

CITY OF DUBUQUE

# POLICY BUDGET

RECOMMENDED FOR FISCAL YEAR 2024

VOLUME IVI

MARCH 22, 2023

Five Flags Civic Center

Grand River Center

Dubuque Ice Arena

Transportation Services

Engineering Department

20  
24

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FISCAL YEAR 2024  
**Recommended**  
**Policy And Narrative Budget**  
**TABLE OF CONTENTS**

March 22, 2023

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<b><u>DEPARTMENT/DIVISION</u></b>	<b><u>OPERATING BUDGET PAGE</u></b>	<b><u>CIP PAGE</u></b>
Five Flags Civic Center	<b>1</b>	<b>51</b>
Grand River Center	<b>21</b>	<b>62</b>
Dubuque Ice Center	<b>35</b>	<b>70</b>
Transportation Services	<b>45</b>	<b>274</b>
Engineering	<b>87</b>	<b>150</b>

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# HOW TO USE THIS POLICY BUDGET DOCUMENT

## PURPOSE

The Policy Budget defines goals and objectives for all City departments and activities, relates them to cost and resource requirements and attempts to establish measures for evaluating accomplishment. Specific improvement packages are developed and included in the Policy Budget for alternative funding and service levels. The Policy Budget document shows the budget by line item for each Department and provides a basis for fiscal control once the budget is adopted.

The Policy Budget emphasizes objectives, accomplishments, and alternative funding and service levels and is intended to keep the attention of the City Council and public on the major policy decisions involving what services the City government will provide, who will pay for them, and the implications of such decisions.

## FORMAT

The Policy Budget is organized by Department/Division and provides detail for all activities that make up each Department/Division. Each Department/Division tab includes the following information:

- 1) **Department/Division Financial Summary:** The ***budget highlights*** portion of the Department Summary reflects total expenses for the maintenance level budget (cost to continue at the same level of service) and approved improvement packages for all activities within the Department by expenditure category (employee expense, supplies and services, machinery and equipment, and debt service), and the funding sources that pay those expenses. The property tax portion of the funding is reflected, noting the increase or decrease from the prior years adopted budget. For Departments which are self supporting (i.e. Water, Water Resources & Recovery Center, Refuse and Salt Operations (part of Public Works), Media Service, Transit, Parking, Stormwater (part of Engineering)), the net operating surplus/deficit is reflected, noting the increase or decrease in the fund from the prior years adopted budget.

This summary displays all ***Improvement Packages*** submitted by Department/Division Managers, with a notation of whether they were recommended by the City Manager, and then approved by the City Council. Those noted with a 'YES' were added to the maintenance level budget and are reflected in the Department Funding Summary and those noted with a 'NO' were not approved.

And finally, this summary explains ***significant line item detail*** by expenditure category, notable revenue changes, and miscellaneous information regarding the maintenance level budget. These are the review notes prior to adding any improvement packages.

- 2) **Memo Addressing Budget Issue (optional):** If there is an important budget issue that needs further explanation, a memo will be provided.
- 3) **Department's Organizational Chart (optional):** Shows how a Department is structured. Usually included for larger more complex Departments.

- 4) **Department/Division's Highlights of Prior Year's Accomplishments and Future Initiatives:** This is a written narrative that highlights the Department's prior year accomplishments and what Departments plan on accomplishing in the near future.
- 5) **Department/Division's Goals and Performance Measures by Activity:** This is a written activity statement and a matrix for each activity which includes activity objectives, relationship to City Council Goals & Priorities, and key performance indicators (KPIs).. Performance measures are included for each activity to evaluate activities and ensure that the approved levels of funding yield the expected results. Battery icons for each KPI visually indicate how well an objective is doing and represent the following:

		
On Track	Improving	Needs Work

- 6) **Recommended Operating Revenue Budget by Department/Division:** This report reflects line item revenue detail at the Department/Division level (combines all activities for each line by fund). Two years actual revenues, prior year adopted revenues and the recommended revenue for the new budget year are reflected.
- 7) **Recommended Operating Expenditure Budget by Department/Division:** This report reflects line item expenditure detail at the Department/Division level (combines all activities for each line by fund). Expenses are grouped by category (employee expense, supplies and services, machinery and equipment, debt service, and transfers) and displays two years actual expenses, prior year adopted expenses and the recommended expense for the new budget year.
- 8) **Recommended Operating Expenditure Budget by Activity and Funding Source:** This report reflects expenses grouped by category (employee expense, supplies and services, machinery and equipment, debt service, and transfers) for each activity within the Department/Division, and displays two years actual expenses, prior year adopted expenses and the recommended expense for the new budget year.
- 9) **Personnel Complement at Department/Division and Activity Level:** These reports reflect positions budgeted at the Department/Division level and the Activity level, by funding source. Total Full Time Equivalents (FTE) and wages with longevity expense are shown for each position for two years prior year adopted FTE and expenses, and the recommended FTE and related expense for the new budget year.
- 10) **Capital Improvement Projects by Department/Division:** This report lists all Capital Improvement Project totals for two years actual expenses, prior year adopted expenses and the recommended expense for the new budget year.
- 11) **Five Year Capital Improvement Program Summary by Department/Division:** This report lists all Capital Improvement Projects budgeted in the new budget year and planned for the next four years.

**Reference:** Key Terms for Understanding Dubuque's Budget, Budget Glossary Budget Overview and Budget and Fiscal Policy Guidelines located in Citizen's Guide

# **Five Flags Civic Center**

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## **FIVE FLAGS CIVIC CENTER DIVISION**

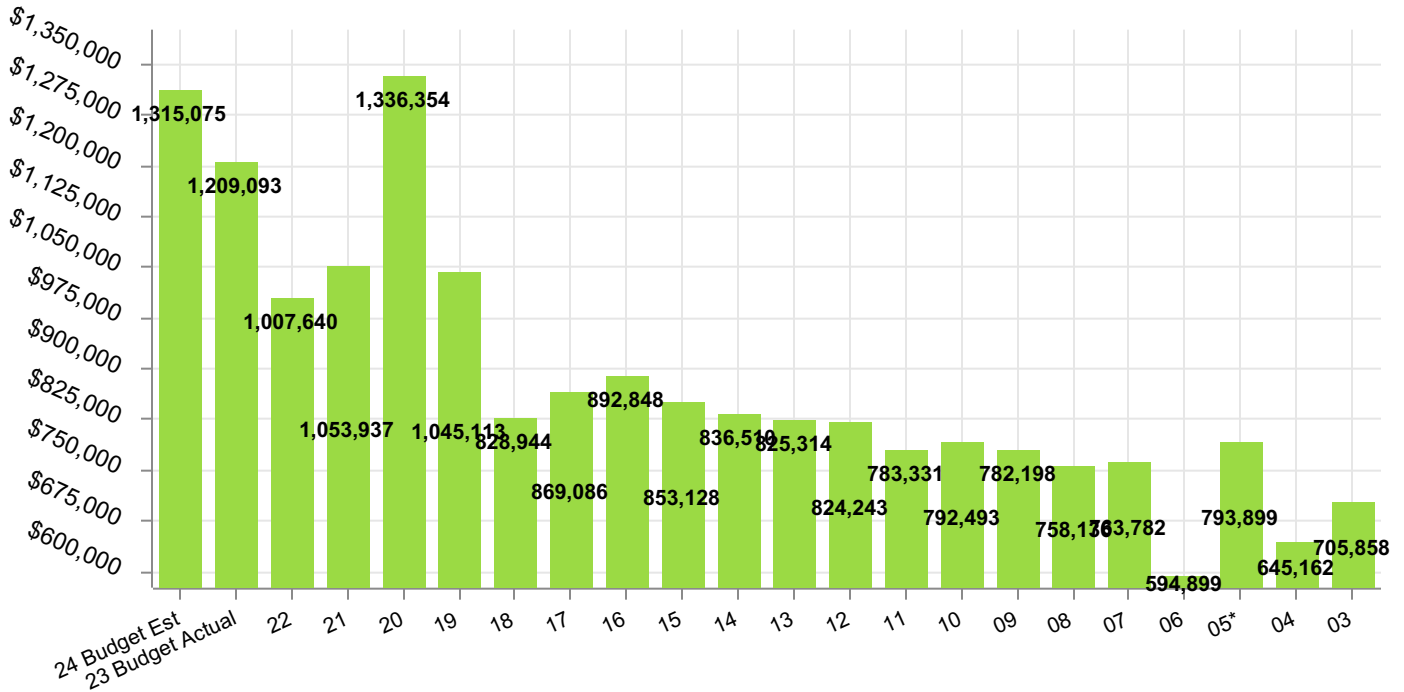
<b>Budget Highlights</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Requested</b>	<b>% Change From FY 2023 Budget</b>
<u>Expenses</u>				
Employee Expense	26,414	27,526	28,694	4.2%
Supplies and Services	923,152	1,006,567	1,100,772	9.4%
Machinery and Equipment	58,074	175,000	192,775	10.2%
Total Expenses	1,007,640	1,209,093	1,322,241	9.4%
Debt on Projects paid with Sales Tax Fund (20%)	44,065	41,887	42,748	2.1%
Property Tax Support	1,007,640	1,209,093	1,322,241	113,148
Percent Increase (Decrease)				9.4%
<b>Personnel - Authorized FTE</b>	<b>0.15</b>	<b>0.15</b>	<b>0.15</b>	
*Actual Benchmark for FY 2023 is \$1,122,960.				

### **Significant Line Items**

#### **Background**

- History: The City has contracted the firm, ASM Global (formerly SMG), after Council approval in April 2004, to privately manage Five Flags Civic Center. ASM Global's original five year private management agreement began on July 1, 2004 and ended June 30, 2009. The current agreement expired June 30, 2014 and was extended for another five-year period ending June 30, 2019, and the five-year extension as executed for a period ending June 20, 2024.

## Five Flags Property Tax Support



\*ASM Global (formerly SMG) took over managing Five Flags on July 1, 2004.

- FY 2020 included Five Flags Assessment and Study in amount of \$82,800, a one-time cost. It also included a \$17,565 expense for the shortfall to the benchmark in FY 2019 as well as \$200,000 shortfall to benchmark payment during FY 2020 due to the full closure of Five Flags in March of 2020 due to the COVID-19 pandemic.
- FY 2021 included the soils study to help inform the Phase 2A Study for \$20,000 and \$14,890 replacement of speakers damaged by water not covered by insurance.
- FY 2022 included \$79,700 in replacement equipment purchases, improvement packages approved including AED's and backflow preventer and a \$58,000 carryover from FY 2021 for expenditures for Arts Council COVID relief grant.
- FY 2023 included \$131,500 in replacement equipment purchases.
- FY 2024 included \$192,775 in replacement equipment purchases.

## Employee Expense

2. FY 2024 employee expense reflects a 5.00% wage package increase.
3. The Iowa Public Employee Retirement System (IPERS) City contribution of 9.44% is unchanged from FY 2023. The employee contribution of 6.29% is unchanged from FY 2023.

## Supplies & Services

4. **Benchmark Calculation:** The benchmark is the amount the City sets for ASM Global of property tax needed to operate the Five Flags Civic Center. The original benchmark and formula for adjustment was established in the 2004 agreement with ASM Global. ASM Global is

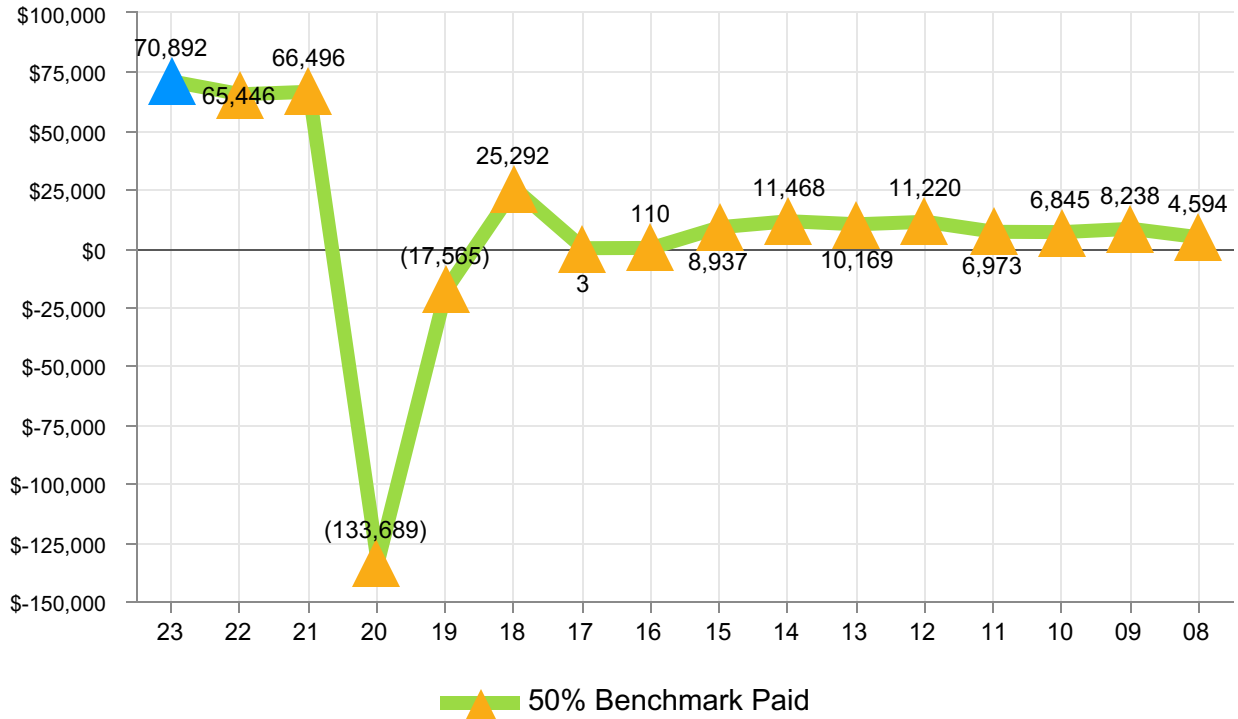
challenged to spend less than the Benchmark, thereby reducing the amount of property tax support needed. The benchmark is calculated by taking total expense less earned revenue for the Civic Center, to get the property tax support. This calculation was completed in the beginning by taking the average actual property tax support spent in FY 2002, 2003, and 2004 (\$682,091) and then increased annually by an inflation factor. This amount includes ASM Global's projected management fee of \$120,937 in FY 2024. The Benchmark fee is set for the purpose of the budget with an estimated CPI and then adjusted by the actual May CPI after the budget is adopted to arrive at the actual Benchmark and management fee.

5. ASM Global's goal is to come in under the benchmark, but if the benchmark is not met, the City of Dubuque must pay any amount over the benchmark. ASM Global's incentive to meet the benchmark gives them \$.50 of every dollar under the benchmark.

**Annual Benchmark Set for ASM Global:** In FY 2014 the benchmark was \$852,040 (prior year plus the May CPI of 1.4%), in FY 2015 the benchmark was \$869,933 (prior year plus the May CPI of 2.1%), in FY 2016 the benchmark was \$869,933 (prior year plus the May CPI of 0%), in FY 2017 the benchmark was \$878,632 (prior year based on May CPI of 1%), in FY 2018 the benchmark was \$895,326 (prior year based on May CPI of 1.9%), in FY 2019 the benchmark was \$920,395 (prior year based on May CPI of 2.80%), in FY 2020 the benchmark was \$936,962 (prior year based on May CPI of 1.80%), in FY 2021 the benchmark was \$937,899 (prior year based on May CPI of 0.10%), in FY 2022 the benchmark was \$984,794 (prior year based on May CPI of 5.00%), in FY 2023 the benchmark was \$1,069,486 (prior year based on May CPI of 8.60%), and the FY 2024 benchmark is anticipated to be \$1,122,960 (prior year and anticipated May CPI of 5.00%).

**Actual Benchmark:** It should be noted that the first year (FY 2005) of management, actual expenses were higher due to the transitioning of the employees. There were additional costs relating to unemployment insurance, vacation payoffs and prior year expenses that did not count against the benchmark. The Five Flags Civic Center was also under renovation soon after SMG (ASM Global) started. It was expected that the first year of management would cost more. Also, the budget was initially set with the management fee (\$75,000) added on top of the set benchmark. It was determined that the benchmark should already include ASM Global's management fee, and the actual benchmark was adjusted accordingly with the additional budget going back into General Fund.

