, Iowa in substantial accordance with the plans and specifications prepared by Shive-Hattery, Inc. of Iowa City, Iowa. The Engineer's Report and Performance, Payment and Maintenance Bond are on file with the City Clerk.

Project Estimated Cost:	\$655,000.00
Project Bid Received:	\$495,600.00
Project Actual Cost:	\$507,106.97

Background / Analysis:

This project included removal and replacement of the existing roofing system over the aquatic center. The replacement system included new thermal moisture protection, new roof edge sheet metal, copings, caps and associated items.



CITY OF IOWA CITY
410 East Washington Street
Iowa City, Iowa 52240 - 1826
(319) 356 - 5000
(319) 356 - 5009 FAX
www.icgov.org

ENGINEER'S REPORT

October 1, 2025

City Clerk
Iowa City, Iowa

Re: Mercer Pool Roof Replacement Project

Dear City Clerk:

I hereby certify that Mercer Pool Roof Replacement Project was completed by T&K Roofing Company of Ely, Iowa in substantial accordance with the plans and specifications prepared by Shive-Hattery, Inc. of Iowa City, Iowa.

The project was bid as a lump sum contract, and the final contract price is \$507,106.97.

There was one (1) change or extra work order for the project as follows:

1. Install new drain inserts and sumps \$11,506.97

I recommend that the above-referenced improvements be accepted by the City of Iowa City.

Sincerely,

Jason Havel, PE
City Engineer

Resolution No. _____

Resolution accepting the work for the Mercer Pool Roof Replacement Project

Whereas, the Engineering Division has recommended that the work for construction of the Mercer Pool Roof Replacement Project, as included in a contract between the City of Iowa City and T&K Roofing Company of Ely, Iowa, dated July 22nd, 2025, be accepted; and

Whereas, the Engineer's Report and the Performance, Payment and Maintenance Bond have been filed in the City Clerk's office; and

Whereas, funds for this project are available in the Mercer Pool Roof account #R4426; and

Whereas, the final contract price is \$507,106.97.

Now, therefore, be it resolved by the City Council of the City of Iowa City, Iowa, that said improvements are hereby accepted by the City of Iowa City, Iowa.

Passed and approved this _____ day of _____, 20____.

Mayor

Approved by

Attest: _____
City Clerk

City Attorney's Office

It was moved by _____ and seconded by _____ the Resolution be adopted, and upon roll call there were:

Ayes:

Nays:

Absent:

Alter
Bergus
Harmsen
Moe
Salih
Teague
Weilein



CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Resolution accepting the work for the Normandy Drive Storm Sewer Project.

Prepared By: Ben Clark – Senior Engineer
Reviewed By: Jason Havel – City Engineer
Ron Knoche – Public Works Director
Geoff Fruin – City Manager
Fiscal Impact: None
Staff Recommendation: Approval
Attachments: [Engineer's Report](#)
[Resolution](#)

Executive Summary:

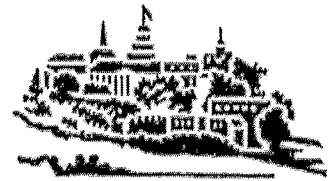
The Normandy Drive Storm Sewer Project was completed by Eastern Iowa Excavating & Concrete, LLC of Cascade, Iowa in substantial accordance with the plans and specifications prepared by Bolton & Menk, Inc. of Cedar Rapids, Iowa. The Engineer's Report and Performance, Payment and Maintenance Bond are on file with the City Clerk.

Project Estimated Cost:	\$395,000.00
Project Bid Received:	\$326,699.70
Project Actual Cost:	\$344,099.98

Background / Analysis:

The Normandy Drive Storm Sewer Project replaced storm sewer that had reached the end of its useful life and made modifications to the system to reduce the amount of staff response time needed during flooding from the Iowa River.

This project included replacing 175 feet of 54" x 34" Corrugated Metal Arch Pipe with twin 36" diameter Reinforced Concrete Pipes; removing and replacing an existing intake; and installing a gate valve structure. Street and sidewalk pavement were replaced as necessary to complete the project.



CITY OF IOWA CITY
410 East Washington Street
Iowa City, Iowa 52240 - 1826
(319) 356 - 5000
(319) 356 - 5009 FAX
www.icgov.org

ENGINEER'S REPORT

October 1, 2025

City Clerk
Iowa City, Iowa

Re: Normandy Drive Storm Sewer Project

Dear City Clerk:

I hereby certify that the Normandy Drive Storm Sewer Project was completed by Eastern Iowa Excavating & Concrete, LLC of Cascade, Iowa in substantial accordance with the plans and specifications prepared by Bolton & Menk, Inc. of Cedar Rapids, Iowa.

The project was bid as a unit price contract, and the final contract price is \$344,099.89.

There was a total of two (2) change or extra work orders for the project as follows:

- | | |
|--|-------------|
| 1. Manhole adjustment, granular stabilization and subgrade treatment | \$14,357.03 |
| 2. Final quantity adjustments..... | \$3,043.16 |
| Total..... | \$17,400.19 |

I recommend that the above-referenced improvements be accepted by the City of Iowa City.

Sincerely,

Jason Havel, PE
City Engineer

Resolution No. _____

Resolution accepting the work for the Normandy Drive Storm Sewer Project

Whereas, the Engineering Division has recommended that the work for construction of the Normandy Drive Storm Sewer Project, as included in a contract between the City of Iowa City and Eastern Iowa Excavating & Concrete, LLC of Cascade, Iowa, dated November 11, 2024, be accepted; and

Whereas, the Engineer's Report and the Performance, Payment and Maintenance Bond have been filed in the City Clerk's office; and

Whereas, funds for this project are available in the Normandy Drive Storm Sewer Replacement account #M3629; and

Whereas, the final contract price is \$344,099.98.

Now, therefore, be it resolved by the City Council of the City of Iowa City, Iowa, that said improvements are hereby accepted by the City of Iowa City, Iowa.

Passed and approved this _____ day of _____, 20_____

Mayor

Approved by

Attest: _____
City Clerk

City Attorney's Office

It was moved by _____ and seconded by _____ the Resolution be adopted, and upon roll call there were:

Ayes:

Nays:

Absent:

Alter
Bergus
Harmsen
Moe
Salih
Teague
Weilein



CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Motion setting a public hearing on October 21, 2025, on an ordinance amending Titles 15, 16, and 18 of the City Code to adopt and incorporate the SUDAS Design Manual and Specifications, General Supplemental Design Standards and Specifications, and City of Iowa City Design Supplement and Specifications.

Prepared By:	Joe Welter, Senior Engineer Alexandra Bright, Asst. City Attorney
Reviewed By:	Ron Knoche, Public Works Director Jason Havel, City Engineer Susan Dulek, First Ass't. City Attorney Geoff Fruin, City Manager
Fiscal Impact:	N/A
Staff Recommendation:	Approval
Commission Recommendations:	N/A

Executive Summary:

This agenda item sets the public hearing for amending Titles 15, 16, and 18 of the City Code to adopt and incorporate the SUDAS Design Manual and Specifications, General Supplemental Design Standards and Specifications, and City of Iowa City Design Supplement and Specifications. State law requires a public hearing when adopting a statewide code. A copy of the proposed ordinance and the SUDAS manual are available in the City Clerk's office.

Background / Analysis:

The City of Iowa City currently uses the Statewide Urban Design and Specifications (SUDAS) Standard Specifications, General Supplemental Specifications, and the City of Iowa City Supplemental Specifications as specifications for all public improvement projects, adopted by resolution on May 15, 2018. The City desires to align its design standards with the specifications and currently accepted practices in the engineering industry across the state by adopting the SUDAS Design Manual, General Supplemental Design Standards, and City of Iowa City Design Supplement as the City's new design standards for use in all public improvement projects and construction within the right-of-way, as well as any extraterritorial areas required to be built to City standards pursuant to any fringe area agreement.



CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Resolution setting a public hearing for October 21, 2025, to approve a purchase agreement with MidAmerican Energy Company for the western approximate one-half of Outlot C in Iowa City Industrial Campus and to consider a proposal to convey said property.

Prepared By:	Rachel Kilburg Varley, Economic Development Coordinator
Reviewed By:	Susan Dulek, First Ass't. City Attorney Geoff Fruin, City Manager
Fiscal Impact:	The final sale amount is subject to future platting. At the price of \$1.15 per square foot, staff estimates the final sale price to be approximately \$1,001,880 (assuming 20 acres).
Staff Recommendation:	Approval
Commission Recommendations:	N/A
Attachments:	Resolution Purchase Agreement

Executive Summary:

Iowa City Industrial Campus is a shovel-ready parcel for industrial use located on 420th Street. City staff has negotiated a purchase agreement for the western approximate one-half of Outlot C (approximately 20 acres) to MidAmerican Energy Company for \$1.15 per square foot. The sale is contingent upon the Purchaser's closing on a transaction to sell approximately 2.17 acres of its property at 1630 Lower Muscatine Rd as well as the final plat and City Council approval. This resolution sets a public hearing for October 7, 2025 on the proposed conveyance.

Background / Analysis:

For approximately fifteen years, the City has owned and marketed industrial property in the 420th Street corridor. The City bought the property and invested in utility, roadway and railroad infrastructure in an attempt to expand our industrial sector, protect and add employment opportunities, and increase our tax base for the benefit of the entire community. Following the approval of the sale of approximately 20 acres (the eastern one-half) of Outlot C to PJP Holdings, Inc. in August 2025, the City has approximately twenty acres remaining for sale, and this agreement is expected to result in the sale of the remaining acres. Outlot C will need to be re-subdivided to create two lots including the western approximate one-half of Outlot C.

The sale of the land is to MidAmerican Energy Company, which is headquartered in Des Moines and provides energy service in customers in Iowa, Illinois, Nebraska, and south

Dakota. MidAmerican is expected to sell approximately 2.17 acres of its property at 1630 Lower Muscatine Road and relocate those operations to this industrial park Outlot C.

Resolution No. _____

Resolution setting a public hearing for October 21, 2025, to approve a purchase agreement with MidAmerican Energy Company for the western approximate one-half of Outlot C in Iowa City Industrial Campus and to consider a proposal to convey said property.

Whereas, Iowa City Industrial Campus is a shovel-ready parcel for industrial use located on 420th Street, which the City has been marketing since 2008; and

Whereas, City staff has negotiated the attached purchase agreement, contingent on City Council approval, for the western approximate one-half of Outlot C (approximately 20 acres) to MidAmerican Energy Company for \$1.15 per square feet; and

Whereas, Outlot C will need to be re-subdivided into two or more lots, one lot of which will be the western approximate one-half to be conveyed to MidAmerican Energy Company; and

Whereas, City Council should hold a public hearing on the proposed conveyance.

Now, therefore, be it resolved by the City Council of the City of Iowa City, Iowa, that:

1. The City Council does hereby declare its intent to convey the western approximate one-half of Outlot C in Iowa City Industrial Campus to MidAmerican Energy Company pursuant to the attached purchase agreement for \$1.15 per square foot.
2. A public hearing on said proposed agreement should be and is hereby set for October 21, 2025 at 6:00 p.m. in Emma J. Harvat Hall of City Hall, 410 E. Washington Street, Iowa City, Iowa or if said meeting is cancelled, at the next meeting of the City Council thereafter as posted by the City Clerk. The City Clerk is hereby directed to cause notice of public hearing to be published as provided by law.

Passed and approved this _____ day of October, 2025.

Mayor

Approved by

Attest: _____
City Clerk

City Attorney's Office

PURCHASE AGREEMENT

This Purchase Agreement ("Agreement") is made and entered into this 23rd day of September 2025, by and between City of Iowa City (hereinafter referred to as "Seller"), and MidAmerican Energy Company, an Iowa corporation (hereinafter referred to as "Purchaser").

WHEREAS, Seller is the owner of a parcel of land consisting of approximately 20 acres of real property situated in Johnson County, Iowa with a preliminary legal description as follows:

East one-half of Outlot C, Iowa City Industrial Campus, Iowa City, Johnson County, Iowa according to the Corrected Final Plat thereof recorded in Book 63, Page 42 Plat Records of Johnson County,, and such property is subject to any and all easements of record ("Property").

WHEREAS, Purchaser wishes to purchase from Seller said property and Seller is willing to sell the Property on the terms and conditions set forth herein.

Now therefore, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by each party Seller and Purchaser agree as follows.

1. **Purchase Price.** Purchaser hereby offers to purchase the property for the price of One Dollar and 15 Cents (\$1.15) per square foot.

2. **Earnest Money.** Purchaser shall tender Five Thousand Dollars (\$5,000.00) to be held by Iowa Realty Commercial upon execution of this Agreement.

3. **Final Plat (Re-Subdivision of Outlot C)** Seller intends to prepare a Final Plat in order for the Iowa City City Council to re-subdivide the area known as Outlot C, Iowa City Industrial Campus, Iowa City, Iowa into two or more lots, one lot of which is generally depicted and identified as "Lot 4" and "Lot 6" on the attached Exhibit B. Seller shall provide a copy of this Final Plat depicting and describing the legal description of the Property to Purchaser to be included in the deed for the Property. Seller will have the Final Plat recorded prior to closing. This Agreement is contingent upon Purchaser approving the Final Plat and approving the final purchase price (at \$1.15/sq. foot), and if not so approved, Purchaser may declare this Agreement null and void and the earnest money shall be returned to Purchaser. Seller anticipates it will take approximately 60 days from the date a complete Final Plat application is received by the City to the date the Final Plat is presented to the Iowa City City Council for approval. Seller will promptly take the necessary actions to submit the Final Plat application.

4.
5. **Abstract of Title.** Seller agrees to convey a marketable title to Purchaser, evidenced by an abstract of title certified to date. The abstract of title shall show Seller in conformity with the Agreement, state law, and the title standards of the jurisdiction where the Property is located. Title shall be made free and clear of all liens and encumbrances

not herein specifically waived or agreed to be assumed by Purchaser. The conveyance shall be by way of Warranty Deed in recordable form. Seller's abstract of title shall be submitted to Purchaser's attorney for examination as soon as is reasonably possible after approval by City Council of the Final Plat (Re-subdivision of Outlot C) as provided herein. Any objections to title raised by Purchaser's attorney shall be made in writing as soon thereafter as is reasonably possible. Seller shall make every reasonable effort to promptly perfect title and in any event prior to the Closing Date. After closing, the abstract of title shall be the property of Purchaser.

5. **Real Estate Taxes.** The Seller shall pay the prorated share, to be determined as of the Closing Date, of the real estate taxes for the fiscal year in which the Closing Date occurs and unpaid real estate taxes payable for the prior fiscal years. Purchaser shall pay all subsequent real estate taxes. At closing, Purchaser shall be given credit for the prorated taxes based on the actual net real estate taxes for the fiscal year shown on the most recent tax statement available for the Property.

6. **Special Assessments.** The Seller shall pay in full all special assessments that are certified as liens on the public record as of the Closing Date. All charges for solid waste removal, sewage, and assessments for maintenance that are attributable to the Seller's possession shall be paid by the Seller. Any preliminary or deficiency assessments, which cannot be discharged by payment on the Closing Date, shall be paid through an escrow account with sufficient funds to pay such liens and charges when payable. Any unused funds in such account shall be returned to the Seller.

7. **Release of Mortgage.** Seller shall provide Purchaser with a Release of any mortgage(s), if applicable, covering the Property at or before the Closing Date (as defined below).

8. **Credits Against the Purchase Price.** Purchaser may use such amount of the purchase price as may be necessary to pay outstanding taxes, liens, encumbrances and assessments against the Property which may be evidenced by the policy of title insurance or abstract of title as of the Closing Date.

9. **Joint Tenancy.** If Seller holds title to the Property in joint tenancy, then the proceeds paid under this Purchase Agreement and any continuing rights of Seller in the Property shall belong to the Seller as joint tenants with full rights of survivorship and not as tenants in common.

10. **Fixtures.** Included with the Property shall be all fixtures that integrally belong to, are specifically adapted to or are a part of the real estate, whether attached or detached. Also included shall be the following: N/A.

11. **Condition of the Property.** The Property as of the date of execution of this Agreement, including all buildings, grounds, and all improvements, will be preserved by the Seller in its present condition until possession, ordinary wear and tear excepted.

12. **Subject to Sale.** This Agreement is contingent upon and subject to Purchaser first closing on a transaction to sell approximately 2.17 acres of its property located at 1630 Lower Muscatine Road, Iowa City, Iowa. Purchaser shall have no obligation to Purchase the Property until Purchaser sells the above-mentioned property.

13. **Condition, Contingencies and Inspections.** Purchaser is purchasing the Property for business purposes, including service center, office/warehouse facility/vehicle facility. Purchaser's obligation to complete this purchase is subject to satisfaction of the following conditions/contingencies:

Between now and 10 days prior to the Closing Date, Purchaser shall determine whether the existing zoning and existing soil conditions will permit the use stated above, and whether the Property is suitable for the type of development sought by Purchaser, including but not limited to the availability and sufficiency of utility service to the Property. The conditions within this paragraph shall be considered satisfied and thereby removed as a contingency if the time period expires with no written notice from Purchaser to Seller.

Exhibit "C" lists required information that Seller shall deliver to Purchaser.

Purchaser intends to re-zone, if required, develop, or build upon the Property and this Agreement is further contingent and conditioned upon Purchaser obtaining the following:

Rezoning of the Property for the intended use by Purchaser if required. Obtaining permits and approval of Purchaser's plans and specifications, site plan, curb cuts, fencing and screening plans and Purchaser's other plans for the Property by all local, state, federal or other entities having jurisdiction.

Final plat plan approval with conditions, if any, acceptable to Purchaser. Satisfactory geotechnical report (paid by Purchaser) showing that the physical characteristics of the Property are acceptable for construction and development.

Confirmation that the Property is not within a 100 year or other flood plain.

Seller shall provide Purchaser prior to Closing with a properly executed GROUNDWATER HAZARD STATEMENT showing no wells, solid waste disposal sites, hazardous wastes, private burial sites, septic systems, private sewage disposal system or underground storage tanks on the Property.

Seller warrants and represents to Purchaser that all work and labor performed and all materials furnished to any improvements to activities to or on the Property have been, or will be at the time of Closing, paid in full, and there will be no mechanics's liens or other liens in connection with any such work, labor, and material performed in or furnished to the Property.

Purchaser acknowledges that it will inspect the Property and otherwise undertake to perform environmental assessments or investigations of the Property in accordance with

this Agreement, and shall not rely upon Seller's environmental assessments and investigations, and, subject to the terms of this Agreement, Purchaser shall purchase the Property without adjustment to or offset against the Purchase Price. Purchaser shall have the right to enter upon the Property at any time prior to the Closing Date to undertake sampling, site investigations, and/or site assessments of the Property, upon reasonable notice to Seller via email to Ron Knoche at RKnoche@iowa-city.org. Purchaser must promptly remove any lathe or posts used to mark the area to avoid damage to farm equipment when crops are harvested.

Seller herein gives Purchaser a Right of Entry to conduct any inspections, surveys, obtain any zoning or subdivision approval and/or other matters Purchaser deems necessary between now and ten (10) days prior to the Closing Date, upon reasonable notice to Seller via email to Ron Knoche at RKnoche@iowa-city.org. All inspections, surveys and other matters Purchaser deems necessary shall be at Purchaser's cost. Purchaser must promptly remove any lathe or posts used to mark the area to avoid damage to farm equipment when crops are harvested. Purchaser may terminate this Agreement if for any reason the Property will be unacceptable to Purchaser by giving Seller a Notice, if at all, at least ten (10) days prior to Closing.

14. **Closing and Possession.** The closing ("Closing") shall take on or before December 31, 2025. ("Closing Date"), and at such a place as the parties may mutually agree. Sellers shall pay the transfer tax and their legal fees. Purchaser shall pay the recording fee to record the warranty deed and its legal fees. The transaction contemplated by this Agreement shall be considered closed upon the filing of the title transfer documents and receipt of all funds due at closing from Purchaser under the Purchase Agreement. Seller shall deliver possession of the Property to Purchaser on the Closing Date.

15. **Notices.** All notices required hereunder shall be delivered personally or sent postage prepaid by regular mail to the parties at the addresses set forth below:

PURCHASER: MidAmerican Energy Company
MEC Right-of-Way Services
Attention: Manager, Right-of-Way Services
4299 NW Urbandale Drive
Urbandale, IA 50322

SELLER: City of Iowa City
Attn: City Attorney
410 E. Washington Street
Iowa City, IA 52240

Notices shall be deemed complete upon personal delivery or three (3) days after depositing the same in the U.S. Mail as provided herein.

16. **Assignment.** This Agreement may be assigned by Purchaser without the consent of Seller, provided that, concurrently with such assignment, Purchaser notifies Seller of the assignment and of the name and address of the assignee and sends to the Seller a copy of such assignment and a written agreement by the assignee to perform all the terms, promises and conditions of this Agreement.

17. **Recording of Agreement.** The parties agree that Purchaser may, but need not, record this Purchase Agreement with the County Recorder of Johnson County, Iowa.

18. **Environmental Matters.**

(a) **Definitions.** For purposes of this Agreement, "Hazardous Material" means:

(i) "hazardous substances," as defined by the Comprehensive Environmental Response, Compensation, and Liability Act ("CERCLA"), 42 U.S.C. 9601 et seq., as amended or hereafter amended;

(ii) "hazardous wastes," as defined by the Resource Conservation and Recovery Act ("RCRA"), 42 U.S.C. 6903 et seq., as amended or hereafter amended;

(iii) "hazardous substances" or "hazardous waste under Chapter 455B, Iowa Code, as amended or hereafter amended, or the laws of the jurisdiction where the Property is located;

(iv) any pollutant or contaminant or hazardous, dangerous or toxic chemicals, materials, or substances within the meaning of any other applicable federal, state, or local law, regulation, ordinance, or requirement relating to or imposing liability or standards of conduct concerning any hazardous, toxic or dangerous waste, substance or material, all as amended or hereafter amended;

(v) petroleum and petroleum products;

(vi) any radioactive material, including any source, special nuclear or by-product material as defined at 42 U.S.C. 2011 et seq., as amended or hereafter amended;

(vii) asbestos in any form or condition.

(viii) any "regulated substance" pursuant to Subchapter IX, Solid Waste Disposal Act, 42 U.S.C. §6991 et seq., as amended or hereafter amended;

(ix) any "hazardous substance" pursuant to Section 311 of the Federal Water Pollution Control Act (33 U.S.C. § 1321), as amended or hereafter amended.

(b) **Representations and Warranties.** Seller hereby represents and warrants to Purchaser that as of the date hereof and as of the Closing Date:

(i) The Property and the use and operation thereof, are currently in compliance with all applicable laws, ordinances, requirements and regulations relating to public health and safety and protection of the environment ("Environmental Laws"). The Seller and the Property are in material compliance with all governmental permits and licenses required by the business heretofore conducted by the Seller on the Property. All Hazardous Materials generated or handled on the Property have been disposed of in a lawful manner and the Property is free of Hazardous Material.

(ii) No generation, manufacture, storage, treatment, transportation or disposal of Hazardous Material has occurred or is occurring on or from the Property, except the use of normal farm chemicals applied to crops in accordance with manufacturer's label instructions. No environmental or public health or safety hazards currently exist with respect to the Property or the business or operations conducted thereon. No underground storage tanks (including petroleum storage tanks) are present on or under the Property, except as has been disclosed in writing to and approved by Purchaser.

(iii) There have been no past, and there are no pending or threatened: (a) actions or proceedings by any governmental agency or any other entity regarding public health risks or the environmental condition of the Property, or the disposal or presence of Hazardous Material, or regarding any Environmental Laws; or (b) liens or governmental actions, notices of violations, notices of noncompliance or other proceedings of any kind that could impair the value of the Property.

(c) Right of Entry and Investigation. Purchaser and its agents and representatives shall have the right, but not the obligation, to enter upon the Property at any time prior to the Closing Date to undertake sampling and/or site assessments of the Property upon reasonable notice to Seller via email to Ron Knoche at RKnoche@iowa-city.org . Purchaser must promptly remove any lathe or posts used to mark the area to avoid damage to farm equipment when crops are harvested. The Seller shall, upon request of Purchaser, provide to Purchaser a description of all known operations, past and present, undertaken at the Property and any existing maps and diagrams designating the location of past and present operations and past and present storage and/or disposal of Hazardous Material, above and below ground, on the Property. Seller shall cooperate with reasonable requests for interviews with knowledgeable personnel. In the event that Purchaser undertakes site assessments and/or sampling of the Property, then such site assessments and/or sampling shall be completed at Purchaser's expense.

(d) Cancellation. If Purchaser's site assessments and/or sampling reveal that there has been a spill or discharge of a Hazardous Material on the Property, that the Property does not comply with all Environmental Laws, or is not suitable for the intended use of the Property by Purchaser, Purchaser shall have the right to terminate this Agreement on or before the Closing Date, upon notice to Seller, in which event, Seller shall refund to Purchaser any earnest money and neither party shall have any further obligation to the other.

(e) Indemnification. The Seller shall indemnify, defend and hold harmless Purchaser from and against any and all claims, liabilities, losses, damages and costs,

foreseen and unforeseen, including, without limitation, attorney fees, engineering and other professional or expert fees, arising out of or in any manner directly or indirectly connected with (i) Hazardous Materials existing on the property on or before the time of Closing; (ii) a breach of Seller's representations and warranties set forth above; (iii) Seller's obligations under this Agreement and/or corrective work performed by Purchaser (iv) any and all penalties, fines, charges and response costs threatened, sought or imposed on account of a violation or noncompliance with any law, regulation, ordinance or rule pertaining to Hazardous Materials existing on the Property on or before the Closing Date; (v) any diminution of the value of the property which may result from any of the foregoing.

19. **Insurance and Care of Property.** Seller shall preserve the Property in its present condition until Closing Date. Seller shall bear the risk of loss or damage to the Property prior to Closing Date or possession by Purchaser, whichever occurs first. Seller agrees to maintain existing insurance upon Property until the Closing Date and Purchaser may purchase additional insurance. In the event of substantial damage or destruction prior to Closing Date, this Purchase Agreement shall be null and void; provided, however, Purchaser shall have the option to complete the closing and purchase the Property under this Agreement and receive insurance proceeds regardless of the extent of damages. The Property shall be deemed substantially damaged or destroyed if it cannot be restored to its present condition on or before the Closing Date. No other easements, leases, or other agreements shall be entered into by the Seller during the term of this Agreement.

20. **Time is of the Essence.** Time is of the essence of this Purchase Agreement.

21. **Warranties and Obligations to Survive Closing.** All warranties and obligations of the parties contained in this Agreement shall survive the Closing Date.

23. **Authorization for Zoning and Regulatory Approvals.** Seller agrees to execute an Authorization, attached hereto as Exhibit "A", to allow Purchaser to file any applications necessary with the state, a county, a city and any other governmental authority for development or use of the Property.

Termination of Farm and Other Tenancies. Outlot C is subject to a farm lease with Phil Prybil. Seller shall attempt to negotiate a termination of said farm lease with the tenant effective November 1, 2025, and if Seller is unsuccessful in such negotiation, Seller shall provide the tenant with a written termination notice pursuant to Section 562.6 of the Iowa Code terminating said farm lease effective March 1, 2026, and provide Purchaser a copy of said notice. Seller shall provide Purchaser with a copy of such farm lease within 10 days of the execution of this Purchase Agreement.

. Seller shall also terminate any other tenant interests in any portion of the Property in accordance with law or applicable agreement prior to the Closing Date so that the Property is conveyed to Purchaser free and clear of any lease, except the farm lease with Phil Prybil as described herein.

25. **Captions.** The captions of paragraphs herein are inserted only for a convenience and are in no way to be construed as part of this Agreement or as a limitation of the scope of the particular paragraphs to which they refer.

26. **Successors and Assigns.** This Agreement shall be binding upon the respective legal representatives, successors, and assigns of Purchaser and Seller.

27. **Entire Agreement.** The Agreement is the entire agreement of the Purchaser and Seller with respect to the subject matter hereof and supersedes any and all prior negotiations, correspondence, understandings, and agreements between the parties.

28. **Broker and Real Estate Agent Commissions.** Purchaser and Seller acknowledge that Purchaser is represented by a licensed real estate broker, Iowa Realty Commercial, for this transaction. Seller is represented by a licensed real estate broker, Lepic-Kroeger Realtors in this transaction. Seller will be liable for any commissions and/or brokerage fees payable to Iowa Realty in connection with this transaction. Except for the foregoing, each party represents that it has not engaged a broker or real estate agent for this matter and none are involved in this transaction. Any claim for commission by a broker or real estate agent shall be charged to the party who is determined to have hired the broker or real estate agent.

