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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
November 18, 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 [National Native American Heritage Month](#)
3. Consent Calendar - Approval of Council Actions (subject to corrections, as recommended by the City Clerk)
 - 3.a [Work Session Minutes: November 3](#)
 - 3.b [Special Formal Summary of Minutes: November 3](#)
4. Consent Calendar - Receive and File Minutes
 - 4.a [Airport Commission: August 14](#)
 - 4.b [Airport Commission: September 11](#)
 - 4.c [Civil Service Commission: November 3](#)
 - 4.d [Planning & Zoning Commission: October 15 \[See Recommendation\]](#)
 - 4.e [Senior Center Commission: September 18](#)
5. Consent Calendar - Permit Motions and Resolution (as recommended by the City Clerk)
 - 5.a Liquor License - Refund
Refund an unused portion (\$609.37) of a Class C Liquor License for Los Amigos Grill Mexican Restaurant, Inc. (LC0051110), dba Los Amigos, 21 Sturgis Dr.
 - 5.b Liquor License - New
 1. Class E Retail Alcohol License for Mega Retail 2 LLC (App 0-009-369-878), dba Mega Retail 2 LLC, 2580 Moss Ridge Rd.
 - 5.c Liquor License - Renewal
 1. Special Class C Retail Alcohol License for India Cafe Corporation (BW0091614), dba India Cafe, 227 E. Washington St
 2. Class E Retail Alcohol License for Iowa CVS Pharmacy, L.L.C. (LE0003814), dba CVS/Pharmacy #8539, 201 S. Clinton St.
 3. Class E Retail Alcohol License for Hy-Vee Inc. (LE0003823), dba Hy-Vee Fast and Fresh #3, 1103 N. Dodge St.
 - 5.d [Tobacco and Device Retailer Permits - New](#)
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. [Urban Fuel Express, 2580 Moss Ridge Rd.]

6. Consent Calendar - Resolutions and Motions

6.a [City Street Finance Report](#)

Resolution approving the City Street Finance Report for the fiscal year ending June 30, 2025.

Comment: Iowa Code section 312.14 requires all cities to submit the City Street Finance Report (SFR) to the Iowa Department of Transportation by December 1 of each year.

6.b [Budgeted positions - Neighborhood Services](#)

Resolution amending the budgeted positions in the Neighborhood Services Division of the Neighborhood and Development Services Department and the Administrative, Confidential, and Executive pay plan by adding one full-time Housing Financial Coordinator position.

Comment: Due to increased financial complexity and the various compliance requirements of the federal housing programs the Housing Authority administers, Neighborhood Services is requesting to create a 1.0 FTE Housing Financial Coordinator. Staff and benefit cost are eligible costs under both the Housing Choice Voucher and Public Housing programs.

6.c [2023-25 Seeding - Dubuque Street, McCollister Boulevard, and Landfill Project](#)

Resolution accepting the work for the 2023-25 Seeding – Dubuque Street, McCollister Boulevard, and Landfill Project.

Comment: Work on the project was recently completed by Stevens Erosion Control, Inc. of Hills, 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:	\$240,000.00
Project Bid Received:	\$197,050.00
Project Actual Cost:	\$186,659.50

6.d [Final Plat - Iowa City Industrial Campus - Part Two](#)

Resolution Approving Final Plat of Iowa City Industrial Campus – Part Two, a Resubdivision of Outlot “C” of Corrected Final Plat of Iowa City Industrial Campus Subdivision, Iowa City, Iowa. (SUB25-0004)

Comment: Staff recommends approval of the final plat of Iowa City Industrial Campus – Part Two, subject to approval of legal papers by the City Attorney's Office. It is anticipated that legal papers will be approved prior to the November 18 City Council meeting. There are no construction drawings with this final plat. Approval will result in the creation of two industrial lots in the City's industrial campus.

7. Consent Calendar - Setting Public Hearings

7.a **Rezoning - West of Ava Circle and south of Kennedy Parkway**

Motion setting a public hearing for December 9, 2025 for an ordinance rezoning approximately 13.60 acres of property from Interim Development – Research Park (ID-RP) to Medium Density Single-Family Residential (RS-8) for 4.75 acres and Rural Residential (RR-1) for 8.85 acres for property located at west of Ava Circle and south of Kennedy Parkway (REZ25-0014).

Comment: At its November 5 meeting, the Planning and Zoning Commission recommended approval of this rezoning. Adoption of this rezoning will allow for the development of 19 single-family dwellings.

End of Consent Calendar

8. **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.

9. **Planning & Zoning Matters**

9.a **Preliminary & Final Plat - Cole Hill**

Resolution Approving the Preliminary and Final Plat of Cole Hill Subdivision, Iowa City, Iowa. (SUB24-0005)

Comment: On November 5, 2025 the Planning and Zoning Commission recommended approval of the combined preliminary and final plat of Cole Hill by a vote of 6-0 (Elliott absent). Approval of the combined preliminary and final plat will result in the creation of one residential lot to accommodate an existing single-family home. It is anticipated that the legal papers will be approved prior to the November 18 City Council meeting. No construction plans were required.

10. **Regular Formal Agenda**

10.a **Downtown SSMID Renewal**

Ordinance amending Title 3, "Finance, Taxation and Fees" of the City Code, to re-establish the Iowa City Downtown Self-Supported Municipal Improvement District (SSMID) pursuant to the provisions of Chapter 386, Code of Iowa; and providing for the establishment of an operation fund and the levy of an annual tax in connection therewith.

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. Pursuant to State Code, the Planning and Zoning Commission prepared an Evaluative Report regarding the proposed district and then at the October 20, 2025 meeting, City Council set and posted notice of a public hearing to consider an Ordinance re-establishing the Iowa City Downtown Self-Supported Municipal Improvement District for a period of ten years in accordance with Iowa Code Chapter 386.

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

10.b **Parking ticket appeal process and Towing/Impoundment Procedures**

Ordinance amending Title 9, entitled "Motor Vehicles and Traffic," Chapter 5, entitled "Parking Meter Zones and Parking Lots," Section 6, entitled "Penalties; Parking Tickets," to provide for an updated and streamlined process to appeal parking tickets and Chapter 9, entitled "Towing and Impoundment Procedures," Section 4, entitled "Impoundment for Accumulated Parking Violations," to increase the amount of accumulated parking fines that result in adding a vehicle to the impound list from \$50.00 to \$150.00. (Second Consideration)

Comment: This agenda item proposes streamlining the administrative review of parking citation appeals to create a more efficient and customer-friendly process. Key changes include reducing the review panel from three staff members from three departments to Transportation Services staff for routine appeals based on a list of common explanations. Non-standard appeals would be reviewed by a City Manager designee, enabling faster customer response times. Additionally, the proposal would establish a seven-day citation appeal window and raise the accumulated fine threshold for vehicle impoundment from \$50 to \$150. Staff is requesting expedited action.

10.c **Ordinance Adopting and Incorporating SUDAS Design Manual and Specifications**

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. (Pass and Adopt)

Comment: This is 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.

11. Announcement of Vacancies - New (The Boards, Commissions and Committee Application can be found at the following: <https://www.icgov.org/government/boards-commissions-and-committees/boards-commissions-and-committee-application>)

- 11.a **Announcement of Vacancies - New**

Climate Action Commission - One vacancy to fill an unexpired term, upon appointment - December 31, 2027 (Robert Traer resigned). Correspondence included in Council Packet.

Applications must be received by 5:00 p.m., Tuesday, December 30, 2025.

12. Announcement of Vacancies - Previous (The Boards, Commissions and Committee Application can be found at the following: <https://www.icgov.org/government/boards-commissions-and-committees/boards-commissions-and-committee-application>)

- 12.a **Announcement of Vacancies - Previous**

Planning & Zoning Commission - One vacancy to fill an unexpired term, upon appointment - June 30, 2026 (Scott Quellhorst resigned).

Applications must be received by 5:00 p.m., Tuesday, December 2, 2025.

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

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

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).

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.

13. City Council Information

14. Report on Items from City Staff

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

15. Adjourn



CITY OF IOWA CITY COUNCIL ACTION REPORT

November 18, 2025

National Native American Heritage Month

Attachments: [National Native American Heritage Month proclamation](#)



City of Iowa City PROCLAMATION

Whereas, long before European settlers arrived in North America, Native Americans, Alaska Natives, and Native Hawaiians had established thriving societies founded upon principles that continue to inspire us today — including sustainability, community, and respect for the natural world; and

Whereas, despite centuries of injustice, broken treaties, discriminatory policies, and other harmful governmental actions, Native Americans, Alaska Natives, and Native Hawaiians have continued to demonstrate resilience, leadership, and generosity, contributing in countless ways to the growth and success of the United States; and

Whereas, we honor the Ioway people, whose ancestral homelands include the area now known as Iowa City, and we celebrate the enduring connection between art, land, and community that they and other Indigenous peoples uphold; and

Whereas, we recognize and honor Indigenous peoples for their vital role in shaping the history, culture, and fabric of our society.

Now, therefore, I, Bruce Teague, Mayor of the City of Iowa City, Iowa, do hereby proclaim November 2025 to be

National Native American Heritage Month

Mayor
Signed in Iowa City, Iowa
this 18th day of November 2025.





CITY OF IOWA CITY COUNCIL ACTION REPORT

November 18, 2025

Work Session Minutes: November 3

Attachments: [Work Session Minutes: November 3](#)



CITY OF IOWA CITY MEMORANDUM

Date: November 12, 2025

To: Mayor and City Council

From: Kellie Grace, City Clerk

Re: Council Work Session, November 3, 2025 – 4:00 p.m. at City Hall in Emma J Harvat Hall

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

Staff: Fruin, O'Brien, Lehmann, Goers, Grace, Caro, Seydell Johnson, Nagle-Gamm, Knoche, Harland, Hightshoe, Kilburg

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

1. University of Iowa Student Government (USG) Updates

No updates.

2. Clarification of Agenda Items

Mayor Pro Tem Salih thanked staff for adding the Iowa City Housing Authority Waiting List Counts to the Work Session agenda.

3. Information Packet Discussion [October 23, October 30]

➤ October 23

1. (IP2 – Library Board of Trustees: September 25) Councilor Weilein asked for additional information regarding the HVAC system's potential replacement. City Manager Fruin provided information.

➤ October 30

1. (IP6 – Memo from Grant Specialist: American Rescue Plan Act Update) Councilor Harmsen highlighted the memo and noted the collaborative process with Council colleagues, City staff, and members of the community.

4. Burlington Street Bridge Update

Michael Kurek, HDR consultant engineer presented a PowerPoint on the year-long planning study for the Burlington Street Bridge and surrounding corridor. The presentation covered the following:

Project Purpose and Scope

- The eastbound bridge (city-owned) is about 100 years old and near the end of its life cycle.
- The study examined:
 - Replacement of both bridges.
 - Intersection and roadway geometry improvements.
 - Pedestrian and ADA compliance issues.
 - Dam safety and potential modifications.
 - Effects on surrounding infrastructure (Melrose, Riverside, Byington, etc.).

Engagement and Process

- Stakeholders included the City, Iowa DOT, MPO, and University of Iowa (decision-making group), plus working groups, one-on-one meetings, and public outreach.
- 550+ survey responses gathered on function, aesthetics, and construction impacts.
- Alternatives were screened against project needs, wants, and constraints (budget, constructability, environmental impacts).

Key Findings and Preferred Alternatives

1. Burlington Street Bridge

- Chosen alternative: a traditional beam bridge.
- Selected for cost efficiency, constructability, and ability to maintain traffic and pedestrian access during construction.
- Features:
 - Separated lanes for vehicles, cyclists, and pedestrians.
 - Improved bike/ped connectivity and river views.
 - Aesthetic details and exact design to be refined in later stages.
- Ownership:
 - Eastbound bridge – City, Westbound bridge – DOT,
 - Pedestrian ramp/bridge – shared (City, DOT, University),
 - Dam – University.

2. Burlington Street Dam

- Evaluated options from do nothing to complete removal.
- Advancing a safety modification alternative with potential fish passage and recreation features (e.g., a small surf or tubing area).
- Benefits:
 - Improves dam safety and river access.
 - Maintains water levels critical to the city's water supply and university power plant.
 - Preserves floodplain and potential historic character.

3. Riverside–Burlington Intersection

- Second highest-traffic intersection in Johnson County.
- Selected option: grade-separated pedestrian/bike crossing under Burlington Street, with both below-grade and at-grade options for flexibility.
- Improves safety, transit reliability, and traffic flow while maintaining river access.
- Options for a new ADA-compliant ramp include straight, switchback, or spiral designs.

4. West Campus Area (Byington–Grand–Melrose)

- Focused on emergency response and traffic flow.
- Proposed:
 - Remove the Grand Avenue/Byington intersection,
 - Create a pedestrian plaza and centralized bus hub,
 - Make Byington a three-lane roadway with dedicated turn lanes for hospital and parking access.
- Aims to reduce pedestrian-vehicle conflicts and improve wayfinding.

Next Steps

- Finalize renderings and visuals later this year.
- Environmental clearance expected spring 2026.
- Move into preliminary and final design afterward.
- Construction tentatively planned for 2029, coordinated with Iowa DOT to avoid overlapping bridge closures.

Other Notes

- Aesthetic and public art integration will be explored in future design phases.

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

No updates.

Adjourn 4:47 p.m.



CITY OF IOWA CITY COUNCIL ACTION REPORT

November 18, 2025

Special Formal Summary of Minutes: November 3

Attachments: [Special Formal Summary of Minutes: November 3](#)

**Summary of Minutes
November 3, 2025 - 6:00 PM**

Iowa City City Council special 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, Knoche, Havel, Sovers, Seydell Johnson, Nagle-Gamm.

- 1. Call to Order**
- 2. Proclamations**
 - 2.a Color the World Orange for CRPS/RSD Awareness Day**
Eyad Hanna, accepting.
- 3. Consent Calendar – Approval of Council Actions (subject to corrections, as recommended by the City Clerk)**
 - 3.a Joint Entities Meeting Minutes: October 20**
 - 3.b Work Session Minutes: October 21**
 - 3.c Formal Summary of Minutes: October 21**
- 4. Consent Calendar - Receive and File Minutes**
 - 4.a Human Rights Commission: September 23**
 - 4.b Human Rights Commission: October 1**
 - 4.c Library Board of Trustees: September 25**
- 5. Consent Calendar - Permit Motions and Resolution (as recommended by the City Clerk)**
 - 5.a Liquor License – Permanent Transfer**
 - 1. Class C Retail Alcohol License for Cactus 3, L.L.C. (LC0044771), dba Cactus 3 LLC, 114 S. Clinton St. to 119 E. Washington St.**
 - 5.b Liquor License - Renewal**
 - 1. Class C Retail Alcohol License for Suzster, Inc. (LC0033543), dba Club Car, The, 122 Wright St.**
 - 2. Special Class C Retail Alcohol License for Prairie Lights Books, Inc. (BW0093302), Times Club at Prairie Lights, 15 S. Dubuque St.**
 - 3. Class E Retail Alcohol License for Iowa 80 LLC (LE0003606), dba Hawkeye Liquor & Tobacco, 601 Hollywood Blvd.**
 - 4. Class C Retail Alcohol License for Etre Foods L. L.C. (LC0043930) (Sidewalk Cafe), dba The Iowa Chop House, 223 E. Washington St.**

5.c 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. [Hawks Mighty Mart, 504 E. Burlington St.] (Resolution 25-253)

6. Consent Calendar – Resolutions and Motions

6.a Motion to approve disbursements in the amount of \$15,523,621.72 for the period of September 1 through September 30, 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 Motion approving the appointment of Eden Coy as the Alternate City Council Liaison from the Iowa Undergraduate Student Government (USG) to the City Council until May 1, 2026.

6.c Resolution approving the Fiscal Year Ending 2025 Annual Urban Renewal Report (AURR). (Resolution 25-254)

6.d Resolution directing the filing of Tax Increment Financing (TIF) certification under Iowa Code Section 403.19 for the 2025 end of year certification of urban renewal projects. (Resolution 25-255)

6.e Resolution approving, authorizing and directing the Mayor to execute and the City Clerk to attest an Agreement by and between the City of Iowa City and Shive-Hattery, Inc. to provide engineering consultant services for the FY2026 Pavement Rehabilitation Project. (Resolution 25-256)

6.f Resolution accepting the work for the 2024 Parking Garages Maintenance and Repair Project. (Resolution 25-257)

6.g Resolution accepting the work for the 2025 Parking Garages Maintenance and Repair Project. (Resolution 25-258)

6.h Resolution accepting the work for the Animal Shelter Standby Generator Project. (Resolution 25-259)

6.i Resolution amending the budgeted positions in the Streets Division of the Public Works Department by adding one full-time Maintenance Worker I - Streets position, grade 4. (Resolution 25-260)

6.j Resolution accepting the work for the Highway 6 Water Main Replacement Project. (Resolution 25-261)

7. Consent Calendar – Setting Public Hearings

7.a Resolution authorizing mailing and publication of notice of intent to commence a public improvement project to construct the Taft Avenue

Reconstruction Project and to acquire property for the project; and setting date of public hearing on December 9, 2025. (Resolution 25-262)

8. Consent Calendar – Correspondence

- 8.a Establish a "No Parking Corner to Here" parking prohibition on Swisher Street at the intersection with Foster Road**
- 8.b Replace existing "Yield" signs with "Stop" signs where Shamrock Place and Shamrock Drive intersect with Peterson Street**
- 8.c Replace existing "Yield" signs with "Stop" signs where Dublin Drive and Shannon Drive intersect with Tipperary Road**
- 8.d Prohibit on-street parking on Naples Avenue**

End of Consent Calendar

Individual Council members asked questions. City Manager Fruin provided information.

Motion to approve consent calendar, items 3-8. Moved by Mazahir Salih, seconded by Joshua Moe. **Motion Passed. (7 Ayes)**

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

The following individuals appeared: Eva Castro (via translator), Laura Castro (via translator), Jacky Torres (via translator), Yareli Castro (via translator), Elida Contreras (via translator), Claudia Cortes, Heidi Osorio (via translator), Yadira Castillo (via translator), Clara Reynen, Mary Gravitt.

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

10. Regular Formal Agenda

- 10.a Resolution approving project manual and estimate of cost for the construction of the Terrell Mill Roller Park Project, establishing amount of bid security to accompany each bid, directing City Clerk to post notice to bidders, and fixing time and place for receipt of bids.**

Parks & Recreation Director Seydell Johnson presented a PowerPoint. Individual Council members asked questions and expressed their views.

Motion to approve resolution 25-263. Moved by Mazahir Salih, seconded by Shawn Harmsen. **Motion Passed. (7 Ayes)**

- 10.b Ordinance amending Title 9, entitled "Motor Vehicles and Traffic," Chapter 5, entitled "Parking Meter Zones and Parking Lots," Section 6, entitled "Penalties; Parking Tickets," to provide for an updated and streamlined**

process to appeal parking tickets and Chapter 9, entitled “Towing and Impoundment Procedures,” Section 4, entitled “Impoundment for Accumulated Parking Violations,” to increase the amount of accumulated parking fines that result in adding a vehicle to the impound list from \$50.00 to \$150.00. (First Consideration)

Transportation Director Nagle-Gamm presented information. Individual Council members asked questions and expressed their views.

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

10.c 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. (Second Consideration)

Motion to give second consideration . Moved by Laura Bergus, seconded by Joshua Moe. **Motion Passed. (7 Ayes)**

10.d Resolution adopting an assessment schedule of unpaid mowing, clean-up of property, snow removal, sidewalk repair, and stop box repair charges and directing the Clerk to certify the same to the Johnson County Treasurer for collection in the same manner as property taxes.

City Clerk Grace provided information.

Motion to approve resolution 25-264. Moved by Megan Alter, seconded by Joshua Moe. **Motion Passed. (7 Ayes)**

11. Council Appointments

11.a 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).

Individual Council members expressed their views.

Motion to appoint John Clayton, Cole Kruse, Katherine Peterson . Moved by Mazahir Salih, seconded by Joshua Moe. **Motion Passed. (7 Ayes)**

11.b 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).

Individual Council members expressed their views.

Motion to appoint Talya Miller, Mark Pries, Viana Qadoura . Moved by Mazahir Salih, seconded by Laura Bergus. **Motion Passed. (7 Ayes)**

Motion to accept correspondence from Lorena Perales. Moved by Shawn Harmsen, seconded by Joshua Moe. **Motion Passed. (7 Ayes)**

11.c 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).

Individual Council members expressed their views.

Motion to appoint Ryan Hearn, Connie Moore, Mary Stefaniak. Moved by Mazahir Salih, seconded by Joshua Moe. **Motion Passed. (7 Ayes)**

11.d 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).

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).

Individual Council members expressed their views.

Motion to appoint Aaron Moseley (Art or Design Professional) and Susan Thompson (At-Large Representative). Moved by Laura Bergus, seconded by Joshua Moe. **Motion Passed. (7 Ayes)**

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

Individual Council members expressed their views.

Motion to appoint Emily Griffin, Jon Stahmer . Moved by Joshua Moe, seconded by Megan Alter. **Motion Passed. (7 Ayes)**

12. Announcement of Vacancies - Previous (The Boards, Commissions and Committee Application can be found at the following: <https://www.icgov.org/government/boards-commissions-and-committees/boards-commissions-and-committee-application>)

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

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

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).

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.

13. City Council Information

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

14. Report on Items from City Staff

City Manager Fruin provided information.

15. Adjourn

Motion to adjourn 7:28 pm . Moved by Mazahir Salih, seconded by Megan Alter.

Motion Passed. (7 Ayes)

Mayor

City Clerk



CITY OF IOWA CITY COUNCIL ACTION REPORT

November 18, 2025

Airport Commission: August 14

Attachments: [Airport Commission: August 14](#)

**MINUTES
IOWA CITY AIRPORT COMMISSION
August 14, 2025 – 6:00 P.M.
AIRPORT TERMINAL BUILDING**

FINAL

Members Present: Hellecktra Orozco (via zoom), Judy Pfohl, Chris Lawrence, Warren Bishop

Members Absent: Ryan Story

Staff Present: Michael Tharp, Jennifer Schwickerath

Others Present: Adam Thompson, Matt Reed, Matt Wolford

RECOMMENDATIONS TO COUNCIL:

None

DETERMINE QUORUM

A quorum was determined at 6:04 pm and Bishop called the meeting to order.

APPROVAL OF MINUTES

Pfohl stated she reviewed the minutes and did not have any suggestions for changes. Pfohl moved to accept the minutes, seconded by Lawrence. Motion carried (4-0 Story Absent)

PUBLIC COMMENT - None

ITEMS FOR DISCUSSION / ACTION

Lawrence moved that Pfohl be nominated as Acting Secretary for the meeting. Seconded by Bishop. Motion carried (4-0 Story Absent)

a. Airport Construction Projects:

i. FAA grant projects –

1. Runway 12/30 Displaced Threshold – Tharp stated that he didn't have any news on the Runway 12/30 project, but that he did have a contract amendment to increase the contract amount for the work order with Bolton & Menk by \$6500 to cover the additional work needed for the installation of the signage at the runway intersection and for the extra coordination required with FAA Flight Ops on the flight checks for the lighting approvals

- a. Consider a resolution (A25-12) approving contract amendment with Bolton & Menk. **Pfohl moved resolution #A25-12, seconded by Bishop. Motion carried (4-0 Story Absent).**

ii. Iowa DOT grant projects

1. T-hangar Building – Tharp stated that he and Thompson were discussion other options for funding for the hangar project. Tharp stated that the FAA will have reallocation program for infrastructure funding that hadn't been spent on time. Tharp stated that he expected the program to be highly political but that they still might take a shot with an application. Tharp stated that if they get it they have a project, and if they don't they maintain the current plans. Tharp stated that he wanted to work through if using the FAA funds up front and then going after state funds would be possible.
2. Wildlife Mitigation Study – Tharp stated the USDA is continuing their data collection. Bishop asked what they'd receive at the end and Tharp responded they would have a report showing what was seen and recommendations for mitigation. Tharp stated that they would be able to use the report as justification for asking for support for mitigation

b. Airport "Operations

- i. Budget – Tharp stated he included the 8th month data sheet for the solar array.

ii. Management –

1. T-Hangar Rates 2025-2026

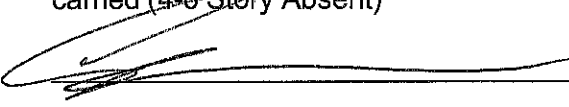
- a. Consider a motion setting rates for the 2025-2026 term – **Bishop recused for the item.** Tharp stated that he examined the rates around and most places were the same. He stated Cedar Rapids was continuing their increases they began a few years ago with a 3% increase. Tharp stated he was recommending a 2.5% increase which was in line with the inflation index. **Lawrence moved to approve a 2.5% increase, seconded by Pfohl. Motion carried 3-0 (Story absent, Bishop abstained)**
2. Ground lease with McGrath Holdings LLC – Tharp stated that when the previous Toyota dealership had the lease the timing was in line with their sale of the business, and they let the lease expire rather than renew and transfer the agreement. Tharp stated that when McGrath inquired about updating the sign, he offered them the same lease that was previously active. Tharp stated the response was they weren't that interested in using the sign and instead suggested a lease in exchange for groundskeeping.
 - a. Consider a resolution #A25-13 setting a public hearing on a ground lease with McGrath. Lawrence moved the resolution #A25-13, seconded by Bishop. Motion carried (4-0 Story Absent)
3. USAF Display Jet – Tharp stated that earlier in the week that he received a call from the Clinton Airport regarding the display jet and that Matt Reed the FBO Manager at Clinton was in the audience. Tharp stated that if the Commission wanted to move forward with Clinton that they do it very deliberately and publicly. Lawrence asked about what ideas Tharp had, and Tharp stated that he was hoping that in reaching out not only to inform groups but also to get

help in fundraising for a new display. Commission members discussed reaching out to veteran's organizations and by consensus agreed to move forward. Tharp stated that he would start reaching out to veterans' groups to let them know planning for this was in progress.

- iii. Events – Tharp stated that it's a busy month for the airport. Tharp stated that movie nights have had some of the best turn out they've ever had. Tharp noted that Young Eagles was this weekend. He stated that they had 60 signups and a waiting list and were struggling to get seats to make sure everyone signed up had a ride. Tharp stated they were getting things organized for the pancake breakfast as well. Tharp stated that Climate Fest was a weeklong event but they had one day which was going to be dedicated to solar power and the new solar array. Tharp stated that they would be giving tours of the array.
 - 1. Summer of the Arts Movies (Aug 9)
 - 2. Young Eagles (Aug 16th)
 - 3. Pancake Breakfast (Aug 24)
 - 4. Autocross (Sept 14, Oct 19)
 - 5. Climate Fest (Sept 22)
- c. FBO / Flight Training Reports
 - i. Jet Air – Wolford stated they've had tons and tons of traffic lately. Bishop asked about the UI helicopters and Wolford responded they did a flyover for a retiring member of the department. Wolford noted that they had a door proposal in the packet. Wolford stated that the proposal would call for Jet Air replacing the hangar door on hangar M, and the Airport Commission extending the ground lease for Hangar N as a trade for the cost of the work. Members agreed that the concept could move forward. Tharp noted that they would bring back an agreement for formal approval.
- d. Commission Members' Reports – None
- e. Staff Report – Tharp stated that he would be out of the office next week for the 4 States Conference. Tharp stated that last night he had attended an update meeting at Cedar Rapids over the proposed power plant that Alliant Energy had been proposed to build in Fairfax which was a couple of miles from the existing facility and in conflict with the proposed 3rd runway. Tharp stated that at this point the Airport and Alliant had been talking to each other and they were hopeful that the situation would be resolved. Tharp noted that he was watching things because if they did something that hurt the ability of Cedar Rapids to operate, that would have effects on Iowa City as well.
 - i. 4 States (FAA Central Region) Conference – Kansas City (August 20-22)

SET NEXT REGULAR MEETING – Set the next meeting for September 11, 2025.

ADJOURN – Lawrence moved to adjourn the meeting at 6:30pm. Seconded by Bishop. Motion carried (4-0 Story Absent)


CHAIRPERSON

2025-10-09
DATE

Airport Commission
ATTENDANCE RECORD
2024-2025

NAME	TERM EXP.	08/19/24	09/12/24	10/16/24	11/14/24	12/12/24	01/13/25	02/13/25	03/13/25	04/10/25	05/08/25	06/12/25	07/10/25	08/14/25
Warren Bishop	06/30/26	X	X	X	X	X	X	X	X	X	O/E	X/E	X	X
Christopher Lawrence	06/30/29	X	X	O/E	X	X	X	O/E	X	X	X	X	X	X
Hellecktra Orozco	06/30/28	O/E	X	O/E	X	X	O/E	O/E	X	O/E	X	X	X/E	X
Judy Pfohl	06/30/26	X	X	X	X	X	O/E	X	X	X	X	X	X	X
Ryan Story	06/30/27	X	X	X	X	X	X	X	X	X	X	X	X	O/E

Key:

X = Present
X/E = Present for Part of Meeting
O = Absent
O/E = Absent/Excused
NM = Not a member at this time
X/S = Present for subcommittee meeting
O/S = Absent, not a member of the subcommittee



CITY OF IOWA CITY COUNCIL ACTION REPORT

November 18, 2025

Airport Commission: September 11

Attachments: [Airport Commission: September 11](#)

**MINUTES
IOWA CITY AIRPORT COMMISSION
September 11, 2025 – 6:00 P.M.
AIRPORT TERMINAL BUILDING**

FINAL

Members Present: Hellecktra Orozco, Judy Pfohl, Chris Lawrence, Warren Bishop
Members Absent: Ryan Story
Staff Present: Michael Tharp, Jennifer Schwickerath, Sarah Gardner
Others Present: Adam Thompson, Matt Wolford, Marty Boller, Robert Miklo, David Woodruff, Meg George

RECOMMENDATIONS TO COUNCIL:

None

DETERMINE QUORUM

A quorum was determined at 6:03 pm and Bishop called the meeting to order.

Lawrence nominated Pfohl to serve as Acting Secretary, seconded by Bishop. Motion carried 4-0

APPROVAL OF MINUTES

Pfohl stated she reviewed the minutes and had a couple of minor changes she gave Tharp. Lawrence moved to accept the minutes as amended, seconded by Pfohl. Motion carried (4-0 Story Absent)

PUBLIC COMMENT - None

ITEMS FOR DISCUSSION / ACTION

- a. Terminal Building Historic Preservation and Modernization – Tharp stated give everyone background information, 5 years ago, Congress passed the Bipartisan Infrastructure Law which was signed and within that program there were dollars that could be applied for by airports to construct terminal buildings. Tharp stated that they were unsuccessful in getting grant funds and that those programs were ending. Due to those conversations there was a group that took interest in placing the terminal building on the National Register and they were attending the meeting tonight to talk with the Commission about the process and if that designation was made, how that would affect the airport. Tharp introduced Marty Boller who introduced the rest of the attendees from the Friends of Historic Preservation. Boller introduced the rest of the members and then Robert Miklo spoke about the group's history and previous work. Boller described the building and the architect of the building Henry Fisk and the background of Fisk as an architect in Iowa City. Boller stated that they believed Fisk to be the first registered architect in Iowa City and Johnson County. Boller continued to describe the buildings that Fisk designed.

Boller stated that the building was one of the pieces most similar to the original building and recent projects to maintain the building helped to maintain the historic look. Woodruff stated that they wanted to be partners with the airport in helping to find architects and companies that would continue to help preserve the building in future projects. Boller noted that there are programs that help to provide funding for projects that can help the airport to manage the building. Bishop talked about the airport challenges with the building where the footprint for a terminal building is constrained. Bishop stated that he worked as a part time flight instructor and noted the HVAC systems were outdated and the building had other space issues. Pfohl stated that they had multiple flight instructors sharing office space which impacted training. Lawrence stated that the issues the airport has are economic and that this is a gateway to the city. Lawrence stated that grants are difficult to find and that when they did their space needs study and reviewed options for rehabilitating the building versus building new they chose to pursue the build new option due to the costs. Lawrence referenced the Ottumwa terminal building as a building that felt welcoming and was "wowed" when he saw it. Lawrence stated he wasn't opposed to having the building on the register and that if it opened the door to other options for funding he'd like to know about that. Miklo stated that if the building was on the register and the Commission wanted to demolish it or do something that would harm the historic nature, there would need to be some coordination with the State Historic Preservation Office. Tharp stated the FAA considers the building a historically significant building and any effort so any use of federal money would already be required to go through a process that Miklo described. Tharp stated that this is going to be an ongoing process and that right now the Airport Commission didn't need to take a position on the process if they didn't want to. Tharp stated that the state general aviation vertical infrastructure program had a \$300,000 cap on new construction and \$150,000 on rehabilitation projects. Tharp stated that the FAA priority scoring for terminal buildings is so low that without a program like they just saw, the chances of getting federal money to do something is nearly zero. Tharp also stated that the FAA also has rules on what portions of terminal buildings are eligible for funding and that many portions of the existing building wouldn't be eligible for grant funds. Miklo described some of those ways historic preservation projects is through tax credits. Tharp stated that since they are a government body, using tax credits requires more work to be able to utilize. Lawrence noted that anything they do to the building would be detrimental to airport business as they have no other locations to put people while work was ongoing. Tharp noted that the preservation work would continue and they would keep in communication. When the information was ready to be submitted they could bring that awareness back to the Commission and the Commission could then make a choice whether to support the placement request or not. Tharp stated that he and Thompson had been having conversations under the assumption that the terminal building was going to be around for a while and what improvements could be done to make the building better suited for airport operations. Thompson stated that he put together a plan with some a la carte type options and described those options like looking at the HVAC system or going bigger and doing a full rehabilitation and master plan for an expansion. Thompson mentioned that going to an electrical based system could be utilized to capture some of the energy supported by the solar array. Members discussed what the next steps should be and what the focus would take. Bishop asked if they need a motion and Tharp responded that at this point he just need a consensus and he believed that

the Commission was saying they would move forward with the HVAC system improvement options. Thompson stated that they would expect this to be a state grant application project as early as next year.

b. Airport Construction Projects:

i. FAA grant projects –

1. Runway 12/30 Displaced Threshold – Tharp stated they are still waiting for the manufacturer to get information on the permanent fixtures for the temporary lights that have been installed. Tharp noted that while they were doing the inspection for this project they noticed a couple of panels that had cracked in the newly paved areas. Tharp stated that the contractor was notified so they can plan the replacement. Lawrence asked about the repairs and Tharp stated they would be a replacement and that they would have a runway closure at some point for it.
2. Runway 7/25 & 12/30 Pavement Maintenance – Tharp stated that Thompson had prepared a draft work order for the project and that they were still waiting for the project go-letter from the FAA. Lawrence asked about the lifespan of concrete. Tharp stated the design life is 20 years but the practical life is near 40 years.

ii. Iowa DOT grant projects

1. T-hangar Building – Tharp stated that this was on hold until next spring and they would re-apply for the project next spring. Tharp stated they would know what the last FAA allocation from BIL was so that would help finalize numbers
2. Wildlife Mitigation Study – Tharp stated the USDA guys were collecting their data.

c. Airport “Operations

- i. Budget – Tharp noted that the budget committee was Chair, Secretary, and himself. Tharp stated that he had done a preliminary budget writeup and he was already showing a surplus. Tharp noted there were a couple of hangars that would be undergoing a CPI inflator. Tharp noted for the last budget year, they had a budget that was submitted with a surplus of about \$4000 dollars and the last report showed a surplus of \$10,000. Tharp stated he believed the city was going to release the budget system on October 1st.

ii. Management –

1. Ground lease with McGrath Holdings LLC –

- a. Public Hearing – **Bishop opened the hearing at 7:12pm.** Tharp stated that this lot was originally part of the Dreusicke Toyota dealership agreement and that before Dreusicke sold the dealership this agreement expired. Tharp noted that McGrath wanted to update the sign and he offered the same agreement they had with Dreusicke and McGrath responded they didn't want the sign that badly. Tharp stated they then settled on the trade of being able to use the sign for the cost of the ground maintenance. **Bishop closed the public hearing at 7:14pm**
- b. Consider a resolution #A25-14 approving a ground lease with McGrath – Orozco moved the resolution, seconded by Lawrence. Motion carried 4-0 (Story Absent)

iii. Events –

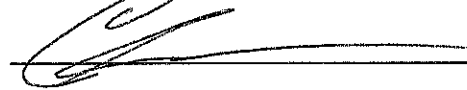
1. Young Eagles (Aug 16th) - Tharp stated they had about 45 kids get rides and that they did have a way for kids to be on a wait list for rides for no-shows. Tharp noted that the event ended a little early due to the heat, but that all the kids who were there got a ride.
2. Pancake Breakfast (Aug 24) - Tharp stated that the breakfast was absolutely phenomenal and that the weather was some of the best it's ever been. Tharp stated that they're looking at doing something a little different with the car locations because people will still show up as late as after 10am and getting them through the crowd is problematic. Tharp noted the typical partners were there. Lawrence said he flew out that morning and there was a lot of people that were on the ramp looking at aircraft. Tharp noted they used to have Civil Air Patrol helping but then they stopped participating. Wolford noted he believed it was due to a lack of volunteers overall in the local group.
3. Autocross (Sept 14, Oct 19) – Tharp stated that this weekend was a weekend for the group to be active. Tharp stated he was out on the pavement recently and said it was getting to be pretty bad and didn't know how many more years the group would be using the airport.
4. Climate Fest (Sept 22) – Tharp stated they were also planning for Climate Fest and that Sarah Gardner, Climate Action Coordinator for the city was there to also tell them a bit more about the plans. Gardner shared plans for the day stated they would have some activities in the viewing area and they were working with Public Space One. Gardner stated that in the conference room they would have an art exhibit and tours of the solar array. There was also going to be some activities in the viewing area.

d. FBO / Flight Training Reports

- i. Jet Air – Wolford stated that he didn't have a lot to update but they've been extremely busy. Wolford noted they've been active with survey aircraft staying here. Pfohl asked about the door proposal and Wolford responded that he was still working with some manufacturers to choose an option.
- e. Commission Members' Reports – Orozco asked for clarification on plans for phase 2 of the solar array. Tharp stated they ended the planning of that project to use the money for the hangar construction. Orozco also asked about the display jet and Tharp stated that he was still reaching out to veterans groups to let folks know the Airport had plans for the jet.
- f. Staff Report – Tharp stated that the City Managers Office had offered to have a representative come to city boards and commission meetings to discuss the upcoming vote on the local option sales tax if members were interested. Tharp described the proposed use of the funds and members discussed if they needed to have a conversation. Members declined the offer. Tharp reminded folks about the open meetings training scheduled for Terry Trueblood and that they would have food.