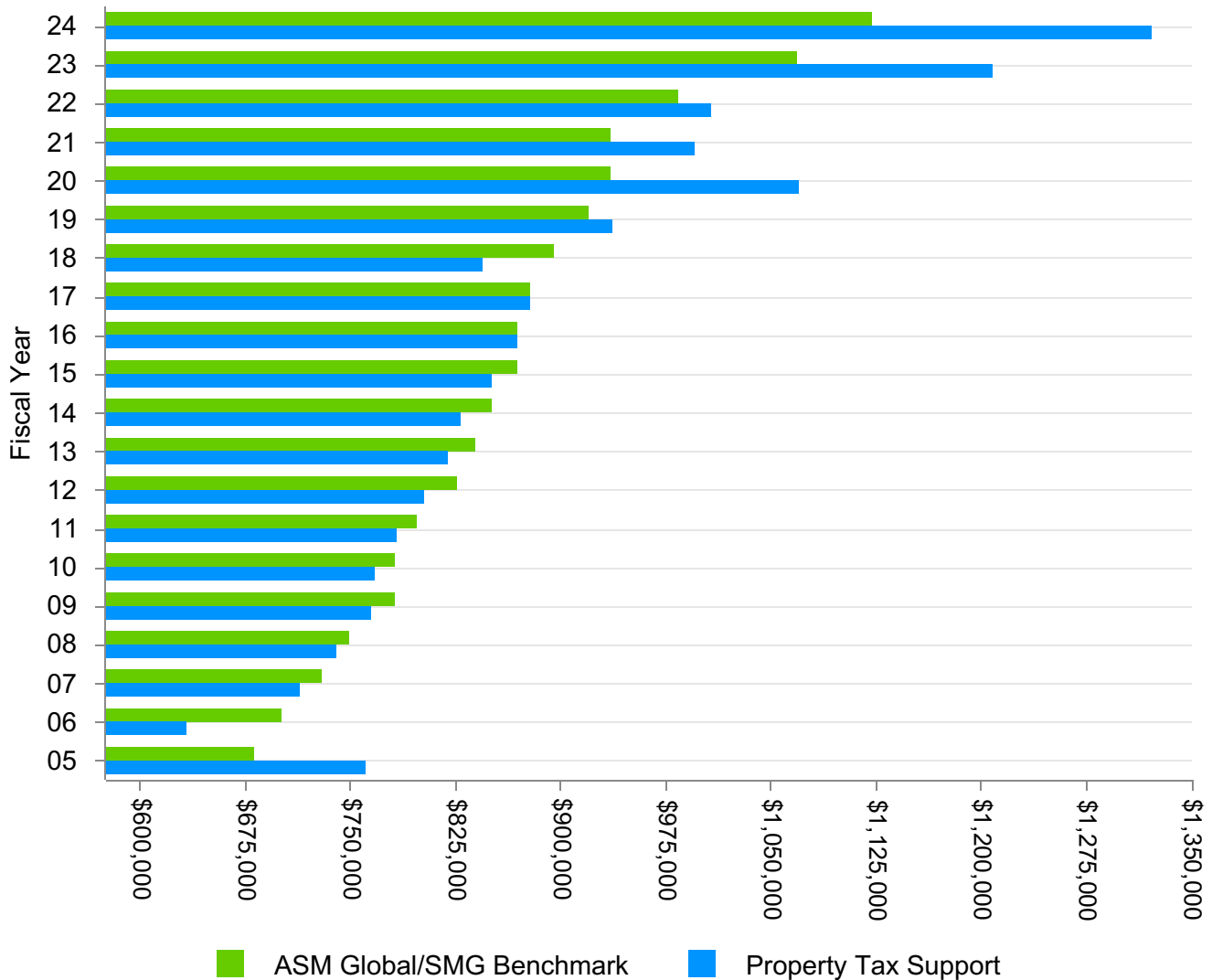
### ASM Global (formerly SMG) Benchmark Payout



This summary of annual results of the benchmark to date reflects ASM Global has met the benchmark since 2006 with the exception of FY 2019 and FY 2020. FY 2019 included a polar vortex weather event affecting utility costs and event financial performance as well as repairs to the facility due to the age and status of the Five Flags building. FY 2020 included the closure of the Five Flags Civic Center due to the COVID-19 pandemic, the Governor's Proclamations in addition to event cancellations and rescheduling into FY 2021. This affected the Five Flags budget from March 2020 to the end of the fiscal year. FY 2020 was on track to be at benchmark prior to the beginning of the pandemic.



### Property Tax Support Compared to Benchmark for Five Flags



When comparing the annual property tax support spent to the benchmark each year the following should be noted.

Property tax support includes items not included in the benchmark such as

- Replacement equipment such as items like lifts, commercial floor machines, sound systems, chairs. The list is extensive and replaced on a replacement schedule.
- Improvement packages that add the Five Flags such as the addition of security cameras.
- Shortfall payments for not meeting the benchmark in FY 19 and FY20.
- Studies or specific operating expenses for example the studies and assessments in FY20 and FY21.
- Initial cost of transitioning city employees to SMG in FY05.

## Machinery and Equipment

6. The total equipment requested for FY 2024 is \$192,775:

Super Trouper Spotlights (6)	\$ 67,500
Clear Com Base	\$ 7,000
Clear Com Headset	\$ 7,200
Clear Com Belt Packs	\$ 7,800
Arena Theatrical Lighting	\$ 15,000
Hearing Assist Systems	\$ 3,500
Arena Dimmers	\$ 12,000
Red Stackable Chairs	\$ 30,000
Metal Trash/Recycle Containers	\$ 9,875
Break Room Refrigerator	\$ 1,000
FFC Triangle Trussing	\$ 10,000
25" TV	\$ 400
Fire Extinguishers	\$ 4,500
Cooler	\$ 6,500
2-Way Radios (29)	\$ 7,000
Small Sound Console	\$ 3,500
<b>Total Equipment</b>	<b><u>\$192,775</u></b>

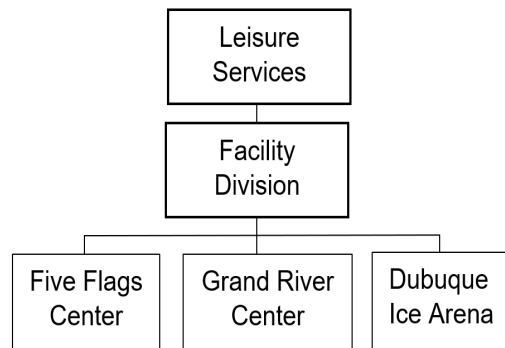
## Debt Service

7. FY 2024 Annual debt service is as follows (\$42,748):

Amount	Debt Series	Payment Source	Purpose	Final Payment	Call Date
\$ 34,247	2019C G.O.	Sales Tax 20%	Civic Center Improvements	2030	2026
\$ 8,501	2019B G.O.	Sales Tax 20%	Chair Platform Section 3	2039	2039
<u>\$ 42,748</u>	Total Civic Center Annual Debt Service				

# LEISURE SERVICES FACILITY DIVISION

The Facility Division provides for the effective and efficient maintenance of buildings and equipment and administration of management contracts for Five Flags Civic Center and Grand River Center and Dubuque Ice Arena, ensuring facilities and programs that provide an increased QUALITY OF LIFE and creates opportunities for both citizens and visitors.



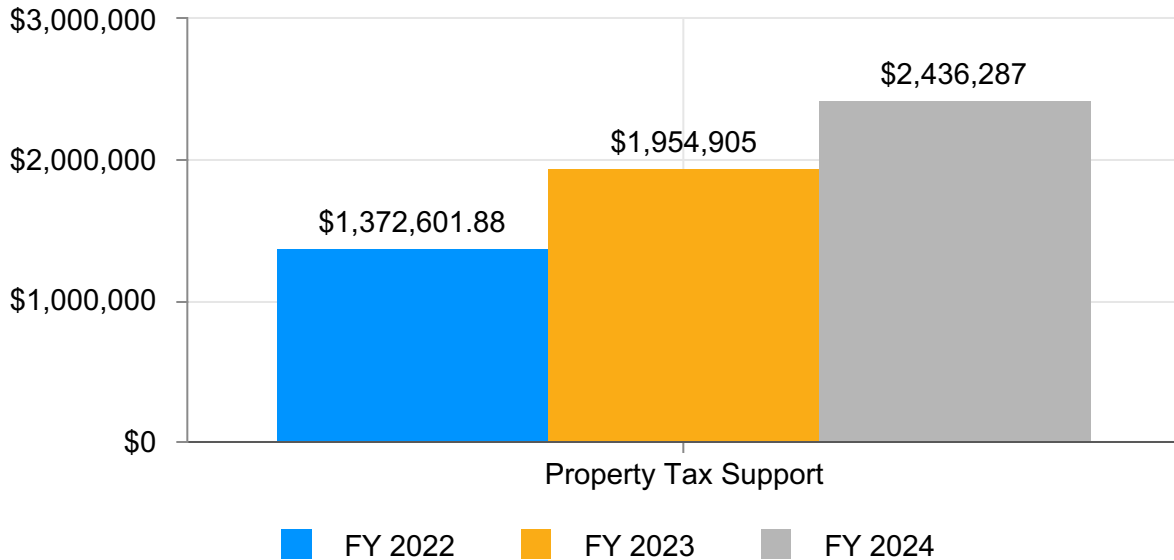
## SUCCESS IS ABOUT PLANNING, PARTNERSHIPS AND PEOPLE LEADING TO OUTCOMES



# LEISURE SERVICES FACILITY DIVISION

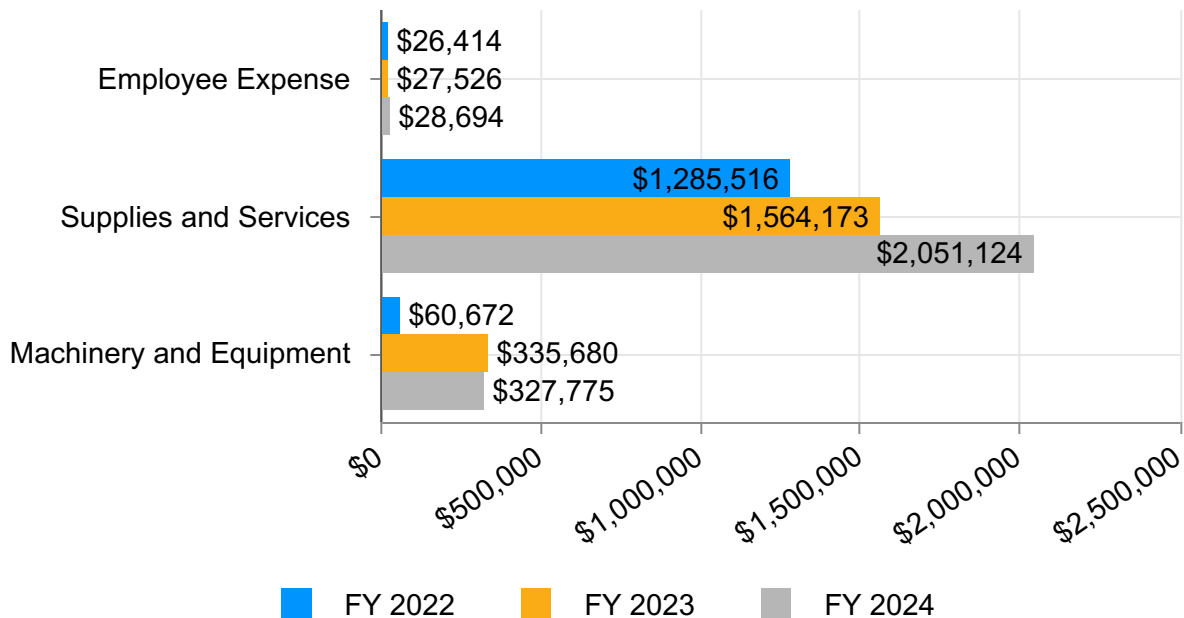
	FY 2022	FY 2023	FY 2024
Full-Time Equivalent	0.15	0.15	0.15

## Property Tax Support



The Leisure Services Facilities Division is supported by 0.15 full-time equivalent employees. Supplies and services accounts for 84.19% of the department expense as seen below. Overall, the department's expenses are expected to increase by 24.92% in FY 2024 compared to FY 2023.

## Expenditure by Category by Fiscal Year



# LEISURE SERVICES FACILITY DIVISION

## Mission & Services

The Facility Management Division of the Leisure Services Department strives to provide venues for community and civic activities, entertainment, recreational, and cultural events and activities. The division promotes events and activities that bring tourists and generate spending in the community and ensure the centers are well-maintained and professionally managed to ensure attendees have a positive experience.

Five Flags Civic Center is a City owned building managed day-to-day by ASM Global located in the heart of downtown. It is a multipurpose facility which hosts sporting events, theatrical performances, concerts, meetings and conventions, sporting events and much more. Five Flags Civic Center features an arena, historic theater, meeting rooms and intimate performance stage called the Bijou Room.



The Grand River Center is a City owned building managed by Platinum Hospitality. Dubuque's iconic convention and education center is located in the Port of Dubuque overlooking the Mississippi River and Riverwalk. The conference center has meeting rooms, a ballroom and exhibit hall allowing a variety of uses of the space for large and small events.

The Dubuque Ice Arena is city round building managed by Schmitt Island Development Corporation. The facility has one United States Hockey League size sheet of ice with seating for 3,200. The arena hosts ice sports events tournament and games.



Leisure Services initiates capital improvement projects for these facilities ensuring the long-term viability and functionality of these buildings.



Five Flags Civic Center Funding Summary			
	FY 2022 Actual	FY 2023 Budget	FY 2024 Recomm'd
Expenditures	\$1,007,640	\$1,209,093	\$1,322,241
Resources	\$44,065	\$41,887	\$42,748

Five Flags Civic Center Position Summary	
	FY 2024
Leisure Services Manager	0.15
<b>Total FT Equivalent Employees</b>	<b>0.15</b>





Grand River Center Funding Summary			
	FY 2022 Actual	FY 2023 Budget	FY 2024 Recomm'd
Expenditures	\$394,809	\$774,822	\$1,143,515
Resources	\$29,847	\$29,010	\$29,469

Grand River Center Position Summary	
	FY 2024
Leisure Services Manager	0.15
<b>Total FT Equivalent Employees</b>	<b>0.15</b>

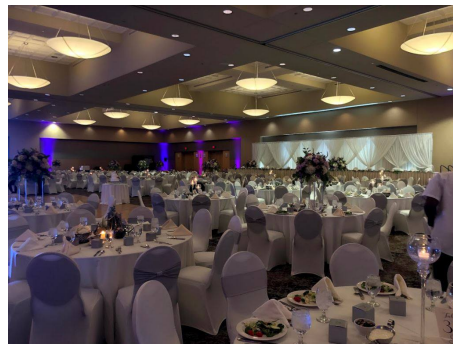
Dubuque Ice Arena Funding Summary			
	FY 2022 Actual	FY 2023 Budget	FY 2024 Recomm'd
Expenditures	\$957,826	\$200,000	\$373,255
Resources	\$ 667,900.77	\$ —	\$ —

## Performance Measures

### City Council Goal: Partnerships for a Better Dubuque

	Performance Measure (KPI)	Target	FY 2021 Actual	FY 2022 Actual	FY 2023 Estimated	Performance Indicator
<b>1</b>	<b>Activity Objective: Become a regional hub for arts and culture by partnering with arts &amp; culture organizations and providing Arts and Culture events and programming.</b>					
	% change from prior year in performing arts programming held at Five Flags	+5%	+11%	+2%	+5	
<b>2</b>	<b>Activity Objective: Host community events and activities that support families and children.</b>					
	# of unique performances and events (both centers combined)	80	51	94	85	
	# of events that supported fundraisers benefiting families & children (both)	15	17	94	9	
<b>3</b>	<b>Activity Objective: Maintain infrastructure and amenities to support economic development and growth.</b>					
	# of attendees at Annual Growing Sustainable Communities Conference (number of states represented)	500/30	0/0 (actual) *	0/0 (actual) *	380/18 + Canada (actual)	

\*Note - In October of 2020 (FY21) and 2021 (FY22) the Growing Sustainable Communities Conference was cancelled due to the ongoing pandemic and health concerns.



