

AGENDA

CALL TO ORDER – ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

ORAL COMMENTS

- A. **Agenda items** (*step to podium after recognition, state name, address, speak clearly – 5 minutes maximum*)
- B. **Non-agenda items** (*step to podium after recognition, state name, address, speak clearly – 5 minutes maximum*)

APPROVAL OF CONSENT AGENDA

- 1. **Approve Bills**
- 2. **Approve Minutes** City Council Meeting - June 17, 2024
- 3. **Approve Minutes** Special City Council Meeting - June 24, 2024
- 4. **Class C Retail Alcohol License** Ritz Restaurant
- 5. **Resolution No. 46-24** setting the Salary for the Dyersville Family Aquatic Center Summer Employee of the City of Dyersville 2024
- 6. **Approve Re-Appointment** Ann Salter, Board of Adjustment, 5-year term, expires June 30, 2029
- 7. **Approve Appointment** Beth Derr, James Kennedy Public Library Board of Trustees, expires June 30, 2028
- 8. **Receive & File** Welcome Pamphlet - July 2024
- 9. **Miscellaneous Correspondence** Greater Dubuque Development Corporation - June 2024

ACTION ITEMS

- 10. **Resolution No. 47-24** approving Dyersville Legacy Square Park Use & Rental Policy
- 11. **Resolution No. 48-24** approving Dyersville Social Center Use & Rental Policy
- 12. **Approve Bill**

COUNCIL COMMENTS

- 13. CLOSED SESSION** pursuant to section 21.5(1)(c) of the Code of Iowa to discuss strategy with counsel in matters that are presently in litigation or where litigation is imminent where its disclosure would be likely to prejudice or disadvantage the position of the governmental body in that litigation.

ADJOURNMENT



Dyersville, IA

Expense Approval Register

Item 1.

Packet: APPKT01686 - 07.01.24 Bills - AP

Vendor Name	Payable Number	Description (Item)	Account Number	Account Name	Amount
Fund: 001 - GENERAL FUND					
Department: 110 - POLICE					
RELiance STANDARD	07.2024	Police Insurance	001-5-110-1-61500	GROUP INSURANCE	271.79
SHIELD TECHNOLOGY CORP	2024-060	Software/Support	001-5-110-1-62100	DUES/SUBSCRIPTIONS	4,087.50
JOHN DEERE FINANCIAL	5752062	Auto Bulb	001-5-110-1-63320	VEHICLE REPAIRS	33.99
VERIZON WIRELESS	9966833356	Captain Cell Phone - 3004	001-5-110-1-63730	TELEPHONE	41.41
VERIZON WIRELESS	9966833356	Pepwave 1 PD	001-5-110-1-63730	TELEPHONE	40.01
VERIZON WIRELESS	9966833356	Pepwave 3 PDS	001-5-110-1-63730	TELEPHONE	40.01
VERIZON WIRELESS	9966833356	Pepwave 2 PD	001-5-110-1-63730	TELEPHONE	40.01
VERIZON WIRELESS	9966833356	Police Chief Cell Phone - 5804	001-5-110-1-63730	TELEPHONE	53.94
VERIZON WIRELESS	9966833356	Assist Chief Cell Phone - 2918	001-5-110-1-63730	TELEPHONE	41.41
VERIZON WIRELESS	9966833356	Pepwave 4 PD	001-5-110-1-63730	TELEPHONE	40.01
VERIZON WIRELESS	9966833356	Modem - 4635	001-5-110-1-63730	TELEPHONE	40.01
JOCHUM, RICK	Apr/May/Jun 2024	Cell Phone	001-5-110-1-63730	TELEPHONE	150.00
DOLPHIN, NEIL	Apr/May/Jun 2024	Cell Phone	001-5-110-1-63730	TELEPHONE	150.00
SIITARI, ANDREW	Apr/May/Jun 2024	Cell Phone Reimbursement	001-5-110-1-63730	TELEPHONE	150.00
SODAWASSER, JON	Apr/May/Jun 2024	Cell Phone Reimbursement	001-5-110-1-63730	TELEPHONE	150.00
JOHN DEERE FINANCIAL	5748631	Duck Tape	001-5-110-1-65407	DEPARTMENT SUPPLIES	5.99
Department 110 - POLICE Total:					5,336.08
Department: 210 - TRANSPORTATION					
RELiance STANDARD	07.2024	Public Works Insurance	001-5-210-2-61500	GROUP INSURANCE	8.15
K & K LOGO DESIGNS LTD	1564046	Uniforms	001-5-210-2-61806	LUECK UNIFORMS	108.92
GIANT WASH	24165	Lueck Uniforms	001-5-210-2-61806	LUECK UNIFORMS	2.37
K & K LOGO DESIGNS LTD	1564046	Uniforms	001-5-210-2-61808	WANDSNIDER UNIFORMS	284.81
VERIZON WIRELESS	9966833356	Pepwave 4 PW	001-5-210-2-63730	TELEPHONE	40.01
VERIZON WIRELESS	9966833356	PW 8	001-5-210-2-63730	TELEPHONE	40.01
VERIZON WIRELESS	9966833356	PW Director Cell Phone - 8775	001-5-210-2-63730	TELEPHONE	46.41
VERIZON WIRELESS	9966833356	Pepwave 1 PW	001-5-210-2-63730	TELEPHONE	40.01
VERIZON WIRELESS	9966833356	Pepwave 6 PW	001-5-210-2-63730	TELEPHONE	40.01
VERIZON WIRELESS	9966833356	Pepwave 7 PW	001-5-210-2-63730	TELEPHONE	40.03
VERIZON WIRELESS	9966833356	Pepwave 5 PW	001-5-210-2-63730	TELEPHONE	40.01
RECKER, TERRY	Apr/May/Jun 2024	Cell Phone	001-5-210-2-63730	TELEPHONE	150.00
LUECK, TANNER	Apr/May/Jun 2024	Cell Phone	001-5-210-2-63730	TELEPHONE	150.00
FL KRAPFL INC	2081	Tree/Debris Clean up - Bear C...	001-5-210-2-64322	CONTRACTED SERVICES	3,888.18
CARQUEST AUTO PARTS	4986-447506	Oil Filter	001-5-210-2-65407	DEPARTMENT SUPPLIES	5.92
NAVISTAR BMO HARRIS BANK	88581602	Public Works Truck Lease	001-5-210-2-67270	NEW EQUIPMENT	2,588.66
STEGER CONSTRUCTION	10.453	Grading - 6th St SE	001-5-210-2-67621	STREET REHABILITATION	149.00
Department 210 - TRANSPORTATION Total:					7,622.50
Department: 410 - LIBRARY					
RELiance STANDARD	07.2024	Library Insurance	001-5-410-4-61500	GROUP INSURANCE	108.39
GIANT WASH	24165	Floor Mats - Library	001-5-410-4-63750	MAINTENANCE	17.67
Department 410 - LIBRARY Total:					126.06
Department: 430 - PARKS					
RELiance STANDARD	07.2024	Parks Insurance	001-5-430-4-61500	GROUP INSURANCE	25.30
GSA TURF SERVICES	3069	Irrigation System Start Up	001-5-430-4-64322	CONTRACTED SERVICES	181.50
HEFEL PORTABLE SERVICES L...	3801	Portable Restrooms	001-5-430-4-64322	CONTRACTED SERVICES	4,325.00
WESTHOFF, JOAN	002863	Refund - Soccer	001-5-430-4-64800	REFUNDS	25.00
CMA WELDING LLC	0016465	Batting Cage Repairs	001-5-430-4-65407	DEPARTMENT SUPPLIES	325.60
HERITAGE PRINTING CO	114610	Community Garden Signs	001-5-430-4-65407	DEPARTMENT SUPPLIES	88.00
ACE HOMEWORKS	261728	Towels/Air Freshner/Paint	001-5-430-4-65407	DEPARTMENT SUPPLIES	41.30
JOHN DEERE FINANCIAL	5748907	Locknuts/Bolts	001-5-430-4-65407	DEPARTMENT SUPPLIES	1.46
BARD MATERIALS	145054	Lime	001-5-430-4-65411	BASEBALL PROGRAM SUPPLI...	61.44
THREE RIVERS FS COMPANY	50031355	Field Marking Chalk	001-5-430-4-65411	BASEBALL PROGRAM SUPPLI...	105.75

Expense Approval Register

Packet: APPKT01686 - 07.0

Item 1.

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Vendor Name	Payable Number	Description (Item)	Account Number	Account Name	Amount
THREE RIVERS FS COMPANY	50031506	Field Marking Chalk	001-5-430-4-65411	BASEBALL PROGRAM SUPPLI...	70.50
Department 430 - PARKS Total:					5,250.85
Department: 445 - AQUATIC CENTER					
RELIANCE STANDARD	07.2024	Pool Insurance	001-5-445-4-61500	GROUP INSURANCE	25.30
HERINGTON, STEVE	24-02	Life Guard Lessons	001-5-445-4-62300	MEETINGS/TRAINING	30.00
ACCO	0243775-IN	Chlorine Solution	001-5-445-4-65407	DEPARTMENT SUPPLIES	1,528.00
USA BLUE BOOK	INV00388768	DPD Powder	001-5-445-4-65407	DEPARTMENT SUPPLIES	13.62
USA BLUE BOOK	INV00395075	Titration Reagent	001-5-445-4-65407	DEPARTMENT SUPPLIES	19.02
USA BLUE BOOK	IV00391605	Titration Reagent	001-5-445-4-65407	DEPARTMENT SUPPLIES	19.02
YELLOW! dba SCHWAN'S HO...	1795882711	Concession Supplies	001-5-445-4-65414	CONCESSION STAND SUPPLIES	86.93
MYERS-COX COMPANY	584389	Concession Supplies	001-5-445-4-65414	CONCESSION STAND SUPPLIES	240.01
MYERS-COX COMPANY	584392	Concession Supplies	001-5-445-4-65414	CONCESSION STAND SUPPLIES	55.49
MYERS-COX COMPANY	584852	Concession Supplies	001-5-445-4-65414	CONCESSION STAND SUPPLIES	705.96
Department 445 - AQUATIC CENTER Total:					2,723.35
Department: 460 - COMMUNITY CENTER					
TJ CLEANING SERVICES	06.27.24 Soc Ctr	Cleaning Services Wk of 6/21 ..	001-5-460-4-64322	CONTRACTED SERVICES	200.00
GIANT WASH	24165	Floor Mats - Social Center	001-5-460-4-64322	CONTRACTED SERVICES	17.67
Department 460 - COMMUNITY CENTER Total:					217.67
Department: 470 - OTHER CULTURE					
DYERSVILLE AIRPORT	07.2024	Funding	001-5-470-4-62106	AIRPORT-DYERSVILLE AVIATI...	7,000.00
JUMBO VISUAL PROJECTION	06.2024	Video Recording	001-5-470-4-65400	NEW CABLE EQUIPMENT	450.00
Department 470 - OTHER CULTURE Total:					7,450.00
Department: 610 - MAYOR, COUNCIL & CITY ADM					
RELIANCE STANDARD	07.2024	P & A Insurance	001-5-610-6-61500	GROUP INSURANCE	45.32
Department 610 - MAYOR, COUNCIL & CITY ADM Total:					45.32
Department: 620 - CLERK, TREAS & FINANCE					
RELIANCE STANDARD	07.2024	Mayor/Council Insurance	001-5-620-6-61500	GROUP INSURANCE	9.43
Department 620 - CLERK, TREAS & FINANCE Total:					9.43
Department: 650 - CITY HALL & GEN BLDGS					
TJ CLEANING SERVICES	06.27.24 City	Cleaning Services Wk of 6/21 ..	001-5-650-6-63100	BUILDING MAINTENANCE	200.00
GIANT WASH	24165	Floor Mats - City Hall	001-5-650-6-63100	BUILDING MAINTENANCE	17.67
VERIZON WIRELESS	9966833356	City 3440	001-5-650-6-63730	TELEPHONE	40.01
VERIZON WIRELESS	9966833356	City 0416	001-5-650-6-63730	TELEPHONE	40.01
VERIZON WIRELESS	9966833356	City Clerk Cell Phone - 4040	001-5-650-6-63730	TELEPHONE	46.41
VERIZON WIRELESS	9966833356	Michel - 3568	001-5-650-6-63730	TELEPHONE	11.26
VERIZON WIRELESS	9966833356	Administrator Cell Phone - 4...	001-5-650-6-63730	TELEPHONE	46.41
PANTON, LORI	Apr/May/Jun 2024	Reimbursement	001-5-650-6-63730	TELEPHONE	10.00
Department 650 - CITY HALL & GEN BLDGS Total:					411.77
Department: 670 - OTHER GENERAL GOVT					
IOWA LEAGUE OF CITIES	102203	Membership Dues	001-5-670-6-62100	DUES/SUBSCRIPTIONS	2,879.00
CIVICPLUS	301889	Hosting/Support	001-5-670-6-62100	DUES/SUBSCRIPTIONS	8,122.15
EAST CENTRAL INTERGOVER...	IVC000023090	Yearly Installment	001-5-670-6-62100	DUES/SUBSCRIPTIONS	2,730.97
EAST CENTRAL INTERGOVER...	IVC000023120	Membership Dues	001-5-670-6-62100	DUES/SUBSCRIPTIONS	608.70
MAIERS, TRICIA	06.21.24	Reimbursement - MPA - Mea...	001-5-670-6-62300	MEETINGS/TRAINING	200.46
MAIERS, TRICIA	06.24.24	Reimbursement - MPA Lunc...	001-5-670-6-62300	MEETINGS/TRAINING	227.80
Department 670 - OTHER GENERAL GOVT Total:					14,769.08
Fund 001 - GENERAL FUND Total:					43,962.11
Fund: 110 - ROAD USE FUND					
Department: 210 - TRANSPORTATION					
RELIANCE STANDARD	07.2024	Public Works Insurance	110-5-210-2-61500	GROUP INSURANCE	80.97
Department 210 - TRANSPORTATION Total:					80.97
Fund 110 - ROAD USE FUND Total:					80.97
Fund: 112 - TRUST AND AGENCY FUND					
Department: 460 - COMMUNITY CENTER					
LANSING, DEB or DAN	06.23.24	Social Center Refund	112-5-460-4-64811	SOCIAL CENTER DEPOSIT RE...	100.00
WILWERT, JOAN	06.26.24	Social Center Refund	112-5-460-4-64811	SOCIAL CENTER DEPOSIT RE...	100.00