SET NEXT REGULAR MEETING – Set the next meeting for October 9, 2025.

ADJOURN – Pfohl moved to adjourn the meeting at 7:40pm. Seconded by Orozco. Motion carried (4-0 Story Absent)



CHAIRPERSON

2025-10-09

DATE

Airport Commission
ATTENDANCE RECORD
2024-2025

NAME	TERM EXP.	09/12/24	10/16/24	11/14/24	12/12/24	01/13/25	02/13/25	03/13/25	04/10/25	05/08/25	06/12/25	07/10/25	08/14/25	09/11/25
Warren Bishop	06/30/26	X	X	X	X	X	X	X	X	O/E	X/E	X	X	X
Christopher Lawrence	06/30/29	X	O/E	X	X	X	O/E	X	X	X	X	X	X	X
Hellecktra Orozco	06/30/28	X	O/E	X	X	O/E	O/E	X	O/E	X	X	X/E	X	X
Judy Pfohl	06/30/26	X	X	X	X	O/E	X	X	X	X	X	X	X	X
Ryan Story	06/30/27	X	X	X	X	X	X	X	X	X	X	X	O/E	O/E

Key:

X = Present
X/E = Present for Part of Meeting
O = Absent
O/E = Absent/Excused
NM = Not a member at this time
X/S = Present for subcommittee meeting
O/S = Absent, not a member of the subcommittee



CITY OF IOWA CITY COUNCIL ACTION REPORT

November 18, 2025

Civil Service Commission: November 3

Attachments: [Civil Service Commission: November 3](#)

Minutes – Final
City of Iowa City Civil Service Commission
Monday, November 3, 2025 – 8:15 a.m.
Helling Conference Room

Members Present: Rick Wyss, Eleanor Dilkes, Melissa Jensen, Mark Fay

Members Absent: Ashley Jennings

Staff to the
Commission Present: Karen Jennings, Tracy Robinson

Other Parties Present: Eric Goers, Chris O'Brien, Chief Lyon, Chief Liston, Sal Aleto, Sam Brown, Bill Schmooke, Collin Wellsandt

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

Call to Order:
Wyss called the meeting to order at 8:16 a.m.

After hearing no objection, Wyss changed the order of the agenda items to allow parties present to speak on the Fire promotional list item to do so first.

Certification of promotional lists for Fire Lieutenant, Fire Captain and Fire Battalion Chief:
Two attendees addressed the Commission, voicing concerns about the Battalion Chief process.

After a brief discussion, Dilkes moved and Fay seconded to certify the Fire Battalion Chief list as presented; all were in favor. Jensen moved and Dilkes seconded to certify the Fire Captain list as presented; all were in favor. Dilkes moved and Jensen seconded to certify the Fire Lieutenant list as presented; all were in favor.

Election of officers:
After a brief discussion, Dilkes moved and Fay seconded to elect Wyss as chair, A. Jennings as vice-chair and Jensen as vice-chair should A. Jennings decline the vice-chair position; all were in favor.

Adjournment:
Fay moved and Jensen seconded to adjourn, motion carried, and the meeting was adjourned at 8:47 a.m.

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

(Meeting Date)

Name	Term Expires	2/21/25	4/21/25	5/30/25	7/16/25	9/4/25	10/7/25	11/3/25
Rick Wyss	4/3/28	X	X	X	X	X	X	X
Ashley Jennings	4/6/26	X	X	X	X	X	X	O/E
Eleanor Dilkes	4/1/29	---	X	X	X	X	X	X
Melissa Jensen	4/1/29	---	---	---	---	---	O/E	X
Mark Fay	4/4/27	---	---	---	---	---	---	X
Chi Ogboko	4/7/25	O/E	---	---	---	---	---	---

KEY:

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



CITY OF IOWA CITY

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

November 3, 2025

To: The Honorable Mayor and the City Council

RE: Civil Service Promotional Examination – **Fire Lieutenant**

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 **Fire Lieutenant**.

1. James McDonald
2. Joshua Wutke
3. Dustin Sievers
4. Clint McFarland
5. Michael Scaffinger
6. Cory McFarland
7. Cameron Reese
8. Chris Kenly

Iowa City Civil Service Commission


Rick Wyss

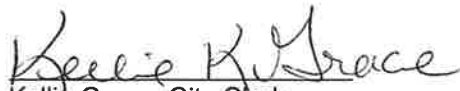
absent
Ashley Jennings


Eleanor Dilkes


Melissa Jensen


Mark Fay

ATTEST:


Kellie Grace, City Clerk



CITY OF IOWA CITY

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

November 3, 2025

To: The Honorable Mayor and the City Council

RE: Civil Service Promotional Examination – **Fire Captain**

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 **Fire Captain**.

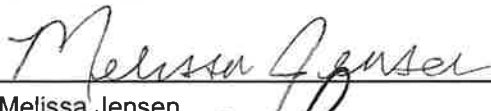
1. Tim Recker
2. Anthony Krumbholz
3. Matthew Boerjan
4. John Crane
5. Branden Sobaski
6. Todd Irwin

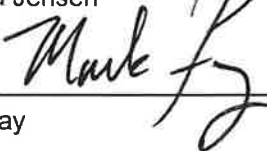
Iowa City Civil Service Commission


Rick Wyss

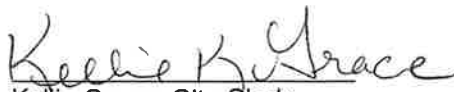
absent
Ashley Jennings


Eleanor Dilkes


Melissa Jensen


Mark Fay

ATTEST:


Kellie Grace, City Clerk



CITY OF IOWA CITY

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

November 3, 2025

To: The Honorable Mayor and the City Council

RE: Civil Service Promotional Examination – **Fire Battalion Chief**

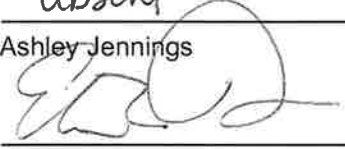
We, the undersigned members of the Civil Service Commission for Iowa City, Iowa, do hereby certify the following named person(s) as eligible for the position of **Fire Battalion Chief**.

1. Tom Hartshorn
2. Tim Recker
3. John Crane
4. Branden Sobaski

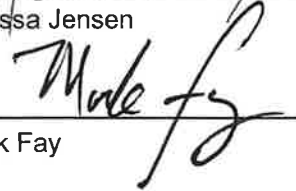
Iowa City Civil Service Commission


Rick Wyss

absent
Ashley Jennings


Eleanor Dilkes


Melissa Jensen


Mark Fay

ATTEST:


Kellie Grace, City Clerk



CITY OF IOWA CITY COUNCIL ACTION REPORT

November 18, 2025

Planning & Zoning Commission: October 15 [See Recommendation]

Attachments: [Planning & Zoning Commission: October 15 \[See Recommendation\]](#)



CITY OF IOWA CITY MEMORANDUM

Date: November 6, 2025

To: Mayor and City Council

From: Anne Russett, Senior Planner

Re: Recommendations from the Planning and Zoning Commission

At its October 15, 2025 meeting, the Planning and Zoning Commission have the following recommendation to the City Council:

By a vote of 5-0 the Commission recommends that the District petition be approved and the draft Evaluated Report be forwarded to the City Council for their consideration.

.

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

**MINUTES
PLANNING AND ZONING COMMISSION
OCTOBER 15, 2025 – 6:00 PM – FORMAL MEETING
EMMA J. HARVAT HALL, CITY HALL**

FINAL

MEMBERS PRESENT: James Davies, Maggie Elliott, Steve Miller, Billie Townsend, Chad Wade

MEMBERS ABSENT: Kaleb Beining, Scott Quellhorst

STAFF PRESENT: Sue Dulek, Anne Russett, Rachel Kilburg Varley

OTHERS PRESENT: Betsy Potter

RECOMMENDATIONS TO COUNCIL:

By a vote of 5-0 the Commission recommends that the District petition be approved and the draft Evaluated Report attached be forwarded to the City Council for their consideration.

CALL TO ORDER:

Elliott called the meeting to order at 6:00 PM.

PUBLIC DISCUSSION OF ANY ITEM NOT ON THE AGENDA:

None.

CONSIDER A RECOMMENDATION ON THE PROPOSED RENEWAL AND EXPANSION OF THE SELF- SUPPORTED MUNICIPAL IMPROVEMENT DISTRICT FOR DOWNTOWN IOWA CITY:

Kilburg Varley introduced herself as the Economic Development Coordinator for the city of Iowa City and is presenting today the petition for renewal and expansion that the Iowa City Downtown Self-Supported Municipal Improvement District (SSMID) submitted. The Planning and Zoning Commission's role in this process was included in the agenda packet and Kilburg Varley also attached a draft evaluative report, which is what the State code asked that the Planning and Zoning Commission provide, if they're so inclined.

Kilburg Varley first gave an overview of what a SSMID (Self-Supported Municipal Improvement District) is. It is essentially a self-imposed taxing district where property owners within that district, if they so choose, sign a petition, and if there's enough of them, they agree to impose an additional tax beyond their standard property tax upon themselves, and that tax revenue provides additional funding to be used within the district for additional or expanded or enhanced types of services, projects and programs that's above and beyond what the municipality provides. SSMIDs are authorized by Iowa Code Chapter 386, a copy of that code was included in the agenda packet. Kilburg Varley reiterated a quick overview of the process. Property owners sign petition forms to either form or renew a district, and that petition must be signed by at least 25% of property owners representing 25% of the total assessed value. If that is all valid, then City Council would establish the district by ordinance, with three readings at the City Council level, and then that SSMID levy is collected and used to help fund those district improvements and projects. Iowa City currently has two Self-Supported Municipal Improvement Districts within Iowa City limits, the South of Six SSMID that came before this Commission a few years ago and the Iowa City Downtown District SSMID which has been in existence for nearly 15 years, first

established in 2011 and then in 2015 the boundaries were expanded and the district was renewed for 10 years, which is the current authorization that they're under, and that expires June 30, 2026. Kilburg Varley noted under the current SSMID authorization the first five years levied a \$2 per \$1,000 of taxable value as a SSMID tax on the properties within the district and then for the last five years that increased to \$2.50 per \$1,000 of taxable value.

Kilburg Varley stated the Iowa City Downtown SSMID is managed by the Iowa City Downtown District and is a 501(c)6 organization and is who executes the SSMID financing mechanism. Again, the Planning and Zoning Commission's role in the process for either creating or renewing a SSMID is laid out in Iowa Code Chapter 386 and the first step is for those property owners to decide if they want to sign and submit the petition to the City declaring that they want a renewal of the SSMID. The City received the petition for the renewal from the Downtown District on September 15, 2025. Staff then had to verify that the petition contains the required signatures of 25% threshold of property owners and assessed value. Staff performed that review and verified that they met those thresholds. Staff then notified City Council at the October 7 meeting and City Council has forwarded the petition to Planning and Zoning. State Code states Planning and Zoning needs to review the petition on the merit and feasibility of the project and prepare an evaluative report on the proposed district. If Planning and Zoning chooses to approve and forward this evaluative report, then the next steps would be for City Council to set a public hearing and post the public notice for that per the standard process, they would also need to mail a copy by certified mail to all the affected property owners, after the public hearing is held within the required timelines then City Council can then consider adopting an ordinance which reestablishes this SSMID.

Kilburg Varley shared a map of the district outlining the current district boundaries and the expanded proposed boundaries. The proposed expansion is in the Northside Marketplace area and then to also extend the district down to the railroad tracks. Kilburg Varley stated all the properties within the district are zoned for commercial, mixed-use or multi-residential and State Code requires that it be commercial properties. The petition proposes to extend the current SSMID for another 10 years, July 1, 2026, through June 30, 2036, and for the first seven years of that extension the SSMID levy rate would remain what it is right now, \$2.50 per \$1,000 of assessed value and then for the final three years the district would have the option, with their board's approval, to increase to \$2.75 per \$1,000 of assessed value. Kilburg Varley explained these revenues would be used to help support their operations which includes business support services, marketing and advertising programming, special events like festivals and different activities, physical improvements, enhanced cleaning, lighting, public art, landscaping, seasonal decorations, etc., and staff, including an executive director, to help them implement their work.

Kilburg Varley reiterated the State Code requires Planning and Zoning to consider the petition and prepare an evaluative report on the merit and feasibility of the proposal. In the spirit of that law, staff reviewed the petition and in the agenda packet outlined the different points for the Commission's consideration which staff believes support the petition. Kilburg Varley then reviewed the criteria, first, the property in the district does meet all the criteria in the State Code, it has contiguous boundaries, its commercial property, and it's located within City limits of which it meets all those criteria. Second, it did meet that threshold of the 25% of property owners and assessed value. Third, it met the requirement of the code of what that petition all needs to include, defining a name, a duration, what the boundaries are. Fourth that the levy rate, the purposes, and the projects proposed for the use the levy revenue are valid. Fifth, staff finds that

the purpose of the district is adequately described. Sixth, staff doesn't believe that this proposal conflicts with any existing City codes, plans or policies. In fact, staff asserts it supports several including the Comprehensive Plan, the Downtown and Riverfront Crossings Master Plan and the City Council Strategic Plan. Seven, that the estimated SSMID levy revenue under this expansion would be sufficient to carry out the goals and uses identified in the petition and staff finds that with approximately \$1,000,000 it is sufficient and therefore meets the requirements of the State Code. Eighth, that the activities that the district proposing to use the SSMID levy are all in line with state and local laws, plans and policies. Staff finds that the proposal is reasonably calculated to meet their objectives.

Staff recommends that Planning and Zoning recommend the petition for approval and forward the draft evaluative report to City Council for their consideration. If Planning and Zoning choose to do that, next steps are City Council will set a public hearing, post and mail the notice, and then consider an ordinance to approve the extension. Following that, the City would need to approve a separate operating agreement with the Downtown District.

Townsend asked what effect it would have if the proposal was not approved. Kilburg Varley stated that the Downtown District is a separate 501(c)6 organization, so in theory it could continue, however it would not have much of a funding mechanism. The SSMID levy collected accounts for about half of their annual revenue so if this extension of the downtown SSMID is not approved, then they would lose the most reliable and significant source of revenue that they have to carry out their activities.

Betsy Potter (Executive Director, Downtown District) stated currently about a third of the overall budget it from the SSMID, it changes a little bit with the expanded boundaries. Another third comes from events revenue that they make up from different ticketing and sponsorships and the final third of the budget comes from support from the city of Iowa City's contribution towards the block by block ambassador services, the University of Iowa contribution that they provide annually, and then any other partnerships or programming sponsorships overall.

Miller noted since it has to be commercial property does that mean if there is residential within the boundary it just doesn't get taxed. Kilburg Varley verified that was correct.

Potter stated the big catalyst to the larger expansion is that they feel like they've had a big impact on downtown over the last 13 years but that the expanded boundaries, over towards the new UIHC campus (former Mercy Hospital) and then south of Burlington are opportunity areas for their organization and for the City overall.

Wade asked what's the vision for the expanded boundaries and what would they contribute to the neighborhood. Potter replied first they would communicate with the property owners and businesses to understand what they want to see in those areas, but overall they're just hoping to expand services to those areas. For example, right now they end the ambassador services at Encounter Café and there's a big opportunity for Gilbert Street and beyond to expand those services. Potter noted all of their grant programs, events, marketing, they don't do outside of their existing boundaries so this expansion would be an opportunity to include a number of businesses that have wanted to be included for a long time into the organization. This allows additional businesses that want to participate to be part of the organization.

Miller moved to recommend that the District petition be approved and the draft Evaluated Report attached be forwarded to the City Council for their consideration. Davies seconded the motion.

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

Davies thinks it's definitely worthy of merit, it is a great program and it's done a lot of good for the community as a whole. The downtown really serves as an anchor and a hub culturally. He did want to mention the University being such a large property holder and not paying property tax, being aware of their contribution and making sure it's proportional as the boundaries expand that the burden doesn't fall unduly on the private property holders, he'd hope that the University contribution would increase proportionally.

CONSIDERATION OF MEETING MINUTES: AUGUST 27 2025:

Wade moved to approve the meeting minutes from August 27, 2025. Miller seconded the motion, a vote was taken and the motion passed 5-0.

CONSIDERATION OF MEETING MINUTES: SEPTEMBER 3 2025:

Wade moved to approve the meeting minutes from September 3, 2025. Davies seconded the motion, a vote was taken and the motion passed 4-1 (Miller abstained due to absence).

PLANNING AND ZONING INFORMATION:

Russett reminded the Commission that there's the joint City Council/Planning and Zoning Commission work session next Tuesday at 4:00 to get an update on the Comprehensive Plan engagement that the consultant has been conducting over the past six months or so.

Miller asked if there is an agenda or anything the Commission needs to prepare. Russett replied no, it's an opportunity for the consultant to share the input that they've received from multiple different activities over the course of several months. There was the website, they held meetings, attended pop up events like Party in the Parks and National Night Out, held focus groups and stakeholder interviews, and this is an opportunity for them to share what they heard through those processes.

Dulek noted the Planning and Zoning chair has resigned, effective December 1, he's moving, so if anyone know anybody who wants to apply to be on Planning and Zoning let either her or Russett know and they can find out the deadline, it'll probably be somewhere mid-November to submit the application.

ADJOURNMENT:

Elliott moved to adjourn, Townsend seconded and the motion passed 5-0.

**PLANNING & ZONING COMMISSION
ATTENDANCE RECORD
2024-2025**

	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	10/15
BEINING, KALEB	---	---	---	---	---	---	---	---	---	---	X	O	X	X	O	O
DAVIES, JAMES	---	---	---	---	---	---	---	---	---	---	X	X	X	X	X	X
CRAIG, SUSAN	X	X	X	X	X	X	X	X	X	X	---	---	---	---	---	---
ELLIOTT, MAGGIE	O/E	X	X	O/E	X	X	X	X	X	X	X	O/E	X	X	O/E	X
HENSCH, MIKE	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	X
QUELLHORST, SCOTT	X	X	X	O/E	X	X	X	X	X	X	X	X	X	O/E	X	O/E
TOWNSEND, BILLIE	X	X	X	O/E	X	X	X	X	X	X	X	X	X	X	X	X
WADE, CHAD	X	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



CITY OF IOWA CITY COUNCIL ACTION REPORT

November 18, 2025

Senior Center Commission: September 18

Attachments: [Senior Center Commission: September 18](#)

MINUTES
SENIOR CENTER COMMISSION
September 18, 2025
Room 311, Iowa City Senior Center

Members Present: Nancy Ostrognai, Jay Gilchrist, Kate Milster, Lee McKnight, Warren Paris, Betty Rosse, Mary McCall

Members Absent: None

Staff Present: LaTasha DeLoach, Kristin Kromray, Kirk Lehman

Others Present: None

CALL TO ORDER:

The meeting was called to order by Gilchrist at 4:00 PM.

RECOMMENDATIONS TO COUNCIL:

None.

APPROVAL OF MINUTES FROM THE AUGUST 21, 2025, MEETING:

Motion: To accept the minutes from the August 21, 2025 meeting as amended. Motion carried on a 7/0 vote. Milster/McKnight

PUBLIC DISCUSSION:

None.

LOST SALES TAX:

Iowa City's Assistant City Manager, Kirk Lehman, presented information on the Local Option Sales Tax (LOST) ballot measure. A LOST tax is a 1% retail sales tax. Ninety three percent of communities in Iowa have this tax in place. Necessities including rent, groceries, and utilities are not taxed with this additional 1%. The Iowa City Council decided to put his measure on the ballot based on a community wide survey. The measure will be on the November 4th ballot and needs a minimum of 50% approval to pass. The reason this measure is being considered now includes state property tax reforms, limited taxable property valuation growth and inflation pressures. The amount of revenue is projected at 8-10 million per year for Iowa City. Coralville is also considering it on their November ballot, and it is already in place in some other Johnson County municipalities. The City of Iowa City previously had a LOST sales tax that was in

effect from 2010-2013 for flood mitigation measures after the flood of 2008. It was on the ballot in 2014 but did not pass at that time. The distribution of LOST funds if approved would be 50% property tax relief, 25% for affordable housing, 10% public infrastructure/facilities, 15% for community partnerships. If adopted it would go into effect July 1, 2026.

Commissioner Milster asked if affordable housing funds include off campus student housing. The City of Iowa City normally follow federal guidelines regarding affordable housing opportunities regarding students. McKnight asked about increasing the LOST amount above 1%. It cannot go above 1%, per state law. There is no sunset on the measure, which will be better for long term planning. Milster asked for some talking points on how to discuss this with community members and how it might affect seniors and the Senior Center. Impacts could potentially include public facilities funds, community partnerships to help local seniors, or affordable housing/property tax relief. Lehman noted that the City and commissioner's role is to inform the public. Greater Iowa City or City staff can also do a presentation at the Senior Center if there is interest.

OPERATIONAL OVERVIEW:

DeLoach asked for help getting the word out about the Senior Center's new program, Grandbabies. She also highlighted the art class You Can Draw, the gourd crafting classes, and the Russian and French classes. The Pickleball Jamboree will take place on September 27th at the GreenState Family Fieldhouse. September 20th will be the Soul Train Block Party with live DJ and food trucks; entry is a suggested donation to the pantry.

There are a few remaining windows to be installed. Exterior door installation will occur after that. The BAS project will start on September 29th. Interior design for future renovations will start next year.

COMMISSION OVERVIEW:

Gilcrest noted he had some people question what the Senior Center Commission is for. LaTasha noted that the duties of the commission are on the Senior Center section of the City's webpage and people could be directed there. She noted that the commission helps set and review policies, report to Johnson County and the City Council. DeLoach also noted she is working on a special project in regard to the increasing number of seniors in the US and will be asking for assistance in the near future. McKnight asked if there is a large increase in seniors in the area. DeLoach noted that the US is in the middle of the so called "Grey Wave", which refers to the fact that around 10,000 people in the US are retiring each day. Iowa has the 4th oldest population in the US and currently approximately 18% of Johnson County's population are seniors. Paris asked if there had been any

feedback regarding the increase in locker fees. There have been minimal comments from members. Discussion regarding status of 21 S Linn St property.

Meeting Adjourned.

Senior Center Commission Attendance Record

Name	Term Expires	10/17/24	11/21/24	12/19/24	1/16/25	2/20/25	3/20/25	4/17/25	5/15/25	6/19/25	7/17/25	8/21/25	9/18/25
Betty Rosse	12/31/26	X	X	O/E	X	X	NM	O/E	X	NM	X	X	X
Jay Gilchrist	12/31/25	O/E	X	X	X	X	NM	X	X	NM	X	X	X
Mary McCall	12/31/27	--	--	--	X	O/E	NM	X	O/E	NM	O/E	X	X
Angela McConville	12/31/24	X	O/E	X	--	--	--	--	--	--	--	--	--
Lee McKnight	12/31/27	X	O/E	O/E	O/E	X	NM	X	X	NM	X	X	X
Kathryn Milster	12/31/27	--	--	--	X	X	NM	X	X	NM	X	X	X
Nancy Ostrognai	12/31/26	X	X	X	X	X	NM	X	X	NM	X	X	X
Ross Taylor	12/31/24	O	O	O	--	--	--	--	--	--	--	--	--
Warren Paris	12/31/25	O	X	X	O/E	X	NM	X	X	NM	X	X	X

Key: X =Present

O =Absent

O/E =Absent/Excused

NM =No meeting

-- = Not a member



CITY OF IOWA CITY COUNCIL ACTION REPORT

November 18, 2025

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. [Urban Fuel Express, 2580 Moss Ridge Rd.]

Prepared By:	Wendy Mayer, License Specialist
Reviewed By:	Kellie Grace, City Clerk Geoff Fruin, City Manager Eric Goers, City Attorney

Attachments: [Resolution](#)

Executive Summary:

Pursuant to Iowa Code §453A.47A, a retail permit is required to sell tobacco, tobacco products, alternative nicotine products, or vapor products at any place of business or through delivery sales. All permits provided for in Iowa Code §453A.47A expire on June 30 of each year and require payment of the applicable fee established in Iowa Code §453A.47A(7). The Iowa Department of Revenue implements the retail permit requirements of Iowa Code §453A.47A. The City Clerk's Office issues all permits for retailers located within city limits. As part of the retail permit process, the Iowa Department of Revenue requires applications be approved by the City Council once the City receives the completed application and the appropriate fee is paid.

Background / Analysis:

During the 2024 legislative session, the Iowa legislature enacted Iowa Code §453E.3, which regulates and taxes the sale of devices effective January 1, 2025. Per the legislation, a "device" is defined as any equipment or product, made in whole or in part of glass or metal, that is designed for use in inhaling through combustion tobacco, hemp, other plant materials, or a controlled substance. A device retailer shall only display and sell devices in a location of a retail outlet where the device retailer ensures that the devices are not visible to a person younger than twenty-one years of age and where no person younger than twenty-one years of age is present or permitted to enter at any time. Based on this legislation, we have included 'device' in the permit approval resolution and will indicate the permit type for which each business has applied.

Resolution Number: _____

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.

Whereas, applications for Tobacco/Tobacco Products/Alternative Nicotine Products/Vapor Products/Device Retail permits have been submitted and filed with the City Clerk; and

Whereas, the applicants have filed the proper application and fees as required by the Iowa Department of Revenue; and

Whereas, applications are presented to City Council for approval.

Now, Therefore, be it Resolved by The City Council of Iowa City, Iowa, That:

Section 1. The City Clerk is hereby authorized and directed to issue a permit to the following named applicants and locations to sell the following products:

Effective from: November 18, 2025 to June 30, 2026.

Business Name	Business Address	Permit Type
Urban Fuel Express	2580 Moss Ridge Rd	Tobacco Permit

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

Mayor

Approved by

Attest: _____
City Clerk

City Attorney's Office



CITY OF IOWA CITY COUNCIL ACTION REPORT

November 18, 2025

Resolution approving the City Street Finance Report for the fiscal year ending June 30, 2025.

Prepared By: Jacklyn Fleagle, Assistant Finance Director
Reviewed By: Nicole Davies, Finance Director
Geoff Fruin, City Manager
Eric Goers, City Attorney
Fiscal Impact: If not approved and submitted by December 1, 2025, the City could risk losing annual road use tax funding. For fiscal year 2026, this is budgeted at \$10,800,000.
Staff Recommendation: Approval
Commission Recommendations: N/A
Attachments: [FY25 Street Finance Report](#)
[Resolution](#)

Executive Summary:

Iowa Code section 312.14 requires all cities to submit the City Street Finance Report (SFR) to the Iowa Department of Transportation (DOT) by December 1 of each year. In accordance with Iowa Code section 312.15, the Iowa DOT must notify the state treasurer of each city not in compliance with this requirement. Once notified, the state treasurer will withhold the Road Use Tax (RUT) funds allocated to the city until the city complies. If a city has not filed its report by March 1 of the following year, RUT funds shall not be allocated to that city and all funds withheld under this provision shall revert to the street construction fund of the cities.

Background / Analysis:

The City Street Finance Report is required to include revenues and expenditures in the Road Use Tax Fund, and any other funds that have revenues and expenditures for street purposes only and Debt Service which includes bonds, notes and loans for only street related revenues and expenditures for any debt service payments.

Road Use Tax receipts for the City of Iowa City for fiscal year 2025 were \$10,627,019. Expenditures covered by RUT funds totaled \$11,471,188 including \$3,524,099 transferred to capital projects funds for street/bridge construction, \$1,188,070 for traffic control and street lighting and \$826,439 for street cleaning and snow removal.

Other funds' receipts were \$26,549,841. This includes the streets/bridges portion of General Obligation debt of \$7,931,568, property taxes of \$9,174,556, federal grants of \$1,129,160 and transfers in from the Road Use Tax Fund of \$4,105,924. Other funds' expenditures were \$25,264,392, including expenditures for street/bridge construction totaling \$13,949,040 and debt service payments of \$8,347,155. The street/bridge construction was comprised of

various projects such as Gilbert Street Bridge Replacement project in the amount of \$3,006,695, the Dubuque Street Reconstruction project in the amount of \$2,264,742 and the Court St Reconstruction project in the amount of \$1,079,386.