## Recommended Operating Revenue Budget - Department Total

### 32 - CIVIC CENTER

Fund/Account/Account Title	FY21 Actual Revenue	FY22 Actual Revenue	FY23 Adopted Budget	FY24 Recomm'd Budget
<b>100 - General</b>				
<b>4B - Grants/Contrib</b>				
44000 - Federal Grants	0	(362,080)	0	0
44400 - State Grants	(58,000)	0	0	0
<b>4B - Grants/Contrib Total</b>	<b>(58,000)</b>	<b>(362,080)</b>	<b>0</b>	<b>0</b>
<b>200 - Debt Service</b>				
<b>4N - Transfers</b>				
49304 - Transfer in Sales Tax 20%	(43,929)	(44,065)	(41,887)	(42,748)
<b>4N - Transfers Total</b>	<b>(43,929)</b>	<b>(44,065)</b>	<b>(41,887)</b>	<b>(42,748)</b>
<b>4O - Eliminated for GW</b>				
48200 - Proceeds from GO Debt	0	0	0	0
48205 - Bond Discount/Premium	0	0	0	0
<b>4O - Eliminated for GW Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CIVIC CENTER - Total</b>	<b>(101,929)</b>	<b>(406,145)</b>	<b>(41,887)</b>	<b>(42,748)</b>

## Recommended Operating Expenditure Budget - Department Total

### 32 - CIVIC CENTER

Fund/Account/Account Title	FY21 Actual Expense	FY22 Actual Expense	FY23 Adopted Budget	FY 24 Recomm'd Budget
<b>6A - Salaries &amp; Wages</b>				
<b>100 - General</b>				
60100 - Salaries-Regular Full Time	19,277	20,892	21,746	22,746
<b>6A - Salaries &amp; Wages Total</b>	<b>19,277</b>	<b>20,892</b>	<b>21,746</b>	<b>22,746</b>
<b>6B - Employee Benefits</b>				
<b>100 - General</b>				
61100 - FICA - City Contribution	1,417	1,549	1,664	1,740
61300 - IPERS - City Contribution	1,820	1,972	2,053	2,147
61510 - Health Insurance	1,844	1,955	2,014	2,013
61540 - Life Insurance	11	8	7	7
61600 - Workers' Compensation	46	37	42	41
<b>6B - Employee Benefits Total</b>	<b>5,138</b>	<b>5,522</b>	<b>5,780</b>	<b>5,948</b>
<b>6D - Repair/Maint/Util</b>				
<b>100 - General</b>				
63730 - Telecommunications	41	41	45	42
<b>6D - Repair/Maint/Util Total</b>	<b>41</b>	<b>41</b>	<b>45</b>	<b>42</b>
<b>6E - Contractual Svcs</b>				
<b>100 - General</b>				
64070 - Engineering - Outsourced	20,000	932	0	0
64080 - Insurance - Property	28,082	30,460	33,340	40,293
64081 - Insurance - Liability	64	81	81	72
64110 - Legal	0	0	0	0
64130 - Payments to Other Agencies	960,886	880,913	968,065	1,047,967
64140 - Printing	0	0	348	348
64145 - Copying	984	2,954	1,744	2,950
64850 - Consulting Engineers	0	0	0	0
64900 - Other Professional Service	0	0	0	0
64975 - Equip Maint Cont	4,143	6,365	2,512	7,300
64980 - Technology Equip Maint Cont	432	1,407	432	1,800
<b>200 - Debt Service</b>				
64110 - Legal	0	0	0	0
64900 - Other Professional Service	0	0	0	0
<b>6E - Contractual Svcs Total</b>	<b>1,014,591</b>	<b>923,111</b>	<b>1,006,522</b>	<b>1,100,730</b>
<b>6F - Commodities</b>				
<b>100 - General</b>				
65045 - Technology Equipment	14,890	0	126,500	32,900
65050 - Other Equipment	0	0	42,000	125,375
65054 - Safety Equipment	0	0	3,200	4,500
65060 - Office Supplies	0	0	0	0
65110 - Signage	0	0	2,700	0
<b>6F - Commodities Total</b>	<b>14,890</b>	<b>0</b>	<b>174,400</b>	<b>162,775</b>
<b>6G - Capital Outlay</b>				
<b>100 - General</b>				
67100 - Vehicles	0	0	0	0
67210 - Furniture/Fixtures	0	0	0	30,000
67270 - Other Capital Equipment	0	58,074	600	0



## Recommended Operating Expenditure Budget - Department Total

### 32 - CIVIC CENTER

Fund/Account/Account Title	FY21 Actual Expense	FY22 Actual Expense	FY23 Adopted Budget	FY 24 Recomm'd Budget
<b>6G - Capital Outlay Total</b>	<b>0</b>	<b>58,074</b>	<b>600</b>	<b>30,000</b>
<b>6H - Debt Service</b>				
<b>200 - Debt Service</b>				
68010 - Principal Payment	33,463	34,603	33,463	35,328
68020 - Interest Payments	10,466	9,462	8,424	7,420
68990 - Paying Agent Fees	0	0	0	0
<b>6H - Debt Service Total</b>	<b>43,929</b>	<b>44,065</b>	<b>41,887</b>	<b>42,748</b>
<b>CIVIC CENTER - TOTAL</b>	<b>1,097,866</b>	<b>1,051,705</b>	<b>1,250,980</b>	<b>1,364,989</b>

## Recommended Expenditure Budget Report by Activity & Funding Source

### 32 - CIVIC CENTER

Fund/Activity	FY22 Actual Expense	FY23 Adopted Budget	FY24 Recomm'd Budget
<b>3201 - Administration</b>			
<b>100 - General</b>			
6A - Salaries & Wages	20,892	21,746	22,746
6B - Employee Benefits	5,522	5,780	5,948
6D - Repari/Maint/Util	41	45	42
6E - Contractual Svcs	923,111	1,006,522	1,100,730
6F - Commodities	—	174,400	162,775
6G - Capital Outlay	<b>58,074</b>	<b>600</b>	<b>30,000</b>
3201 - Administration Total	1,007,640	1,209,093	1,322,241
<b>3280 - Debt Service</b>			
<b>200 - Debt Service</b>			
6E - Contractual Svcs	—	—	—
6H - Debt Service	44,065	41,887	42,748
3280 - Debt Service Total	44,065	41,887	42,748
<b>CIVIC CENTER TOTAL</b>	<b>1,051,705</b>	<b>1,250,980</b>	<b>1,364,989</b>

CITY OF DUBUQUE, IOWA  
 DEPARTMENT DETAIL - PERSONNEL COMPLEMENT  
 32 CIVIC CENTER DIVISION

FD	JC	WP-GR	JOB CLASS	FY 2022		FY 2023		FY 2024	
				FTE	BUDGET	FTE	BUDGET	FTE	BUDGET
61010 Full Time Employee Expense									
100	3375	GE-44	LEISURE SERVICES MANAGER	0.15	\$ 20,932	0.15	\$ 21,746	0.15	\$ 22,746
TOTAL FULL TIME EMPLOYEES				0.15	\$ 20,932	0.15	\$ 21,746	0.15	\$ 22,746
TOTAL CIVIC CENTER DIVISION				0.15	\$ 20,932	0.15	\$ 21,746	0.15	\$ 22,746

CITY OF DUBUQUE, IOWA  
ACTIVITY PERSONNEL COMPLEMENT SUMMARY

ACCT	FD	JC	WP-GR	POSITION CLASS	FY 2022		FY 2023		FY 2024		
					FTE	BUDGET	FTE	BUDGET	FTE	BUDGET	
Civic Center Administration											
10032100	61010	100	3375	GE-41	LEISURE SERVICES MANAGER	0.15	\$ 20,932	0.15	\$ 21,746	0.15	\$ 22,746
					Total	0.15	\$ 20,932	0.15	\$ 21,746	0.15	\$ 22,746
TOTAL CIVIC CENTER DIVISION						0.15	\$ 20,932	0.15	\$ 21,746	0.15	\$ 22,746

Capital Improvement Projects by Department/Division					
CIVIC CENTER DIVISION					
Project Number	Capital Improvement Project Title	Department	Fund	Account	FY 24 Recomm'd Budget
3249900001	Five Flags Building Impr	Civic Center	305	64004	50,000
3249900001	Five Flags Building Impr	Civic Center	305	67500	2,750,000
CIVIC CENTER DIVISION TOTAL					2,800,000

PROGRAM /DEPT	PROJECT DESCRIPTION	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL	PAGE
CIVIC CENTER DIVISION								
Culture and Recreation								
	Five Flags Building Improvements	\$ 2,800,000	\$ 3,094,678	\$ 8,587,322	\$ 8,922,000	\$ —	\$ 23,404,000	51
	<b>TOTAL</b>	<b>\$ 2,800,000</b>	<b>\$ 3,094,678</b>	<b>\$ 8,587,322</b>	<b>\$ 8,922,000</b>	<b>\$ —</b>	<b>\$ 23,404,000</b>	

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# **Conference Center**

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## GRAND RIVER CONFERENCE CENTER

Budget Highlights	FY 2022 Actual	FY 2023 Budget	FY 2024 Requested	% Change From FY 2023 Budget
<u>Expenses</u>				
Employee Expense	—	27,526	28,694	4.2%
Supplies and Services	362,364	557,606	950,352	70.4%
Machinery and Equipment	2,598	160,680	135,000	-16.0%
Total Expenses	364,962	745,812	1,114,046	49.4%
Debt on Projects paid with Sales Tax Fund (20%)	29,847	29,010	29,469	1.6%
Property Tax Support	364,962	745,812	1,114,046	368,234
Percent Increase (Decrease)				49.4%

### Improvement Package Summary

#### 1 of 2

This improvement package request provides for the addition of 10 cameras in the public areas of GRC. No security cameras are in the public space, entrances or exits. This project includes cameras, cabling and installation. There will be a recurring cost of approximately \$2,700 per year that would start in FY 2025. The first year license is included in the purchase price. This improvement supports the City Council goals of Vibrant Community: Healthy and Safe and Financially Responsible, High-Performance City Organization: Sustainable, Equitable, and Effective Service Delivery.

Related Cost: \$ 30,000 Tax Funds Non-Recurring **Recommend - No**  
Property Tax Impact: \$ 0.0118 0.12%  
Activity: Conference Center

#### 2 of 2

This improvement package request is for a new management agreement for the Grand River Center resulting from completion of the current proposal process. The negotiation process may yield specific items being required that need funding. This improvement supports the City Council goals of Vibrant Community: Healthy and Safe and Financially Responsible, High-Performance City Organization: Sustainable, Equitable, and Effective Service Delivery.

Related Cost: \$370,000 Tax Funds Non-Recurring **Recommend - Yes**  
Property Tax Impact: \$ 0.1456 1.47%  
Activity: Conference Center

### Significant Line Items

#### Employee Expense

1. FY 2024 employee expense reflects a 5.00% wage package increase.
2. The Iowa Public Employee Retirement System (IPERS) City contribution of 9.44% is unchanged from FY 2023 The employee contribution of 6.29% is unchanged from FY 2023.

## Supplies & Services

3. Platinum Hospitality privately manages the Grand River Center. The following expenses are the responsibility of the City based on the Facility Management Agreement:
- 50% of energy costs (gas and electric) are estimated to be \$171,401 in FY 2023 and are projected to be \$171,300 in FY 2024. Electric decreased from \$136,594 in FY 2023 to \$136,500 in FY 2024 based on FY 2022 actual. Natural Gas decreased from \$34,807 in FY 2023 to \$34,800 in FY 2024 based on FY2022 Actual. FY20 and FY21 closures resulted in lower than typical energy use.
  - Insurance costs (property and general liability) are estimated to be \$58,515 in FY 2023 and are projected to be \$71,101 in FY 2024 based on FY 2023 actual.
  - During FY 2013 an agreement was renegotiated to require a payment of 25% instead of 50% of the actual Hotel/Motel Tax generated by the Grand Harbor Hotel. Payments and budget are as follows:

FY 2021 - \$148,538 \*  
FY 2022 - \$86,928  
FY 2023 - \$88,310 (Budgeted)  
FY 2024 - \$458,310 (Projected)

\*Due to COVID 19 there was a delay in reporting and payment of hotel motel tax from the Grand Harbor which delayed payment to Platinum Hospitality in FY20. The FY20 payment of \$73,967 was made in July of 2020 (FY21).

4. As per the Management Agreement, the repairs and maintenance limit and aggregate will increase by the CPI as of July 1 each year. The City is responsible for repairs and maintenance in excess of \$1,285 individually and \$19,275 in aggregate for the fiscal year. Historical actual maintenance costs have been as follows:

FY 2021 - \$52,725  
FY 2022 - \$65,178  
FY 2023 - \$132,338 (Budgeted)  
FY 2024 - \$140,000 (Projected)

FY 2023 includes an additional \$13,200 for replacement of pump motors and the ground water pump. Numerous maintenance projects are budgeted in FY 2023 and FY 2024 to accommodate the request for proposal for management company.

5. The FY 2024 budget includes a reserve of \$106,391 for management fees due to issuing a request for proposal for the management company for the conference center.

## Equipment

6. The following equipment will be replaced in FY 2024 (\$135,000):

Conference Center Machinery and Equipment	
CAMERAS, loading dock (2)	\$ 3,000
Audio Visual Equipment	\$ 38,500
Window washing system	\$ 7,000
Toilet and urinal auto flushers	\$ 30,000

Banner - Spine	\$ 12,000
3hp Garbage disposal	\$ 2,300
5hp Garbage disposal	\$ 3,200
(3) Hot boxes - tall	\$ 9,000
Hot boxes - plate	\$ 10,000
Hobart mixer	\$ 20,000
<b>Total Equipment</b>	<b><u>\$135,000</u></b>

## Debt Service

7. FY 2024 Annual Debt Service is as follows (\$29,469):

Amount	Debt Series	Payment Source	Purpose	Final Payment	Call Date
\$ 2,661	2019C G.O.	Sales Tax 20%	Conference Center Improvements	2027	2026
\$ 26,808	2019B G.O.	Sales Tax 20%	Energy Improvements	2039	2039
<u>\$ 29,469</u>	Total Conference Center Annual Debt Service				

*For Conference Center Performance Measures see Five Flags Civic Center Outline*

## Recommended Operating Revenue Budget - Department Total

### 33 - CONFERENCE CENTER

Fund/Account/Account Title	FY21 Actual Revenue	FY22 Actual Revenue	FY23 Adopted Budget	FY24 Recomm'd Budget
<b>100 - General</b>				
<b>4A - Charges for Services</b>				
47100 - Reimbursements	(30,853)	0	0	0
<b>4A - Charges for Services Total</b>	<b>(30,853)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>4N - Transfers</b>				
49102 - Transfer in DRA Distribution	0	0	0	0
<b>4N - Transfers Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>200 - Debt Service</b>				
<b>4N - Transfers</b>				
49304 - Transfer in Sales Tax 20%	(30,506)	(29,847)	(29,010)	(29,469)
<b>4N - Transfers Total</b>	<b>(30,506)</b>	<b>(29,847)</b>	<b>(29,010)</b>	<b>(29,469)</b>
<b>4O - Eliminated for GW</b>				
48200 - Proceeds from GO Debt	0	0	0	0
48205 - Bond Discount/Premium	0	0	0	0
<b>4O - Eliminated for GW Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CONFERENCE CENTER - Total</b>	<b>(61,359)</b>	<b>(29,847)</b>	<b>(29,010)</b>	<b>(29,469)</b>