29. **Certification.** Seller certifies that it is not acting, directly or indirectly, for or on behalf of any person, group, entity or nation named by any Executive Order or the United States Treasury Department as a terrorist, "Specially Designated National and Blocked Person" or any other banned or blocked person, entity, nation or transaction pursuant to any law, order, rule or regulation that is enforced or administered by the Office of Foreign Assets Control; and are not engaged in this transaction, directly or indirectly on behalf of, any such person, group, entity or nation. Seller hereby agrees to defend, indemnify and hold harmless the Purchaser from and against any and all claims, damages, losses, risks, liabilities and expenses (including attorney's fees and costs) arising from or related to any breach of the foregoing certification.

30. **Severability, Governing Law and Jury Waiver.** Each of the provisions of the Purchase Agreement shall be enforceable independently of any other provision of the Purchase Agreement and independent of any other claim or cause of action. In the event of any matter of dispute arising out of or related to the Purchase Agreement, it is agreed between the parties that the law of the jurisdiction and location where this Purchase Agreement is recorded (including statute of limitation provisions) will govern the interpretation, validity and effect of this Purchase Agreement without regard to the place of execution or place of performance thereof, or any conflicts or law provisions. TO THE FULLEST EXTENT PERMITTED BY LAW, EACH OF THE PARTIES HERETO WAIVES ANY RIGHT IT MAY HAVE TO A TRIAL BY JURY IN RESPECT OF LITIGATION DIRECTLY OR INDIRECTLY ARISING OUT OF, UNDER OR IN CONNECTION WITH THIS PURCHASE AGREEMENT. EACH PARTY FURTHER WAIVES ANY RIGHT TO CONSOLIDATE ANY ACTION IN WHICH A JURY TRIAL HAS BEEN WAIVED WITH ANY OTHER ACTION IN WHICH A JURY TRIAL CANNOT BE OR HAS NOT BEEN WAIVED.

31. **Release of Rights.** Seller hereby relinquishes all rights of dower, homestead and distributive share in and to the property and waives all rights of exemption as to any of the property. Seller understands that homestead property is in many cases protected from the claims of creditors and exempt from judicial sale; and that by signing this Purchase Agreement, Seller voluntarily gives up any right to this protection for this property with respect to claims based upon this Purchase Agreement.

32. **City Council Approval.** This Purchase Agreement is subject to approval by the City Council of Iowa City.

33. **Utilities.** Water and sanitary service are available along 420th Street, and Purchaser shall extend water and sanitary service to the limits of the subdivision at its cost. Purchaser shall be responsible for the tap on fees to the City of Iowa City water main (currently \$539.42/acre) and City of Iowa City sewer (currently \$1,698.18/acre). Purchaser shall be responsible for providing gas, electricity, phone, fiber, and cable to the Property.

34. **Stormwater Management.** Purchaser shall be responsible for storm water management as regulated by the Iowa City City Code.

This Agreement has been read and executed on the dates below.

PURCHASER
MIDAMERICAN ENERGY COMPANY

By: 

Name: Mike Gehringer

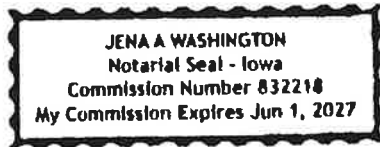
Title: Vice President, Customer Operations

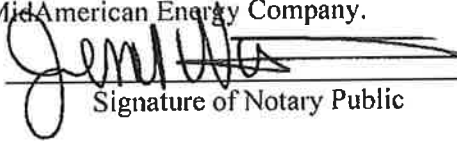
Date: 9-22-25

ACKNOWLEDGEMENT

STATE OF IOWA)
) SS
COUNTY OF POLK)

This record was acknowledged before me on 9.22, 2025, by Mike Gehringer
as Vice President, Customer Operations of MidAmerican Energy Company.





Signature of Notary Public

[signatures continue on following page]

SELLER:

City of Iowa City

By: _____

Name: Geoff Fruin _____

Title: City Manager

Date: _____

9-23-25

ACKNOWLEDGMENT

STATE OF IOWA _____)

) ss

COUNTY OF JOHNSON _____)

This record was acknowledged before me on September 23, 2025, by
Geoff Fruin as City Manager for City of Iowa City.

Rebecca Passavant

Signature of Notary Public



EXHIBIT "A"

AUTHORIZATION

The undersigned owner hereby authorizes MidAmerican Energy Company to file any applications deemed necessary, with the state, a county, a city and any other governmental unit, for or relating to the Property (as described below). A photocopy of this authorization shall serve the same as an original.

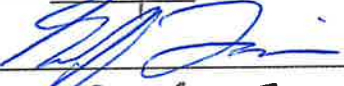
Owner: City of Iowa City
By: 
Name: Geoff Fruin
Title: City Manager

EXHIBIT "B"

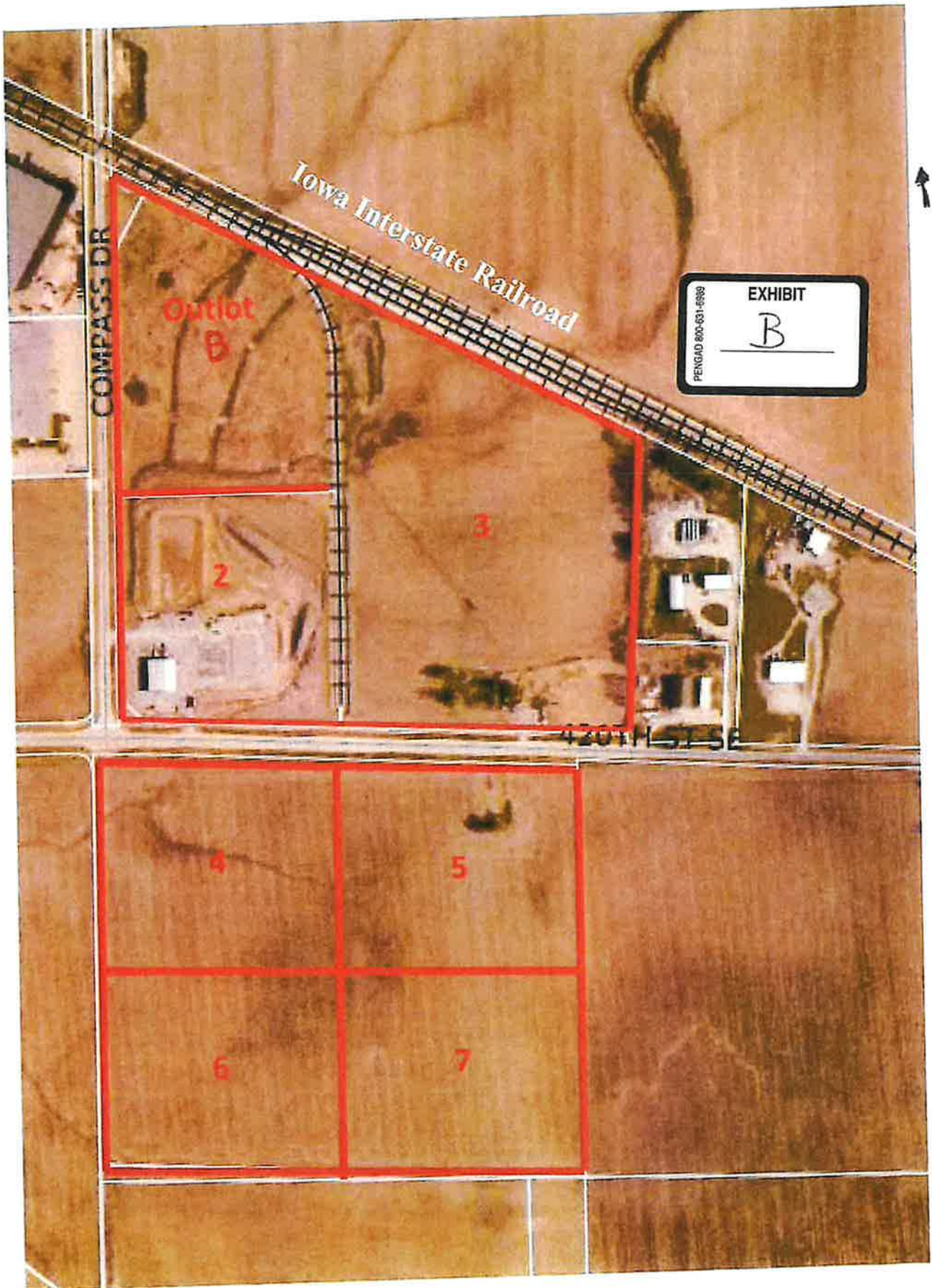


EXHIBIT "C"
(Johnson County, Iowa Property Purchase)

To the extent any of the following documents or items are in Seller's or Seller's agent's possession or control and have not already been delivered to Purchaser, Seller shall deliver original or legible copies of the following documents to Purchaser within ten (10) business days following the effective date of the execution of the Purchase Agreement.

1. Copies of any previous site due diligence, land surveys, geotechnical, and site information that are related to the Property or any easement areas appurtenant thereto.
2. Current leases, farm leases, management, maintenance and service agreements and contracts relating to the Property.
3. Copies of real estate tax bills for the current and prior two (2) tax years, including information regarding any proposed reassessments, special assessments or appeals relating to the Property.
4. A list of any personal property or chattel currently used in the maintenance and operation of the Property which shall be included in the sale (including furniture, fixtures and equipment).
5. Copies of all certificates of insurance evidencing All Risk Property Insurance and General Liability Insurance pertaining to the Property and chattel.
6. Copy of the most recent title insurance report for the Property.
7. Set of "as built" and "as existing" plans and specifications for the Property.
8. Documentation concerning any actual, pending or threatened litigation against the Property or Seller (relating to the Property and/or its ownership).
9. Copy of any appraisals of the Property.
10. Documentation concerning violations cited against the Property (whether or not corrected), from the federal, state, county or local regulatory authorities.
11. Copies of all Certificates of Occupancy (or their equivalent) issued for the Property, plus copies of any other permits or certificates that have been issued relative to the operation or use of the Property in Seller's or Seller's agent's possession.
12. Copies of any reports, studies, analyses or permits issued relating to proposed subdivision, building modifications, additional construction, building removals, site work, etc. prepared in the last three (3) years.
13. Letters verifying zoning and utilities.

14. Copies of the following:

(a) any environmental studies or other documents;

(b) copies of any state agency correspondence regarding any environmental matters; and

(c) copies of any environmental permits, i.e. SPDES, NPDES, RCRA, MOSF/PBS licenses, etc.; and

(d) copies of all documents, reports, correspondence, etc. provided by or exchanged with Seller.

15. Copies of site plan and/or utility maps depicting the property prepared before and after the Property was developed.



CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Resolution setting a public hearing on October 21, 2025 on project manual and estimate of cost for the construction of the Animal Care and Adoption Center Training Addition Project, directing City Clerk to publish notice of said hearing, and directing the City Engineer to place said project manual on file for public inspection.

Prepared By:	Michelle Riedinger – Senior Facilities Design and Construction Manager
Reviewed By:	Jason Havel – City Engineer Ron Knoche – Public Works Director Geoff Fruin – City Manager
Fiscal Impact:	\$940,000 available in the Animal Shelter – Training Annex account #Y4449.
Staff Recommendation:	Approval
Attachments:	Resolution

Executive Summary:

This agenda item begins the bidding process for the Animal Care and Adoption Center Training Addition Project. This project generally includes an approximately 1,400 square foot multi-purpose room addition to the Iowa City Animal Care and Adoption Center.

Background / Analysis:

Friends of the Animal Center Foundation (FACF) raises money to support the needs of the Iowa City Animal Care and Adoption Center. The FACF board, in coordination with Animal Care and Adoption Center staff, have identified an addition as aiding in the services the Center provides. This project will construct an approximately 1,400 SF addition to the south portion of the building, that will provide one large multi-purpose room that can serve as enclosed training space, meeting/event space or overflow animal housing.

An agreement to pay the cost of the Animal Center Addition was entered into by FACF and the City in February of 2025 that outlines the projected project cost and payment schedule. FACF intends to fundraise and provide 100% of the project cost.

Project Timeline:

Public Hearing / Approve Project Manual: October 21, 2025
Bid Letting Date: November 19, 2025
Contract Award Date: December 9, 2025
Construction Dates: Spring 2026 to Spring 2027

Resolution No. _____

Resolution setting a public hearing on October 21, 2025 on Project Manual and estimate of cost for the construction of the Animal Care and Adoption Center Training Addition Project, directing City Clerk to publish notice of said hearing, and directing the City Engineer to place said bidding documents on file for public inspection.

Whereas, funds for this project are available in the Animal Shelter – Training Annex account # Y4449.

Now, therefore, be it resolved by the Council of the City of Iowa City, Iowa, that:

1. A public hearing on the project manual and estimate of cost for the construction of the above-mentioned project is to be held on the 21st day of October, 2025, at 6:00 p.m. in the Emma J. Harvat Hall, City Hall, Iowa City, Iowa, or if said meeting is cancelled, at the next meeting of the City Council thereafter as posted by the City Clerk.
2. The City Clerk is hereby authorized and directed to publish notice of the public hearing for the above-named project in a newspaper published at least once weekly and having a general circulation in the City, not less than four (4) nor more than twenty (20) days before said hearing.
3. A copy of the project manual and estimate of cost for the construction of the above-named project is hereby ordered placed on file by the City Engineer in the office of the City Clerk for public inspection.

Passed and approved this _____ day of _____, 20_____

Mayor

Approved by

Attest: _____
City Clerk

City Attorney's Office

It was moved by _____ and seconded by _____ the Resolution be adopted, and upon roll call there were:

Ayes:

Nays:

Absent:

Alter
Bergus
Harmsen
Moe
Salih
Teague
Weilein



CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Establish (1) on-street disabled parking space on the west side of the 1000 block of South 7th Avenue.

Prepared By:	Madelyn Stoen, Associate Transportation Planner
Reviewed By:	Kent Ralston, Transportation Planner Tracy Hightshoe, Neighborhood and Development Services Director
Fiscal Impact:	No impact
Staff Recommendation:	Approval
Commission Recommendations:	N/A

Executive Summary:

As directed by Title 9, Chapter 1, Section 3B of the City Code, this is to advise the City Council of the following action:

Pursuant to Section 9-1-3A (14); Install (1) on-street disabled parking space on the west side of the 1000 block of South 7th Avenue.

Background / Analysis:

This action is being taken to provide an on-street parking space for a resident living on South 7th Avenue who has a disability.



CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Ordinance amending Title 14, Zoning, related to the City's Floodplain Management Standards to ensure the community's continued participation and eligibility in the National Flood Insurance Program (NFIP) (REZ25-0013).

Attachments: [Final Memo with Attachments_REZ25-0013](#)
[PZ 9.3.25 minutes](#)
[Ordinance](#)



CITY OF IOWA CITY MEMORANDUM

Date: September 3, 2025

To: Planning & Zoning Commission

From: Madison Conley, Associate Planner, Neighborhood & Development Services

Re: Zoning Code Amendment (REZ25-0013) related to 14-5J Floodplain Management

Introduction

The Iowa City Zoning Code (Title 14) is subject to alteration and clarification as situations and circumstances change throughout the city. The proposed ordinance (Attachment 1) is an amendment to the City's Floodplain Management Standards, which were last revised in 2010. (Ord. No 10-44-14)

The purpose of the proposed amendments is twofold:

1. To adopt the effective Flood Insurance Rate Maps (FIRMs) and Flood Insurance Study (FIS) submitted to the City by FEMA on June 26, 2025.
2. To align and update the City's current regulations with updated NFIP standards and ensure continued program compliance.

For Iowa City residents and businesses to have continued eligibility to obtain insurance and participate in the National Flood Insurance Program (NFIP), FEMA requires communities to have conforming regulations in place six months following the submittal date of the updated materials (December 26, 2025).

Additionally, the City received a formal notice from FEMA (Attachment 2) that Iowa City is required, as a condition of continued eligibility in the NFIP, to adopt or show evidence of adoption of the floodplain management regulations that meet the standards of 44 Code of Federal Regulations (CFR) Part 60.3 (d) of the NFIP regulations by the effective date of the FIRM. Communities that fail to enact the necessary floodplain management regulations will be suspended from participation in the NFIP. These updates are critical to maintaining the City's NFIP participation and to supporting sound floodplain management practices across the community.

Background

The City of Iowa City officially joined the NFIP on May 2, 1977, when its first FIRM became effective. The NFIP, administered by FEMA provides federally backed flood insurance to homeowners, renters, and business owners in participating communities.

To maintain eligibility in the program, communities must adopt and enforce minimum floodplain management regulations established by FEMA through the NFIP. These standards are designed to reduce future flood damage and are codified in Title 44, Chapter 1, Subchapter B,

Part 60.3 of the CFR. While the NFIP sets minimum regulatory requirements, it also encourages participating states and communities to adopt higher standards where appropriate, to better protect people and property from local flood hazards.

In addition to participating in the NFIP, the City also takes part in the voluntary Community Rating System (CRS) Program. This program recognizes communities that go above and beyond the NFIP's minimum standards by offering flood insurance premium discounts to residents and businesses. Iowa City's participation in CRS demonstrates its continued commitment to flood risk reduction and community resilience.

The City of Iowa City currently exceeds several core NFIP regulatory requirements through the implementation of enhanced local standards, which provide additional protection for people, property, and infrastructure in flood-prone areas. The higher standards Iowa City has already adopted and enacted as a delegated community include the following:

1. Elevation and Freeboard

FEMA requires residential structures in Special Flood Hazard Areas (SFHAs) to be elevated to the Base Flood Elevation (BFE). Iowa City requires all new or substantially improved residential structures to be elevated at least one foot above the 0.2% annual chance flood event, adding an extra buffer of protection.

2. Regulation of the 0.2% Annual Chance Flood Event (500-Year)

While FEMA does not mandate regulation of the 0.2% annual chance flood event, Iowa City regulates development within this area. This approach mitigates risks from less frequent but potentially damaging flood events.

3. Substantial Damage / Improvement Criteria

Structures that are substantially damaged or improved, meaning the cost of repair or improvement equals or exceeds 50% of the structure's market value, must meet current floodplain development standards. Iowa City meets the minimum threshold requirement but regulates to a higher standard by including a criteria that states any addition which increases the original floor area of a building by twenty five percent (25%) or more will require compliance.

4. Protection of Critical Facilities

Iowa City has enforced that Class 1 Critical Facilities, such as police and fire stations, emergency medical centers, communication centers, hospitals, jails, nursing homes, and other residential uses for persons with limited mobility and/or dependency upon life sustaining medical equipment may not be located within a flood hazard area and must remain accessible during the 0.2% annual chance flood event.

5. Stricter Design Requirements for Enclosures

Enclosed areas below the lowest floor of structures in the floodplain must meet strict FEMA-compliant venting requirements. These prevent hydrostatic pressure from damaging buildings and reduce the risk of structural failure during flooding.

6. Dry-Floodproofing

The City requires a dry-floodproofing certificate and floodproofing plan of action for non-residential structures to ensure compliance.

These higher standards reflect Iowa City's commitment to long-term flood resilience, public safety, and eligibility for discounted flood insurance under the CRS Program for its community members.

Proposed Amendments

Table 1 summarizes Iowa City's current standards and proposed amendments. The proposed amendments enhance the current regulations and therefore allow the City to recover faster from a flood event, reduce overall flood risk, and remain eligible for federally supported assistance.

Table 1: Summary of Current and Proposed Amendments to Iowa City's Floodplain Management Standards

Category	Current Standards	Proposed Amendments
Definitions	Existing definitions are based on 2010 ordinance language.	Align definitions with updated FEMA and Iowa Department of Natural Resources (IA DNR) terminology. Add or clarify terms.
Development in the Floodplain	General definition of "development" with limited examples.	Clarify that development includes grading, fill, utility work, etc. Refine permit requirements for substantial improvement or damage.
Accessory Structures	No clear standards for detached structures in floodplains.	Include criteria for allowing accessory structures (e.g., detached garages, sheds, etc.) in flood hazard areas, specifically when elevation or floodproofing is required.
Enforcement & Violations	Code includes general enforcement language that lacks details aligned with FEMA.	Improve clarity around how violations are defined, enforced, and resolved per FEMA and local expectations.
Floodway & Encroachment	Limited specificity about "no-rise" requirements.	Codify that no development is allowed in floodways without a certified no-rise analysis and certificate by a licensed engineer.
Elevation Standards	Lowest floor of residential structures must be elevated 1 foot (1 ft) above the 0.2% annual chance flood event (already exceed's FEMA's minimum requirement).	Reaffirm this standard. Clarify how venting, anchoring, and construction standards apply to all new or substantially improved structures.

Permit Process	Permit process exists but lacks specificity on required documentation.	Formalize pre- and post-construction documentation (e.g., elevation certificates, cost estimates). Clarify steps for compliance.
Variance Criteria	Existing section references general zoning variance language.	Adds detailed variance criteria specific to floodplain standards and includes where to find variance information in the code.

Analysis

By exceeding the NFIP minimum criteria, Iowa City also qualifies for participation in the CRS program, overseen by FEMA. This program rewards communities that surpass the compliance requirements by providing a flood insurance discount to community members. CRS classes, administered by FEMA, rank communities based on flood risk reduction activities, from Class 1 (highest points, 45% discount) to Class 10 (no points, no discount). The classes are determined by a points-based system for activities like public outreach and floodplain management, encouraging communities to go beyond minimum NFIP requirements. The City of Iowa City currently holds a Class 6 rating within this program, resulting in a 20% discount on flood insurance premiums for properties located throughout the City, whether they are in a mapped flood zone or not.

The discount reflects the City's proactive measures in floodplain management, and its commitment to keeping residents and properties within the flood hazard areas safe. In order to maintain the CRS classification and receive the benefits of a participating community, the City must continue to enforce and uphold more stringent floodplain management standards.

Iowa City faces unique and distinctive flood hazard risks. In adopting the proposed amendments, the City can continue to exceed the NFIP minimum requirements for compliance, and as a result, remain well-equipped in response to the dynamic flood hazard risks the community faces. The proposed amendments contribute to this effort.

Next Steps

Pending a Planning and Zoning Commission recommendation, the City Council must hold a public hearing to consider the proposed text amendments.


Staff Recommendation

Staff recommends that Title 14 Zoning be amended, as illustrated in Attachment 1, to update requirements related to floodplain management standards for Iowa City residents and businesses to have continued eligibility to obtain insurance and participate in the National Flood Insurance Program.

Attachments

1. Draft Zoning Code Floodplain Management Standards Text Amendments

2. FEMA Formal Letter to the City of Iowa City

Approved by: 

Danielle Sitzman, AICP, Development Services Coordinator
Department of Neighborhood and Development Services

ATTACHMENT 1

Draft Zoning Code Floodplain Management Standards Text Amendments

14-8B-5: FLOODPLAIN DEVELOPMENT PERMIT:

A. Permit Required: A floodplain development permit issued by the building official shall be secured prior to initiation of any development on a tract of land within a flood hazard area.

B. Submittal Requirements: The building official may require the following information:

1. Description of the work to be covered by the permit.

2. Description of the land on which the proposed work is to be done (i.e., lot, block, tract, street address or similar description) that will readily identify and locate the work to be done.

3. Location and dimensions of all structures.

34. Indication of the use or occupancy for which the proposed work is intended.

45. Elevation of the ~~flood hazard event base flood and 0.2% annual chance flood event.~~ Where flood elevation data is not provided in the flood insurance study, the applicant shall contact the Iowa ~~e~~Department of ~~n~~Natural ~~r~~Resources to obtain such data.

56. Elevation (in relation to ~~national geodetic vertical datum~~ North American Vertical Datum 1988) of the lowest floor, including basement, of ~~buildings structures~~ or of the level to which a building is to be floodproofed.

67. For ~~buildings structures~~ being improved or rebuilt, the estimated cost of improvements and market value of the ~~building structure~~ prior to the improvements.

78. Such other information as the ~~administrator~~ building official deems reasonably necessary for the purpose of determining compliance with the requirements of ~~e~~Chapter 5, ~~a~~Article J, "Floodplain Management Standards", of this title.

C. Approval Procedure: The building official shall, within a reasonable time, make a determination as to whether the proposed floodplain development meets the applicable standards of ~~e~~Chapter 5, ~~a~~Article J, "Floodplain Management Standards", of this title, and shall approve or disapprove, in writing, the application. For disapprovals, the applicant will be informed, in writing, of the specific reasons why the application was disapproved. The building official shall not issue permits for variances, except as approved by the ~~b~~Board of ~~a~~Adjustment according to the approval criteria for such variances set forth in ~~e~~Chapter 5, ~~a~~Article J of this title. (~~Ord. 10-4414, 11-16-2010~~)

ARTICLE J. FLOODPLAIN MANAGEMENT STANDARDS

SECTION:

14-5J-1: Purpose

14-5J-2: Applicability And Interpretation

14-5J-3: Legal Authority And Findings Of Fact

14-5J-4: Compliance With Provisions; Nonconforming Situations

14-5J-5: Enforcement

14-5J-6: Floodplain Development Permit

14-5J-7: General Floodplain Management Standards

14-5J-8: Special Floodway Provisions

14-5J-9: Variances

14-5J-10: Amendments

14-5J-11: Warning And Disclaimer Of Liability

14-5J-1: PURPOSE:

The purpose of this ~~a~~Article is to protect and preserve the rights and privileges and property of Iowa City and its residents and to protect, preserve and improve the peace, safety, health, welfare, comfort and convenience of its residents by minimizing flood losses. The provisions of this ~~a~~Article are designed to:

- A. Reserve sufficient floodplain area for the conveyance of flood flows so that flood heights and velocities will not be increased substantially.
- B. Restrict or prohibit uses that are dangerous to health, safety or property in times of flood or that cause excessive increases in flood heights or velocities.
- C. Require that uses vulnerable to floods, including public utilities that serve such uses, be protected against flood damage.
- D. Assure that eligibility is maintained for property owners to purchase flood insurance through the national flood insurance program. (~~Ord. 10-4414, 11-16-2010~~)

14-5J-2: APPLICABILITY AND INTERPRETATION:

A. Application Of Provisions: ~~The regulations within this article apply to all lands identified in the "Johnson County, Iowa, and incorporated areas flood insurance rate map", dated February 16, 2007. The "Johnson County, Iowa and incorporated areas flood insurance study", as amended, is hereby adopted by reference and is made a part of this article for the purpose of administering floodplain management regulations. The provisions of this Ordinance shall apply to all lands and development which have significant flood hazards. The Flood Insurance Rate Map (FIRM) for Johnson County and Incorporated Areas, City of Iowa City, Panels 19103C0185F, 19103C0187F, 19103C0189F, 19103C0190F, 19103C0191F, 19103C0192F, 19103C0193F, 19103C0194F, 19103C0205F, 19103C0211F, 19103C0213F, 19103C0215F, 19103C0310F, and 19103C0330F, dated December 26, 2025, which were prepared as part of the Johnson County Flood Insurance Study, shall be used to identify such flood hazard areas and all areas shown thereon to be within the boundaries of the base flood shall be considered as having significant flood hazards. The Flood Insurance Study for Johnson County is hereby adopted by reference and is made a part of this Ordinance for the purpose of administering floodplain management regulations.~~

B. Rules for Interpretation of Flood Hazard Boundaries: The boundaries of the flood hazard areas shall be determined by scaling distances on the official Flood Insurance Rate Map. Where uncertainty exists with respect to the precise location of the base flood elevation at the particular site in question and when an interpretation is needed as to the exact location of a boundary, the

building official shall make the necessary interpretation. The Board of Adjustment shall hear and decide appeals when it is alleged that there is an error in any requirement, decision, or determination made by the building official in the enforcement or administration of this Article.

~~BC.~~ Minimum Requirements: The provisions of this ~~a~~Article are considered minimum requirements and will be liberally construed in favor of the ~~governing body~~ City of Iowa City and will not be deemed a limitation or repeal of any other powers granted by ~~the s~~State statutes.

~~CD.~~ Abrogation And Greater Restrictions: It is not intended by this ~~a~~Article to repeal, abrogate or impair any existing easements, covenants or deed restrictions. However, where this ~~a~~Article imposes greater restrictions, the provisions of this ~~a~~Article shall prevail. Where more specific provisions herein conflict with other provisions of this title, this ~~a~~Article shall prevail. (~~Ord. 10-4414, 11-16-2010~~)

E. Severability: If any section, clause, provision or portion of this Ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby.