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Vendor Name	Payable Number	Description (Item)	Account Number	Account Name	Amount
FIDELITY BANK & TRUST ASB...	06.27.24	Social Center Refund	112-5-460-4-64811	SOCIAL CENTER DEPOSIT RE...	100.00
Department 460 - COMMUNITY CENTER Total:					300.00
Fund 112 - TRUST AND AGENCY FUND Total:					300.00

Fund: 301 - CAPITAL PROJECTS FUND

Department: 723 - CAPITAL PROJECT

ORIGIN DESIGN CO	80635	Dys East Rd - Construction A...	301-5-723-8-64063	ENGINEERS FEES	301.25
MUSCO SPORTS LIGHTING	426225	Lighting - Westside	301-5-723-8-64322	CONTRACTED SERVICES	107,250.00
EAST CENTRAL INTERGOVER...	IVC000022774	EDA Grant Admin	301-5-723-8-64322	CONTRACTED SERVICES	1,704.00
EAST CENTRAL INTERGOVER...	IVC000023184	Contract E - Davis Bacon	301-5-723-8-64322	CONTRACTED SERVICES	972.00
EAST CENTRAL INTERGOVER...	IVC000023185	EDA Grant Admin	301-5-723-8-64322	CONTRACTED SERVICES	2,354.00
Department 723 - CAPITAL PROJECT Total:					112,581.25
Fund 301 - CAPITAL PROJECTS FUND Total:					112,581.25

Fund: 600 - WATER FUND

Department: 810 - WATER

RELiance STANDARD	07.2024	Water Insurance	600-5-810-9-61500	GROUP INSURANCE	87.01
K & K LOGO DESIGNS LTD	1564046	Uniforms	600-5-810-9-61809	RECKER UNIFORMS	108.92
GIANT WASH	24165	Recker Uniforms	600-5-810-9-61809	RECKER UNIFORMS	14.70
K & K LOGO DESIGNS LTD	1564046	Uniforms	600-5-810-9-61814	HERBERS UNIFORMS	104.91
GIANT WASH	24165	Herbers Uniforms	600-5-810-9-61814	HERBERS UNIFORMS	2.37
VERIZON WIRELESS	9966833356	Pepwave 3 Wtr	600-5-810-9-63730	TELEPHONE	40.01
PANTON, LORI	Apr/May/Jun 2024	Reimbursement - Cell Phone	600-5-810-9-63730	TELEPHONE	10.00
SPAHN & ROSE LUMBER CO	1759915	Quikrete	600-5-810-9-65407	DEPARTMENT SUPPLIES	55.50
JOHN DEERE FINANCIAL	5751938	Oil & Limestone Cement	600-5-810-9-65407	DEPARTMENT SUPPLIES	52.47
NAVISTAR BMO HARRIS BANK	88581602	Water Truck Lease	600-5-810-9-67272	NEW EQUIPMENT	2,588.66
AUTOMATIC SYSTEMS CO	041725	Raco Alarm Monitorin	600-5-810-9-67811	WELL REPAIRS	7,669.00
Department 810 - WATER Total:					10,733.55
Fund 600 - WATER FUND Total:					10,733.55

Fund: 610 - SEWER FUND

Department: 815 - SEWER

RELiance STANDARD	07.2024	Wastewater Insurance	610-5-815-9-61500	GROUP INSURANCE	83.03
K & K LOGO DESIGNS LTD	1564046	Uniforms	610-5-815-9-61810	MENKE UNIFORMS	108.92
GIANT WASH	24165	Menke Uniforms	610-5-815-9-61810	MENKE UNIFORMS	2.37
K & K LOGO DESIGNS LTD	1564046	Uniforms	610-5-815-9-61813	REICHER UNIFORMS	108.92
GIANT WASH	24165	Reicher Uniforms	610-5-815-9-61813	REICHER UNIFORMS	17.78
FL KRAPFL INC	2077	Sewer Main Repair - 2nd Ave...	610-5-815-9-63326	SEWER LINE REPAIRS	8,049.06
VERIZON WIRELESS	9966833356	Sewer Camera	610-5-815-9-63730	TELEPHONE	40.01
VERIZON WIRELESS	9966833356	Pepwave 2 WW	610-5-815-9-63730	TELEPHONE	40.01
REICHER, JOE	Apr/May/Jun 20214	Cell Phone	610-5-815-9-63730	TELEPHONE	150.00
PANTON, LORI	Apr/May/Jun 2024	Reimbursement	610-5-815-9-63730	TELEPHONE	10.00
MENKE, TERRY	Apr/May/Jun 2024	Reimbursement - Cell Phone	610-5-815-9-63730	TELEPHONE	150.00
CITY OF DUBUQUE - WRRC	11445	Testing	610-5-815-9-64317	TESTING	60.00
NAVISTAR BMO HARRIS BANK	88581602	Wastewater Truck Lease	610-5-815-9-67272	NEW EQUIPMENT	1,294.72
NAVISTAR BMO HARRIS BANK	88581602	Wastewater Truck Lease	610-5-815-9-67274	CAPITAL IMPROVEMENTS/E...	1,294.72
Department 815 - SEWER Total:					11,409.54
Fund 610 - SEWER FUND Total:					11,409.54

Fund: 670 - SOLID WASTE FUND

Department: 840 - SOLID WASTE

RELiance STANDARD	07.2024	Solid Waste Insurance	670-5-840-9-61500	GROUP INSURANCE	14.19
T & W GRINDING	2425	Grind Big Wood	670-5-840-9-67200	CAPITAL IMPROVEMENT	8,125.00
Department 840 - SOLID WASTE Total:					8,139.19
Fund 670 - SOLID WASTE FUND Total:					8,139.19

Grand Total: 187,206.61

Fund Summary

Fund	Expense Amount
001 - GENERAL FUND	43,962.11
110 - ROAD USE FUND	80.97
112 - TRUST AND AGENCY FUND	300.00
301 - CAPITAL PROJECTS FUND	112,581.25
600 - WATER FUND	10,733.55
610 - SEWER FUND	11,409.54
670 - SOLID WASTE FUND	8,139.19
Grand Total:	187,206.61

Account Summary

Account Number	Account Name	Expense Amount
001-5-110-1-61500	GROUP INSURANCE	271.79
001-5-110-1-62100	DUES/SUBSCRIPTIONS	4,087.50
001-5-110-1-63320	VEHICLE REPAIRS	33.99
001-5-110-1-63730	TELEPHONE	936.81
001-5-110-1-65407	DEPARTMENT SUPPLIES	5.99
001-5-210-2-61500	GROUP INSURANCE	8.15
001-5-210-2-61806	LUECK UNIFORMS	111.29
001-5-210-2-61808	WANDSNIDER UNIFORMS	284.81
001-5-210-2-63730	TELEPHONE	586.49
001-5-210-2-64322	CONTRACTED SERVICES	3,888.18
001-5-210-2-65407	DEPARTMENT SUPPLIES	5.92
001-5-210-2-67270	NEW EQUIPMENT	2,588.66
001-5-210-2-67621	STREET REHABILITATION	149.00
001-5-410-4-61500	GROUP INSURANCE	108.39
001-5-410-4-63750	MAINTENANCE	17.67
001-5-430-4-61500	GROUP INSURANCE	25.30
001-5-430-4-64322	CONTRACTED SERVICES	4,506.50
001-5-430-4-64800	REFUNDS	25.00
001-5-430-4-65407	DEPARTMENT SUPPLIES	456.36
001-5-430-4-65411	BASEBALL PROGRAM SU...	237.69
001-5-445-4-61500	GROUP INSURANCE	25.30
001-5-445-4-62300	MEETINGS/TRAINING	30.00
001-5-445-4-65407	DEPARTMENT SUPPLIES	1,579.66
001-5-445-4-65414	CONCESSION STAND SU...	1,088.39
001-5-460-4-64322	CONTRACTED SERVICES	217.67
001-5-470-4-62106	AIRPORT-DYERSVILLE AV...	7,000.00
001-5-470-4-65400	NEW CABLE EQUIPMENT	450.00
001-5-610-6-61500	GROUP INSURANCE	45.32
001-5-620-6-61500	GROUP INSURANCE	9.43
001-5-650-6-63100	BUILDING MAINTENANCE	217.67
001-5-650-6-63730	TELEPHONE	194.10
001-5-670-6-62100	DUES/SUBSCRIPTIONS	14,340.82
001-5-670-6-62300	MEETINGS/TRAINING	428.26
110-5-210-2-61500	GROUP INSURANCE	80.97
112-5-460-4-64811	SOCIAL CENTER DEPOSIT...	300.00
301-5-723-8-64063	ENGINEERS FEES	301.25
301-5-723-8-64322	CONTRACTED SERVICES	112,280.00
600-5-810-9-61500	GROUP INSURANCE	87.01
600-5-810-9-61809	RECKER UNIFORMS	123.62
600-5-810-9-61814	HERBERS UNIFORMS	107.28
600-5-810-9-63730	TELEPHONE	50.01
600-5-810-9-65407	DEPARTMENT SUPPLIES	107.97
600-5-810-9-67272	NEW EQUIPMENT	2,588.66
600-5-810-9-67811	WELL REPAIRS	7,669.00
610-5-815-9-61500	GROUP INSURANCE	83.03
610-5-815-9-61810	MENKE UNIFORMS	111.29
610-5-815-9-61813	REICHER UNIFORMS	126.70
610-5-815-9-63326	SEWER LINE REPAIRS	8,049.06

Account Summary

Account Number	Account Name	Expense Amount
610-5-815-9-63730	TELEPHONE	390.02
610-5-815-9-64317	TESTING	60.00
610-5-815-9-67272	NEW EQUIPMENT	1,294.72
610-5-815-9-67274	CAPITAL IMPROVEMENT...	1,294.72
670-5-840-9-61500	GROUP INSURANCE	14.19
670-5-840-9-67200	CAPITAL IMPROVEMENT	8,125.00
Grand Total:		187,206.61

Project Account Summary

Project Account Key	Expense Amount
None	187,206.61
Grand Total:	187,206.61



Dyersville, IA

Expense Approval Register

Item 1.