## Recommended Operating Expenditure Budget - Department Total

### 33 - CONFERENCE CENTER

Fund/Account/Account Title	FY21 Actual Expense	FY22 Actual Expense	FY23 Adopted Budget	FY 24 Recomm'd Budget
<b>6A - Salaries &amp; Wages</b>				
<b>100 - General</b>				
60100 - Salaries-Regular Full Time	0	0	21,746	22,746
<b>6A - Salaries &amp; Wages Total</b>	<b>0</b>	<b>0</b>	<b>21,746</b>	<b>22,746</b>
<b>6B - Employee Benefits</b>				
<b>100 - General</b>				
61100 - FICA - City Contribution	0	0	1,664	1,740
61300 - IPERS - City Contribution	0	0	2,053	2,147
61510 - Health Insurance	0	0	2,014	2,013
61540 - Life Insurance	0	0	7	7
61600 - Workers' Compensation	0	0	42	41
<b>6B - Employee Benefits Total</b>	<b>0</b>	<b>0</b>	<b>5,780</b>	<b>5,948</b>
<b>6D - Repari/Maint/Util</b>				
<b>100 - General</b>				
63100 - Building Maintenance	52,725	65,178	132,338	140,000
63321 - Vehicle Repair - Outsourced	1,311	0	0	0
63400 - Equipment Maint/Repair	0	0	0	0
63710 - Electricity	106,893	124,623	136,594	136,500
63711 - Natural Gas	17,217	31,351	34,807	34,800
<b>6D - Repari/Maint/Util Total</b>	<b>178,147</b>	<b>221,153</b>	<b>303,739</b>	<b>311,300</b>
<b>6E - Contractual Svcs</b>				
<b>100 - General</b>				
64080 - Insurance - Property	48,803	52,937	57,942	69,989
64081 - Insurance - Liability	429	511	573	1,112
64130 - Payments to Other Agencies	148,538	86,928	88,310	458,310
64185 - License/Permit/Fees	400	0	400	400
64190 - Technology Services	384	0	0	0
64975 - Equip Maint Cont	155	399	155	2,400
64980 - Technology Equip Maint Cont	0	437	96	450
64990 - Other Contractual Service	0	0	106,391	106,391
200 - Debt Service				
64110 - Legal	0	0	0	0
64900 - Other Professional Service	0	0	0	0
<b>6E - Contractual Svcs Total</b>	<b>198,709</b>	<b>141,211</b>	<b>253,867</b>	<b>639,052</b>
<b>6F - Commodities</b>				
<b>100 - General</b>				
65045 - Technology Equipment	0	0	101,930	41,500
65050 - Other Equipment	0	2,598	58,750	93,500
<b>6F - Commodities Total</b>	<b>0</b>	<b>2,598</b>	<b>160,680</b>	<b>135,000</b>
<b>6G - Capital Outlay</b>				
<b>100 - General</b>				
67100 - Vehicles	0	0	0	0
67270 - Other Capital Equipment	0	0	0	0
<b>6G - Capital Outlay Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>6H - Debt Service</b>				
<b>200 - Debt Service</b>				

## Recommended Operating Expenditure Budget - Department Total

### 33 - CONFERENCE CENTER

Fund/Account/Account Title	FY21 Actual Expense	FY22 Actual Expense	FY23 Adopted Budget	FY 24 Recomm'd Budget
<b>6A - Salaries &amp; Wages</b>				
68010 - Principal Payment	24,885	24,973	24,885	26,091
68020 - Interest Payments	5,621	4,874	4,125	3,378
68990 - Paying Agent Fees	0	0	0	0
<b>6H - Debt Service Total</b>	<b>30,506</b>	<b>29,847</b>	<b>29,010</b>	<b>29,469</b>
<b>CONFERENCE CENTER - TOTAL</b>	<b>407,362</b>	<b>394,809</b>	<b>774,822</b>	<b>1,143,515</b>

## Recommended Expenditure Budget Report by Activity & Funding Source

### 32 - CIVIC CENTER

Fund/Activity	FY22 Actual Expense	FY23 Adopted Budget	FY24 Recomm'd Budget
<b>3301 - Administration</b>			
<b>100 - General</b>			
6A - Salaries & Wages	—	21,746	22,746
6B - Employee Benefits	—	5,780	5,948
6D - Repari/Maint/Util	221,153	303,739	311,300
6E - Contractual Svcs	141,211	253,867	639,052
6F - Commodities	2,598	160,680	135,000
6G - Capital Outlay	—	—	—
<b>3301 - Administration Total</b>	<b>364,962</b>	<b>745,812</b>	<b>1,114,046</b>
<b>3380 - Debt Service</b>			
<b>200 - Debt Service</b>			
6E - Contractual Svcs	—	—	—
6H - Debt Service	29,847	29,010	29,469
<b>3380 - Debt Service Total</b>	<b>29,847</b>	<b>29,010</b>	<b>29,469</b>
<b>CONFERENCE CENTER TOTAL</b>	<b>394,809</b>	<b>774,822</b>	<b>1,143,515</b>

Capital Improvement Projects by Department/Division					
CONF CENTER OPERATION					
Project Number	Capital Improvement Project Title	Department	Fund	Account	FY 24 Recomm'd Budget
3346000003	Replace Carpet	Conference Center	305	64004	5,000
3346000003	Replace Carpet	Conference Center	305	64070	10,000
3346000003	Replace Carpet	Conference Center	305	67500	110,000
3346000012	Conference Center - Management Chan	Conference Center	304	64004	40,000
3346000012	Conference Center - Management Chan	Conference Center	304	67990	460,000
CONF CENTER OPERATION TOTAL					625,000



PROGRAM/ DEPT	PROJECT DESCRIPTION	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL	PAGE
<b>CONFERENCE CENTER</b>								
<b>General Government</b>								
	Replace Carpet	\$ 125,000	\$ 30,000	\$ —	\$226,000	\$ —	\$ 381,000	62
	Replace Table, Chairs, and Podiums	\$ —	\$ —	\$ —	\$ 50,500	\$ —	\$ 50,500	63
	Replace Fabric Wall Covering	\$ —	\$ —	\$ 35,000	\$ —	\$ —	\$ 35,000	64
	Roof Restoration	\$ —	\$385,000	\$385,000	\$ —	\$ —	\$ 770,000	65
	Paint Exterior Metal	\$ —	\$ —	\$ 55,000	\$ —	\$ —	\$ 55,000	66
	Overhead Door Replacement	\$ —	\$ —	\$ 21,000	\$ 55,000	\$ —	\$ 76,000	67
	Replace/Rehab Room Doors	\$ —	\$ —	\$ 64,900	\$ —	\$ —	\$ 64,900	68
	Improvements Necessitated at Management Changeover	\$ 500,000	\$ —	\$ —	\$ —	\$ —	\$ 500,000	69
	<b>TOTAL</b>	<b>\$ 625,000</b>	<b>\$415,000</b>	<b>\$560,900</b>	<b>\$331,500</b>	<b>\$ —</b>	<b>\$1,932,400</b>	

CITY OF DUBUQUE, IOWA  
DEPARTMENT DETAIL - PERSONNEL COMPLEMENT

33 Conference Center Operation

FD	JC	WP-GR	JOB CLASS	FY 2022		FY 2023		FY 2024				
				FTE	BUDGET	FTE	BUDGET	FTE	BUDGET			
61010 Full Time Employee Expense												
100	3375	GE-44	LEISURE SERVICES MANAGER	—	\$	—	0.15	\$	21,746	0.15	\$	22,746
TOTAL FULL TIME EMPLOYEES				—	\$	—	0.15	\$	21,746	0.15	\$	22,746
TOTAL CONFERENCE CENTER DIVISION				—	\$	—	0.15	\$	21,746	0.15	\$	22,746

CITY OF DUBUQUE, IOWA  
ACTIVITY PERSONNEL COMPLEMENT SUMMARY

ACCT	FD	JC	WP-GR	POSITION CLASS	FY 2021		FY 2022		FY 2023		
					FTE	BUDGET	FTE	BUDGET	FTE	BUDGET	
Conference Center Operation											
10033100	61010	100	3375	GE-41	LEISURE SERVICES MANAGER	—	\$	—	0.15	\$	21,746
					Total	—	\$	—	0.15	\$	21,746
TOTAL CONFERENCE CENTER DIVISION						—	\$	—	0.15	\$	21,746

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# **Dubuque Ice Arena**

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## DUBUQUE ICE ARENA

<b>Budget Highlights</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Requested</b>	<b>% Change From FY 2023 Budget</b>
<u>Expenses</u>				
Employee Expense	87,984	—	—	0.0 %
Supplies and Services	825,030	200,000	373,255	86.6 %
Total Expenses	913,014	200,000	373,255	86.6 %
Debt on Projects paid with Sales Tax Fund (20%)	0	0	350,341	0.0 %
<u>Resources</u>				
Operating Revenue	667,901	—	—	— %
Total	667,901	—	—	— %
Property Tax Support	245,113	200,000	373,255	86.6 %
Percent Increase (Decrease)				86.6 %

### Significant Line Items

#### **Background**

1. The City of Dubuque received notice from Dubuque Community Ice & Recreation, Inc. (DICE) on June 17, 2021, of its intent to relinquish its leaseholder rights. DICE agreed to continue operating the Ice Center through July 31, 2021.

The Dubuque Ice Arena was designed, developed, and built under a Development Agreement between and amount DICE, the City, the Dubuque Racing Association (DRA), and Battlefield Dubuque, LLC commencing October 30, 2009. Opened September 18, 2010, the building is owned by the City and had been leased in a 25-year lease agreement to DICE. DICE, a 501(c)(3) non-profit organization, raised all funds to build the Ice Center. DICE managed and operated the Ice Center on a day-to-day basis.

The Development Agreement outlined the steps to be taken in the event the lease was terminated. The City provided written notice to the DRA and Northern Lights Hockey, LLC that the lease had been terminated and offered the DRA the right to enter into a new lease on the same terms and conditions as the current lease held by DICE, for the remainder of the term. The DRA declined. The City then provided written notice to Northern Lights Hockey, LLC who had the right to enter into a new lease on the same terms as the current lease for the remainder of the term. Northern Lights Hockey, LLC had 30 days to accept the offer and enter into a new lease with the City. Northern Lights Hockey, LLC was not able to commit at the end of the 30-day period.

DICE agreed to continue operations under an interim management agreement until September 5, 2021 and at the end of the agreement the assets were transferred to the City. The City of Dubuque took over full Ice Center operations on September 6, 2021 to continue ice operations to avoid disruption of ice usage for all user groups involved. This included transferring the ice center staffing to become City employees, obtaining all permits and insurance necessary for ice center operations, transferring all operational accounts to the City, marketing the ice center and its events and activities, setting up systems for expenses and revenue, and all the day-to-day operations of the ice center. As the City took over the operations, City staff committed to continue to consider the best operational model for the future of the Dubuque Ice Arena.

The City has focused on the short-term need of running the facility while continuing to consider what is best management model for the ice center in the long term. The City and the DRA discussed the opportunity to move the day-to-day operations of the Dubuque Ice Arena to the DRA. This led to an Interim Staffing Agreement between the City of Dubuque and Dubuque Racing Association executed January 1, 2022 in which the DRA would provide interim staffing to operate the facility. All operating expenses were charged to the City. Only the direct employee expenses are included in the monthly expenses. Indirect costs incurred during the term of the interim staffing agreement will be provided by the DRA and not billed to the City. All other costs and operations will continue to be the responsibility of the City during the term of the agreement.

The facility was renamed Dubuque Ice Arena in October of 2022. A Management Agreement was adopted between Schmitt Island Development Corporation (SID) and the City on October 20, 2022. The agreement provides for a \$100,000 management fee to SID similar to the fee to the management firm for Five Flags. Some items of the agreement are not fully developed in the agreement at this writing, but the agreement is planned to be fully developed later in FY 2023.

### Supplies and Services

2. Pay to other Agency unchanged from \$200,000 in FY 2023 to \$350,000 in FY 2024. This line item represents the \$100,000 management fee per the approved agreement with SID and \$250,000 operating loss coverage to SID. This number is projected per a budget provided by SID.

### Debt Service

3. FY 2024 Annual debt service is as follows (\$350,341):

Amount	Debt Series	Payment Source	Purpose	Final Payment	Call Date
\$ 350,341	2023 Planned G.O.	Sales Tax 20%	Ice Settling Remediation	2043	
<u>\$ 350,341</u>	Total Ice Center Center Annual Debt Service				

*Dubuque Ice Arena Performance Measures will be developed in FY 24 and included in the future in the Five Flags Civic Center Outline once the full management and operations are completed.*



## Recommended Operating Revenue Budget - Department Total

### 28 - ICE CENTER

Fund/Account/Account Title	FY21 Actual Revenue	FY22 Actual Revenue	FY23 Adopted Budget	FY24 Recomm'd Budget
<b>100 - General</b>				
<b>4A - Charges for Services</b>				
45021 - Credit Card Tips	0	(16,704)	0	0
45032 - Public Skate	0	(25,052)	0	0
45033 - Hockey Ice Rent	0	(4,761)	0	0
45034 - Ice Rental	0	0	0	0
45037 - Ice Rental	0	(238,853)	0	0
45038 - Free Style Ice Rent	0	(3,421)	0	0
45039 - Skate Rental	0	(9,508)	0	0
45440 - Events	0	(350)	0	0
45443 - Gift Certificates	0	2,692	0	0
45450 - Meeting Room Fee	0	(958)	0	0
45455 - Program Fee	0	(3,817)	0	0
45500 - Miscellaneous Chg for Svcs	0	(1,689)	0	0
47100 - Reimbursements	0	(9,223)	0	0
47500 - Merchandise Sales	0	(1,003)	0	0
47510 - Beer	0	(119,062)	0	0
47511 - Food	0	(107,537)	0	0
47512 - Liquor	0	(43,282)	0	0
47513 - Beverage/Ice	0	(78,280)	0	0
47514 - Gift Cards	0	(4,507)	0	0
<b>4A - Charges for Services Total</b>	<b>0</b>	<b>(665,315)</b>	<b>0</b>	<b>0</b>
<b>4O - Eliminated for GW</b>				
47115 - Sales Tax Collection	0	(2,586)	0	0
<b>4O - Eliminated for GW Total</b>	<b>0</b>	<b>(2,586)</b>	<b>0</b>	<b>0</b>
<b>ICE CENTER - Total</b>	<b>0</b>	<b>(667,901)</b>	<b>0</b>	<b>0</b>

## Recommended Operating Expenditure Budget - Department Total

### 28 - ICE CENTER

Fund/Account/Account Title	FY21 Actual Expense	FY22 Actual Expense	FY23 Adopted Budget	FY 24 Recomm'd Budget
<b>6A - Salaries &amp; Wages</b>				
<b>100 - General</b>				
60100 - Salaries-Regular Full Time	0	435	0	0
60300 - Hourly Wages - Temp/Seasonal	0	69,196	0	0
60400 - Overtime	0	9,491	0	0
<b>6A - Salaries &amp; Wages Total</b>	<b>0</b>	<b>79,121</b>	<b>0</b>	<b>0</b>
<b>6B - Employee Benefits</b>				
<b>100 - General</b>				
61100 - FICA - City Contribution	0	6,053	0	0
61300 - IPERS - City Contribution	0	841	0	0
61510 - Health Insurance	0	406	0	0
61540 - Life Insurance	0	1	0	0
61992 - Physicals	0	1,562	0	0
<b>6B - Employee Benefits Total</b>	<b>0</b>	<b>8,863</b>	<b>0</b>	<b>0</b>
<b>6C - Staff Development</b>				
<b>100 - General</b>				
62325 - Mileage	0	77	0	0
62500 - Education Reimbursement	0	986	0	0
<b>6C - Staff Development Total</b>	<b>0</b>	<b>1,063</b>	<b>0</b>	<b>0</b>
<b>6D - Repari/Maint/Util</b>				
<b>100 - General</b>				
63100 - Building Maintenance	0	21,172	0	0
63400 - Equipment Maint/Repair	0	6,878	0	0
63710 - Electricity	0	96,043	0	0
63711 - Natural Gas	0	11,881	0	0
63720 - Refuse	0	3,564	0	0
63730 - Telecommunications	0	730	0	0
63742 - Stormwater	0	1,996	0	0
<b>6D - Repari/Maint/Util Total</b>	<b>0</b>	<b>142,264</b>	<b>0</b>	<b>0</b>
<b>6E - Contractual Svcs</b>				
<b>100 - General</b>				
64020 - Advertising	0	225	0	0
64080 - Insurance - Property	0	2,317	0	20,213
64083 - Insurance - Other	0	2,600	0	3,042
64130 - Payments to Other Agencies	0	502,299	200,000	350,000
64150 - Rental - Equipment	0	4,560	0	0
64180 - Sales Tax Expense	0	20,556	0	0
64185 - License/Permit/Fees	0	2,479	0	0
64190 - Technology Services	0	9,644	0	0
64195 - Credit Card Charge	0	(43)	0	0
64900 - Other Professional Service	0	750	0	0
64975 - Equip Maint Cont	0	468	0	0
<b>6E - Contractual Svcs Total</b>	<b>0</b>	<b>545,855</b>	<b>200,000</b>	<b>373,255</b>
<b>6F - Commodities</b>				
<b>100 - General</b>				
65025 - Program Materials	0	3,484	0	0