14-5J-3: LEGAL AUTHORITY AND FINDINGS OF FACT:

A. Legal Authority: Chapter 455B ~~and 414,~~ ~~e~~Code of Iowa, as amended, gives cities authority to adopt regulations governing development and redevelopment within flood hazard areas, including designation of flood hazard maps.

B. Legislative Findings:

1. The flood hazard areas of Iowa City are subject to periodic inundation which can result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief and impairment of the tax base, all of which adversely affect the peace, safety, health, welfare, comfort and convenience of its residents.

2. These flood losses, hazards, and related adverse effects are caused by the occupancy of flood hazard areas by uses vulnerable to flood damages. Such uses create hazardous conditions as a result of being inadequately elevated or otherwise protected from flooding and the cumulative effect of obstructions on the floodplain causing increases in flood heights and velocities.

3. This ~~a~~Article relies upon engineering methodology for analyzing flood hazards, which is consistent with the standards established by the Iowa ~~d~~Department of ~~n~~Natural ~~r~~Resources or its assignee. (~~Ord. 10-4414, 11-16-2010~~)

14-5J-4: COMPLIANCE WITH PROVISIONS; NONCONFORMING SITUATIONS:

A. Except as provided in subsection B of this section, no structure or land shall hereafter be used and no structure shall be located, enlarged, converted or structurally altered without full compliance with the terms of this ~~a~~Article.

B. If a structure that is not in compliance with the provisions of this ~~a~~Article lawfully existed prior to May 2, 1977, and has existed continuously without abandonment since that time, then improvements may be made to the structure, notwithstanding the provisions of this ~~a~~Article, provided such improvements do not constitute a substantial improvement as defined in ~~e~~Chapter 9, ~~a~~Article F, "Floodplain Management Definitions", of this title. However, structures, uses, or development that are nonconforming with regard to other provisions of this title must

comply with the applicable regulations contained in ~~e~~Chapter 4, ~~a~~Article E, "Nonconforming Situations", of this title. (~~Ord. 10-4414, 11-16-2010~~)

14-5J-5: ENFORCEMENT:

A. Enforcement Official Designated: The building official shall administer and enforce the provisions of this ~~a~~Article.

B. Duties And Responsibilities: Duties and responsibilities of the building official include, but are not necessarily limited to the following:

1. Review all floodplain development permit applications to assure that the provisions of this Article will be satisfied.

2. Review floodplain development applications to assure that all necessary permits have been obtained from federal, state and local government agencies including approval when required from the Iowa Department of Natural Resources for floodplain construction.

43. Record and maintain a record of the elevation (in relation to ~~national geodetic vertical datum~~ North American Vertical Datum 1988) of the lowest floor, including basement, of all new or substantially improved ~~buildings structures~~ or the elevation to which new or substantially improved structures have been floodproofed.

24. Notify adjacent communities or counties and the Iowa ~~d~~Department of ~~n~~Natural ~~r~~Resources, or its assignee, prior to any proposed alteration or relocation of a watercourse, and submit evidence of such notifications to the Federal Emergency Management Agency.

35. Keep a record of all permits, appeals, variances and other such transactions and correspondence pertaining to the administration of this ~~a~~Article. (~~Ord. 10-4414, 11-16-2010~~)

6. Submit to the Federal Insurance Administrator an annual report concerning the Iowa City's participation in the National Flood Insurance Program, utilizing the annual report form supplied by the Federal Insurance Administrator.

7. Notify the Federal Insurance Administrator of any annexations or modifications to the Iowa City's boundaries.

8. Maintain the accuracy of the Iowa City's Flood Insurance Rate Maps when:

a. Development placed within the floodway results in any of the following:

(1) An increase in the base flood elevations, or

(2) Alteration to the floodway boundary.

b. Development placed in Zones A, AE, AH, and A1-30 that does not include a designated floodway that will cause a rise of more than one foot in the base flood elevation; or

c. Development relocates or alters the channel.

d. Within 6 months of the completion of the development, the applicant shall submit to FEMA all scientific and technical data necessary for a Letter of Map Revision.

9. Perform site inspections to ensure compliance with the standards of this Article.

10. Forward all requests for variances and appeals to the Board of Adjustment for consideration. Ensure all requests include the information ordinarily submitted with applications as well as any additional information deemed necessary to the Board of Adjustment.

14-5J-6: FLOODPLAIN DEVELOPMENT PERMIT:

A. Permit Required: A floodplain development permit, issued by the building official, must be obtained prior to initiation of any development on a parcel of land within a flood hazard area according to the applicable review and approval procedures contained in ~~e~~Chapter 8, ~~a~~Article B, "Administrative Approval Procedures", of this title. Issuance of a floodplain development permit does not relieve the property owner from complying with federal, state, or other agency regulations, including approval when required from the Iowa ~~d~~Department of ~~n~~Natural ~~r~~Resources.

B. Compliance: Floodplain development permits based on approved plans and applications authorize only the use, arrangement, and construction set forth in such approved plans and applications. Prior to use or occupancy of any structure, the applicant will be required to submit certification by a professional engineer or land surveyor, registered in the state, that the finished fill, building structure floor elevations, floodproofing or other flood protection measures were accomplished in compliance with the provisions of this ~~a~~Article. Any use, arrangement or construction not in compliance with the uses authorized will be deemed a violation of this ~~a~~Article. (~~Ord. 10-4414, 11-16-2010~~)

C. Penalties for Violation: Violation of any provision of this Chapter will be enforced as a municipal infraction pursuant to 1-4-2.

14-5J-7: GENERAL FLOODPLAIN MANAGEMENT STANDARDS:

~~All properties subject to the regulations of this article must comply with the following applicable performance standards: All development must be consistent with the need to minimize flood damage and meet the following applicable performance standards and where the base flood elevations have not been provided in the flood insurance study, the Iowa Department of Natural Resources shall be contacted to determine:~~

A. Whether the land involved is either wholly or partly within the floodway or floodway fringe; and

B. The base flood and 0.2% annual chance flood elevation. Until a regulatory floodway is designated, no development may increase the base flood elevation more than one (1') foot. The applicant will be responsible for providing the Iowa Department of Natural Resources with sufficient technical information to make such determination.

AC. General Construction Requirements: All ~~structures-development~~ shall be:

1. ~~Adequately Designed and adequately~~ anchored to prevent flotation, collapse or lateral movement of the structure; and
2. Constructed with materials and utility equipment resistant to flood damage; and
3. Constructed by methods and practices that minimize flood damage.

BD. Class 1 Critical Facilities:

1. Class 1 critical facilities may not be located within a flood hazard area.

2. Class 1 critical facilities must be located with a means of vehicular access that will remain passable during occurrence of the 0.2% flood event.

CE. Residential Buildings:

1. All new or substantially improved residential structures must have the lowest floor ~~of the original structure and any lateral addition, including basement,~~ elevated a minimum of one foot (1') above the flood hazard elevation. Construction shall be upon compacted fill which shall, at all points, be no lower than one foot (1') above the flood hazard elevation and extend at such elevation at least eighteen feet (18') beyond the limits of any structure erected thereon.

2. Where existing topography, street grades, or other factors preclude elevating by fill, alternate methods of elevating, such as piers, may be allowed, subject to approval by the building official. In such a case, a licensed professional shall certify that the methods used will be adequate to support the structure as well as withstand the various forces and hazards associated with flooding.

3. All new residential structures located in areas that would become isolated due to flooding of surrounding ground shall be provided with means of access that will be passable by wheeled vehicles during the base flood. However, this criterion shall not apply where the building official determines there is sufficient flood warning time for the protection of life and property. When estimating flood warning time, consideration shall be given to the criteria listed in 567-75.2(3), Iowa Administrative Code.

DE. Nonresidential and Mixed Use Buildings:

1. All new or substantially improved nonresidential ~~buildings structures~~ must have the lowest floor ~~of the original structure and any lateral addition, including basement,~~ elevated a minimum of one foot (1') above the flood hazard elevation or, together with attendant utility and sanitary systems, be floodproofed to such a level.

2. All new and substantially improved mixed-use structures must be designed with all residential uses, including dwelling units, located a minimum of one foot (1') above the flood hazard elevation. Commercial use areas must meet the requirements for non-residential structures in paragraph 14-5J-7D-1. Lobbies that provide access to both residential and commercial portions may be floodproofed in accordance with paragraph 14-5J-7D-3, provided that there is at least one separate access to residential areas of the structure. When separate access to residential areas is located less than one foot (1') above the flood hazard elevation and is enclosed by walls, the walls must comply with the requirements for openings in 14-5J-7E-1.

23. When floodproofing is utilized, a professional engineer registered in the state shall certify that the floodproofing methods used are adequate to withstand the flood depths, pressures, velocities, impact and uplift forces and other factors associated with the flood hazard, and that the structure below the flood hazard elevation is watertight with walls substantially impermeable to the passage of water. Such certification must also indicate the specific elevation, in relation to national geodetic vertical datum, to which any structures are floodproofed. A record of this certification will be retained in the office of the building official. must submit a Non-Residential Floodproofing Certificate, a Flood Emergency Operation Plan, and an Inspection and Maintenance Plan to be retained in the office of the building official.

a. The Non-Residential Floodproofing Certificate shall certify that the floodproofing methods used are adequate to withstand the flood depths, pressures, velocities, impact and

uplift forces and other factors associated with the flood hazard, and that the structure below the flood hazard elevation is watertight with walls substantially impermeable to the passage of water. Such certification must also indicate the specific elevation, in relation to North American Vertical Datum 1988, to which any structures are floodproofed.

b. Components of the Flood Emergency Operating Plan (FEOP) will include procedural details when the floodproofing requires human intervention such as the installation of flood gates or flood shields. The FEOP will ensure that the floodproofing components will operate properly under all conditions, including power failures.

c. The Inspection and Maintenance Plan will ensure that all components will operate properly under flood conditions by describing inspection and maintenance activities, including inspection intervals and repair requirements.

EG. All New And Substantially Improved Structures:

1. Fully enclosed areas below the "lowest floor" that are subject to flooding shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting this requirement must either be certified by a registered professional engineer to meet or exceed the following minimum approval criteria:

a. There must be a minimum of two (2) openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding. The openings shall not be located on the same wall.

b. The openings shall be located on exterior walls such that the 1% flood elevation, ~~or shallow flood elevation,~~ is above the bottom of the opening, and in all cases the bottom of all openings shall be no higher than one foot (1') above grade.

c. Openings shall permit the automatic entry and exit of floodwaters.

2. New and substantially improved structures must be designed or modified and adequately anchored to prevent flotation, collapse or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy.

3. New and substantially improved structures ~~must be constructed with electrical, heating, ventilation, plumbing and air conditioning equipment and other service facilities elevated or floodproofed to one foot (1') above the flood hazard elevation.~~ shall be constructed with electric meter, electrical service panel box, hot water heater, heating, air conditioning, ventilation equipment (including ductwork), and other similar machinery and equipment elevated (or in the case of non-residential structures, optionally floodproofed) to a minimum of one foot (1') above the flood hazard elevation.

4. New and substantially improved structures shall be constructed with plumbing, gas lines, water/gas meters and other similar service utilities either elevated (or in the case of non-residential structures, optionally floodproofed to) a minimum of one (1) foot above the base flood elevation or designed to be watertight and withstand inundation to such a level.

FH. Manufactured Housing: ~~Manufactured~~ All new and substantially improved manufactured housing, including those placed in existing manufactured housing parks, planned developments, or subdivisions, must be:

1. Anchored to resist flotation, collapse or lateral movement. Anchorage systems may include, but are not limited to, use of over-the-top or frame ties to ground anchors as required by the City Building Code.

2. Elevated on a permanent foundation such that the lowest floor of the structure is a minimum of one foot (1') above the flood hazard elevation.

GJ. Utility And Sanitary Systems:

1. All new or replacement on site water supply or sewage waste disposal systems must be located or designed to avoid impairment to the system or contamination from the system during flooding.

2. New or replacement water supply systems and sanitary sewage systems must be designed to minimize or eliminate infiltration of floodwaters into the system. Water supply facilities and sanitary sewage systems (other than onsite systems) must be provided with a level of protection equal to or greater than one foot (1') above the flood hazard elevation.

3. Utilities, such as gas or electrical systems, must be located and constructed to minimize or eliminate flood damage to the system and the risk associated with such flood damage or impaired systems.

4. On-site waste disposal and water supply systems shall be located or designed to avoid impairment to the system or contamination from the system during flooding.

HJ. Storage Of Flammable, Explosive Or Injurious Materials: Storage of materials and equipment that are flammable, explosive or injurious to human, animal or plant life is prohibited unless elevated a minimum of one foot (1') above the flood hazard elevation. Other material and equipment must either be similarly elevated or:

1. Not be subject to major flood damage and be anchored to prevent movement due to floodwaters; or

2. Be readily removable from the area within the time available after flood warning.

IK. Flood Control Structural Works: Flood control structural works, including, but not limited to, levees and flood walls, must provide, at a minimum, protection from a 0.2% flood event with a minimum of three feet (3') of design freeboard and must provide for adequate interior drainage. In addition, flood control structural works must be approved by the Iowa ~~e~~D Department of ~~n~~Natural ~~r~~Resources or its assignee.

~~JL. Inhibiting Floodways And Drainage Facilities: No use shall affect the capacity or conveyance of the channel or floodway of any tributary to the main stream, drainage ditch or other drainage facility or system. Watercourse Alterations Or Relocations: Watercourse alterations or relocations must be designed to maintain the flood carrying capacity within the altered or relocated portion. In addition, such alterations or relocations must be approved by the Iowa Department of Natural Resources.~~

KM. Subdivisions:

1. Subdivisions and planned developments, including manufactured housing parks and subdivisions, must be designed to minimize flood damage and must have adequate drainage provided to reduce exposure to flood damage, and must meet the applicable performance standards established by the ~~e~~City ~~e~~Engineer. Development associated with subdivision

proposals (including the installation of public utilities) shall meet the applicable performance standards of this ~~a~~Article. Any subdivision, planned development, or manufactured housing park intended for residential development must provide all lots with a means of vehicular access that will remain passable during occurrence of the ~~40.2%~~ annual chance flood event.

2. Proposals for subdivisions shall include the flood hazard elevation data for those areas located within flood hazard areas.

~~LN~~. Residential Accessory Structures: The exemption of detached garages, sheds and similar structures from the general floodplain management for residential buildings may result in increased premium rates for insurance coverage of the structure and contents; however, said detached garages, sheds and similar accessory type structures are exempt from the general floodplain management for residential buildings when all of the following conditions exist:

~~1.~~ The structure shall be designed to have low flood damage potential. Its size shall not exceed 600 sq. ft. in size. Those portions of the structure located less than one foot (1') above the flood hazard elevation must be constructed of flood-resistant materials.

~~42.~~ The structure is not used for human habitation.

~~23.~~ The structure is designed so as to have low flood damage potential. The structure shall be used solely for low flood damage potential purpose such as vehicle parking and limited storage.

~~34.~~ The structure is constructed and placed on the building site so as to offer minimum resistance to the flow of floodwaters.

~~45.~~ The structure is firmly anchored to ~~prevent flotation, which may result in damage to other structures.~~ resist flotation, collapse and lateral movement.

~~56.~~ The service facilities for the structure, such as electrical and heating equipment, are elevated or floodproofed to at least one foot (1') above the flood hazard elevation.

~~87.~~ Openings shall permit the automatic entry and exit of floodwaters. The structure's walls include openings that satisfy the provisions of 14-5J-7E-1.

~~MQ~~. Recreational Vehicles:

1. Recreational vehicles are exempt from the requirements of subsection F of this section regarding anchoring and elevation of manufactured homes when the following criteria are satisfied:

a. The recreational vehicle shall be located on the site for less than one hundred eighty (180) consecutive days; and

b. The recreational vehicle must be fully licensed and ready for highway use. A recreational vehicle is ready for highway use if it is on its wheels or jacking system and is attached to the site only by quick disconnect type utilities and security devices and has no permanently attached additions.

2. Recreational vehicles that are located on the site for more than one hundred eighty (180) consecutive days or are not ready for highway use must satisfy requirements of subsection F of this section regarding anchoring and elevation of manufactured homes. (~~Ord. 10-4414, 11-16-2010~~)

P. Pipeline River And Stream Crossings: Pipeline river and stream crossings must be buried in the streambed and banks, or otherwise sufficiently protected to prevent rupture due to channel degradation and meandering.

14-5J-8: SPECIAL FLOODWAY PROVISIONS:

In addition to the general floodplain standards listed above, uses development within the floodway must meet the following applicable standards:

A. No use development is permitted in the floodway that would increase the 1% flood hazard elevation, unless approved by the Iowa department of natural resources or its assignee, base flood elevation. Prior to issuance of a floodplain development permit the applicant /agent must obtain a conditional LOMR from FEMA.

B. All uses development within the floodway must:

1. Be consistent with the need to minimize flood damage; and
2. Use construction methods and practices that will minimize flood damage; and
3. Use construction materials and utility equipment that are resistant to flood damage.

C. No use development is permitted that would affect the capacity or conveyance of the channel or floodway or any tributary to the main stream, drainage ditch or any other drainage facility or system.

D. Structures, buildings, recreational vehicles and sanitary and utility systems, if permitted, must meet the applicable general floodplain management standards and must be constructed and aligned to present the minimum possible resistance to flood flows.

E. Buildings-Structures, if permitted, must have low flood damage potential and must not be used for human habitation.

F. Storage of materials or equipment that are buoyant, flammable, explosive or injurious to human, animal or plant life is prohibited. Storage of other material may be allowed if readily removable from the floodway within the time available after flood warning.

G. Watercourse alterations or relocations, including channel changes and modifications, must be designed to maintain the flood carrying capacity within the altered or relocated portion. In addition, such alterations or relocations must be approved by the Iowa ~~d~~Department of ~~n~~Natural ~~r~~Resources or its assignee.

H. Any fill or stream bank erosion control projects allowed in the floodway must have some beneficial purpose and will be limited to the minimum amount necessary.

I. Pipelines that cross rivers or streams must be buried in the streambed and banks or otherwise sufficiently protected to prevent rupture due to channel degradation and meandering or due to action of flood flows. Where floodway data has been provided in the flood insurance study, such data shall be used to define the floodway limits.

J. ~~Where no floodway data has been provided, the Iowa department of natural resources or its assignee shall be contacted to provide a floodway delineation. Where floodway data is not available, it shall be the responsibility of the permittee to produce engineered data delineating~~

the floodway. (Ord. 10-4414, 11-16-2010) Where no floodway data has been provided, the Iowa Department of Natural Resources shall be contacted to provide a floodway delineation. The applicant will be responsible for providing the Iowa Department of Natural Resources with sufficient technical information to make such determination.

14-5J-9: VARIANCES:

The ~~b~~Board of ~~a~~Aadjustment may authorize, upon request, in specific cases, such variances from the terms of this ~~a~~Article that will not be contrary to the public interest where, owing to special conditions, a literal enforcement of the provisions of this ~~a~~Article will result in unnecessary and undue hardship. To ensure that the spirit of this title is observed and substantial justice done, no variance to the strict application of any provision of this ~~a~~Article shall be granted by the board unless the applicant demonstrates that all of the following approval criteria are met. In addition, the applicant must meet all the provisions and general approval criteria for variances as stated in ~~e~~Chapter 4, ~~a~~Article B, "Minor Modifications, Variances, Special Exceptions, And Provisional Uses", of this title, except subsection 14-4B-2A4 of this title. See Section 14-8C for the procedure to apply for a variance and Section 14-4B-2 for the standards to obtain a variance.

A. Approval Criteria:

1. No variance shall be granted for any development within the floodway that would result in any increase in flood elevation unless approved by the Iowa ~~d~~Department of ~~n~~Natural ~~r~~Resources or its assignee.
2. Variances shall only be granted upon a showing of good and sufficient cause, and a determination that the granting of the variance will not result in increased flood elevation, additional threats to public safety, extraordinary public expense, create nuisances or cause fraud on or victimization of the public.
3. Variances shall only be granted upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
4. In cases where the variance involves a lower level of flood protection for buildings than what is ordinarily required by this ~~a~~Article, the applicant shall be notified, in writing, over the signature of the building official, that the issuance of a variance will likely result in increased premium rates for flood insurance.
5. All variances granted shall have the concurrence or approval of the Iowa ~~d~~Department of ~~n~~Natural ~~r~~Resources or its assignee.

B. Factors For Consideration: When considering applications for variances, the ~~b~~Board of ~~a~~Aadjustment will consider all relevant factors specified in other sections of this ~~a~~Article in addition to the following factors:

1. The danger to life and property due to increased flood elevation or velocities caused by encroachments.
2. The danger that materials may be swept on to other land or downstream to the injury of others.
3. The importance of the services provided by the proposed facility to the community, and the risk of losing said services during a flood event.

4. The risk assumed by emergency personnel if it is necessary to evacuate the use/structure during a flood event.

5. After consultation with the historic preservation commission, a determination of whether compliance with the floodplain regulations would result in a substantial alteration or destruction of defining architectural characteristics of landmark properties and properties located within historic or conservation districts.

6. Such other factors that are relevant to the purposes of this ~~a~~Article.

C. Conditions Of Approval: Upon consideration of the factors and approval criteria listed in this section, the ~~b~~Board of ~~a~~Adjustment may attach such conditions and safeguards to the granting of a variance as it deems necessary to fulfill the purposes and intent of the provisions of this ~~a~~Article. (~~Ord. 10-4414, 11-16-2010~~)

14-5J-10: AMENDMENTS:

The regulations and standards set forth in this ~~a~~Article may, from time to time, be amended, supplemented, changed or repealed. No amendment, supplement, change or modification shall be undertaken without prior approval of the Iowa ~~d~~Department of ~~n~~Natural ~~r~~Resources or its assignee. (~~Ord. 10-4414, 11-16-2010~~)

14-5J-11: WARNING AND DISCLAIMER OF LIABILITY:

The degree of flood protection required by this ~~a~~Article is considered reasonable for regulatory purposes and is based on engineering and scientific methods of study. Larger floods may occur on rare occasions. Flood heights may be increased by humanmade or natural causes, such as ice jams and bridge openings restricted by debris. This ~~a~~Article does not imply that areas outside the regulated areas will be free from flooding or flood damages. This ~~a~~Article does not imply that uses permitted within the regulated areas will be free from flooding or flood damages. This ~~a~~Article shall not create liability on the part of Iowa City or any officer or employee thereof for any flood damages that result from reliance on this ~~a~~Article or any administrative decision lawfully made hereunder. (~~Ord. 10-4414, 11-16-2010~~)

14-9F-1: DEFINITIONS:

As used in ~~e~~Chapter 5, ~~a~~Article J, "Floodplain Management Standards", of this title, the following definitions shall apply. The general definitions contained in ~~a~~Article A of this ~~e~~Chapter shall apply to all terms used in ~~e~~Chapter 5, ~~a~~Article J of this title that are not defined in this section.

~~APPURTENANT STRUCUTRE: A structure which is on the same parcel of the property as the principal structure to be insured and the use of which is incidental to the use of the principal structure.~~

BASEMENT: Any enclosed area of a building that has its floor or lowest level below ground level (subgrade) on all sides (see definition of Lowest Floor).

~~BASE FLOOD: The flood having one (1) percent chance of being equaled or exceeded in a given year. (Also commonly referred to as the "100-year flood").~~

BASE FLOOD ELEVATION (BFE): The elevation floodwaters would reach at a particular site during the occurrence of a base flood event.

CLASS 1 CRITICAL FACILITIES: Facilities that must remain accessible during the 0.2% flood event because they are the base of operations for emergency responders, are particularly difficult to evacuate during a flood event, or facilities that provide services essential to the life, health, and safety of the community. Class 1 critical facilities include police and fire stations, emergency medical centers, communication centers, hospitals, jails, nursing homes, and other residential uses for persons with limited mobility and/or dependency upon life sustaining medical equipment.

CRITICAL FACILITIES: Structures that store public records; museums and libraries; schools; and other buildings that store rare and/or valuable items and information that sustain the history and public records of a community. These structures are not expected to remain accessible or functioning during a flood event, though in many instances their functions must resume as soon as possible after a flood event. Critical facilities also include public infrastructure such as water distribution and wastewater treatment facilities, which are expected to remain functioning during a flood event although they may be temporarily inaccessible or accessible only by watercraft during a flood event.

DEVELOPMENT: Any humanmade change to improved or unimproved real estate, including, but not limited to, the placement of manufactured housing, buildings or other structures, mining, dredging, streambank erosion control measures, storage of equipment or materials, filling, grading, paving, excavation or drilling operations. ~~Development is considered to commence with either the first placement or permanent construction of a structure on a site, such as pouring of a slab or footings, the installation of pile, the construction of columns, or any work beyond the stage of excavation; or the placement of a factory built home on a foundation. Development does not include "minor projects" or "routine maintenance of existing buildings and facilities" as defined in this section. It also does not include gardening, plowing, and similar practices that do not involve filling or grading.~~

ENCLOSED AREA BELOW LOWEST FLOOR: The floor of the lowest enclosed area in a structure when all the following criteria are met:

A. The enclosed area is designed to flood to equalize hydrostatic pressure during flood events with walls or openings that satisfy the provisions of 14-5J-7E-1.

B. The enclosed area is unfinished (not carpeted, drywalled, etc.), and used solely for low damage potential uses such as building access, parking or storage, and

C. Machinery and service facilities (e.g., hot water heater, furnace, electrical service) contained in the enclosed area are located at least one foot (1') above the base flood elevation.

D. The enclosed area is not a basement.

EXISTING CONSTRUCTION: Any structure for which the "start of construction" commenced before May 2, 1977.

EXISTING MANUFACTURED HOUSING PARK OR SUBDIVISION: A manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) was completed before May 2, 1977.

EXPANSION OF EXISTING MANUFACTURED HOUSING PARK OR SUBDIVISION: The preparation of additional sites by the construction of facilities for servicing the lots on which the

manufactured homes are to be affixed, including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads.

FLOOD: A general and temporary condition of partial or complete inundation of normally dry land areas resulting from the overflow of streams or rivers or from the unusual and rapid runoff of surface waters from any source.

FLOOD CONTROL STRUCTURAL WORKS: Barriers or storage areas constructed to control floodwater, modify or redirect a channel.

FLOOD ELEVATION: The elevation which floodwaters would reach at a particular site during the occurrence of a specific frequency flood. For instance, the 1% flood elevation is the elevation of floodwaters with a one percent (1%) likelihood of occurring in any given year. The 0.2% flood elevation is the elevation of floodwaters with a two-tenths percent (0.2%) likelihood of occurring in any given year. In areas of shallow flooding, there is a one percent (1%) or greater annual chance of flooding to an elevation specified on the flood insurance rate map.

FLOOD EVENT:

500-Year Flood Event: A flood, the magnitude of which has a two-tenths percent (0.2%) chance of being equaled or exceeded in any given year or which, on the average, will be equaled or exceeded at least once every five hundred (500) years.

100-Year Flood Event: A flood, the magnitude of which has a one percent (1%) chance of being equaled or exceeded in any given year or which, on the average, will be equaled or exceeded at least once every one hundred (100) years.

1% Annual Chance Flood Event: The predicted level of flooding with a one percent (1%) chance of being equaled or exceeded in any given year (formerly known as the 100-year flood event).

0.2% Annual Chance Flood Event: The predicted level of flooding with a two-tenths percent (0.2%) chance of being equaled or exceeded in any given year (formerly known as the 500-year flood event).

FLOOD HAZARD AREA: Land ~~that is shaded and~~ areas that are subject to flooding that are identified on the Flood Insurance Rate Map as "A", "AE", "X" or ., on the flood insurance rate map, and "X-shaded".

FLOOD HAZARD ELEVATION: ~~In AE zones, the elevation of the 0.2% flood as profiled in the flood insurance study for Johnson County, Iowa. In areas of shallow flooding, the elevation of the flood as illustrated on the flood insurance rate map.~~

A. In zones labeled "AE" and "X-shaded", the elevation of the 0.2% annual chance flood event as provided by the Flood Insurance Study for Johnson County, Iowa.

B. In zones labeled "A", the elevation of the 0.2% annual chance flood event as determined by the Iowa Department of Natural Resources.