Bureau of Local Systems
Ames, IA 50010

City Street Finance Report

Fiscal Year 2025

Iowa City

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Expenses

	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capital Projects (300)	Utilities (600 & U0)	Grand Total
Salaries - Roads/Streets	\$81,200	\$1,816,088	\$299,000				\$2,196,288
Benefits - Roads/Streets		\$761,025					\$761,025
Training & Dues		\$2,053					\$2,053
Building & Grounds Maint. & Repair		\$77,844					\$77,844
Vehicle & Office Equip Operation and Repair		\$42,793					\$42,793
Operational Equipment Repair		\$45,908					\$45,908
Other Maintenance and Repair		\$77,946					\$77,946
Engineering					\$2,784,662		\$2,784,662
Insurance		\$176,000					\$176,000
Legal					\$11,473		\$11,473
Printing		\$271			\$14,680		\$14,951
Rents & Leases		\$663,542					\$663,542
Technology Expense		\$183,372					\$183,372
Other Professional Services		\$907			\$29,448		\$30,355
Other Contract Services		\$57,299			\$20,726		\$78,025
Chemicals		\$6,353					\$6,353



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City Street Finance Report

Fiscal Year 2025

Iowa City

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	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capital Projects (300)	Utilities (600 & U0)	Grand Total
Minor Equipment Purchases		\$85,251					\$85,251
Office Supplies		\$428			\$1,736		\$2,164
Operating Supplies		\$527,783					\$527,783
Postage & Safety		\$11,611					\$11,611
Other Supplies		\$212,424					\$212,424
Vehicles		\$811,862					\$811,862
Other Capital Equipment					\$214,504		\$214,504
Bridges & Culverts					\$3,261,918		\$3,261,918
Street - New Roadway					\$20,015		\$20,015
Street - Preservation					\$5,312,994		\$5,312,994
Street - Safety/ Environment					\$1,909,423		\$1,909,423
Other Capital Outlay					\$274,289		\$274,289
Principal Payment				\$7,039,608	\$77,990		\$7,117,598
Interest Payment				\$1,307,507	\$15,182		\$1,322,689
Transfer Out	\$130,341	\$3,855,158	\$817,525				\$4,803,024
Parking						\$1,640,171	\$1,640,171
Street Lighting		\$484,017					\$484,017
Traffic Control/Safety		\$704,053					\$704,053
Snow Removal		\$416,636					\$416,636



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City Street Finance Report

Fiscal Year 2025

Iowa City

11/5/2025 2:52:44 PM

	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capital Projects (300)	Utilities (600 & U0)	Grand Total
Depreciation & Building Utilities		\$37,012					\$37,012
Accounting/Recording		\$3,749					\$3,749
Street Cleaning		\$358,989					\$358,989
Snow Removal Salaries		\$41,098					\$41,098
Snow Removal Benefits		\$9,716					\$9,716
Total	\$211,541	\$11,471,188	\$1,116,525	\$8,347,115	\$13,949,040	\$1,640,171	\$36,735,580



City Street Finance Report

Fiscal Year 2025

Bureau of Local Systems

Iowa City

Ames, IA 50010

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Revenue

	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capital Projects (300)	Utilities (600 & U0)	Grand Total
Levied on Property	\$130,341		\$697,100	\$8,347,115			\$9,174,556
Interest					\$612,049		\$612,049
Federal Grants			\$120,425		\$1,008,735		\$1,129,160
State Revenues - Road Use Taxes		\$10,627,019					\$10,627,019
Other State Grants - IDOT					\$499,799		\$499,799
Local Contributions					\$652,466		\$652,466
Charges/fees		\$100,496			\$804,148	\$1,640,171	\$2,544,815
Sale of Assests		\$17,132					\$17,132
Proceeds from Debt					\$7,931,568		\$7,931,568
Transfer In	\$81,200	\$697,100	\$299,000		\$3,725,724		\$4,803,024
Total	\$211,541	\$11,441,747	\$1,116,525	\$8,347,115	\$15,234,489	\$1,640,171	\$37,991,588



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Ames, IA 50010

City Street Finance Report

Fiscal Year 2025

Iowa City

11/5/2025 2:52:44 PM

Bonds/Loans

Bond/Loan Description	Principal Balance As of 7/1	Total Principal Paid	Total Interest Paid	Principal Roads	Interest Roads	Principal Balance As of 6/30
2024 GO Bonds	\$10,140,000	\$2,000,000	\$495,734	\$1,743,052	\$432,045	\$8,140,000
2015 GO Bonds	\$880,000	\$880,000	\$17,600	\$546,656	\$10,933	\$0
2016 GO Bonds	\$2,045,000	\$1,010,000	\$40,900	\$758,409	\$30,712	\$1,035,000
2017 GO Bonds	\$3,165,000	\$1,025,000	\$76,563	\$599,625	\$44,789	\$2,140,000
2018 GO Bonds	\$3,795,000	\$915,000	\$113,850	\$712,328	\$88,632	\$2,880,000
2019 GO Bonds	\$4,640,000	\$875,000	\$97,600	\$351,396	\$39,196	\$3,765,000
2020 GO Bonds	\$4,740,000	\$790,000	\$142,200	\$551,363	\$99,245	\$3,950,000
Public Works Facility Internal Loan	\$647,633	\$77,990	\$15,182	\$77,990	\$15,182	\$569,643
2021 GO Bonds	\$8,060,000	\$1,135,000	\$283,250	\$682,039	\$170,209	\$6,925,000
2022 A GO Bonds	\$7,805,000	\$995,000	\$333,327	\$768,416	\$257,421	\$6,810,000
2023 GO Bonds	\$7,710,000	\$920,000	\$378,700	\$326,324	\$134,325	\$6,790,000
2025A GO Bond	\$14,535,000	\$0	\$0	\$0	\$0	\$14,535,000
Total	\$68,162,633	\$10,622,990	\$1,994,906	\$7,117,598	\$1,322,689	\$57,539,643



Bureau of Local Systems
Ames, IA 50010

City Street Finance Report

Fiscal Year 2025

Iowa City

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Equipment

Description	Model Year	Usage Type	Cost	Purchased Status
1/2 TON PICKUP/FORD F-150 4X2	2024	Purchased	\$70,375	No Change
ENDLOADER/CASE 621G	2024	Purchased	\$199,322	No Change
14000 GVWR FLATBED/FORF F-350 4X4	2024	Purchased	\$49,116	No Change
13700 GVWR FLATBED/FORD F-350 4X2	2023	Purchased	\$62,885	No Change
13700 GVWR FLATBED/FORD F-350 4X2	2023	Purchased	\$68,876	No Change
1/2 TON FLATBED/FORD F-150 4X2	2023	Purchased	\$24,685	No Change
ENDLOADER/CASE 721G	2022	Purchased	\$234,194	No Change
1/2 Ton Pickup Ford F150 XL	2018	Purchased	\$28,745	No Change
Compact Pickup Chevrolet Colorado 4x4 Crew Cab	2019	Purchased	\$28,759	No Change
Concrete Drill EZ Drill 210B	2017	Purchased	\$12,054	No Change
Air Compressor Sullivan Palatek D185PIZ4	2018	Purchased	\$18,946	No Change
Track Excavator Case CX145D-SR	2018	Purchased	\$156,163	No Change
Sign Truck Ford F550	2017	Purchased	\$127,149	No Change
37240 GVWR Dump Truck Freightliner 108SD	2014	Purchased	\$118,334	No Change
38720 GVWR Dump Truck Freightliner 108SD	2017	Purchased	\$175,099	No Change
38720 GVWR Dump Truck Freightliner 108SD	2017	Purchased	\$152,625	No Change
Message Board Trailer Ver-Mac PCMS-548	2016	Purchased	\$15,250	No Change
JOHN DEER/MOTOR GRADER 772CH	2023	Purchased	\$130,000	No Change
13700 GVWR Utility Ford F350 4x2	2015	Purchased	\$43,412	No Change
Skidloader Bobcat S650	2014	Purchased	\$42,111	No Change
38720 GVWR Dump Truck Freightliner 108SD	2018	Purchased	\$159,601	No Change



City Street Finance Report

Fiscal Year 2025

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Iowa City

Ames, IA 50010

11/5/2025 2:52:44 PM

Description	Model Year	Usage Type	Cost	Purchased Status
108SD FREIGHTLINER MUNI DUMP TRUCK	2021	Purchased	\$168,841	No Change
MB05S02 STANLEY CONCRETE BREAKER	2021	Purchased	\$6,330	No Change
DURAPATCHER P2 CIMLINE	2020	Purchased	\$83,215	No Change
4 TON FALCON ASPHALT HOT BOX	2020	Purchased	\$35,449	No Change
108SD FREIGHTLINER MUNI DUMP TRUCK	2021	Purchased	\$168,646	No Change
14000 GVWR Flatbed Ford F350 4x4	2015	Purchased	\$47,260	No Change
108 SD FREIGHTLINER MUNI DUMP TRUCK	2021	Purchased	\$169,069	No Change
1 Ton Utility Cargo Van Ford E350 KUV	2016	Purchased	\$34,076	No Change
37240 GVWR Dump Truck Freightliner 108SD	2014	Purchased	\$118,334	No Change
37240 GVWR Dump Truck Freightliner 108SD	2014	Purchased	\$118,334	No Change
Int'l HV607 Dump Hooklift Truck	2021	Purchased	\$169,728	No Change
Int'l HV607 Dump Hooklift Truck	2021	Purchased	\$169,693	No Change
Husqvarna Gas Powered Saw/Target FS3500	2021	Purchased	\$18,070	No Change
ISUZU EZ-Liner TS-AL 120 Paint Striper	2023	Purchased	\$197,829	No Change
Freightliner 108SD Municipal Dump Truck	2019	Purchased	\$155,579	No Change
Crack Sealer Craftco SS1250	2018	Purchased	\$40,274	No Change
Int'l HV607 Muni Dump Truck	2021	Purchased	\$161,493	No Change
Planer Bobcat 24PLA	2019	Purchased	\$17,047	No Change
Vibratory Roller Wacker Neuson RD12A-90	2019	Purchased	\$13,899	No Change
Loader Backhoe John Deere 310SL	2019	Purchased	\$101,691	No Change
Street Sweeper Elgin Pelican Dual	2015	Purchased	\$187,000	No Change
V5900 GRACO LINELAZER PAINT STRIPER	2020	Purchased	\$8,425	No Change
1/2 Ton Pickup Ford F150 XL 4x4 Crew Cab	2018	Purchased	\$31,145	No Change



City Street Finance Report

Fiscal Year 2025

Bureau of Local Systems

Iowa City

Ames, IA 50010

11/5/2025 2:52:44 PM

Description	Model Year	Usage Type	Cost	Purchased Status
500 lb Concrete Breaker Stanley MB05	2019	Purchased	\$6,350	No Change
37240 GVWR Dump Truck Freightliner 108SD	2014	Purchased	\$118,334	No Change
37240 GVWR Flusher Truck Freightliner 108SD	2014	Purchased	\$121,016	No Change
Aerial Platform International Elliott 4700	2001	Purchased	\$101,129	No Change
Air Compressor Ingersol P185CWJD	1998	Purchased	\$11,200	No Change
Air Compressor Ingersol P185CWJD	1993	Purchased	\$11,200	No Change
Vibratory Roller Bomag BW120AD4	2009	Purchased	\$33,840	No Change
Street Sweeper Elgin Pelican Dual	2018	Purchased	\$210,039	No Change
19,500 GVWR 1-1/2 Ton Basket Truck Ford F550	2010	Purchased	\$80,629	No Change
13200 GVWR Utility Chevrolet 3500	2016	Purchased	\$42,362	No Change
Skidloader/Bobcat T650	2019	Purchased	\$35,003	No Change
Street Paint Machine Graco Linelazer 5900	2017	Purchased	\$7,750	No Change
14000 GVWR Flatbed/Ford F-350 4x4 #240	2024	Purchased	\$76,663	New
Street Sweeper/Elgin Pelican Dual #268	2024	Purchased	\$287,091	New
40700 GVWR Dump Truck Freightliner 108SD Plus #288	2025	Purchased	\$219,384	New
40700 GVWR Dump Truck/Freightliner 108SD Plus #290	2025	Purchased	\$219,384	New
40700 GVWR Dump Truck/Freightliner 108SD Plus #291	2025	Purchased	\$219,384	New
40700 GVWR Dump Truck/Freightliner 108SD Plus #292	2025	Purchased	\$219,384	New



Bureau of Local Systems
Ames, IA 50010

City Street Finance Report

Fiscal Year 2025

Iowa City

11/5/2025 2:52:44 PM

Street Projects

Project Description	Contract Price	Final Price	Contractor Name
2023 Traffic Calming	\$39,472	\$47,764	LL Pelling Company
2023 ADA Curb Ramp	\$137,408	\$120,425	Feldman Construction
Asphalt Resurfacing 2022	\$1,482,925	\$1,665,467	LL Pelling Company
Asphalt Resurfacing 2023	\$616,279	\$623,879	LL Pelling Company
2023 Water Pavement Patching	\$178,844	\$516,340	Bockenstedt Excavating
Willow Creek Trail Bridge	\$69,891	\$76,691	Boomerang Corp
2023 Sidewalk Repair	\$68,903	\$84,315	Venture Concrete
Kirkwood Ave CRANDIC RR Crossing	\$138,167	\$131,276	Feldman Construction
Benton Street Bridge Guardrail	\$29,400	\$29,400	Minturn
Iowa Ave Bridge Trail Underpass Bridges	\$226,583	\$225,823	Iowa Bridge & Culvert
Burlington & Madison St Improvements	\$1,561,740	\$1,802,162	Vieth Construction
2024 Water Pavement Patching	\$271,679	\$292,141	BG Brecke
Highway 6 Fairmeadows to Heinz Rd	\$735,005	\$800,109	Metro Pavers
Mormon Trek PCC Patching Project	\$542,070	\$598,808	Bruce Feldman



Bureau of Local Systems
Ames, IA 50010

City Street Finance Report

Fiscal Year 2025

Iowa City

11/5/2025 2:52:44 PM

Summary

	General Fund Streets (001)	Road Use (110)	Other Special Revenues	Debt Service (200)	Capital Projects (300)	Utilities (600 & U0)	Grand Total
Begining Balance	\$0	\$5,889,104	\$0	\$0	\$15,593,220	\$0	\$21,482,324
SubTotal Expenses (-)	\$81,200	\$7,616,030	\$299,000	\$8,347,115	\$13,949,040	\$1,640,171	\$31,932,556
Transfers Out (-)	\$130,341	\$3,855,158	\$817,525				\$4,803,024
Subtotal Revenues (+)	\$130,341	\$10,744,647	\$817,525	\$8,347,115	\$11,508,765	\$1,640,171	\$33,188,564
Transfers In (+)	\$81,200	\$697,100	\$299,000		\$3,725,724		\$4,803,024
Ending Balance	\$0	\$5,859,663	\$0	\$0	\$16,878,669	\$0	\$22,738,332

Resolution Number:

Execution Date:

Signature:

Resolution No. _____

**Resolution approving the City Street Finance Report for the fiscal
year ending June 30, 2025.**

Whereas, the State of Iowa under Iowa Code Section 312.14 requires all cities to submit the Street Finance Report (SFR) to the Iowa Department of Transportation (DOT) by December 1st of each year.

Now, therefore, be it resolved by the City Council of the City of Iowa City, Iowa, that the City Street Finance Report for the period beginning July 1, 2024, through June 30, 2025, be approved.

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

November 18, 2025

Resolution amending the budgeted positions in the Neighborhood Services Division of the Neighborhood and Development Services Department and the Administrative, Confidential, and Executive pay plan by adding one full-time Housing Financial Coordinator position.

Prepared By: Rachel Carter, Housing Administrator

Reviewed By: Tracy Hightshoe, NDS Director
Geoff Fruin, City Manager
Jennifer Schwickerath, Asst. City Attorney

Fiscal Impact: The annual cost of the position including salary and benefits is expected to be \$116,933. Federal Housing Choice Voucher and Public Housing Operating Funds will cover the increased staffing costs.

Staff Recommendation: Approval

Commission Recommendations: NA

Attachments: [Resolution](#)

Executive Summary:

The City administers over \$11 million in annual federal housing assistance, including the Housing Choice Voucher Program, Public Housing, and other HUD-funded affordable housing programs. These programs require complex financial oversight and federal compliance reporting. Neighborhood Services (Housing Authority) is requesting a permanent 1.0 FTE Housing Financial Coordinator to strengthen internal financial capacity, ensure accurate reporting, and maintain program compliance.

Background / Analysis:

The City administers multiple federally funded programs through the U.S. Department of Housing and Urban Development (HUD), including the Housing Choice Voucher Program (1,595 vouchers), Public Housing (86 units), and several locally managed affordable housing units. These programs collectively represent significant financial activity—over \$10 million in annual payments to landlords and nearly \$1.2 million in administrative revenue used for staffing, operations, and program oversight.

Over the past several years, the complexity of federal housing program administration has increased, with expanded compliance requirements across HUD systems. The volume of financial reporting, grant management, and compliance preparation has grown beyond the capacity of current staffing.

The City continues to grow capacity as an affordable housing and rental assistance provider, and the complexities of the Federal housing programs City staff administer have evolved

significantly in the past ten years. HCVP, specialty vouchers associated with HCVP such as project-based vouchers, Public Housing, and other HUD programs operate under different frameworks with distinct goals and requirements. As these programs continue to expand and occasionally overlap, there is a growing need for a specialized role to ensure efficient financial coordination and administration. The complexity of managing different funding sources, compliance regulations, and reporting mechanisms creates the need for a dedicated role to address these tasks.

The Housing Financial Coordinator will assist in the preparation and submission of required HUD financial reports, monitor program budgets and expenditures, and ensure adherence to HUD, GAAP, and Uniform Guidance requirements. The focus of the position is the daily financial administration and monitoring of Housing Authority programs, including the Housing Choice Voucher, Public Housing, and affordable housing programs. The position will also develop and implement quality control procedures, assist in audit preparation, and work closely with staff to ensure timely and accurate reporting and ongoing compliance with federal regulations.

The annual budget increase for this staffing change is expected to be between \$116,933 to 150,374. The position will be funded through HCVP administrative funding and Public Housing operating funds. The City receives approximately \$1.2 million in HCVP administrative fees and \$250,000 annually in Public Housing operating funds. These funds must be used for staffing of these programs and program administration costs. Historically, the HCVP amount has seen small increases annually, and Public Housing Funding has remained consistent, driven by the number of vouchers and Public Housing units the City administers. The position will be funded and maintained through the Housing Authority enterprise fund.

Resolution Number _____

Resolution amending the budgeted positions in the Neighborhood Services Division of the Neighborhood and Development Services Department and the Administrative, Confidential, and Executive pay plan by adding one full-time Housing Financial Coordinator position.

Whereas, Resolution No. 25-94 adopted by the City Council on April 15, 2025, authorized budgeted positions in the Neighborhood Services Division of the Neighborhood and Development Services Department for Fiscal Year 2026; and

Whereas, Resolution No. 25-97 adopted by the City Council on May 6, 2025 established a classification and compensation plan for Administrative, Confidential, and Executive employees; and

Whereas, the Department of Housing and Urban Development (HUD) provides funding for the administration of the Housing Choice Voucher Program (HCVP) and Public Housing programs to support affordable housing in our community; and

Whereas, an additional staff position is necessary to provide financial oversight, federal compliance and to strengthen internal financial capacity, ensure accurate reporting, and maintain program compliance; and

Whereas, the duties, responsibilities and requirements of the Housing Financial Coordinator position have been evaluated and grade 27 of the Administrative, Confidential, and Executive pay plan has been determined to be the appropriate classification.

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

1. The budgeted positions in the Neighborhood Services Division of the Neighborhood and Development Services Department be amended by adding one full-time Housing Financial Coordinator position.
2. The Administrative, Confidential, and Executive pay plan be amended by adding the position of Housing Financial Coordinator to grade 27.

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

November 18, 2025

Resolution accepting the work for the 2023-25 Seeding – Dubuque Street, McCollister Boulevard, and Landfill Project.

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

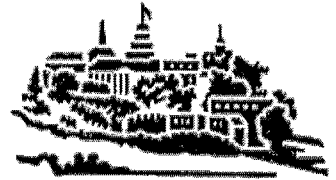
Executive Summary:

Work on the project was recently completed by Stevens Erosion Control, Inc. of Hills, 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:	\$240,000.00
Project Bid Received:	\$197,050.00
Project Actual Cost:	\$186,659.50

Background / Analysis:

This project improved the grassed parkways on Dubuque Street and McCollister Boulevard, as well as the median along McCollister Boulevard, by performing soil quality restoration, overseeding, fertilizing, and watering. In addition, several areas of the Landfill were seeded, fertilized, mulched, and had compost amendment to stabilize areas of the site that are no longer being used for waste disposal.



ENGINEER'S REPORT

November 10, 2025

City Clerk
Iowa City, Iowa

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

Re: 2023-25 Seeding – Dubuque Street, McCollister Boulevard, and Landfill Project

Dear City Clerk:

I hereby certify that the construction of the 2023-25 Seeding – Dubuque Street, McCollister Boulevard, and Landfill Project has been completed by Stevens Erosion Control, Inc. of Hills, Iowa, in substantial accordance with the project manual prepared by the City of Iowa City Engineering Division.

The project was bid as a unit price contract, and the final contract price is \$186,659.50.

There were two (2) change orders on this project, as described below:

<u>Change Order Description</u>	<u>Net Contract Change</u>
1. Additional topsoil restoration on Dubuque Street, compost amendment of a slope at the Landfill, and additional seeding at the Landfill.	\$60,550.00
2. Reseeding of eroded areas at the Landfill and final installed quantity adjustments including reduction of watering needed.	-\$70,940.50
TOTAL	-\$10,390.50

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 2023-25 Seeding –
Dubuque Street, McCollister Boulevard, and Landfill Project**

Whereas, the Engineering Division has recommended that the work for construction of the 2023-25 Seeding – Dubuque Street, McCollister Boulevard, and Landfill Project, as included in a contract between the City of Iowa City and Stevens Erosion Control, Inc. of Hills, Iowa, dated August 2, 2023, 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 McCollister Blvd – Gilbert to Sycamore account # S3934; and

Whereas, the final contract price is \$186,659.50.

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

November 18, 2025

Resolution Approving Final Plat of Iowa City Industrial Campus – Part Two, a Resubdivision of Outlot “C” of Corrected Final Plat of Iowa City Industrial Campus Subdivision, Iowa City, Iowa. (SUB25-0004)

Attachments: [SUB25-0004 Staff Report](#)
 [Final Plat](#)
 [Resolution](#)

STAFF REPORT

To: City Council
Item: SUB25-0004 Iowa City Industrial
Campus Part Two Final Plat

Prepared by: Anne Russett, Senior Planner
Date: November 18, 2025

GENERAL INFORMATION:

Owner/Applicant:

City of Iowa City

Contact Person:

Anne Russett, Senior Planner
Neighborhood & Development Services
arussett@iowa-city.org

Requested Action:

Approval of final plat

Purpose:

Approval of Iowa City Industrial Campus – Part Two Final Plat, a resubdivision of Outlot “C” of Corrected Final Plat of Iowa City Industrial Campus, to create two industrial lots.

Location:

East of Highway 6 SE and south of 420th Street

Location Map:



Size:

43.55 acres

Existing Land Use and Zoning:

Agriculture, General Industrial (I-1) Zone

Surrounding Land Use and Zoning:

North: Freight and warehouse use, I-1
South: Agriculture, County Residential (R) Zone
East: Agriculture, County Residential (R) Zone
West: Agriculture, County Residential (R) Zone

Comprehensive Plan:

General Industrial

District Plan:

Southeast District Plan, Industrial

File Date:

October 24, 2025

60 Day Limitation Period:

December 23, 2025

BACKGROUND INFORMATION:

The applicant, City of Iowa City, submitted a final plat for Iowa City Industrial Campus Subdivision, a 43.55-acre resubdivision of Outlot "C" of Corrected Final Plat of Iowa City Industrial Campus. The Iowa City Industrial Campus subdivision was recorded in 2019. It created two industrial lots north of 420th Street SE which the City has since sold to a lumber company and the Iowa Interstate Railroad. The proposed resubdivision would create two additional industrial lots south of 420th Street SE.

In addition to the two industrial lots, the final plat shows additional public right-of-way for the extension of Compass Drive on the western side of the plat. Additional public right-of-way is also shown on the eastern and southern portion of the plat to ensure a street network as the area develops.

ANALYSIS:

The final plat is in general compliance with the subdivision regulations. Lots 1 and 2 have frontage along 420th Street SE.

Legal papers are currently being prepared by staff. It is anticipated that these documents will be finalized prior to the November 18, 2025 City Council meeting. Construction drawings were not required for this plat.

Transportation & Infrastructure: The proposed lots front on 420th Street SE. Access to the lots is provided via these streets, as well as from future streets that will be constructed to the west and the east as the lots develop. Construction of the streets, sidewalks, utilities, and storm water will be addressed as the sites develop through the site plan review process.

NEXT STEPS:

After final plat approval, the City plans to sell these lots to industrial users. The City will work with these future owners on any necessary land use entitlements.

STAFF RECOMMENDATION:

Staff recommends approval of SUB24-0008, an application submitted by the City of Iowa City for a Final Plat of Iowa City Industrial Campus – Part Two, a Resubdivision of Outlot "C" of Corrected Final Plat of Iowa City Industrial Campus to create two industrial lots

ATTACHMENTS:

1. Final Plat

Approved by:


 Danielle Sitzman, AICP, Development Services Coordinator
 Department of Neighborhood and Development Services

Index Legend	
Location:	Outlot "C"
	Corrected Final Plat of Iowa City Industrial Campus
Requestor:	City of Iowa City
Proprietor:	City of Iowa City
Surveyor:	Wesley F. Shimp
Surveyor Company:	Foth Infrastructure & Environment, LLC
Return To:	411 6th Avenue SE, Suite 400 Cedar Rapids, IA 52401 (319) 365-9565

FINAL PLAT
IOWA CITY INDUSTRIAL CAMPUS – PART TWO

PROPERTY OWNER AND SUBDIVIDER:

CITY OF IOWA CITY
410 E WASHINGTON STREET
IOWA CITY, IA 52240
PHONE: (319) 356-5140

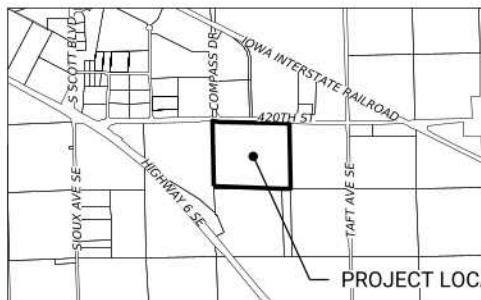
LEGAL DESCRIPTION:

OUTLOT "C" OF CORRECTED IOWA CITY INDUSTRIAL CAMPUS, AS RECORDED IN BOOK 63, PAGE 42 OF THE JOHNSON COUNTY RECORDER'S OFFICE, CITY OF IOWA CITY, JOHNSON COUNTY, IOWA.

SAID TRACT CONTAINS 1,897,139 SQUARE FEET OR 43.55 ACRES MORE OR LESS.

FOR THE PURPOSE OF THIS DESCRIPTION, ALL BEARING AND DISTANCES ARE REFERENCED TO NAD83(2011) IA SPCS SOUTH ZONE, US SURVEY FOOT.

VICINITY MAP



LEGEND

- ▲ FOUND SECTION CORNER MONUMENT
- △ SET SECTION CORNER MONUMENT
- FOUND 5/8" REROD W/PINK CAP#22847 (UNLESS NOTED)
- SET 1/2" REROD W/ORANGE CAP#24243 (UNLESS NOTED)
- (M) MEASURED DIMENSION
- (R) RECORDED DIMENSION
- I.R. IRON ROD
- I.P. IRON PIPE
- SECTION LINE
- xRWAY- RIGHT-OF-WAY LINE
- RWAY- RIGHT-OF-WAY LINE
- - - EXISTING LOT LINE
- ℓ- PROPERTY LINE
- - - BOUNDARY LINE

RESUBDIVISION OF OUTLOT "C" OF CORRECTED FINAL PLAT OF IOWA CITY INDUSTRIAL CAMPUS
IOWA CITY, JOHNSON COUNTY, IOWA



SUBDIVIDER'S ATTORNEY:

CITY OF IOWA CITY
CITY ATTORNEY'S OFFICE
410 E WASHINGTON STREET
IOWA CITY, IA 52240

CITY OF IOWA CITY
APPROVED

UTILITY EASEMENTS
APPROVED BY

MIDAMERICAN ENERGY CO.	DATE
QWEST COMMUNICATIONS	DATE
MEDIACOM	DATE

SURVEYOR'S NOTES:

- LOT "A" TO BE DEDICATED TO THE CITY AS RIGHT-OF-WAY.
- NOTES ON THIS PLAT ARE NOT INTENDED TO CREATE ANY VESTED PRIVATE INTEREST IN ANY STATED USE RESTRICTION OR COVENANT OR CREATE ANY THIRD PARTY BENEFICIARIES TO ANY NOTED USE RESTRICTION OR COVENANT.

FIELD SURVEY COMPLETED: DECEMBER 2024

I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

WESLEY F. SHIMP, P.L.S.
License Number: 24243
My license renewal date is DECEMBER 31, 2025
Pages or sheets covered by this seal:

SURVEY FOR:
CITY OF IOWA CITY
410 E WASHINGTON STREET
IOWA CITY, IOWA 52240
PHONE: (319) 356-5140



IOWA CITY INDUSTRIAL CAMPUS – PART TWO
FINAL PLAT

SHEET
1 OF 1

Resolution No. _____

Resolution Approving Final Plat of Iowa City Industrial Campus – Part Two, a Resubdivision of Outlot “C” of Corrected Final Plat of Iowa City Industrial Campus Subdivision, Iowa City, Iowa. (SUB25-0004)

Whereas, the owner, City of Iowa City, filed with the City Clerk the final plat of Iowa City Industrial Campus – Part Two, a Resubdivision of Outlot “C” of Corrected Final Plat of Iowa City Industrial Campus Subdivision, Iowa City, Iowa, Johnson County, Iowa; and

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

Outlot C, Iowa City Industrial Campus, Iowa City, Johnson County, Iowa, according to the Corrected Final Plat thereof as recorded in Book 63, Page 42, Plat Records of Johnson County, Iowa.

Said tract contains 1,897,139 square feet or 43.55 acres more or less; and

Said Iowa City Industrial Campus – Part Two Subdivision contains 43.55 Acres, and is subject to easements and restrictions of record; and

Whereas, the Neighborhood and Development Services Department and the Public Works Department examined the proposed final plat and subdivision, and recommended approval; and

Whereas, a dedication has been made to the public, and the subdivision has been made with the free consent and in accordance with the desires of the owners and proprietors; and

Whereas, said final plat and subdivision are found to conform with Chapter 354, Code of Iowa (2025) and all other state and local requirements.

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

1. The said final plat and subdivision located on the above-described real estate be and the same are hereby approved.
2. The City accepts the dedication of the streets and easements as provided by law.
3. The Mayor and City Clerk of the City of Iowa City, Iowa, are hereby authorized and directed, upon approval by the City Attorney, to execute all legal documents relating to said subdivision, and to certify a copy of this resolution, which shall be affixed to the final plat after passage and approval by law. The City Clerk shall record the legal documents and the plat at the office of the County Recorder of Johnson County, Iowa at the expense of the owner/subdivider.

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

November 18, 2025

Motion setting a public hearing for December 9, 2025 for an ordinance rezoning approximately 13.60 acres of property from Interim Development – Research Park (ID-RP) to Medium Density Single-Family Residential (RS-8) for 4.75 acres and Rural Residential (RR-1) for 8.85 acres for property located at west of Ava Circle and south of Kennedy Parkway (REZ25-0014).

Reviewed By: Alexandra Bright, Asst. City Attorney

Attachments: [REZ25-0014 Staff Report](#)

STAFF REPORT

To: Planning and Zoning Commission
Item: REZ25-0014

Prepared by: Sam Brodersen, Associate
Planner
Date: November 5, 2025

GENERAL INFORMATION:

Applicant:

Crossing Land LLC
755 Mormon Trek Blvd
Iowa City, IA 52246

Contact Person:

Brian Vogel
Hall & Hall Engineers, Inc
1860 Boyson Road
Hiawatha, IA 52233
319-362-9548
brian@halleng.com

Owner:

Crossing Land LLC
755 Mormon Trek Blvd
Iowa City, IA 52246

Requested Action:

Rezoning of 13.60 acres of land from
Interim Development – Research Park
(ID-RP) zone to Medium Density Single-
Family Residential (RS-8) for 4.75 acres
and Rural Residential (RR-1) for 8.85
acres

Purpose:

To allow for the development of 19 single-
family dwellings

Location:

Outlot E of Cardinal Pointe Weste – Part
One; West of Ava Circle and South of
Kennedy Parkway

Location Map:



Size:	13.60 acres
Existing Land Use and Zoning:	Undeveloped, Interim Development Research Park (ID-RP)
Surrounding Land Use and Zoning:	North: Undeveloped, City of Coralville South: Deer Creek Rd SE, Highway 218 East: OPD/RS-5, Low Density Single-family Residential with Planned Development Overlay; ID-RP, Interim Development Research Park West: ID-RP, Interim Development Research Park
Comprehensive Plan:	Conservation Design – Clear Creek Master Plan
District Plan:	None
Neighborhood Open Space District:	Northwest
Public Meeting Notification:	Property owners and residents within 500' of the property received notification of the Planning and Zoning Commission public meeting. A rezoning sign was posted on October 23, 2025.
File Date:	September 25, 2025
45 Day Limitation Period:	November 9, 2025

BACKGROUND INFORMATION:

The applicant, Crossing Land LLC, is requesting approval for the rezoning of 13.60 acres of land from Interim Development – Research Park (ID-RP) zone to Medium Density Single-Family Residential (RS-8) for 4.75 acres and Rural Residential (RR-1) for 8.85 acres. The applicant intends to develop the 4.75 acres of RS-8 land with nineteen single-family lots.

This and the surrounding areas were annexed into the city between 1969 and 1972. Since 1983 the area has been zoned Interim Development – Research Park (ID-RP) to reflect possible development of an office park along Highway 218. In May 2002, the City Council signed a Memorandum of Understanding for the Clear Creek Master Plan including a concept that envisioned a “conservation-type” development including residential and commercial uses in the area surrounding Camp Cardinal Boulevard.

In 2015, a rezoning and preliminary plat application (REZ15-0018 and SUB15-0023) was approved for the land immediately east of the project site. This rezoning resulting in 16.81 acres of land being rezoned the land from ID-RP to RS-5 in order to allow for the development of 31

residential lots.

In 2017, a rezoning and preliminary plat application (REZ17-0011 and SUB17-0008) was approved for the land east of the project site. This rezoning resulted in 28.03 acres of land being rezoned from ID-RP to RS-12 for 5.35 acres, RM-12 for 3.30 acres, and RR-1 for 19.38 acres. This rezoning resulted in 16 residential lots including 9 single-family dwellings, 6 duplex lots, and 1 multifamily lot.

In 2021, a rezoning and preliminary plat application (REZ20-0013 and SUB21-0002) was approved for land southeast of the project site. This rezoning resulted in 27 acres of land being rezoned to RR-1 for 12.80 acres, RS-12 for 6.05 acres, RM-12 for 3.46 acres. And RM-20 for 4.88 acres. This rezoning resulted in 19 residential lots including 1 multifamily lot, 6 duplex lots, 12 single-family dwellings, and one outlot for future development. The proposed rezoning is the next phase of the overall Cardinal Pointe West development.

Good Neighbor Policy: The surrounding property owners have been notified of the proposed rezoning. A Good Neighbor Meeting was scheduled and took place on October 22, 2025. A Summary of the meeting is included as Attachment 4.

ANALYSIS:

Current Zoning: The area is zoned as Interim Development – Research Park (ID-RP). This zone is intended to provide for areas of managed growth in which agricultural and other nonurban uses of land may continue until such time as the city is able to provide city services and urban development can occur. The interim development zone is the default zoning district to which all undeveloped areas should be classified until city services are provided. Upon provision of city services, the city or the property owner may initiate rezoning to zones consistent with the comprehensive plan, as amended.

Proposed Zoning: The Rural Residential Zone (RR-1) is intended to provide a rural residential character for areas of the city that are not projected to have the utilities necessary for urban development in the foreseeable future or for areas that have sensitive environmental features that preclude development at urban densities. This is an appropriate designation for the 8.85 acres of land, which contain steep slopes and woodlands that limit development potential.

The Medium Density Single-Family Residential Zone (RS-8) is intended to provide for the development of small lot single-family dwellings. The regulations are intended to create, maintain, and promote livable neighborhoods. The regulations allow for some flexibility of dwelling types to provide housing opportunities for a variety of household types. Special attention should be given to site design to ensure the development of quality neighborhoods. Nonresidential uses and structures permitted in this zone should be planned and designed to be compatible with the character, scale, and pattern of the residential development. This is an appropriate designation for the 4.75 acres of land, which houses fewer sensitive features than the remainder of the parcel.

Rezoning Review Criteria:

Staff uses the following two criteria in the review of rezonings:

1. Consistency with the comprehensive plan.
2. Compatibility with the existing neighborhood character.

Compliance with Comprehensive Plan: This property is located within the Northwest Planning District. IC 2030: The Comprehensive Plan Update identifies this area as suitable for “Conservation Design” and refers to the Clear Creek Master Plan (a more detailed district plan has not been prepared for the Northwest District). The Clear Creek Master plan lays out a

general development concept with possible street layouts, and shows areas for residential, commercial, and office development. Conservation design is appropriate in areas containing steep slopes, woodlands, stream corridors, and other sensitive features. Building sites are identified to take advantage of the preserved land and create streets that minimize disturbance of natural areas. Developments with a conservation design should be more compact with less pavement and more open space than conventional development. The project is approximately 13.60-acres, and the majority of the project area will remain undeveloped to preserve and protect woodlands and sensitive slopes.

In staff's view, the proposed rezoning conforms with the conservation design envisioned in the Comprehensive Plan for this area. The proposed development is predominately for single-family homes and concentrates the housing units along the existing infrastructure. It also conforms with the land use policy to guide development away from sensitive environmental areas (page 24). The proposed rezoning conforms with the housing policy to encourage a diversity of housing options as well as the development of housing options on smaller lots that conserve land and allow for more affordable single-family housing options (page 28). The proposed rezoning will result in the development of single-family homes in a neighborhood containing a diversity of housing types, which aligns with this policy vision. By proposing the development areas on the most buildable portion of the property, and thereby preserving the sensitive areas of the property, the proposed rezoning is consistent with the goals and policies of the Comprehensive Plan.

Compatibility with Existing Neighborhood Character: The proposed rezoning is generally consistent with the existing neighborhood character. As noted above, 71.84 acres of surrounding land have been rezoned and subdivided over the past decade to accommodate for similar patterns of development. Existing single-family homes, townhouses, and multifamily homes are located to the east of the project area. The proposed rezoning locates the proposed single-family housing in less sensitive areas and the remainder of the project area will remain undeveloped woodlands. The rezoned area will be accessible via an extension of Kennedy Parkway. The proposed rezoning is consistent with the character of development of the immediately surrounding areas and is a continuation of the long-term vision of the Cardinal Pointe West area.

Transportation and Access and Utilities: The proposed development will be accessed from Kennedy Parkway. Development potential is limited due to the proximity of Highway 218 and restrictions placed on residential development within 300 ft of the highway. A future extension of Highway 965 is planned to the west of the subject parcel.

Environmentally Sensitive Areas: The subject parcel contains regulated sensitive features, including critical slopes and woodlands. A sensitive areas development plan is not required at the time of rezoning. A sensitive areas development plan will be required at subdivision.

NEXT STEPS:

Upon recommendation from the Planning and Zoning Commission, the City Council will hold a public hearing on the proposed rezoning.

STAFF RECOMMENDATION:

Staff recommends the approval of REZ25-0014, a rezoning of 13.60 acres of land from Interim Development – Research Park (ID-RP) zone to Medium Density Single-Family Residential (RS-8) for 4.75 acres and Rural Residential (RR-1) for 8.85 acres.