## Recommended Operating Expenditure Budget - Department Total

### 28 - ICE CENTER

Fund/Account/Account Title	FY21 Actual Expense	FY22 Actual Expense	FY23 Adopted Budget	FY 24 Recomm'd Budget
65033 - Food Products	0	39,710	0	0
65034 - Beer Products	0	38,024	0	0
65035 - Liquor Products	0	5,293	0	0
65036 - Beverage/Ice	0	26,322	0	0
65037 - Pro Shop Merchandise	0	500	0	0
65050 - Other Equipment	0	12,253	0	0
65056 - Traffic Security Cameras	0	3,361	0	0
65060 - Office Supplies	0	3,070	0	0
65965 - Janitorial	0	19,559	0	0
65999 - Cash Over and Short	0	(114)	0	0
<b>6F - Commodities Total</b>	<b>0</b>	<b>151,463</b>	<b>0</b>	<b>0</b>
<b>6G - Capital Outlay</b>				
<b>100 - General</b>				
67230 - Heavy Equipment	0	17,500	0	0
67250 - Office Equipment	0	11,697	0	0
<b>6G - Capital Outlay Total</b>	<b>0</b>	<b>29,197</b>	<b>0</b>	<b>0</b>
<b>ICE CENTER - TOTAL</b>	<b>0</b>	<b>957,826</b>	<b>200,000</b>	<b>373,255</b>

## Recommended Expenditure Budget Report by Activity & Funding Source

### 28 - ICE CENTER

Fund/Activity	FY22 Actual Expense	FY23 Adopted Budget	FY24 Recomm'd Budget
<b>2801 - Ice Center Admin</b>			
<b>100 - General</b>			
6A - Salaries & Wages	79,121	—	—
6B - Employee Benefits	8,863	—	—
6C - Staff Development	1,063	—	—
6D - Repari/Maint/Util	142,264	—	—
6E - Contractual Svcs	545,855	200,000	373,255
6F - Commodities	151,463	—	—
6G - Capital Outlay	29,197	—	—
<b>2801 - Ice Center Admin Total</b>	<b>957,826</b>	<b>200,000</b>	<b>373,255</b>
<b>ICE CENTER TOTAL</b>	<b>957,826</b>	<b>200,000</b>	<b>373,255</b>

Capital Improvement Projects by Department/Division					
DUBUQUE ICE ARENA					
Project Number	Capital Improvement Project Title	Department	Fund	Account	FY 24 Recomm'd Budget
2849900001	Ice Arena - Emergency Light and Ven	Ice Center	304	64004	5,000
2849900001	Ice Arena - Emergency Light and Ven	Ice Center	304	67500	69,000
<b>ICE ARENA</b>	<b>TOTAL</b>				<b>74,000</b>

PROGRAM/ DEPT	PROJECT DESCRIPTION	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL	PAGE
<b>DUBUQUE ICE ARENA</b>								
<b>Culture and Recreation</b>								
	<b>Ice Center</b>							
	Emergency Light and Ventilation	\$ 74,000	\$ —	\$ —	\$ —	\$ —	74,000	70
	<b>TOTAL</b>	<b>\$ 74,000</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>\$ —</b>	<b>74,000</b>	

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# **Transportation Services**

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## TRANSPORTATION SERVICES

<b>Budget Highlights</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Requested</b>	<b>% Change From FY 2023 Budget</b>
<u>Expenses</u>				
Employee Expense	2,918,103	3,493,752	3,717,889	6.4 %
Supplies and Services	2,259,965	2,446,586	2,550,285	4.2 %
Machinery and Equipment	15,636	255,568	182,167	-28.7 %
Engineering Parking Charges	98	3,086	3,243	5.1 %
Debt Service	3,131,991	3,146,058	3,123,091	-0.7 %
Administrative Overhead Recharge	211,318	223,618	254,963	14.0 %
Total Expenses	8,537,111	9,568,668	9,831,638	2.7 %
<u>Resources</u>				
FTA Operating	580,757	562,033	570,300	1.5 %
FTA Capital	1,412,740	1,116,060	1,349,193	20.9 %
State Operating Assistance	343,428	332,156	343,428	3.4 %
Medicaid Reimbursement	36,450	69,366	86,786	25.1 %
Advertising Fees	19,055	9,247	19,055	106.1 %
Mini Bus Passenger Fares	110,783	137,908	131,255	-4.8 %
Fixed Route Passenger Fares	114,133	160,000	146,195	-8.6 %
Iowa DMV/Burlington Trailways Rent	34,415	23,157	34,415	48.6 %
Greater Downtown TIF - Debt Service	2,564,197	2,573,400	2,782,225	8.1 %
Sales Tax 20% - Debt Service	64,138	69,903	69,008	-1.3 %
Downtown Shuttle Service - GDTIF	134,704	134,704	134,704	0.0 %
Miscellaneous	8,504	629	130	-79.3 %
Operating Revenue-Parking System	2,618,636	2,963,421	2,635,653	-11.1 %
Total Resources	8,041,940	8,151,984	8,302,347	1.8 %
Transit Levy	1,601,290	1,571,981	1,548,127	-1.5 %
Increase (Decrease) in Transit Fund Balance	743,151	—	(1)	0.0 %
Increase (Decrease) in Parking Fund Balance	362,968	155,297	18,837	-87.9 %
Property Tax Support	1,601,290	1,571,981	1,548,126	(23,855)
Percent Increase (Decrease)				(1.52)%
<b>Personnel - Authorized FTE</b>	<b>53.00</b>	<b>53.21</b>	<b>54.01</b>	

**\*Includes the Transit Division and Parking Division.**

## TRANSIT

<b>Budget Highlights</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Requested</b>	<b>% Change From FY 2023 Budget</b>
<u>Expenses</u>				
Employee Expense	2,287,643	2,774,841	2,920,130	5.2 %
Supplies and Services	1,351,687	1,297,085	1,422,388	9.7 %
Machinery and Equipment	14,168	45,315	21,070	-53.5 %
Debt Service	333,710	351,303	350,709	-0.2 %
Total	3,987,208	4,468,544	4,714,297	5.5 %
<u>Resources</u>				
FTA Operating	580,757	562,033	570,300	1.5 %
FTA Capital	1,412,740	1,116,060	1,349,193	20.9 %
State Operating Assistance	343,428	332,156	343,428	3.4 %
Medicaid Reimbursement	36,450	69,366	86,786	25.1 %
Advertising Fees	19,055	9,247	19,055	106.1 %
Mini Bus Passenger Fares	110,783	137,908	131,255	-4.8 %
Fixed Route Passenger Fares	114,133	160,000	146,195	-8.6 %
Downtown Shuttle Service - GDTIF	134,704	134,704	134,704	0.0 %
Greater Downtown TIF - Debt Service	269,572	281,400	281,700	0.1 %
Sales Tax 20% - Debt Service	64,138	69,903	69,008	-1.3 %
Iowa DMV/Burlington Trailways Rent	34,415	23,157	34,415	48.6 %
Miscellaneous	8,504	629	130	-79.3 %
Total Resources	3,128,679	2,896,563	3,166,169	9.3 %
Transit Levy	1,601,290	1,571,981	1,548,128	-1.5 %
Increase (Decrease) in Transit Fund Balance	742,761	—	—	0.0 %
Property Tax Support	1,601,290	1,571,981	1,548,128	(23,853)
Percent Increase (Decrease)				(1.5)%
<b>Personnel - Authorized FTE</b>	<b>43.10</b>	<b>43.31</b>	<b>43.76</b>	

## **PARKING**

<b>Budget Highlights</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Requested</b>	<b>% Change From FY 2023 Budget</b>
<u>Expenses</u>				
Employee Expense	630,460	718,911	797,759	11.0%
Supplies and Services	908,278	1,149,501	1,127,897	-1.9%
Machinery and Equipment	1,858	210,253	161,097	-23.4%
Administrative Overhead Recharge	211,318	223,618	254,963	14.0%
Engineering Parking Charges	98	3,086	3,243	5.1%
Debt Service	2,798,281	2,794,755	2,772,382	-0.8%
Total Expenses	4,550,293	5,100,124	5,117,341	0.3%
<u>Resources</u>				
Operating Revenue-Parking System	2,618,636	2,963,421	2,635,653	-11.1%
TIF Revenue for Debt Abatement	2,294,625	2,292,000	2,500,525	9.1%
Total Resources	4,913,261	5,255,421	5,136,178	-2.3%
Net Operating Surplus(Deficit)	362,968	155,297	18,837	(136,460)
<b>Personnel - Authorized FTE</b>	<b>9.90</b>	<b>9.90</b>	<b>10.25</b>	

## **INTERMODAL RAMP**

<b>Budget Highlights</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Requested</b>	<b>% Change From FY 2023 Budget</b>
<u>Expenses</u>				
Employee Expense	5,576	—	18,650	0.0%
Supplies and Services	78,381	91,753	87,538	-4.6%
Administrative Overhead Recharge - Parking/Transit	—	6,337	—	0.0%
Debt Service	269,572	281,400	281,700	0.1%
Total Expenses	353,529	379,490	387,888	2.2%
<u>Resources</u>				
Operating Revenue-Parking System	240,509	259,175	289,324	11.6%
Greater Downtown TIF - Debt Service	269,572	281,400	281,700	0.1%
Total Resources	510,081	540,575	571,024	5.6%
Net Operating Surplus(Deficit)	156,552	161,085	183,136	22,051

Intermodal Ramp is split 67% Parking and 33% Transit.

## **Improvement Package Summary**

### **1 of 1**

This improvement request is for payment of expenses related to the preparation of grant applications. While it is anticipated that some of the federal Infrastructure Bill funds will be allocated to public transit services via existing formula programs, there will also be opportunities for the City to submit multiple competitive grant applications that will help us to achieve our climate and equity goals related to transportation, including but not limited to the transition of our fleet to alternative fuel sources. Having funds to cover the expense of writing the grant applications is a small investment. Having well-written grants increases the chances of Dubuque being able to leverage local funds to attract additional state and federal funds to our community. The community would benefit from the results of these funds, including increased public transportation service options for those who are transit-dependent, and the transition of our fleet to vehicles which significantly decrease carbon emissions. Projects funded with grant dollars will support the City Council Goal of Connected Community: Equitable Transportation, Technology Infrastructure, and Mobility.

Related Cost:	<u>\$ 35,000</u>	Transit Operating	Recurring	<b>Recommend - Yes</b>
Total Cost	<u>\$ 35,000</u>			
Activity: Administration				

## **Transit Significant Line Items**

### **Transit Employee Expense**

1. FY 2024 employee expense reflects a 5.00% wage package increase for non-bargaining unit employees and 5.00% wage package increase for employees represented by the Teamsters Local Union 120 Bus Operator bargaining unit.
2. The Iowa Public Employee Retirement System (IPERS) City contribution of 9.44% is unchanged from FY 2023 The employee contribution of 6.29% is unchanged from FY 2023.
3. The City portion of health insurance expense is unchanged from \$1,119 in FY 2023 to \$1,119 in FY 2024 per month per contract which results in an annual cost unchanged of \$26,816 or —%.
4. Overtime is unchanged from \$19,773 in FY 2023 to \$19,773 in FY 2024. The FY 2022 actual was \$11,784.
5. Holiday Overtime is unchanged from \$11,867 in FY 2023 to \$11,867 in FY 2024. The FY 2022 actual was \$23,070.
6. Unemployment Insurance decreased from \$5,928 in FY 2023 to \$0 in FY 2024. The FY 2022 actual was \$0.
7. During Fiscal Year 2023, the following personnel changes were approved:
  - a. Elimination of a .55 FTE Part-Time CDL Trainer and the creation of a 1.00 FTE Full-Time CDL Training Specialist (increased cost of \$54,242).

## Transit Supplies & Services

8. General Liability Insurance Expense increased from \$59,984 in FY 2023 to \$84,151 in FY 2024, based on FY 2023 actual plus 12%.
9. Vehicle Ops - Diesel unchanged from \$224,464 in FY 2023 to \$224,464 in FY 2024. This line item represents diesel fuel purchased for the operation of bus services.
10. Vehicle Ops - Gasoline increased from \$32,901 in FY 2023 to \$71,213 in FY 2024 based on FY 2022 actual of \$70,802. This line item represents gasoline purchased for the operation of bus services. This expense has increased over prior years with the recent addition of seven new mini buses that run on gasoline rather than diesel fuel. The FY 2023 budget did not account for additional mini buses.
11. Vehicle Repair - Internal increased from \$408,469 in FY 2023 to \$469,704 in FY 2024 based on FY 2022 actual expense of \$460,551 plus 2%. This line item includes maintenance and repairs on Transit vehicles that is preformed by city staff.
12. Vehicle Repair Outsourced increased from \$149,749 in FY 2023 to \$161,490 in FY 2024 based on FY 2022 actual of \$158,323 plus 2%. This line item includes more complex and specialized repairs to Transit vehicles that are not preformed by city staff.
13. Pay to Other Agencies is unchanged from \$65,000 in FY 2023 to \$65,000 in FY 2024. This line item includes the contracted service agreement with DuRide to assist their operations as a transportation provider for the elderly in Dubuque. FY 2023 included a one-time improvement package to fund a contracted service agreement with a consultant to help the city write and submit competitive applications for grant opportunities.
14. Technology Services is unchanged from \$90,470 in FY 2023 to \$90,470 in FY 2024. This line item includes expenses associated with route planning software, camera and security software for the Jule Operations and Training Center, door lock software for the Intermodal Center, dispatch software for fixed route service, fare collection software, Minibus scheduling software, cloud storage software, bus camera software, and camera maintenance.

## Transit Machinery & Equipment

15. Equipment replacement items include (\$21,070):

<b>Transit Administration</b>	
Smart Phones and Cases (2) - 50%	\$ 350
Shortel Desk Phones (6) - 50%	\$ 630
Shortel Desk Phones (3)	\$ 630
JOTC Security Cameras (Building Only)	\$ 19,250
<b>Bus Maintenance</b>	
Shortel Desk Phone (1)	\$ 210
<b>Total Equipment</b>	<b>\$ 21,070</b>

## Transit Debt Service

16. FY 2024 annual debt service includes the following (\$350,709):

Amount	Debt Series	Source	Purpose	Final Payment	Call Date
\$ 281,700	2021A G.O.	GDTIF	Intermodal Facility	2041	2028
\$ 2,981	2021A G.O.	Sales Tax 20%	Roof Improvements	2041	2028
\$ 11,006	2018A G.O.	Sales Tax 20%	Radio Replacements	2038	2026
\$ 6,484	2019A G.O.	Sales Tax 20%	Midtown Transfer	2039	2026
\$ 48,538	2021A G.O.	Sales Tax 20%	Vehicle Replacements	2041	2028
<u>\$ 350,709</u>	Total Transit Annual Debt Service				

## Transit Revenue

17. Federal Transit Administration assistance is based on a comparison of larger cities. Previously the allocation was based on population and population density. Federal Transit Administration assistance is allocated on the federal fiscal year of October through September. Final FTA allocations for FY 2024 should be received by March 2023. FY 2024 estimated Federal Transit Administration assistance is based on FY 2022 actual allocation of \$1,919,493. The FY 2022 actual was \$1,993,497. FTA Operating funds require a 50% local match.
18. State operating assistance increased from \$332,156 in FY 2023 to \$343,428 in FY 2024. The FY 2022 actual was \$343,428.
19. Federal pass-thru grant is unchanged from \$79,816 in FY 2023 to \$79,816 in FY 2024. This line item is a preventative maintenance grant. FTA pass through grants require 20% local match.
20. The following revenue line items make-up MiniBus passenger-related revenues:

Revenue Type	FY 2021	FY 2022	FY 2023 Budget	FY 2024	% Change From FY 2023 Budget
MiniBus Fares	\$ 48	\$ 108,804	\$ 121,465	\$ 131,255	8.06%
MiniBus Contract	\$ 84	\$ —	\$ 16,443	\$ —	-100.00%
MiniBus Medicaid Fares	\$ 100	\$ 34,020	\$ 34,683	\$ 56,328	62.41%
Total Mini-Bus Revenues	<u>\$ 232</u>	<u>\$ 142,824</u>	<u>\$ 172,591</u>	<u>\$ 187,583</u>	<u>8.69%</u>

21. The following revenue line items make-up Fixed-Route passenger-related revenues: Ryan to update Tyler

Revenue Type	FY 2021	FY 2022	FY 2023 Budget	FY 2024	% Change From FY 2023 Budget
Passenger Fares	\$ 300	\$ 114,133	\$ 160,000	\$ 146,195	-8.63%
Fixed Route Medicaid	\$ 45	\$ 2,430	\$ 34,683	\$ 30,458	-12.18%
Total Fixed Route Revenues	<u>\$ 345</u>	<u>\$ 116,563</u>	<u>\$ 194,683</u>	<u>\$ 176,653</u>	<u>-9.26%</u>

22. Reimbursements from the Greater Downtown TIF for the downtown service routes is unchanged from \$134,704 in FY 2023 to \$134,704 in FY 2024.