FLOOD INSURANCE RATE MAP (FIRM): The official map prepared as part of (but published separately from) the flood insurance study which delineates both the flood hazard areas and the risk premium zones applicable to the community.

FLOOD INSURANCE STUDY (FIS): ~~A study initiated, funded and published by the federal insurance administration for the purpose of evaluating, in detail, the existence and severity of~~

flood hazards, providing the city with the necessary information for adopting a floodplain management program and establishing actuarial flood insurance rates. A report published by FEMA for a community issued along with the community's Flood Insurance Rate Map(s) that performs an examination, evaluation and determination of flood hazards. The FIS report contains such background data as the base flood discharge and water surface elevations that were used to prepare the accompanying FIRM.

FLOODPLAIN: Any land area susceptible to being inundated by water as a result of a specific frequency flood. For instance, the 1% floodplain is the area of land that, in any given year, has a one percent (1%) likelihood of flooding. The 0.2% floodplain is the area of land that, in any given year, has a two-tenths percent (0.2%) likelihood of flooding. In areas of shallow flooding, there is a one percent (1%) or greater annual chance of flooding to a specified elevation, but a clearly defined channel does not exist, and the path of flooding is unpredictable.

FLOODPLAIN MANAGEMENT: An overall program of corrective and preventive measures for reducing flood damages and for promoting the wise use of floodplains, including, but not limited to, emergency preparedness plans, flood control works, floodproofing and floodplain management regulations.

FLOODPROOFING: Any combination of structural and nonstructural additions, changes or adjustments to structures, including utility and sanitary facilities, which will reduce or eliminate flood damage to such structures.

FLOODWAY: The channel of a river or stream and those portions of the floodplains adjoining the channel which are reasonably required to carry and discharge floodwaters or flood flows so that confinement of floodwaters to the floodway area will not ~~result in substantially higher flood elevation.~~ cumulatively increase the water surface elevation of the base flood (1% annual chance) by more than one foot (1').

so that confinement of floodwaters to the floodway area will not result in substantially higher flood elevation.

FLOODWAY FRINGE: Those portions of the ~~floodplain, other than the floodway, which can be filled, leveed or otherwise obstructed without causing substantially higher flood elevations.~~ Flood Hazard Area that are located outside the floodway.

HAZARDOUS MATERIALS: Combustible materials, and flammable liquids, and chemicals—whether stored aboveground or underground. These include but are not limited to cryogenic fuels, class I and class II liquids, liquified petroleum gas, and other substances regulated by the international fire code, as amended.

HIGHEST ADJACENT GRADE: The highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

HISTORIC STRUCTURE: Any structure that is:

A. Listed individually in the National Register of Historic Places, maintained by the Department of Interior, or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;

B. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;

C. Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or,

D. Individually listed on a local inventory of historic places in communities with historic preservation programs (note Iowa City has such a program) that have been certified by either i) an approved state program as determined by the Secretary of the Interior (note State of Iowa has an approved program) or ii) directly by the Secretary of the Interior in states without approved programs.

LOWEST FLOOR: The floor of the lowest enclosed area in a building structure, including a basement, except when ~~all the following criteria are met: the criteria listed in the definition of Enclosed Area Below Lowest Floor are met.~~

~~A. The enclosed area is designed to flood to equalize hydrostatic pressure during floods with walls or openings that satisfy the provisions of subsection 14-5J-7E of this title; and~~

~~B. The enclosed area is unfinished (not carpeted, drywalled, etc.) and used solely for low damage potential uses, such as building access, parking or storage; and~~

~~C. Machinery and service facilities (e.g., hot water heater, furnace, electrical service) contained in the enclosed area are located at least one foot (1') above the flood hazard elevation; and~~

~~D. The floor is not below grade on all sides.~~

MANUFACTURED HOUSING: Any structure designed for residential use which is wholly or in substantial part, made, fabricated, formed or assembled in manufacturing facilities for installation or assembly and installation on a building site. For the purposes of ~~e~~Chapter 5, ~~a~~Article J, "Floodplain Management Standards", of this title, manufactured housing includes factory built homes, mobile homes, manufactured homes and modular homes and also includes recreational vehicles, park trailers, travel trailers and other similar vehicles placed on a site for greater than one hundred eighty (180) consecutive days ~~and not fully licensed and ready for highway use.~~

MANUFACTURED HOUSING PARK OR SUBDIVISION: A parcel or contiguous parcels of land divided into two (2) or more manufactured housing lots for rent or sale.

MINOR PROJECTS: Small development activities (except for filling, grading and excavating) valued at less than \$500.

MIXED-USE STRUCTURE: A structure with areas designed for both residential and commercial uses, in which the floor area dedicated to commercial uses is 25% or more of the total floor area (or common areas that support residents or residential uses that are not considered commercial uses).

NEW CONSTRUCTION OF NEW BUILDINGS, MANUFACTURED HOUSING PARKS: Those structures or development ~~that began for which start of~~ construction began on or after May 2, 1977.

NEW MANUFACTURED HOUSING PARK OR SUBDIVISION: A manufactured housing park or subdivision for which the construction of facilities for servicing the lots on which the factory-built homes are to be affixed, (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after May 2, 1977.

NON-RESIDENTIAL STRUCTURE: A structure that has a commercial or non-residential (non-habitational) use, including but not limited to: businesses, houses of worship, schools, garages, poolhouses, clubhouses, recreational buildings, mercantile buildings, agricultural buildings (including grain bins and silos), industrial buildings, and warehouses.

RECREATIONAL VEHICLE: A vehicle which is:

- A. Built on a single chassis;
- B. Four hundred (400) square feet or less when measured at the largest horizontal projection;
- C. Designed to be self-propelled or permanently towable by a light duty truck; and
- D. Designed primarily not for use as a permanent dwelling but as a temporary living quarters for recreational, camping, travel, or seasonal use.

~~–SHALLOW FLOOD HAZARD AREA: Areas of special flood hazards having shallow water depths and/or unpredictable flow paths between one foot (1') and three feet (3'), and with water surface elevations determined.~~

SPECIAL FLOOD HAZARD AREA: The land within a community subject to the "base flood". This land is identified on the community's Flood Insurance Rate Map as Zone A, A1-30, AE, AH, AO, AR, and/or A99.

START OF CONSTRUCTION: Includes substantial improvement, and means the date the development permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement or permanent construction of a structure on a site, such as pouring a slab or footings, the installation of pile, the construction of columns, or any work beyond the stage of excavation; or the placement of a factory-built home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of the structure, whether or not that alteration affects the external dimensions of the structure.

STRUCTURE: Anything constructed or installed on the ground or attached to the ground, including, but not limited to, buildings, factories, sheds, cabins, manufactured housing, grain storage facilities, storage tanks and similar.

SUBSTANTIAL DAMAGE: Damage of any origin sustained by a structure where the cost of restoring the structure to its predamaged condition would equal or exceed fifty percent (50%) of the ~~assessed or market value as established by an appraisal paid for at the owner's expense, whichever is greater.~~ of the structure before the damage occurred. Volunteer labor and donated materials shall be included in the estimated cost of repair.

SUBSTANTIAL IMPROVEMENT: Any improvement to a structure that satisfies either of the following criteria:

A. Any repair, reconstruction or improvement of a structure, the cost of which equals or exceeds fifty percent (50%) of the assessed or market value as established by an appraisal paid for at the owner's expense, whichever is greater, of the structure either before the improvement or repair is started or, if the structure has been damaged and is being restored, before the damage occurred. For the purposes of this definition, substantial improvement is considered to occur when the first alteration of any wall, ceiling, floor or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure. The term does not, however, include any project for improvement of a structure to comply with existing violations of state or local health, sanitary or safety code specifications which are solely necessary to assure safe conditions for the existing use. The term also does not include any alteration of an historic structure provided the alteration will not preclude the structure's designation as an "historic structure" and provided a Variance is granted by the Board of Adjustment.

B. Any addition which increases the original floor area of a building by twenty five percent (25%) or more. All additions constructed after May 2, 1977, shall be added to any proposed addition in determining whether the total increase in original floor space would exceed twenty five percent (25%). ~~(Ord. 10-4414, 11-16-2010)~~

VARIANCE: A grant of relief by a community from the terms of the floodplain management regulations. See Section 14-8C for the procedure to apply for a variance and Section 14-4B-2 for the standards to obtain a variance.

VIOLATION: The failure of a structure or other development to be fully compliant with the City's floodplain management ordinance.

ATTACHMENT 2

FEMA Formal Letter to the City of Iowa City



Federal Emergency Management Agency

Washington, D.C. 20472

June 26, 2025

CERTIFIED MAIL
RETURN RECEIPT REQUESTED

IN REPLY REFER TO:
19P

The Honorable Bruce Teague
Mayor, City of Iowa City
410 East Washington Street
Iowa City, IA 52240

Community Name: City of Iowa City,
Jolmson County,
Iowa
Community No.: 190171
Map Panels Affected: See FIRM Index

Dear Mayor Teague:

This is to notify you of the final flood hazard determination for Jolmson County, Iowa and Incorporated Areas in compliance with Title 44, Chapter I, Part 67, Section 67.11, Code of Federal Regulations (CFR). This section requires that notice of final flood hazards shall be sent to the Chief Executive Officer of the community, all individual appellants, and the State Coordinating Agency, and shall be published in the *Federal Register*.

The statutory 90-day appeal period that was initiated for your community when the Department of Homeland Security's Federal Emergency Management Agency (FEMA) published a notice of proposed flood hazard determinations for your community in the local newspaper has elapsed. FEMA did not receive any appeals of the proposed flood hazard determinations or submittals regarding the Revised Preliminary Flood Insurance Study (FIS) report and Flood Insurance Rate Map (FIRM) during that time.

Accordingly, the flood hazard determinations for your community are considered final. The final notice for flood hazard determinations will be published in the *Federal Register* as soon as possible. The FIS report and FIRM for your community will become effective on December 26, 2025. Before the effective date, we will send your community final printed copies of the FIS report and FIRM. For insurance purposes, the community number and new suffix code for the panels being revised are indicated on the FIRM and must be used for all new policies and renewals.

Because the FIS report for your community has been completed, certain additional requirements must be met under Section 1361 of the National Flood Insurance Act of 1968, as amended, within 6 months from the date of this letter.

It must be emphasized that all the standards specified in 44 CFR Part 60.3(d) of the National Flood Insurance Program (NFIP) regulations must be enacted in a legally enforceable document.

This includes adoption of the current effective FIS report and FIRM to which the regulations apply and other modifications made by this map revision. Some of the standards should already have been enacted by your community in order to establish initial eligibility in the NFIP. Your community can meet any additional requirements by taking one of the following actions in this Paragraph of the NFIP regulations:

1. Amending existing regulations to incorporate any additional requirements of 44 CFR Part 60.3(d);
2. Adopting all the standards of 44 CFR Part 60.3(d) into one new, comprehensive set of regulations; or
3. Showing evidence that regulations have previously been adopted that meet or exceed the minimum requirements of 44 CFR Part 60.3(d).

Also, prior to the effective date, your community is required, as a condition of continued eligibility in the NFIP, to adopt or show evidence of adoption of the floodplain management regulations that meet the standards of 44 CFR Part 60.3(d) of the NFIP regulations by the effective date of the FIRM. These standards are the minimum requirements and do not supersede any State or local requirements of a more stringent nature.

Many states and communities have adopted building codes based on the International Codes (I-Codes); the model I-Codes (2009 and more recent editions) contain flood provisions that either meet or exceed the minimum requirements of the NFIP for buildings and structures. The model codes also contain provisions, currently found in an appendix to the International Building Code, that apply to other types of development and NFIP requirements. In these cases, communities should request review by the NFIP State Coordinator to ensure that local floodplain management regulations are coordinated (not duplicative or inconsistent) with the State or Local building code. FEMA's resource, *Reducing Flood Losses through the International Code: Coordinating Building Codes and Floodplain Management Regulations, 5th Edition (2019)*, provides some guidance on this subject and is available at <https://www.fema.gov/emergency-managers/risk-management/building-science/building-codes/flood>.

Communities that fail to enact the necessary floodplain management regulations will be suspended from participation in the NFIP and subject to the prohibitions contained in Section 202(a) of the Flood Disaster Protection Act of 1973 (Public Law 93-234) as amended, and 44 CFR Part 59.24.

To assist your community in maintaining the FIRM, we have enclosed a Summary of Map Actions (SOMA) to document previous Letters of Map Change (LOMC) actions (i.e., Letters of Map Amendment, Letters of Map Revision) that will be affected when the revised FIRM panels referenced above become effective. If no LOMCs were issued previously for your community, you are receiving a SOMA for informational purposes only.

Once the FIS report and FIRM are printed and distributed, the digital files containing the flood hazard data for the entire county can be provided for use in a computer mapping system. These files can be used in conjunction with other thematic data for floodplain management purposes, insurance requirements, and many other planning applications. Copies of the digital files of the FIRM panels may be obtained by calling our FEMA Mapping and Insurance eXchange (FMIX), toll free, at (877) 336-2627 (877-FEMA MAP) or by visiting the Map Service Center at <https://www.msc.fema.gov>. In addition, your community may be eligible for additional credits under our Community Rating System if you implement your activities using digital mapping files.

For assistance with your floodplain management ordinance or enacting the floodplain management regulations, please contact Jason Conn, NFIP State Coordinator for Iowa by telephone at (515)-782-8104. If you should require any additional information, we suggest that you contact the Director, Mitigation Division of FEMA, Region 7, in Kansas City, Missouri at (816) 283-7004 for assistance. If you have any questions concerning mapping issues in general or the enclosed SOMA, please call our FMIX at the telephone number shown above. Additional information and resources you may find helpful regarding the NFIP and floodplain management can be found on our website at <https://www.fema.gov/flood-maps>. Copies of these documents may also be obtained by calling our FMIX.

Sincerely,

 #. -6.... ""

David N. Bascom, Acting Director
Engineering and Modeling Division
Risk Analysis, Planning and Information Directorate

Enclosure:
Final SOMA

cc: Community Map Repository
Anne Russett, Senior Planner, City of Iowa City

**MINUTES
PLANNING AND ZONING COMMISSION
SEPTEMBER 3, 2025 – 6:00 PM – FORMAL MEETING
EMMA J. HARVAT HALL, CITY HALL**

PRELIMINARY

MEMBERS PRESENT: James Davies, Scott Quellhorst, Billie Townsend, Chad Wade

MEMBERS ABSENT: Kaleb Beining, Maggie Elliott, Steve Miller

STAFF PRESENT: Madison Conley, Liz Craig, Sue Dulek, Anne Russett

OTHERS PRESENT:

RECOMMENDATIONS TO COUNCIL:

By a vote of 4-0 the Commission recommends Title 14 Zoning be amended, as illustrated in attachment one, to update requirements related to floodplain management standards for Iowa City residents and businesses to have continued eligibility to obtain insurance and participate in the National Flood Insurance Program.

CALL TO ORDER:

Quellhorst called the meeting to order at 6:00 PM.

PUBLIC DISCUSSION OF ANY ITEM NOT ON THE AGENDA:

None.

ZONING CODE TEXT AMENDMENT ITEMS:

CASE NO. REZ25-0013:

Consideration of amendments to Title 14, Zoning related to the City's Floodplain Management Standards.

Conley stated the purpose of this Zoning Code Amendment is to have Iowa City remain a participating community in the National Flood Insurance Program in order to receive flood insurance for the community. To maintain eligibility and compliance within this program, Iowa City needs to do two things, one, adopt the new Flood Insurance Rate Map and Flood Insurance Study provided by FEMA, and two, align the local ordinance to the National Flood Insurance Program standards to ensure continued program compliance. Conley noted the last time these standards were revised was back in 2010 according to ordinance number 10-44-14, and the proposed amendments brought forth tonight are geared towards Iowa City's Floodplain Management Standards, which is found in Title 14-5J of the zoning code.

Conley noted some key terms for the Commission, first is the NFIP, the National Flood Insurance Program and what it means to be a participating community within the NFIP. The NFIP provides federally backed flood insurance to property owners and businesses. In exchange for flood insurance, participating communities like Iowa City must adopt and enforce minimum floodplain management regulations to reduce flood risk. The NFIP offers coverage for flood damage to homes, belongings and businesses, and it's managed by FEMA, the Federal Emergency Management Agency. The minimum standards can be found and defined in the Code of Federal Regulations. The next key term is the Flood Insurance Rate Map, known as FIRM. Once the current Flood Insurance Rate Map is adopted by a community that is used to determine the

minimum flood plain management building code and flood insurance requirements under the National Flood Insurance Program. On the physical FIRM they are able to see the special flood hazard areas which entail approximate zones and the floodway is delineated on it. Flood lenders as well as certified floodplain managers utilize this FIRM as a tool to determine what structures may or may not be in a special flood hazard area and it helps determine insurance risk zones, provides the official data for flood hazard risk and influences decisions about flood insurance and construction regulations.

Regarding background, Conley stated that in May 1977 Iowa City officially joined the National Flood Insurance Program, which allowed insurance for the community, specifically flood insurance and the first effective FIRM for the community. That FIRM was used all the way until February 16, 2007, at which time the current effective Flood Insurance Rate Map that is utilized today was created. In addition, all insurance lenders who are looking at flood insurance utilize this FIRM as well. Then in January 2020 FEMA, as well as the Iowa DNR who helps put together the information through different types of analyzes, released a preliminary Flood Insurance Rate Map and unfortunately there was some errors in that map so that pushed back the timeframe for the community adopting that FIRM as the new effective one. In April 2023 is when the Iowa DNR and FEMA released the revised preliminary FIRM and that FIRM went through an appeals period and comment period for about 90 days, and then after that was made final. Therefore, in June 2025 FEMA sent the City an official notice that the FIRM and Flood Insurance Study (FIS) are to become effective December 26, 2025 which signals staff that as a community they need to have these FIRMS and materials adopted by that date.

Additionally, as a delegated community, Iowa City is responsible for locally enforcing and maintaining floodplain regulations. These proposed changes reflect FEMA and Iowa DNRs guidance and help ensure Iowa City continues to uphold and exceed minimum NFIP standards. Conley explained that exceeding minimum standards means not only as a community do they enforce the minimums that are set by the National Flood Insurance Program, they have chosen to adopt the higher standards to not only to help protect the community from flood risk and hazard but also because Iowa City is a part of a Community Rating System program. Conley explained a Community Rating System program is established by FEMA and basically it's a voluntary program that rewards communities with discounted flood insurance premiums for implementing floodplain management activities that go above and beyond the minimum requirements of the National Flood Insurance Program. Iowa City joined this program to receive discounts on National Flood Insurance Program premiums for residents by implementing advanced floodplain management activities that go above and beyond minimum requirements. Some of these requirements in Iowa City's ordinance include elevation and freeboard which means Iowa City as a community requires residential structures to be elevated at least one foot above the base flood elevation, above the minimum regulation of the 500 year flood plain, also known as the 0.2% annual chance flood hazard area. Iowa City regulates not only to the 100 year level, also known as the base flood and as the 1% annual chance flood event but even further and regulate to the 500 year.

Next is the substantial damage and substantial improvement which states that for any type of structure that has been damaged or is going through repairs there's a certain calculation that a certified floodplain manager utilizes to determine if this structure needs to kick in higher regulatory standards. For example, in Iowa City if there is a structure that exceeds the cost of 50% of the market value of the structure it would need to come into full compliance with what is

in the floodplain management standards. Additionally, Iowa City also included an original floor area increase of 25% or more will require compliance.

The next standard is the protection of critical facilities, this includes hospitals and jails. Iowa City has determined that Class 1 Critical Facilities are not allowed in flood hazard areas. Then there's enclosure design requirements, such as venting and elevation requirements for enclosures below the base flood elevation and lastly is dry-floodproofing. Conley explained dry-floodproofing is having a system in place to put barriers that protect the structure from water coming in. Iowa City requires not only to have a certification from a professional engineer, they also need to have a plan of action for when the flood actually does happen, to make sure there is a safety measure. Again, Conley noted these higher standards are utilized as a regulatory tool that gives Iowa City points in the Community Rating System.

Conley stated that along with the higher standards, staff has a summary of the proposed amendments (Attachment 1) that was included in the agenda packet. First amendment is definitions, she noted a lot of the definitions in the current ordinance are based on 2010 ordinance language so the proposed amendments help align these terms with FEMA and Iowa DNR terminology and help add and clarify certain terms. Then there's development in the floodplain, currently they have a general development definition with limited examples and staff is proposing to clarify development activities, such as grading, fill, utilities and refine substantial damage and improvement criteria. For accessory structures Conley noted there are not many clear standards on this in the code floodplain section, so staff has established criteria for detached structures in flood hazard areas, which includes floodproofing or elevation. Enforcement and violations, the code features general enforcement language, but staff is proposing to clarify violation handling per FEMA and local expectations. Then for floodway and encroachment, Iowa City has a limited "no rise" requirement, which basically means they can't have any development in the floodway because that would increase the waters above the base flood elevation. That's the current minimum so staff is adding a requirement in the ordinance that a "no rise" analysis and certificate is required from a professional engineer for any development in the floodway. Next is the elevation standards, it is already determined that residential structures in Iowa City must be one foot above the 0.2% flood hazard area and staff is proposing to reaffirm this by clarifying venting, anchoring and structural compliance for new or improved buildings. Next is the permitting process and there is a permitting process that exists, but it lacks detail, so the staff proposal is to formalize documentation, such as elevation certificates, cost estimates and compliance steps. Then lastly is variance criteria. The current code references general zoning language, but this proposal adds flood specific variance criteria and a clear code reference, so it makes sure everything is consistent.

Conley reiterated that Iowa City exceeds the minimum NFIP standards and are a part of the Community Rating System. She declared the Community Rating System has a total of 10 classes that communities participate in and these are based off a point scale. Each class then is determined by the amount of points a community receives as credit for floodplain management activities. There are four activity categories, such as public information, mapping and regulations, flood damage reduction, warning and response. The higher standards Iowa City has as a community continue to enforce allow the community to maintain a Class 6 ranking in the program, which provides the community members with a 20% discount on flood insurance. At Class level 10 they would not receive any discount and are just a participant in the Community Rating System program. Class 1, which is the most stringent class, receives a 45% discount.

Additionally, the proposed amendments reflect collaboration between Iowa City as a delegated community and the Iowa Department of Natural Resources, which is the state agency responsible for reporting to FEMA that Iowa City, as a delegated community, is in compliance with the minimum requirements established by NFIP. Overall, the adoption of the new Flood Insurance Rate Maps, the Flood Insurance Study and the proposed amendments will ensure that Iowa City continues to remain a participating community that is eligible for flood insurance within the National Flood Insurance Program.

Staff recommends that Title 14 Zoning be amended, as illustrated in attachment one, to update requirements related to floodplain management standards for Iowa City residents and businesses to have continued eligibility to obtain insurance and participate in the National Flood Insurance Program.

For next steps Conley stated upon recommendation from the Planning and Zoning Commission, a public hearing will be scheduled for consideration by the City Council. The anticipated timeline includes September 16, where Council will set a public hearing, and then October 7, where Council has the public hearing and there is the first consideration.

Quellhorst asked with regard to the amendments that staff is proposing, those are not necessary to meet the minimum federal standard, but the amendments are being proposed to improve or maintain the City's classification and reduce flood insurance premiums. Conley explained the amendments that are being proposed are actually things that the community is already doing, they just aren't written in the ordinance. The Iowa DNR has noted that FEMA requires the City to have this language written in the ordinance. Utilizing the proposed amendments will not move up the City to a different class, they are just making sure that the ordinance meets the minimum requirements established by the NFIP guide. The Iowa DNR comes for a community assistance visit and checks to see if the ordinance is up to date with the language that FEMA is looking for. Quellhorst noted this essentially was a circumstance where the regulations are a little bit ambiguous and so staff is proposing amendments to just bring it in line with current practices.

Wade asked if the 0.2% is FEMA regulated. Conley stated it is not, that's a higher standard. The 0.2% Flood Hazard Area is shown on the Flood Insurance Rate Map, but it is not regulated as a requirement for cities to regulate to by the NFIP as a minimum, it is something that the City has chosen to go higher on and regulate to, in addition to the 1%. Wade stated the 0.2% means they need to be bring grade one foot above that. Conley confirmed that was correct and explained if there's a new home that wants to be built and the property is located in the 0.2% Flood Hazard Area, this is saying that the lowest floor will need to be built one foot above whatever the 0.2% elevation is at that location.

Wade noted a particular building as an example, it seems to fall in that 0.2% area so if there was any kind of floor expansion or something like that, then would that trigger the requirement that it would have to be built at that one foot above grade. Conley explained the way that any type of compliance is triggered is if it qualifies as a substantial improvement. So if they're doing an addition, and the cost of that project goes 50% above the market value of the structure, then that's when the higher regulations kick in, and the full structure, including the addition, need to be brought into compliance and the whole structure needs to be elevated one foot above the 0.2%

Wade noted the Ralston Creek area seems like most of that area falls within that regulation so

Iowa Avenue, for example, all those properties would be impacted if they made an improvement, or if there was a turnover in housing that essentially that new standard would apply. He asked does that get the City more base points, and how does that benefit the property owner. Conley clarified that with certain additions they may not have to be brought completely into compliance it just depends where it falls with the cost analysis. But to answer the question, the City doesn't technically receive extra points for that, it's just a higher level of protection. The City generally get points for just having higher thresholds so for example, the 25% expansion of floor area is a standard that would give extra points. She acknowledged it might be a disservice to the homeowner or property owner who wants to build however that's why it's important to make sure the City and community are making homeowners aware of where they are in the Special Flood Hazard Area, or if they are even in one, and work with them to make sure if they do want to do a project that their project doesn't cross that threshold that kicks in higher standards.

Russett also wanted to clarify that's an existing standard, since 2010 the City has required new construction within the 0.2% to be elevated by one foot above that elevation. They have been enforcing that and implementing that since 2010 and are not proposing to change that. It's been administered that way, it's just not been clarified in the code.

Conley noted there are other things, like maybe the certifications or something like that, that needs to be clarified in the code as well. She noted the substantial improvement part of the code is clear it's just that, for example, documentation such as a cost estimate that is needed in order to determine what the actual amount of the project will be and since it doesn't clearly state that in the previous version, then it's hard to sometimes get the cost estimate. The Iowa DNR and FEMA are making sure that the City and community are receiving the materials needed to accurately assess or determine if it is actually a substantial improved structure or not.

Wade stated in the booklet it references commercial as 14-5J-7f, how are commercial properties treated. Conley stated commercial is treated differently, residential structures are not allowed to be flood proofed at all but commercial has the ability to be flood proofed in a way where it can be dry-floodproofed. For example, there was a Pancheros that was just built where they used flood proofing measures such as barriers and also utilized a tech spray around the bottom that went all the way up to the 0.2% Special Flood Hazard Area. Commercial properties have a little bit more flexibility to operate in a flood hazard area.

Davies noted this is a good conversation and it helps with understanding how development is impacted by some of these rules. Just for clarification, the map is not changing. Conley stated the map is changing and that is one of the big parts of this proposed amendment is that the community has to adopt the new effective Flood Insurance Rate Map by December 26, 2025.

Davies asked what the changes to the map are. Conley shared an example the map provided by FEMA Map Service Center, the National Flood Hazard layer. She noted she can't specifically sum up the changes but noted the floodway has increased in some areas and maybe has decreased in others, it just depends on the meandering of the stream and the river. However, to her knowledge there's no giant, crazy changes.

Davies is particularly concerned along Ralston Creek. He acknowledged that most of the properties along the river are expecting to flood and have adapted their development but perhaps those along Ralston Creek are not as prepared. Conley noted a decent portion of her

daily job is dedicated to flood plain development and permitting and making sure things are substantially improved and following the code. It appears the areas around Ralston Creek have generally decreased but there's still both flood hazards and a floodway.

Davies asked for a residential property, like a \$300,000 house, that wants to put on an addition worth \$150,000 on build on an infill lot, is this a barrier to development. Conley stated it isn't a barrier, it is more of a protection measurement. If it was found to maybe appear as a barrier, there's certain ways with the cost estimate to cut back to make sure that they can get what they want at 49.9% and not at 50% where those extra regulations would kick in.

Davies asked if there are steps the City or County can take to change that flood map, such as improvements to Ralston Creek, for instance. Conley noted the Ralston Creek flood levels shown on the map are predictions based on hydraulic and analysis, so they may not be accurate in some areas. However, the community has the ability to file for a letter of map change, which can remove their structure from the area, or ask for that area of the map to be revalidated. She also noted there is a hazard mitigation plan that has recently been released by Johnson County that talks about different ways of flood protection. She is not sure if there's any ways that the City would take steps to reduce the floodway in general, but they can be proactive and just try to prevent any damage from occurring, if possible.