ATTACHMENTS:

1. Location Map
2. Zoning Map
3. Application Materials
4. Good Neighbor Meeting Summary

Approved by: 
Danielle Sitzman, AICP, Development Services Coordinator
Department of Neighborhood and Development Services

ATTACHMENT 1

Location Map



0 0.04 0.07 0.14 Miles

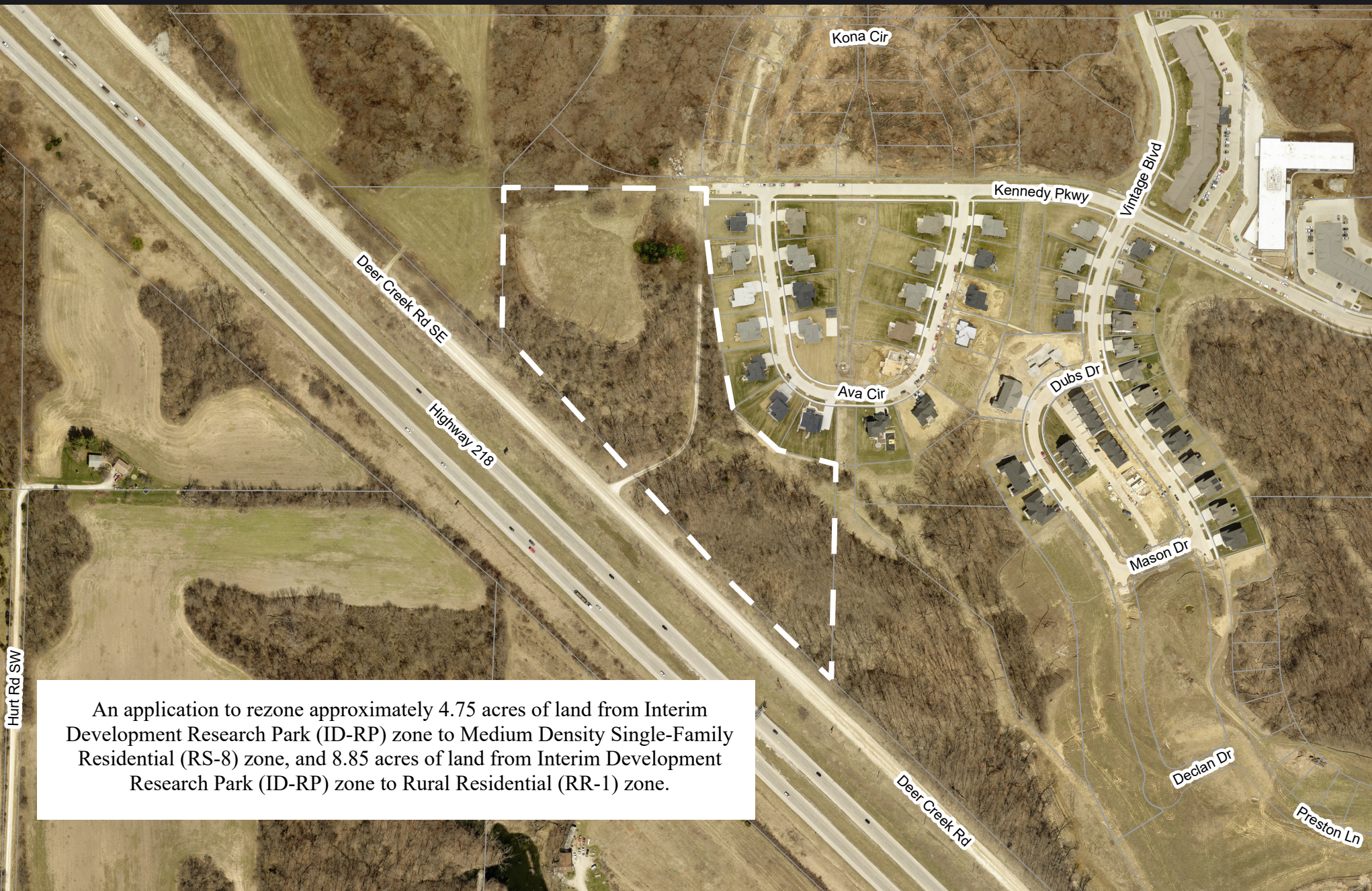
REZ25-0014

Cardinal Pointe West - Part One Outlot E



CITY OF IOWA CITY

Prepared By: Olivia Ziegler
Date Prepared: October 2025



ATTACHMENT 2

Zoning Map



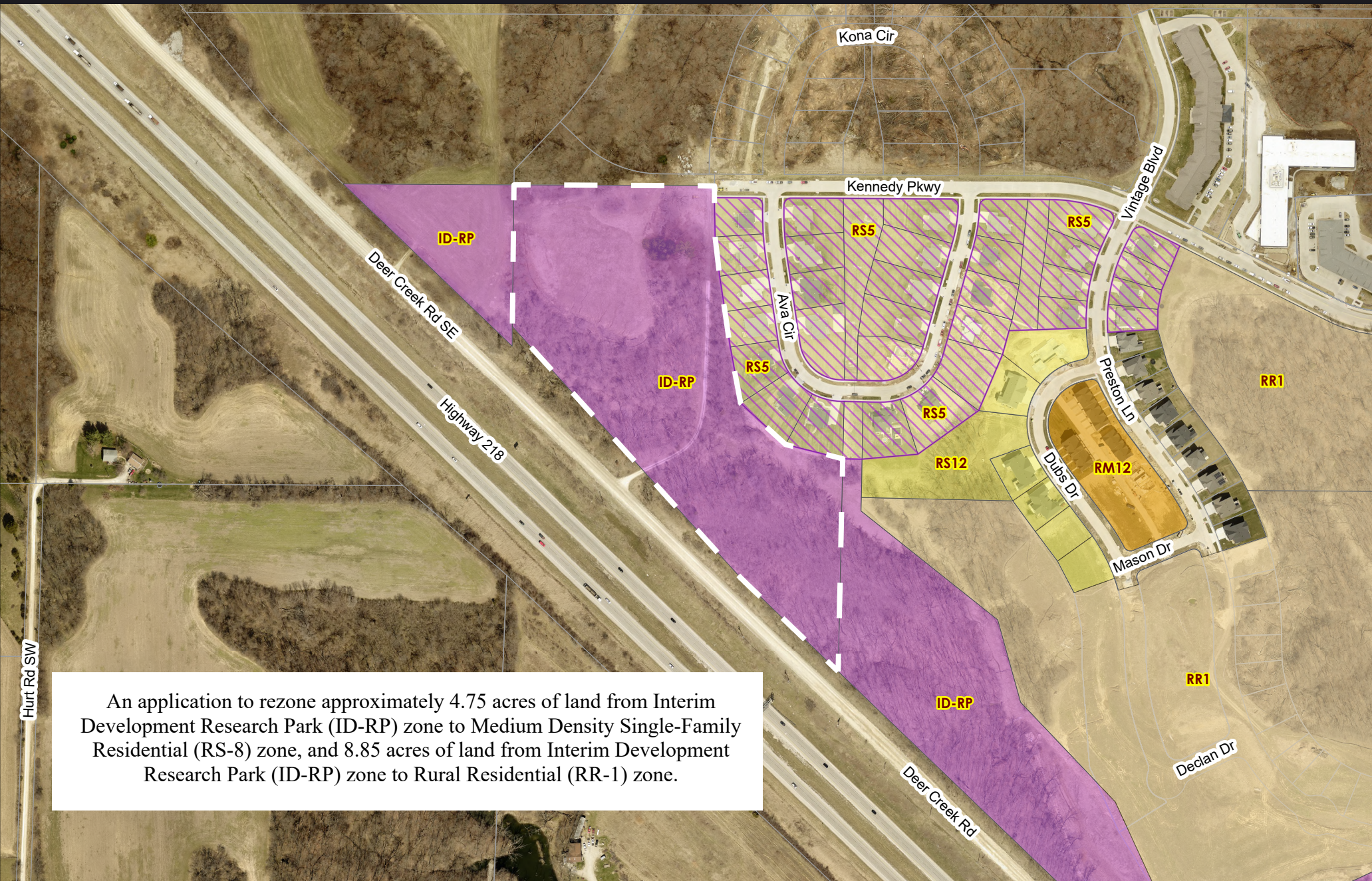
0 0.04 0.07 0.14 Miles



Prepared By: Olivia Ziegler
Date Prepared: October 2025

REZ25-0014

Cardinal Pointe West - Part One Outlot E



ATTACHMENT 3

**Application Materials – Applicant's Statement and Rezoning
Exhibit**



September 25, 2025

Re: Cardinal Pointe West – Part 5
Applicant Statement for Rezoning Application

Dear City Council, P & Z, and City Staff:

Navigate Homes would like to request your consideration of our rezoning application for Cardinal Pointe West – Part 5. This application is part of a master plan that was started in 2015. The overall plan, formally described as Cardinal Pointe West, encompasses 80+ acres south of Kennedy Parkway, west of Camp Cardinal Road, and north of the Camp Cardinal wet basin (pond).

Navigate Homes would like to rezone 13.60 acres from ID-RP to RS-8, which is low density single family residential. The land is located at the west end of Kennedy Parkway, where the street is currently a dead end. Navigate Homes would like to develop this land as a residential subdivision with nineteen single family lots.

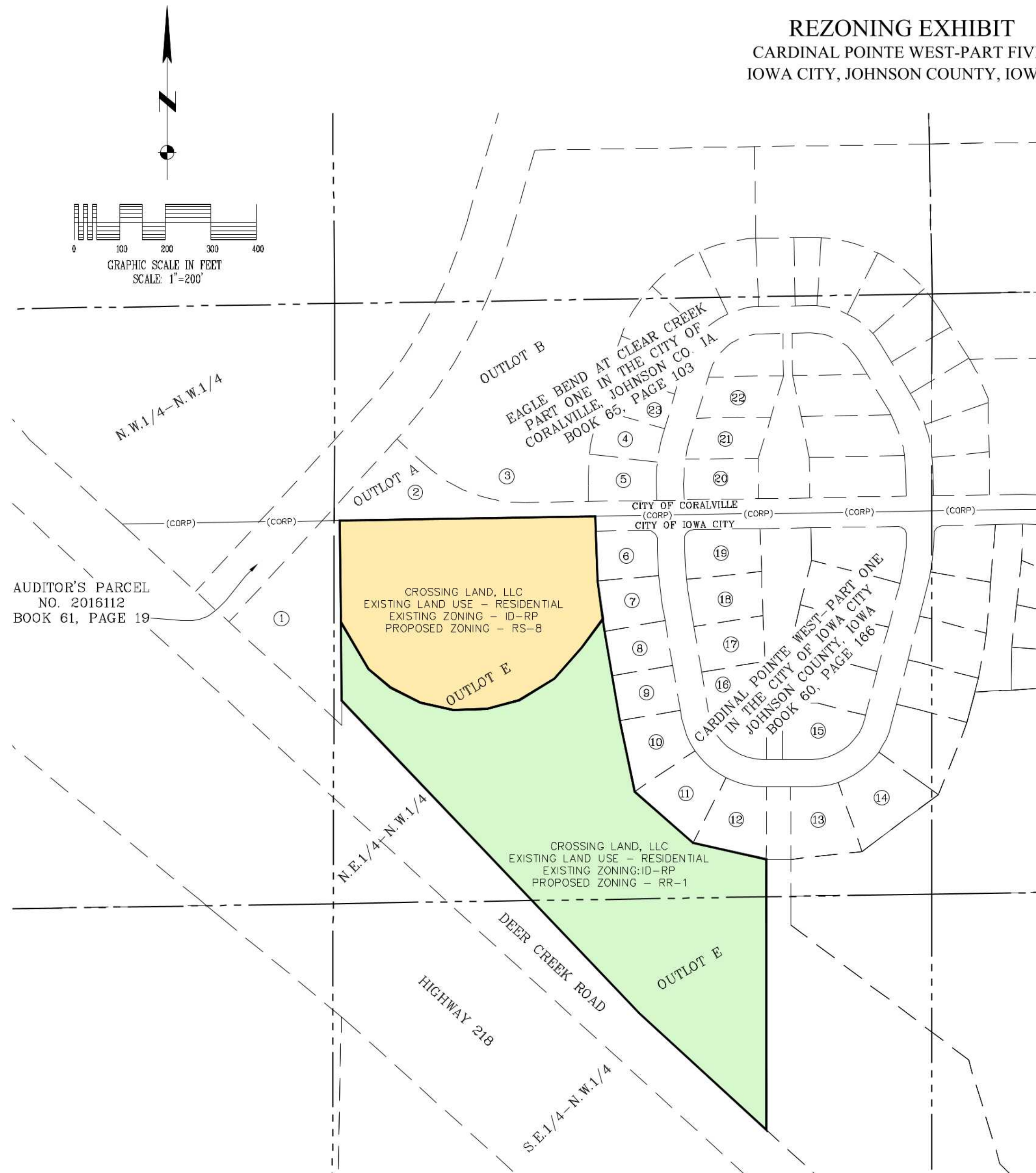
Please reference the items submitted by Hall & Hall Engineers regarding this application. Thank you in advance for your consideration of this request.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Gina Landau".

Gina Landau
Vice President, Land Development
Navigate Homes

REZONING EXHIBIT
CARDINAL POINTE WEST-PART FIVE
IOWA CITY, JOHNSON COUNTY, IOWA



ADJOINING PROPERTY OWNERS:

- 1 - THE RIVER PRODUCTS COMPANY (ID-RP ZONING)
- 2 - CROSSING LAND LLC 2303 JONES BLVD. STE. B CORALVILLE (R-PUD1 ZONING)
- 3 - CROSSING LAND LLC 2303 JONES BLVD. STE. B CORALVILLE (R-PUD1 ZONING)
- 4 - JOSHUA AND NICOLE THOMPSON 1281 KONA CIR. CORALVILLE (R-PUD2 ZONING)
- 5 - FATIMA TOOR 1293 KONA CIR. CORALVILLE (R-PUD2 ZONING)
- 6 - SHAILESH AND PRATISKA DESAI 1385 AVA CIR. IOWA CITY (OPD ZONING)
- 7 - JACOB D. HANSEN 1371 AVA CIR. IOWA CITY (OPD ZONING)
- 8 - STEPHANIE CHRISTEL 1357 AVA CIR IOWA CITY (OPD ZONING)
- 9 - JUDY SIMONSON 1343 AVA CIR, IOWA CITY (OPD ZONING)
- 10 - KRISTOPHER J. KILLIUS 1329 AVAV CIR. IOWA CITY (OPD ZONING)
- 11 - KATIE A. HALBMAIER 1315 AVA CIR. IOWA CITY (OPD ZONING)
- 12 - CHARLES A. RAPPAPORT 1301 AVA CIR. IOWA CITY (OPD ZONING)

ADJOINING PROPERTY OWNERS:

- 13 - CHARLES J. AND JENNIFER L. WADDILOVE 1285 AVA CIR. IOWA CITY (OPD ZONING)
- 14 - DANETTE AND ALLEN FRAUENHOLTZ 1273 AVA CIR. IOWA CITY (OPD ZONING)
- 15 - MICHAEL A. AND KATHRYN HALYKO 1276 AVA CIR. IOWA CITY (OPD ZONING)
- 16 - MICHAEL AND HEATHER L. DURNERY 1322 AVA CIR. IOWA CITY (OPD ZONING)
- 17 - STEPHEN M. YOUHN 1352 AVA CIR. IOWA CITY (OPD ZONING)
- 18 - LINDA K. WILMARTH 1368 AVA CIR. IOWA CITY (OPD ZONING)
- 19 - MAHMUT AND ZEMZEMA ILERISOY 1384 AVA CIR. IOWA CITY (OPD ZONING)
- 20 - JENNIFER R NAD OMER VEJZOVIC 1288 KONA CIR. CORALVILLE (R-PUD2 ZONING)
- 21 - BOXIANG WANG 1276 KONA CIR. CORALVILLE (R-PUD2 ZONING)
- 22 - CROSSING LAND LLC 2303 JONES BLVD. STE. B CORALVILLE (R-PUD2 ZONING)
- 23 - MATTHEW H. AND ERIN L. GATENS 1269 KONA CIR. CORALVILLE (R-PUD2 ZONING)

APPLICANT:

NAVIGATE HOMES
2303 JONES BLVD. STE. B
CORALVILLE, IOWA 52241

OWNER:

CROSSING LAND, LLC
2303 JONES BLVD. STE. B
CORALVILLE, IOWA 52241

LEGAL DESCRIPTION - CROSSING LAND, LLC ZONE ID-RP TO RS-8:

A PORTION OF OUTLOT E OF CARDINAL POINTE WEST - PART ONE IN THE CITY OF IOWA CITY, JOHNSON COUNTY, IOWA DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SAID OUTLOT E;

THENCE SOUTH 0°56'28" EAST ON THE EASTERLY LINE OF SAID OUTLOT E, 33.00 FEET;

THENCE SOUTH 2°06'42" EAST ON SAID EASTERLY LINE, 108.98 FEET;

THENCE SOUTH 7°50'48" EAST ON SAID EASTERLY LINE, 84.90 FEET;

THENCE SOUTH 36°36'43" WEST, 77.92 FEET;

THENCE SOUTH 41°18'52" WEST, 90.53 FEET;

THENCE SOUTH 58°40'16" WEST, 90.53 FEET;

THENCE SOUTH 74°24'53" EAST, 73.80 FEET;

THENCE SOUTH 88°32'42" WEST, 73.80 FEET;

THENCE NORTH 77°19'28" WEST, 73.80 FEET;

THENCE NORTH 63°11'39" WEST, 73.80 FEET;

THENCE NORTH 50°27'52" WEST, 63.00 FEET;

THENCE NORTH 30°26'44" WEST, 119.68 FEET TO THE WESTERLY LINE OF SAID OUTLOT E;

THENCE NORTH 0°36'01" EAST ON SAID WESTERLY LINE, 223.35 FEET TO THE NORTHWEST CORNER OF SAID OUTLOT E;

THENCE NORTH 89°03'28" EAST ON THE NORTH LINE OF SAID OUTLOT E, 561.80 FEET TO THE POINT OF BEGINNING.

DESCRIBED PARCEL CONTAINS 4.75 ACRES.

LEGAL DESCRIPTION - CROSSING LAND, LLC ZONE ID-RP TO RR-1:

A PORTION OF OUTLOT E OF CARDINAL POINTE WEST - PART ONE IN THE CITY OF IOWA CITY, JOHNSON COUNTY, IOWA DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF SAID OUTLOT E;

THENCE SOUTH 0°56'28" EAST ON THE EASTERLY LINE OF SAID OUTLOT E, 33.00 FEET;

THENCE SOUTH 2°06'42" EAST ON SAID EASTERLY LINE, 108.98 FEET;

THENCE SOUTH 7°50'48" EAST ON SAID EASTERLY LINE, 84.90 FEET TO THE POINT OF BEGINNING;

THENCE SOUTH 36°36'43" WEST, 77.92 FEET;

THENCE SOUTH 41°18'52" WEST, 90.53 FEET;

THENCE SOUTH 58°40'16" WEST, 90.53 FEET;

THENCE SOUTH 74°24'53" EAST, 73.80 FEET;

THENCE SOUTH 88°32'42" WEST, 73.80 FEET;

THENCE NORTH 77°19'28" WEST, 73.80 FEET;

THENCE NORTH 63°11'39" WEST, 73.80 FEET;

THENCE NORTH 50°27'52" WEST, 63.00 FEET;

THENCE NORTH 30°26'44" WEST, 119.68 FEET TO THE WESTERLY LINE OF SAID OUTLOT E;

THENCE SOUTH 0°36'01" EAST ON SAID WESTERLY LINE, 172.08 FEET TO THE SOUTHWESTERLY LINE OF SAID OUTLOT E;

THENCE SOUTH 43°35'07" EAST ON SAID SOUTHWESTERLY LINE, 949.07 FEET;

THENCE SOUTH 47°30'14" EAST ON SAID SOUTHWESTERLY LINE, 378.43 FEET TO THE MOST SOUTHERLY CORNER OF SAID OUTLOT E;

THENCE NORTH 0°00'00" WEST ON THE EASTERLY LINE OF SAID OUTLOT E, 594.02 FEET;

THENCE NORTH 77°18'31" WEST ON SAID EASTERLY LINE, 165.31 FEET;

THENCE NORTH 48°44'54" WEST ON SAID EASTERLY LINE, 170.57 FEET;

THENCE NORTH 11°43'32" WEST ON SAID EASTERLY LINE, 162.20 FEET;

THENCE NORTH 9°46'52" WEST ON SAID EASTERLY LINE, 199.97 FEET;

THENCE NORTH 7°50'48" EAST, 23.26 FEET TO THE POINT OF BEGINNING.

DESCRIBED PARCEL CONTAINS 8.85 ACRES.

Sheet Title:

REZONING EXHIBIT
CARDINAL POINTE WEST-PART FIVE
IOWA CITY, JOHNSON COUNTY, IOWA

Designed by:

DLK

Drawn by:

DLK

Checked by:

SKF

Date:

10/8/2025

Field Book No:

01 115

Scale:

1"=200'

Sheet:

1 of 1

Project Number:

20034-16-5

HALL & HALL ENGINEERS, INC.

Leaders in Land Development Since 1953

1860 BOYSSON ROAD, HIWATHA, IOWA 52233

PHONE: (319) 382-9548 FAX: (319) 382-7595

CIVIL ENGINEERING • LANDSCAPE ARCHITECTURE

LAND SURVEYING • LAND DEVELOPMENT PLANNING

CAD File: I:\Projects\20000\20034\20034-16-5 Rezoning Exhibit Part Five Remove River Products Revise Interior.dwg Date Plotted: Oct 08, 2025 - 7:16am Plotted By: DLK

ATTACHMENT 4

Good Neighbor Meeting Summary

Summary Report for Good Neighbor Meeting



Project Name: Cardinal Pointe West Pt. 5 Project Location: west end of Kennedy Parkway

Meeting Date and Time: Wednesday, October 22, 2025 at 6:00pm

Meeting Location: Borlaug Elementary School Multi-Purpose Room

Names of Applicant Representatives attending: Gina Landau, Joe Hughes (Navigate)
Brian Vogel (Hall & Hall Engineers)

Names of City Staff Representatives attending: Anne Russett, Sam Brodersen

Number of Neighbors Attending: 3 Sign-In Attached? Yes 2 No

General Comments received regarding project (attach additional sheets if necessary)-

The neighbors expressed no opposition to the development. Mainly the
questions centered around tree removal, size of homes, additional students
attending Borlaug Elementary, possible future bus routes/stops, price of
homes, and grading adjacent to existing homes on Ava Circle.

Concerns expressed regarding project (attach additional sheets if necessary) -
No concerns were expressed and much of the discussion involved future
plans for Highway 965, future development of the last phase of Cardinal Pointe
West, and inquiries about the 100 acres currently for sale in the area.

Will there be any changes made to the proposal based on this input? If so, describe:

The proposal will be revised according to city comments previously provided.
Concerning the meeting, keeping tree removal to the minimum is encouraged.
We acknowledge this desire and will retain as much woodland as possible.

Staff Representative Comments

Fei Huang
Boxiang Wang

1276 Kona Cir

JAKE HANSEN

1371 AVA CIRCLE



CITY OF IOWA CITY COUNCIL ACTION REPORT

November 18, 2025

Resolution Approving the Preliminary and Final Plat of Cole Hill Subdivision, Iowa City, Iowa.
(SUB24-0005)

Attachments: [SUB24-0005 P&Z Staff Report](#)
 [Preliminary & Final Plat](#)
 [Resolution](#)

STAFF REPORT

To: Planning and Zoning Commission
Item: SUB24-0005 Cole Hill

Prepared by: Anne Russett, Senior
Planner
Date: November 5, 2025

GENERAL INFORMATION:

Owner/Applicant:

Tailwind North Dubuque LLC
jfahning@thetailwindgroup.com
(517) 322-1200

Contact Person:

Jon Marner
MMS Consultants
jmarner@mms-us.com

Requested Action:

Approval of a combined preliminary and
final plat

Purpose:

Approval of Cole Hill Subdivision, a
subdivision to create one lot to
accommodate an existing single-family
home.

Location:

South of Interstate 80, north of Algonquin
Road and east of Mackinaw Road

Location Map:



Size:

2.84 Acres

Existing Land Use and Zoning:

Partially developed, High Density Single-Family Residential (RS12)

Surrounding Land Use and Zoning:

North: Interstate 80;
Neighborhood Public (P1)
South: (Low Density Single-Family
Residential) RS5;
(Undeveloped High Density
Single-Family Residential)
RS12

East: (Undeveloped High Density Single-Family Residential) RS12
 West: (Low Density Single-Family Residential) RS5

Comprehensive Plan: Public/Private Open Space

District Plan: North District Plan

Neighborhood Open Space District: North

Public Meeting Notification: Property owners and residents located with 500' of the project site received notification of the Planning and Zoning Commission public meeting. Subdivision signs were also posted on the site.

File Date: Application was submitted on 10/3/2024 and determined to be complete on October 6, 2025.

60 Day Limitation Period: December 5, 2025

BACKGROUND INFORMATION:

620 Foster Rd. is located east of Mackinaw Village Parts two, five, and six subdivisions, and north of Mackinaw Village part three. The subject site has never been subdivided. The current owner of 620 Foster Road, Tailwind North Dubuque, LLC, is requesting approval of the combined preliminary and final plat of Cole Hill, a 2.84-acre subdivision to create one residential lot to accommodate an existing single-family home. The purpose of the subdivision is to allow a transfer of land from the landowners, Tailwind North Dubuque, LLC to the homeowner, Ed Cole for the 2.84 acre portion.

The subject property was rezoned to OPD/RS-12 in 2019 (REZ18-00013). It was included in the larger rezoning for the proposed development project commonly known as Forest View. That project never moved forward and since the time of the rezoning the land was sold to Tailwind North Dubuque, LLC.

Regardless, the rezoning, including the conditions imposed at the time of the rezoning, still applies to the subject property. The rezoning conditions, outlined in Ordinance No. 19-4794, include a number of provisions that must be met prior to platting. Some of these provisions do not apply or are not relevant to this plat at present, as the plat is for an existing single-family home as opposed to the larger Forest View development. These include provisions related to relocation and affordable housing, design guidelines, a sign master plan, setbacks, screening, parking areas, storm water management, and private open space, as well as restrictions on uses for lots indicated on the Forest View Preliminary Plat that are not within the scope of the Cole Hill Plat. Other provisions, including conditions related to lighting, do apply to the current plat. If modifications to the conditions become necessary in the future, these changes may be pursued through the rezoning process.

ANALYSIS:

Compliance with Comprehensive Plan: The Future Land Use Map of the IC2030 Comprehensive Plan identifies this area as appropriate for Conservation Design and Public/Private Open Space. The North District Plan also identifies this area as appropriate for Conservation

Design. As was mentioned above, the property was rezoned to OPD/RS-12 and the existing home was built in 2016. The purpose of the proposed request is to split off the existing home from the rest of the property, which is envisioned to be developed. Staff finds that this is consistent with the policy direction of the comprehensive plan.

Subdivision Design: The combined preliminary and final plat contains one residential lot (Lot 1), which contains an existing single-family home. The subdivision also shows the extension of Algonquin Rd which will be improved at a future date. The existing home will retain its existing access off Foster Rd. Once Algonquin Rd is developed the property would also have access from this street. The plat also shows sidewalks along the proposed Algonquin Rd extension. The sidewalk on the western side is an 8' sidewalk. Extension and construction of the street will be required prior to issuance of a building permit. The intent is that it will be extended as the area to the north develops; however, if the owner of Lot 1 needs to obtain a building permit prior to that development moving forward the street must be constructed.

Environmentally Sensitive Areas: Lot 1 contains a grove of trees and critical slopes. Per 14-5I-2C Exemptions of the sensitive areas ordinance, construction of single-family or two-family residential uses are exempt from the ordinance when the proposed development activities do not exceed a total of 20,000 square feet in area. No development is proposed as the lot is already developed. No impacts to sensitive areas are proposed.

Neighborhood Open Space: Since the proposed subdivision will not result in any new residential development the neighborhood open space ordinance does not apply. Specifically, the formula used to determine neighborhood open space is based on the number of new units proposed. In this case it is zero.

Storm Water Management: Stormwater management is not required as part of this subdivision since it is less than 3 acres in size.

Infrastructure Fees: Prior to issuance of a building permit, a water main extension fee in the amount of \$1,577.90 (\$555.60 per acre multiplied by 2.84 acres) must be paid to the City.

NEXT STEPS:

Upon recommendation from the Planning and Zoning Commission, the combined preliminary and final plat will be considered for approval by the City Council.

STAFF RECOMMENDATION:

Staff recommends approval of SUB24-0005, an application submitted by Tailwind North Dubuque LLC for a combined preliminary and final plat of Cole Hill, a 2.84-acre subdivision to create one residential lot to accommodate an existing single-family home.

ATTACHMENTS:

1. Location Map
2. Zoning Map
3. Combined Preliminary and Final Plat Cole Hill

Approved by: _____



Danielle Sitzman, AICP, Development Services Coordinator
Department of Neighborhood and Development Services

ATTACHMENT 1

Location Map



0 0.03 0.06 0.11 Miles

SUB24-0005

620 Foster Road



Prepared By: Olivia Ziegler
Date Prepared: October 2025



An application requesting approval of a preliminary and final plat for a 2.84-acre subdivision of land to create one residential lot to accommodate an existing single-family home.

ATTACHMENT 2

Zoning Map



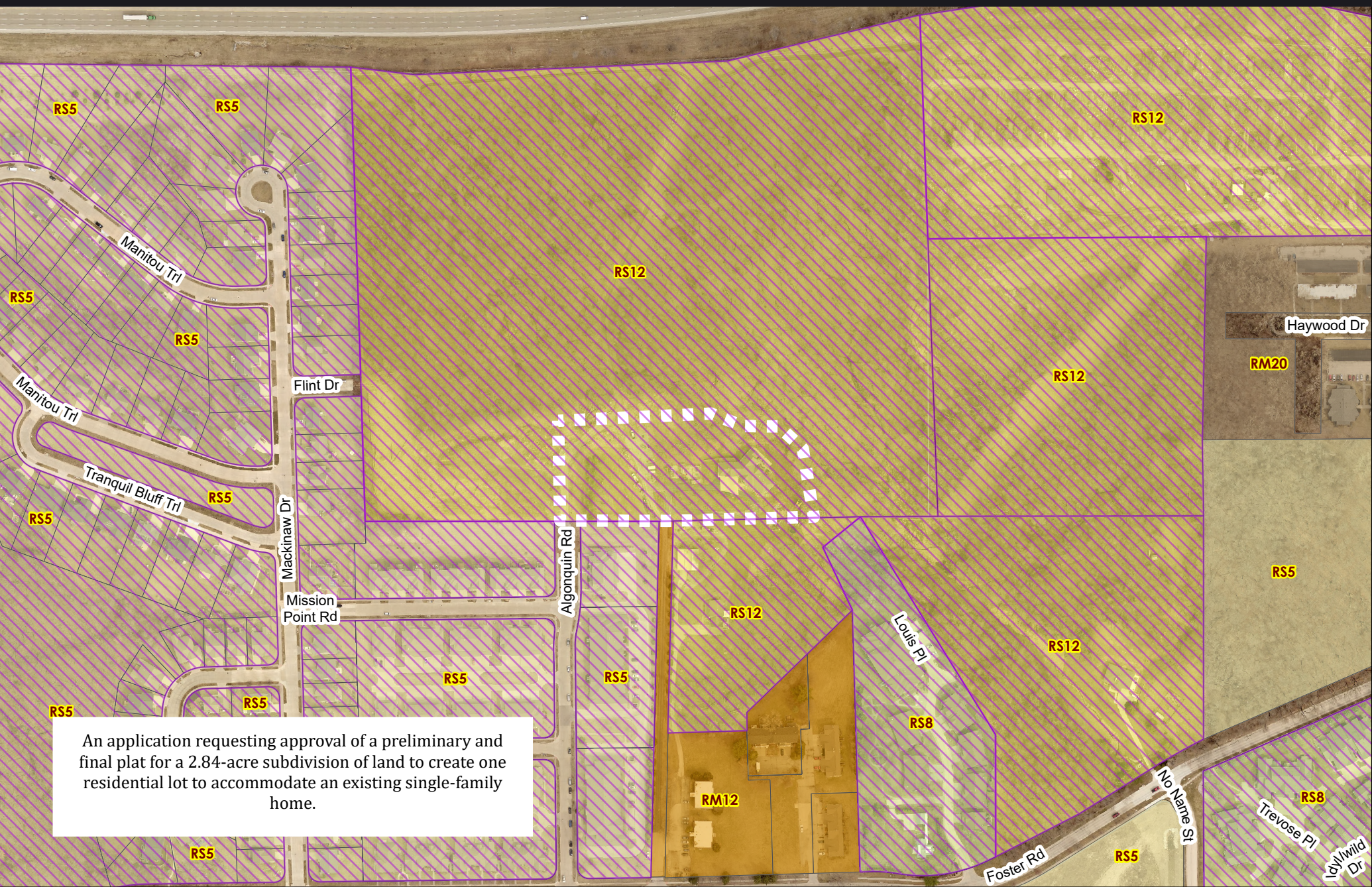
0 0.03 0.06 0.11 Miles

SUB24-0005

620 Foster Road



Prepared By: Olivia Ziegler
Date Prepared: October 2025



An application requesting approval of a preliminary and final plat for a 2.84-acre subdivision of land to create one residential lot to accommodate an existing single-family home.

ATTACHMENT 3

Combined Preliminary & Final Plat



CIVIL ENGINEERS
LAND PLANNERS
LAND SURVEYORS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL SPECIALISTS

1917 S. GILBERT ST.
IOWA CITY, IOWA 52240
(319) 351-8282
www.mmsconsultants.net

Date	Revision
03-14-2025	UPDATED BOUNDARY
10-27-2025	PER CITY REVIEW COMMENTS TAIJUM
10-30-2025	PER CITY REVIEW COMMENTS JDM

PRELIMINARY AND
FINAL PLAT

COLE HILL

IOWA CITY
JOHNSON COUNTY
IOWA

MMS CONSULTANTS, INC.