Packet: APPKT01685 - 07.01.24 Bills - IH

Vendor Name	Payable Number	Description (Item)	Account Number	Account Name	Amount
Fund: 001 - GENERAL FUND					
Department: 110 - POLICE					
ALLIANT ENERGY	06.14.24	Wifi Electricity	001-5-110-1-63710	ELECTRICITY	88.95
Department 110 - POLICE Total:					88.95
Department: 180 - MISC. COMMUNITY PROTECTION					
ALLIANT ENERGY	06.14.24	Community Protection Electr...	001-5-180-1-63710	ELECTRICITY	225.22
Department 180 - MISC. COMMUNITY PROTECTION Total:					225.22
Department: 430 - PARKS					
ALLIANT ENERGY	06.14.24	Park Electricity	001-5-430-4-63710	ELECTRICITY	151.18
WINDSTREAM	06.19.24	Parks Phone	001-5-430-4-63730	TELEPHONE	49.32
Department 430 - PARKS Total:					200.50
Department: 460 - COMMUNITY CENTER					
ALLIANT ENERGY	06.14.24	Social Center Electricity	001-5-460-4-63710	ELECTRICITY	53.11
Department 460 - COMMUNITY CENTER Total:					53.11
Department: 470 - OTHER CULTURE					
DYERSVILLE COMMERCIAL C...	34-15 2024	Support - Fireworks	001-5-470-4-62107	COMMERCIAL CLUB PARK	5,000.00
DYERSVILLE COMMERCIAL C...	83-13 2024	Lease Agreement	001-5-470-4-62107	COMMERCIAL CLUB PARK	11,250.00
Department 470 - OTHER CULTURE Total:					16,250.00
Department: 650 - CITY HALL & GEN BLDGS					
WINDSTREAM	06.19.24	City Hall Phone	001-5-650-6-63730	TELEPHONE	225.34
Department 650 - CITY HALL & GEN BLDGS Total:					225.34
Fund 001 - GENERAL FUND Total:					17,043.12
Fund: 110 - ROAD USE FUND					
Department: 180 - MISC. COMMUNITY PROTECTION					
ALLIANT ENERGY	06.14.24	Road Use Electricity (70%)	110-5-180-1-63710	ELECTRICITY	525.51
Department 180 - MISC. COMMUNITY PROTECTION Total:					525.51
Fund 110 - ROAD USE FUND Total:					525.51
Grand Total:					17,568.63

Fund Summary

Fund	Expense Amount
001 - GENERAL FUND	17,043.12
110 - ROAD USE FUND	525.51
Grand Total:	17,568.63

Account Summary

Account Number	Account Name	Expense Amount
001-5-110-1-63710	ELECTRICITY	88.95
001-5-180-1-63710	ELECTRICITY	225.22
001-5-430-4-63710	ELECTRICITY	151.18
001-5-430-4-63730	TELEPHONE	49.32
001-5-460-4-63710	ELECTRICITY	53.11
001-5-470-4-62107	COMMERCIAL CLUB PARK	16,250.00
001-5-650-6-63730	TELEPHONE	225.34
110-5-180-1-63710	ELECTRICITY	525.51
Grand Total:		17,568.63

Project Account Summary

Project Account Key	Expense Amount
None	17,568.63
Grand Total:	17,568.63



CITY COUNCIL

Lower Level Council Chambers
Monday, June 17, 2024
6:00 PM

MINUTES

CALL TO ORDER – ROLL CALL

PRESENT Mayor Jeff Jacque, Council Member Mike English, Council Member Jim Gibbs, Council Member Mike Oberbroeckling, Council Member Mark Singsank, Council Member Tom Westhoff

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Motion made by Council Member English to approve Monday, June 17, 2024 agenda as presented
Seconded by Council Member Gibbs.

Voting Yea: English, Gibbs, Oberbroeckling, Singsank, Westhoff Nay: None Motion carried.

ORAL COMMENTS

Joe Ertl, 507 13th Avenue SE, is requesting to move office building currently on 5th Street NW to 7th Avenue NW in Sunset Heights Subdivision for a residential home for employees.

Jerry Gebhard, 505 2nd Avenue SE, asked the council to consider adding a mural to beautify the area around the Millwork Creamery. Could add mural to MM Mechanical building and a suggestion would be a train depot on the building.

APPROVAL OF CONSENT AGENDA

Motion made by Council Member Oberbroeckling to approve Seconded by Council Member Singsank.
Voting Yea: English, Gibbs, Oberbroeckling, Singsank, Westhoff Nay: None Motion carried.

1. Approve Bills; 2. Approve Minutes City Council Meeting - June 3, 2024; **3. Approve Minutes** Special City Council Meeting - June 5, 2024; **4. Receive & File Minutes** Planning & Zoning Commission Meeting - June 10, 2024; **5. Receive & File Minutes** James Kennedy Public Library Board of Trustees Meeting - May 8, 2024; **6. Blasting Permit** Bennett Explosives, Inc. - July 2024; **7. Special Class C Retail Alcohol License (5 Day) June 27 - July 1, 2024** Lucky Wife Wine Slushies (Downtown Market); **8. Special Class C Retail Alcohol License (5 Day) August 29 - September 2, 2024** Lucky Wife Wine Slushies (Downtown Market); **9. Special Class C Retail Alcohol License (5 Day) September 26 - 30, 2024** Lucky Wife Wine Slushies (Downtown Market); **10. Class E Retail Alcohol License** Hartig Drug Co. #6; **11. Special Class C Retail Alcohol License** Dyersville Commercial Club Park (5 Day, July 1 - 5, 2024); **12. Special Class C Retail Alcohol License** Dyersville Commercial Club Park (Unlicense Your Location); **13. Class B Retail Alcohol License (LG)** Quik and Handi; **14. Approve Cigarette/Tobacco Permits** Casey's General Store, Randy's Neighborhood Market, Fareway Stores, Inc., Hartig Drug, Sundstop, Quik-n-Handi, Dollar General, Hy-Vee Dollar Fresh Market, Family Dollar; **15. Request** from Dyersville Young Professionals for Downtown Markets June 29, July 27, August 31 & September 28, 2024 to close 2nd St SW and block parking on the south side of Legacy Square for overflow of food trucks; **16. Resolution No. 37-24** setting the Salary for the Dyersville Family Aquatic Center Employee of the City of Dyersville 2024; **17. Resolution No. 38-24** setting the Salary for the City of Dyersville Public Work Employee; **18. Resolution No. 39-24** approving Final Plat of Reitinger Farm Subdivision Plat 3, Dubuque County, Iowa. Lot 1 and Lot 2 of Reitinger Farm Subdivision Plat 2, Dubuque County, Iowa; **19. Resolution No. 40-24** approving Final Plat of K & K Addition Plat 2, City of Dyersville, Delaware County, Iowa. Lot 2 of Westridge Estates 9th Addition, City of Dyersville, Delaware County, Iowa; **20. Resolution No. 41-24** approving Final Plat of K & K Addition Plat 3, City of Dyersville,

Delaware County, Iowa. Lot 4 of Westridge Estates 9th Addition, City of Dyersville, Delaware County, Iowa; **21. Resolution No. 42-24** approving Plat of Survey of Parcel 2024-38 in part of Lot 2 in Sunset Heights No. 2 in the City of Dyersville, Delaware County, Iowa. Parcel 2024-39 in Lot 12 in Block 1 of Sunset Heights No. 1 in the City of Dyersville, Delaware County, Iowa. Except Parcel G; and part of Lot 2 in Sunset Heights No. 2 in the City of Dyersville, Delaware County, Iowa; **22. Authorize Mayor to Sign** Change Order No. 4 - Dyersville East Utility Extension 2022 - Contract E Water and Sewer - \$2,685.00; **23. Authorize Mayor to Sign** Contract Payment No. 9 to Top Grade Excavating, Inc. in the amount of \$2,550.75 for Dyersville East Road Utility Extension 2022 - Contract E Water and Sewer; **24. Approve Appointment** Danelle Schroeder, James Kennedy Public Library Board of Trustees, expires June 30, 2028; **25. Receive & File** City Administrator Deferral Compensation Calculation; **26. Receive & File** Staff Report - Police - June 2024; **27. Receive & File** Staff Report - Parks and Recreation - June 2024 **28. Receive & File** Staff Report - Library - June 2024; **29. Receive & File** Staff Report - Public Works - June 2024; **30. Receive & File** Staff Report - City Administrator - June 2024; **31. Miscellaneous Correspondence** Iowa Economic Development Authority - Pennsylvania House Apartment Project - June 10, 2024. The following bills were approved for payment:

Absolute Science	Program	\$ 825.00
Access Systems	Contract	\$ 475.04
Acco	Supplies	\$ 978.80
Ace Homeworks	Supplies	\$ 429.25
Airespring	Phone	\$ 341.02
Alliant Energy	Electricity	\$ 13,715.18
Amazon	Books	\$ 2,270.98
Baker & Taylor Books	Books	\$ 1,798.86
Bi-County Disposal Inc	Garbage / Recycling	\$ 26,072.55
Black Hills Energy	Natural Gas	\$ 1,823.25
Blackstone Publishing	Books	\$ 293.58
Blank Park Zoo	Program	\$ 200.00
Blue Path Finance Inc	Solar Energy	\$ 3,751.24
Boeckenstedt, Ann	Program	\$ 9.00
Boge, Judy	Refund	\$ 100.00
Capital Sanitary Supply	Supplies	\$ 474.00
Cengage Learning	Books	\$ 286.32
Center Point Publishing	Books	\$ 258.88
Colibri Systems North America Inc	Supplies	\$ 940.88
Complete Office of Wisconsin	Supplies	\$ 598.23
Computer Doctors Inc	Computer Work	\$ 9,293.00
Computer Projects of IL Inc	Annual Fee	\$ 198.00
Crescent Electric Supply	Supplies	\$ 246.94
Dalinc	Dues	\$ 15.00
De Novo Marketing	Branding	\$ 10,160.92
Demco Educational Corp	Supplies	\$ 267.70
Dyersville Area Chamber of Commerce	Program	\$ 50.00
Dyersville Commercial	Legal Notices/Ads	\$ 1,552.12
Fareway Stores Inc	Program	\$ 43.05
Ferguson Waterworks #2516	Water Meters	\$ 2,659.89
FL Krapfl Inc	Contracted Services	\$ 10,299.67
Fuerste Carew Juergens & Sudmeier PC	Legal Fees	\$ 948.50
Funke, Marty	Sidewalk Replacement	\$ 106.08
Giant Wash	Uniforms & Mats	\$ 91.45
Global Property Management LLC	Reimbursement	\$ 1,936.00
Gudenkauf, Deb	Program	\$ 6.16
Hansel Cleaning Services LLC	Contract	\$ 1,400.00
Hawkins Water Treatment	Supplies	\$ 2,991.47

Hefel Portable Services LLC	Contracted Service	\$ 220.00
Heritage Printing Co	Program	\$ 327.86
Hoopla By Midwest Tape	Program	\$ 326.28
Imon Communications LLC	Fiber Optic Internet	\$ 1,005.00
Impact7G	Professional Services	\$ 5,907.25
Iowa Library Association	Dues	\$ 3.10
J & J Lawn Care	Mowing Contract	\$ 14,089.41
Jay Thier Painting	Painting	\$ 2,025.00
John Deere Financial	Supplies	\$ 824.93
Johnson Controls	Alarm Monitoring	\$ 879.38
Kanopy Inc	Program	\$ 34.00
Maiers, Tricia	Reimbursement	\$ 108.46
Maquoketa Valley Electric Coop	Electricity	\$ 5,126.04
Martin Equipment	Supplies/Parts	\$ 221.33
Mi T M Equipment	Supplies	\$ 262.48
Midwest Patch / Hi Viz Safety	Supplies	\$ 2,254.50
MM Mechanical	Repairs	\$ 1,264.76
Monahan, Matt & Molly	Refund	\$ 100.00
Myers-Cox Company	Supplies	\$ 741.88
Overdrive	Electronic Media	\$ 504.01
Oz, Mikayla	Program	\$ 400.00
Pfohl's Blinds/Draperies & Shades	Window Treatment	\$ 10,019.00
Pitney Bowes	Postage	\$ 500.00
Postmaster	Supplies	\$ 106.00
Racom Corporation	Equipment	\$ 2,962.00
Randy's Neighborhood Market	Program	\$ 56.40
Scherbring, Jon	Sidewalk Replacement	\$ 106.08
Scholastic Inc	Program	\$ 368.14
Spahn & Rose Lumber Co	Supplies	\$ 766.20
Steger Construction	Supplies	\$ 75.00
T & W Grinding	Composting	\$ 5,875.00
Tauke Motors	Vehicle Maintenance	\$ 2,564.62
Three Rivers FS Company	Supplies	\$ 84.60
TJ Cleaning Services	Cleaning Services	\$ 410.00
Tri-State Automatic Sprinkler	Contract	\$ 361.00
Verizon Wireless	Phone	\$ 21.06
Vonderhaar, Shirley	Supplies	\$ 123.03
Windstream	Phone	\$ 127.04
Yelloh! dba Schwan's Home Service	Concession Supplies	\$ 546.63

001 - General Fund	\$ 59,146.08
002 - Library Trust Fund	\$ 4,199.37
110 - Road Use Fund	\$ 7,212.62
112 - Trust and Agency Fund	\$ 200.00
301 - Capital Projects Fund	\$ 26,994.33
600 - Water Fund	\$ 23,183.79
610 - Sewer Fund	\$ 6,421.12
670 - Solid Waste Fund	\$ 32,248.17
Grand Total:	\$ 159,605.48

ACTION ITEMS

32. Resolution No. 43-24 setting the Salaries for the Employees of the City of Dyersville

Motion made by Council Member English to approve Seconded by Council Member Westhoff.
Voting Yea: English, Gibbs, Oberbroeckling, Singsank, Westhoff Nay: None Motion carried.