### **Parking Significant Line Items**

#### **Parking Employee Expense**

23. FY 2024 employee expense reflects a 5.00% wage package increase.
24. The Iowa Public Employee Retirement System (IPERS) City contribution of 9.44% is unchanged from FY 2023. The employee contribution of 6.29% is unchanged from FY 2023.
25. The City portion of health insurance expense is unchanged from \$1,119 in FY 2023 to \$1,119 in FY 2024 per month per contract which results in an annual cost increase of \$26,846 or —%.
26. Overtime is unchanged from \$4,000 in FY 2023 to \$4,000 in FY 2024. FY 2022 actual was \$7,337.
27. Workers Compensation decreased from \$4,443 in FY 2023 to \$4,346 in FY 2024, based on FY 2023 actual insurance quote. FY 2022 actual was \$3,523.
28. During Fiscal Year 2023, the following personnel changes were approved:
- a. The creation of 2.00 FTE Full-Time Parking Enforcement Officers and the reduction in the number of Part-Time Parking Enforcement Officers by three, resulting in a reduction of 1.65 FTE Part-Time Parking Enforcement Officers (increased cost of \$45,591).

#### **Parking Supplies & Services**

29. Electrical Utility Expense increased from \$245,405 in FY 2023 to \$253,309 in FY 2024, based on FY 2022 actual of \$239,071 plus 6%. Parking is charged 21% of the electricity cost for the Jule Operations and Training Center which is shared between Transit and Parking funds.
30. Credit Card Charge increased from \$32,942 in FY 2023 to \$45,925 in FY 2024 based on FY 2022 actual of \$36,943 plus an encumbered amount that should have been paid in FY 2022. This line item represents credit card service charges from the Passport Parking App associated with street meters.
31. Elevator Maintenance is unchanged from \$35,669 in FY 2023 to \$35,669 in FY 2024. The FY 2022 actual was \$31,706. This line item represents a maintenance contract for elevator services.
32. Building Maintenance decreased from \$90,830 in FY 2023 to \$50,680 in FY 2024. FY 2022 actual is \$29,552. The FY 2023 budget was high due to expenses associated with improvements to the Port of Dubuque surface lot including asphalt overlay, crack repair and re-striping.

33. Telecommunications decreased from \$39,903 in FY 2023 to \$25,394 in FY 2024, based on FY 2022 actual \$25,395. This line item represents telephone bills for staff cellphones and phone systems located in parking ramps.
34. Technology Equipment Maintenance decreased from \$11,505 in FY 2023 to \$8,010 in FY 2024 based on FY 2022 actual of \$10,630. This line item represents support of camera software through Racom, as well as a service contract with Racom to perform yearly preventive maintenance on all contracted equipment.
35. Technology Services decreased from \$71,883 in FY 2023 to \$40,121 in FY 2024. This line item represents an annual service contract for AIMS administrative software, T2 ramp gate software subscription, as well as internet service bills.
36. Water utility expense increased from \$22,332 in FY 2023 to \$25,082 based on FY 2022 actual of \$22,801 plus 10%. This line item includes water utility expenses for parking ramps.

#### **Parking Machinery & Equipment**

37. Equipment replacement items include (\$161,097):

<b><u>Parking Administration</u></b>	
Smartphones and Cases (2) - 50%	\$ 350
Shortel Desk Phones (6) - 50%	\$ 630
Shortel Desk Phone (1)	\$ 210
<b><u>Parking Maintenance</u></b>	
Compact Car	\$ 39,000
Smartphones and Cases (2)	\$ 700
Shortel Desk Phones (2)	\$ 420
<b><u>Meter Enforcement</u></b>	
Parking Enforcement Vehicles (1)	\$ 27,140
Smartphones and Cases (6)	\$ 2,280
<b><u>Port of Dubuque Ramp</u></b>	
Security Cameras (56)	\$ 50,008
<b><u>5th Street Ramp</u></b>	
Security Cameras (33)	\$ 40,359
<b>Total Equipment</b>	<b>\$ 161,097</b>



## Parking Debt Service

38. Debt issues and their debt service payments for the Parking Division include (\$2,772,382):

Amount	Debt Series	Source	Purpose	Final Payment	Call Date
\$2,011,000	Revenue 2007	GDTIF	Port of Dubuque Ramp	2037	2019
\$ 19,111	Revenue 2008	Parking Fees	Lot 9	2023	
\$ 640,750	G.O. 2017A	Parking Fees	Central Ramp	2029	2025
\$ 52,998	G.O. 2018A	Parking Fees	POD Ramp Repairs	2026	2026
\$ 4,217	G.O. 2018A	Parking Fees	Re-Lamp Iowa Street Ramp	2031	2026
\$ 13,406	G.O. 2019C	Parking Fees	Locust Security Cameras	2033	2026
\$ 18,800	G.O. 2021B	Parking Fees	Parking Improvements	2034	2028
\$ 12,100	G.O. 2021B	Parking Fees	Parking Improvements	2034	2028
<b><u>\$2,772,382</u> Total Parking Annual Debt Service</b>					

Greater Downtown TIF will contribute \$2,011,000 in FY 2024 towards parking debt service for the Port of Dubuque Ramp which is covered by a minimum assessment agreement paid by Boyd gaming and a supplemental payment. Greater Downtown TIF will also contribute \$489,525 towards downtown parking ramp debt service unrelated to the Port of Dubuque Ramp.

## Parking Revenue

39. Significant changes in operating budget revenue projections based on actual trends include:

Area	FY 2023	FY 2024	Change	FY 2022 Actual
Locust Street Ramp	\$ 243,296	\$ 271,616	\$ 28,320 (a)	\$ 265,839
Iowa Street Ramp	\$ 401,364	\$ 418,712	\$ 17,348 (b)	\$ 408,899
5th St. Ramp	\$ 450,243	\$ 187,580	\$ (262,663) (c)	\$ 357,180
Five Flags Ramp	\$ 123,280	\$ 99,191	\$ (24,089) (d)	\$ 103,209
Port of Dubuque Ramp	\$ 210,485	\$ 135,436	\$ (75,049) (e)	\$ 135,436
Central Ramp	\$ 198,871	\$ 196,763	\$ (2,108) (f)	\$ 159,572
Intermodal Ramp	\$ 219,643	\$ 226,399	\$ 6,756 (g)	\$ 165,553
Parking Lots	\$ 192,788	\$ 192,387	\$ (401) (h)	\$ 180,027
Street Parking Meters	\$ 710,538	\$ 628,432	\$ (82,106) (i)	\$ 627,915
Residential Parking District	\$ 14,563	\$ 16,450	\$ 1,887 (j)	\$ 18,260
Parking Ticket Fines	\$ 191,240	\$ 234,113	\$ 42,873 (k)	\$ 187,977
<b>Total</b>	<b>\$ 2,956,311</b>	<b>\$ 2,607,079</b>	<b>\$ (349,232)</b>	<b>\$ 2,609,867</b>

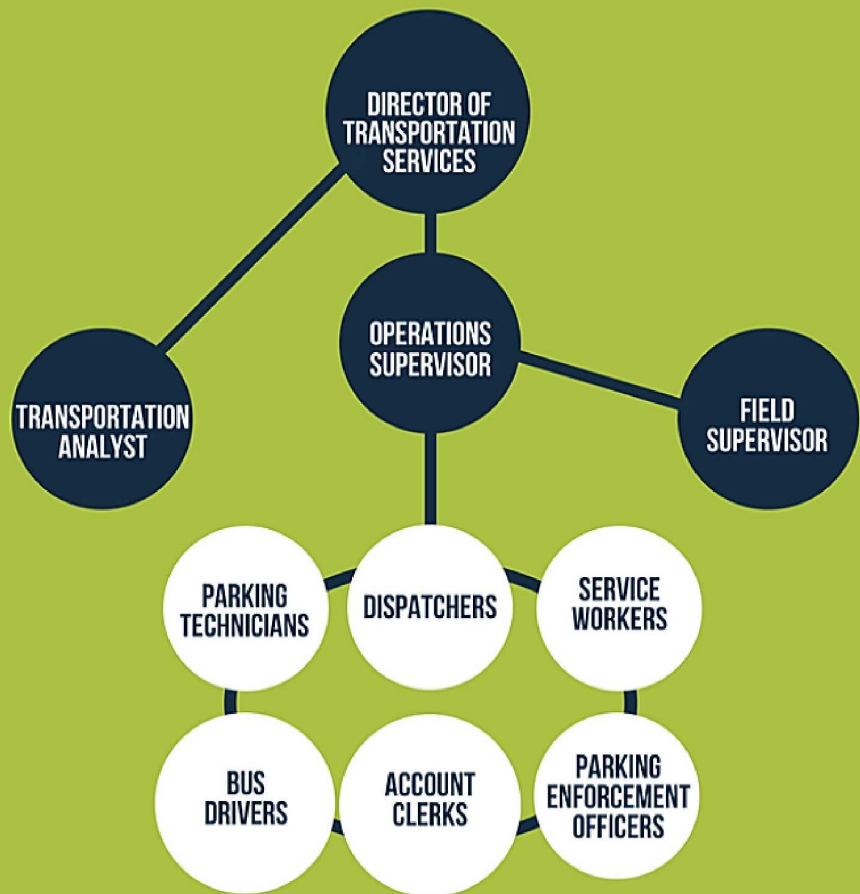
- Locust Street Ramp Daily Fees increased \$28,320 due to gate equipment being repaired and the ability to accept transient parkers. The Locust Street parking ramp is now full, resulting in an increase in revenue. Prior years saw a decrease in revenue due to gate equipment being down.
- Iowa Street Ramp validations increased \$17,348. Cottingham and Butler and the Dubuque County Courthouse are the largest users of validations. FY22 actual was \$408,899. This increase in revenue is due to emergency repairs that are now complete, resulting in an increase in validations.
- 5th St. Ramp Permits decreased \$262,663 based on current permit numbers. FY22 Actual was \$357,180. Prudential Financial was a large customer of this ramp, but due to hybrid work arrangements the company is not using as many parking spots.

- d. Five Flags Ramp Daily Fees decreased \$6,453 and Monthly Rental Permit revenues decreased \$16,976 based on FY 2023 annualized. Revenues received from events at the Five Flags Center are expected to decrease due changes in procedures and pricing.
- e. Port of Dubuque Ramp maintenance payment from Diamond Jo decreased \$75,049 based on the agreement. Per the agreement, the Diamond Jo contributes funds used for maintenance repairs and upkeep of the ramp.
- f. Central Ramp Permit decreased \$2,108 based on FY 2023 annualized. FY 2022 actual was \$159,572.
- g. Intermodal Ramp Permit increased \$6,756 based on current number of permits issued. All available permits have been sold.
- h. 4th and Central Parking Lot decreased \$401 based on FY 2023 annualized.
- i. Street Parking Meter Collections decreased \$82,106 based on FY 2022 actual. The number of people in the downtown area has not returned to pre-pandemic levels, in part due to local employers offering hybrid and flexible working arrangements resulting in fewer employees on site. Since parking volumes during daytime working hours are down, less revenue is received. Surface lots and parking meters are free at night, so there is no revenue generated after 5:00pm.
- j. Residential Parking District Parking Ticket Fines increased \$1,887 based on an increase in enforcement coverage, resulting in increased enforcement in the residential parking districts.
- k. Parking Ticket Fines increased \$42,873 due to an increase in enforcement coverage, resulting from the addition of two full-time parking enforcement positions.

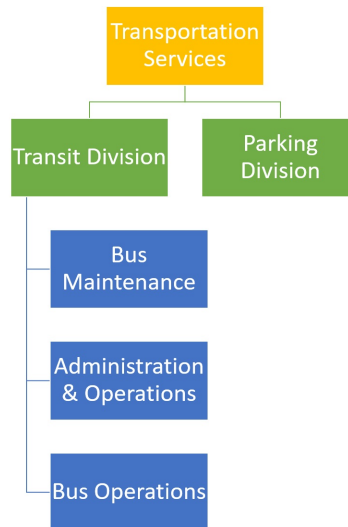
# TRANSPORTATION SERVICES DEPARTMENT

A unified approach to  
providing equitable  
transportation options in  
the City of Dubuque