Date: 08-14-2024

Designed by: KJB Field Book No: 1386

Drawn by: ADP Scale: 1"=40'

Checked by: KJB Sheet No: 1

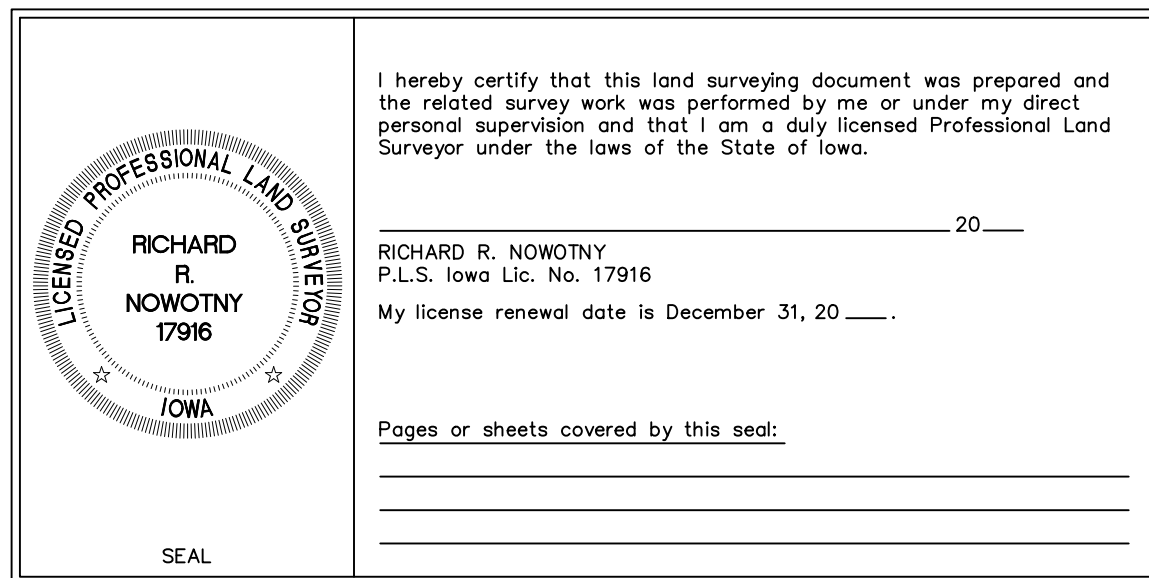
Project No: 10383-012

of: 1

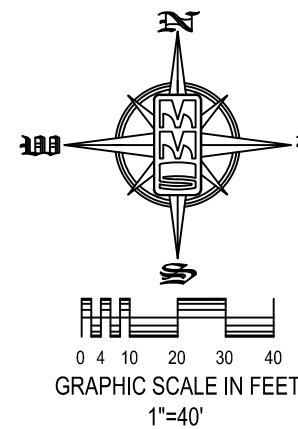
PRELIMINARY AND FINAL PLAT COLE HILL IOWA CITY, JOHNSON COUNTY, IOWA

DESCRIPTION - COLE HILL

Commencing at the Southwest Corner of the Northwest Quarter of the Northeast Quarter of Section 4, Township 79 North, Range 6 West, of the Fifth Principal Meridian, Iowa City, Johnson County, Iowa; Thence N88°43'58"E, along the North Line of Mackinaw Village - Part Three, in accordance with the Plat thereof Recorded in Plat Book 55 at Page 328 of the Records of the Johnson County Recorder's Office, 431.22 feet, to the POINT OF BEGINNING; Thence N01°56'45"W, 228.52 feet; Thence N88°03'15"E, 358.53 feet; Thence S60°49'00"E, 84.98 feet; Thence S89°10'58"E, 73.68 feet; Thence S61°49'16"E, 67.78 feet; Thence S17°01'13"E, 153.00 feet, to a Point on the South Line of the Northwest Quarter of the Northeast Quarter of said Section 4; Thence S87°42'58"W, along said South Line, 360.17 feet, to the Northeast Corner of said Mackinaw Village - Part Three; Thence S88°43'58"W, along the North Line of said Mackinaw Village - Part Three, a distance of 243.14 feet, to the POINT OF BEGINNING. Said Cole Hill contains 2.85 Acres, and is subject to easements and restrictions of record.



Notary Public, in and for the State of Iowa.



ALL BEARINGS ARE BASED ON IOWA STATE PLANE COORDINATES (SOUTH ZONE), LIBRARY CALIBRATION USING THE IOWA REAL TIME NETWORK (RTN). THE DISTANCES SHOWN ON THE PLAT ARE GROUND DISTANCES AND NOT GRID DISTANCES.

NOTES ON THIS PLAT ARE NOT INTENDED TO CREATE ANY VESTED PRIVATE INTEREST IN ANY STATED USE RESTRICTION OR COVENANT OR CREATE ANY THIRD PARTY BENEFICIARIES TO ANY NOTED USE RESTRICTION OR COVENANT.

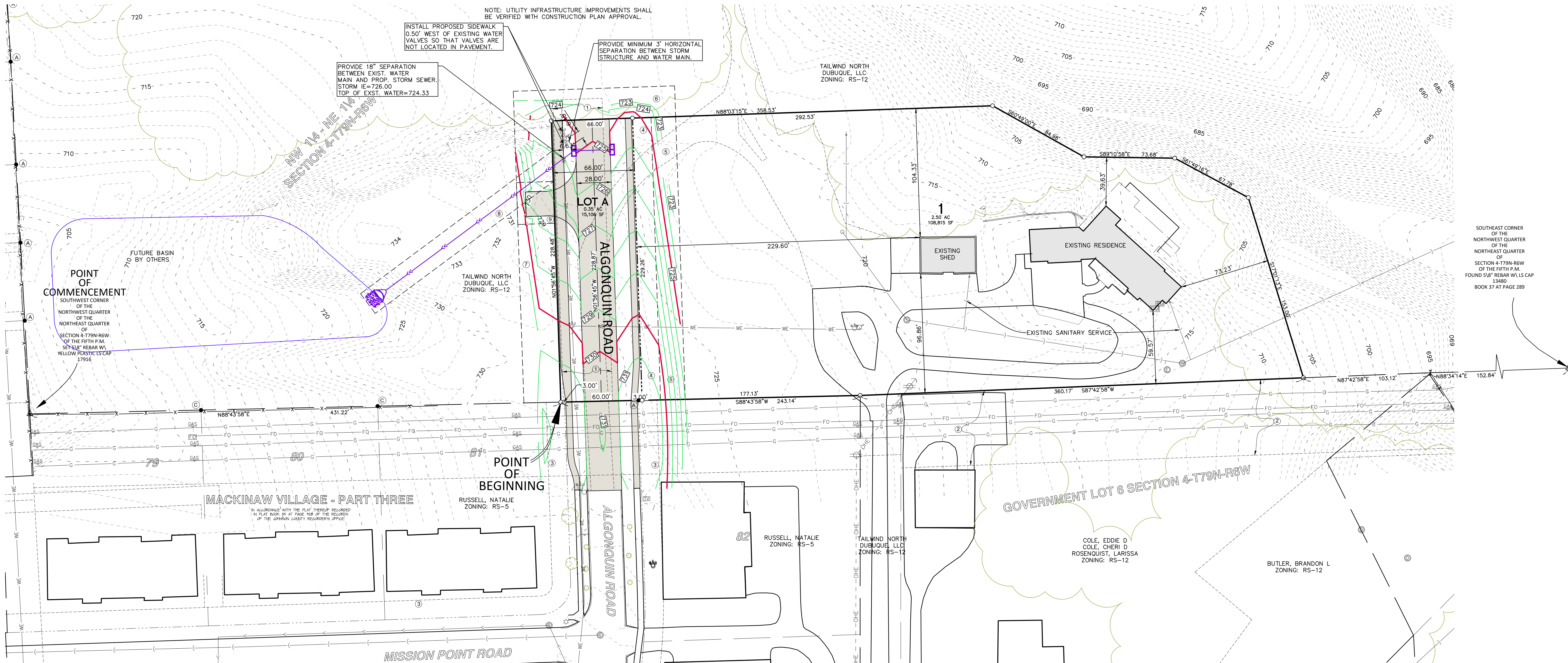
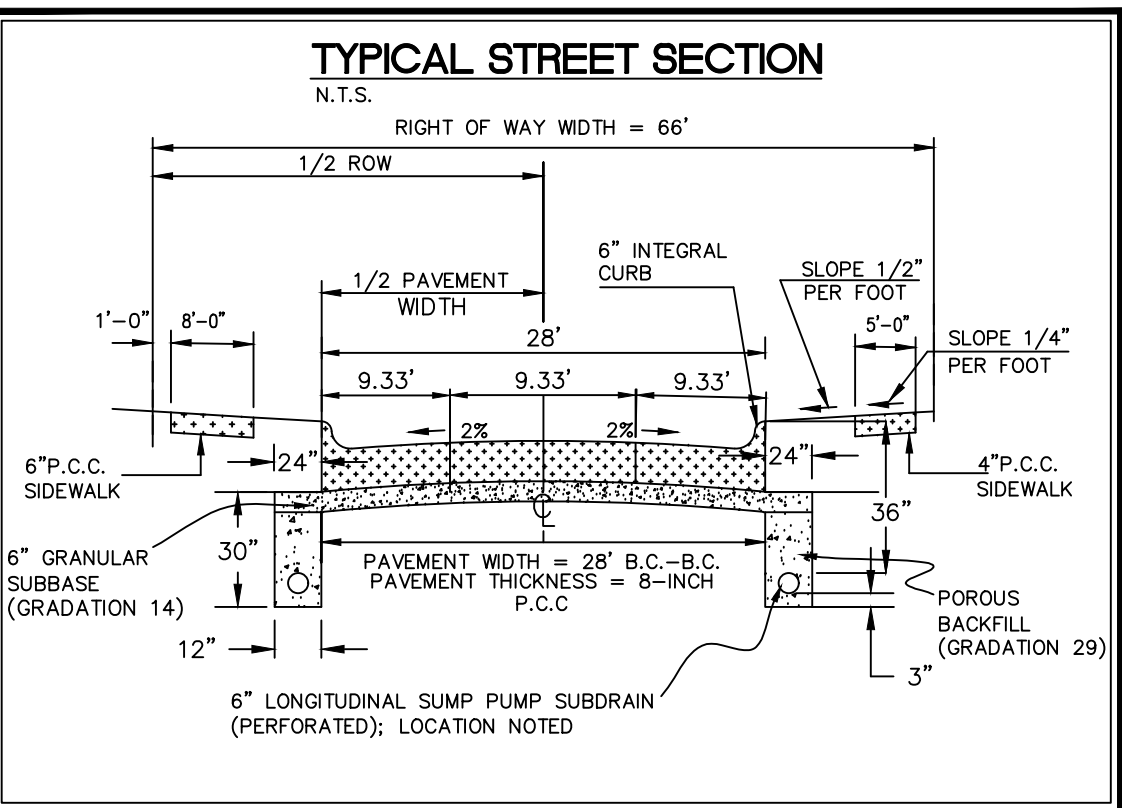
EASEMENT IDENTIFICATION TABLE	
LABEL	DESCRIPTION
(1)	EXISTING WATER MAIN AND ACCESS EASEMENT (BOOK 5463 AT PAGES 141-199)
(2)	EXISTING WILLIAMS BROTHERS RIGHT-OF-WAY (BOOK 281 AT PAGE 423)
(3)	EXISTING 8.0 FOOT WIDE UTILITY EASEMENT
(4)	15.0 FOOT WIDE UTILITY EASEMENT
(5)	20.0 FOOT WIDE TEMPORARY CONSTRUCTION EASEMENT
(6)	25.0 FOOT WIDE TEMPORARY CONSTRUCTION EASEMENT
(7)	30.0 FOOT WIDE TEMPORARY CONSTRUCTION EASEMENT
(8)	20.0 FOOT WIDE STORM SEWER EASEMENT
(9)	30'x34' TEMPORARY TURNAROUND EASEMENT

PROPERTY MONUMENTATION TABLE	
LABEL	DESCRIPTION
(A)	FOUND 5/8" REBAR W/ YELLOW PLASTIC LS CAP 8165
(B)	FOUND 5/8" REBAR W/ YELLOW ILLEGIBLE PLASTIC LS CAP
(C)	FOUND 5/8" REBAR W/ LO LS CAP

STANDARD LEGEND AND NOTES

---	PROPERTY &/or BOUNDARY LINES
---	CONGRESSIONAL SECTION LINES
---	RIGHT-OF-WAY LINES
---	EXISTING RIGHT-OF-WAY LINES
---	CENTER LINES
---	EXISTING CENTER LINES
---	LOT LINES, INTERNAL
---	LOT LINES, PLATTED OR BY DEED
---	PROPOSED EASEMENT LINES
---	EXISTING EASEMENT LINES
---	PROPOSED BUILDING SETBACK
---	BENCHMARK
---	RECORDED DIMENSIONS
---	CURVE SEGMENT NUMBER
---	POWER POLE
---	POWER POLE W/DROP
---	POWER POLE W/TRANS
---	POWER POLE W/LIGHT
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---	SANITARY MANHOLE
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---	WATER VALVE
---	DRAINAGE MANHOLE
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---	PROPOSED SANITARY SEWER
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---	PROPOSED STORM SEWER
---	WATER LINES
---	ELECTRICAL LINES
---	TELEPHONE LINES
---	GAS LINES
---	CONTOUR LINES (1' INTERVAL)
---	PROPOSED GROUND
---	EXISTING GROUND
---	EXISTING TREE LINE
---	EXISTING DECIDUOUS TREE & SHRUB
---	EXISTING EVERGREEN TREES & SHRUBS

THE ACTUAL SIZE AND LOCATION OF ALL PROPOSED FACILITIES SHALL BE VERIFIED WITH CONSTRUCTION DOCUMENTS, WHICH ARE TO BE PREPARED AND SUBMITTED SUBSEQUENT TO THE APPROVAL OF THIS DOCUMENT.

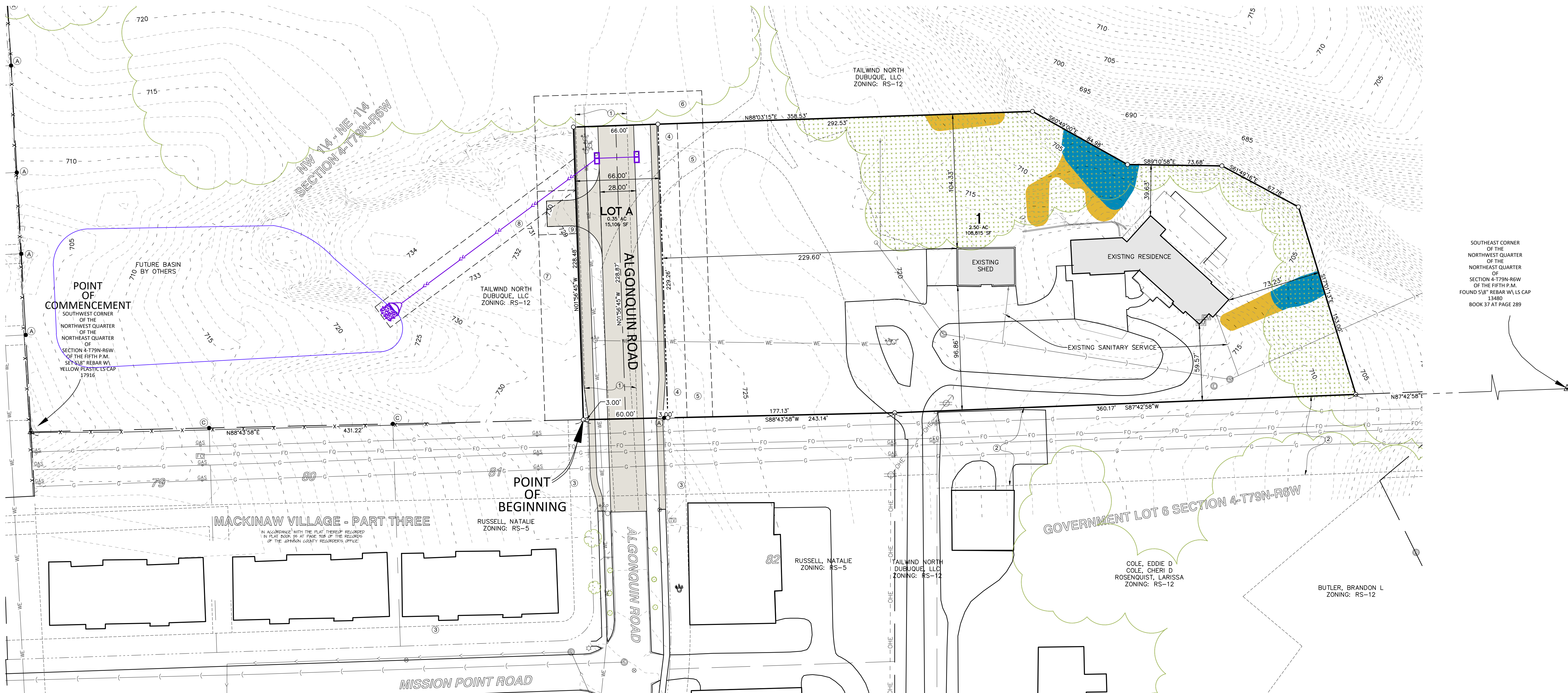
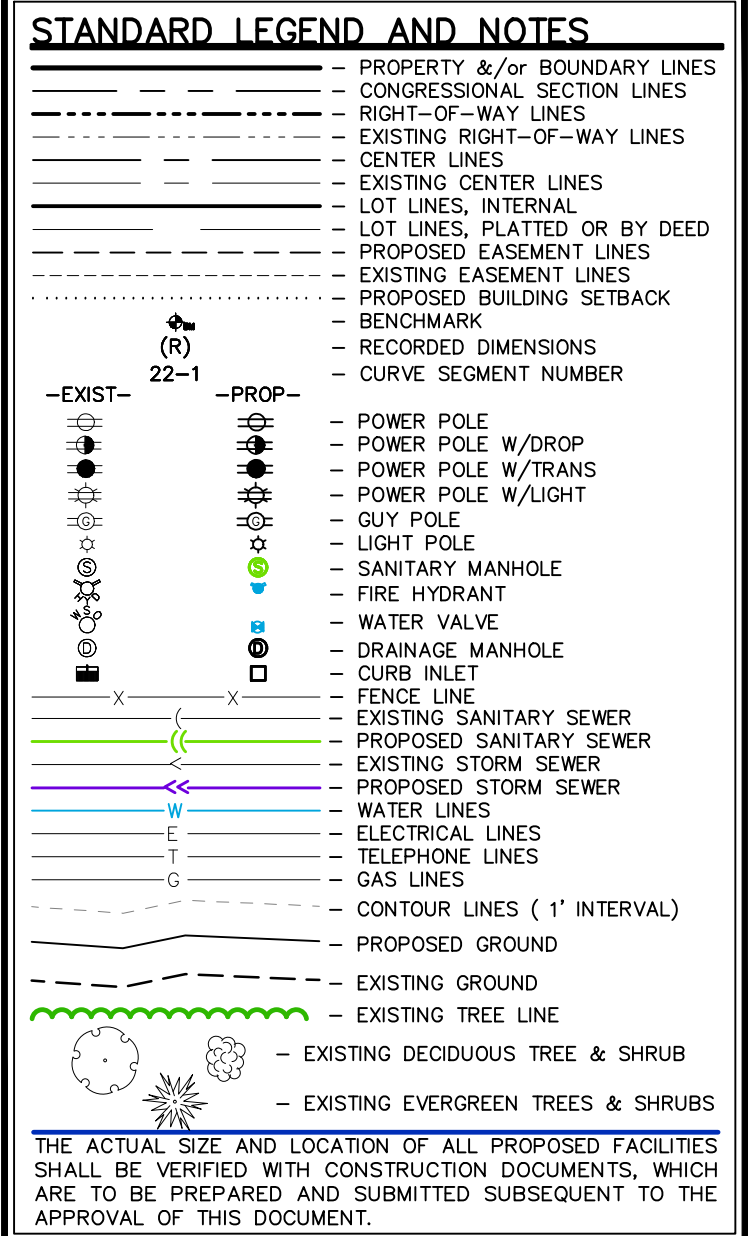




EASEMENT IDENTIFICATION TABLE	
LABEL	DESCRIPTION
①	EXISTING WATER MAIN AND ACCESS EASEMENT (BOOK 5619 AT PAGES 74-75)
②	EXISTING WILLIAMS BROTHERS RIGHT-OF-WAY (BOOK 282 AT PAGE 412)
③	EXISTING 15.0 FOOT WIDE UTILITY EASEMENT
④	15.0 FOOT WIDE UTILITY EASEMENT
⑤	20.0 FOOT WIDE TEMPORARY CONSTRUCTION EASEMENT
⑥	25.0 FOOT WIDE TEMPORARY CONSTRUCTION EASEMENT
⑦	30.0 FOOT WIDE TEMPORARY CONSTRUCTION EASEMENT
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⑨	30'x34' TEMPORARY TURNAROUND EASEMENT

SENSITIVE AREAS LEGEND

	- STEEP SLOPES (18%-25%) (2,566 SF)
	- CRITICAL SLOPES (25%-40%) (2,683 SF)
	- GROVE OF TREES (26,513 SF)





CIVIL ENGINEERS
LAND PLANNERS
LAND SURVEYORS
LANDSCAPE ARCHITECTS
ENVIRONMENTAL SPECIALISTS

1917 S. GILBERT ST.
IOWA CITY, IOWA 52240
(319) 351-8282
www.mmsconsultants.net

Date	Revision
03-14-2025	UPDATED BOUNDARY
10-27-2025	PER CITY REVIEW COMMENTS TAILWIND
10-30-2025	PER CITY REVIEW COMMENTS JDM

PRELIMINARY AND
FINAL PLAT

COLE HILL

IOWA CITY
JOHNSON COUNTY
IOWA

MMS CONSULTANTS, INC.

Date: 08-14-2024

Designed by: KJB Field Book No: 1386

Drawn by: ADP Scale: 1"=40'

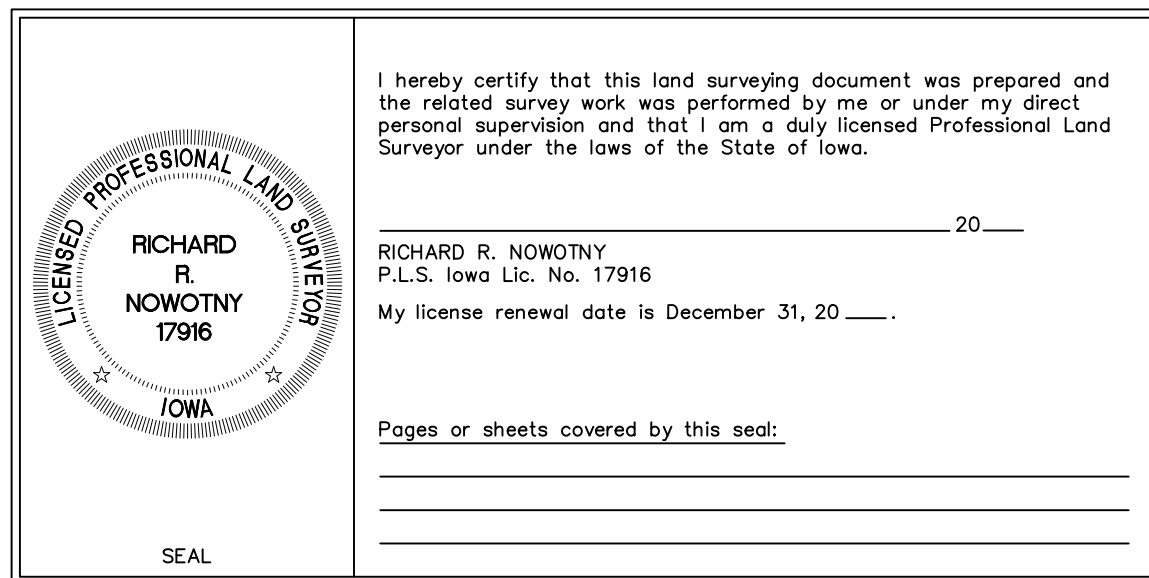
Checked by: KJB Sheet No: 1

Project No: 10383-012 of: 1

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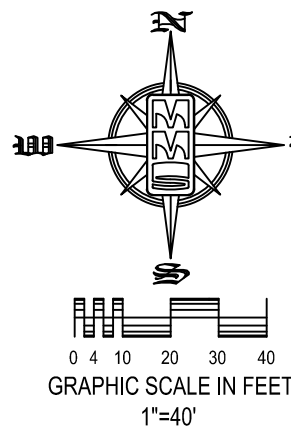
I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

Richard R. Nowotny
P.L.S. Iowa Lic. No. 17916
My license renewal date is December 31, 20____.

Pages or sheets covered by this seal:

Signed before me this ____ day of _____, 20____.

Notary Public, in and for the State of Iowa.



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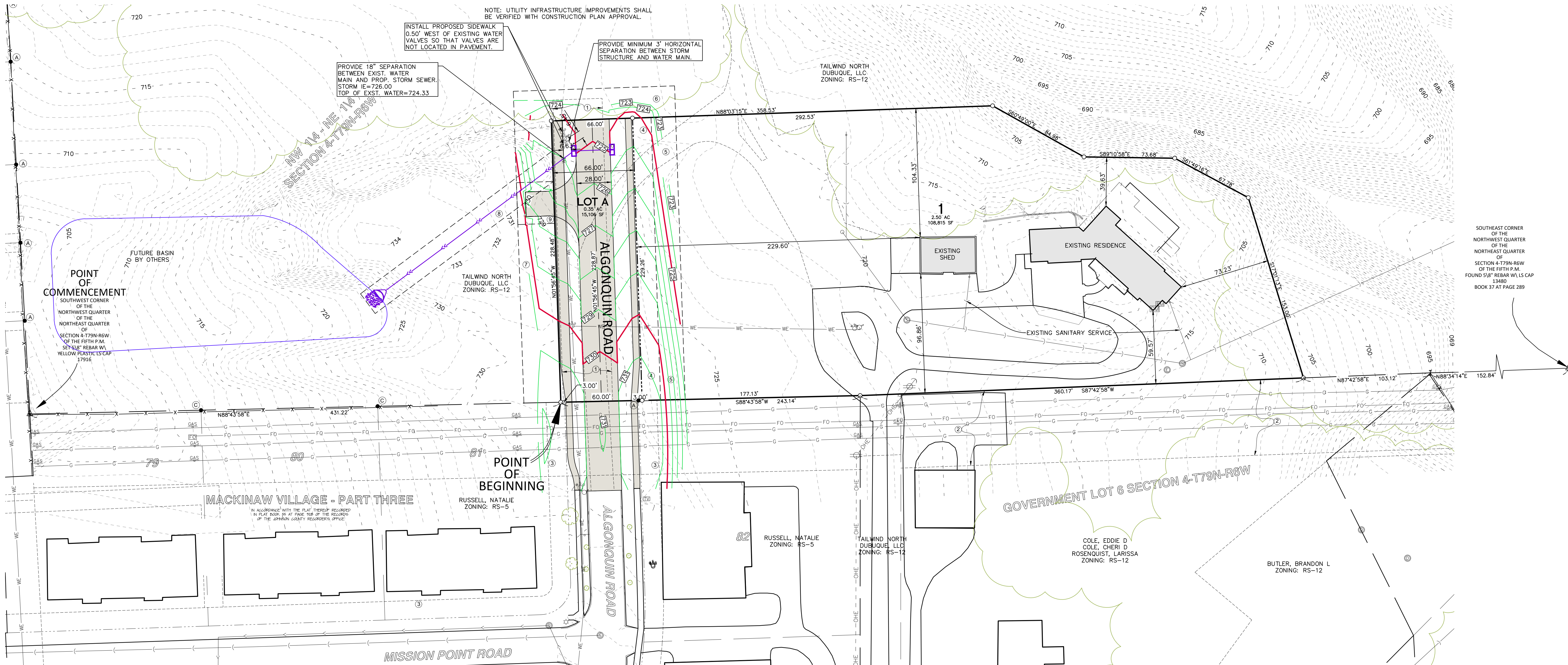
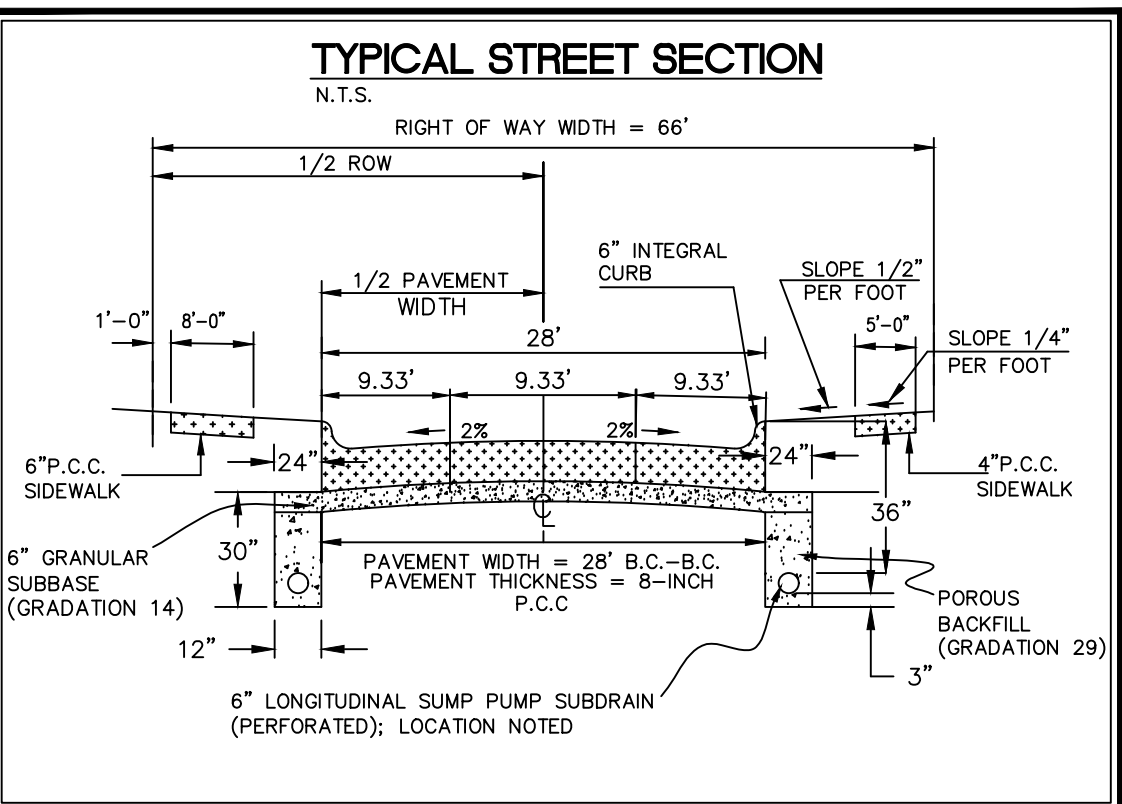
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Resolution No. _____

Resolution Approving the Preliminary and Final Plat of Cole Hill Subdivision, Iowa City, Iowa. (SUB24-0005)

Whereas, the owner, Tailwind North Dubuque, LLC, submitted an application for approval of a combined preliminary and final plat of Cole Hill Subdivision, Iowa City, Iowa; and

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

Commencing at the Southwest Corner of the Northwest Quarter of the Northeast Quarter of Section 4, Township 79 North, Range 6 West, of the Fifth Principal Meridian, Iowa City, Johnson County, Iowa; Thence N88°43'58"E, along the North Line of Mackinaw Village - Part Three, in accordance with the Plat thereof Recorded in Plat Book 55 at Page 328 of the Records of the Johnson County Recorder's Office, 431.22 feet, to the POINT OF BEGINNING; Thence N01°56'45"W, 228.52 feet; Thence N88°03'15"E, 358.53 feet; Thence S60°49'00"E, 84.98 feet; Thence S89°10'58"E, 73.68 feet; Thence S61°49'16"E, 67.78 feet; Thence S17°01'13"E, 153.00 feet, to a Point on the South Line of the Northwest Quarter of the Northeast Quarter of said Section 4; Thence S87°42'58"W, along said South Line, 360.17 feet, to the Northeast Corner of said Mackinaw Village - Part Three; Thence S88°43'58"W, along the North Line of said Mackinaw Village - Part Three, a distance of 243.14 feet, to the POINT OF BEGINNING. Said Cole Hill contains 2.85 Acres, and is subject to easements and restrictions of record.

Whereas, the Department of Neighborhood and Development Services and the Public Works Department examined the preliminary and final plat and recommended approval; and

Whereas, the Planning and Zoning Commission examined the preliminary and final plat and, after due deliberation, recommended acceptance and approval of the plat; and

Whereas, a dedication has been made to the public, and the subdivision has been made with the free consent and in accordance with the desires of the owners and proprietors; and

Whereas, said preliminary and final plat is found to conform with Chapter 354, Code of Iowa (2025) and all other state and local requirements.

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

1. The said preliminary and final plat and subdivision located on the above-described real estate be and the same are hereby approved.
2. The City accepts the dedication of the streets and easements as provided by law.
3. The Mayor and City Clerk of the City of Iowa City, Iowa, are hereby authorized and directed, upon approval by the City Attorney, to execute all legal documents relating to said subdivision, and to certify a copy of this resolution, which shall be affixed to the final plat after passage and approval by law. The City Clerk shall record the legal documents and the plat at the office of the County Recorder of Johnson County, Iowa at the expense of the owner.

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

November 18, 2025

Ordinance amending Title 3, "Finance, Taxation and Fees" of the City Code, to re-establish the Iowa City Downtown Self-Supported Municipal Improvement District (SSMID) pursuant to the provisions of Chapter 386, Code of Iowa; and providing for the establishment of an operation fund and the levy of an annual tax in connection therewith.

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:	At the October 15, 2025 Planning and Zoning Commission meeting, P&Z determined that the Petition meets the requirements of Iowa Code Chapter 386, that the operational activities of the proposed District are appropriate in relation to existing laws, plans, and policies, and that the means to implement the proposed activities appear reasonably calculated to accomplish the proposed objectives.
Attachments:	ICDD SSMID 2025 Petition P&Z minutes 10 15 25 draft Evaluative Report Notice of Public Hearing - ICDD SSMID Renewal 2025 Ordinance

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. The Petition requests reauthorization including expansion of the geographic boundaries of the district and establishment of 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.

Pursuant to State Code, at their October 15, 2025 meeting, the Planning and Zoning Commission reviewed the Petition for its merit and feasibility and prepared an Evaluative Report regarding the proposed district. Upon receipt of this report, at their October 20, 2025 meeting, the City Council set and posted notice of a public hearing on November 18, 2025 to

consider an Ordinance re-establishing the Iowa City Downtown Self-Supported Municipal Improvement District for a period of ten years in accordance with Iowa Code Chapter 386. The third and final reading may not occur earlier than 30 days after the public hearing. Adoption requires a $\frac{3}{4}$ vote or 6 votes, and if a challenge by a certain amount of owners is made, then a unanimous vote.

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 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 oversaw by a Board of Directors representing the District members and stakeholders, including an ex-officio seat for the City of Iowa City. The ICDD'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 and the following is a documentation of the process followed:

1. ICDD filed the Petition on September 12, 2025. Staff reviewed the Petition to verify it contained 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, and recommended City Council refer the Petition to the Planning and Zoning Commission (P&Z).
2. City Council referred the Petition to P&Z at the October 7 City Council Meeting. At its October 15 meeting, P&Z reviewed the Petition for its merit and feasibility, prepared an Evaluative Report regarding the proposed SSMID, and forwarded such report to the City Council for their further consideration of the Downtown Iowa City SSMID.
3. At the October 20, 2025 regular formal meeting, City Council to set a public hearing for the Ordinance to establish the proposed district. The City Clerk published notice of the public hearing and mailed a copy of such notice by certified mail to each property owner affected at

least 15 days before the public hearing.

4. The public hearing and First Consideration of the Ordinance is scheduled for the November 18, 2025 City Council meeting.

5. Three readings of the Ordinance are required 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.

PETITION

To establish a Self-Supported Municipal Improvement District (SSMID) pursuant to Chapter 386 of the Code of Iowa continuing under the established name of the "Iowa City Downtown Self-Supported Municipal Improvement District" and establish its operating terms for the term of this ordinance;

We, the undersigned, being owners of the property within the SSMID, hereby petition the City Council of Iowa City, Iowa, pursuant to the provisions of Chapter 386 of the Code of Iowa (the "Act") as follows:

1. To establish by ordinance a Self-Supported Municipal Improvement District in Iowa City, Johnson County, Iowa:

- a. The name of which shall be the "Iowa City Downtown Self-Supported Municipal Improvement District" (also known as the "Iowa City Downtown District" and herein referred to as the "District").
- b. A description of the boundaries and a map of the District is attached hereto as Exhibit A showing the updated District boundaries.
- c. The purposes of which shall be the undertaking of actions and the performance of administration, redevelopment, and revitalization of the District, as authorized by the Act, any and all of which actions and improvements are intended to benefit the property, businesses, and residents within the District, including, but not limited to activities that expand the mix of businesses, increase consumer traffic, improve cleanliness and safety, enhance urban design, beautification, lighting, and the Downtown landscape in general.