33. Resolution No. 44-24 setting the Salary for an Employee for the City of Dyersville

Motion made by Council Member English to approve Seconded by Council Member Singsank.
Voting Yea: English, Gibbs, Singsank, Westhoff Abstaining: Oberbroeckling Nay: None Motion carried.

34. Resolution No. 45-24 approving Final Plat of Lake View Estates, City of Dyersville, Delaware County, Iowa

Motion made by Council Member Gibbs to approve Seconded by Council Member Oberbroeckling.
Voting Yea: English, Gibbs, Oberbroeckling, Singsank, Westhoff Nay: None Motion carried.

35. Proclamation Summer Learning Week - July 15 - 19, 2024

Motion made by Council Member Singsank to read Seconded by Council Member Oberbroeckling.
Voting Yea: English, Gibbs, Oberbroeckling, Singsank, Westhoff Nay: None Motion carried.

Motion made by Council Member English to approve Seconded by Council Member Oberbroeckling.
Voting Yea: English, Gibbs, Oberbroeckling, Singsank, Westhoff Nay: None Motion carried.

COUNCIL COMMENTS

ADJOURNMENT

Motion made by Council Member English to adjourn at 7:06 pm Seconded by Council Member Oberbroeckling.
Voting Yea: English, Gibbs, Oberbroeckling, Singsank, Westhoff Nay: None Motion carried.

Jeff Jacque Mayor

ATTEST:

Tricia L. Maiers, City Clerk / Treasurer



SPECIAL CITY COUNCIL

Lower Level Council Chambers
Monday, June 24, 2024
6:00 PM

MINUTES

CALL TO ORDER – ROLL CALL

PRESENT Mayor Jeff Jacque, Council Member Mike English, Council Member Jim Gibbs, Council Member Tom Westhoff ABSENT Council Member Mike Oberbroeckling, Council Member Mark Singsank

APPROVAL OF AGENDA

Motion made by Council Member Gibbs to approve Monday, June 24, 2024 agenda as presented
Seconded by Council Member Westhoff.
Voting Yea: English, Gibbs, Westhoff Nay: None Motion carried.

ORAL COMMENTS

APPROVAL OF CONSENT AGENDA

Motion made by Council Member English to approve Seconded by Council Member Gibbs.
Voting Yea: English, Gibbs, Westhoff Nay: None Motion carried.

1. Approve Bills; 2. Approve Receipts - May 2024; 3. Receive & File Treasurer's Report - May 2024; 4. Receive & File Revenue & Expense Report - May 2024. The following bills were approved for payment:

Ace Homeworks	Supplies	\$ 75.09
Advanced Properties LLC	Development Agreement	\$ 67,103.87
American Legion Post 137	Supplies	\$ 150.00
Assoc for Rural & Small Libraries	Training	\$ 295.00
Atlantic Coca Cola	Concession Supplies	\$ 392.34
Automatic Systems Co	Services	\$ 27,850.00
Baker & Taylor Books	Books	\$ 285.11
Bard Materials	Lime	\$ 287.03
Carquest Auto Parts	Supplies	\$ 119.99
City of Dubuque - WRRRC	Testing	\$ 60.00
Coohey, Jenny	Refund	\$ 100.00
Crescent Electric Supply	Supplies	\$ 475.34
Edwards Creative	Sign	\$ 404.93
Eick, Robert	Maintenance	\$ 150.00
Fareway Stores Inc	Program	\$ 50.19
Ferguson Waterworks #2516	Water Meters	\$ 14,640.00
Fire Service Training Bureau	Training	\$ 50.00
FL Krapfl Inc	Labor/Equipment	\$ 7,549.14
Hansel Cleaning Services LLC	Contract	\$ 600.00
Heacock, Jolene	Refund	\$ 90.00
Heiar Fencing & Supply	Fencing	\$ 4,956.75
Heritage Printing Co	Supplies	\$ 95.69
Iowa Library Association	Dues	\$ 150.00
J & R Fashions	Uniforms	\$ 75.00
John Deere Financial	Supplies	\$ 255.46
Kasper, Katey	Refund	\$ 65.00
Kluesner Forestry Services LLC	Tree Trimming & Removal	\$ 4,350.00

Macqueen Equipment	Equipment	\$	3,592.78
Mango Languages	Database	\$	200.00
Maquoketa Valley Electric Coop	Electricity	\$	3,733.22
MicroBac Laboratories	Testing	\$	214.75
MM Mechanical	Supplies/Service	\$	863.27
Myers-Cox Company	Supplies	\$	1,020.73
Niche Academy	Database	\$	500.00
O'Toole Office Supply	Supplies	\$	92.80
Overdrive	Electronic Media	\$	1,674.79
Palm, Christa	Maintenance	\$	128.34
Postmaster	Supplies	\$	174.00
Preferred Health Choices LLC	HRA	\$	90.00
Quill Corporation	Supplies	\$	9.82
Randy's Neighborhood Market	Program	\$	69.33
Schroeder, Mike	Reimbursement	\$	50.00
Sherwin-Williams	Supplies	\$	50.18
Three Rivers FS Company	Supplies	\$	105.75
TJ Cleaning Services	Cleaning Services	\$	750.00
USA Blue Book	Supplies	\$	153.33
Vonderhaar, Shirley	Supplies	\$	1,125.05
Windstream	Telephone	\$	142.73
Yelloh! Db a Schwan's Home Service	Concession Supplies	\$	226.83

001 - General Fund	\$	25,186.46
002 - Library Trust Fund	\$	50.19
112 - Trust and Agency Fund	\$	100.00
135 - Dyersville TIF Dist Fund	\$	67,103.87
600 - Water Fund	\$	14,919.53
610 - Sewer Fund	\$	10,364.59
612 - Sewer Capital Fund	\$	27,850.00
670 - Solid Waste Fund	\$	68.99
Grand Total:	\$	145,643.63

May 2024	Receipts	Treasurer's Report
001 - General Fund	\$ 352,396.15	\$ 664,276.70
002 - Library Trust	\$ 4,614.29	\$ 102,185.88
110 - Road Use Tax	\$ 50,984.44	\$ 291,405.80
112 - Trust & Agency	\$ 2,125.00	\$ 49,186.00
121 - L.O. Sales Tax Reserve	\$ 55,209.56	\$ 1,032,821.25
128 - CDBG / Flood Fund	\$ -	\$ 1,628,397.90
135 - Dyersville TIF Dist Fund	\$ 106,720.91	\$ 3,751,319.48
200 - Debt Service	\$ 96,854.10	\$ 899,598.36
301 - Capital Improvements	\$ -	\$ (3,562,994.53)
600 - Water Fund	\$ 83,052.98	\$ 289,165.97
601 - Water Sinking Fund	\$ -	\$ 2,008,870.57
602 - Water Capital Fund	\$ -	\$ (43,986.45)
610 - Sewer Fund	\$ 117,178.18	\$ 1,506,962.96
611 - Sewer Sinking Fund	\$ -	\$ (791,610.44)
612 - Sewer Capital Fund	\$ -	\$ (4,370,260.60)
670 - Solid Waste Fund	\$ 30,645.27	\$ (99,041.70)
Totals	\$ 899,780.88	\$ 3,356,297.15

ACTION ITEMS

5. 6:00 P.M. Public Hearing on amendment of current city budget for Fiscal Year ending June 30, 2024.

Motion made by Council Member Gibbs to open Seconded by Council Member Westhoff.
Voting Yea: English, Gibbs, Westhoff Nay: None Motion carried.

Motion made by Council Member English to close Seconded by Council Member Westhoff.
Voting Yea: English, Gibbs, Westhoff Nay: None Motion carried.

COUNCIL COMMENTS

ADJOURNMENT

Motion made by Council Member English to adjourn at 6:05 pm Seconded by Council Member Gibbs.
Voting Yea: English, Gibbs, Westhoff Nay: None Motion carried.

Jeff Jacque Mayor

ATTEST:

Tricia L. Maiers, City Clerk / Treasurer



State of Iowa

Alcoholic Beverages Division

Item 4.

Applicant

NAME OF LEGAL ENTITY

Ritz Restaurant LLC

NAME OF BUSINESS(DBA)

Ritz Restaurant

BUSINESS

(563) 608-6466

ADDRESS OF PREMISES

232 1st Ave E

PREMISES SUITE/APT NUMBER

CITY

Dyersville

COUNTY

Dubuque

ZIP

52040

MAILING ADDRESS

232 1st ave

CITY

Dyersville

STATE

Iowa

ZIP

52040

Contact Person

NAME

Megan Engstrom

PHONE

(563) 608-6466

EMAIL

theritzdyersville@gmail.com

License Information

LICENSE NUMBER

LC0032740

LICENSE/PERMIT TYPE

Class C Retail Alcohol License

TERM

12 Month

STATUS

Pending
Dramshop
Review

EFFECTIVE DATE

Sep 1, 2024

EXPIRATION DATE

Aug 31, 2025

LAST DAY OF BUSINESS

SUB-PERMITS

Class C Retail Alcohol License

PRIVILEGES



Status of Business

BUSINESS TYPE

Limited Liability Company

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Megan Engstrom	Dyersville	Iowa	52040	owner	100.00	Yes

Insurance Company Information

INSURANCE COMPANY

Secura Insurance Company

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE
DATE

OUTDOOR SERVICE EXPIRATION
DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE
DATE

TEMP TRANSFER EXPIRATION
DATE

RESOLUTION NO. 46-24**A RESOLUTION SETTING THE SALARY FOR THE
DYERSVILLE FAMILY AQUATIC CENTER SUMMER EMPLOYEE OF THE
CITY OF DYERSVILLE FOR 2024****BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DYERSVILLE,
IOWA:**

SECTION 1. The following person and position named shall be paid the salaries or wages indicated and the City Clerk is authorized to issue checks, less legally required or authorized deductions from the amount set out below, on Friday of each week, all subject to audit and review by the City Council:

<u>First Name</u>	<u>Last Name</u>	<u>Position</u>	<u>2024 Wage</u>
Vanessa	Link	Head Lifeguard	\$ 13.00

SECTION 2. *Lifeguard Reimbursement.* Effective from the date of this Resolution, the City Administrator or his agent are hereby authorized to reimburse one-half of the lifeguard safety certificate training costs for Managers, Head Lifeguards and Lifeguards that have worked more than 200 hours, completed five (5) private lessons, worked 20 hours in August at the Aquatic Center and have successfully completed employment with the City of Dyersville for the entire pool season. Reimbursement request must be made by September 15, 2024 to the City Clerk. This reimburse will only cover costs to enroll and obtain the lifeguard safety certificate training; it does not cover their work time to attend the class nor mileage reimbursement.

SECTION 3. The City Administrator is hereby authorized to adjust only the lifeguard's hourly rate of pay up to \$0.25 per hour for successfully earning and using their Water Safety Instructor (WSI) certification at the Dyersville Family Aquatic Center.

SECTION 4. The Policy and Administration Committee and City Administrator are hereby authorized to meet from time to time to consider merit pay adjustments and make recommendations to the City Council. Furthermore, the City Council shall make merit pay adjustments as they may deem necessary.

PASSED AND APPROVED this 1st day of July, 2024.

Jeff Jacque, Mayor

ATTEST:

Tricia L. Maiers, City Clerk / Treasurer

June 28, 2024

To: Mayor & City Council

I am requesting a promotion of Vanessa Link from Lifeguard to Head Lifeguard. After looking at the schedule for July and early August the management group identified a need for another Head Lifeguard to cover shifts when the other Lifeguards and Assistant Managers are not available. To start the season we hired three Head Lifeguards but one dropped out two weeks before the season. The management team didn't identify anyone at that time with the experience to promote and thought we could manage with the team we had. When Vanessa decided to apply late, she was identified for a leadership position because of her past employment at the Dyersville Family Aquatic Center, two years' experience and other leadership roles.

Adam Huehnergath
Park and Recreation Manager

City of Dyersville

340 1st Avenue East, Dyersville, Iowa 52040 • Phone: 563-875-7724 • Fax: 563-875-8238

BOARD & COMMISSION APPLICATION

(PLEASE PRINT & USE BLUE OR BLACK INK)

NAME: Ann Salter
 ADDRESS: 545 7th St SW, Dyersville
 PHONE: 563-599-2344
 EMAIL: asalter57@gmail.com

BOARD OR COMMISSION APPLYING FOR: _____

Board of adjustments

ARE YOU A REGISTERED VOTER? yes

WHY ARE YOU INTERESTED IN THIS BOARD OR COMMISSION? _____

my civic duty to be involved in
my city and how it runs &
learning city codes

YOUR EXPERIENCE BENEFICIAL TO THIS BOARD OR COMMISSION: _____

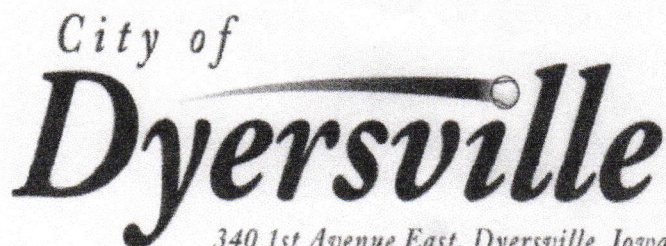
have been on board for past
5-6 yrs

OTHER CIVIC EXPERIENCE: _____

Rec Board

Ann Salter June 26 2024
 SIGNATURE DATE

PLEASE RETURN TO CITY CLERK'S OFFICE - CITY HALL



340 1st Avenue East, Dyersville, Iowa 52040 • Phone: 563-875-7724 • Fax: 563-875-8238

Item 7.