Townsend asked after the 2008 floods and the raising of Dubuque Street how did that change the maps. Conley stated after that work it has been updated and now it looks like the structure of Mayflower itself does not contain any flood hazard area.

Russett added in 2008 that were probably areas that weren't included in a flood hazard area that flooded, again the analysis that is done is as best as can be done, but there's going to be areas that aren't in a flood hazard area that may flood in the future.

Townsend asked about the mosquito flats area and if that area is buildable. Russett noted the City bought many of the properties in that area and they will not be built on but there is still some privately held lands. Dulek added that the City owned lands cannot be built on because the City got federal money to purchase.

Townsend asked under 14-5J-8, Special Floodway Provisions, storage of materials and equipment, it says storage of other materials may be allowed if readily removable from the floodway within the time available after flood warning, what does that mean. Conley explained if as a City they know that there might be existing materials that can be easily removed if there is enough warning time, then they are to be removed prior to the flooding.

Quellhorst asked what is the extent of federal flood insurance assistance that Iowa City receives, is it hundreds of 1000s, millions, 10s of millions, hundreds of millions. Conley is not sure but could say it is quite significant to be part of the NFIP because it allows Iowa City to access certain funding that nonparticipating communities wouldn't be able to.

Davies asked for explanation of what the "no rise" means. Conley explained the "no rise" is strictly for the floodway and any type of development that is proposed in the floodway cannot cause a rise in the base flood elevation. So, if someone wanted to do a dam improvement or something, the City would need to have an engineer conduct a hydraulic analysis and have a

professional engineer sign off on a “no rise” certification, also known as a no encroachment certification, to ensure no rise in the base flood, because otherwise it’s going to cause a lot of issues for all properties that are downstream. Any development, like dredging, mining, grading, all of that needs to be reviewed if it is occurring in any special flood hazard area.

Davies asked about mobile home impacts. Conley stated mobile homes actually have a specific section in the code and they are structures that also need to be protected and held to the same standard, one foot above base flood elevation, or 0.2%. There's a certain amount of provisions that come along with manufactured housing that floodplain administrators need to ensure are checked off before some can come in.

Townsend asked about cases like the one in Fairfax with all those illegal wells that they found on property. Russett noted that is a zoning enforcement issue, they did something illegally.

Conley noted in the ordinance they have linked the municipal infraction section in the violation section, so it brings readers of this floodplain management standards to that area of the code, so they understand the City’s general enforcement measures.

Townsend asked how things like that would affect the insurance. Conley stated it would reflect on the entire community as a whole and it would depend on the violation.

Quellhorst opened the public hearing.

Seeing no one come forward, Quellhorst closed the public hearing.

Townsend moves to recommend that Title 14 Zoning be amended, as illustrated in attachment one, to update requirements related to floodplain management standards for Iowa City residents and businesses to have continued eligibility to obtain insurance and participate in the National Flood Insurance Program.

Wade seconded the motion.

Townsend stated it looks like something that needed to be done so it’s a good thing to revise and make sure that it’s correct.

Wade agreed and is glad to see the language align with an administrative aspect of it. He did note the 0.2% sometimes gives him a little heartburn, because being in town for coming up on 48 years, a lot of those areas that are within that 0.2% have never experienced a weather event that's caused issues, and as a property owner, or somebody that looks at putting up a building, it does become a cost factor. Perhaps that's a future consideration, but based on what's presented today, it makes sense to bring it current.

Quellhorst stated he really appreciates staff’s work on this as flood prevention is important. The map was produced by experts so he doesn’t have any reason to doubt that that map is current and accurate. He appreciates that they’re codifying existing practice in a way that better protects the City and will guarantee federal funding in the future.

A vote was taken and the motion passed 4-0.

PLANNING AND ZONING INFORMATION:

Russett presented updates from the City Council meeting on Tuesday, the neighborhood open space ordinance was adopted and the rezonings at the former ACT properties and the former Pearson property were also adopted.

ADJOURNMENT:

Wade moved to adjourn, Davies seconded and the motion passed 4-0.

**PLANNING & ZONING COMMISSION
ATTENDANCE RECORD
2024-2025**

	5/1	6/26	9/4	9/18	11/20	12/4	2/19	3/5	5/7	6/4	6/18	7/2	7/16	8/6	8/27	9/3
BEINING, KALEB	-- --	-- --	-- --	-- --	-- --	-- --	-- --	-- --	-- --	-- --	-- --	X	O	X	X	O
DAVIES, JAMES	-- --	-- --	-- --	-- --	-- --	-- --	-- --	-- --	-- --	-- --	-- --	X	X	X	X	X
CRAIG, SUSAN	X	X	X	X	X	X	X	X	X	X	X	-- --	-- --	-- --	-- --	-- --
ELLIOTT, MAGGIE	X	O/E	X	X	O/E	X	X	X	X	X	X	X	O/E	X	X	O/E
HENSCH, MIKE	X	X	O/E	X	X	X	X	O/E	X	X	X	-- --	-- --	-- --	-- --	-- --
MILLER, STEVE	-- --	-- --	X	X	X	X	X	X	X	X	O/E	X	X	X	X	O/E
PADRON, MARIA	O/E	-- --	-- --	-- --	-- --	-- --	-- --	-- --	-- --	-- --	-- --	-- --	-- --	-- --	-- --	-- --
QUELLHORST, SCOTT	X	X	X	X	O/E	X	X	X	X	X	X	X	X	X	O/E	X
TOWNSEND, BILLIE	X	X	X	X	O/E	X	X	X	X	X	X	X	X	X	X	X
WADE, CHAD	O/E	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

KEY:

X = Present

O = Absent

O/E = Absent/Excused

-- = Not a Member

Ordinance No. _____

Ordinance amending Title 14, Zoning, related to the City's Floodplain Management Standards to ensure the community's continued participation and eligibility in the National Flood Insurance Program (NFIP) (REZ25-0013).

Whereas, the City has been a participating member in the National Flood Insurance Program (NFIP) since 1977; and

Whereas, the City's continued participation in the NFIP allows flood insurance eligibility for community members and continued Community Rating System (CRS) program participation; and

Whereas, the City is ranked at Class 6 in the CRS program and has achieved this class by implementing flood damage reduction, flood warning and response, flood mapping and regulation, and public information activities that exceed NFIP's minimum standards resulting in a 20% discount for community members on federally backed flood insurance; and

Whereas, the City received a formal notice from the Federal Emergency Management Agency (FEMA) on June 26, 2025 that Iowa City is required, as a condition of continued eligibility in the NFIP, to adopt or show evidence of adoption of the floodplain management regulations that meet the standards of 44 Code of Federal Regulations (CFR) Part 60.3 (d) of the NFIP by the effective date of the Flood Insurance Rates Maps (FIRM); and

Whereas, the proposed amendments adopt the FIRM and the Flood Insurance Study (FIS) submitted to the City by FEMA on June 26, 2025, ensure the City's continued participation in the NFIP, and support sound floodplain management practices across the community; and

Whereas, the Iowa City Comprehensive Plan includes a land use goal that encourages compact, efficient development through a City strategy that guides development away from sensitive environmental areas, such as floodplains and flood hazard areas; and

Whereas, the Iowa City Comprehensive Plan includes an environmental goal that works to protect and enhance our watersheds, floodplains, wetlands, and greenways; and

Whereas, the Planning and Zoning Commission reviewed the zoning code amendments set forth below at the September 3, 2025 meeting and recommended approval by a vote of 4-0 (Miller, Elliott, Beining absent).

Now, therefore, be it ordained by the City Council of the City of Iowa City, Iowa:

Section I. Amendments. The Code of Ordinances of the City of Iowa City, Iowa is hereby amended as follows:

A. Amend 14-5J-1: Purpose, by adding the following underlined text and deleting the following text with a strikethrough:

The purpose of this ~~a~~**A**rticle is to protect and preserve the rights and privileges and property of Iowa City and its residents and to protect, preserve and improve the peace, safety, health, welfare, comfort and convenience of its residents by minimizing flood losses. The provisions of this ~~a~~**A**rticle are designed to:

A. Reserve sufficient floodplain area for the conveyance of flood flows so that flood heights and velocities will not be increased substantially.

B. Restrict or prohibit uses that are dangerous to health, safety or property in times of flood or that cause excessive increases in flood heights or velocities.

C. Require that uses vulnerable to floods, including public utilities that serve such uses, be protected against flood damage.

D. Assure that eligibility is maintained for property owners to purchase flood insurance through the national flood insurance program. (~~Ord. 10-4414, 11-16-2010~~)

B. Amend 14-5J-2: Applicability And Interpretation, by adding the following underlined text and deleting the following text with a strikethrough:

A. Application Of Provisions: ~~The regulations within this article apply to all lands identified in the "Johnson County, Iowa, and incorporated areas flood insurance rate map", dated February 16, 2007. The "Johnson County, Iowa and incorporated areas flood insurance study", as amended, is hereby adopted by reference and is made a part of this article for the purpose of administering floodplain management regulations. The provisions of this Ordinance shall apply to all lands and development which have significant flood hazards. The Flood Insurance Rate Map (FIRM) for Johnson County and Incorporated Areas, City of Iowa City, Panels 19103C0185F, 19103C0187F, 19103C0189F, 19103C0190F, 19103C0191F, 19103C0192F, 19103C0193F, 19103C0194F, 19103C0205F, 19103C0211F, 19103C0213F, 19103C0215F, 19103C0310F, and 19103C0330F, dated December 26, 2025, which were prepared as part of the Johnson County Flood Insurance Study, shall be used to identify such flood hazard areas and all areas shown thereon to be within the boundaries of the base flood shall be considered as having significant flood hazards. The Flood Insurance Study for Johnson County is hereby adopted by reference and is made a part of this Ordinance for the purpose of administering floodplain management regulations.~~

~~B. Rules for Interpretation of Flood Hazard Boundaries: The boundaries of the flood hazard areas shall be determined by scaling distances on the official Flood Insurance Rate Map. Where uncertainty exists with respect to the precise location of the base flood elevation at the particular site in question and when an interpretation is needed as to the exact location of a boundary, the building official shall make the necessary interpretation. The Board of Adjustment shall hear and decide appeals when it is alleged that there is an error in any requirement, decision, or determination made by the building official in the enforcement or administration of this Article.~~

~~BC.~~ Minimum Requirements: The provisions of this ~~a~~**A**rticle are considered minimum requirements and will be liberally construed in favor of the ~~governing body~~ City of Iowa City and will not be deemed a limitation or repeal of any other powers granted by ~~the s~~State ~~statutes~~.

~~CD.~~ Abrogation And Greater Restrictions: It is not intended by this ~~a~~**A**rticle to repeal, abrogate or impair any existing easements, covenants or deed restrictions. However, where this ~~a~~**A**rticle imposes greater restrictions, the provisions of this ~~a~~**A**rticle shall prevail. Where more specific provisions herein conflict with other provisions of this title, this ~~a~~**A**rticle shall prevail. (~~Ord. 10-4414, 11-16-2010~~)

E. Severability: If any section, clause, provision or portion of this Ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby.

C. Amend 14-5J-3: Legal Authority And Findings Of Fact, by adding the following underlined text and deleting the following text with a strikethrough:

A. Legal Authority: Chapter s 455B and 414, ~~e~~Code of Iowa, as amended, gives cities authority to adopt regulations governing development and redevelopment within flood hazard areas, including designation of flood hazard maps.

B. Legislative Findings:

1. The flood hazard areas of Iowa City are subject to periodic inundation which can result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief and impairment of the tax base, all of which adversely affect the peace, safety, health, welfare, comfort and convenience of its residents.

2. These flood losses, hazards, and related adverse effects are caused by the occupancy of flood hazard areas by uses vulnerable to flood damages. Such uses create hazardous conditions as a result of being inadequately elevated or otherwise protected from flooding and the cumulative effect of obstructions on the floodplain causing increases in flood heights and velocities.

3. This ~~a~~Article relies upon engineering methodology for analyzing flood hazards, which is consistent with the standards established by the Iowa ~~d~~Department of ~~n~~Natural ~~r~~Resources or its assignee. (~~Ord. 10-4414, 11-16-2010~~)

D. Amend 14-5J-4: Compliance with Provisions; Nonconforming Situations, by adding the following underlined text and deleting the following text with a strikethrough:

A. Except as provided in subsection B of this section, no structure or land shall hereafter be used and no structure shall be located, enlarged, converted or structurally altered without full compliance with the terms of this ~~a~~Article.

B. If a structure that is not in compliance with the provisions of this ~~a~~Article lawfully existed prior to May 2, 1977, and has existed continuously without abandonment since that time, then improvements may be made to the structure, notwithstanding the provisions of this ~~a~~Article, provided such improvements do not constitute a substantial improvement as defined in ~~e~~Chapter 9, ~~a~~Article F, "Floodplain Management Definitions", of this title. However, structures, uses, or development that are nonconforming with regard to other provisions of this title must comply with the applicable regulations contained in ~~e~~Chapter 4, ~~a~~Article E, "Nonconforming Situations", of this title. (~~Ord. 10-4414, 11-16-2010~~)

E. Amend 14-5J-5: Enforcement, by adding the following underlined text and deleting the following text with a strikethrough:

A. Enforcement Official Designated: The building official shall administer and enforce the provisions of this ~~a~~Article.

B. Duties And Responsibilities: Duties and responsibilities of the building official include, but are not necessarily limited to the following:

1. Review all floodplain development permit applications to assure that the provisions of this Article will be satisfied.

2. Review floodplain development applications to assure that all necessary permits have been obtained from federal, state and local government agencies including approval when required from the Iowa Department of Natural Resources for floodplain construction.

13. Record and maintain a record of the elevation (in relation to ~~national geodetic vertical datum~~ North American Vertical Datum 1988) of the lowest floor, including basement, of all new or substantially improved ~~buildings~~ structures or the elevation to which new or substantially improved structures have been floodproofed.

24. Notify adjacent communities or counties and the Iowa ~~d~~Department of ~~n~~Natural ~~r~~Resources, or its assignee, prior to any proposed alteration or relocation of a watercourse, ~~and submit evidence of such notifications to the Federal Emergency Management Agency.~~

35. Keep a record of all permits, appeals, variances and other such transactions and correspondence pertaining to the administration of this ~~a~~Article. (Ord. 10-4414, 11-16-2010)

6. Submit to the Federal Insurance Administrator an annual report concerning Iowa City's participation in the National Flood Insurance Program, utilizing the annual report form supplied by the Federal Insurance Administrator.

7. Notify the Federal Insurance Administrator of any annexations or modifications to Iowa City's boundaries.

8. Maintain the accuracy of Iowa City's Flood Insurance Rate Maps when:

a. Development placed within the floodway results in any of the following:

(1) An increase in the base flood elevations, or

(2) Alteration to the floodway boundary.

b. Development placed in Zones A, AE, AH, and A1-30 that does not include a designated floodway that will cause a rise of more than one foot in the base flood elevation; or

c. Development relocates or alters the channel.

d. Within 6 months of the completion of the development, the applicant shall submit to FEMA all scientific and technical data necessary for a Letter of Map Revision.

9. Perform site inspections to ensure compliance with the standards of this Article.

10. Forward all requests for variances and appeals to the Board of Adjustment for consideration. Ensure all requests include the information ordinarily submitted with applications as well as any additional information deemed necessary to the Board of Adjustment.

F. Amend 14-5J-6: Floodplain Development Permit, by adding the following underlined text and deleting the following text with a strikethrough:

A. Permit Required: A floodplain development permit, issued by the building official, must be obtained prior to initiation of any development on a parcel of land within a flood hazard area according to the applicable review and approval procedures contained in ~~e~~Chapter 8, ~~a~~Article B, "Administrative Approval Procedures", of this title. Issuance of a floodplain development permit does not relieve the property owner from complying with federal, state, or other agency

regulations, including approval when required from the Iowa ~~d~~Department of ~~n~~Natural ~~r~~Resources.

B. Compliance: Floodplain development permits based on approved plans and applications authorize only the use, arrangement, and construction set forth in such approved plans and applications. Prior to use or occupancy of any structure, the applicant will be required to submit certification by a professional engineer or land surveyor, registered in the state, that the finished fill, building structure floor elevations, floodproofing or other flood protection measures were accomplished in compliance with the provisions of this aArticle. Any use, arrangement or construction not in compliance with the uses authorized will be deemed a violation of this aArticle. (~~Ord. 10-4414, 11-16-2010~~)

C. Action on Permit Application: The building official shall, within a reasonable period of time, make a determination as to whether the proposed floodplain development meets the applicable standards of this Article and shall approve or disapprove the application. For disapprovals, the applicant shall be informed, in writing, of the specific reasons, therefore. The building official shall not issue permits for variances except as directed by the Board of Adjustment.

D. Penalties for Violation: Violation of any provision of this Chapter will be enforced as a municipal infraction pursuant to 1-4-2.

G. Amend 14-5J-7: General Floodplain Management Standards, by adding the following underlined text and deleting the following text with a strikethrough:

~~All properties subject to the regulations of this article must comply with the following applicable performance standards: All development must be consistent with the need to minimize flood damage and meet the following applicable performance standards and where the base flood elevations have not been provided in the flood insurance study, the Iowa Department of Natural Resources shall be contacted to determine:~~

A. Whether the land involved is either wholly or partly within the floodway or floodway fringe; and

B. The base flood elevation. Until a regulatory floodway is designated, no development may increase the base flood elevation more than one (1') foot. The applicant will be responsible for providing the Iowa Department of Natural Resources with sufficient technical information to make such determination.

AC. General Construction Requirements: All ~~structures-development~~ shall be:

- ~~Adequately~~ Designed and adequately anchored to prevent flotation, collapse or lateral movement of the structure; and
- Constructed with materials and utility equipment resistant to flood damage; and
- Constructed by methods and practices that minimize flood damage.

BD. Class 1 Critical Facilities:

- Class 1 critical facilities may not be located within a flood hazard area.
- Class 1 critical facilities must be located with a means of vehicular access that will remain passable during occurrence of the 0.2% flood event.

CE. Residential Buildings:

1. All new or substantially improved residential structures must have the lowest floor ~~of the original structure and any lateral addition, including basement~~, elevated a minimum of one foot (1') above the flood hazard elevation. Construction shall be upon compacted fill which shall, at all points, be no lower than one foot (1') above the flood hazard elevation and extend at such elevation at least eighteen feet (18') beyond the limits of any structure erected thereon.

2. Where existing topography, street grades, or other factors preclude elevating by fill, alternate methods of elevating, such as piers, may be allowed, subject to approval by the building official. In such a case, a licensed professional shall certify that the methods used will be adequate to support the structure as well as withstand the various forces and hazards associated with flooding.

3. All new residential structures located in areas that would become isolated due to flooding of surrounding ground shall be provided with means of access that will be passable by wheeled vehicles during the base flood. However, this criterion shall not apply where the building official determines there is sufficient flood warning time for the protection of life and property. When estimating flood warning time, consideration shall be given to the criteria listed in 567-75.2(3), Iowa Administrative Code.

DE. Nonresidential and Mixed Use Buildings:

1. All new or substantially improved nonresidential ~~buildings structures~~ must have the lowest floor ~~of the original structure and any lateral addition, including basement~~, elevated a minimum of one foot (1') above the flood hazard elevation or, together with attendant utility and sanitary systems, be floodproofed to such a level.

2. All new and substantially improved mixed-use structures must be designed with all residential uses, including dwelling units, located a minimum of one foot (1') above the flood hazard elevation. Commercial use areas must meet the requirements for non-residential structures in paragraph 14-5J-7D-1. Lobbies that provide access to both residential and commercial portions may be floodproofed in accordance with paragraph 14-5J-7D-3, provided that there is at least one separate access to residential areas of the structure. When separate access to residential areas is located less than one foot (1') above the flood hazard elevation and is enclosed by walls, the walls must comply with the requirements for openings in 14-5J-7E-1.

23. When floodproofing is utilized, a professional engineer registered in the state shall certify that the floodproofing methods used are adequate to withstand the flood depths, pressures, velocities, impact and uplift forces and other factors associated with the flood hazard, and that the structure below the flood hazard elevation is watertight with walls substantially impermeable to the passage of water. Such certification must also indicate the specific elevation, in relation to national geodetic vertical datum, to which any structures are floodproofed. A record of this certification will be retained in the office of the building official. must submit a Non-Residential Floodproofing Certificate, a Flood Emergency Operation Plan, and an Inspection and Maintenance Plan to be retained in the office of the building official.

a. The Non-Residential Floodproofing Certificate shall certify that the floodproofing methods used are adequate to withstand the flood depths, pressures, velocities, impact and uplift forces and other factors associated with the flood hazard, and that the structure below the flood hazard elevation is watertight with walls substantially impermeable to the passage of water. Such certification must also indicate the specific elevation, in relation to North American Vertical Datum 1988, to which any structures are floodproofed.

b. Components of the Flood Emergency Operating Plan (FEOP) will include procedural details when the floodproofing requires human intervention such as the installation of flood gates or flood shields. The FEOP will ensure that the floodproofing components will operate properly under all conditions, including power failures.

c. The Inspection and Maintenance Plan will ensure that all components will operate properly under flood conditions by describing inspection and maintenance activities, including inspection intervals and repair requirements.

EG. All New And Substantially Improved Structures:

1. Fully enclosed areas below the "lowest floor" that are subject to flooding shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting this requirement must either be certified by a registered professional engineer to meet or exceed the following minimum approval criteria:

a. There must be a minimum of two (2) openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding. The openings shall not be located on the same wall.

b. The openings shall be located on exterior walls such that the 1% flood elevation, or shallow flood elevation, is above the bottom of the opening, and in all cases the bottom of all openings shall be no higher than one foot (1') above grade.

c. Openings shall permit the automatic entry and exit of floodwaters.

2. New and substantially improved structures must be designed or modified and adequately anchored to prevent flotation, collapse or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy.

3. New and substantially improved structures ~~must be constructed with electrical, heating, ventilation, plumbing and air conditioning equipment and other service facilities elevated or floodproofed to one foot (1') above the flood hazard elevation.~~ shall be constructed with electric meter, electrical service panel box, hot water heater, heating, air conditioning, ventilation equipment (including ductwork), and other similar machinery and equipment elevated (or in the case of non-residential structures, optionally floodproofed) to a minimum of one foot (1') above the flood hazard elevation.

FH. Manufactured Housing: ~~Manufactured~~ All new and substantially improved manufactured housing, including those placed in existing manufactured housing parks, planned developments, or subdivisions, must be:

1. Anchored to resist flotation, collapse or lateral movement. Anchorage systems may include, but are not limited to, use of over-the-top or frame ties to ground anchors as required by the City Building Code.

2. Elevated on a permanent foundation such that the lowest floor of the structure is a minimum of one foot (1') above the flood hazard elevation.

GI. Utility And Sanitary Systems:

1. All new or replacement on site water supply or sewage waste disposal systems must be located or designed to avoid impairment to the system or contamination from the system during flooding.

2. New or replacement water supply systems and sanitary sewage systems must be designed to minimize or eliminate infiltration of floodwaters into the system. Water supply facilities and sanitary sewage systems (other than onsite systems) must be provided with a level of protection equal to or greater than one foot (1') above the flood hazard elevation.

3. Utilities, such as gas or electrical systems, must be located and constructed to minimize or eliminate flood damage to the system and the risk associated with such flood damage or impaired systems.

4. On-site waste disposal and water supply systems shall be located or designed to avoid impairment to the system or contamination from the system during flooding.

HJ. Storage Of Flammable, Explosive Or Injurious Materials: Storage of materials and equipment that are flammable, explosive or injurious to human, animal or plant life is prohibited unless elevated a minimum of one foot (1') above the flood hazard elevation. Other material and equipment must either be similarly elevated or:

1. Not be subject to major flood damage and be anchored to prevent movement due to floodwaters; or

2. Be readily removable from the area within the time available after flood warning.

IK. Flood Control Structural Works: Flood control structural works, including, but not limited to, levees and flood walls, must provide, at a minimum, protection from a 0.2% flood event with a minimum of three feet (3') of design freeboard and must provide for adequate interior drainage. In addition, flood control structural works must be approved by the Iowa ~~d~~Department of ~~n~~Natural ~~r~~Resources or its assignee.

~~JL. Inhibiting Floodways And Drainage Facilities: No use shall affect the capacity or conveyance of the channel or floodway of any tributary to the main stream, drainage ditch or other drainage facility or system. Watercourse Alterations Or Relocations: Watercourse alterations or relocations must be designed to maintain the flood carrying capacity within the altered or relocated portion. In addition, such alterations or relocations must be approved by the Iowa Department of Natural Resources.~~

KM. Subdivisions:

1. Subdivisions and planned developments, including manufactured housing parks and subdivisions, must be designed to minimize flood damage and must have adequate drainage provided to reduce exposure to flood damage, and must meet the applicable performance standards established by the ~~e~~City ~~e~~Engineer. Development associated with subdivision proposals (including the installation of public utilities) shall meet the applicable performance standards of this ~~a~~Article. Any subdivision, planned development, or manufactured housing park intended for residential development must provide all lots with a means of vehicular access that will remain passable during occurrence of the 40.2% annual chance flood event.

2. Proposals for subdivisions shall include the flood hazard elevation data for those areas located within flood hazard areas.

LN. Residential Accessory Structures: The exemption of detached garages, sheds and similar structures from the general floodplain management for residential buildings may result in increased premium rates for insurance coverage of the structure and contents; however, said detached garages, sheds and similar accessory type structures are exempt from the general floodplain management for residential buildings when all of the following conditions exist:

1. The structure shall be designed to have low flood damage potential. It shall not exceed 600 sq. ft. in size. Those portions of the structure located less than one foot (1') above the flood hazard elevation must be constructed of flood-resistant materials.

42. The structure is not used for human habitation.

23. The structure is designed so as to have low flood damage potential. The structure shall be used solely for low flood damage potential purpose such as vehicle parking and limited storage.

34. The structure is constructed and placed on the building site so as to offer minimum resistance to the flow of floodwaters.

45. The structure is firmly anchored to ~~prevent flotation, which may result in damage to other structures.~~ resist flotation, collapse and lateral movement.

56. The service facilities for the structure, such as electrical and heating equipment, are elevated or floodproofed to at least one foot (1') above the flood hazard elevation.

87. Openings shall permit the automatic entry and exit of floodwaters. The structure's walls include openings that satisfy the provisions of 14-5J-7E-1.

MO. Recreational Vehicles:

1. Recreational vehicles are exempt from the requirements of subsection F of this section regarding anchoring and elevation of manufactured homes when the following criteria are satisfied:

a. The recreational vehicle shall be located on the site for less than one hundred eighty (180) consecutive days; and

b. The recreational vehicle must be fully licensed and ready for highway use. A recreational vehicle is ready for highway use if it is on its wheels or jacking system and is attached to the site only by quick disconnect type utilities and security devices and has no permanently attached additions.

2. Recreational vehicles that are located on the site for more than one hundred eighty (180) consecutive days or are not ready for highway use must satisfy requirements of subsection F of this section regarding anchoring and elevation of manufactured homes. ~~(Ord. 10-4414, 11-16-2010)~~

P. Pipeline River And Stream Crossings: Pipeline river and stream crossings must be buried in the streambed and banks, or otherwise sufficiently protected to prevent rupture due to channel degradation and meandering.

H. Amend 14-5J-8: Special Floodway Provisions, by adding the following underlined text and deleting the following text with a strikethrough:

In addition to the general floodplain standards listed above, ~~uses~~ development within the floodway must meet the following applicable standards:

A. No ~~use~~ development is permitted in the floodway that would increase the ~~1% flood hazard elevation, unless approved by the Iowa department of natural resources or its assignee.~~ base flood elevation. Prior to issuance of a floodplain development permit the applicant /agent must obtain a conditional LOMR from FEMA.

B. All ~~uses~~ development within the floodway must:

1. Be consistent with the need to minimize flood damage; and
2. Use construction methods and practices that will minimize flood damage; and
3. Use construction materials and utility equipment that are resistant to flood damage.

C. No ~~use~~ development is permitted that would affect the capacity or conveyance of the channel or floodway or any tributary to the main stream, drainage ditch or any other drainage facility or system.