2. To establish a Self-Supported Municipal Improvement District through the petition process for ten (10) years, commencing on July 1, 2026, and ending June 30, 2036.

3. To establish a self-supported improvement district operation fund for the District and levy an annual tax (the "Operation Tax") upon property defined in Iowa Code §386.8, commencing on July 1, 2026, as follows:

- a. For the period of July 1, 2026, through June 30, 2033, the maximum levy rate shall not exceed two dollars and fifty cents (\$2.50) per one thousand dollars (\$1,000) taxable value.
- b. For the period of July 1, 2033, through June 30, 2036, the maximum levy rate

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2025 SEP 11 PM 3:59
CITY CLERK
IOWA CITY, IOWA
10/03/2025

shall not exceed two dollars and seventy-five cents (\$2.75) per one thousand dollars (\$1,000) taxable value.

- c. It is the intent of this Petition that the operation taxes levied and collected on behalf of the District shall be expended for new, additional, or enhanced services within the District for the Iowa City Downtown District, and that the City shall not diminish the type and extent of current governmental services provided in boundaries of the district.
 - d. This Petition does not request any levy for a Debt or Capital Fund.
4. To annually allocate all amounts collected in the Operation Fund for one or more of the following purposes at such times and under such conditions as shall be recommended by budget to the City Council by the Iowa City Downtown District Board of Directors as described in Item 5 below:
- a. Services, including but not limited to, development and management of activities in support of business retention and attraction, marketing, advertising, business support services, establishment and promotion of special events, festivals, and activities, and a contingency reserve fund for extraordinary expenses.
 - b. Physical or other improvements designed to enhance the image and appearance of the District, including, but not limited to enhanced cleaning, lighting Improvements, decorative enhancements, signage and campaign banners, landscaping, and public or private art.
 - c. To employ an Executive Director and staff who shall work for the Board of Directors to manage the work of the Iowa City Downtown District and to fulfill the intent of this Petition and Ordinance establishing the Self-Supporting Municipal Improvement District.
5. It is the intent of this Petition that the City of Iowa City enter into an operating agreement with the Iowa City Downtown District Board of Directors (hereinafter referred to as the "Board"). All SSMID levy monies shall be appropriated to the Board for the management and operation of the District. From time to time, the City of Iowa City may provide additional revenue to the Board for the purposes of the management and operation of the District.
- a. The Board shall remain as a 501 (c)(6) non-profit organization with composition of up to 24 members on its Board of Directors with

2025 SEP 10 PM 3:59
CITY CLERK
IOWA CITY, IOWA
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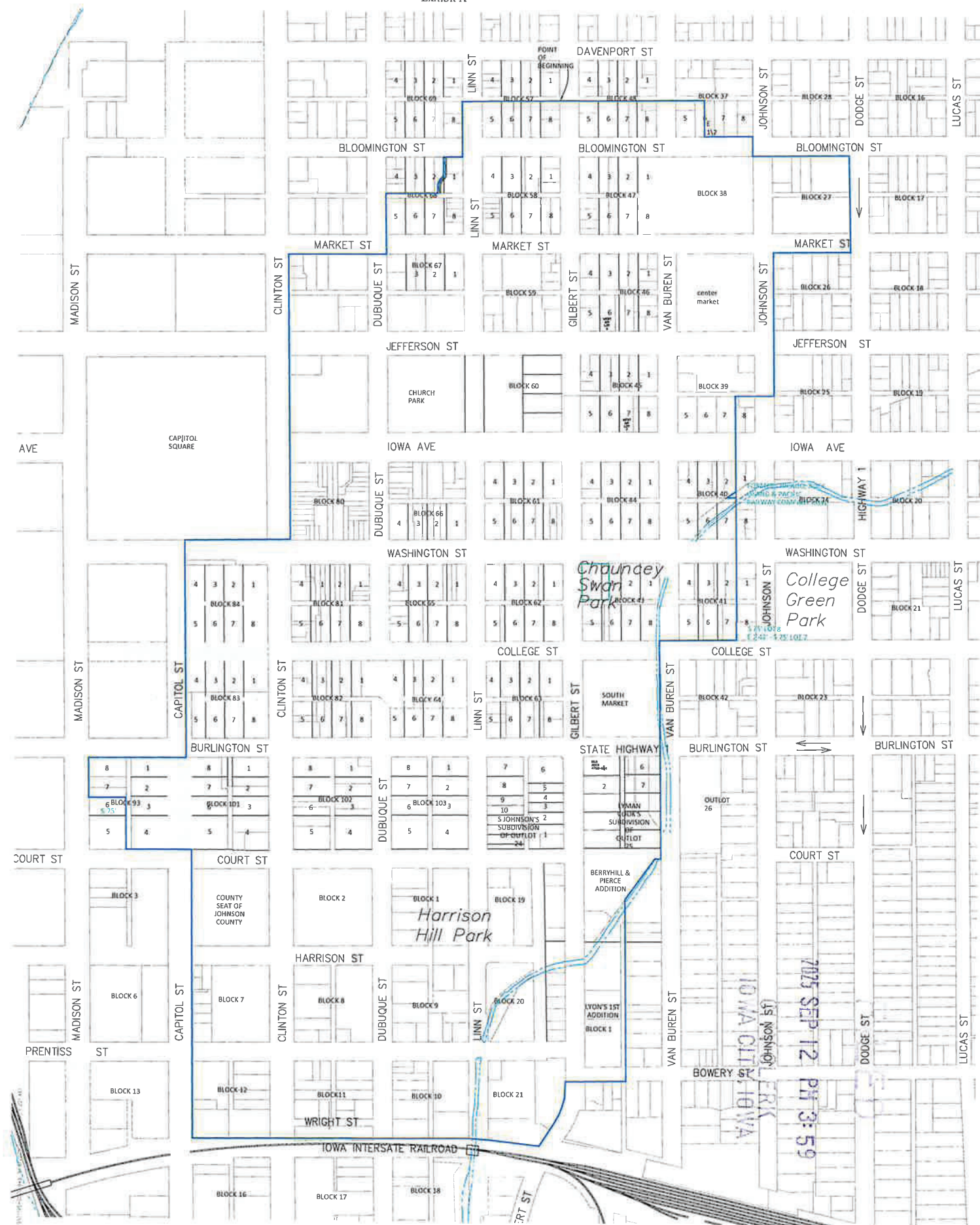
bylaws and organizational documents that are in compliance with state and federal law. There shall be an Advisory Board for the District and the Advisory Board shall report, as required, to the City Council of Iowa City as requested, and no less than annually for budgetary approval.

- b. The Advisory Board contemplated in a future operating agreement with the City is made up of the Downtown District Board President, Vice-President, Treasurer, Secretary, and Past-President. Any board seats designated by an assessed value or square footage requirement shall be determined based on the assessed value or square footage as of that tax year. Nonvoting board membership may consist of stakeholders of the district, including other community and economic development organizations, nonprofit service providers, and municipal representatives.

6. The District is located within the boundaries of Tax Increment Finance (TIF) Districts which have been created by the City. Notwithstanding that fact, it is the intent of this Petition that the City shall reimburse the District for any SSMID levy captured against TIF properties within the District. To accomplish this, it is the intent of this Petition that an amount of funds which would have been derived from the annual SSMID levy of the Operation Tax against TIF properties within the District, if the District were not located within such TIF Districts, shall be made available annually for the services, improvements, and activities set out in this Petition., and that the City should take all actions necessary to accomplish this purpose, including, if necessary, allocation to these services, improvements and activities of a portion of the incremental property taxes which are attributable to properties within the District. These allocations may be from the SSMID levy or other sources. It is the intent of this Petition that nothing in this paragraph prevents both the District and City to agree that all or portion of the SSMID levy captured against TIF properties within the District shall be maintained by the City and not reimbursed to the District for the benefit of both parties. Such agreement should be formalized and approved by the District Board and City Manager.

FILED
2025 SEP 12 PM 3:59
CITY CLERK
IOWA CITY, IOWA

Exhibit A



**PROPOSED SSMID AREA
(2025)**

BEGINNING AT THE WEST RIGHT-OF-WAY LINE OF GILBERT STREET WHERE IT INTERSECTS THE SOUTH LINE OF THE PLATTED EAST-WEST ALLEY IN BLOCK 57, ORIGINAL TOWN OF IOWA CITY, IOWA;

THENCE WEST ALONG THE SOUTH LINE OF SAID PLATTED ALLEY AND ITS WESTERLY EXTENSION TO ITS INTERSECTION WITH THE WEST RIGHT-OF-WAY LINE OF LINN STREET;

THENCE SOUTH ALONG THE WEST RIGHT-OF-WAY LINE OF SAID LINN STREET AND ITS SOUTHERLY EXTENSION TO A POINT ON THE SOUTH RIGHT-OF-WAY LINE OF BLOOMINGTON STREET;

THENCE WEST ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE OF BLOOMINGTON STREET TO THE NORTHWEST CORNER OF SAID AUDITOR'S PARCEL 2012099 AS RECORDED IN PLAT BOOK 57 AT PAGE 120 IN THE RECORDS OF THE JOHNSON COUNTY RECORDER'S OFFICE;

THENCE SOUTHERLY, ALONG THE WESTERLY LINE OF SAID AUDITOR'S PARCEL 2012099, TO THE SOUTHWEST CORNER OF SAID AUDITOR'S PARCEL 2012099, AND A POINT ON THE NORTH LINE OF THE PLATTED EAST-WEST ALLEY IN BLOCK 68, ORIGINAL TOWN OF IOWA CITY;

THENCE WEST ALONG SAID NORTH LINE OF THE PLATTED EAST-WEST ALLEY IN BLOCK 68, TO A POINT ON THE EAST RIGHT-OF-WAY LINE OF DUBUQUE STREET;

THENCE SOUTH ALONG THE EAST RIGHT-OF-WAY LINE OF DUBUQUE STREET TO ITS INTERSECTION WITH THE SOUTH RIGHT-OF-WAY LINE OF MARKET STREET;

THENCE WEST ALONG SAID SOUTH RIGHT-OF-WAY LINE OF MARKET STREET TO ITS INTERSECTION WITH THE EAST RIGHT-OF-WAY LINE OF CLINTON STREET;

THENCE SOUTH ALONG SAID EAST RIGHT-OF-WAY LINE OF CLINTON STREET TO ITS INTERSECTION WITH THE NORTH RIGHT-OF-WAY LINE OF WASHINGTON STREET;

THENCE WEST ALONG THE NORTH RIGHT-OF-WAY LINE OF WASHINGTON STREET TO ITS INTERSECTION WITH THE NORTHERLY EXTENSION OF THE EAST RIGHT-OF-WAY LINE OF CAPITOL STREET;

THENCE SOUTH ALONG SAID NORTHERLY EXTENSION, AND SAID EAST RIGHT-OF-WAY LINE OF CAPITOL STREET TO ITS INTERSECTION WITH THE SOUTH RIGHT-OF-WAY LINE OF BURLINGTON STREET;

THENCE WEST ALONG SAID SOUTH RIGHT-OF-WAY LINE OF BURLINGTON STREET TO ITS INTERSECTION WITH THE EAST RIGHT-OF-WAY LINE OF MADISON STREET;

THENCE SOUTH ALONG SAID EAST RIGHT-OF-WAY LINE OF MADISON STREET TO THE NORTHWEST CORNER OF THE SOUTH 75 FEET OF LOT 6, OF BLOCK 93, ORIGINAL TOWN OF IOWA CITY;

THENCE EAST ALONG THE NORTH LINE OF SAID SOUTH 75 FEET OF LOT 6, BLOCK 93, TO ITS INTERSECTION WITH THE WEST LINE OF THE PLATTED NORTH-SOUTH ALLEY IN BLOCK 93, ORIGINAL TOWN OF IOWA CITY;

THENCE SOUTH ALONG SAID WEST LINE OF THE PLATTED NORTH-SOUTH ALLEY IN BLOCK 93, TO ITS INTERSECTION WITH THE NORTH RIGHT-OF-WAY LINE OF COURT STREET;

THENCE EAST ALONG SAID NORTH RIGHT-OF-WAY LINE OF COURT STREET TO ITS INTERSECTION WITH THE NORTHERLY EXTENSION OF THE EAST RIGHT-OF-WAY LINE OF CAPITOL STREET;

THENCE SOUTH ALONG SAID NORTHERLY EXTENSION AND THE EAST RIGHT-OF-WAY LINE OF CAPITOL STREET TO ITS INTERSECTION WITH THE NORTH RIGHT-OF-WAY LINE OF THE IOWA INTERSTATE RAILROAD;

THENCE EAST ALONG SAID NORTH RIGHT-OF-WAY LINE OF THE IOWA INTERSTATE RAILROAD TO ITS INTERSECTION WITH THE WEST RIGHT-OF-WAY LINE OF GILBERT STREET;

THENCE NORTHERLY ALONG SAID WEST RIGHT-OF-WAY LINE OF GILBERT STREET TO ITS INTERSECTION WITH THE WESTERLY EXTENSION OF THE SOUTH RIGHT-OF-WAY LINE OF BOWERY STREET;

FILED
2025 SEP 12 PM 3:59
IOWA CITY, IOWA
CLERK

THENCE EAST ALONG SAID WESTERLY EXTENSION AND SOUTH RIGHT-OF-WAY LINE OF BOWERY STREET TO ITS INTERSECTION WITH THE SOUTHERLY EXTENSION OF THE EAST LINE OF THE PLATTED NORTH SOUTH ALLEY IN BLOCK 1 OF LYON'S 1ST ADDITION;

THENCE NORTH ALONG SAID SOUTHERLY PROJECTION, EAST LINE OF SAID PLATTED NORTH SOUTH ALLEY AND THE EAST LINE OF THE NORTH SOUTH PLATTED ALLEY IN BLOCK 1 OF BERRYHILL & PIERCE ADDITION TO ITS INTERSECTION WITH THE SOUTH LINE OF THE PARCEL OF LAND, AS DESCRIBED IN BOOK 4771 AT PAGES 112-116 OF THE RECORDS OF THE JOHNSON COUNTY RECORDER'S OFFICE;

THENCE NORTHERLY ALONG SAID SOUTH LINE OF SAID DESCRIBED PARCEL;

THENCE EAST ALONG SAID SOUTH LINE OF SAID DESCRIBED PARCEL TO ITS INTERSECTION WITH THE WEST RIGHT-OF-WAY LINE OF VAN BUREN STREET;

THENCE NORTH ALONG SAID WEST RIGHT-OF-WAY LINE OF VAN BUREN STREET, TO ITS INTERSECTION WITH THE WESTERLY EXTENSION OF THE NORTH RIGHT-OF-WAY LINE OF COLLEGE STREET.

THENCE EAST ALONG SAID WESTERLY EXTENSION AND THE NORTH RIGHT-OF-WAY LINE OF COLLEGE STREET TO THE SOUTHWEST CORNER OF THE EAST 2.42 FEET OF THE SOUTH 75 FEET OF LOT 7, OF BLOCK 41, ORIGINAL TOWN OF IOWA CITY;

THENCE NORTH ALONG THE WEST LINE OF SAID EAST 2.42 FEET OF THE SOUTH 75 FEET OF LOT 7, OF BLOCK 41, TO THE NORTHWEST CORNER OF SAID EAST 2.42 FEET OF THE SOUTH 75 FEET OF LOT 7, OF BLOCK 41;

THENCE EAST ALONG THE NORTH LINE OF SAID EAST 2.42 FEET OF THE SOUTH 75 FEET OF LOT 7, OF BLOCK 41, TO THE SOUTHWEST CORNER OF THE NORTH 75 FEET OF LOT 8, BLOCK 41, ORIGINAL TOWN OF IOWA CITY;

THENCE NORTH ALONG THE WEST LINE OF SAID NORTH 75 FEET OF LOT 8, BLOCK 41, AND NORTHERLY EXTENSION OF SAID WEST LINE, TO THE SOUTHWEST CORNER OF LOT 1 OF SAID BLOCK 41, ORIGINAL TOWN OF IOWA CITY;

THENCE NORTH ALONG THE WEST LINE OF SAID LOT 1, BLOCK 41, AND THE NORTHERLY EXTENSION OF SAID WEST LINE, TO THE SOUTHWEST CORNER OF LOT 8, OF BLOCK 40, ORIGINAL TOWN OF IOWA CITY;

THENCE NORTH ALONG THE WEST LINE OF SAID LOT 8, BLOCK 40, AND THE NORTHERLY EXTENSION OF SAID WEST LINE, TO ITS INTERSECTION WITH THE NORTH LINE OF THE PLATTED EAST-WEST ALLEY IN SAID BLOCK 40;

THENCE WEST ALONG SAID NORTH LINE OF THE PLATTED EAST-WEST ALLEY, TO ITS INTERSECTION WITH THE NORTHERLY LINE OF THE FORMER CHICAGO, ROCK ISLAND, & PACIFIC RAILWAY COMPANY RIGHT-OF-WAY;

THENCE NORTHEASTERLY ALONG SAID NORTHERLY LINE OF THE FORMER CHICAGO, ROCK ISLAND, & PACIFIC RAILWAY COMPANY RIGHT-OF-WAY, TO ITS INTERSECTION WITH THE WEST LINE OF LOT 1, BLOCK 40, ORIGINAL TOWN OF IOWA CITY;

THENCE NORTH ALONG SAID WEST LINE OF LOT 1, BLOCK 40, AND THE NORTHERLY EXTENSION OF SAID WEST LINE, TO THE SOUTHWEST CORNER OF LOT 8, BLOCK 39, ORIGINAL TOWN OF IOWA CITY;

THENCE NORTH ALONG THE WEST LINE OF SAID LOT 8, BLOCK 39, TO THE NORTHWEST CORNER OF SAID LOT 8, BLOCK 39;

THENCE EAST ALONG THE NORTH LINE OF SAID LOT 8, BLOCK 39, AND ITS EASTERLY EXTENSION, TO ITS INTERSECTION WITH THE EAST RIGHT-OF-WAY LINE OF JOHNSON STREET;

THENCE NORTH ALONG SAID EAST RIGHT-OF-WAY OF JOHNSON STREET TO ITS INTERSECTION WITH THE SOUTH RIGHT-OF-WAY LINE OF MARKET STREET;

THENCE EAST ALONG SAID SOUTH RIGHT-OF-WAY LINE OF MARKET STREET, TO ITS INTERSECTION WITH THE WEST RIGHT-OF-WAY LINE OF DODGE STREET;

THENCE NORTH ALONG SAID WEST RIGHT-OF-WAY LINE OF DODGE STREET TO ITS INTERSECTION WITH THE SOUTH RIGHT-OF-WAY LINE OF BLOOMINGTON STREET;

THENCE WEST ALONG SAID SOUTH RIGHT-OF-WAY LINE OF BLOOMINGTON STREET TO ITS INTERSECTION WITH THE WEST RIGHT-OF-WAY LINE OF JOHNSON STREET;

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IOWA CITY, IOWA

THENCE NORTH ALONG SAID WEST RIGHT-OF-WAY LINE OF JOHNSON STREET TO ITS INTERSECTION WITH THE NORTH RIGHT-OF-WAY LINE OF BLOOMINGTON STREET;

THENCE WEST ALONG SAID NORTH RIGHT-OF-WAY LINE OF BLOOMINGTON STREET, TO THE SOUTHEAST CORNER OF THE WEST HALF OF LOT 6, BLOCK 37, ORIGINAL TOWN OF IOWA CITY;

THENCE NORTH ALONG THE EAST LINE OF SAID WEST HALF OF LOT 6, BLOCK 37, TO ITS INTERSECTION WITH THE SOUTH LINE OF THE PLATTED EAST-WEST ALLEY, IN SAID BLOCK 37;

THENCE WEST ALONG SAID SOUTH LINE OF THE PLATED EAST WEST ALLEY OF SAID BLOCK 37, THE WESTERLY PROJECTION THEREOF, THE SOUTH LINE OF THE PLATTED EAST WEST ALLEY IN BLOCK 48, ORIGINAL TOWN OF IOWA CITY, AND THE WESTERLY PROJECTION THEREOF TO THE POINT OF BEGINNING.

PREPARED BY MMS CONSULTANTS, INC.
PROJECT 11195-002
06-09-2025

FILED
2025 SEP 12 PM 3:59
CITY CLERK
IOWA CITY, IOWA

**MINUTES
PLANNING AND ZONING COMMISSION
OCTOBER 15, 2025 – 6:00 PM – FORMAL MEETING
EMMA J. HARVAT HALL, CITY HALL**

PRELIMINARY

MEMBERS PRESENT: James Davies, Maggie Elliott, Steve Miller, Billie Townsend, Chad Wade

MEMBERS ABSENT: Kaleb Beining, Scott Quellhorst

STAFF PRESENT: Sue Dulek, Anne Russett, Rachel Kilburg Varley

OTHERS PRESENT: Betsy Potter

RECOMMENDATIONS TO COUNCIL:

By a vote of 5-0 the Commission recommends that the District petition be approved and the draft Evaluated Report attached be forwarded to the City Council for their consideration.

CALL TO ORDER:

Elliott called the meeting to order at 6:00 PM.

PUBLIC DISCUSSION OF ANY ITEM NOT ON THE AGENDA:

None.

CONSIDER A RECOMMENDATION ON THE PROPOSED RENEWAL AND EXPANSION OF THE SELF- SUPPORTED MUNICIPAL IMPROVEMENT DISTRICT FOR DOWNTOWN IOWA CITY:

Kilburg Varley introduced herself as the Economic Development Coordinator for the city of Iowa City and is presenting today the petition for renewal and expansion that the Iowa City Downtown Self-Supported Municipal Improvement District (SSMID) submitted. The Planning and Zoning Commission's role in this process was included in the agenda packet and Kilburg Varley also attached a draft evaluative report, which is what the State code asked that the Planning and Zoning Commission provide, if they're so inclined.

Kilburg Varley first gave an overview of what a SSMID (Self-Supported Municipal Improvement District) is. It is essentially a self-imposed taxing district where property owners within that district, if they so choose, sign a petition, and if there's enough of them, they agree to impose an additional tax beyond their standard property tax upon themselves, and that tax revenue provides additional funding to be used within the district for additional or expanded or enhanced types of services, projects and programs that's above and beyond what the municipality provides. SSMIDs are authorized by Iowa Code Chapter 386, a copy of that code was included in the agenda packet. Kilburg Varley reiterated a quick overview of the process. Property owners sign petition forms to either form or renew a district, and that petition must be signed by at least 25% of property owners representing 25% of the total assessed value. If that is all valid, then City Council would establish the district by ordinance, with three readings at the City Council level, and then that SSMID levy is collected and used to help fund those district improvements and projects. Iowa City currently has two Self-Supported Municipal Improvement Districts within Iowa City limits, the South of Six SSMID that came before this Commission a few years ago and the Iowa City Downtown District SSMID which has been in existence for nearly 15 years, first

established in 2011 and then in 2015 the boundaries were expanded and the district was renewed for 10 years, which is the current authorization that they're under, and that expires June 30, 2026. Kilburg Varley noted under the current SSMID authorization the first five years levied a \$2 per \$1,000 of taxable value as a SSMID tax on the properties within the district and then for the last five years that increased to \$2.50 per \$1,000 of taxable value.

Kilburg Varley stated the Iowa City Downtown SSMID is managed by the Iowa City Downtown District and is a 501(c)6 organization and is who executes the SSMID financing mechanism. Again, the Planning and Zoning Commission's role in the process for either creating or renewing a SSMID is laid out in Iowa Code Chapter 386 and the first step is for those property owners to decide if they want to sign and submit the petition to the City declaring that they want a renewal of the SSMID. The City received the petition for the renewal from the Downtown District on September 15, 2025. Staff then had to verify that the petition contains the required signatures of 25% threshold of property owners and assessed value. Staff performed that review and verified that they met those thresholds. Staff then notified City Council at the October 7 meeting and City Council has forwarded the petition to Planning and Zoning. State Code states Planning and Zoning needs to review the petition on the merit and feasibility of the project and prepare an evaluative report on the proposed district. If Planning and Zoning chooses to approve and forward this evaluative report, then the next steps would be for City Council to set a public hearing and post the public notice for that per the standard process, they would also need to mail a copy by certified mail to all the affected property owners, after the public hearing is held within the required timelines then City Council can then consider adopting an ordinance which reestablishes this SSMID.

Kilburg Varley shared a map of the district outlining the current district boundaries and the expanded proposed boundaries. The proposed expansion is in the Northside Marketplace area and then to also extend the district down to the railroad tracks. Kilburg Varley stated all the properties within the district are zoned for commercial, mixed-use or multi-residential and State Code requires that it be commercial properties. The petition proposes to extend the current SSMID for another 10 years, July 1, 2026, through June 30, 2036, and for the first seven years of that extension the SSMID levy rate would remain what it is right now, \$2.50 per \$1,000 of assessed value and then for the final three years the district would have the option, with their board's approval, to increase to \$2.75 per \$1,000 of assessed value. Kilburg Varley explained these revenues would be used to help support their operations which includes business support services, marketing and advertising programming, special events like festivals and different activities, physical improvements, enhanced cleaning, lighting, public art, landscaping, seasonal decorations, etc., and staff, including an executive director, to help them implement their work.

Kilburg Varley reiterated the State Code requires Planning and Zoning to consider the petition and prepare an evaluative report on the merit and feasibility of the proposal. In the spirit of that law, staff reviewed the petition and in the agenda packet outlined the different points for the Commission's consideration which staff believes support the petition. Kilburg Varley then reviewed the criteria, first, the property in the district does meet all the criteria in the State Code, it has contiguous boundaries, its commercial property, and it's located within City limits of which it meets all those criteria. Second, it did meet that threshold of the 25% of property owners and assessed value. Third, it met the requirement of the code of what that petition all needs to include, defining a name, a duration, what the boundaries are. Fourth that the levy rate, the purposes, and the projects proposed for the use the levy revenue are valid. Fifth, staff finds that

the purpose of the district is adequately described. Sixth, staff doesn't believe that this proposal conflicts with any existing City codes, plans or policies. In fact, staff asserts it supports several including the Comprehensive Plan, the Downtown and Riverfront Crossings Master Plan and the City Council Strategic Plan. Seven, that the estimated SSMID levy revenue under this expansion would be sufficient to carry out the goals and uses identified in the petition and staff finds that with approximately \$1,000,000 it is sufficient and therefore meets the requirements of the State Code. Eighth, that the activities that the district proposing to use the SSMID levy are all in line with state and local laws, plans and policies. Staff finds that the proposal is reasonably calculated to meet their objectives.

Staff recommends that Planning and Zoning recommend the petition for approval and forward the draft evaluative report to City Council for their consideration. If Planning and Zoning choose to do that, next steps are City Council will set a public hearing, post and mail the notice, and then consider an ordinance to approve the extension. Following that, the City would need to approve a separate operating agreement with the Downtown District.

Townsend asked what effect it would have if the proposal was not approved. Kilburg Varley stated that the Downtown District is a separate 501(c)6 organization, so in theory it could continue, however it would not have much of a funding mechanism. The SSMID levy collected accounts for about half of their annual revenue so if this extension of the downtown SSMID is not approved, then they would lose the most reliable and significant source of revenue that they have to carry out their activities.

Betsy Potter (Executive Director, Downtown District) stated currently about a third of the overall budget it from the SSMID, it changes a little bit with the expanded boundaries. Another third comes from events revenue that they make up from different ticketing and sponsorships and the final third of the budget comes from support from the city of Iowa City's contribution towards the block by block ambassador services, the University of Iowa contribution that they provide annually, and then any other partnerships or programming sponsorships overall.

Miller noted since it has to be commercial property does that mean if there is residential within the boundary it just doesn't get taxed. Kilburg Varley verified that was correct.

Potter stated the big catalyst to the larger expansion is that they feel like they've had a big impact on downtown over the last 13 years but that the expanded boundaries, over towards the new UIHC campus (former Mercy Hospital) and then south of Burlington are opportunity areas for their organization and for the City overall.

Wade asked what's the vision for the expanded boundaries and what would they contribute to the neighborhood. Potter replied first they would communicate with the property owners and businesses to understand what they want to see in those areas, but overall they're just hoping to expand services to those areas. For example, right now they end the ambassador services at Encounter Café and there's a big opportunity for Gilbert Street and beyond to expand those services. Potter noted all of their grant programs, events, marketing, they don't do outside of their existing boundaries so this expansion would be an opportunity to include a number of businesses that have wanted to be included for a long time into the organization. This allows additional businesses that want to participate to be part of the organization.

Miller moved to recommend that the District petition be approved and the draft Evaluated Report attached be forwarded to the City Council for their consideration. Davies seconded the motion.

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

Davies thinks it's definitely worthy of merit, it is a great program and it's done a lot of good for the community as a whole. The downtown really serves as an anchor and a hub culturally. He did want to mention the University being such a large property holder and not paying property tax, being aware of their contribution and making sure it's proportional as the boundaries expand that the burden doesn't fall unduly on the private property holders, he'd hope that the University contribution would increase proportionally.

CONSIDERATION OF MEETING MINUTES: AUGUST 27 2025:

Wade moved to approve the meeting minutes from August 27, 2025. Miller seconded the motion, a vote was taken and the motion passed 5-0.

CONSIDERATION OF MEETING MINUTES: SEPTEMBER 3 2025:

Wade moved to approve the meeting minutes from September 3, 2025. Davies seconded the motion, a vote was taken and the motion passed 4-1 (Miller abstained due to absence).

PLANNING AND ZONING INFORMATION:

Russett reminded the Commission that there's the joint City Council/Planning and Zoning Commission work session next Tuesday at 4:00 to get an update on the Comprehensive Plan engagement that the consultant has been conducting over the past six months or so.

Miller asked if there is an agenda or anything the Commission needs to prepare. Russett replied no, it's an opportunity for the consultant to share the input that they've received from multiple different activities over the course of several months. There was the website, they held meetings, attended pop up events like Party in the Parks and National Night Out, held focus groups and stakeholder interviews, and this is an opportunity for them to share what they heard through those processes.

Dulek noted the Planning and Zoning chair has resigned, effective December 1, he's moving, so if anyone know anybody who wants to apply to be on Planning and Zoning let either her or Russett know and they can find out the deadline, it'll probably be somewhere mid-November to submit the application.

ADJOURNMENT:

Elliott moved to adjourn, Townsend seconded and the motion passed 5-0.

**PLANNING & ZONING COMMISSION
ATTENDANCE RECORD
2024-2025**

	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	10/15
BEINING, KALEB	---	---	---	---	---	---	---	---	---	---	X	O	X	X	O	O
DAVIES, JAMES	---	---	---	---	---	---	---	---	---	---	X	X	X	X	X	X
CRAIG, SUSAN	X	X	X	X	X	X	X	X	X	X	---	---	---	---	---	---
ELLIOTT, MAGGIE	O/E	X	X	O/E	X	X	X	X	X	X	X	O/E	X	X	O/E	X
HENSCH, MIKE	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	X
QUELLHORST, SCOTT	X	X	X	O/E	X	X	X	X	X	X	X	X	X	O/E	X	O/E
TOWNSEND, BILLIE	X	X	X	O/E	X	X	X	X	X	X	X	X	X	X	X	X
WADE, CHAD	X	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



CITY OF IOWA CITY MEMORANDUM

To: City Council
From: Maggie Elliott, Vice-Chair, Planning & Zoning Commission
Date: October 15, 2025
Re: Evaluative Report on a Proposed Iowa City Downtown Self-Supported Municipal Improvement District (SSMID)

The City has received, and City Council has forwarded for our review, a petition by property owners for a proposed renewed and expanded Downtown Iowa City Self-Supported Municipal Improvement District (SSMID) district. The petition requests the renewal and expansion of the existing Iowa City Downtown SSMID.

Iowa Code states that the SSMID petition must be signed by at least 25% of the property owners and representing at least 25% of the assessed value of the proposed district. Staff verified the petition filed on September 12, 2025 meets these two thresholds and notified City Council of the receipt of the petition.

Next, Iowa Code requires the Planning & Zoning Commission to review the petition for its merit and feasibility and make an evaluative report to the City Council. After the review at its meeting on October 15, 2025, the Planning & Zoning Commission recommended approval and forwarding this review to the City Council for their further consideration of the Downtown Iowa City SSMID.

The following is a review and our determination of the proposed Downtown Iowa City SSMID's merit and feasibility.

1. Whether the property in the proposed district meets all the criteria established in Section 386.3(1):
 - *The Iowa City Downtown SSMID (also herein referred to as the "District") petition appears to meet the minimum requirements of Iowa Code Section 386.3(1), which states that a district shall: a) "[b]e comprised of contiguous property... zoned for commercial or industrial uses" and be "located wholly within the boundaries of the city, b) [b]e given a descriptive name containing the words 'self-supporting municipal improvement district', and c) be comprised of property related in some manner...."*
 - *The District is comprised of contiguous property zoned for commercial use and is within the boundaries of the City of Iowa City. The petition states that the District is entitled "Iowa City Downtown Self-Supported Municipal Improvement District." Finally, the property within the District is related in that it is physically located in Iowa City, is contiguous, and serves as a commercial hub for the community.*

2. Whether the petition submitted is sufficiently clear and contains the requisite number of signatures from property owners representing the necessary assessed value of all the taxable property within the proposed district:
 - *The District petition provides detailed explanations of the proposed operations of the SSMID and the requirements of SSMID property owners.*
 - *Staff has reviewed the petition and verified the signatures of at least twenty-five percent of all the owners of property within the proposed district have signed the petition, and that these signatures together represent ownership of property with an assessed value of at least twenty-five percent of the assessed value of all of the property in the proposed district per Iowa Code Section 386.3(2)(a).*
3. Whether the petition sufficiently describes the boundaries of the district or provides a consolidated description of the property contained therein:
 - *The petition provides a legal description of the boundaries of the District, and a map indicating the parcels of land included within the District per Iowa Code Section 386.3(2)(b).*
4. Whether a maximum rate of tax that may be imposed upon the property within the district and the purposes for which it may be levied are set forth:
 - *The District petition establishes a maximum tax rate of \$2.50 per \$1,000 of assessed value for the first seven years of the authorization, and a maximum tax rate of \$2.75 per \$1,000 of assessed value for the remaining three years. This meets the requirement of Iowa Code Section 386.3(2)(d). The petition states the purpose of the tax is to provide new, additional or enhanced services within the District.*
5. Whether the purpose of the district is adequately described, as well as any improvements or other project activities that may be the subject of the petition:
 - *As stated in Item 4 on Page 2, the petition states that the purpose of the District is to provide for new, additional or enhanced services within the District. In particular, the petition details how revenues collected for the District Operating Fund may be used in support of the provision of services, physical or capital improvements, and hiring of an Executive Director and staff.*
6. Whether the proposed district or improvements would conflict in any way with any existing laws, plans or City policies, including comprehensive plans, zoning ordinances, local or regional development plans or programs, local, state or federal laws or regulations or other established special districts:
 - *The operations, services, and improvements that can occur under the proposed District do not appear to conflict with any existing laws, plans or policies.*

- *The District overlaps with the City-University Urban Renewal Area. Under previous authorizations and as proposed for renewal, the SSMID petition does not conflict with the goals or purposes of this Urban Renewal Area. The petition outlines how tax revenue captured by TIF shall be reimbursed back to the Proposed District.*

7. Whether the taxes proposed, if any, will be sufficient to pay the anticipated costs or other expenses.

- *The revenue generated from the proposed SSMID would be approximately \$1,00,000 per year. This amount would be sufficient to adequately staff the organization, and to cover costs associated with marketing, projects, programs, services, and improvements in the District.*

8. Whether the formation of the district is consistent with or in furtherance of other identifiable City policies or goals:

- *One of the principal goals of the Comprehensive Plan is to foster an environment in the Downtown area that is attractive to new employers, is pedestrian-oriented, and has strong cultural, commercial, and residential character.*
- *The Downtown and Riverfront Crossings Master Plan clearly outlines a number of aligned goals and priorities for investment in the downtown, south downtown, and central crossings areas covered by the proposed District boundaries.*
- *The City Council Strategic Plan includes several goals and priorities related to establishing Iowa City as a strong business community, cultivating the business ecosystem, partnering for desirable development, and creating inviting and active outdoor spaces for the community.*
- *The District petition states that one of the purposes of the SSMID is to provide physical enhancements to improve the image and appearance of the District, including lighting, signage, landscaping, and public art.*

The review by the Planning and Zoning Commission determines that the petition meets the requirements of Iowa Code Chapter 386, and that:

- The operational activities (as defined in Iowa Code Section 386.8) of the Proposed District are appropriate in relation to existing laws, plans and policies; and
- The means to implement the proposal appear reasonably calculated to accomplish the Proposed District objectives.