BOARD & COMMISSION APPLICATION

(PLEASE PRINT & USE BLUE OR BLACK INK)

NAME: Beth Derr

ADDRESS: 210 5th Ave SE, Dyersville

PHONE: 563-590-8647

EMAIL: bderr210@gmail.com

BOARD OR COMMISSION APPLYING FOR: Library Board

ARE YOU A REGISTERED VOTER? Yes

WHY ARE YOU INTERESTED IN THIS BOARD OR COMMISSION? I just retired
in May and am looking forward to attending more of the events offered by the library.

When I heard about the board opening, I saw applying as an opportunity to learn more
about the library while giving back to a community that has given so much to me.

YOUR EXPERIENCE BENEFICIAL TO THIS BOARD OR COMMISSION: My career
has been in education. I enjoy learning and helping others learn. I am part of a book club
and I communicate with library staff on interlibrary book loans. I try to be respectful
of
perspectives different than my own. I have been a library patron for many years.

OTHER CIVIC EXPERIENCE: In addition to voting, I have supported what the city
of Dyersville offers its citizens. The library, parks, pool, and recreational leagues have
been appreciated and enjoyed by my family throughout the years.

Beth Derr
SIGNATURE

6-26-24
DATE

PLEASE RETURN TO CITY CLERK'S OFFICE – CITY HALL



UTILITY INFORMATION

340 1st Avenue E

Dyersville, IA 52040

PHONE: (563) 875-7724

FAX: (563) 875-8238

Website: www.cityofdiersville.com

EMAIL: lpanton@cityofdiersville.com

OFFICE HOURS:

MONDAY-THURSDAY: 8:00 A.M. TO 5:00 P.M.

FRIDAY: 8:00 A.M. TO 4:30 P.M.

Welcome to the City of Dyersville. As a new utility customer, you can expect the highest quality water/sewer management service. This pamphlet includes information about the services we provide and your utility bill.

APPLICATION FOR SERVICE

Each customer is required to complete an Application for Utility Services (water, sewer and solid waste). This can be done at City Hall or directly from our website at www.cityofdyersville.com. Personal identification will be needed. This form can also be downloaded from our website at www.cityofdyersville.com. All individuals renting property are required to pay a \$200.00 Tenant Deposit prior to the start of service. Tenants can pay the deposit at City Hall during business hours. Deposits remain on the account until the account is closed due to tenant purchasing property or moving out of town. At the time the account is closed, the deposit will be applied to the final balance and if applicable, the difference is refunded. A deposit cannot be refunded without a forwarding address. The tenant is responsible for paying the remaining balance on the account after a deposit is applied. Deposits are transferred if the tenant moves to another rental property.

DISCONTINUING SERVICE

When you wish to close your account, please contact City Hall at least 3 days in advance. Your meter will be read, and a final bill processed and mailed to your new location. You will be responsible for all services until we receive notification from you to discontinue service.

SERVICES AND RATES

Water:

The water portion of your bill is calculated by applying the current water rate (\$6.10 per 1000 gallons) to the gallons of water used. There is a base charge (\$6.44 for 5/8" meter) for water service on each bill. The base charge is dependant on the size of your water meter. Most residential units have a 5/8" meter.

Sewer:

The sewer portion of your bill is calculated by applying the current sewer rate (\$9.10 per 1000 gallons) to the gallons of water used. There is a base charge (\$8.27 for 5/8" meter) for sewer service on each bill. The base charge is dependant on the size of your water meter. Most residential units have a 5/8" meter.

SRF Debt:

Each metered customer pays a State Revolving Fund Fee to help cover the water and sewer revenue debt based on the amount of water used. For water the rate is \$1.10 per 1000 gallons and sewer is \$5.80 per 1000 gallons.

Solid Waste:

The City contracts for residential solid waste/recycling pick up. The charge for residential solid waste service is \$19.50 per month. Solid Waste and recycling is collected each week on Friday. Garbage and recycling must be in the provided containers. If a holiday falls on Friday, the collection day will be delayed one day to Saturday. For problems or questions regarding your service you can contact Kluesner Sanitation at 563-927-5977. Additional garbage and recycling information is listed later in this brochure.

Compost:

The city has a compost site located on 23rd Avenue SE near our wastewater treatment facility. Residents may drop off grass clippings, bushes, trees, and branches. The compost created is available to residents of Dyersville at no cost.

THE UTILITY BILL

Utility bills are issued on the 1st of each month with payment due on the 20th. Your bill is based on actual meter readings taken every month. If a reading cannot be obtained from your meter, the city will contact you to set an appointment to correct the problem. If we are unable to get an actual reading, your consumption will be estimated. Your meter reading will be used to calculate your monthly bill which will itemize your charges for water, sewer, and solid waste.

The city offers and encourages paperless billing where you elect to receive your water bill and notices via email. You can check this option on your application. If you have more than one property and receive multiple bills, the City offers statement billing which consolidates your accounts into one statement. If you wish to be set up on paperless or statement billing, please contact City Hall.

The city water and sewer rates are set by the City Council. The garbage rates are also set by the City Council based on our contracted service agreement. The rates listed are subject to change.

THE WATER METER

The meter is a brass device that measures the amount of water flowing through the water line. The meter is usually located in the basement or utility room where the water line enters the building. The meter is read like an odometer on your car, from left to right. On the standard meter you must include a zero with the black background to get your actual reading. To read a digital meter, you will need to aim a light source at the face of the meter. You will get numbers that flash across the face. The meter will read into the hundredths, therefore be sure to note the 2 decimal places on your reading. To confirm the accuracy of the meter reading, look at your latest bill and check the reading on the meter. Compare the readings, if your reading is the same or greater than the reading noted on your bill; the reading on the bill is accurate. The city reads the meter via a radio transmission signal.

PAYMENT

Utility bills need to be paid in full by the due date (20th of the month). You can pay your bill with check, cash, or credit card (processing fee will be applied). The payment can be mailed, made online from the city website, put in our drop box located just outside the front doors of the Memorial Building (available 24 hours) or delivered in person during business hours. Please include the bottom portion of your bill with your payment. If you feel there is an error in your bill, please contact City Hall immediately.

The city also offers automatic bank withdrawal for payment of your utility bill. The payment can be taken from either a checking or savings account. There is no additional charge for this service. You will continue to receive your monthly bill stating the amount that will be withdrawn from your account on the 20th of the month. Please stop by City Hall to complete our form or complete the online form at www.cityofdymersville.com. You can also set up automatic card payments from the city website to occur on a day of your choosing. Since it is a card payment, processing fees are applied.

If payments are not received by the due date, charges are applied, and notifications are sent requesting payment within 12 days. If the payment is not received after this date, the City will apply a \$25 fee and issue a Disconnect Notice. If payment is not received by the date on the Disconnect Notice your water service will be disconnected and a fee of \$50 will be applied.

GARBAGE & RECYCLING INFORMATION

The City of Dyersville offers a waste reduction program called Unit Based Pricing. Unit based pricing charges residents for the amount of waste collected. The households generating more waste will pay more.

Each household unit within the city is provided with one garbage and one recycling container. Each additional bag/container of garbage must have a “garbage tag” on it. Garbage tags can be purchased for \$1.00 each at City Hall or Ace Homeworks. Households are allowed unlimited recycling; however, the extra recycling must be in a provided container. Both the garbage and recycling containers stay with the home. Garbage and recycling is collected every week on Friday from your normal garbage collection site. Do not pack the containers too tightly. The containers should be placed at least 2 feet apart and behind the curb with the opening facing the street. Any items outside the container will not be taken.

Acceptable Recyclables are:

- Paper: newspapers, magazines (no plastic wrap), catalogs, soft cover books, corrugated cardboard broken down to 2x4 size, chip board (cereal, pop & beer cases), junk mail, plain & colored paper, paper bags
- Plastics: containers up to 5 gallons numbered 1,2,3,4,5 or 7 on the bottom (caps removed)
- Metal: tin food containers and lids, aluminum beverage containers and foil
- Glass: clean food jars, beer, wine and liquor bottles (clear, brown or green).
- Bags: recyclable grocery bags

Items NOT accepted are:

- Paper: milk & juice containers, pet food bags, wax coated containers, food encrusted pizza boxes, gift wrap
- Plastics: plastics without the 1,2,3,4,5 or 7 on bottom, toys, non-recyclable plastic bags, paint, pesticide, chemical or motor oil containers, Styrofoam containers or Styrofoam of any type.
- Metal: car parts, paint cans, aerosol cans, batteries or sharp knives or needles
- Glass: windows, Pyrex, ceramics and light bulbs

Common reasons for garbage and recycling not picked up:

- *Not at pickup site by 7:00 a.m.
- *Garbage and/or recycling not in proper container.
- *No tags on additional bags.
- *Recyclables not cleaned or mixed with garbage.
- *Non-recycle materials in the recycling container.
- *Boxes are not broken down to size.

The City offers a “Spring Clean Up Day” where residents can set out non-garbage items to be picked up for disposal. There are limitations on the type and quantity of items that will be picked up. Check with City Hall for a list of those items. Hazardous materials, building/remodeling materials, chemicals appliances, TV’s and tires will not be accepted. Throughout the year, these items can be disposed of by making arrangements with Kluesner Sanitation at 563-927-5977.

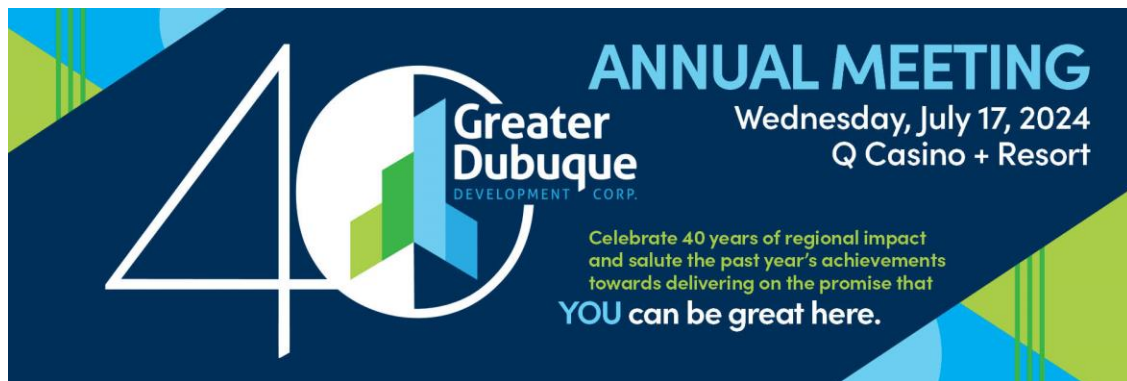
For more information on garbage & recycling issues, please call Kluesner Sanitation at 563-927-5977 or City Hall at 563-875-7724.

Created: 11/2005; Updated: 7/2024



[Business Development](#) | [Live Here](#) | [Work Here](#) | [Who We Are](#)

June 2024 NEWSLETTER



Annual Meeting Set for Wednesday, July 17, 2024 at the Q Casino + Resort

Join the Greater Dubuque Development Board of Directors, partners, and team for our 2023-2024 Annual Meeting to celebrate 40-years of regional impact and salute major achievements of the past year towards delivering on the promise that **YOU can be great here.**

Held in the Q Showroom at the Q Casino + Resort, our annual meeting with kick off at 5:30 p.m. with cocktails and hors d'oeuvres, followed by an official meeting and a presentation by our board chair, Alex Dixon, and Greater Dubuque Development President and CEO, Rick Dickinson. This event is free and open to the public but seating is limited. [RSVP by July 10th using our online registration form](#) or contact Anna Roling, Executive Assistant at annar@greaterdubuque.org or 563-557-9049.

[RSVP to join us for our 2023-2024 Annual Meeting on Wednesday, July 17](#)

YOUR BUSINESS can be great here.