D. Structures, buildings, recreational vehicles and sanitary and utility systems, if permitted, must meet the applicable general floodplain management standards and must be constructed and aligned to present the minimum possible resistance to flood flows.

E. Buildings-Structures, if permitted, must have low flood damage potential and must not be used for human habitation.

F. Storage of materials or equipment that are buoyant, flammable, explosive or injurious to human, animal or plant life is prohibited. Storage of other material may be allowed if readily removable from the floodway within the time available after flood warning.

G. Watercourse alterations or relocations, including channel changes and modifications, must be designed to maintain the flood carrying capacity within the altered or relocated portion. In addition, such alterations or relocations must be approved by the Iowa ~~e~~Department of ~~n~~Natural ~~r~~Resources or its assignee.

H. Any fill or stream bank erosion control projects allowed in the floodway must have some beneficial purpose and will be limited to the minimum amount necessary.

I. Pipelines that cross rivers or streams must be buried in the streambed and banks or otherwise sufficiently protected to prevent rupture due to channel degradation and meandering or due to action of flood flows. Where floodway data has been provided in the flood insurance study, such data shall be used to define the floodway limits.

J. ~~Where no floodway data has been provided, the Iowa department of natural resources or its assignee shall be contacted to provide a floodway delineation. Where floodway data is not available, it shall be the responsibility of the permittee to produce engineered data delineating the floodway. (Ord. 10-4414, 11-16-2010)~~ Where no floodway data has been provided, the Iowa Department of Natural Resources shall be contacted to provide a floodway delineation. The applicant will be responsible for providing the Iowa Department of Natural Resources with sufficient technical information to make such determination.

I. Amend 14-5J-9: Variances, by adding the following underlined text and deleting the following text with a strikethrough:

The ~~b~~Board of ~~a~~Aadjustment may authorize, upon request, in specific cases, such variances from the terms of this ~~a~~Article that will not be contrary to the public interest where, owing to special conditions, a literal enforcement of the provisions of this ~~a~~Article will result in unnecessary and undue hardship. To ensure that the spirit of this title is observed and substantial justice done, no variance to the strict application of any provision of this ~~a~~Article shall be granted by the board unless the applicant demonstrates that all of the following approval criteria are met. In addition, the applicant must meet all the provisions and general approval criteria for variances as stated

in ~~e~~Cchapter 4, ~~a~~Article B, "Minor Modifications, Variances, Special Exceptions, And Provisional Uses", of this title, except subsection 14-4B-2A4 of this title. See Section 14-8C for the procedure to apply for a variance and Section 14-4B-2 for the standards to obtain a variance.

A. Approval Criteria:

1. No variance shall be granted for any development within the floodway that would result in any increase in flood elevation unless approved by the Iowa ~~d~~Department of ~~n~~Natural ~~r~~Resources or its assignee.

2. Variances shall only be granted upon a showing of good and sufficient cause, and a determination that the granting of the variance will not result in increased flood elevation, additional threats to public safety, extraordinary public expense, create nuisances or cause fraud on or victimization of the public.

3. Variances shall only be granted upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.

4. In cases where the variance involves a lower level of flood protection for buildings than what is ordinarily required by this ~~a~~Article, the applicant shall be notified, in writing, over the signature of the building official, that the issuance of a variance will likely result in increased premium rates for flood insurance.

5. All variances granted shall have the concurrence or approval of the Iowa ~~d~~Department of ~~n~~Natural ~~r~~Resources or its assignee.

B. Factors For Consideration: When considering applications for variances, the ~~b~~Board of ~~a~~Adjustment will consider all relevant factors specified in other sections of this ~~a~~Article in addition to the following factors:

1. The danger to life and property due to increased flood elevation or velocities caused by encroachments.

2. The danger that materials may be swept on to other land or downstream to the injury of others.

3. The importance of the services provided by the proposed facility to the community, and the risk of losing said services during a flood event.

4. The risk assumed by emergency personnel if it is necessary to evacuate the use/structure during a flood event.

5. After consultation with the historic preservation commission, a determination of whether compliance with the floodplain regulations would result in a substantial alteration or destruction of defining architectural characteristics of landmark properties and properties located within historic or conservation districts.

6. Such other factors that are relevant to the purposes of this ~~a~~Article.

C. Conditions Of Approval: Upon consideration of the factors and approval criteria listed in this section, the ~~b~~Board of ~~a~~Adjustment may attach such conditions and safeguards to the granting of a variance as it deems necessary to fulfill the purposes and intent of the provisions of this ~~a~~Article. ~~(Ord. 10-4414, 11-16-2010)~~

J. Amend 14-5J-10: Amendments, by adding the following underlined text and deleting the following text with a strikethrough:

The regulations and standards set forth in this aArticle may, from time to time, be amended, supplemented, changed or repealed. No amendment, supplement, change or modification shall be undertaken without prior approval of the Iowa ~~d~~Department of ~~n~~Natural ~~r~~Resources or its assignee. (~~Ord. 10-4414, 11-16-2010~~)

K. Amend 14-5J-11: Warning and Disclaimer of Liability, by adding the following underlined text and deleting the following text with a strikethrough:

The degree of flood protection required by this aArticle is considered reasonable for regulatory purposes and is based on engineering and scientific methods of study. Larger floods may occur on rare occasions. Flood heights may be increased by humanmade or natural causes, such as ice jams and bridge openings restricted by debris. This aArticle does not imply that areas outside the regulated areas will be free from flooding or flood damages. This aArticle does not imply that uses permitted within the regulated areas will be free from flooding or flood damages. This aArticle shall not create liability on the part of Iowa City or any officer or employee thereof for any flood damages that result from reliance on this aArticle or any administrative decision lawfully made hereunder. (~~Ord. 10-4414, 11-16-2010~~)

L. Amend 14-8B-5: Floodplain Development Permit, by adding the following underlined text and deleting the following text with a strikethrough:

A. Permit Required: A floodplain development permit issued by the building official shall be secured prior to initiation of any development on a tract of land within a flood hazard area.

B. Submittal Requirements: The building official may require the following information:

1. Description of the work to be covered by the permit.
2. Description of the land on which the proposed work is to be done (i.e., lot, block, tract, street address or similar description) that will readily identify and locate the work to be done.
3. Location and dimensions of all structures.
- ~~34.~~ Indication of the use or occupancy for which the proposed work is intended.
- ~~45.~~ Elevation of the flood hazard event base flood and 0.2% annual chance flood event. Where flood elevation data is not provided in the flood insurance study, the applicant shall contact the Iowa ~~d~~Department of ~~n~~Natural ~~r~~Resources to obtain such data.
- ~~56.~~ Elevation (in relation to national geodetic vertical datum North American Vertical Datum 1988) of the lowest floor, including basement, of buildings structures or of the level to which a building is to be floodproofed.
- ~~67.~~ For buildings structures being improved or rebuilt, the estimated cost of improvements and market value of the building structure prior to the improvements.
- ~~78.~~ Such other information as the administrator building official deems reasonably necessary for the purpose of determining compliance with the requirements of ~~e~~Chapter 5, aArticle J, "Floodplain Management Standards", of this title.

C. Approval Procedure: The building official shall, within a reasonable time, make a determination as to whether the proposed floodplain development meets the applicable standards of ~~e~~Chapter 5, aArticle J, "Floodplain Management Standards", of this title, and shall approve or

disapprove, in writing, the application. For disapprovals, the applicant will be informed, in writing, of the specific reasons why the application was disapproved. The building official shall not issue permits for variances, except as approved by the ~~b~~Board of ~~a~~Adjustment according to the approval criteria for such variances set forth in ~~e~~Chapter 5, ~~a~~Article J of this title. (~~Ord. 10-4414, 11-16-2010~~)

M. Amend 14-9F-1: Definitions, by adding the following underlined text and deleting the following text with a strikethrough:

As used in ~~e~~Chapter 5, ~~a~~Article J, "Floodplain Management Standards", of this title, the following definitions shall apply. The general definitions contained in ~~a~~Article A of this ~~e~~Chapter shall apply to all terms used in ~~e~~Chapter 5, ~~a~~Article J of this title that are not defined in this section.

APPURTENANT STRUCUTRE: A structure which is on the same parcel of the property as the principal structure to be insured and the use of which is incidental to the use of the principal structure.

BASEMENT: Any enclosed area of a building that has its floor or lowest level below ground level (subgrade) on all sides (see definition of Lowest Floor).

BASE FLOOD: The following having one (1) percent chance of being equaled or exceeded in a given year. (Also commonly referred to as the "100-year flood").

BASE FLOOD ELEVATION (BFE): The elevation floodwaters would reach at a particular site during the occurrence of a base flood event.

CLASS 1 CRITICAL FACILITIES: Facilities that must remain accessible during the 0.2% flood event because they are the base of operations for emergency responders, are particularly difficult to evacuate during a flood event, or facilities that provide services essential to the life, health, and safety of the community. Class 1 critical facilities include police and fire stations, emergency medical centers, communication centers, hospitals, jails, nursing homes, and other residential uses for persons with limited mobility and/or dependency upon life sustaining medical equipment.

CRITICAL FACILITIES: Structures that store public records; museums and libraries; schools; and other buildings that store rare and/or valuable items and information that sustain the history and public records of a community. These structures are not expected to remain accessible or functioning during a flood event, though in many instances their functions must resume as soon as possible after a flood event. Critical facilities also include public infrastructure such as water distribution and wastewater treatment facilities, which are expected to remain functioning during a flood event although they may be temporarily inaccessible or accessible only by watercraft during a flood event.

DEVELOPMENT: Any humanmade change to improved or unimproved real estate, including, but not limited to, the placement of manufactured housing, buildings or other structures, mining, dredging, streambank erosion control measures, storage of equipment or materials, filling, grading, paving, excavation or drilling operations. ~~Development is considered to commence with either the first placement or permanent construction of a structure on a site, such as pouring of a slab or footings, the installation of pile, the construction of columns, or any work beyond the stage of excavation; or the placement of a factory built home on a foundation. Development does not include "minor projects" or "routine maintenance of existing buildings and facilities" as defined in this section. It also does not include gardening, plowing, and similar practices that do not involve filling or grading.~~

ENCLOSED AREA BELOW LOWEST FLOOR: The floor of the lowest enclosed area in a structure when all the following criteria are met:

A. The enclosed area is designed to flood to equalize hydrostatic pressure during flood events with walls or openings that satisfy the provisions of 14-5J-7E-1.

B. The enclosed area is unfinished (not carpeted, drywalled, etc.), and used solely for low damage potential uses such as building access, parking or storage, and

C. Machinery and service facilities (e.g., hot water heater, furnace, electrical service) contained in the enclosed area are located at least one foot (1') above the base flood elevation.

D. The enclosed area is not a basement.

EXISTING CONSTRUCTION: Any structure for which the "start of construction" commenced before May 2, 1977.

EXISTING MANUFACTURED HOUSING PARK OR SUBDIVISION: A manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) was completed before May 2, 1977.

EXPANSION OF EXISTING MANUFACTURED HOUSING PARK OR SUBDIVISION: The preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed, including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads.

FLOOD: A general and temporary condition of partial or complete inundation of normally dry land areas resulting from the overflow of streams or rivers or from the unusual and rapid runoff of surface waters from any source.

FLOOD CONTROL STRUCTURAL WORKS: Barriers or storage areas constructed to control floodwater, modify or redirect a channel.

FLOOD ELEVATION: The elevation which floodwaters would reach at a particular site during the occurrence of a specific frequency flood. For instance, the 1% flood elevation is the elevation of floodwaters with a one percent (1%) likelihood of occurring in any given year. The 0.2% flood elevation is the elevation of floodwaters with a two-tenths percent (0.2%) likelihood of occurring in any given year. In areas of shallow flooding, there is a one percent (1%) or greater annual chance of flooding to an elevation specified on the flood insurance rate map.

FLOOD EVENT:

A. 500-Year Flood Event: A flood, the magnitude of which has a two-tenths percent (0.2%) chance of being equaled or exceeded in any given year or which, on the average, will be equaled or exceeded at least once every five hundred (500) years.

B. 100-Year Flood Event: A flood, the magnitude of which has a one percent (1%) chance of being equaled or exceeded in any given year or which, on the average, will be equaled or exceeded at least once every one hundred (100) years.

C. 1% Annual Chance Flood Event: The predicted level of flooding with a one percent (1%) chance of being equaled or exceeded in any given year (formerly known as the 100-year flood event).

D. 0.2% Annual **Chance** Flood Event: The predicted level of flooding with a two-tenths percent (0.2%) chance of being equaled or exceeded in any given year (formerly known as the 500-year flood event).

FLOOD HAZARD AREA: Land ~~that is shaded and areas that are subject to flooding that are identified on the Flood Insurance Rate Map as "A", "AE", "X" or, on the flood insurance rate map, and "X-shaded".~~

FLOOD HAZARD ELEVATION: ~~In AE zones, the elevation of the 0.2% flood as profiled in the flood insurance study for Johnson County, Iowa. In areas of shallow flooding, the elevation of the flood as illustrated on the flood insurance rate map.~~

A. In zones labeled "AE" and "X-shaded", the elevation of the 0.2% annual chance flood event as provided by the Flood Insurance Study for Johnson County, Iowa.

B. In zones labeled "A", the elevation of the 0.2% annual chance flood event as determined by the Iowa Department of Natural Resources.

FLOOD INSURANCE RATE MAP (**FIRM**): The official map prepared as part of (but published separately from) the flood insurance study which delineates both the flood hazard areas and the risk premium zones applicable to the community.

FLOOD INSURANCE STUDY (**FIS**): ~~A study initiated, funded and published by the federal insurance administration for the purpose of evaluating, in detail, the existence and severity of flood hazards, providing the city with the necessary information for adopting a floodplain management program and establishing actuarial flood insurance rates. A report published by FEMA for a community issued along with the community's Flood Insurance Rate Map(s) that performs an examination, evaluation and determination of flood hazards. The FIS report contains such background data as the base flood discharge and water surface elevations that were used to prepare the accompanying FIRM.~~

FLOODPLAIN: Any land area susceptible to being inundated by water as a result of a specific frequency flood. For instance, the 1% floodplain is the area of land that, in any given year, has a one percent (1%) likelihood of flooding. The 0.2% floodplain is the area of land that, in any given year, has a two-tenths percent (0.2%) likelihood of flooding. In areas of shallow flooding, there is a one percent (1%) or greater annual chance of flooding to a specified elevation, but a clearly defined channel does not exist, and the path of flooding is unpredictable.

FLOODPLAIN MANAGEMENT: An overall program of corrective and preventive measures for reducing flood damages and for promoting the wise use of floodplains, including, but not limited to, emergency preparedness plans, flood control works, floodproofing and floodplain management regulations.

FLOODPROOFING: Any combination of structural and nonstructural additions, changes or adjustments to structures, including utility and sanitary facilities, which will reduce or eliminate flood damage to such structures.

FLOODWAY: The channel of a river or stream and those portions of the floodplains adjoining the channel which are reasonably required to carry and discharge floodwaters or flood flows so that confinement of floodwaters to the floodway area will not result in substantially higher flood elevation. cumulatively increase the water surface elevation of the base flood (1% annual chance) by more than one foot (1').

FLOODWAY FRINGE: ~~Those portions of the floodplain, other than the floodway, which can be filled, leveed or otherwise obstructed without causing substantially higher flood elevations.~~
Special Flood Hazard Area that are located outside the floodway.

HAZARDOUS MATERIALS: Combustible materials, and flammable liquids, and chemicals—whether stored aboveground or underground. These include but are not limited to cryogenic fuels, class I and class II liquids, liquified petroleum gas, and other substances regulated by the international fire code, as amended.

HIGHEST ADJACENT GRADE: The highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

HISTORIC STRUCTURE: Any structure that is:

A. Listed individually in the National Register of Historic Places, maintained by the Department of Interior, or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;

B. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;

C. Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or,

D. Individually listed on a local inventory of historic places in communities with historic preservation programs (note Iowa City has such a program) that have been certified by either i) an approved state program as determined by the Secretary of the Interior (note State of Iowa has an approved program) or ii) directly by the Secretary of the Interior in states without approved programs.

LOWEST FLOOR: The floor of the lowest enclosed area in a building structure, including a basement, except when ~~all the following criteria are met:~~ the criteria listed in the definition of Enclosed Area Below Lowest Floor are met.

~~A.—The enclosed area is designed to flood to equalize hydrostatic pressure during floods with walls or openings that satisfy the provisions of subsection 14-5J-7E of this title; and~~

~~—B.—The enclosed area is unfinished (not carpeted, drywalled, etc.) and used solely for low damage potential uses, such as building access, parking or storage; and~~

~~—C.—Machinery and service facilities (e.g., hot water heater, furnace, electrical service) contained in the enclosed area are located at least one foot (1') above the flood hazard elevation; and~~

~~—D.—The floor is not below grade on all sides.~~

MANUFACTURED HOUSING: Any structure designed for residential use which is wholly or in substantial part, made, fabricated, formed or assembled in manufacturing facilities for installation or assembly and installation on a building site. For the purposes of ~~e~~Chapter 5, aArticle J, "Floodplain Management Standards", of this title, manufactured housing includes factory built homes, mobile homes, manufactured homes and modular homes and also includes park trailers, travel trailers and other similar vehicles placed on a site for greater than one hundred eighty (180) consecutive days ~~and not fully licensed and ready for highway use.~~

MANUFACTURED HOUSING PARK OR SUBDIVISION: A parcel or contiguous parcels of land divided into two (2) or more manufactured housing lots for rent or sale.

MINOR PROJECTS: Small development activities (except for filling, grading and excavating) valued at less than \$500.

MIXED-USE STRUCTURE: A structure with areas designed for both residential and commercial uses, in which the floor area dedicated to commercial uses is 25% or more of the total floor area (or common areas that support residents or residential uses that are not considered commercial uses).

NEW CONSTRUCTION OF NEW BUILDINGS, MANUFACTURED HOUSING PARKS: Those structures or development ~~that began~~ for which start of construction began on or after May 2, 1977.

NEW MANUFACTURED HOUSING PARK OR SUBDIVISION: A manufactured housing park or subdivision for which the construction of facilities for servicing the lots on which the factory-built homes are to be affixed, (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after May 2, 1977.

NON-RESIDENTIAL STRUCTURE: A structure that has a commercial or non-residential (non-habitational) use, including but not limited to: businesses, houses of worship, schools, garages, poolhouses, clubhouses, recreational buildings, mercantile buildings, agricultural buildings (including grain bins and silos), industrial buildings, and warehouses.

RECREATIONAL VEHICLE: A vehicle which is:

- A. Built on a single chassis;
- B. Four hundred (400) square feet or less when measured at the largest horizontal projection;
- C. Designed to be self-propelled or permanently towable by a light duty truck; and
- D. Designed primarily not for use as a permanent dwelling but as a temporary living quarters for recreational, camping, travel, or seasonal use.

SHALLOW FLOOD HAZARD AREA: Areas of special flood hazards having shallow water depths and/or unpredictable flow paths between one foot (1') and three feet (3'), and with water surface elevations determined.

SPECIAL FLOOD HAZARD AREA: The land within a community subject to the "base flood". This land is identified on the community's Flood Insurance Rate Map as Zone A, A1-30, AE, AH, AO, AR, and/or A99.

START OF CONSTRUCTION: Includes substantial improvement, and means the date the development permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement or permanent construction of a structure on a site, such as pouring a slab or footings, the installation of pile, the construction of columns, or any work beyond the stage of excavation; or the placement of a factory-built home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include

excavation for a basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of the structure, whether or not that alteration affects the external dimensions of the structure.

STRUCTURE: Anything constructed or installed on the ground or attached to the ground, including, but not limited to, buildings, factories, sheds, cabins, manufactured housing, grain storage facilities, storage tanks and similar.

SUBSTANTIAL DAMAGE: Damage of any origin sustained by a structure where the cost of restoring the structure to its predamaged condition would equal or exceed fifty percent (50%) of the ~~assessed or~~ market value ~~as established by an appraisal paid for at the owner's expense, whichever is greater, of the structure before the damage occurred.~~ Volunteer labor and donated materials shall be included in the estimated cost of repair.

SUBSTANTIAL IMPROVEMENT: Any improvement to a structure that satisfies either of the following criteria:

A. Any repair, reconstruction or improvement of a structure, the cost of which equals or exceeds fifty percent (50%) of the assessed or market value as established by an appraisal paid for at the owner's expense, whichever is greater, of the structure either before the improvement or repair is started or, if the structure has been damaged and is being restored, before the damage occurred. For the purposes of this definition, substantial improvement is considered to occur when the first alteration of any wall, ceiling, floor or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure. The term does not, however, include any project for improvement of a structure to comply with existing violations of state or local health, sanitary or safety code specifications which are solely necessary to assure safe conditions for the existing use. The term also does not include any alteration of a historic structure provided the alteration will not preclude the structure's designation as an "historic structure" and provided a Variance is granted by the Board of Adjustment.

B. Any addition which increases the original floor area of a building by twenty five percent (25%) or more. All additions constructed after May 2, 1977, shall be added to any proposed addition in determining whether the total increase in original floor space would exceed twenty five percent (25%). ~~(Ord. 10-4414, 11-16-2010)~~

VARIANCE: A grant of relief by a community from the terms of the floodplain management regulations. See Section 14-8C for the procedure to apply for a variance and Section 14-4B-2 for the standards to obtain a variance.

VIOLATION: The failure of a structure or other development to be fully compliant with the City's floodplain management ordinance.

Section II. Repealer. All ordinances and parts of ordinances in conflict with the provision of this Ordinance are hereby repealed.

Section III. Severability. If any section, provision or part of the Ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the Ordinance as a whole or any section, provision or part thereof no adjudged invalid or unconstitutional.

Section IV. Effective Date. This Ordinance shall be effective December 26, 2025.

Passed and approved this _____ day of _____, 2025.

Mayor

Approved by

Attest: _____
City Clerk

City Attorney's Office



CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Resolution approving Amendment No. 18 to the City-University Project 1 Urban Renewal Plan to add projects to the Urban Renewal Area.

Prepared By:	Rachel Kilburg Varley, Economic Development Coordinator
Reviewed By:	Alexandra Bright, Asst. City Attorney
Fiscal Impact:	None at this time. Upon future City Council approval of the proposed projects, debt will be certified enabling the collection of tax increment on the projects.
Staff Recommendation:	Approval
Commission Recommendations:	N/A
Attachments:	Report on Required Process Resolution Amendment #18

Executive Summary:

Any urban renewal activities undertaken in an urban renewal area must be included in the respective urban renewal plan. This amendment #18 to the City University Project 1 Urban Renewal Area adds the interior renovation of the historic Senior Center building and a building and façade grant program as projects. It is important to note that the amendment to the plan does not constitute the approval of the projects in the plan; rather, it affords Council the opportunity to consider the projects in the future.

Background / Analysis:

Approval of Amendment no. 18 to the City-University Project 1 Urban Renewal Plan would allow City Council to consider undertaking urban renewal activities in the Northside Marketplace and to consider the following projects: interior renovation of the historic Senior Center building and a building and façade grant program. Both projects could be wholly or partially funded by tax increment generated from the entire district.

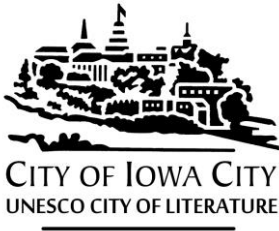
Amendment #17 to the City-University Urban Renewal Area Plan allowed for exterior renovation of the historic Senior Center Building. This amendment adds phases I and II of the Iowa City Senior Center Interior Building Project, which will address the recommendations of the 2020 Accessibility Study and 2021 Master Plan, including interior ADA improvements, building code adherence, architectural and cosmetic work, wayfinding and signage, upgrades to mechanical and electrical systems, and sustainable upgrades to reduce the carbon footprint. The Senior Center has operated for 42 years serving low-income and aging adults and is essential to engaging the older population within our community. Alternative funding options for the same purposes would be cost prohibitive, disruptive, and provide less efficient

solutions for the historic preservation and building maintenance of this publicly owned historic building. Tax increment generated from taxes paid by property owners in this urban renewal area would be used to finance this project.

A downtown building and façade grant program will allow the City to seek to preserve and maintain the buildings in the Iowa City Downtown Historic District and Riverfront Crossings area for commercial uses and economic vitality. Tax increment generated from taxes paid by property owners in this urban renewal area, would be used to finance this project.

Below is documentation of the timeline of processes required for the amendment of an urban renewal area:

- A Resolution of Necessity (resolution #25-228) to consider Amendment #18 to the City-University Project 1 Urban Renewal Plan was adopted by City Council on September 16, 2025.
- On September 15, 2025, a meeting notice and invitation were sent for a consultation meeting with the City of Iowa City and the other taxing entities, Johnson County and the Iowa City Community School District, concerning the proposed Amendment #18 to the City-University Project 1 Urban Renewal Plan.
- The consultation meeting was held on September 18, 2025 at 8:30 a.m. in the City Manager's Conference Room, City Hall. There were no attendees. State law requires that the taxing entities must submit any written recommendations for modification regarding the proposed division of revenue within 7 days after the consultation. There were no submissions/or report submissions.
- On September 23, notice of a Public Hearing to be held October 7, 2025, on Amendment #18 to the City-University Project 1 Urban Renewal Plan was published in the Iowa City Press-Citizen.



CITY OF IOWA CITY MEMORANDUM

Date: October 3, 2025

To: City Council

From: Rachel Kilburg Varley, Economic Development Coordinator

Re: Report on required process for Amendment #18 to the City-University Project 1 Urban Renewal Plan

This report documents the required processes following adoption of a resolution of necessity, including the public notice given of a public hearing and consultation meeting with other taxing entities prior to adopting an amendment to an Urban Renewal Plan.

Resolution of Necessity

A Resolution of Necessity (Resolution #25-228) to consider Amendment #18 to the City-University Project 1 Urban Renewal Plan was adopted by City Council on September 16, 2025.

Consultation with Taxing Entities

On September 15, 2025, a meeting notice and invitation were sent for a consultation meeting with the City of Iowa City, Johnson County, the Iowa City Community School District, and other taxing entities concerning the proposed Amendment #18 to the City-University Project 1 Urban Renewal Plan.

The consultation meeting was held on September 18, 2025 at 8:30 a.m. in the City Manager's Conference Room, City Hall. There were no attendees. State law requires that the taxing entities must submit any written recommendations for modification regarding the proposed division of revenue within 7 days after the consultation. There were no submissions/or report submissions.

Notice of Public Hearing

On September 23, 2025, notice of a Public Hearing on Amendment #18 to the City-University Project 1 Urban Renewal Plan, to be held on October 7, 2025, was published in the Iowa City Press-Citizen.

Resolution No. _____

Resolution approving amendment No. 18 to the City-University Project 1 Urban Renewal Plan to add a project to the Urban Renewal Area.

Whereas, on September 16, 2025, City Council adopted a resolution of necessity (Res. No. 25-228) contemplating an amendment to the City-University Project 1 Urban Renewal Plan to facilitate the interior renovation of the historic Iowa City Senior Center and to implement a building and façade grant program, said amendment being the 18th amendment thereto, and

Whereas, pursuant to Res. No. 25-228, consultation with affected taxing entities was duly held and all required responses to the recommendations made by the affected taxing entities have been timely made as set forth in the report of the Economic Development Coordinator filed herewith and incorporated herein by reference, which report is in all respects approved; and

Whereas, pursuant to said Res. 25-228, a public hearing was held after due and proper notice of said public hearing was given, as provided by law, by timely publication in the Iowa City Press-Citizen.

Now, therefore, be it resolved, by the City Council of the City of Iowa City, Iowa:

Section 1. This Council finds that Amendment No. 18 to the City-University Project 1 Urban Renewal Plan conforms to the general plan for the development of the City as a whole; will not result in the displacement of families; and, does not contain open land to be acquired by the City.

Section 2. That Amendment No. 18 is hereby approved and adopted as the “Amendment No. 18 to the City-University Project 1 Urban Renewal Plan for the City-University Project 1 Urban Renewal Area” and the City Clerk is hereby directed to file a certified copy of said Amendment No. 18 with the proceedings of this meeting.

Section 3. That the City-University Project 1 Urban Renewal Plan for the City-University Project 1 Urban Renewal Area, as amended herein, shall be in full force and effect from the date of this resolution until the later of the date of termination set forth in the Plan, as amended, or the date on which payment of all obligations issued or advances made to carry out the purposes thereof shall be fully provided for. Said attached Amendment No. 18 shall be forthwith certified by the City Clerk, along with a copy of this Resolution, to the Recorder for Johnson County, Iowa, to be filed and recorded in the manner provided by law.