Notice of Public Hearing

NOTICE OF PUBLIC HEARING BY CITY COUNCIL OF THE CITY OF IOWA CITY, IOWA, TO CONSIDER A PETITION TO RE-ESTABLISH A SELF-SUPPORTED MUNICIPAL IMPROVEMENT DISTRICT WITHIN THE CITY OF IOWA CITY, IOWA

The City Council of the City of Iowa City, Iowa will hold a public hearing at its meeting on November 18, 2025 which commences 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 to consider establishment of a Self-Supported Municipal Improvement District within the city limits.

Pursuant to Chapter 386 of the Code of Iowa, herein "Act," a Petition has been filed with the City Council requesting that the City re-establish a Self-Supported Municipal Improvement District (SSMID) as contemplated by Chapter 386 of the Code. This Petition requests that the current SSMID established by Ordinance of the City Council in 2015 be extended for a period of ten (10) years with an expanded area and sets forth maximum tax rates to be imposed and levied on property within the District.

The name of the proposed District shall be the "Iowa City Downtown Self-Supported Municipal Improvement District." The District is overseen by, and commonly known as, the Iowa City Downtown District (ICDD).

The legal description of the property to be included in the proposed Iowa City Downtown SSMID is set forth below:

BEGINNING AT THE WEST RIGHT-OF-WAY LINE OF GILBERT STREET WHERE IT INTERSECTS THE SOUTH LINE OF THE PLATTED EAST-WEST ALLEY IN BLOCK 57, ORIGINAL TOWN OF IOWA CITY, IOWA;

THENCE WEST ALONG THE SOUTH LINE OF SAID PLATTED ALLEY AND ITS WESTERLY EXTENSION TO ITS INTERSECTION WITH THE WEST RIGHT-OF-WAY LINE OF LINN STREET;

THENCE SOUTH ALONG THE WEST RIGHT-OF-WAY LINE OF SAID LINN STREET AND ITS SOUTHERLY EXTENSION TO A POINT ON THE SOUTH RIGHT-OF-WAY LINE OF BLOOMINGTON STREET;

THENCE WEST ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE OF BLOOMINGTON STREET TO THE NORTHWEST CORNER OF AUDITOR'S PARCEL 2012099 AS RECORDED IN PLAT BOOK 57 AT PAGE 120 IN THE RECORDS OF THE JOHNSON COUNTY RECORDER'S OFFICE;

THENCE SOUTHERLY, ALONG THE WESTERLY LINE OF SAID AUDITOR'S PARCEL 2012099, TO THE SOUTHWEST CORNER OF SAID AUDITOR'S PARCEL 2012099, AND A POINT ON THE NORTH LINE OF THE PLATTED EAST-WEST ALLEY IN BLOCK 68,

ORIGINAL TOWN OF IOWA CITY;

THENCE WEST ALONG SAID NORTH LINE OF THE PLATTED EAST-WEST ALLEY IN BLOCK 68, TO A POINT ON THE EAST RIGHT-OF-WAY LINE OF DUBUQUE STREET;

THENCE SOUTH ALONG THE EAST RIGHT-OF-WAY LINE OF DUBUQUE STREET TO ITS INTERSECTION WITH THE SOUTH RIGHT-OF-WAY LINE OF MARKET STREET;

THENCE WEST ALONG SAID SOUTH RIGHT-OF-WAY LINE OF MARKET STREET TO ITS INTERSECTION WITH THE EAST RIGHT-OF-WAY LINE OF CLINTON STREET;

THENCE SOUTH ALONG SAID EAST RIGHT-OF-WAY LINE OF CLINTON STREET TO ITS INTERSECTION WITH THE NORTH RIGHT-OF-WAY LINE OF WASHINGTON STREET;

THENCE WEST ALONG THE NORTH RIGHT-OF-WAY LINE OF WASHINGTON STREET TO ITS INTERSECTION WITH THE NORTHERLY EXTENSION OF THE EAST RIGHT-OF-WAY LINE OF CAPITOL STREET;

THENCE SOUTH ALONG SAID NORTHERLY EXTENSION, AND SAID EAST RIGHT-OF-WAY LINE OF CAPITOL STREET TO ITS INTERSECTION WITH THE SOUTH RIGHT-OF-WAY LINE OF BURLINGTON STREET;

THENCE WEST ALONG SAID SOUTH RIGHT-OF-WAY LINE OF BURLINGTON STREET TO ITS INTERSECTION WITH THE EAST RIGHT-OF-WAY LINE OF MADISON STREET;

THENCE SOUTH ALONG SAID EAST RIGHT-OF-WAY LINE OF MADISON STREET TO THE NORTHWEST CORNER OF THE SOUTH 75 FEET OF LOT 6, OF BLOCK 93, ORIGINAL TOWN OF IOWA CITY;

THENCE EAST ALONG THE NORTH LINE OF SAID SOUTH 75 FEET OF LOT 6, BLOCK 93, TO ITS INTERSECTION WITH THE WEST LINE OF THE PLATTED NORTH-SOUTH ALLEY IN BLOCK 93, ORIGINAL TOWN OF IOWA CITY;

THENCE SOUTH ALONG SAID WEST LINE OF THE PLATTED NORTH-SOUTH ALLEY IN BLOCK 93, TO ITS INTERSECTION WITH THE NORTH RIGHT-OF-WAY LINE OF COURT STREET;

THENCE EAST ALONG SAID NORTH RIGHT-OF-WAY LINE OF COURT STREET TO ITS INTERSECTION WITH THE NORTHERLY EXTENSION OF THE EAST RIGHT-OF-WAY LINE OF CAPITOL STREET;

THENCE SOUTH ALONG SAID NORTHERLY EXTENSION AND THE EAST RIGHT-OF-WAY LINE OF CAPITOL STREET TO ITS INTERSECTION WITH THE NORTH RIGHT-OF-WAY LINE OF THE IOWA INTERSTATE RAILROAD;

THENCE EAST ALONG SAID NORTH RIGHT-OF-WAY LINE OF THE IOWA

INTERSTATE RAILROAD TO ITS INTERSECTION WITH THE WEST RIGHT-OF-WAY LINE OF GILBERT STREET;

THENCE NORTHERLY ALONG SAID WEST RIGHT-OF-WAY LINE OF GILBERT STREET TO ITS INTERSECTION WITH THE WESTERLY EXTENSION OF THE SOUTH RIGHT-OF-WAY LINE OF BOWERY STREET;

THENCE EAST ALONG SAID WESTERLY EXTENSION AND SOUTH RIGHT-OF-WAY LINE OF BOWERY STREET TO ITS INTERSECTION WITH THE SOUTHERLY EXTENSION OF THE EAST LINE OF THE PLATTED NORTH SOUTH ALLEY IN BLOCK 1 OF LYON'S 1ST ADDITION;

THENCE NORTH ALONG SAID SOUTHERLY PROJECTION, EAST LINE OF SAID PLATTED NORTH SOUTH ALLEY AND THE EAST LINE OF THE NORTH SOUTH PLATTED ALLEY IN BLOCK 1 OF BERRYHILL & PIERCE ADDITION TO ITS INTERSECTION WITH THE SOUTH LINE OF THE PARCEL OF LAND, AS DESCRIBED IN BOOK 4771 AT PAGES 112-116 OF THE RECORDS OF THE JOHNSON COUNTY RECORDER'S OFFICE;

THENCE NORTHERLY ALONG SAID SOUTH LINE OF SAID DESCRIBED PARCEL;

THENCE EAST ALONG SAID SOUTH LINE OF SAID DESCRIBED PARCEL TO ITS INTERSECTION WITH THE WEST RIGHT-OF- WAY LINE OF VAN BUREN STREET;

THENCE NORTH ALONG SAID WEST RIGHT-OF-WAY LINE OF VAN BUREN STREET, TO ITS INTERSECTION WITH THE WESTERLY EXTENSION OF THE NORTH RIGHT-OF-WAY LINE OF COLLEGE STREET.

THENCE EAST ALONG SAID WESTERLY EXTENSION AND THE NORTH RIGHT-OF-WAY LINE OF COLLEGE STREET TO THE SOUTHWEST CORNER OF THE EAST 2.42 FEET OF THE SOUTH 75 FEET OF LOT 7, OF BLOCK 41, ORIGINAL TOWN OF IOWA CITY;

THENCE NORTH ALONG THE WEST LINE OF SAID EAST 2.42 FEET OF THE SOUTH 75 FEET OF LOT 7, OF BLOCK 41, TO THE NORTHWEST CORNER OF SAID EAST 2.42 FEET OF THE SOUTH 75 FEET OF LOT 7, OF BLOCK 41;

THENCE EAST ALONG THE NORTH LINE OF SAID EAST 2.42 FEET OF THE SOUTH 75 FEET OF LOT 7, OF BLOCK 41, TO THE SOUTHWEST CORNER OF THE NORTH 75 FEET OF LOT 8, BLOCK 41, ORIGINAL TOWN OF IOWA CITY;

THENCE NORTH ALONG THE WEST LINE OF SAID NORTH 75 FEET OF LOT 8, BLOCK 41, AND NORTHERLY EXTENSION OF SAID WEST LINE, TO THE SOUTHWEST CORNER OF LOT 1 OF SAID BLOCK 41, ORIGINAL TOWN OF IOWA CITY;

THENCE NORTH ALONG THE WEST LINE OF SAID LOT 1, BLOCK 41, AND THE NORTHERLY EXTENSION OF SAID WEST LINE, TO THE SOUTHWEST CORNER OF LOT 8, OF BLOCK 40, ORIGINAL TOWN OF IOWA CITY;

THENCE NORTH ALONG THE WEST LINE OF SAID LOT 8, BLOCK 40, AND THE

NORTHERLY EXTENSION OF SAID WEST LINE, TO ITS INTERSECTION WITH THE NORTH LINE OF THE PLATTED EAST-WEST ALLEY IN SAID BLOCK 40;

THENCE WEST ALONG SAID NORTH LINE OF THE PLATTED EAST-WEST ALLEY, TO ITS INTERSECTION WITH THE NORTHERLY LINE OF THE FORMER CHICAGO, ROCK ISLAND, & PACIFIC RAILWAY COMPANY RIGHT-OF-WAY;

THENCE NORTHEASTERLY ALONG SAID NORTHERLY LINE OF THE FORMER CHICAGO, ROCK ISLAND, & PACIFIC RAILWAY COMPANY RIGHT-OF-WAY, TO ITS INTERSECTION WITH THE WEST LINE OF LOT 1, BLOCK 40, ORIGINAL TOWN OF IOWA CITY;

THENCE NORTH ALONG SAID WEST LINE OF LOT 1, BLOCK 40, AND THE NORTHERLY EXTENSION OF SAID WEST LINE, TO THE SOUTHWEST CORNER OF LOT 8, BLOCK 39, ORIGINAL TOWN OF IOWA CITY;

THENCE NORTH ALONG THE WEST LINE OF SAID LOT 8, BLOCK 39, TO THE NORTHWEST CORNER OF SAID LOT 8, BLOCK 39;

THENCE EAST ALONG THE NORTH LINE OF SAID LOT 8, BLOCK 39, AND ITS EASTERLY EXTENSION, TO ITS INTERSECTION WITH THE EAST RIGHT-OF-WAY LINE OF JOHNSON STREET;

THENCE NORTH ALONG SAID EAST RIGHT-OF-WAY OF JOHNSON STREET TO ITS INTERSECTION WITH THE SOUTH RIGHT- OF-WAY LINE OF MARKET STREET;

THENCE EAST ALONG SAID SOUTH RIGHT-OF-WAY LINE OF MARKET STREET, TO ITS INTERSECTION WITH THE WEST RIGHT-OF-WAY LINE OF DODGE STREET;

THENCE NORTH ALONG SAID WEST RIGHT-OF-WAY LINE OF DODGE STREET TO ITS INTERSECTION WITH THE SOUTH RIGHT-OF-WAY LINE OF BLOOMINGTON STREET;

THENCE WEST ALONG SAID SOUTH RIGHT-OF-WAY LINE OF BLOOMINGTON STREET TO ITS INTERSECTION WITH THE WEST RIGHT-OF-WAY LINE OF JOHNSON STREET;

THENCE NORTH ALONG SAID WEST RIGHT-OF-WAY LINE OF JOHNSON STREET TO ITS INTERSECTION WITH THE NORTH RIGHT-OF-WAY LINE OF BLOOMINGTON STREET;

THENCE WEST ALONG SAID NORTH RIGHT-OF-WAY LINE OF BLOOMINGTON STREET, TO THE SOUTHEAST CORNER OF THE WEST HALF OF LOT 6, BLOCK 37, ORIGINAL TOWN OF IOWA CITY;

THENCE NORTH ALONG THE EAST LINE OF SAID WEST HALF OF LOT 6, BLOCK 37, TO ITS INTERSECTION WITH THE SOUTH LINE OF THE PLATTED EAST-WEST ALLEY, IN SAID BLOCK 37;

THENCE WEST ALONG SAID SOUTH LINE OF THE PLATED EAST WEST ALLEY OF

SAID BLOCK 37, THE WESTERLY PROJECTION THEREOF, THE SOUTH LINE OF THE PLATTED EAST WEST ALLEY IN BLOCK 48, ORIGINAL TOWN OF IOWA CITY, AND THE WESTERLY PROJECTION THEREOF TO THE POINT OF BEGINNING.

The purposes of the proposed Iowa City Downtown SSMID shall be the undertaking of actions authorized by the Act and include development and management of activities in support of business retention and attraction, marketing, advertising, business support services, establishment and promotion of special events, festivals, and activities, making of physical or other improvements designed to enhance the image and appearance of the District, and the employment of an Executive Director and staff to manage the work of the District. The petition expresses the intent that the City will continue the type and extent of governmental services currently provided and that the work of the Iowa City Downtown SSMID will provide new and enhanced services.

The maximum rate of tax which is requested to be imposed and to be levied annually against property in the District (excluding property assessed as residential property) shall not exceed a rate of two dollars and fifty cents (\$2.50) per one thousand dollars (\$1,000) taxable value for the period of July 1, 2026 through June 30, 2033; and a rate of two dollars and seventy five cents (\$2.75) per one thousand dollars (\$1,000) taxable value for the period of July 1, 2033 through June 30, 2036. The proposed levy is in addition to all other taxes and will be distributed to the operation fund established by the SSMID Ordinance.

Copies of the Petition, proposed boundary map, and Ordinance are on file for public examination in the office of the City Clerk, City Hall, 410 E. Washington Street, Iowa City, Iowa. Any person or organization desired to be heard shall be afforded an opportunity to be heard at the public hearing.

The City Clerk is hereby authorized and directed to publish notice of the public hearing 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.

s/Kellie K. Grace

City Clerk, Iowa City, Iowa

Ordinance No. _____

Ordinance amending Title 3, "Finance, Taxation and Fees" of the City Code, to re-establish the Iowa City Downtown Self-Supported Municipal Improvement District (SSMID) pursuant to the provisions of Chapter 386, Code of Iowa; and providing for the establishment of an operation fund and the levy of an annual tax in connection therewith.

Whereas, the City of Iowa City is authorized by Chapter 386, Code of Iowa (the "Act") to create a self-supported municipal improvement district in the City, to provide for the existence and operation of such district, to provide for the maintenance of improvements or self-liquidating improvements for such district, and to levy taxes with respect to such district, all as more specifically defined in the Act; and,

Whereas, Ordinance No. 11-4460 adopted on December 6, 2011 established the Iowa City Downtown Self-Supported Municipal Improvement District (SSMID) for a period of four (4) years; and,

Whereas, Ordinance No. 15-4649 adopted on December 15, 2015 re-established the Iowa City Downtown SSMID for an additional ten (10) years and expanded boundaries that will expire on July 1, 2026; and

Whereas, on September 12, 2025, a Petition was filed to again re-establish the SSMID for a period of ten (10) years with expanded boundaries as described therein ("Proposed District"); and,

Whereas, the Petition is in compliance with the provisions of the Act; and,

Whereas, on October 7, 2025, the City Council received the Petition and referred it to the City's Planning and Zoning Commission for review in accordance with the Act; and,

Whereas, on October 15, 2025, the City's Planning and Zoning Commission reviewed the Petition on the merit and feasibility of the Proposed District and forwarded an Evaluative Report to the City Council; and,

Whereas, on October 21, 2025, the City Council scheduled a public hearing for November 18, 2025, at 6:00 P.M., at which it proposed to take action for the establishment of the Proposed District, and did direct that notice of such hearing be given in accordance with the Act; and,

Whereas, notice of the hearing was published in the Iowa City Press Citizen on October 30, 2025, and a copy of such notice was mailed by certified mail on November 3, 2025, to the

affected owners of record of real property located within the Proposed District as shown by the records of the Johnson County Auditor, in satisfaction of the notice requirements of the Act; and,

Whereas, at the Public Hearing, the City Council did meet and hear all owners of property in the Proposed District and residents of the City desiring to express their views with respect to the establishment of the Proposed District; and,

Whereas, on November 18, 2025, the City Council closed the public hearing on the creation of the Proposed District and found that the Petition and the Proposed District satisfied the applicable requirements imposed by the Act; and,

Whereas, more than thirty days have now passed since the public hearing on the creation of the Proposed District was closed, and a petition containing the requisite number of signatures that would require the matter to be withdrawn from Council consideration has not been filed with the City Clerk opposing the creation of the Proposed District.

Now Therefore, Be It Ordained, by the City Council of the City of Iowa City, Iowa,

Section I, Chapter 7, entitled "Iowa City Downtown Self-Supported Municipal Improvement District," Title 3, entitled "Finances, Taxation and Fees," of the City Code, is hereby repealed and the following is inserted in lieu thereof:

1. In accordance with Iowa Code Chapter 386 there is hereby established and created in the City of Iowa City, a self-supported municipal improvement district as defined in the Act, the name of which shall be the "Iowa City Downtown Self-Supported Municipal Improvement District" (herein the "District").

2. The District shall include all property within the following described boundaries:

BEGINNING AT THE WEST RIGHT-OF-WAY LINE OF GILBERT STREET WHERE IT INTERSECTS THE SOUTH LINE OF THE PLATTED EAST-WEST ALLEY IN BLOCK 57, ORIGINAL TOWN OF IOWA CITY, IOWA;

THENCE WEST ALONG THE SOUTH LINE OF SAID PLATTED ALLEY AND ITS WESTERLY EXTENSION TO ITS INTERSECTION WITH THE WEST RIGHT-OF-WAY LINE OF LINN STREET;

THENCE SOUTH ALONG THE WEST RIGHT-OF-WAY LINE OF SAID LINN STREET AND ITS SOUTHERLY EXTENSION TO A POINT ON THE SOUTH RIGHT-OF-WAY LINE OF BLOOMINGTON STREET;

THENCE WEST ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE OF BLOOMINGTON STREET TO THE NORTHWEST CORNER OF AUDITOR'S PARCEL 2012099 AS RECORDED IN PLAT BOOK 57 AT PAGE 120 IN THE RECORDS OF THE JOHNSON COUNTY RECORDER'S OFFICE;

THENCE SOUTHERLY, ALONG THE WESTERLY LINE OF SAID AUDITOR'S PARCEL 2012099, TO THE SOUTHWEST CORNER OF SAID AUDITOR'S PARCEL 2012099, AND

A POINT ON THE NORTH LINE OF THE PLATTED EAST-WEST ALLEY IN BLOCK 68,
ORIGINAL TOWN OF IOWA CITY;

THENCE WEST ALONG SAID NORTH LINE OF THE PLATTED EAST-WEST ALLEY IN
BLOCK 68, TO A POINT ON THE EAST RIGHT-OF-WAY LINE OF DUBUQUE
STREET;

THENCE SOUTH ALONG THE EAST RIGHT-OF-WAY LINE OF DUBUQUE STREET
TO ITS INTERSECTION WITH THE SOUTH RIGHT-OF-WAY LINE OF MARKET
STREET;

THENCE WEST ALONG SAID SOUTH RIGHT-OF-WAY LINE OF MARKET STREET
TO ITS INTERSECTION WITH THE EAST RIGHT-OF-WAY LINE OF CLINTON
STREET;

THENCE SOUTH ALONG SAID EAST RIGHT-OF-WAY LINE OF CLINTON STREET TO
ITS INTERSECTION WITH THE NORTH RIGHT-OF-WAY LINE OF WASHINGTON
STREET;

THENCE WEST ALONG THE NORTH RIGHT-OF-WAY LINE OF WASHINGTON STREET
TO ITS INTERSECTION WITH THE NORTHERLY EXTENSION OF THE EAST RIGHT-OF-
WAY LINE OF CAPITOL STREET;

THENCE SOUTH ALONG SAID NORTHERLY EXTENSION, AND SAID EAST RIGHT-OF-
WAY LINE OF CAPITOL STREET TO ITS INTERSECTION WITH THE SOUTH RIGHT-OF-
WAY LINE OF BURLINGTON STREET;

THENCE WEST ALONG SAID SOUTH RIGHT-OF-WAY LINE OF BURLINGTON STREET
TO ITS INTERSECTION WITH THE EAST RIGHT-OF-WAY LINE OF MADISON STREET;

THENCE SOUTH ALONG SAID EAST RIGHT-OF-WAY LINE OF MADISON STREET TO
THE NORTHWEST CORNER OF THE SOUTH 75 FEET OF LOT 6, OF BLOCK 93,
ORIGINAL TOWN OF IOWA CITY;

THENCE EAST ALONG THE NORTH LINE OF SAID SOUTH 75 FEET OF LOT 6, BLOCK
93, TO ITS INTERSECTION WITH THE WEST LINE OF THE PLATTED NORTH-SOUTH
ALLEY IN BLOCK 93, ORIGINAL TOWN OF IOWA CITY;

THENCE SOUTH ALONG SAID WEST LINE OF THE PLATTED NORTH-SOUTH ALLEY IN
BLOCK 93, TO ITS INTERSECTION WITH THE NORTH RIGHT-OF-WAY LINE OF
COURT STREET;

THENCE EAST ALONG SAID NORTH RIGHT-OF-WAY LINE OF COURT STREET TO ITS
INTERSECTION WITH THE NORTHERLY EXTENSION OF THE EAST RIGHT-OF-WAY
LINE OF CAPITOL STREET;

THENCE SOUTH ALONG SAID NORTHERLY EXTENSION AND THE EAST RIGHT-OF-
WAY LINE OF CAPITOL STREET TO ITS INTERSECTION WITH THE NORTH RIGHT-OF-
WAY LINE OF THE IOWA INTERSTATE RAILROAD;

THENCE EAST ALONG SAID NORTH RIGHT-OF-WAY LINE OF THE IOWA INTERSTATE RAILROAD TO ITS INTERSECTION WITH THE WEST RIGHT-OF-WAY LINE OF GILBERT STREET;

THENCE NORTHERLY ALONG SAID WEST RIGHT-OF-WAY LINE OF GILBERT STREET TO ITS INTERSECTION WITH THE WESTERLY EXTENSION OF THE SOUTH RIGHT-OF-WAY LINE OF BOWERY STREET;

THENCE EAST ALONG SAID WESTERLY EXTENSION AND SOUTH RIGHT-OF-WAY LINE OF BOWERY STREET TO ITS INTERSECTION WITH THE SOUTHERLY EXTENSION OF THE EAST LINE OF THE PLATTED NORTH SOUTH ALLEY IN BLOCK 1 OF LYON'S 1ST ADDITION;

THENCE NORTH ALONG SAID SOUTHERLY PROJECTION, EAST LINE OF SAID PLATTED NORTH SOUTH ALLEY AND THE EAST LINE OF THE NORTH SOUTH PLATTED ALLEY IN BLOCK 1 OF BERRYHILL & PIERCE ADDITION TO ITS INTERSECTION WITH THE SOUTH LINE OF THE PARCEL OF LAND, AS DESCRIBED IN BOOK 4771 AT PAGES 112-116 OF THE RECORDS OF THE JOHNSON COUNTY RECORDER'S OFFICE;

THENCE NORTHERLY ALONG SAID SOUTH LINE OF SAID DESCRIBED PARCEL;

THENCE EAST ALONG SAID SOUTH LINE OF SAID DESCRIBED PARCEL TO ITS INTERSECTION WITH THE WEST RIGHT-OF-WAY LINE OF VAN BUREN STREET;

THENCE NORTH ALONG SAID WEST RIGHT-OF-WAY LINE OF VAN BUREN STREET, TO ITS INTERSECTION WITH THE WESTERLY EXTENSION OF THE NORTH RIGHT-OF-WAY LINE OF COLLEGE STREET.

THENCE EAST ALONG SAID WESTERLY EXTENSION AND THE NORTH RIGHT-OF-WAY LINE OF COLLEGE STREET TO THE SOUTHWEST CORNER OF THE EAST 2.42 FEET OF THE SOUTH 75 FEET OF LOT 7, OF BLOCK 41, ORIGINAL TOWN OF IOWA CITY;

THENCE NORTH ALONG THE WEST LINE OF SAID EAST 2.42 FEET OF THE SOUTH 75 FEET OF LOT 7, OF BLOCK 41, TO THE NORTHWEST CORNER OF SAID EAST 2.42 FEET OF THE SOUTH 75 FEET OF LOT 7, OF BLOCK 41;

THENCE EAST ALONG THE NORTH LINE OF SAID EAST 2.42 FEET OF THE SOUTH 75 FEET OF LOT 7, OF BLOCK 41, TO THE SOUTHWEST CORNER OF THE NORTH 75 FEET OF LOT 8, BLOCK 41, ORIGINAL TOWN OF IOWA CITY;

THENCE NORTH ALONG THE WEST LINE OF SAID NORTH 75 FEET OF LOT 8, BLOCK 41, AND NORTHERLY EXTENSION OF SAID WEST LINE, TO THE SOUTHWEST CORNER OF LOT 1 OF SAID BLOCK 41, ORIGINAL TOWN OF IOWA CITY;

THENCE NORTH ALONG THE WEST LINE OF SAID LOT 1, BLOCK 41, AND THE NORTHERLY EXTENSION OF SAID WEST LINE, TO THE SOUTHWEST CORNER OF LOT 8, OF BLOCK 40, ORIGINAL TOWN OF IOWA CITY;

THENCE NORTH ALONG THE WEST LINE OF SAID LOT 8, BLOCK 40, AND THE NORTHERLY EXTENSION OF SAID WEST LINE, TO ITS INTERSECTION WITH THE NORTH LINE OF THE PLATTED EAST-WEST ALLEY IN SAID BLOCK 40;

THENCE WEST ALONG SAID NORTH LINE OF THE PLATTED EAST-WEST ALLEY, TO ITS INTERSECTION WITH THE NORTHERLY LINE OF THE FORMER CHICAGO, ROCK ISLAND, & PACIFIC RAILWAY COMPANY RIGHT-OF-WAY;

THENCE NORTHEASTERLY ALONG SAID NORTHERLY LINE OF THE FORMER CHICAGO, ROCK ISLAND, & PACIFIC RAILWAY COMPANY RIGHT-OF-WAY, TO ITS INTERSECTION WITH THE WEST LINE OF LOT 1, BLOCK 40, ORIGINAL TOWN OF IOWA CITY;

THENCE NORTH ALONG SAID WEST LINE OF LOT 1, BLOCK 40, AND THE NORTHERLY EXTENSION OF SAID WEST LINE, TO THE SOUTHWEST CORNER OF LOT 8, BLOCK 39, ORIGINAL TOWN OF IOWA CITY;

THENCE NORTH ALONG THE WEST LINE OF SAID LOT 8, BLOCK 39, TO THE NORTHWEST CORNER OF SAID LOT 8, BLOCK 39;

THENCE EAST ALONG THE NORTH LINE OF SAID LOT 8, BLOCK 39, AND ITS EASTERLY EXTENSION, TO ITS INTERSECTION WITH THE EAST RIGHT-OF-WAY LINE OF JOHNSON STREET;

THENCE NORTH ALONG SAID EAST RIGHT-OF-WAY OF JOHNSON STREET TO ITS INTERSECTION WITH THE SOUTH RIGHT- OF-WAY LINE OF MARKET STREET;

THENCE EAST ALONG SAID SOUTH RIGHT-OF-WAY LINE OF MARKET STREET, TO ITS INTERSECTION WITH THE WEST RIGHT-OF-WAY LINE OF DODGE STREET;

THENCE NORTH ALONG SAID WEST RIGHT-OF-WAY LINE OF DODGE STREET TO ITS INTERSECTION WITH THE SOUTH RIGHT-OF-WAY LINE OF BLOOMINGTON STREET;

THENCE WEST ALONG SAID SOUTH RIGHT-OF-WAY LINE OF BLOOMINGTON STREET TO ITS INTERSECTION WITH THE WEST RIGHT-OF-WAY LINE OF JOHNSON STREET;

THENCE NORTH ALONG SAID WEST RIGHT-OF-WAY LINE OF JOHNSON STREET TO ITS INTERSECTION WITH THE NORTH RIGHT-OF-WAY LINE OF BLOOMINGTON STREET;

THENCE WEST ALONG SAID NORTH RIGHT-OF-WAY LINE OF BLOOMINGTON STREET, TO THE SOUTHEAST CORNER OF THE WEST HALF OF LOT 6, BLOCK 37, ORIGINAL TOWN OF IOWA CITY;

THENCE NORTH ALONG THE EAST LINE OF SAID WEST HALF OF LOT 6, BLOCK 37, TO ITS INTERSECTION WITH THE SOUTH LINE OF THE PLATTED EAST-WEST ALLEY, IN SAID BLOCK 37;

THENCE WEST ALONG SAID SOUTH LINE OF THE PLATED EAST WEST ALLEY OF SAID BLOCK 37, THE WESTERLY PROJECTION THEREOF, THE SOUTH LINE OF THE PLATTED EAST WEST ALLEY IN BLOCK 48, ORIGINAL TOWN OF IOWA CITY, AND THE WESTERLY PROJECTION THEREOF TO THE POINT OF BEGINNING.

3. It is hereby found and determined that all of the property within the District is similarly related so that the present and potential use or enjoyment of the property is benefited by the condition, performance of administration, redevelopment, revitalization and maintenance of the District and the owners of property in the District have a present and potential benefit from the condition, performance of administration, redevelopment, revitalization and maintenance of the District.

4. Pursuant to the provisions of the Act, there is hereby established and created a self-supported municipal improvement district operation fund with respect to the District to be known as the "Iowa City Downtown Self-Supported Municipal Improvement District Operation Fund" (herein the "Operation Fund"), for which the City may certify taxes (the "Operation Tax") against the property, as defined in the Act (excluding property assessed as residential property for property tax purposes), within the District (the "Property") each year, in addition to all other taxes, commencing with the levy of taxes for collection in the fiscal year beginning July 1, 2026 for the purposes of paying the administrative and operational expenses of the District, as defined and authorized in the Act or paying part or all of the maintenance expenses of "improvements" or "self-liquidating improvements", as defined in the Act, for a period of ten (10) years.

5. The City may disburse the amounts collected in the Operation Fund, in accordance with the recommendations of the Iowa City Downtown District Board of Directors as described in paragraph 5 of the Petition, for one or more of the following purposes:

- a) Develop and manage activities in support of marketing, business retention and attraction, including but not limited to:
 - (1) Development and management of business retention and attraction activities
 - (2) Marketing and advertising
 - (3) Business support services
 - (4) Establishment and promotion of special events, festivals, and activities
 - (5) Contingency reserve fund for extraordinary expenses
- b) Physical or other improvements designed to enhance the image and appearance of the District, including but not limited to:
 - (1) Enhanced cleaning
 - (2) Lighting improvements
 - (3) Seasonal and decorative enhancements
 - (4) Signage and banners
 - (5) Landscaping
 - (6) Public or private art

- c) To hire an Executive Director and, if needed, other support staff who will work for the Board of Directors and to fulfill the intent of this Petition and Ordinance establishing the SSMID.

6. The rate of the Operation Tax to be levied annually, in addition to all other taxes, as aforesaid, shall not exceed: 1) For the period of July 1, 2026 through June 30, 2033, a rate of two dollars and fifty cents (\$2.50) per one thousand dollars (\$1,000) of taxable value, commencing with the levy of taxes for collection in the seven fiscal years beginning July 1, 2026; and, 2) For the period July 1, 2033 through June 30, 2036, a rate of two dollars and seventy-five cents (\$2.75) per one thousand dollars (\$1,000) of taxable value for collection in the three fiscal years beginning July 1, 2033.

SECTION II. REPEALER. All ordinances and parts of ordinances in conflict with the provisions 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 not adjudged invalid or unconstitutional.

SECTION IV. EFFECTIVE DATE. This Ordinance shall be effective July 1, 2026.

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

Mayor

Attest, City Clerk

Approved by:

City Attorney's Office



CITY OF IOWA CITY COUNCIL ACTION REPORT

November 18, 2025

Ordinance amending Title 9, entitled “Motor Vehicles and Traffic,” Chapter 5, entitled “Parking Meter Zones and Parking Lots,” Section 6, entitled “Penalties; Parking Tickets,” to provide for an updated and streamlined process to appeal parking tickets and Chapter 9, entitled “Towing and Impoundment Procedures,” Section 4, entitled “Impoundment for Accumulated Parking Violations,” to increase the amount of accumulated parking fines that result in adding a vehicle to the impound list from \$50.00 to \$150.00. (Second Consideration)

Prepared By:	Curtis Brenton, Operations Supervisor
Reviewed By:	Darian Nagle-Gamm, Director of Transportation Services Jennifer Schwickerath, Assistant City Attorney
Fiscal Impact:	N/A
Staff Recommendation:	Approval
Commission Recommendations:	N/A
Attachments:	Ordinance

Executive Summary:

The proposed ordinance amendments are intended to update and streamline the process for the administrative review of parking violations. It is anticipated that the changes will increase the efficiency of the process.

The proposal would decrease the time window for a customer to request administrative review from the City from 20 days to 7 days. Reviews of violations that cite one or more reasons published on the City's website will be conducted by Transportation Services staff, typically a customer service representative under management oversight. All other reviews will be handled by the City Manager or their designee, typically a Transportation Services supervisor.

The proposal would introduce a 10-day window for customers unsuccessful in the City administrative review to appeal the matter in magistrate court as a simple misdemeanor.

The proposal includes raising the threshold for unpaid parking tickets and ramp fees that result in a vehicle being added to the impound list from \$50.00 to \$150.00. Additionally, vehicle unlock fees would be removed, as these fees are no longer assessed.

Background / Analysis:

There is a significant backlog with the current process for administrative review of parking tickets, and it is anticipated that these changes will provide for a more efficient, staff and customer friendly process.

The current process in 9-5-6 requires a three member panel to include the parking supervisor, a member of the police department, and one other City staff member to conduct the administrative review. Changing the process to allow for one Parking Department staff member to conduct the administrative review would improve response times to customers and decrease staff time.