Strategic Initiatives

Greater Dubuque Lends Support to Efforts on Community Supported Workforce Transportation

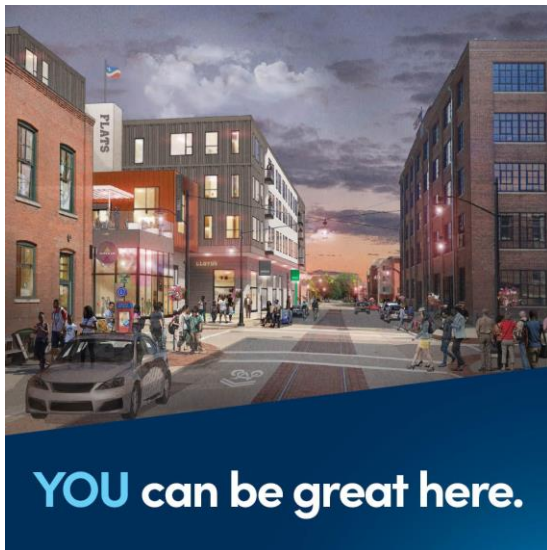
In a time where efficient and affordable transportation is crucial for workforce stability and economic growth, a new initiative supported by Greater Dubuque Development aims to enhance employee's commuting options in the Greater Dubuque region. Working with key partners including the Regional Transit Authority and Enterprise, an inaugural community-supported workforce transportation program will bring together public and private sector entities to offer a new flexible, point-to-point transit solution for employees.

[Read the Full Story >](#)



Interested in being part of the pilot point-to-point commuter program with the Regional Transit Authority and Enterprise?

Contact Nic Hockenberry, Director of Workforce Programming, at 563-557-9049 or nicolash@greaterdubuque.org.



Rendering of Millwork Flats, to be located at 1065 Jackson Street in Dubuque's Historic Millwork District. Courtesy of Outfly Real Estate.

Residential & Commercial Expansion

Bold Project Bringing Commercial Activity and Affordable Housing to Millwork District

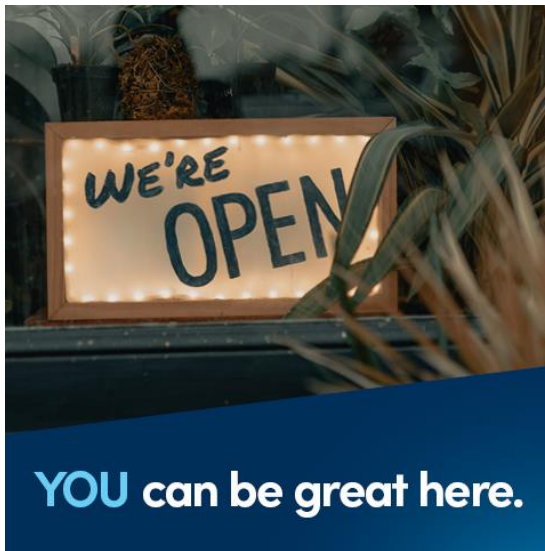
[Millwork Flats, L.L.C.](#) has announced an ambitious \$17.5 million redevelopment project at 1065 Jackson Street to transform the existing structure into a vibrant, mixed-use development featuring 62 market-rate residential units and first-floor commercial space.

[Learn More >](#)



Interested in learning more about our support for commercial and residential expansion projects?

Contact Jason White, Vice President of Business Services, at 563-557-9049 or jasonw@greaterdubuque.org.



Business Development

City of Dubuque Offers New Resource for Business Start-ups

Starting a new business can require connecting with multiple City departments. To streamline the process for business start-ups, the City of Dubuque has compiled important resources in one location with a new form to submit business information to multiple departments all at once.

[Learn More >](#)

Workforce Solutions

YOUR CAREER can be great here.



Members of Greater Dubuque Development's Future Leadership Team discuss the NEXT GEN Perceptions Survey results, identifying strategies for our board to consider in their annual goal setting process.

Leadership Development

Future Leadership Team Delves Into NEXT GEN Survey Insights, Outgoing Members Recognized

On Wednesday, June 5, 2024, the Greater Dubuque Development Future Leadership Team met for its regularly scheduled quarterly meeting. This 30-person advisory group, comprised of emerging professionals and community leaders, meets quarterly to discuss and make recommendations on relevant economic development topics, playing a vital role for the Greater Dubuque Development Board of Directors. These dynamic individuals bring fresh perspectives and innovative ideas, significantly contributing to our economic, workforce, and

community development initiatives. At their most recent meeting, the Future Leadership Team demonstrated their commitment to shaping Dubuque's future by thoroughly analyzing the results of the NEXT GEN Perceptions Survey.

[Learn more about our Future Leadership Team's June convening](#)



Interested in learning more about the Future Leadership Team?
Contact Mandi Dolson, Director of Workforce Recruitment & Retention, at 563-557-9049 or mandid@greaterdubuque.org.



Talent Dubuque: An Intern Engagement Program participants complete a community perceptions survey during the program's welcome luncheon.

Intern Engagement

Talent Dubuque: An Intern Engagement Program Kicks Off With Welcome Luncheon

An impressive turnout of 105 attendees, representing 19 regional employers, joined us on Thursday, June 6, 2024 for a welcome luncheon at the Diamond Jo Casino, kicking off our Talent Dubuque: An Intern Engagement Program.

[Learn More >](#)



Interested in learning more about Talent Dubuque: An Intern Engagement Program?

Contact Mandi Dolson, Director of Workforce Recruitment & Retention, at 563-557-9049 or mandid@greaterdubuque.org.

Workforce Outreach

Greater Dubuque Development's Efforts to Support Dislocated Workers

Greater Dubuque Development is dedicated to supporting workers impacted by layoffs and business closures in the region. By closely monitoring Worker Adjustment and Retraining

Notification (WARN) announcements, media advisories, and maintaining relationships with workforce and economic development partners in Iowa, Illinois, and Wisconsin, we stay informed about regional employer changes. This enables us to effectively support affected workers by connecting them with resources and potential career opportunities, while also representing our Workforce Solutions Investors and their job postings on AccessDubuqueJobs.com.

[Read the Full Story >](#)



Interested in learning more about our WARN related efforts?

Contact Nic Hockenberry, Director of Workforce Programming, at 563-557-9049 or nicolash@greaterdubuque.org.

AccessDubuqueJobs.com Update

YOUR SUPPORT can be great here.

Invest in AccessDubuqueJobs.com and receive unlimited access to the top regional jobs site, expert assistance from our Workforce Solutions team, and a suite of newcomer service tools.

NEW Investors

- Key West Childhood Center
- Revolution Light Boards
- Tri-State Building Supply
- Tschiggfrie Excavating
- Victory Ford

Renewed Investors

- Alliant Energy
- Conlon Construction Co.
- Decker Precision Machining Inc.
- Dubuque Area Chamber of Commerce
- Dubuque Main Street
- East Central Intergovernmental Association
- Eastern Iowa Sleep Center
- Grand River Center
- Grant Regional Health Center
- Hotel Julien Dubuque
- Prairie Farms
- Q Casino + Resort
- Unified Therapy Services



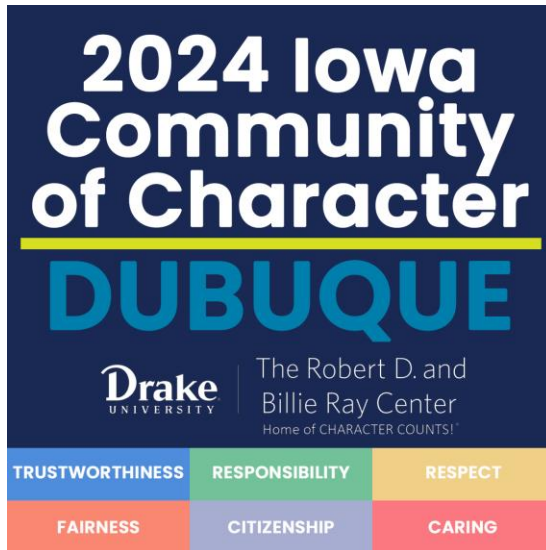
Interested in becoming a Workforce Solutions Investor and access our complete suite of recruitment and retention tools?

Contact Mandi Dolson, Director of Workforce Recruitment & Retention, at 563-557-9049 or mandid@greaterdubuque.org.

AccessDubuqueJobs.com is made possible through a partnership between TH Media and Greater Dubuque Development Corporation.

Community Information

YOUR LIFE can be great here.



Community News

Dubuque Named 2024 Community of Character

Dubuque has been named Iowa's 2024 Community of Character by [Drake University's Robert D. and Billie Ray Center](#) which annually recognizes Iowa individuals, organizations, and communities that demonstrate the center's six pillars trustworthiness, respect, responsibility, fairness, caring, and good citizenship.

[Learn More >](#)



Community News

Travel Dubuque Offers Seasonal Adventure Guide

Did you know that Travel Dubuque now offers seasonal adventure guides to help you get out and explore the Greater Dubuque region. [Request a print version](#) of the Spring + Summer guide by visiting their website or [view the digital version](#) online today.

[Learn More >](#)



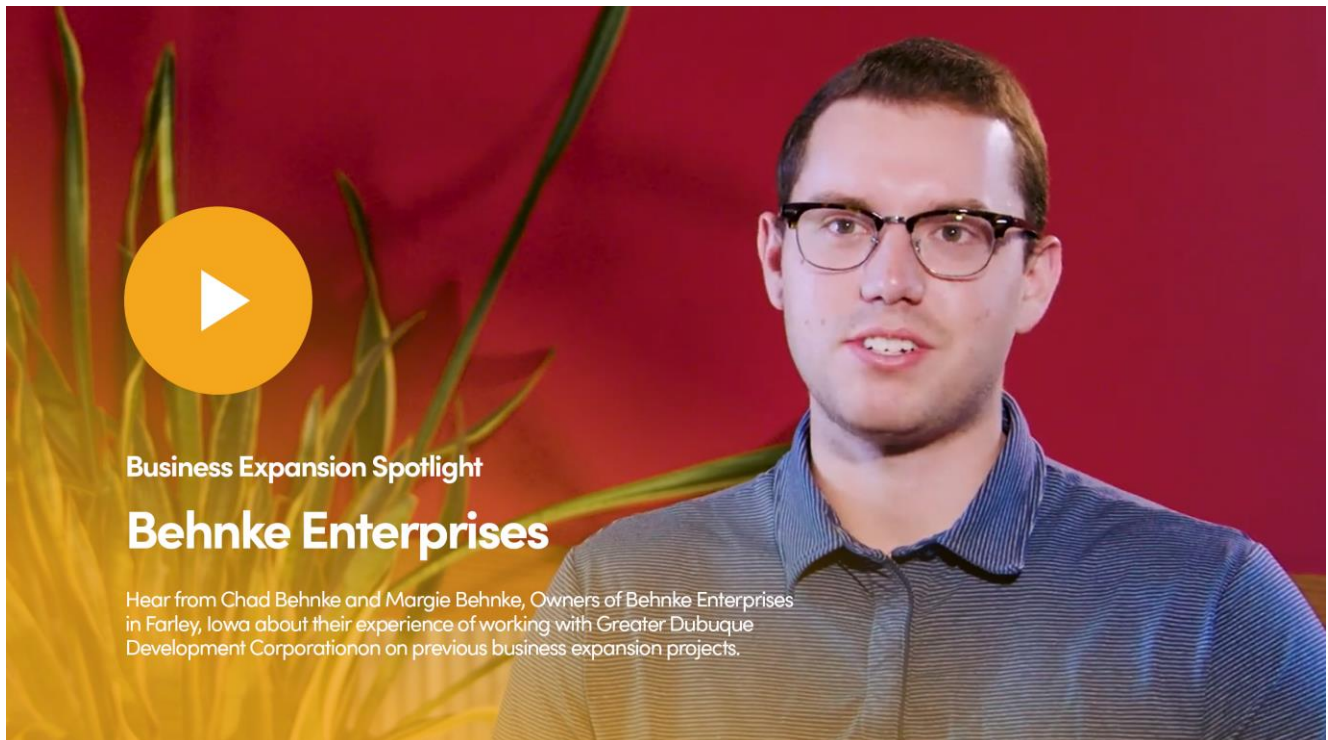
Courtesy of National Mississippi River Museum & Aquarium.

Community News

Taste of Summer Brings Music, Food & Fun to River Museum Boatyard

The National Mississippi River Museum & Aquarium will host another Taste of Summer on Thursday, June 27 from 5:00 - 9:00 p.m. featuring live music, food trucks, and a beverage stand. Guests are encouraged to bring lawn chairs or blankets for seating. \$5 suggested donation for admission. All ages welcome.

[Learn More >](#)



Upcoming Events

YOUR NETWORK can be great here.