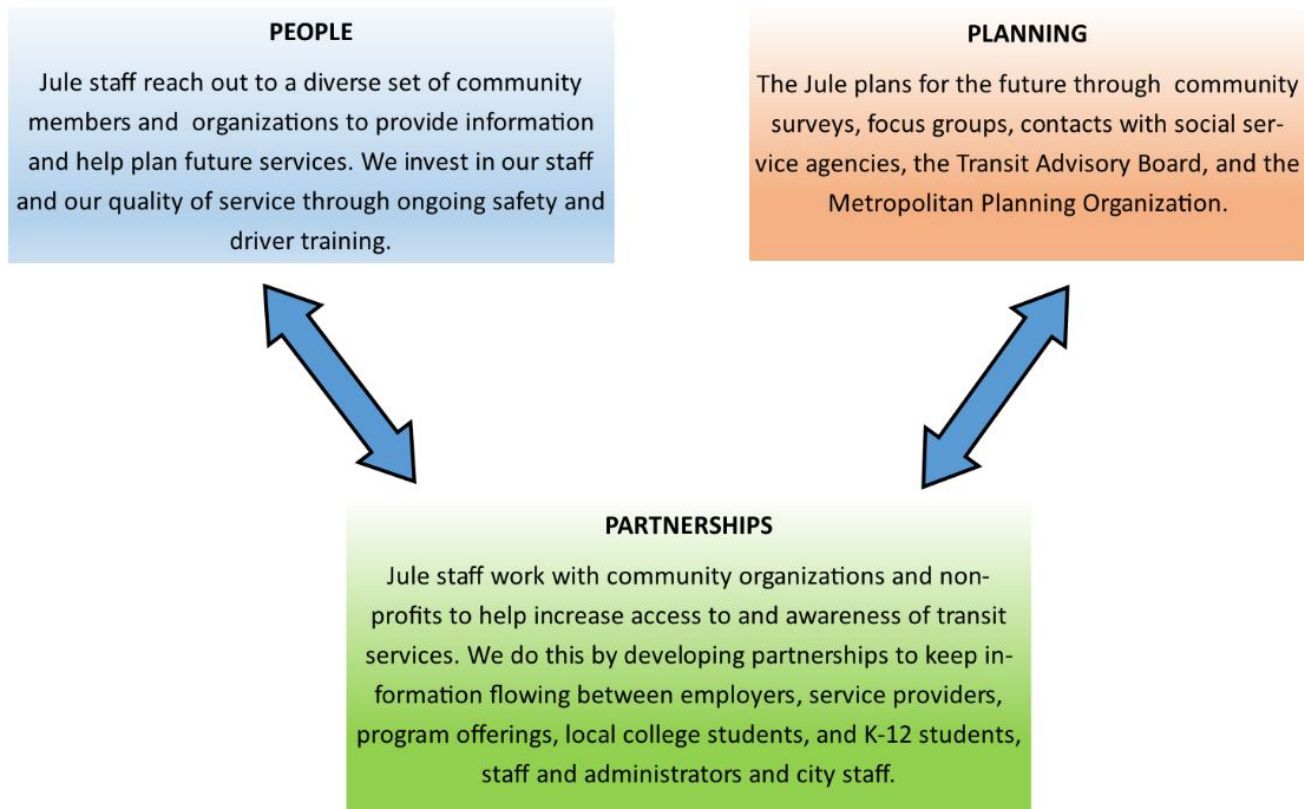
THE JULE TRANSIT + PARKING



# TRANSPORTATION SERVICES DEPARTMENT TRANSIT DIVISION



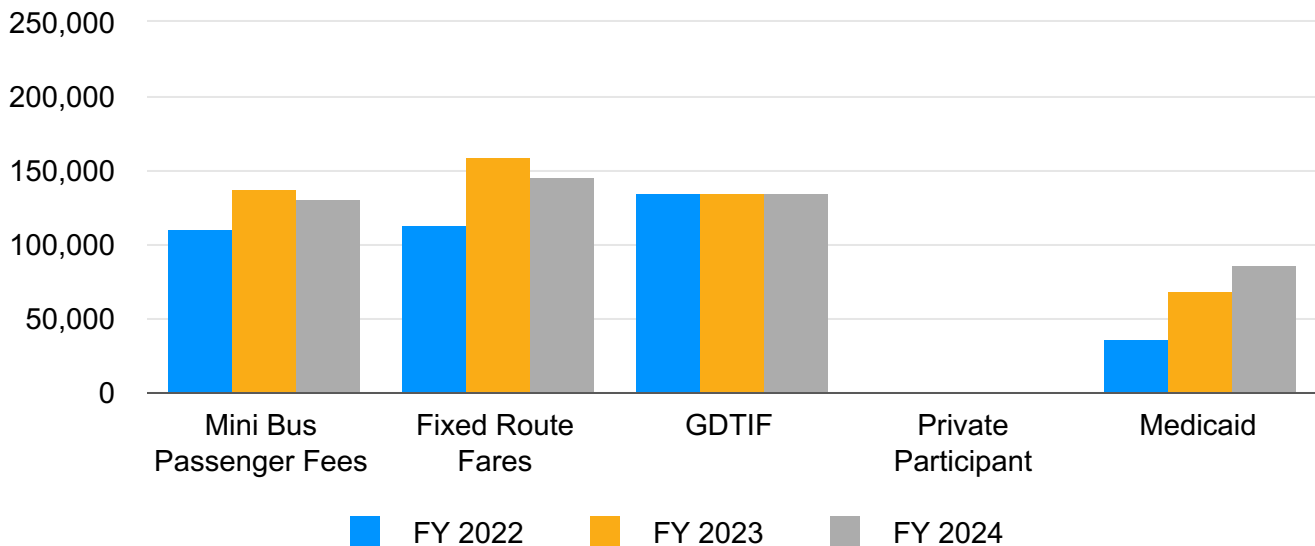
## SUCCESS IS ABOUT PLANNING, PARTNERSHIPS AND PEOPLE LEADING TO OUTCOMES



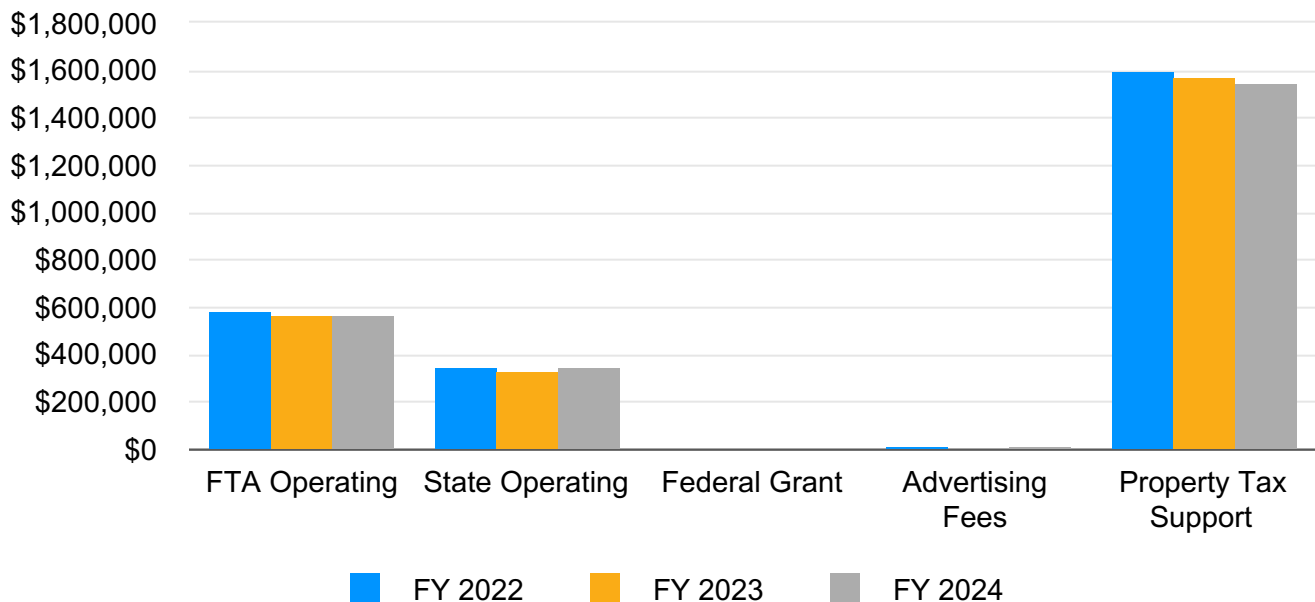
# TRANSPORTATION SERVICES DEPARTMENT TRANSIT DIVISION

	FY 2022	FY 2023	FY 2024
Full-Time Equivalent	43.10	43.31	43.76

## Resources



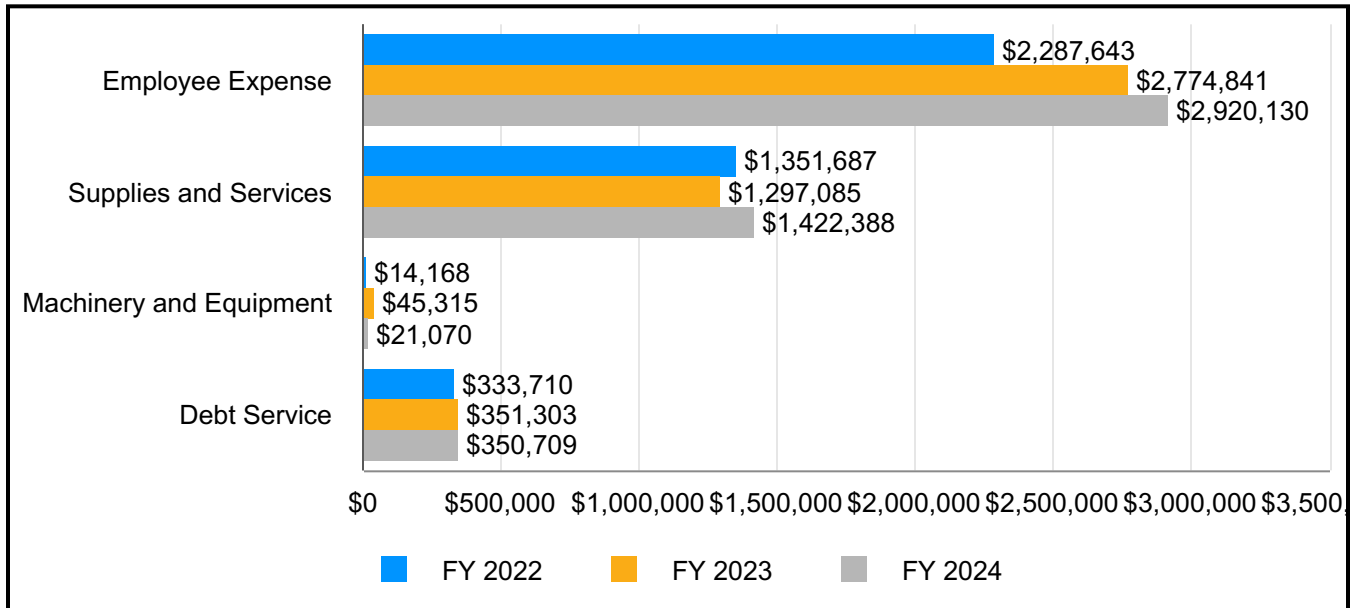
## Resources and Property Tax Support



The Transit Division is supported by 43.76 full-time equivalent employees, which accounts for 61.94% of the department expense as seen below. Overall, the departments' expenses are expected to increase by 5.50% in FY 2024 compared to FY 2023.

# TRANSPORTATION SERVICES DEPARTMENT TRANSIT DIVISION

**Expenditures by Category by Fiscal Year**



# TRANSPORTATION SERVICES DEPARTMENT

## TRANSIT DIVISION

### Administration and Operations

#### Mission & Services



Management functions of [The Jule](#) include property, vehicle, and equipment management, maintenance and selection, evaluation of routes, safety, security, and funding sources, employee hiring, training, payroll and discipline, public relations, marketing, accounting, and submission of grant applications for continued funding as well as compliance with state and federal transportation rules and regulations. The [Transit Advisory Board](#) advises the city council on executing agreements and grants relating to the transit system operation, the purchase of new equipment, and establishing rates and fares.

Administration and Operations Funding Summary			
	FY 2022 Actual	FY 2023 Budget	FY 2024 Recomm'd
Expenditures	\$785,848	\$857,590	\$939,359
Resources	\$632,066	\$656,572	\$561,057

Administration and Operations Position Summary	
	FY 2024
CONFIDENTIAL ACCOUNT CLERK	0.70
TRANSPORTATION ANALYST	0.50
OPERATIONS SUPERVISOR	1.00
TRANSPORTATION SERVICES MGR	0.50
DISPATCHER FT	2.00
DISPATCHER PT	0.98
DRIVER TRAINER	1.00
<b>Total FT Equivalent Employees</b>	<b>6.68</b>

#### Performance Measures

##### City Council Goal: Financially Responsible, High-Performance Organization

	Performance Measure (KPI)	Target	FY 2021 Actual	FY 2022 Actual	FY 2023 Estimated	Performance Indicator
1	<b>Activity Objective: Provide consistent and clear communication of passenger information and expectations.</b>					
	# Facebook Followers	1100	846	1081	1100	
	# Notify-Me Subscribers	300	271	268	285	

# TRANSPORTATION SERVICES DEPARTMENT

## TRANSIT DIVISION

### Bus Operations




#### Mission & Services

Bus Operations includes the following daytime [fixed-route services](#) as well as the door-to-door [MiniBus](#) services that operate from 6:00am-6:00pm on weekdays. A reduced, off-peak schedule is offered from 6:00pm-9:00pm on weeknights and from 8:00am-9:00pm on Saturdays. Bus operations also includes [Weekday Park + Ride Service](#) and [Nightrider](#) weekend evening service during the school year.

Bus Operations Funding Summary			
	FY 2022 Actual	FY 2023 Budget	FY 2024 Recomm'd
Expenditures	\$2,690,995	\$3,058,403	\$3,234,154
Resources	\$922,975	\$1,915,183	\$1,712,951

Bus Operations Position Summary	
	FY 2024
Bus Operator FT	9.00
Bus Operator PT	13.16
Mini-Bus Operator FT	6.00
Mini-Bus Operator PT	6.16
Bus Operator-Trolley Route	0.03
<b>Total FT Equivalent Employees</b>	<b>34.35</b>

#### Performance Measures

	Performance Measure (KPI)	Target	FY 2021 Actual	FY 2022 Actual	FY 2023 Estimated	Performance Indicator
<b>City Council Goal: Connected Community</b>						
<b>1</b>	<b>Activity Objective: Connect people to opportunity by providing access to transit services so people can get to work, school, and recreational activities.</b>					
	% of residents who live within a 5 minute walk from a bus stop	92%	93%	92%	92%	
	% of schools within a 5 minute walk from a bus stop	88.2%	88.9%	88.2%	88.2%	
	# annual ridership (fixed route and minibus)	350000	319712	333311	350000	
<b>2</b>	<b>Activity Objective: Improve transit travel time so individuals can spend less time on the bus and more time doing what they choose.</b>					







# TRANSPORTATION SERVICES DEPARTMENT

## TRANSIT DIVISION

### Bus Operations

#### Performance Measures (continued)

	Performance Measure (KPI)	Target	FY 2021 Actual	FY 2022 Actual	FY 2023 Estimated	Performance Indicator
<b>City Council Goal: Partnerships for a Better Dubuque</b>						
<b>3</b>	<b>Activity Objective: Partner with non-profits, colleges, and other City departments to make accessing transit passes and services simple and affordable.</b>					
	# of partner organizations that purchase bulk passes at non-profit discounted rate and provide them to clients in need	10	9	9	9	
<b>City Council Goal: Vibrant Community</b>						
<b>4</b>	<b>Activity Objective: Promote equity by providing the same opportunity for use of public transit services to those with disabilities as those without.</b>					
	# of routes per year evaluated for ADA compliant stops and amenities	10	10	10	10	
	% of buses with drive-on ramps instead of mechanical lifts	100%	50%	61%	61%	
	# of Medicaid fares (minibus)	3000	1165	2996	3000	

# TRANSPORTATION SERVICES DEPARTMENT

## TRANSIT DIVISION

### Bus Maintenance




#### Mission & Services

The Public Works Mechanics and Service Workers, led by the Vehicle Maintenance Supervisor, conduct all maintenance of transit vehicles. Primary responsibilities are preventative maintenance inspections and major and minor repairs to various vehicle systems, including purchasing and stocking parts and supplies in accordance with Federal Transit Administration (FTA) and City of Dubuque policies. Service workers also conduct cleaning of fixed-route vehicles and facilities, which include benches, shelters, the bus storage facility and The Jule's three transfer locations at JFK Circle, Delhi, and at the Intermodal Center.

Bus Maintenance Funding Summary			
	FY 2022 Actual	FY 2023 Budget	FY 2024 Recomm'd
Expenditures	\$176,655	\$201,248	\$190,075
Resources	\$197,111	\$88,603	\$136,548

Bus Maintenance Position Summary	
	FY 2024
Service Worker	2.00
Laborer PT	0.28
<b>Total FT Equivalent Employees</b>	<b>2.28</b>

#### Performance Measures

Performance Measure (KPI)	Target	FY 2021 Actual	FY 2022 Actual	FY 2023 Estimated	Performance Indicator
<b>City Council Goal: Financially Responsible, High-Performance Organization</b>					
<b>1 Activity Objective: Reduce accidents and associated costs through ongoing driver training and regular vehicle cleaning and maintenance to extend the service life of the fleet.</b>					
# at-fault accidents	0	7	4	4	
# hours annual driver training	25 +	25+	25+	25+	
% of vehicles serviced within the mileage threshold*	100%	97%	100%	100%	

\*Preventative maintenance threshold is 5,000 miles for Light-Duty vehicles and 6,000 miles for Medium- and Heavy-Duty vehicles.

# TRANSPORTATION SERVICES DEPARTMENT PARKING DIVISION

The Parking Division provides for the parking needs of the public and residents of the City of Dubuque, long term planning to meet future parking needs to support and encourage economic growth and stability in concert with residential parking needs in the downtown area.