Passed and approved this _____ day of _____, 2025.

Mayor

Resolution No. _____

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Approved by:

Attest: _____

City Clerk

City Attorney's Office

It was moved by _____, and seconded by _____, that the Resolution be adopted, and upon roll call there were:

AYES:

NAYS:

ABSENT:

Alter
Bergus
Harmsen
Moe
Salih
Teague
Weilein

Amendment No. 18
City-University Project 1
Urban Renewal Plan
City of Iowa City, IA

Original Area Adopted 1969

Amendment No. 1 – 1972

Amendment No. 2 – 1973

Amendment No. 3 – 1973

Amendment No. 4 – 1976

Amendment No. 5 – 1977

Amendment No. 6 – 1979

Amendment No. 7 – 1984

Amendment No. 8 – 1987

Amendment No. 9 – 2001

Amendment No. 10 – 2012

Amendment No. 11 – 2013

Amendment No. 12 – 2014

Amendment No. 13 – 2015

Amendment No. 14 – 2016

Amendment No. 15 – 2017

Amendment No. 16 – 2020

Amendment No. 17 – 2023

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Section 8 - Repealer

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SECTION 1- INTRODUCTION

The City-University Project 1 Urban Renewal Plan ("Plan") for the City-University Project 1 Urban Renewal Area ("Area" or "Urban Renewal Area"), adopted in 1969 and amended seventeen times since, is being further amended with this Amendment #18 to add projects to the Urban Renewal Area.

The Urban Renewal Plan for the City-University Urban Renewal Area is being amended to add two projects to be undertaken in the Area: a building and façade grant program and the Senior Center Phase I and II Interior Building Project.

The base valuation of the area will be unchanged by this Amendment.

SECTION 2 – URBAN RENEWAL PLAN OBJECTIVES

The Urban Renewal Goals and Objectives previously set forth remain unchanged by this Amendment. This Amendment No. 18 contributes to several previously approved goals. The Senior Center Phase I and II Interior Building Project contributes to the goals of preserving and rehabilitating historic structures and reducing carbon emissions and improving energy efficiency. The building and façade improvement grant/loan program contributes to the goals of preserving and rehabilitating historic structures, reducing carbon emissions and improving energy efficiency, coordinating development efforts for multi-purpose use and density, improving building facades, and implementing high standards of design.

SECTION 3 - PROPOSED URBAN RENEWAL PROJECTS

Although certain project activities may occur over a period of years, in addition to the projects previously proposed in the Plan, as amended, the following proposed urban renewal projects are hereby added to the Plan:

1. Public Buildings

Project	Date	Estimated cost
Building and façade improvement grants, loans, and/or forgivable loans at qualifying properties	Begins 2025	\$1,000,000
Senior Center Phase I and II Interior Building Project	2026 - 2030	\$5,000,000

Rationale:

Building Grants & Loans

Building and façade improvement grants, loans, and/or forgivable loans targeting private properties are intended to support the continued revitalization of the Urban Renewal Area. Many properties within the district are aging and in need of reinvestment in order to remain viable for commercial and residential use.

Façade improvements and related building upgrades and accessibility improvements are essential to maintaining the physical condition, marketability, and long-term sustainability of these structures. Grant or loan programs will encourage private reinvestment by leveraging public funds to improve the visual appearance and character of the area. This will create a more attractive environment for residents, visitors, and businesses by addressing code deficiencies and deferred maintenance that contribute to blight and discourage occupancy in addition to supporting small business owners who may lack sufficient resources to make improvements on their own. Grant or loan programs will also assist with preserving, rehabilitating, and enhancing historic structures in the area. Together, these improvements will increase property values, business activity, and overall economic vitality within the Urban Renewal Area.

Senior Center Interior Building Project

Phase I and II of the Iowa City Senior Center Interior Building Project will address the recommendations of the 2020 Accessibility Study and 2021 Master Plan, including interior ADA improvements, building code adherence, architectural and cosmetic work, wayfinding and signage, upgrades to mechanical and electrical systems, and sustainable upgrades to reduce the carbon footprint.

The Iowa City Senior Center is located in the former United States Post Office building at 28 S. Linn Street. Built in 1904 and expanded in 1931, it served as the local post office until 1975 when a new building was built. Because of its central location, the vacated building was selected as the new location for the Senior Center in 1981 and has operated there for 42 years. It was listed on the National Register of Historic Places in 1979 and is a Local Landmark and contributing building to Iowa City's Historic Downtown District.

The Senior Center enhances quality of life for seniors by creating opportunities to support wellness, social connections, community engagement, and lifelong learning for a diverse and growing older adult population. Its restoration and rehabilitation will serve the entire Urban Renewal Area as an anchor destination and encourage private investment. This project furthers the stated City-University Project 1 Urban Renewal Plan objective to preserve and protect buildings that, for reasons of age, history, architecture or significance, are listed or are eligible for listing on the National Register of Historic Places (as set forth in the 2001 Plan Amendment). The City desires to rehabilitate this historic structure so that it may continue to be a functional space for the Senior Center program and services. Alternative options for providing the same services would be cost-prohibitive, disruptive, and provide no solutions for its historic preservation and building maintenance.

SECTION 4 – PROPOSED URBAN RENEWAL ACTIVITIES

All activities or actions from previous Plan amendments continue, as detailed in previous Plan amendments.

SECTION 5 - DEBT

1.	FY 26 constitutional debt limit:	\$439,357,844
2.	Outstanding general obligation debt:	\$56,970,000
3.	Proposed amount of loans, advances, indebtedness or bonds to be incurred: The specific amount of debt to be incurred for the Proposed Urban Renewal Projects has not yet been determined. The Projects authorized in this Amendment are only proposed projects at this time. The City Council will consider each proposed project on a case-by-case basis to determine if it is consistent with the Plan and in the public's best interest. These proposed Projects, if approved, will commence and be concluded over a number of years. In no event will debt be incurred that would exceed the City's debt capacity. It is expected that such indebtedness, including interest thereon, may be financed in whole or in part with tax increment revenues from the Urban Renewal Area. Subject to the foregoing, it is estimated that the cost of the Proposed Urban Renewal Projects described above will be approximately as follows:	Not to exceed: \$6,000,000

SECTION 6 – URBAN RENEWAL PLAN AMENDMENTS

If the City of Iowa City desires to amend this Plan, it may do so in conformance with applicable state and local laws.

SECTION 7 - EFFECTIVE PERIOD

This Urban Renewal Plan Amendment #18 will become effective upon its adoption by the City Council. Notwithstanding anything to the contrary in the Urban Renewal Plan, any prior amendment, resolution, or document, the Urban Renewal Plan shall remain in effect until terminated by the City Council, and the use of incremental property tax revenues, or the "division of revenue," as those words are used in Chapter 403 of the Code of Iowa, will be consistent with Chapter 403 of the Iowa Code.

SECTION 8 - REPEALER

Any parts of the previous Plan, as previously amended, in conflict with this Amendment are hereby repealed.

SECTION 9 - SEVERABILITY CLAUSE

If any part of the Amendment is determined to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity of the previously adopted Plan as a whole, previous amendments to the Plan, or any part of the Plan or this or previous amendments not determined to be invalid or unconstitutional.



CITY OF IOWA CITY COUNCIL ACTION REPORT

October 7, 2025

Resolution approving a purchase agreement for 1616, 1618, and 1620 Aspen Court, North Liberty.

Prepared By:	Tracy Hightshoe, NDS Director
Reviewed By:	Geoff Fruin, City Manager Susan Dulek, First Ass't. City Attorney
Fiscal Impact:	The acquisition will encumber approximately \$559,500 in ICHA funds.
Staff Recommendation:	Approval
Commission Recommendations:	N/A
Attachments:	Socioeconomic Map Aspen Court Resolution Purchase Agreement Housing Trust Fund of Johnson County Agreement

Executive Summary:

The Housing Trust Fund awarded the City (Iowa City Housing Authority) \$368,000 to support the purchase of at least two homes for affordable housing. These funds were contributed by the City of North Liberty from its ARPA allocation dedicated to affordable housing, with the requirement that the homes be located within North Liberty's corporate limits.

The Iowa City Housing Authority's service area covers Johnson County, Iowa County, and the portion of Washington County north of Highway 92, including roughly 220 voucher holders who currently reside in North Liberty. Using this award, the Housing Authority will purchase three attached townhomes in North Liberty for \$927,500. The Housing Trust Fund contribution will cover 40% of the acquisition cost, with the remaining 60% funded from the Housing Authority's available balances.

Background / Analysis:

Staff utilized a realtor to search for available, attached properties in North Liberty that met our selection criteria. The City entered a purchase agreement subject to Council approval for the three homes on Aspen Court. The condominium units meet several of the City's criteria for a site appropriate for ICHA assisted housing. The location is in an area that is considered "high-opportunity" for affordable housing through an analysis of socioeconomic factors and local data.

On August 6, 2024, Iowa City's Bloomberg Harvard City Leadership Initiative Intern, Naomi Mehta, presented information to City Council on repositioning public housing. Her

presentation discussed areas of opportunity that would be ideal to support affordable housing. The properties on Aspen Court are located in areas identified as having Low Social Vulnerability levels and higher economic mobility for children of households with lower income. Comparative to other areas of the metro area, this location also has lower numbers of households utilizing Housing Choice Vouchers and no public housing properties. The Opportunity Map is attached that depicts the location of Aspen homes relative to this data.

Relevant site considerations also include proximity to amenities, developability, and alignment with ICHA priorities. City Council established guidelines to determine what land is appropriate for affordable housing. The following factors were considered for this particular site:

- 1. Zoning:** The homes are appropriately zoned for residential use. No rezoning is required.
- 2. Proximity to planned or existing transit:** Coralville Transit provides limited service to North Liberty along 12th Ave and Front St. North Liberty offers the North Liberty Transportation Assistance Program for eligible residents to receive subsidized taxi rides for essential trips. Area serviced by SEATS Paratransit. Cambus provides on demand services within the Medical Center North Liberty zone and connecting to the University's main campus.
- 3. Proximity to neighborhood services:** The homes are approximately 1.3 miles to North Bend Elementary, 0.5 miles from Steindler Orthopedic Clinic, 1.9 miles from UI Health Care Medical Center/Emergency Room, 0.4 miles to access I380, and approximately 1.5 miles to North Liberty's commercial district (retail, restaurant, services, etc.) along Hwy 965.
- 4. Pre-Development Costs:** The homes are new construction and available for sale. All pre-development costs are included in the sales price.
- 5. Floodplain:** The homes are not in the floodplain.
- 6. Project leverage:** The ICHA is leveraging Housing Trust Funds made available from the City of North Liberty for affordable housing.

The City will enter an agreement with the Housing Trust Fund of Johnson County for the \$368,000 forgivable loan. Two of the three units will be subject to the HTF agreement. The attached agreement requires the City to lease to households under 50% median income at initial lease up with an affordability period of 40 years. If at any point the City wishes to sell these units, permission must be granted by the HTF or the ICHA must repay the funds to the Trust Fund.

The purchase agreement identifies a possession date of December 1, 2025. Once acquired, ICHA staff will complete all necessary HUD notifications and requirements and will start leasing to eligible housing choice voucher tenants. The Iowa City Housing Authority will manage the units as permanent, affordable housing.

Resolution No. _____

Resolution approving a purchase agreement for 1616, 1618, and 1620 Aspen Court, North Liberty.

Whereas, staff has negotiated the attached Residential Real Estate Purchase Agreement with the owner of 1616, 1618, and 1620 Aspen Court in North Liberty contingent on City Council approval; and

Whereas, the total purchase price for these three, three bedroom homes is \$927,500; and

Whereas, Iowa City was awarded a \$368,000 forgivable loan from the Housing Trust Fund of Johnson County to acquire two units in North Liberty, and there are \$559,500 in the Iowa City Housing Authority fund balances to cover the remaining purchase price; and

Whereas, the City should execute the attached Housing Trust Fund of Johnson County Forgivable Loan Agreement for the \$368,000 loan to be used to acquire two of the units; and

Whereas, the City should acquire this land for affordable rental housing.

Now, therefore, be it resolved by the City Council of the City of Iowa City, Iowa, that:

1. The attached Residential Real Estate Purchase Agreement is approved.
2. Upon the direction of the City Attorney, the City Manager is authorized to execute all documents necessary to purchase 1616, 1618, and 1620 Aspen Court, North Liberty in accordance with the attached purchase agreement.
3. The City Manager is further authorized to sign the attached Housing Trust Fund of Johnson County Forgivable Loan Agreement and needed amendments.

Passed and approved this _____ day of October, 2025.

Mayor

Approved by

Attest: _____
City Clerk

City Attorney's Office

It was moved by _____ and seconded by _____ the Resolution be adopted, and upon roll call there were:

Ayes:

Nays:

Absent:

Alter
Bergus
Harmsen
Moe
Salih
Teague
Weilein

Residential Real Estate Purchase Agreement

This form approved by the Iowa City Area Association of REALTORS®

Date of Agreement: 08/21/2025, 20__TO: Dahnovan Holdings, LLC (SELLER) _____ (SELLER)

1. **REAL ESTATE DESCRIPTION:** The undersigned BUYERS hereby offer to buy real estate in Johnson County, Iowa locally known as: 1616 Aspen Ct, 1618 Aspen Ct, and 1620 Aspen Ct, City: North Liberty Iowa, Zip Code 52317 and described as follows: (abbreviated Legal Description or Tax Parcel#) 0623253048, 0623253044, 0623253045

located thereon, easements of record and appurtenant servient estates, and subject to the following: (a) any zoning and other ordinances; (b) any covenants of record; (c) any easements of record for public utilities, roads and highways; and (d) _____ (consider liens, other easements, interests of others) designated the Real Estate; provided BUYERS, on possession, are permitted to make the following use of the Real Estate: Residential, Any Lawful Use

2. **PURCHASE PRICE:** The purchase price shall be \$1312,500 for 1616 Aspen Ct, \$307,500 for 1618 Aspen Ct, \$307,500 for 1620 Aspen Ct. The method of payment shall be as follows: ☐ Check or ☒ Electronic Check \$10,000 (Earnest Money) to be submitted by 5:00 ☐ AM ☒ PM ☐ Noon on 08/29/2023, 20__ in the trust account of Urban Acres Real Estate to be delivered to the SELLERS upon performance of SELLERS' obligations and satisfaction of BUYERS' contingencies, if any, and the balance of the purchase price as designated below. If the BUYERS' earnest money deposit is not received by the SELLERS' broker/attorney by this deadline, SELLERS reserve the right to cancel this contract.

Select (A), (B), and/or (C), (D), (E)

- A. ☐ **NEW MORTGAGE:** ☐ Conventional ☐ FHA ☐ VA ☐ Other _____ This Purchase Agreement is contingent upon the BUYERS obtaining a written commitment for a first real estate mortgage for _____ % of the purchase price with interest on the promissory note secured thereby of not more than _____ % amortized over a term of not less than _____ years, with a balloon due date of not less than _____ years. BUYERS agree to pay no more than _____ % for loan origination fees and points, and to pay in addition all other customary loan costs. BUYERS agree upon acceptance of this offer to immediately make application for such mortgage with a commercial mortgage lender and to exercise good faith efforts to obtain a mortgage commitment as above provided. Upon receiving written loan commitment (supported by the lender's required appraisal), BUYERS shall release this contingency in writing. If BUYERS have not delivered a written financing contingency release containing the above terms, or terms acceptable to BUYERS, on or before _____, 20__ at _____ ☐ AM ☐ PM ☐ Noon, either SELLERS or BUYERS may declare this Purchase Agreement null and void and all payments made hereunder shall be returned. BUYERS shall pay the balance of the purchase price at the time of closing by combination of BUYERS' personal funds and the net mortgage proceeds.
- B. ☒ **CASH:** BUYERS will pay the balance of the purchase price in cash at the time of closing. This Purchase Agreement is not contingent upon BUYERS obtaining such funds. This offer is subject to BUYERS providing SELLERS with written proof and documentation that BUYERS have immediately available U.S. funds in the amount of the purchase price no later than _____ ☐ AM ☐ PM ☐ Noon on _____, 20__.
- C. ☐ Yes ☒ No This offer is contingent upon and subject to BUYERS closing and obtaining proceeds from the sale of his/her current house. Refer to the attached SALE OF HOUSE ADDENDUM.
- D. ☐ **OTHER FINANCING TERMS:** _____

E. ☐ If a Mortgage Assumption, Installment Contract Assumption, or Installment Contract sale, see attached addendum.

3. **POSSESSION:** If BUYERS timely perform all obligations, possession for the Real Estate shall be delivered to BUYERS on 12/01/2025, 20__, with any adjustments of rent, taxes, insurance, interest, and other applicable matters to be made as of the date of transfer of possession. Closing of the transaction shall occur after approval of title and vacation of the premises by SELLERS, in the condition ready for BUYERS' possession. Possession shall not be delivered to the BUYERS until completion of the closing, which shall mean delivery to the BUYERS of all title transfer documents and receipt of the purchase price funds then due from BUYERS. If by mutual agreement the parties select a different possession or closing date, they shall execute a separate agreement setting forth the terms thereof.
4. **CLOSING AUTHORIZATION:** BUYERS and SELLERS understand and have been advised by their respective brokers that the amount and rate of real estate compensation is not fixed by law and are fully negotiable. Real estate commissions include all compensation and fees that are due to brokers. SELLERS authorize any escrow or closing agent authorized to close this transaction to collect and disburse 2.5% of the gross sales price to BUYERS' broker. The amount specified in this paragraph will be applied

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toward any compensation and BUYERS have agreed to pay their broker as specified in a separate written representation agreement. BUYERS' broker may submit this Agreement, as instructions to compensate BUYERS' broker pursuant to this paragraph, to any such escrow or closing agent.

5. **REAL ESTATE TAXES/SPECIAL ASSESSMENTS:** SELLERS to be responsible for all real estate taxes that are attributable to the SELLERS' ownership of the property which shall include taxes that are liens for prior years and taxes that are due and payable for the fiscal year in which the closing occurs.

- A. ☐ There shall be no proration of subsequent taxes.
 B. ☒ BUYERS shall be given a credit for subsequent taxes prorated to the date of closing. Subsequent taxes shall be calculated using the latest known applicable assessed value(s), roll back(s), exception(s) and levy of record at the time of closing.

SPECIAL ASSESSMENTS: select (C) or (D)

- C. ☐ SELLERS shall pay all special assessments which are a lien on the Real Estate as of the date of closing.
 D. ☒ SELLERS shall pay all installments of special assessments which are a lien on the Real Estate and, if not paid, would become delinquent during the calendar year this offer is accepted, and all prior installments thereof. All other special assessments shall be paid by BUYERS.

6. **FIXTURES:** All property that integrally belongs to or is part of the Real Estate, whether attached or detached, such as light fixtures, shades, rods, blinds, automatic garage door openers and transmitter units, all drapery rods and curtain rods, awnings, windows, storm doors, screens, plumbing fixtures, water heaters, water softeners (unless water softener is rental), automatic heating equipment, air conditioning equipment, wall-to-wall carpeting, mirrors attached to walls or doors, fireplace screen and grate, attached barbeque grills, weather vane, all built-in kitchen appliances, built-in items and electrical cable, outside television towers and antenna, fencing, associated swimming pool equipment, central vacuum system equipment, underground pet containment fencing with transmitters and collars, gates and landscaping shall be considered a part of Real Estate and also including the following: All items as noted within the attached MLS Reports and Property Disclosures, all smoke alarms, all working keys, code, and garage door remotes as applicable

Each of the above included items is a fixture that integrally belongs to or is a part of the Real Estate. In the event any of the above items are characterized as personal property, such personal property items are not considered a part of the Real Estate and shall be transferred with no monetary value, free and clear of all liens and encumbrances. The following items shall be excluded: _____

7. **DEED:** Upon payment of the purchase price, SELLERS shall convey the Real Estate to BUYERS or their assignees by Warranty Deed, free and clear of all liens, restrictions and encumbrances except as provided in 1(a) through 1(d). Any general warranties of title shall extend only to the time of acceptance of this offer, with special warranties as to acts of SELLERS continuing up to time of delivery of the deed.

8. **TIME IS OF THE ESSENCE:** Time is of the essence in this contract.

9. **CONDITION OF PROPERTY:**

- A. The property as of the date of this Purchase Agreement including buildings, grounds and all improvements will be preserved by the SELLERS in its present condition until possession, ordinary wear and tear excepted. The SELLERS shall have the heating, electrical, plumbing, air conditioning systems, well (if applicable) and all included appliances, whether subject to inspection set forth hereinafter or not, in working condition as of the date of delivery of possession, except for _____. In determining whether or not the systems are in working condition and for the purpose of inspecting the property as outlined in Paragraph 9B(1) of this Purchase Agreement, working condition shall be defined as operating in a manner in which the item was designed to operate. SELLERS shall leave all utilities (gas, electric, water) on ☒ Yes ☐ No ☐ Not Applicable for all inspections and for the final walk-through by the BUYERS prior to closing.

- B. The BUYERS must choose one of the following alternatives relative to the condition and quality of the property:

- 1) ☒ By 5:00 ☐ AM ☒ PM ☐ Noon on 09/12/2025, 20____, the BUYERS may, at their sole expense, have the property inspected by a person or persons of their choice, including but not limited to a qualified home inspector, contractor(s), engineer(s), or other such professionals to determine if there are MAJOR deficiencies in the following MAJOR COMPONENTS of the Real Estate: central heating system, central cooling system, plumbing system, well and well water (if applicable), electrical system, roof, walls, ceiling, floors, foundation and basement. SELLERS and BUYERS acknowledge that the property may have imperfect cosmetic conditions that do not affect the working condition of the item and are not considered major deficiencies, including but not limited to: broken seals in windows; minor tears, worn spots, and/or discoloration of floor coverings, wallpaper or window treatments; nail holes, scratches, dents, scrapes or chips in ceilings, walls, floors; and/or surface cracks in driveways or patios. Failure to meet present construction standards and code requirements is not considered a deficiency in the property unless it is new construction, or unless that failure produces a condition which creates an unreasonable danger or risk to the property or to its occupants. By the same aforementioned date, BUYERS must notify the SELLERS in writing of any MAJOR deficiencies for which they are requesting remedies. The notification must be accompanied by a copy of a written inspection report from a qualified inspector identifying the MAJOR deficiencies. SELLERS shall, within FIVE (5) calendar days after receipt of BUYERS' notification, notify the BUYERS in writing that (1) SELLERS agree to remedy the MAJOR deficiencies as requested by BUYERS, in which case this Purchase Agreement as so modified shall be binding on all parties, or (2) SELLERS do not agree to the remedy request in whole or in part and offer a counter proposal to BUYERS. Upon receipt of said counter proposal from SELLERS, the BUYERS shall have FIVE (5) calendar days in which to accept the SELLERS' counter proposal by signing it, or to notify the SELLERS in writing that such steps are not acceptable, in which case, either SELLERS or BUYERS may declare this offer null and void, and any earnest money shall be returned to BUYERS. IN THE ABSENCE OF WRITTEN NOTICE OF ANY DEFICIENCY FROM BUYERS, OR IF BUYERS

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FAIL TO RESPOND TO THE SELLERS' COUNTER PROPOSAL WITHIN THE TIME SPECIFIED HEREIN, THIS PROVISION SHALL BE DEEMED WAIVED BY PARTIES AND THIS PURCHASE AGREEMENT SHALL REMAIN IN FULL FORCE AND EFFECT. IF SELLERS FAIL TO RESPOND TO THE BUYERS' REMEDY REQUEST WITHIN THE TIME SPECIFIED HEREIN, BUYERS MAY DECLARE THE OFFER NULL AND VOID AND ALL EARNEST MONEY SHALL BE RETURNED.

- 2) ☐ BUYERS acknowledge that they have been advised of the right of property inspection and have declined to make said inspection(s). ☐ / ☐ Buyer's initials
- C. The BUYERS must choose one of the following alternatives relative to the presence of radon in the home:
- 1) ☒ By See Par. 27 ☐ AM ☐ PM ☐ Noon on _____, 20____, the BUYERS may, at their sole expense, have the property tested for the presence of radon gas. Such test shall be conducted by an Iowa Certified Radon Specialist. SELLERS agree to sign documents required for the test to be completed and agree to cooperate with the specialist in carrying out the test. By the same date, BUYERS must notify SELLERS in writing of any average radon reading in excess of 4.0 pCi/L. The notification shall be accompanied by a copy of the written radon report. The cost of mitigation, if necessary, shall be negotiated within the time frames and remedies in Paragraph 9B(1).
- 2) ☐ BUYERS acknowledge that they have been advised of their right to conduct a radon test and have declined to order said test. ☐ / ☐ Buyers initials
- D. Septic system to be inspected and repaired ☐ Yes ☐ No ☒ Not Applicable. Iowa Code 45B.172 mandates the inspection of septic systems, unless exempt, prior to the transfer of property. If applicable, see the attached Septic System Inspection and Repair Addendum.
- E. The BUYERS shall be permitted access to the property prior to possession or closing, whichever is sooner, in order to determine that there have been no changes in the condition of the property except those mutually agreed upon and that it is ready for BUYERS' possession. At time of closing or possession, whichever occurs sooner, BUYERS will accept the property in its present condition without further warranties or guarantees by SELLERS or BROKER concerning the condition of the property. This, however, shall not relieve the SELLERS of any liability for any condition(s) that is/are defined as latent defect(s) or any express warranties contained in the Purchase Agreement or other written agreement between the parties; nor shall this paragraph relieve the SELLERS of any liability for any implied warranty applicable under Iowa law.
- F. The inspection of any part of the property not covered in 9B(1) or the remedy of any condition not addressed in 9B(1), including but not limited to cosmetic conditions that the BUYERS require, shall be addressed in Paragraph 27 of this Purchase Agreement.
- G. SELLERS acknowledge that the property ☐ is ☒ is not serviced by propane fuel (L.P). If the property is serviced by propane fuel (L.P), the propane tank(s) ☐ is/are ☒ is/are not owned by the SELLERS and there ☐ is ☒ is not an existing written contract between the SELLERS and the propane vendor. BUYERS agree to reimburse the SELLERS for all propane fuel (L.P) remaining in the tank(s) on the property at the time of closing.
10. **WOOD DESTROYING INSECT INSPECTION:** select (A) or (B)
- A. ☒ By 5:00 ☐ AM ☒ PM ☐ Noon on 09/12/2025, 20____, BUYERS may, at BUYERS' expense, have the property inspected for termites or other wood destroying insects by a licensed Pest Inspector. If infestation or damage due to prior infestation is discovered, SELLERS shall have the option of either having the property treated for infestation by a licensed Pest Exterminator and having any damage repaired to BUYERS' satisfaction, or declaring this Purchase Agreement void. This provision shall not apply to fences, trees, shrubs, or outbuildings other than garages. BUYERS may accept the property in its existing condition without such treatment or repairs.
- B. ☐ BUYERS acknowledge that they have been advised of their right of a pest inspection and have declined to make said inspection unless required by the lending institution at which time said inspection would be at BUYERS' expense and BUYERS will have the same rights as under paragraph 10A if active infestation or damage due to prior infestation is discovered. ☐ / ☐ buyers' initials
11. **INSURANCE:** SELLERS shall bear the risk of loss or damage to the property prior to closing or possession, whichever first occurs. SELLERS agree to maintain existing insurance and BUYERS may purchase additional insurance. In the event of substantial damage or destruction prior to closing, this Purchase Agreement shall be null and void, unless otherwise agreed by the parties. The property shall be deemed substantially damaged or destroyed if it cannot be restored to its present condition on or before the closing date; provided however, BUYERS shall have the option to complete the closing and receive insurance proceeds regardless of the extent of damages.
12. **USE OF PURCHASE PRICE:** At time of settlement, funds of the purchase price may be used to pay taxes and other liens and to acquire outstanding interests, if any, of others.
13. **ABSTRACT AND TITLE:** SELLERS, at their expense, shall promptly obtain an abstract of title to the Real Estate continued through the date of acceptance of this offer and deliver it to BUYERS for examination. It shall show merchantable title in SELLERS' names in conformity with this Purchase Agreement, Iowa law, and Title Standards of the Iowa State Bar Association. The abstract shall become the property of the BUYERS when the purchase price is paid in full. SELLERS shall pay the costs of any additional abstracting and title work due to any act or omission of SELLERS, including transfers by or the death of SELLERS or their assignees. If, at the time of closing, there remain unresolved title objections, the parties agree to escrow from the sale proceeds a sufficient amount to protect the BUYERS' interests until said objections are corrected, allowing a reasonable time for the corrections of said objections; provided, however, that if the commercial mortgage lender of the BUYERS will not make the mortgage funds available with such escrow, the provisions for escrow for title defects shall not be applicable.
14. **JOINT TENANCY IN PROCEEDS AND IN REAL ESTATE:** If SELLERS, immediately preceding acceptance of this offer, hold title to the Real Estate in joint tenancy with full right of survivorship, and the joint tenancy is not later destroyed by operation of law or by acts of the SELLERS, then the proceeds of this sale, and continuing or recaptured rights of SELLERS in the Real Estate, shall belong to SELLERS as joint tenants with full right of survivorship and not as tenants in common; and BUYERS, in the event of the death of either SELLER, agree to pay

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- any balance of the price due SELLERS under this contract to the surviving SELLER and to accept a deed from the surviving SELLER consistent with Paragraph 7.
15. **JOINDER BY SELLER'S SPOUSE:** SELLER'S spouse, if not a title holder immediately preceding acceptance of this offer, executes this contract only for the purpose of relinquishing of all rights of dower, homestead and distributive share or in compliance with Section 561.13 of the Iowa Code and agrees to execute the deed or real estate contract for this purpose.
16. **REMEDIES OF THE PARTIES:**
- A. If BUYERS fail to timely perform this contract, SELLERS may forfeit it as provided in the Iowa Code, and all payments made shall be forfeited or, at SELLER'S option, upon Thirty (30) calendar days written notice of intention to accelerate the payment of the entire balance because of such failure (during which thirty calendar days such failure is not corrected) SELLERS may declare the entire balance due and payable. Thereafter this contract may be foreclosed in equity and the Court may appoint a receiver.
 - B. If SELLERS fail to timely perform this contract, BUYERS have the right to have all payments made returned to them.
 - C. BUYERS and SELLERS also are entitled to utilize any and all other remedies or actions at law or in equity available to them and shall be entitled to obtain judgment for costs and attorney fees as permitted by law.
 - D. In the event BUYERS fail to perform their obligations hereunder and as a result, forfeit to the SELLERS any payments made under this contract, upon receipt of said forfeited payments, SELLERS shall pay BROKER one-half of the forfeited payments, said one-half not to exceed the total commission due to the BROKER. In the event the SELLERS fail to perform SELLERS' obligations under this contract when required to do so, SELLERS shall pay to BROKER the BROKER'S commission in the amount set forth in the SELLERS' Listing Agreement with the BROKER.
17. **STATEMENT AS TO LIENS:** If BUYERS intend to assume or take subject to a lien on the Real Estate, SELLERS shall furnish BUYERS with a written statement prior to closing from the holder of such lien(s), showing the correct balance due.
18. **APPROVAL OF COURT:** If the sale of the Real Estate is subject to Court approval, the fiduciary shall promptly submit this contract for such approval. If this contract is not approved by the _____ day of _____, 20____, either party may declare this contract null and void and all payments made hereunder shall be returned to BUYERS. ☒ Not Applicable
19. **CONTRACT BINDING ON SUCCESSORS IN INTEREST:** This contract shall apply to and bind the successors in interest of the parties.
20. **CONSTRUCTION:** Words and phrases shall be construed as in the singular or plural number, and as masculine, feminine or neuter gender, according to context.
21. **SURVEY AND SQUARE FOOTAGE REPRESENTATION:** The BUYERS may, within 0 _____ calendar days of acceptance of this offer, have the property surveyed at their expense. If the survey, certified by a Registered Land Surveyor, shows any encroachment on said property or if any improvements located on the subject property encroach on lands of others, such encroachments shall be treated as a title defect. Assuming a representation for square footage has been made, BUYERS understand and agree that said representation is only an approximation of the exact number of square feet the property contains. The BUYERS have the right to obtain their own measurement of square footage.
22. **AGENCY DISCLOSURE:** The Listing and Selling Agents/Brokers are agents of the parties hereto as outlined below, and their fiduciary duties of loyalty and faithfulness are owed to the party they represent. However, they must treat the other party with honesty and fairness.