Tuesday, July 9, 2024

S.M.A.R.T. Series: Strengthening Multi-Cultural Awareness with Real Talk

How to Have Difficult Conversations in the Workplace

3:00 - 4:30 p.m. | Northeast Iowa Community College's Town Clock Business Center | 680 Main Street, Dubuque, IA

Join the Fountain of Youth and the Dubuque Area Chamber for the [S.M.A.R.T. Series](#) (Strengthening Multi-cultural Awareness with Real Talk), a program aimed at empowering businesses through diversity, equity, and inclusion (DEI). The program offers to help employers discover the missing puzzle pieces for an effective business model and unlock the potential of a diverse workforce. The July 9th session will cover facilitating difficult conversations in the workplace through effective communication, timing and place, and emotional intelligence. The cost per person is \$20 per session with all proceeds benefiting the [Fountain of Youth Program](#).

[Learn More >](#)

Wednesday, July 17, 2024

Greater Dubuque Development's Annual Meeting

5:30 - 8:00 p.m. | Q Showroom at Q Casino + Resort | 1855 Greyhound Park Rd., Dubuque, IA

Join the Greater Dubuque Development Board of Directors, partners, and team for our 2023-2024 Annual Meeting to celebrate 40-years of regional impact and salute major achievements of the past year towards delivering on the promise that **YOU can be great here**. This event is free and open to the public but seating is limited. [RSVP by July 10th using our online registration form](#) or contact Anna Roling, Executive Assistant at annar@greaterdubuque.org or 563-557-9049.

[RSVP ONLINE >](#)

Thursday, July 18, 2024

Neighborhood Job Fair

3:30 - 5:30 p.m. | Steeple Square | 101 East 15th Street, Dubuque, IA

TH Media's Neighborhood Job Fair will bring together regional employers to connect with job seekers at Steeple Square in downtown Dubuque on Thursday, July 18 from 3:30 - 5:30 p.m. Greater Dubuque Development staff will be attending this event to promote [AccessDubuqueJobs.com](#) and represent our Workforce Solutions Investors. With that in mind, we encourage all Workforce Solutions Investors to make sure their company profile and job listings are current prior to this event.

Upcoming Religious Holidays & Cultural Observances

June | LGBTQ+ Pride Month

June 20 | Summer Solstice

June 23 | Pentecost (Eastern Orthodox Christian)

June 30 | All Saints' Day (Eastern Orthodox Christian)

July | Disability Pride Month

July 4 | Independence Day (United States)

July 9 | Martyrdom of the Bab (Bahai)

July 13 | Ullambana (Buddhist)

July 17 | Muharram (Islamic)

July 24 | Dharma Day (Buddhist)

YOU Can Be Great Here Campaign

Our sights are set on 5 goals through 2027.

Grow our regional workforce to over 64,000 jobs.

Support median household income to reach \$76,000.

Encourage and facilitate \$1 billion of new construction.

Reduce regional poverty by 5%.

Reach a population of 105,000 in the Greater Dubuque region.

[View Progress](#)

View past issues of the newsletter [here](#).



YOU can be great here.

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RESOLUTION NO. 47-24

**A RESOLUTION APPROVING DYERSVILLE LEGACY SQUARE PARK
USE & RENTAL POLICY**

**THEREFORE, IT IS HEREBY RESOLVED BY THE COUNCIL OF THE CITY OF
DYERSVILLE, IOWA, AS FOLLOWS:**

SECTION 1. The Dyersville Legacy Square Park Use & Rental Policy is hereby approved.

SECTION 2. The City Administrator or his designee is hereby authorized and directed to proceed with the administration of the Legacy Square Park Use & Rental Policy and may enter into use agreements with renters.

SECTION 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

PASSED, APPROVED AND ADOPTED this 1st day of July, 2024.

Jeff Jacque, Mayor

Tricia L. Maiers, City Clerk



DYERSVILLE LEGACY SQUARE PARK USE & RENTAL POLICY

CITY OF DYERSVILLE
340 1st Avenue E, Dyersville, IA 52040
www.cityofdyersville.com Email: mmichel@cityofdyersville.com

Last revised: 07-01-2024

I. Introduction

Thank you for selecting and using Dyersville Legacy Square Park for your event. The City of Dyersville operates and manages this park under the policies and guidelines established by the Dyersville City Council.

The City Council recognizes the desirability of having our parks used as much as possible. This policy promotes the active use of the park while establishing priorities for use and outlining scheduling procedures and guidelines. It also sets reasonable rules and regulations for the use of Legacy Square Park. To clearly communicate this policy, we ask that you read this policy and abide by it.

II. Legacy Square Park Information

The City of Dyersville has many parks within the community. Legacy Square Park space is primarily used for special events and activities to create tourism activities, community connections, and commerce.

III. Priorities for Use of Legacy Square Park

This policy section identifies priority classifications for the use of Legacy Square Park space and its facilities. For most instances, reservations for the use of this park will be awarded on a first-come, first-serve basis. If a conflict arises, the classifications below are in descending order of priority.

Priority 1: *Public Emergency Activities*—In the event of public emergencies, the park may be needed to assist Local/County/State/Federal governments in recovery efforts as determined by the mayor. The city may cancel any event (public, non-profit, private) up to the time of use when a public emergency is declared. In this circumstance, the city assumes no responsibility for any disruption a cancellation may cause. The city will refund any rental fees due to a cancellation for a public emergency. The city will attempt to notify the applicant immediately if cancellation is necessary.

Priority 2: *City of Dyersville Recreation or Business-Related Activities*—the City of Dyersville sponsored events including, but not limited to, Recreational Activities, Staff, Council, and Committee activities. In this circumstance, the city assumes no responsibility for any disruption a cancellation may cause. The city will refund any rental fees due to a cancellation for a public emergency. The city will attempt to notify the applicant immediately if cancellation is necessary.

Priority 3: *Chamber of Commerce Downtown Friday Nights*—the City of Dyersville has an arrangement with the Dyersville Area Chamber of Commerce to hold a downtown event once a month on a Friday night during the summer months.

Priority 4: *Downtown Market Committee*—the City of Dyersville has an arrangement with the Downtown Market Committee to hold market events once a month.

Priority 5: *Civic & non-profit groups inside the city limits*—non-profit groups inside the city limits may be asked to provide proof of non-for-profit status and must be located and benefit the people of the City of Dyersville.

Priority 6: *Renters paying for using the Park Space*—any individual or group paying rental fees to use the park. This includes events open to the public or private.

Summary of Priorities

Priority 1: *Public Emergency Activities*

Priority 2: *City of Dyersville Recreation or Business-Related Activities*

Priority 3: *Chamber of Commerce Downtown Friday Nights*

Priority 4: *Downtown Market Committee*

Priority 5: *Civic & non-profit groups inside the city limits*

Priority 6: *Renters paying for the use of the Park Space*

IV. Rental Charges/Damage Fees

The fee schedule includes a list of rental charges. In addition to the rental fee(s), the city reserves the right to charge for any repairs or cleaning made necessary by the renter's use of the park space. The renter's liability shall extend to any damage or cleaning costs incurred because of the acts of any participants in the event sponsored by the renter at the park. The city will conduct an inspection before and after the event.

V. Reservation Procedures

Reservations can be made by phone or person at Dyersville City Hall, (563) 875-7724. A tentative reservation will be held for up to two (2) weeks when a signed lease is due. The rental fees are due no later than five (5) working days before the event date. The renter shall not sublet the park space, nor may the application be transferred or assigned.

The renter may set up on the day of the event no earlier than 7:00 a.m. unless approved by the City Administrator. Failure to pay for the scheduled rental date within five (5) business days will open the date for rental to another event.

VI. Cancellation of Rentals and Refunds

Any reservation cancellation of the lease must be in written form and served to the City Clerk's Office or by U.S. Mail. If the reservation is canceled more than thirty (30) days before the scheduled rental date, the City will refund all amounts paid. If the reservations are canceled for any reason fourteen (14) days or less before the scheduled date, the City shall retain the entire rental amount.

Under certain conditions, the City of Dyersville may be forced to cancel the lease agreement before the event. Possible reasons for cancellation include but are not limited to, a declared state of emergency, unsafe environmental or health conditions, Dyersville Recreation Activities, or interrupted utility services. In such an event, the renter agrees that the City of Dyersville shall not be responsible for anything the renter may suffer or incur due to such a cancellation. The city will attempt to notify the renter as soon as possible if such cancellation occurs. All fees paid to the City by the renter shall be refunded to the renter if the City of Dyersville cancels the reservation for any of the above reasons.

VII. Hours of Use

Legacy Square Park is available for rent from Sunday through Saturday. The park will open at 7:00 a.m. and close at 10:00 p.m. Following the event, at an hour or up to 11:00 p.m., the renter will be allowed time to gather their personal items/equipment and clean

up. All participants and equipment must be out of the facility by 11:00 p.m. unless approved by the City Administrator.

VIII. General Policies

The renter is responsible for enforcing Legacy Square Park's policies. The renter agrees to the following:

1. Comply with all City Ordinances, Iowa State Statutes, Federal Laws, and the established rules for use that apply to authorized use of this park.
2. Supervise the conduct of the participants at their event.
3. This is a smoke-free space.
4. Illegal Gambling is prohibited.
5. The renter shall assume full responsibility for any unlawful act committed in the exercise of the lease.
6. Disorderly conduct of participants is prohibited.
7. All persons and equipment not owned by the city must leave the park at the end of the contracted time unless approved by the City Administrator. The city is not responsible for items left here during setup the day before or left behind after the group has exited the facility.
8. Children must always be under the direct supervision of an adult.
9. Leave the park and the parking area clean and orderly.
10. Renters will be fully responsible for any damage to the facility or equipment.
11. City Hall staff must be notified of any damage to the park, its facilities, or equipment as soon as possible.
12. Trash should be placed in designated containers.
13. Audio equipment must be preapproved before the event; the city will determine volume control.
14. No decorations, banners, or signs can be attached or placed on the city stage, lights, or city-owned fixtures without prior approval from the City Administrator.

IX. Violation of Policies

The City reserves the right to end any event early if policies are violated. A violation of these policies may result in a withholding from your rental fees and may also result in the denial of future use of the park.

X. Set-Up

Renters are responsible for setting up themselves.

XI. Security at the Event

At their discretion, the City Administrator or City Staff may require security for events. Security will be provided by the Dyersville Police Department at a charge (the officer cannot be a guest at the event). The renter will be responsible for paying this while you pay the basic rental charge. The fee cannot be waived when it is determined that security is necessary at the event.

XII. Notice of Responsibility/Liability

The City of Dyersville hopes that you and the participants at your event will all have an enjoyable and safe time at Legacy Square.

This section is to notify you that the City of Dyersville is responsible only for maintaining the park and its structural components and systems in a safe and operable condition. The city is not responsible for the conduct of people participating in events held at the park. As the renter and sponsor of the event, it is your responsibility to ensure that the participants use the facility safely and reasonably and obey all laws.

Likewise, the city is not responsible for the conduct of any persons or businesses hired by you to work at the event. The renter shall take complete responsibility for the conduct of its group or others present during the rental period and agree to compensate the City of Dyersville for all damages to the park, equipment, or other property owned by the City incurred during the rental period. Furthermore, the renter assumes all liability for any personal injuries, including death, caused by participants at the scheduled event.

Any disputes or claims of liability involving such service providers are strictly between you, the event participants, and the providers. You agree that neither you nor the participants at your event should file any claim against or involve the City in any legal action regarding such matters.

XIII. Fee Schedule

Civic & non-profit groups

Rental Fee of \$100.00 per day unless waived by the City Administrator.

Renters paying for the use of the Park

Residents inside City Limits—Rental fee of \$225.00 per day

Residents outside City Limits—Rental fee of \$325.00 per day



340 1st Avenue East, Dyersville, Iowa 52040 • Phone: 563-875-7724 • Fax: 563-875-8238

www.cityofdyersville.com

SIGNATURE PAGE

Date Event is requested: _____

Event Time: _____

Name(s) as to appear on account:

Address:

Phone #: _____ Cell Phone #: _____

Your Social Security Number: _____ Date of Birth: _____
(Only required if you don't own property in the City)

Federal I.D. Number (business only)

Email Address:

By your signature below, you agree that you have been given a copy of and read the City of Dyersville's Legacy Square Park Use and Rental Policy Agreement, understand it, and agree to abide by its terms.

Dated: _____

Renter

City Administrator

Please bring a government-issued photo I.D. to City Hall.

RESOLUTION NO. 48-24

**A RESOLUTION APPROVING DYERSVILLE SOCIAL CENTER
USE & RENTAL POLICY**

**THEREFORE, IT IS HEREBY RESOLVED BY THE COUNCIL OF THE CITY OF
DYERSVILLE, IOWA, AS FOLLOWS:**

SECTION 1. The Dyersville Social Center Use & Rental Policy is hereby approved.

SECTION 2. The City Administrator or his designee is hereby authorized and directed to proceed with the administration of the Social Center Use & Rental Policy and may enter into use agreements with renters.

SECTION 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

PASSED, APPROVED AND ADOPTED this 1st day of July, 2024.