The administrative review of parking tickets submitted with the following explanations would be reviewed by Transportation Services Staff.

- Lack of knowledge of parking regulations
- Other vehicles were parked improperly and were not cited
- Customer has never been cited before for similar offenses
- Only parked illegally for a short period of time
- Commercial vehicle with no signage shown
- Class/appointment ran late
- Ride share or delivery vehicle (e.g. Uber or DoorDash)
- Inability to pay the amount of the citation issued
- Inclement weather
- Operation of vehicle by another person
- Untimely (administrative review requested after 7 days from the issuance of the ticket)

The administrative review of parking tickets submitted with an explanation not listed above would be reviewed by the City Manager or the City Manager's designee.

Information on how to request an administrative review of a parking ticket would continue to be provided on the parking ticket and customers can request an administrative review through the online portal on the City's website or on a form downloaded from the City's website or picked up at the Parking Office.

Ordinance No. _____

— Ordinance amending Title 9, entitled “Motor Vehicles and Traffic,” Chapter 5, entitled “Parking Meter Zones and Parking Lots,” Section 6, entitled “Penalties; Parking Tickets,” to provide for an updated and streamlined process to appeal parking tickets and Chapter 9, entitled “Towing and Impoundment Procedures,” Section 4, entitled “Impoundment for Accumulated Parking Violations,” to increase the amount of accumulated parking fines that result in adding a vehicle to the impound list from \$50.00 to \$150.00.

Whereas, the Iowa City Code section 9-5-6 provides the process for a driver or owner of a vehicle to appeal a parking violation; and

Whereas, the current Iowa City Code section 9-5-6 outlines a process that is unsustainable and said provision should be amended to update and streamline the process to allow for a more efficient, staff and customer friendly process for administrative review of parking tickets; and

Whereas, Iowa City Code section 9-9-4 provides that a vehicle may be impounded for accumulated parking violations of \$50.00 or more; and

Whereas, it is appropriate to increase the threshold for the impoundment of a vehicle for unpaid parking tickets from \$50.00 to \$150.00 or more; and

Whereas, it is in the best interest of the City to adopt this ordinance.

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

Section I. Amendment.

1. Title 9, entitled “Motor Vehicles and Traffic,” Chapter 5, entitled “Parking Meter Zones and Parking Lots,” Section 6, entitled “Penalties; Parking Tickets,” Subsection A., entitled “Parking Violations” is amended by deleting the strike-through text as follows:

The penalties for violations of parking regulations shall be as provided in the schedule of fees, title 3, chapter 4 of this code. Parking violations may be charged on a notice of fine (ticket), and if the driver or owner charged admits the violation, payment of the scheduled penalty shall be paid to the department of finance. If the driver or owner charged desires to contest the violation, the violation may be appealed to the parking violation review panel as provided in subsection B of this section or may be charged and filed with the district court on a standard traffic citation pursuant to the code of Iowa, as amended, as provided in subsection C of this section.

2. Title 9, entitled "Motor Vehicles and Traffic," Chapter 5, entitled "Parking Meter Zones and Parking Lots," Section 6, entitled "Penalties; Parking Tickets," Subsection B., entitled "Administrative Review" is amended by adding the underlined text and deleting the strike-through text as follows:

A driver or owner charged with a parking violation may request an administrative review within seven (7) ~~twenty (20)~~ calendar days of the date the parking ticket was issued. The request shall be made through the online portal accessed through the City's website or on the form provided by the City, which can be downloaded from the City's website or picked up at the Parking Office ~~city and shall be reviewed by a three (3) member panel made up of the parking superintendent, a member of the police department and one other city staff member.~~ Requests submitted with an explanation listed on the City's website shall be reviewed by Transportation Services staff. All other reviews shall be conducted by the City Manager or City Manager's designee. The review panel shall consider the defenses or mitigating circumstances set forth on the review request form and shall base its findings and determination thereon. ~~The panel may dismiss~~ Any ~~any~~ notice of fine (ticket) may be dismissed for good cause, and upon dismissal, the City ~~city~~ shall refund the fine money paid by the appealing party, less any unpaid parking fines then owing by the driver or owner charged.

3. Title 9, entitled "Motor Vehicles and Traffic," Chapter 5, entitled "Parking Meter Zones and Parking Lots," Section 6, entitled "Penalties; Parking Tickets," Subsection C., entitled "Violation Not Dismissed by Administrative Review" is amended by adding the underlined text and deleting the strike-through text as follows:

A driver or owner charged with a parking violation on a notice of fine (ticket) whose violation was reviewed but not dismissed by the administrative review panel may request that the violation be charged on a standard traffic citation and tried in magistrate court as a simple misdemeanor. This request must be made within ten (10) calendar days of the date the administrative review decision was issued. If the driver or owner is found not guilty or the charge is dismissed by the magistrate, the City ~~city~~ shall refund any fine money paid for the violation. If found guilty, the driver or owner shall be credited with all fine money previously paid for the violation.

4. Title 9, entitled "Motor Vehicles and Traffic," Chapter 9, entitled "Towing and Impoundment Procedures," Section 4, entitled "Impoundment for Accumulated Parking Violations," Subsection A., entitled "Determination of Towing and Impoundment" is amended by adding the underlined text and deleting the strike-through text as follows:

If any vehicle has accumulated a combination of parking violations, and/or ~~and/or~~ ramp charges, ~~and/or vehicle unlock fees,~~ totaling one hundred fifty dollars (\$150.00) ~~(\$50.00)~~ or more, such vehicle may be towed and impounded or may be impounded by use of a "Denver boot" or similar device, as hereafter provided.

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 not adjudged invalid or unconstitutional.

Section IV. Effective Date. This Ordinance shall be in effect after its final passage, approval and publication, as provided by law.

Passed and approved this _____ day of _____, 2025.

Mayor

Attest: _____
City Clerk

Approved by



City Attorney's Office
(Jennifer Schwickerath – 10/29/2025)

It was moved by _____ and seconded by _____
That the Ordinance as read be adopted, and upon roll call there were:

AYES:	NAYS:	ABSENT:	ABSTAIN:	
_____	_____	_____	_____	Alter
_____	_____	_____	_____	Bergus
_____	_____	_____	_____	Harmsen
_____	_____	_____	_____	Moe
_____	_____	_____	_____	Salih
_____	_____	_____	_____	Teague
_____	_____	_____	_____	Weilein

First Consideration November 3, 2025

Vote for passage: AYES: Alter, Bergus, Harmsen, Moe, Salih, Teague, Weilein
NAYS: None
ABSENT: None

Second Consideration _____
Vote for passage: _____

Date published _____



CITY OF IOWA CITY COUNCIL ACTION REPORT

November 18, 2025

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. (Pass and Adopt)

Prepared By:	Joe Welter, Senior Engineer Alexandra Bright, Asst. City Attorney
Reviewed By:	Ron Knoche, Public Works Director Jason Havel, City Engineer Eric Goers, City Attorney Geoff Fruin, City Manager
Fiscal Impact:	N/A
Staff Recommendation:	Approval
Commission Recommendations:	N/A
Attachments:	Ordinance

Executive Summary:

This is 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. 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.

Ordinance No. _____

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

Whereas, the City currently uses the Iowa City Interim Municipal Design Standards for the design of public improvements, adopted in March 1996; and

Whereas, the 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; and

Whereas, the City now 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 (2024 Edition), 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; and

Whereas, the City also desires to amend Title 16 to codify the specifications; and

Whereas, these new design standards and specifications necessitate amendments to other provisions of the Code of Ordinances to incorporate necessary cross references and eliminate conflicting provisions, as well as eliminate duplicative definitions; and

Whereas, Staff has reviewed the SUDAS Design Manual and prepared the City of Iowa City Design Supplement; and

Whereas, the SUDAS Board of Directors periodically approves general supplemental design standards and specifications in response to innovations and changes in construction technologies, methods, and materials, which are then annually incorporated into its Design Manual and Specifications; and

Whereas, Staff recommends amendments to Title 15 "Land Subdivisions", Title 16 "Public Works", and Title 18 "Site Plan Review" of the City Code to adopt, incorporate and align the code with these design standards and specifications.

Now, therefore, be it ordained by the City Council of the City of Iowa City, Iowa that the Iowa City Code of Ordinances shall be amended as follows:

Section 1. Delete Table 15-1 Standards for Street Rights-of-Way.

Section 2. Delete Section 15-3-12 Specifications; Section 16-1A-4 Prohibited Surface Materials in Certain Areas; Section 16-3G-7 Dry and Wet Bottom Storm Water Management Facilities, and indicate such sections are reserved.

Section 3. Amend Sections 16-1G-3; 16-2A-4; 16-2A-5; 16-3C-2; 16-3C-10; 16-3E-6; and 16-3G-9 by replacing "director of public works, or designee," "director or designee," "director of public works," and "public works director" with "Director."

Section 4. Amend the following sections of Title 15 "Land Subdivisions" by inserting the underlined words and deleting those stricken through, renumbering remaining provisions as necessary:

a. 15-1-8(A) Modifications of Requirements, paragraph (1):

Upon recommendation of the Planning and Zoning Commission or on its own motion, the City Council may vary, modify or waive the requirements of chapter 3, "Subdivision Design Standards Provisions and Required Public Improvements", of this title, provided one of the following qualifying circumstances are met:

b. 15-2-2 Preliminary Plat, B. Plat Specifications and Accompanying Information:

e. Contours at ~~five~~ two foot (25') intervals or less.

c. 15-2-3 Final Plat, A. Submission Required, paragraph 2:

d. Construction plans according to the Design Standards set forth in Title 16, Chapter 4. ~~specifications of the city engineer.~~

d. 15-2-3 Final Plat, C. Accompanying Documents:

6. Construction Plans: A complete set of construction plans for all public improvements, meeting Design Standards set forth in Title 16, Chapter 4 ~~city specifications~~, must be submitted to the city engineer's office.

e. 15-3: Subdivision Design Standards Provisions and Required Public Improvements, Section 1: General Requirements:

A. Design of the subdivision shall comply with ~~the standards of this chapter~~, provide for the orderly growth and development of the city, demonstrate consistency with the Iowa City comprehensive plan and any specific adopted district plans, and take into consideration the natural features of the site and patterns of adjacent development.

C. "Public improvements", as defined in this title, shall be constructed and installed according to the Specifications and Design Standards set forth in Title 16, Chapter 4. ~~established by the city. Copies of said standards are on file in the office of the city engineer. (Ord. 08-4313, 8-26-2008)~~ If the infrastructure and/or grading cannot be designed to comply with these standards, a new preliminary plat may be required at the discretion of the city.

D. Construction plans and specifications, including plans for subdivision erosion control measures, shall be submitted to and approved by the city engineer for approval prior to construction.

E. Prior to acceptance of public improvements, record of construction drawings must be submitted to the city engineer in hard copy and digital form.

f. 15-3-2: Streets and Circulation:

A. Connectivity of Streets, Sidewalks, And Trails: Subdivisions shall provide for continuation and extension of arterial, collector and local streets, sidewalks and trails in accordance with the following standards:

C. Street Types:

1. ~~Table 15-1, "Standards For Street Rights Of Way", of this section provides a summary of various street types. The information in this table is intended to provide guidance for the design of the street network within a subdivision, Public street rights-of-way shall be designed and constructed in accordance with the Specifications and Design Standards set forth in Title 16, Chapter 4, except for those subdivisions regulated by Article 14-2H (Form- Based Zones And Standards). When designing a subdivision, street types should be chosen based on the intended function of the street and anticipated level of traffic. The city will review the proposed streets and determine the appropriate street type based on the factors set forth in this section.~~

E. ~~Measurements and Construction Standards:~~

1. All right of way improvements must be designed and constructed according with the ~~design and construction standards established by the city. Said standards are on file in the office of the city engineer. Specifications and Design Standards set forth in Title 16, Chapter 4.~~

2. ~~All street widths shall be measured back of curb to back of curb.~~

~~23. The minimum outside radius of the pavement of cul-de-sac bulbs and loop streets is thirty nine feet (39'). A center median is required at the center of the cul-de-sac bulb with a minimum radius of eleven feet (11'). For loop streets a median is also required with a minimum width of thirty feet (30'). In residential areas, center medians for cul-de-sacs and loop streets are required to be landscaped to at least the S1 standard as described in title 14, chapter 5, article F, "Screening and Buffering Standards", of this code. The subdivider's agreement shall designate and set forth procedures for property owners or a homeowners' association to maintain the landscaped area within the center median of loop streets and cul-de-sacs. Said instrument shall provide that if said services are not provided as required therein, the city shall have the right to perform said services, and the cost thereof shall be a lien and charge against all of the subject lots.~~

F. ~~Street Intersections:~~

~~— 1. A maximum of four (4) legs are allowed at any one intersection.~~

~~— 2. The distance between street intersections must be at least one hundred twenty five feet (125') centerline to centerline.~~

~~— 3. Intersections of street centerlines shall be between eighty degrees (80°) and one hundred degrees (100°).~~

~~— 4. Corner lots abutting on an arterial or collector street shall have a minimum radius of fifteen feet (15') at the intersection.~~

~~— 5. Dead end streets and alleys are not permitted except at subdivision boundaries abutting undeveloped areas. In such cases a temporary fire apparatus~~

~~accommodating turnaround may be required and, if required, must be constructed to city specifications.~~

K. Cost Sharing For Street Upgrades:

1. At the discretion of the City, subdivisions may be approved that access existing public streets that do not meet ~~the city standards~~ Specifications and Design Standards set forth in Title 16, Chapter 4 ("city standards"), provided the subdivider contributes toward the future reconstruction cost of bringing the segment of the subject street that abuts the subject property to City standards. When determining whether such an approval will be granted, the City will evaluate the street based on factors such as roadway surface, sight distance, anticipated traffic levels, and pedestrian/bicycle facilities. If the City permits a development to access a street that does not meet City standards, the subdivider shall contribute to the cost as follows:

g. 15-3-3 Sidewalks, Trails and Pedestrian Connections:

Public sidewalks, trails, and pedestrian connections shall be constructed in the public right of way according to the following standards:

A. Sidewalks, trails, and pedestrian connections shall be constructed according to ~~city standards. Said standards are on file in the office of the city engineer.~~ to the Specifications and Design Standards set forth in Title 16, Chapter 4.

~~B. Five foot (5') wide concrete sidewalks must be constructed along both sides of all local and collector streets, except for connections to existing sidewalks as provided in subsection D of this section. For low volume and loop streets, as described in table 15-1 of section 15-3-2 of this chapter, the required sidewalk width may be reduced to four feet (4').~~

~~C. Along arterial streets, a five foot (5') sidewalk is required on one side of the street and an eight foot (8') sidewalk on the other side, except as allowed in subsection D of this section. The city will determine on which side of the street the eight foot (8') sidewalk will be placed. When an eight ten foot (108') sidewalk is required, the city, at its discretion, will either pay for the excess pavement required for the developer to install an eight ten foot (108') sidewalk rather than a five foot (5') sidewalk, or collect the estimated cost of the five foot (5') sidewalk from the developer and apply said cost to construction of an eight ten foot (108') sidewalk by the city. Any payment of excess pavement costs by the city shall be pursuant to state law.~~

~~D. In cases where the proposed sidewalk provides a connection between existing sidewalks that are less than the required width, the proposed sidewalk may be constructed to match the width of the adjacent sidewalks. However, this modification is not allowed in cases where one end of the proposed sidewalk will provide a connection to future sidewalks for new development. In such a case, the sidewalk should be tapered to provide a transition between differing sidewalk widths. The city will determine where along the street the transition should occur.~~

~~E. All sidewalks and trails must connect to other sidewalks and trails within the development and to the property line to provide for their extension to adjacent properties~~

G. In residential subdivisions, blocks longer than six hundred feet (600') must have midblock pedestrian connections between adjacent streets, unless said connection is deemed to be unnecessary and is waived by the city. At the time of subdivision, these connections must be platted as minimum fifteen foot (15') wide easements; if the connecting sidewalk is greater than five feet (5') in width, the easement must be at least twenty feet (20') wide. ~~Within this easement a sidewalk must be constructed to city standards that is equal in width to the sidewalks to which it provides a connection. If the midblock sidewalk connects to sidewalks of two (2) different widths, the midblock sidewalk must be equal in width to the wider sidewalk.~~ The area and sidewalk within the pedestrian easement must be maintained by adjacent property owners according to the subdivider's easement agreement in a manner similar to maintenance requirements for public sidewalks.

h. 15-3-14 Off-site ~~Costs for~~ Public Improvements:

B. Off-site public improvements shall be designed and constructed according to the Specifications and Design Standards set forth in Title 16, Chapter 4, plans and specifications approved by the city engineer and shall be of sufficient size and capacity to serve the full area capable of being served by the type of improvement so that the City will not be required to construct parallel or duplicate facilities. If said infrastructure is greater in size than that needed to service the subdivision itself, the City, at its discretion, may share in the expense thereof. When Such cost sharing shall be according to the procedure set forth by the city manager is required, the City, at its discretion, will either pay for the excess costs required for the developer to install the larger infrastructure or collect the estimated cost from the developer and apply said cost to construction of the larger infrastructure by the City. Any payment of excess costs by the City shall be pursuant to state law.

Section 5. Amend the following sections of Title 16 "Public Works" by inserting the underlined words and deleting those stricken through, renumbering remaining provisions as necessary:

a. 16-1A-1 Definitions

DIRECTOR: Director of Public Works, or designee, department of public works.

b. 16-1A-2: Protection of Public Right-of-Way Generally:

The Director of ~~public works~~ shall be responsible for construction, management and maintenance of public right of way.

c. 16-1A-5: Debris on Public Right-of-Way:

C. Summary Removal By City: In addition to the provisions of this section, whenever, in the judgment of the Director of public works or the police chief, an emergency exists creating a health or safety hazard which requires immediate removal of debris from the public right of way, the City may remove the debris and assess the removal cost against the property from which the debris was removed, for collection in the same manner as a property tax, as provided by state law.

d. 16-1C-3: Construction and Repair:

A. Sidewalks must be constructed, reconstructed and repaired in accordance with the Specifications and Design Standards set forth in Title 16, Chapter 4, Iowa City municipal design standards, as amended.

e. 16-1D-1: Definitions:

~~CITY: The city of Iowa City.~~

~~DIRECTOR: The city manager of the city or designee.~~

~~SPECIFICATIONS: The latest editions of "Standard Specifications For Highway And Bridge Construction", as amended, Iowa department of transportation, Ames, Iowa.~~

~~UTILITY: Any public utility regulated by the Iowa Utilities Board commerce commission or its successor and/or persons holding a franchise or other agreement with the city or other entities.~~

f. 16-1D-7: Backfilling:

~~A. Backfilling Under oOr Near Within Two Feet Of Paved Surfaces: The Trenches for all substructures under or near paved surfaces and traveled ways or within two feet (2') of paved surfaces shall be backfilled as required by the Design Standards set forth in Title 16, Chapter 4, design standards established by the city, as approved by resolution of the city council.~~

~~B. Backfilling Of Unpaved Areas And Parkways: Excavated soil from unpaved and untraveled ways shall be carefully deposited and satisfactorily tamped in uniform layers to minimize settlement placed in accordance with the Specifications and Design Standards set forth in Title 16, Chapter 4.~~

g. 16-1D-8: Repairs of Surfaces:

~~The type of resurfacing required for any excavation shall be in accordance with the Specifications and Design Standards set forth in Title 16, Chapter 4. The Public Works Director may specify the type of resurfacing required for any excavation. (1978 Code §31-30; amd. 1994 Code)~~

h. 16-3A-2: DEFINITIONS

As used in this article Chapter, the following definitions shall apply:

~~PERSON: Shall include an individual person, user, responsible party, entity, business, firm, corporation, association, partnership, venture, governmental body or agency or any combination thereof or any agent, representative or fiduciary thereof.~~

~~SOLID WASTE: Includes unwanted or discarded waste material in a solid or semisolid state, including, but not limited to, garbage, ashes, refuse, sludge, yard waste, appliances, construction wastes, residential, commercial and industrial wastes and waste being recycled. garbage, refuse, rubbish, and other similar discarded solid or semisolid materials, including but not limited to such materials resulting from industrial, commercial, agricultural, and domestic activities, as further defined in Iowa Code Section 455B.301 and Title 567 Iowa Administrative Code, Chapter 100.~~

i. 16-3A-3: MISCELLANEOUS PROVISIONS:

A. Connections:

1. Before the permanent improvements of any street, highway, avenue, alley, public ground or place whereon city utilities are located, provision for utility connection therefrom to the curb lines of adjacent property shall be made according to the Design Standards set forth in Title 16, Chapter 4. of the city engineer, including inspections. All buildings and properties used for, or intended to be used for, human occupancy and/or employment are required, at their expense, to install suitable connections with city utilities. Each separate building shall be provided with a separate connection to the city utility, except as otherwise provided in this chapter.

3. Construction materials for city utility connections shall be as set forth in the Design Standards set forth in Title 16, Chapter 4. in the design standards established by the city engineer, as approved by resolution of the city council.

j. 16-3C-3: CONNECTION TO DISTRIBUTION WATER MAIN:

B. Service Lines:

2. New Lines: The size of all new service lines shall be as set forth in the Specifications and Design Standards set forth in Title 16, Chapter 4. standards on file in the department of public works.

3. Separate Connections: There shall be separate service lines from the distribution water main to each building service. Such service lines shall be installed according to the Specifications and Design Standards set forth in Title 16, Chapter 4. standards established by the city engineer.

k. 16-3C-4: WATER METERS:

A. Metered Water Required:

1. Requirements For Installation Of Water Meters:

a. All water furnished by the city shall be metered unless otherwise provided in this article. The owner shall provide a suitable location and plumbing system for the water meter. The owner shall be responsible for obtaining the meter from the city and also for the installation of each meter. On new construction, the water meter(s) shall be installed prior to or coincident with installation of plumbing fixtures. The water meter(s) shall be installed in accordance with the Specifications and Design Standards set forth in Title 16, Chapter 4. standards established by the city engineer.

2. Requirements For Single Purpose Water Meters:

b. A single purpose water meter shall be installed according to the Specifications and Design Standards set forth in Title 16, Chapter 4. standards.

l. 16-3C-6: FIRE PROTECTION:

A. All fire hydrants external to a building shall be installed and maintained according to Specifications and Design Standards set forth in Title 16, Chapter 4. standards established by the city engineer and shall be maintained by the city according to standards established by the director.

m. 16-3D-2: DEFINITIONS:

~~CITY: The city of Iowa City, Iowa.~~

~~DIRECTOR: The city manager or designee.~~

~~MAY: Is permissive (see definition of Shall).~~

~~OWNER: Any recognized interest of ownership in real or personal property, including legal and equitable property interests.~~

~~PERSON: Shall include an individual person, user, responsible party, entity, business, firm, corporation, association, partnership, venture, governmental body or agency or any combination thereof or any agent, representative or fiduciary thereof.~~

~~SHALL: Is mandatory (see definition of May).~~

n. 16-3D-3: PRIVATE SEWAGE DISPOSAL SYSTEMS:

D. Design, Construction, Operation And Maintenance Of System: Design, construction, operation and maintenance of private sanitary sewer disposal systems shall comply with all requirements of the city, this Article, the Specifications and Design Standards set forth in Title 16, Chapter 4, the county board of health and the Iowa administrative code environmental protection division 567, chapter 69, as amended.

o. 16-3D-5: CONNECTION TO PUBLIC SANITARY SEWER REQUIRED; EXCEPTIONS:

B. A nonresidential development consisting of one or more buildings on one or more lots may, at the discretion of the Director, be served by a private sanitary sewer collection system, provided:

2. The private sewer collection system is constructed in accordance with Specifications and Design Standards set forth in Title 16, Chapter 4. ~~Iowa City design standards for public improvements on file in the office of the department of public works; and~~

p. 16-3D-6: BUILDING SEWERS AND CONNECTIONS:

C. Specifications:

1. The size, slope, alignment, materials of construction of a building sewer and the methods to be used in excavating, placing of the pipe, jointing, testing and backfilling the trench shall all conform to the requirements of the building and plumbing codes Specifications and Design Standards set forth in Title 16, Chapter 4. ~~or other applicable rules and regulations of the city.~~

q. 16-3E-2: DEFINITIONS:

~~Definitions set forth in this chapter shall be applicable to this article. In addition, A~~as used in this article, the following definitions shall apply:

~~CITY: The city of Iowa City, Iowa.~~

~~DIRECTOR: The city manager or designee.~~

~~MAY: Is permissive (see definition of Shall).~~

~~PERSON: Shall include an individual person, user, responsible party, entity, business, firm, corporation, association, partnership, venture, governmental body or agency or any combination thereof or any agent representative or fiduciary thereof.~~

~~SHALL: Is mandatory (see definition of May).~~

r. 16-3F-2: DEFINITIONS:

~~SHALL; MAY: "Shall" is mandatory; "may" is permissive.~~

s. 16-3G-2: DEFINITIONS:

~~DIRECTOR OF PUBLIC WORKS: The director of the department of public works or designee.~~

~~DRY BOTTOM STORM WATER MANAGEMENT FACILITY: A facility that is designed to be normally dry and which accumulates excess storm water only during periods when the restricted storm water runoff release rate is less than the storm water inflow rate.~~

~~LOW FLOW: The carrying capacity of storm sewers and/or natural drainageways.~~

~~NATURAL DRAINAGEWAY: Water which flows by gravity over a route formed on the earth's surface prior to development.~~

~~OWNER: Any recognized interest of ownership in real or personal property, including legal and equitable property interests.~~

~~PERSON: Shall include an individual person, user, responsible party, entity, business, firm, corporation, association, partnership, venture, governmental body or agency or any combination thereof or any agent, representative or fiduciary thereof.~~

~~POSITIVE GRAVITY OUTLET: A term used to describe the drainage of an area in a manner that will ensure complete removal of all surface water by means of natural gravity.~~

~~SAFE STORM WATER DRAINAGE CAPACITY: The rate of storm water runoff that can be transported within a channel, passage, conduit, tube, duct or combination thereof in such a manner that the elevation of the water does not rise sufficiently above the level of the adjacent ground surface so as to cause damage to structures or facilities located thereon.~~

~~STORM WATER RUNOFF: Water that results from precipitation not absorbed by soil or plant material.~~

~~STORM WATER RUNOFF RELEASE RATE: The rate at which storm water runoff is released from dominant to servient land.~~

~~STORM WATER STORAGE AREA: An area designated to temporarily accumulate excess storm water.~~

~~WATERSHED: The entire catchment area that contributes storm water runoff to a given point.~~

~~WET BOTTOM STORM WATER MANAGEMENT FACILITY: A facility that contains a body of water and which accumulates excess storm water during periods when the restricted storm water runoff release rate is less than the storm water inflow rate. (1978 Code §33-50.1; amd. 1994 Code)~~

t. 16-3G-3: SCOPE OF PROVISIONS:

~~Excluding the central business district and the area designated as the new south side neighborhood, this article shall apply to development which results in an aggregate gross area of three (3) acres or more of drainage from or to a single drainage area. This article shall apply to the requirements in the Specifications and Design Standards set forth in Title 16, Chapter 4, excluding areas deemed appropriate for exemption by the Public Works Director. The gross aggregate drainage area shall include streets and other dedicated lands.~~

u. 16-3G-5: REQUIREMENTS FOR CONSTRUCTION OF STORM WATER MANAGEMENT FACILITY:

~~A. Immediately after approval of a~~With the preliminary plat, preliminary OPDH plan, site review plan or building permit, whichever comes first, and in all cases before site work begins, the owner shall submit the following documents to the Director of public works for approval:

1. Plans and proposed methods for the prevention and control of soil erosion for the entire development (Storm Water Pollution Prevention Plan) prepared in accordance with the Iowa Department of Natural Resources National Pollutant Discharge Elimination System (NPDES) General Permit No. 2 in effect at the time of development.

2. Plans, specifications and all calculations for the control of storm water runoff as required by this article and any rules and regulations promulgated by the director the Project Drainage Report set forth in the SUDAS Design Manual.

v. 16-3G-6: REQUIREMENTS FOR DESIGN CONSTRUCTION:

A. All storm water management facilities shall be designed, constructed and maintained, according to the Specifications and Design Standards set forth in Title 16, Chapter 4. Storm Water Release Rate: The controlled release rate of storm water runoff shall not exceed the existing safe storm water drainage capacity of the downstream system and shall be as established in the design standards approved by resolution of the city council. Where a proposed development contains only a portion of a watershed, the storage requirements shall be based upon the proportion of the watershed being developed.

B. Excess Storm Water Passage:

~~1. An excess storm water passage shall be provided for all storm water management facilities through the proposed facility and also through the proposed development from the upland watershed as established in the design standards approved by resolution of the city council.~~

2. No buildings or structures shall be constructed within such excess storm water passage; however, streets, parking lots, playgrounds, park areas, pedestrian walkways, utility easements and other open space uses shall be considered compatible uses. In the event such excess storm water passage is reshaped or its capacity to transport excess storm water otherwise restricted, the Director shall notify the agency or person causing such restriction to remove the same and set a reasonable time for its removal. If such person refuses or is unable to comply with such order, the Director shall cause such restrictions to be removed at the expense of such person.

~~3. Where a proposed development contains existing natural drainageways, appropriate land planning shall be undertaken to preserve such natural drainageways as part of the excess storm water passage.~~

~~C. Determination Of Storage Capacity: The volume of required storm water storage shall be calculated on the basis of the runoff from a 100-year flood event. Such calculation shall be made in accordance with methods approved by the director.~~

CD. Compensating Storage: In the event compensating storage is available, said storage may be provided at an alternative location as approved by the Director.

w. 16-3G-10: STORM WATER UTILITY:

B. Definitions: As used in this section, the following definitions shall apply:

~~CITY: City of Iowa City.~~

~~DIRECTOR: The public works director or designee.~~

x. 16-3G-11: ILLICIT DISCHARGE AND CONNECTION:

B. Definitions: For the purposes of this section, the following shall mean:

~~PERSON: Any individual, association, organization, partnership, firm, corporation or other entity recognized by law and acting as either the owner or as the owner's agent.~~

y. 16-3H-2: DEFINITIONS: As used in this article, the following definitions shall apply:

~~DIRECTOR: The city manager or designee.~~

~~OWNER: Any person with a legal or an equitable ownership interest in real or personal property.~~

~~PERSON: Includes an individual, entity, business, firm, corporation, association, partnership, venture or any combination thereof or any agent, representative or fiduciary thereof.~~

~~SOLID WASTE: Unwanted or discarded waste materials in a solid or semisolid state, including, but not limited to, food waste, ashes, refuse, sludge, yard waste, appliances, special waste, building demolition materials generated by residential, commercial, agricultural or industrial activities.~~

z. 16-3H-7: STORAGE OF SOLID WASTE, D. Downtown Solid Waste Container:

3. Administrative Rules: The Director ~~City Manager or designee~~ is authorized to establish administrative rules not inconsistent with any ordinance to carry out the provisions of this subsection. A copy of said rules shall be on file with the City Clerk and available on the City's website.

aa. CHAPTER 4: STANDARDS FOR PUBLIC WORKS IMPROVEMENTS PROJECTS

16-4-1: DESIGN STANDARDS ~~STANDARDS ADOPTED FOR IOWA CITY:~~

The most recent published edition of the Iowa Statewide Urban Design Standards "Design Manual", the general supplemental design standards adopted by the Iowa Statewide Urban Design and Specifications (SUDAS) Board of Directors, and the Iowa City "Design Supplement," adopted by resolution, collectively comprise the "Design Standards for Public Improvements" in Iowa City ~~is hereby adopted by reference, as the standard for all designing and planning and construction of any and all public improvements in the City and any extraterritorial areas required to be constructed to City standards pursuant to any fringe area agreement.~~

16-4-2: ~~STANDARDS ADOPTED FOR EXTRATERRITORIAL AREAS:~~

~~An addition to "Design Standards for Public Works Improvements", "Section XI—Design Standards for New Developments Located Outside The City Limits Of Iowa City, But Within The Two Mile Extraterritorial Limit" is hereby adopted, by reference.~~ SPECIFICATIONS: The most recent published edition of the Iowa Statewide Urban Design Standards "Standard Specifications", the general supplemental specifications adopted by the Iowa Statewide Urban Design and Specifications (SUDAS) Board of Directors, and the Iowa City "Supplemental Specifications," adopted by resolution, collectively comprise the "Specifications for Public Improvements in Iowa City" for construction of any and all public improvements in the City and any extraterritorial areas required to be constructed to City standards pursuant to any fringe area agreement.

16-4-3: COPIES ON FILE:

~~Copies of the Design Standards and Specifications, additions and revisions thereto, as adopted in this chapter, are on file in the office of the City Engineer.~~

Section 6. Amend the following sections of Title 18 "Site Plan Review" by inserting the underlined words and deleting those stricken through, renumbering remaining provisions as necessary:

a. 18-3-2: DESIGN STANDARDS:

D. Erosion And Sedimentation Control: The design of the proposed development shall comply with the standards for erosion and sedimentation control required by Title 16, Chapter 4 and Title 17, Chapter 8 ~~established in the city design standards in order to protect adjoining or surrounding property.~~ The development plan shall consider the topography and soils of the site to achieve the lowest potential for erosion.

Section 7. Repealer. All ordinances and parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed.

Section 8. 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 not adjudged invalid or unconstitutional.

Section 9. Effective Date. This Ordinance shall be in effect after its final passage, approval and publication, as provided by law.

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

Mayor:

Approved by:

Attest: _____
City Clerk



City Attorney's Office – 10/16/2025

First Consideration: October 21, 2025

Vote for passage:

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

NAYS: None

ABSENT: None

Second Consideration: November 3, 2025

Vote for passage:

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

NAYS: None

ABSENT: None

Pass and Adopt:

It was moved by _____, and seconded by _____, that the ordinance as read be adopted, and upon roll call there were:

AYES:	NAYS:	ABSENT:	
_____	_____	_____	Alter
_____	_____	_____	Bergus
_____	_____	_____	Harmsen
_____	_____	_____	Moe
_____	_____	_____	Salih
_____	_____	_____	Teague
_____	_____	_____	Weilein

Date published: _____



CITY OF IOWA CITY COUNCIL ACTION REPORT

November 18, 2025

Climate Action Commission - One vacancy to fill an unexpired term, upon appointment - December 31, 2027 (Robert Traer resigned). Correspondence included in Council Packet.

Applications must be received by 5:00 p.m., Tuesday, December 30, 2025.

Attachments: [Resignation Climate Action Commission - Traer](#)

Connie McCurdy

From: Sarah Gardner
Sent: Wednesday, November 12, 2025 8:22 AM
To: 'Robert Traer'
Cc: Connie McCurdy
Subject: RE: Climate Action Commission

Hi Robert,

We're so very sorry to learn we'll be losing you from the Commission but fully understand. You've given so generously of your time and energy these last several years, both as a Climate Ambassador and then as a Commission member. We deeply appreciate both. You've been such a fortunate addition to the Iowa City community, we're lucky to have you here.

I've copied a member of the City Clerk's staff on this message so that she can let you know anything else that needs to be done.

Thanks again for sharing your deep knowledge and ethical thinking with us.

Warmly,

Sarah J. Gardner, AICP

Climate Action Commissioner, Iowa City
319-267-6162

From: Robert Traer <rtraer@gmail.com>
Sent: Tuesday, November 11, 2025 9:57 PM
To: Sarah Gardner <SGardner@iowa-city.org>
Subject: Climate Action Commission



**** This email originated outside of the City of Iowa City email system. Please take extra care opening any links or attachments. ****
This message is from an external sender.

Sarah,

For personal reasons I am resigning from the Climate Action Commission. I will not attend the December meeting.

I have great respect for your leadership and believe Iowa City is fortunate to have you.

Best wishes . . . Robert

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