The SELLERS in this transaction are represented by: _____ (Agent/Brokerage Names)
Mike Bails/Urban Acres Real Estate Corridor

Email: bailsteam@urbanacres.com Fax: _____ Cell: 319-321-5500

The BUYERS in this transaction are represented by: _____ (Agent/Brokerage Names)
Julie Dancer/Lepic-Kroeger, REALTORS (LKR)

Email: juliedancer06@gmail.com Fax: _____ Cell: 319-310-5522

If Agent (including Appointed Agency) and/or Brokerage (including Consensual Dual Agency) Names are shown as representing both parties, a detailed explanation of representation shall be attached. Further, the BUYERS and SELLERS acknowledge that prior to signing this Purchase Agreement that their respective Listing or Selling Agent made a written disclosure of type of representation being provided.

23. **DISCLOSURES / ADDENDUM:**
- A. ☒ **Residential Property Seller Disclosure Statement:** The BUYERS acknowledge receipt of the Residential Property Seller Disclosure Statement prior to executing this Purchase Agreement. A copy of the Residential Property Seller Disclosure Statement is attached to this Purchase Agreement.
 - B. ☐ **Residential Property Seller Disclosure Statement is not applicable.**
 - C. ☒ **Homeowners Association/ Condominium Association/ Common Interest Community Addendum (HOA)**
 - D. ☐ **Lead-Based Paint Disclosure Statement -** BUYER'S agent is hereby informing the SELLER of the SELLER'S obligations under federal code to disclose lead based paint; and is hereby aware of their responsibility to ensure compliance.
 - E. ☐ **Sale of House Addendum**
 - F. ☒ **Other Addendum:** MLS Reports as of 8-14-2025 for 1616, 1618, and 1620 Aspen Ct
 - G. ☐ **Other Addendum:** _____

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24. **NOTICE:** Any notice required under this Purchase Agreement shall be in writing and shall be effective if to BUYERS when physical delivery is received by BUYERS or by BUYERS' Agent, and if effective to SELLERS when physical delivery is received by SELLERS or SELLERS' Agent. Physical delivery may be either by personal delivery or upon the date of the posting of said notice by Certified Mail. As an alternative to physical delivery, any signed document or written notice may be delivered to the respective principal's agent, as set forth in Paragraph 22 herein, in electronic form by facsimile or e-mail. The facsimile or e-mail delivery confirmation shall constitute notice of delivery. Documents with original signatures shall be provided, by the agent, to their principal.

For the SELLERS: Dahnovan Holdings, LLC For the BUYERS: City of Iowa City, Attn: City Attorney
 Address: Address of Record Address: 410 E Washington St, Iowa City, IA 52240

25. **REPRESENTATIONS:** It is understood that no representations made by the Agent in the negotiation of this sale are being relied upon unless incorporated herein or endorsed in writing.
 26. **COUNTER PARTS CLAUSE:** All parties agree to be bound to this contract even if every party does not sign on one original, as long as each copy that is signed is identical to every other signed copy.

27. **OTHER PROVISIONS:**
 A) Per notes within the MLS Reports, Buyer acknowledges there is a \$25 HOA start-up fee for the Buyer due for each property. \$75 total.

B) Seller shall supply and install three total washer/dryer sets. Seller shall supply and install all blinds/window coverings to be approved by Buyer. Seller shall supply and install storage racks in each pantry closet and each bedroom closet.

C) Prior to 8/31/25, listing agent shall extend the expiration date of 8/31/2025 on all three applicable Aspen Court listings to coincide with the final agreed upon closing date or a date beyond closing so that the three listings are valid and active through the time of possession.

D) This agreement is contingent on the approval of the Iowa City City Council.

E) This agreement is contingent upon the U.S. Dept. of Housing and Urban Development approving the 3 units as a Project-Based Voucher project.

F) Buyer will obtain, at Buyer expense, a radon inspection in each of the 3 units after a Certificate of Occupancy is issued. Buyer will provide the Seller with a copy of the 3 reports. If the radon test indicates a level of 4.0 picocuries per liter (pCi/L) or higher, Seller will install a radon mitigation system at Seller expense.

G) Seller will obtain a Certificate of Occupancy prior to closing.

28. **TIME FOR ACCEPTANCE:** If this offer is not accepted by SELLERS by 8-26-25, 20____
 at 1:00 ☐ AM ☒ PM ☐ Noon, it shall become void and all payments shall be repaid to BUYERS.

*** THIS IS A LEGAL, BINDING CONTRACT. IF NOT UNDERSTOOD, SEEK COMPETENT LEGAL ADVICE ***
 The undersigned have read and agree to the terms of this Purchase Agreement.

[Signature] 2:00pm 8/22/25
 Buyer time / date

Geoff Frain, City Manager
 Buyer time / date

DocuSigned by:
Ryan Abraham 8/23/2025
 Seller E45200475591403 time / date

Seller time / date

Offer is REJECTED as presented

 Seller time / date

 Seller time / date

OR

See attached COUNTER OFFER

 Seller time / date

 Seller time / date

It is understood that the listing agent is a related party and has a financial interest in the underlying development property.

DS
RA SELLER Initials
 _____ SELLER Initials
 [GF] BUYER Initials
 _____ BUYER Initials

DS
RA
[Signature]
 Buyer initial

Contract Number: 25-10

HOUSING TRUST FUND OF JOHNSON COUNTY

FORGIVABLE LOAN AGREEMENT

An Agreement between the City of Iowa City (ICHA) as Borrower and the Housing Trust Fund of Johnson County (HTFJC) as Lender (Agreement).

WHEREAS, the Housing Trust Fund of Johnson County supports affordable housing by providing a flexible and innovative source of funding to, among other things, promote affordable housing, and

WHEREAS, the ICHA is eligible to receive loan funds from HTFJC and has the necessary ability to manage and apply such funds for the purchase and maintenance of affordable housing,

NOW, THEREFORE, in mutual consideration of the respective promises and benefits contained herein, the parties agree as follows:

Agreement Effective Date: October __, 2025

Agreement Expiration Date: August 31, 2066

This Agreement may be extended only upon written request to HTFJC and said extension shall be at the sole discretion of HTFJC.

Section 1. Scope of Loan Agreement.

This Agreement is for an award of a \$368,000 forgivable loan as approved by the HTFJC Board of Directors on April 25, 2025 for the purchase of two (2) properties to serve two (2) households with incomes below 50% of the area median income (AMI). Terms of the forgivable loan include a 40-year affordability period. HTFJC funds shall be used toward the purchase of rental properties at 1618 Aspen Court and 1620 Aspen Court, North Liberty (the project).

The forgivable loan in an amount not to exceed \$368,000 has a 40-year affordability period. The loan may be repaid at any time during the term of the Agreement without penalty. The loan shall be paid in full if the terms of the Agreement are not met. The assisted properties shall remain affordable to two (2) households who have incomes at or below 50% of the area median income at move-in as defined by the U.S. Department of Housing and Urban Development for the duration of this Agreement.

Section 2. Terms.

The Borrower agrees to apply all proceeds toward the purchase of two (2) three-bedroom rental properties in North Liberty, as described in Section 1 and as proposed in the application dated March 31, 2025. The funds will be drawn by August 31, 2026.

The Borrower shall comply with all terms of the Agreement for a period of 40 years. The forgivable loan of \$368,000 shall have an affordability period of 40 years. Payments are not due on the forgivable loan unless terms of the Agreement and forgivable promissory note are not met.

Section 3. Allowable Costs.

Borrower shall use the HTFJC funds as payment toward the purchase of two (2) properties located at 1618 Aspen Court and 1620 Aspen Court in North Liberty. Costs other than those listed in the Borrower application dated March 31, 2025 shall be allowed only by written approval from HTFJC.

Section 4. BORROWER Request for Payments.

Borrower may request disbursement of award funds at any time after the execution of this Agreement and proof of anticipated or incurred costs as described in Section 3, provided that the following are provided to HTFJC:

Verification of expenses related to the purchase such as a preliminary closing statement.

Disbursement of award proceeds shall be subject to receipt by HTFJC of a Payment Request Form as attached hereto in Exhibit A. Funds will be disbursed within ten (10) days of HTFJC's timely receipt of a fully executed Payment Request Form and all required supporting documentation.

Section 5. Affordability Requirements.

Borrower agrees that rental units at these properties shall remain affordable to individuals where those served have incomes at or below 50% of the area median income for a period of forty (40) years following the purchase and the initial tenants move in. In order to comply with this provision, new tenants of this property must be income-qualified pursuant to 24 CFR Part 5.

The Borrower agrees to accept Housing Choice Vouchers at the properties for the duration of the Agreement.

Section 6. Reporting Requirements.

Borrower agrees to submit reports and documents at such times and in such form as required by the HTFJC in accordance with the following schedule:

- a. Payment Request Form and Supporting Documentation: Exhibit A. Copy attached.
- b. Income Eligibility and Demographics Report and Income Verification: Borrower shall submit annual reports on the form attached as Exhibit B.
- c. Annual Compliance Review: Borrower acknowledges an ongoing responsibility to provide compliance information to HTFJC upon request.

All reports should be submitted to:

Ellen McCabe, Executive Director
Housing Trust Fund of Johnson County
P.O. Box 2446
Iowa City, Iowa 52244

Section 7. Borrower Performance Standards.

The Borrower certifies that it will satisfy all conditions of this Agreement. In the event that the Borrower does not satisfactorily comply as required in this Agreement, HTFJC may suspend or terminate this Agreement as provided herein. Repayment of the loan funds already disbursed will be demanded.

Section 8. Borrower Accounts and Records.

The Borrower shall maintain books, records, documents, and other evidence pertaining to all costs and expenses incurred and revenues received under and in connection with this project for five (5) years following the of the cost incurred and the revenue received under this Agreement to the extent and in such detail as will properly reflect all costs, direct and indirect, of personnel, materials, equipment, supplies, services and other costs and expenses of whatever nature for which payment is claimed under this Agreement.

All records shall be retained beyond this five (5) year period if audit findings have not been resolved within that period.

Section 9. Inspection and Audit of Borrower Records.

With the exception of those tenant records that are confidential under law, at any time during normal business hours, and as frequently as is deemed reasonably necessary by HTFJC, the Borrower shall make available to HTFJC any and all records pertaining to all matters covered by this Agreement, and permit HTFJC to audit, examine, make excerpts or transcripts from such records, contracts, invoices, payrolls, personnel records and all other records relating to matters covered by this Agreement.

The HTFJC may require that an independent audit of the BORROWER's records be performed, in order to resolve any questions, claims or discrepancies. HTFJC acknowledges Borrower's annual audits are available on the City of Iowa City website.

Section 10. Amendment of this Agreement.

HTFJC or the Borrower may, during the duration of this Agreement, deem it necessary to make alterations to the provisions and conditions of this Agreement. Any changes to this Agreement which are approved in writing by the Board of Directors of HTFJC and the Borrower shall be incorporated therein. The provisions of such amendment shall be in effect as of the date of such amendment unless otherwise specified within such amendment.

Section 11. Suspension or Termination of this Agreement.

If the Borrower fails to comply with the conditions of this Agreement, the HTFJC may, after providing thirty (30) day written notice of default to the Borrower, withhold further disbursement of loan proceeds or prohibit the Borrower from incurring additional obligations to be paid from loan funds pending corrective action by the Borrower or a decision by the Housing Trust Fund of Johnson County to terminate this Agreement as provided herein.

The HTFJC may terminate this Agreement in whole or in part, at any time, whenever it has reasonably determined that the Borrower has failed to comply with the thirty (30) day written notice. The HTFJC shall notify the Borrower in writing of said determination and the reasons thereof, together with the effective date of the termination. Further, any costs previously paid from loan proceeds, which are subsequently determined to be unallowable through audit or other procedures, shall be returned to the HTFJC within thirty (30) days of such determination and subsequent notice. The parties may terminate this Agreement in whole or in part when they agree that the continuation of the project would fail to produce beneficial results commensurate with the expenditure of funds.

Section 12. Agreement Coverage.

This Agreement, including all attached exhibits and referenced documents, contains the entire Agreement between the parties. Any statement inducements or promises not contained herein shall not be binding upon the parties. The Borrower shall not assign this Agreement without prior written authorization from the HTFJC.

If any of the provisions herein shall be in conflict with the laws of the State or shall be declared to be invalid by any court of record in the State, such invalidity shall be construed to effect only such portions of the Agreement and the remainder of the Agreement shall remain in effect and shall be construed as if such invalid or conflicting portion of the Agreement were not contained herein.

Section 13. Litigation.

This Agreement shall be interpreted and enforced in accordance with the laws of the State of Iowa. Any legal proceeding instituted with respect to this Agreement shall be brought in a court of competent jurisdiction in Johnson County, Iowa. The parties hereto hereby submit to personal jurisdiction therein and irrevocably waive any objection as to venue therein, including any argument that such proceeding has been brought in an inconvenient forum. In carrying out the provisions of this Agreement or in exercising any power or authority granted to the Borrower hereby, there shall be no liability, personal or otherwise, upon the HTFJC arising out of an act performed by or under the authority of the Borrower.

Section 14. Designation of Representatives.

Ellen McCabe, Executive Director of HTFJC, has been authorized by the Board of Directors to be the representative authorized to execute or negotiate any changes in or to this Agreement.

Geoff Fruin, City Manager, guarantees that he is the person authorized to execute or negotiate any changes in or to this Agreement.

Housing Trust Fund of Johnson County

By: Ellen McCabe
Ellen McCabe, Executive Director

Date: October 2, 2025

City of Iowa City

By: _____
Geoff Fruin, City Manager

Date: _____

PAYMENT REQUEST FORM
Exhibit A

Borrower Name and Address: City of Iowa City
410 East Washington Street
Iowa City, IA 52240

Contract Number: 25-10

Pursuant to, and in accordance with, the provisions of the Agreement dated _____, 2025 (the "Agreement") between the Housing Trust Fund of Johnson County (HTJFC) and the City of Iowa City, HTJFC is hereby requested to pay to the sum of \$ _____ (not to exceed \$368,000) to be used to purchase the properties at 1618 and 1620 Aspen Court, North Liberty. The check should be made payable to _____ and delivered to _____.

IT IS HEREBY CERTIFIED THAT THE FOLLOWING DOCUMENTS WILL BE PROVIDED WITH THIS PAYMENT REQUEST FORM:

- a. Borrower shall provide verification of project expenditures for the purchase of the properties such as a preliminary closing statement and;
- b. Borrower shall submit a report containing eligibility and demographic information on the tenants, if known at time of request. If the tenants are not known at the time of request, the information will be provided when the tenants are known.

WE FURTHER CERTIFY THAT:

- a. Borrower will complete income verifications for the household assisted with HTFJC loan funds, and verification materials will be submitted, **upon request** by HTFJC, for the households being served,
- b. Two (2) tenant households at the aforementioned properties meet or will meet the 50% AMI criteria stipulated in the Agreement, and
- c. The obligation to which this disbursement is being requested has been properly incurred in accordance with the Agreement with respect to the Program (as defined in the Agreement) and is a proper charge under the Agreement.

AUTHORIZED BORROWER REPRESENTATIVE

Date: _____

Geoff Fruin, City Manager

Send requests to: emccabe@htfjc.org

Or to

Housing Trust Fund of Johnson County
P.O. Box 2446
Iowa City, IA 52244

Housing Trust Fund of Johnson County (HTFJC) – Exhibit B

P.O. Box 2446, Iowa City, IA 52244

Income Eligibility and Demographics Report

Period covered:

Contract Number: 25-10

Promissory Note Date: October, 2025

Recipient: ICHA North Liberty

Affordability Period: 40 years

Please report on the persons assisted as of __/__/__. Indicate their total household income as determined per 24 CFR Part 5 and provide their percent of area median income.

1) Address/Unit # of household _____

Household Size _____ Household Income _____ %AMI _____

2) Address/Unit # of household _____

Household Size _____ Household Income _____ %AMI _____

In addition, please indicate how many of each of the following types of person lives in households funded by HTFJC awards:

_____ # female heads of households

_____ # persons with disabilities

_____ # minority persons

Race/Ethnicity – Households

_____ Asian _____ African American _____ Hispanic _____ Native American

_____ Multi-Racial _____ Caucasian _____ Other _____

_____ Total (matching total number of households)

Submitted By: _____

Signature

Printed/Typed Name & Title

Date

Submit completed form to:

Housing Trust Fund of Johnson County, P.O. Box 2446, Iowa City, IA 52244

City of Iowa City
Neighborhood Services

Annual Tenant Housing Report Form

Name and Phone Number of Person Completing Form:	Date Submitted:
--	-----------------

Name of Property Owner:

Address of Assisted Project:

Check if Fixed _____ or Floating _____ Units. Total Number of Units _____ Number of Assisted Units _____

Rent Limitation:

Housing Income Limitation:

Unit #	Last Name or Client ID#	# of Bedrooms	Tenant Monthly Rent	Annual Income	% MI	Household Size	Date Lease Signed	Start of Lease	End of Lease	New Lease or Renewal

Attachments: [Vacancy Notice](#)
[Board Demographics](#)
[Attendance Sheet](#)
[Application Coversheet](#)
[Fay, Mark - Application](#)

NOTICE

THE CITY COUNCIL OF IOWA CITY IS CONSIDERING APPOINTMENT TO THE FOLLOWING COMMISSION:

CIVIL SERVICE COMMISSION

One Vacancy:

New member, upon appointment – April 4, 2027

- Duties: Approve all entrance and promotional examinations used by the City of Iowa City for civil service positions;
- Holds appeal hearings involving the suspension, demotion, or discharge of employees holding civil service rights. Ascertains to the best of its ability the facts of the case to determine matters involving the rights of civil service employees and may affirm, modify, or reverse any case on its merits per Chapter 400 of the Code of Iowa.
- The Commission meets when deemed necessary.

Iowa City-appointed members of boards and commissions must be at least 18 years of age and live in Iowa City. The City of Iowa City encourages diversity in the appointment of citizens to boards and commissions.

An application can be completed and submitted on the City of Iowa City website at www.icgov.org or by contacting the City Clerk's office. **Vacancy will remain open until filled.**

Questions about the Iowa City Civil Service Commission should be directed to Karen Jennings, Human Resources Administrator at (319) 356-5025.

Civil Service Commission Demographic Report

Name	Term Type	Term Number	Term Ends	Resident Years	Occupation	Gender*	Age*	Country of Origin*	Sexual Orientation*	Religion*	Disability*	Ethnicity*	Gender Identity*	Race*
Eleanor Dilkes	Full	1	4/1/2029	37	Retired attorney	Female	65	United States			No		Female	White
Ashley Jennings	Unexpired		4/6/2026	4	Learning Experience Designer	Female	35	United States	Heterosexual	Agnostic	No		White	White
Richard Wyss	Full	3	4/3/2028	4	Retired Police Officer	Male								
VACANT	New Member		4/4/2027											
Melissa Jensen	New Member	1	4/1/2029	25	Public Safety, Emergency Management	Female	65	United States	F	N/A	N/A	N/A	F	W

Please note: The information provided is the information provided on the application at the time of submission.

* Information is voluntary

**Board/Commission: Civil Service Commission
Attendance Record
Last 12 months**

(Meeting Date)

Name	Term Expires	10/29/24	2/21/25	4/21/25	5/30/25	7/16/25	9/4/25
Rick Wyss	4/3/28	X	X	X	X	X	X
Ashley Jennings	4/6/26	X	X	X	X	X	X
Eleanor Dilkes	4/1/29	---	---	X	X	X	X
Chi Ogboko	4/7/25	O/E	O/E	---	---	---	---

KEY:

X	=	Present
O	=	Absent
O/E	=	Absent/Excused
NM	=	No Meeting
---	=	Not a Member

Board/Commission Application Cover

Board/Commission: *Civil Service Commission*

One vacancy to fill a new member term, upon appointment – April 4, 2027

It is hereby established, as a formal policy of the City Council of Iowa City, that each application for reappointment to a City Board or Commission will be considered without regard to incumbency. If reappointed, an individual would be limited to one reappointment to a full term in order to increase the opportunities for new applicants to serve.

Council Announcement Date: 08/05/2025
Application Deadline: Open until filled
Council Appointment Date: 10/07/2025

Name and Address
Fay, Mark 275 Kenneth Dr Iowa City IA 52245

This application is a public document and as such can be reproduced and distributed for the public. This application will be considered for twelve months only and automatically considered for any vacancy during that time. If appointed to a Board/Commission, all other applications will be removed from consideration.

Profile

- **NOTE: Applicants must reside in Iowa City and be 18 years of age unless specific qualifications are stated.**
- Date of Application (Date will be captured on form submission)

Are you 18 years of age or older?

☒ Yes ☐ No

Mark

First Name

A

Middle
Initial

Fay

Last Name

First Name (Phonetic spelling)

Mark

Last Name (Phonetic spelling)

Fay

275 Kenneth Drive

Home Address

Suite or Apt

iowa City

City

IA

State

52245

Postal Code

Is your home address (listed above) within the corporate limits of Iowa City?

☒ Yes ☐ No

How long have you been a resident of Iowa City?

56

Mobile: (319) 331-1610

Primary Phone

Alternate Phone

markfay@skogman.com

Email Address

Retired City Employee and
Relator

Occupation

Boards & Commissions

Mark A Fay

Which Boards would you like to apply for?

Civil Service Commission Board Member Information: Eligible

Preference on first choice (If multiple boards are being applied for.)

Interests & Experiences

Experience and/or activities which you feel qualify you for this position:

33 year City Employee - Worked as an Operations Supervisor in the Transportation Services Department. Supervise and Direct City staff. Evaluate performance. Member of employee interview pools.

What is your present knowledge of each advisory board you are interested in?

I am familiar with the objectives of the Civil Service Boards core responsibilities.

Potential Conflicts of Interest

Please contact the City Attorney at 356-5030 to discuss questions or concerns regarding a potential conflict of interest. The following describe some but not all potential conflicts.

The Housing and Community Development Commission makes recommendations to the City Council regarding the distribution of federal CBDG/HOME funds. The general rule is that no persons who exercise or have exercised any functions or responsibilities with respect to federally funded activities, or who are in a position to participate in the decision-making process or gain inside information with regard to such activities, may obtain a financial interest or benefit from a federally-assisted activity, or have a financial interest in any contract, subcontract, or agreement with respect to a federally-assisted activity, or with respect to the proceeds of the federally-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for one year thereafter.

Most members of City Boards and Commissions are employed, and/or have a financial interest in one or more non-profit entities. [Section 362.5 of the Code of Iowa](#) generally prohibits, with certain important exceptions, a member of a City Board or Commission from having an interest in a City contract. In order to navigate potential conflicts of interest for certain matters, please list any and all business or non-profit entities in which you have an employment or financial interest.

List your answers here:

I do not have business or non-profit entities in which I have employment or financial interest.

Res. #22-78 states that each application for reappointment to a City Board or Commission will be considered without regard to incumbency. If reappointed, an individual would be limited to one reappointment to a full term in order to increase the opportunities for new applicants to serve.

Council policy is not to permit an individual to serve on two Boards or Commissions at the same time. You will be asked to resign from one if appointed to another.

Do you currently serve on another Iowa City board or commission?

☐ Yes ☒ No

(Optional) Demographic Information

The City Council values all types of diversity on its Boards and Commissions. Your responses on this page provide valuable information to the Council in achieving that goal.

In order to ensure that the Board and Commission is representative of the community and the groups(s) which it serves, please provide your information for the following:

Gender

☒ Male

Age

56

Country of Origin

United States

Sexual Orientation

M

Religion

Catholic

Do you have a disability

No

Mark A Fay

Ethnicity

Race

Gender Identity

MALE

*NOTE:

The Human Rights Commission strives to ensure the Commission is representative of the community. Therefore, appointment shall take into consideration persons of various racial, religious, cultural, social and economic groups in the city. (Ordinance)

The Housing and Community Development Commission strives to satisfy its purpose and intent, when possible to have at least one person with expertise in construction, at least one person with expertise in finance, and one person who receives rental assistance. (Resolution)

Misrepresentations on this application will constitute just cause for removal of an appointee. If you fail to answer all the questions, except demographics, Council will not consider your application.

You are encouraged to contact individual [Council Members](#) to express your interest in serving.

Please Agree with the Following Statement

I certify that the information I have given on this application is complete and correct.

☒ I Agree