Jeff Jacque, Mayor

Tricia L. Maiers, City Clerk



340 1st Avenue East, Dyersville, Iowa 52040 • Phone: 563-875-7724 • Fax: 563-875-8238

www.cityofdyersville.com

DYERSVILLE SOCIAL CENTER USE & RENTAL POLICY

**CITY OF DYERSVILLE
625 3rd Avenue SE
Dyersville, IA 52040
563.875.7724
www.cityofdyersville.com**

revised 07.01.2024

I. Introduction

Thank you for selecting the Dyersville Social Center! The Social Center is operated and managed by the City of Dyersville under the policies and guidelines established by the Dyersville City Council. The Social Center also serves as the location for Northeast Iowa Area Agency on Aging and is available for general community use.

The City Council recognizes the desirability of having the Dyersville Social Center used as much as possible. This policy promotes the active use of the Social Center while establishing priorities for use of the facilities and outlining scheduling procedures and guidelines. It also sets reasonable rules and regulations for use of the facility. To clearly communicate this policy, we ask that you read this policy and abide by it.

II. Social Center Information

Building—The Dyersville Social Center contains three rooms:

The Dining Room has 7 Round Tables, which can seat 42 people and it is approximately 982 sq ft.

The second room, called Room A, is located on the southeast side of the building. Room A has 9 – 6 ft Rectangle Tables, which can seat 54 people and it is approximately 861 sq ft.

The third room, called Room B, is located on the southwest side of the building. Room B has 9 – 6 ft Rectangle Tables, which can seat 54 people and it is approximately 1067 sq ft. Both Room A and Room B can be combined into one room for 108 people.

The Dyersville Social Center has total square footage of approximately 3,400, is smoke free, air conditioned, completely handicap accessible, and can accommodate several small functions at one time or a single large event for up to 150 people.

The building and premises are subject to 24-hour video surveillance.

III. Priorities for Use of the Social Center

This section of the policy identifies priority classifications for use of the Dyersville Social Center. For most instances, reservation for use of the Social Center will be awarded on a first come, first serve basis. In the case that a conflict arises; below are the classifications in descending order of priority.

Dining Room

Priority 1: *Public Emergency Activities*—In the event of public emergencies, the Social Center may be needed to assist Local/County/State/Federal governments in recovery efforts as determined by the Mayor. Any event (public, non-profit, private) may be cancelled by the City up to the time of use, when a public emergency is declared. In this circumstance, the City assumes no responsibility for any disruption a cancellation may cause. The City will

refund any rental fees due to a cancellation for a public emergency. The City will attempt to notify the applicant immediately if cancellation is necessary.

Priority 2: *Business relating to the City of Dyersville*—City of Dyersville sponsored events including, but not limited to, Staff, Council and Committee meetings.

Priority 3: *Dyersville Economic Development Corporation*—DEDC sponsored events and meetings.

Priority 4: *Renters paying for the use of the Social Center*—Any individual or group paying rental fees to use the Social Center. This includes events/meetings open to the public or private.

Priority 5: *Civic & non-profit groups*—non-profit groups must provide proof of non-for-profit status and be located in the Dyersville corporate limits.

Priority 6: *Other Governmental Agencies*

Room A & B

Priority 1: *Public Emergency Activities*

Priority 2: *Business relating to the City of Dyersville*

Priority 3: *Dyersville Economic Development Corporation*

Priority 4: *Renters paying for the use of the Social Center*

Priority 5: *Civic & non-profit groups*

Priority 6: *Other Governmental Agencies*

IV. Rental Charges/Damage Deposit

A list of the rental charges is included in the Fee Schedule. In addition to the rental fee(s), a damage deposit of \$100 for all residents residing in the Dyersville City limits and \$200 is required by others, unless waived or modified by the City Administrator. The rental fee(s) plus the damage deposit will be the total lease amount. The damage deposit will be refunded within thirty (30) days after the scheduled event upon inspection of the premises, if the premises are found to be in as good and clean condition as existed just prior to the event. The inspection will be conducted before any other event is held in the rented area. The City reserves the right to retain part or all of the damage deposit to pay for any costs of repairs or cleaning made necessary by the renter's use of the facility. The liability of the renter shall not be limited to the amount of the damage deposit. The liability of the renter shall extend to any damage or cleaning costs incurred as a result of the acts of any participants in the event sponsored by the renter on the premises.

V. Reservation Procedures

Reservations can be made by phone or in person at Dyersville City Hall, (563) 875-7724. Reservations will be held for (1) week, at which time a signed lease, rental charge and damage deposit are due. Non-profits are not required to pay the damage deposit. The renter may not sublet the facility, nor may the application be transferred or assigned.

VI. Cancellation of Rentals and Refunds

Any reservation cancellation of the lease must be in written form, served to the City Clerk's Office or by U.S. Mail. If reservation is cancelled more than thirty (30) days prior to the scheduled rental date, the City will refund all amounts paid. If the reservations are cancelled for any reason thirty (30) days or less prior to the scheduled

date, the City shall retain the entire rental amount. You will be refunded the damage deposit.

Under certain conditions, the City of Dyersville may be forced to cancel a lease agreement prior to the event. Possible reasons for cancellation include, but are not limited to, a declared state of emergency, unsafe environmental or health conditions, or interrupted utility services. In such an event, the renter agrees that the City of Dyersville shall not have responsibility for anything the renter may suffer or incur due to such a cancellation. The City will attempt to notify the renter as soon as possible if such cancellation occurs. All fees paid to the City by the renter shall be refunded to the renter if the reservation is cancelled by the City of Dyersville for any of the above reasons.

VII. Hours of Use

The Social Center is available for rent any day of the week, Monday through Sunday. The Social Center will open no earlier than 7:00 a.m. and will close no later than 10 p.m. Following the event, one hour or up to 11:00 p.m., the renter will be allowed time to gather their personal items/equipment and clean-up. All participants and equipment must be out of the facility by 11:00 p.m. It will be at the discretion of the City Administrator, and availability of cleaning staff, if the Social Center will be available on holidays. If the City Administrator approves rental on a holiday, the normal rates will be charged.

VIII. General Policies

The renter is responsible for enforcing the policies of the Dyersville Social Center. The renter agrees to follow these policies:

1. Comply with all City Ordinances, Iowa State Statutes, Federal Laws and the established rules for use which apply to authorized use of the Social Center.
2. Supervise the conduct of the participants at their event.
3. This is a smoke free public facility. Damages such as cigarette burns or smoke damages will be charged to the renter.
4. Illegal Gambling is prohibited.
5. Stag, Stagette and other actives as defined in Chapter 128 of the City Code are prohibited.
6. The renter shall assume full responsibility for any unlawful act committed in the exercise of the lease.
7. Disorderly conduct of participants is prohibited.
8. The renter shall discourage participants from consuming alcohol more than would normally happen at a typical family gathering when children are present.
9. All persons and any equipment not owned by the City must leave the Social Center at the end of the contracted time. No items from the event are to be left overnight. The City is not responsible for items that have been left here during setup the day before or left behind after the group has exited the facility.
10. Children must always be under the direct supervision of an adult.
11. The lease holder shall assume all responsibilities for noise levels of their participants and noise levels shall not disturb other groups.
12. Leave facility and parking lot in a clean and orderly fashion.
13. Renters will be fully responsible for any damage to the facility or equipment.

14. Any damage to the facility or equipment must be reported as soon as possible to City Hall staff.
15. Trash should be placed in designated containers.
16. **Renter agrees that no decorations, banners or signs can be taped, pinned or affixed to the walls, ceilings or windows unless the City has granted permission.**
17. Candles are not allowed.
18. Audio equipment is prohibited unless the appropriate City staff has granted permission; City will determine volume control.

IX. Violation of Policies

The City reserves the right to end any event early if policies are violated. A violation of these policies may result in a withholding from your damage deposit and may also result in the denial of future use of the Social Center.

X. Set-Up

Renters are responsible for setting up for their function as they choose. Renters are not allowed to pull-out or put away the partition walls; this is only to be done by City staff or the cleaning crew.

XI. Clean-Up

The City's cleaning staff will make sure the facility is cleaned following your event. No renter will be allowed to teardown tables or chairs following their event and it will be done by the cleaning staff. The cleaning staff's time will be assessed against your damage deposit and this fee cannot be waived. While the City's cleaning staff does the cleaning, the renter is still responsible for the following:

1. Remove all decorations and personal items from the facility.
2. Place all garbage into the garbage cans.
3. All liquids should be poured down the drain and not placed in garbage cans.

Failure to follow these cleaning guidelines may result in a withholding from your damage deposit.

XII. Security at the Event

The City Administrator or City Staff may, at their discretion, require security for events. Security will be provided by the Dyersville Police Department at a charge (the officer cannot be a guest at the event). The renter will be responsible for paying this charge at the same time you pay the basic facility rental charge. When it is determined that security is necessary at the event, the fee cannot be waived.

XIII. Notice of Responsibility/Liability

The City of Dyersville hopes that you and the participants at your event will all have an enjoyable and safe time at the Social Center.

This section is to notify you that the City of Dyersville is responsible only to maintain the building and its structural components and systems, such as plumbing, lighting and electricity, in a safe and operable condition. The City is not responsible for the conduct

of persons participating in events held at the facility. It is your responsibility as the renter of the facility and the sponsor of the event to see to it that the participants use the facility in a safe and reasonable manner and obey all laws.

Likewise, the City is not responsible for the conduct of any persons or businesses hired by you to work at the event, including, but not limited to, liquor servers, food caterers, decorators or entertainers hired to service the event. The renter shall take complete responsibility for the conduct of its group or others present during the rental period, and agree to compensate the City of Dyersville for all damages to the facility, equipment or other property owned by the City incurred during the rental period. Furthermore, the renter assumes all liability for any personal injuries, including death caused by participants at the scheduled event.

Any disputes or claims of liability involving such providers of services are matter strictly between you, the event participants, and the providers. You agree that neither you nor the participants at your event shall file any claim against or involve the City in any legal action regarding such matters.

XIV. Fee Schedule

<u>Room Fees</u>	<u>Cost</u>
Dining Room	\$100.00 per event
Room A	\$125.00 per event
Room B	\$150.00 per event
Room A & B	\$250.00 per event
All Rooms	\$350.00 per event

Damage Deposit

Resident	\$100.00
Non-Resident	\$200.00

Civic & Non-Profit Fees

Dining Room only	\$50.00 per event
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Miscellaneous Fees

Non-Residents	\$25.00 surcharge
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RESERVATION FORM | SIGNATURE PAGE

Date Event is requested: _____

Event Start Time: _____ End Time: _____
(Front doors of building will be unlocked for guests during this time)

Door Code: _____ (4 digits to use at front door)

The Social Center will open no earlier than 7:00 a.m. and will close no later than 10 p.m. Following the event, one hour or up to 11:00 p.m., the renter will be allowed time to gather their personal items/equipment and clean-up. All participants and equipment must be out of the facility by 11:00 p.m.

Type of Room(s) for the event: (Circle Room(s) requested) Room A | Room B | Dining Room

Name(s) as to appear on account: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone #: _____ Cell Phone #: _____

Email Address: _____

By your signature below, you agree that you understand the Dyersville Social Center Use and Policy Agreement and agree to abide by its terms in particular:

- no decorations, banners or signs can be taped, pinned or affixed to the walls, ceiling or windows
- candles are not allowed
- remove all garbage from rooms and place in dumpster located on east side of building
- all liquids should be poured down the drain and not placed in garbage
- leave facility and parking lot in a clean and orderly fashion

The Use and Rental Policy Agreement is available for review at www.cityofdyersville.com244/Use-Rental-Policy

Date: _____

Renter Signature

City Official Signature

OFFICE USE ONLY

Date: ____/____/____ Rental: _____ Deposit: _____ Total: _____

Cash/Check #: _____ Staff Initial: _____ Deposit Refund: _____ Receipt #: _____



Dyersville, IA

Item 12.

Expense Approval Register

Packet: APPKT01689 - 07.01.24 Special Bills List

Vendor Name	Payable Number	Description (Item)	Account Number	Account Name	Amount
Fund: 001 - GENERAL FUND					
Department: 430 - PARKS					
OBERBROECKLING, SANDY	Apr/May/Jun 2024	Cell Phone Reimbursement	001-5-430-4-63730	TELEPHONE	30.00
				Department 430 - PARKS Total:	30.00
				Fund 001 - GENERAL FUND Total:	30.00
				Grand Total:	30.00

Fund Summary

Fund	Expense Amount
001 - GENERAL FUND	30.00
Grand Total:	30.00

Account Summary

Account Number	Account Name	Expense Amount
001-5-430-4-63730	TELEPHONE	30.00
Grand Total:		30.00

Project Account Summary

Project Account Key	Expense Amount
None	30.00
Grand Total:	30.00