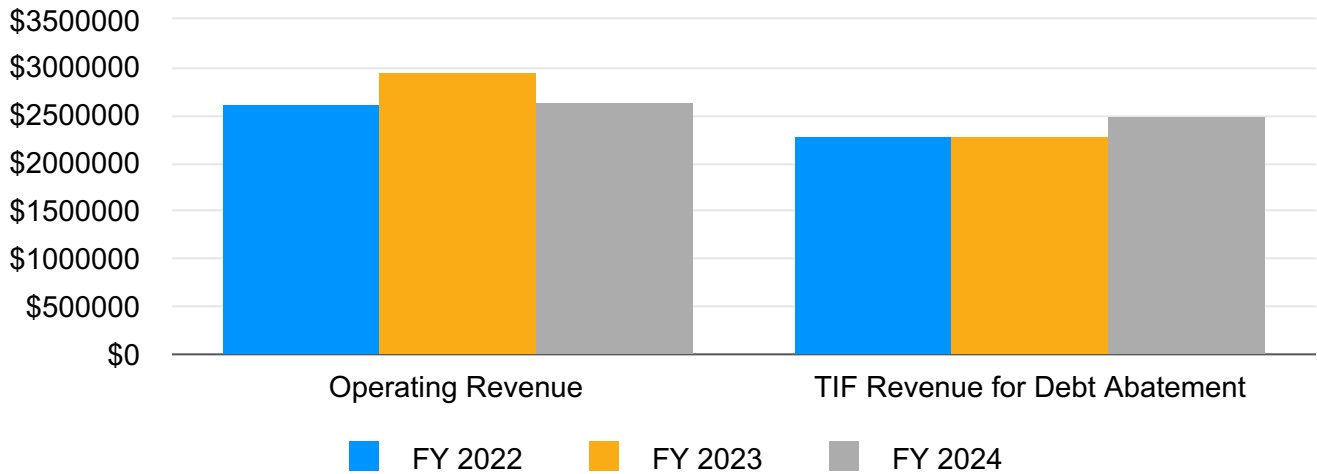
## SUCCESS IS ABOUT PLANNING, PARTNERSHIPS AND PEOPLE LEADING TO OUTCOMES



# TRANSPORTATION SERVICES DEPARTMENT PARKING DIVISION

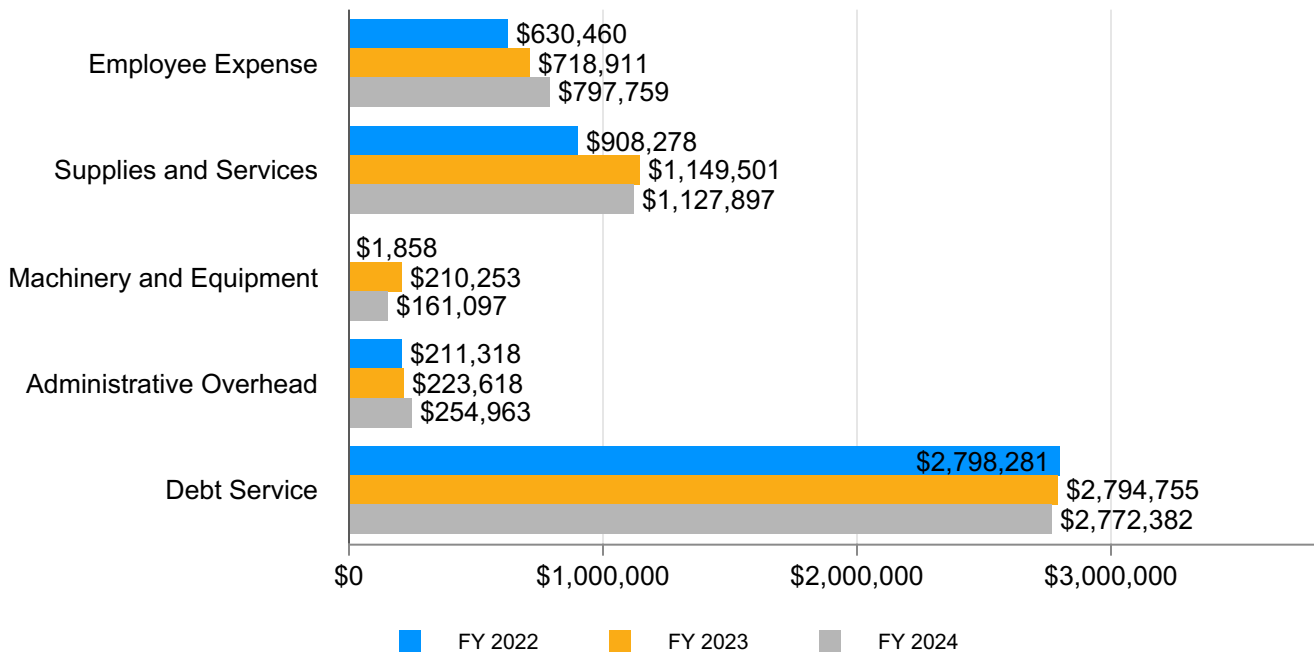
	FY 2022	FY 2023	FY 2024
Full-Time Equivalent	9.90	9.90	10.25

## Resources



The Parking Division is supported by 10.25 full-time equivalent employees, which accounts for only 15.59% of the department expense as seen below. Overall, the departments' expenses are expected to increase by 0.34% in FY 2024 compared to FY 2023.

## Expenditures by Category by Fiscal Year



# TRANSPORTATION SERVICES DEPARTMENT

## PARKING DIVISION

### Central Business District Parking

#### **Mission & Services**

The Central Business District is composed of the Downtown area, the Port of Dubuque and the Historic Millwork District. Parking issues include variable on-street paid parking in the commercial district, residential permit parking, parking validation programs, parking requirements for new development, a parking information campaign, increasing the parking inventory, shared parking arrangements and additional enforcement of existing regulations. The Parking Division manages six parking ramps, sixteen parking lots in the downtown area and one ramp and three lots in the Port of Dubuque. Off-street parking (ramps and lots) provide monthly, daily, hourly and event parking services to downtown area residents, workers, and visitors so they can park their vehicles in secure, customer friendly and well maintained parking facilities.

Central Business District Parking Funding Summary			
	FY 2022 Actual	FY 2023 Budget	FY 2024 Recomm'd
Expenditures	\$1,063,231	\$1,207,437	\$1,153,612
Resources	\$1,386,027	\$1,471,833	\$1,709,532

Central Business District Parking Position Summary	
	FY 2024
TRANSPORTATION SERVICES MGR	0.50
OPERATIONS SUPERVISOR	1.00
TRANSPORTATION ANALYST	0.50
CONFIDENTIAL ACCOUNT CLERK	1.30
DISPATCHER	0.10
PARKING SYSTEM TECHNICIAN	2.00
LABORER	0.27
<b>Total FT Equivalent Employees</b>	<b>5.67</b>

# TRANSPORTATION SERVICES DEPARTMENT

## PARKING DIVISION

### Metered Parking

#### Mission & Services





The Parking Division manages 1,859 street and lot parking meters. These consist of time increments of 20 minute, 40 minute, 1 hour, 2 hour, 4 hour and 10 hour. The parking division provides enforcement in the downtown area and in residential and business areas outside the downtown area. The Parking Division offers [Passport Parking](#), allowing motorists to conduct parking transactions by mobile phone.

Metered Parking Funding Summary			
	FY 2022 Actual	FY 2023 Budget	FY 2024 Recomm'd
Expenditures	\$223,240	\$344,216	\$355,633
Resources	\$815,892	\$901,778	\$862,545

Metered Parking Position Summary	
	FY 2024
Parking Meter Checker	3.65
Parking Revenue Collector	0.73
<b>Total FT Equivalent Employees</b>	<b>4.38</b>

#### Performance Measures

##### City Council Goal: Robust Local Economy

Performance Measure (KPI)	Target	FY 2021 Actual	FY 2022 Actual	FY 2023 Estimated	Performance Indicator
<b>1 Activity Objective: Manage parking to maximize the available space.</b>					
# of expired meter citations	8250	8049	7784	8250	
# of courtesy meter citations (no fine for first citation)	5700	5916	5452	5700	
# of alternate side parking citations issued	1900	2115	1640	1900	
# of improper use of disabled parking spaces citations	350	311	312	350	

## Recommended Operating Revenue Budget - Department Total

### 53 - TRANSIT

Fund/Account/Account Title	FY21 Actual Revenue	FY22 Actual Revenue	FY23 Adopted Budget	FY24 Recomm'd Budget
<b>690 - Transit Operating</b>				
<b>4A - Charges for Services</b>				
43300 - Concessions Rent	(15,657)	(34,415)	(23,157)	(34,415)
45070 - Advertising Fee	(9,247)	(19,055)	(9,247)	(19,055)
45435 - Minibus Passenger Fares	(48)	(110,783)	(121,465)	(131,255)
45436 - Passenger Fares	(300)	(114,133)	(160,000)	(146,195)
45437 - Medicaid Fares	(145)	(36,450)	(69,366)	(86,786)
45438 - Contract Reveue	(84)	0	(16,443)	0
47100 - Reimbursements	(6,137)	(3,283)	(629)	(130)
47150 - Refunds	0	(94)	0	0
47200 - Insurance Settlements	(6,910)	0	0	0
47450 - Sale of Salvage	0	(5,221)	0	0
47550 - Concessions Other	0	0	0	0
47562 - Vending Machine Commissions	0	0	0	0
47820 - Specialized Services	0	0	0	0
<b>4A - Charges for Services Total</b>	<b>(38,527)</b>	<b>(323,433)</b>	<b>(400,307)</b>	<b>(417,836)</b>
<b>4B - Grants/Contrib</b>				
44000 - Federal Grants	(4,035,915)	(1,993,497)	(1,678,093)	(1,919,493)
44400 - State Grants	(332,156)	(343,428)	(332,156)	(343,428)
47050 - Contrib - Private Sources	0	0	0	0
<b>4B - Grants/Contrib Total</b>	<b>(4,368,071)</b>	<b>(2,336,925)</b>	<b>(2,010,249)</b>	<b>(2,262,921)</b>
<b>4N - Transfers</b>				
49100 - Transfer In General Fund	(1,770,145)	(1,735,994)	(1,706,685)	(134,704)
49126 - Transfer in GDTIF	(277,570)	(269,572)	(281,400)	(281,700)
49304 - Transfer in Sales Tax 20%	(42,375)	(64,138)	(69,903)	(69,008)
<b>4N - Transfers Total</b>	<b>(2,090,090)</b>	<b>(2,069,704)</b>	<b>(2,057,988)</b>	<b>(485,412)</b>
<b>4O - Eliminated for GW</b>				
48200 - Proceeds from GO Debt	(2,556,407)	0	0	0
48205 - Bond Discount/Premium	(135,552)	0	0	0
<b>4O - Eliminated for GW Total</b>	<b>(2,691,959)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>692 - Intermodal Operating</b>				
<b>4A - Charges for Services</b>				
41370 - Parking Permits	(36,757)	(53,666)	(36,757)	(53,666)
45430 - Daily Parking Fees	(2,772)	(8,993)	(2,772)	(8,993)
45432 - Parking Validations	(3)	(266)	(3)	(266)
<b>4A - Charges for Services Total</b>	<b>(39,532)</b>	<b>(62,925)</b>	<b>(39,532)</b>	<b>(62,925)</b>
<b>TRANSIT - Total</b>	<b>(9,228,179)</b>	<b>(4,792,987)</b>	<b>(4,508,076)</b>	<b>(3,229,094)</b>

## Recommended Operating Revenue Budget - Department Total

### 46 - PARKING

Fund/Account/Account Title	FY21 Actual Revenue	FY22 Actual Revenue	FY23 Adopted Budget	FY24 Recomm'd Budget
<b>650 - Parking Operating</b>				
<b>4A - Charges for Services</b>				
41370 - Parking Permits	(1,038,971)	(1,515,180)	(1,730,753)	(1,459,068)
45300 - Forfeitures/Penalties	(21,653)	(21,830)	(21,653)	(21,705)
45425 - Parking Lot Rental	(5,493)	(9,395)	(7,164)	(9,395)
45428 - Parking Meters	(409,940)	(545,129)	(639,957)	(562,337)
45430 - Daily Parking Fees	(44,005)	(92,999)	(90,069)	(92,958)
45431 - Parking Rental	(16,586)	(61,374)	(35,812)	(47,236)
45432 - Parking Validations	(12,560)	(33,109)	(28,989)	(39,096)
47100 - Reimbursements	(210,485)	(135,436)	(210,485)	(135,436)
47150 - Refunds	0	0	0	0
47200 - Insurance Settlements	(3,424)	(3,408)	0	(3,516)
47450 - Sale of Salvage	0	0	0	0
47700 - District Court Fines	(160)	(1,235)	(160)	(1,235)
47750 - Parking Violation Fees	(196,475)	(196,022)	(196,475)	(240,348)
47800 - Miscellaneous Fines	(950)	(1,895)	(950)	(1,895)
<b>4A - Charges for Services Total</b>	<b>(1,960,701)</b>	<b>(2,617,013)</b>	<b>(2,962,467)</b>	<b>(2,614,225)</b>
<b>4K - Unrest Invest Earn</b>				
43000 - Interest	(954)	(1,623)	(954)	(21,428)
<b>4K - Unrest Invest Earn Total</b>	<b>(954)</b>	<b>(1,623)</b>	<b>(954)</b>	<b>(21,428)</b>
<b>4M - Gain on Disposal</b>				
48100 - Sale of Personal Property	0	0	0	0
<b>4M - Gain on Disposal Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>4N - Transfers</b>				
49126 - Transfer in GDTIF	(2,929,663)	(2,294,625)	(2,292,000)	(2,291,000)
<b>4N - Transfers Total</b>	<b>(2,929,663)</b>	<b>(2,294,625)</b>	<b>(2,292,000)</b>	<b>(2,291,000)</b>
<b>4O - Eliminated for GW</b>				
48200 - Proceeds from GO Debt	(345,000)	0	0	0
48205 - Bond Discount/Premium	(12,578)	0	0	0
<b>4O - Eliminated for GW Total</b>	<b>(357,578)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>PARKING - Total</b>	<b>(5,248,897)</b>	<b>(4,913,261)</b>	<b>(5,255,421)</b>	<b>(4,926,653)</b>



## Recommended Operating Expenditure Budget - Department Total

### 53 - TRANSIT

Fund/Account/Account Title	FY21 Actual Expense	FY22 Actual Expense	FY23 Adopted Budget	FY 24 Recomm'd Budget
<b>6A - Salaries &amp; Wages</b>				
<b>690 - Transit Operating</b>				
60100 - Salaries-Regular Full Time	757,038	811,463	1,040,690	1,227,398
60200 - Salaries - Regular Part Time	690,758	850,543	969,405	935,894
60400 - Overtime	9,005	11,784	19,773	19,773
60410 - Overtime - Holiday	15,383	23,070	11,867	11,867
60640 - Special Pay - Vacation Payout	3,244	0	0	0
60740 - Spec Pay - Meal Allowance	0	0	0	2
<b>6A - Salaries &amp; Wages Total</b>	<b>1,475,427</b>	<b>1,696,860</b>	<b>2,041,735</b>	<b>2,194,934</b>
<b>6B - Employee Benefits</b>				
<b>690 - Transit Operating</b>				
61100 - FICA - City Contribution	108,659	124,833	156,195	167,918
61300 - IPERS - City Contribution	138,975	159,887	202,738	207,208
61510 - Health Insurance	241,244	228,060	277,887	318,126
61540 - Life Insurance	693	698	952	1,090
61600 - Workers' Compensation	90,996	71,574	88,428	91,885
61700 - Unemployment Compensation	9,938	0	5,928	0
61810 - Uniform Allowance	0	77	0	0
61990 - Other Benefits & Costs	1,000	0	100	0
61992 - Physicals	878	5,653	878	5,653
<b>692 - Intermodal Operating</b>				
61600 - Workers' Compensation	0	0	0	0
<b>6B - Employee Benefits Total</b>	<b>592,383</b>	<b>590,783</b>	<b>733,106</b>	<b>791,880</b>
<b>6C - Staff Development</b>				
<b>690 - Transit Operating</b>				
62100 - Association Dues	3,468	3,611	3,537	3,683
62325 - Mileage	0	0	75	75
62400 - Meetings & Conferences	0	680	8,505	12,000
62500 - Education Reimbursement	1,647	1,877	3,500	3,500
<b>6C - Staff Development Total</b>	<b>5,115</b>	<b>6,169</b>	<b>15,617</b>	<b>19,258</b>
<b>6D - Repari/Maint/Util</b>				
<b>690 - Transit Operating</b>				
63100 - Building Maintenance	13,816	15,333	17,112	15,333
63311 - Vehicle Ops - Diesel	178,851	274,312	224,464	224,464
63312 - Vehicle Ops - Gasoline	8,984	70,802	32,901	71,213
63320 - Vehicle Repair - Internal	661,893	460,551	408,469	469,704
63321 - Vehicle Repair - Outsourced	132,661	158,323	149,749	161,490
63322 - Vehicle Repair - Accident	960	8,317	13,424	4,773
63323 - Vehicle Repair - Warranty	0	0	0	0
63325 - Tires/Tubes	38,344	39,743	38,288	40,538
63400 - Equipment Maint/Repair	0	231	1,553	235
63440 - Uniform Maintenance	0	0	0	0
63710 - Electricity	23,213	26,398	28,500	26,398
63711 - Natural Gas	9,762	17,361	12,446	17,360
63730 - Telecommunications	35,757	24,043	23,336	24,043

## Recommended Operating Expenditure Budget - Department Total

### 53 - TRANSIT

Fund/Account/Account Title	FY21 Actual Expense	FY22 Actual Expense	FY23 Adopted Budget	FY 24 Recomm'd Budget
63740 - Water	7,171	7,156	7,745	7,871
63741 - Sanitary Sewer	598	646	652	763
63742 - Stormwater	3,103	3,490	3,365	3,724
<b>692 - Intermodal Operating</b>				
63100 - Building Maintenance	994	4,229	994	4,229
63400 - Equipment Maint/Repair	0	0	494	0
63710 - Electricity	6,718	5,697	6,438	5,697
63730 - Telecommunications	89	149	89	149
63740 - Water	1,495	1,150	1,614	1,264
63742 - Stormwater	162	128	176	137
<b>6D - Repari/Maint/Util Total</b>	<b>1,124,571</b>	<b>1,118,058</b>	<b>971,809</b>	<b>1,079,385</b>
<b>6E - Contractual Svcs</b>				
<b>690 - Transit Operating</b>				
64004 - Internal Service Charge	0	0	0	0
64010 - Accounting & Auditing	0	3,500	3,000	3,500
64020 - Advertising	1,438	2,910	4,935	2,910
64030 - Outsourced Labor	0	0	0	0
64062 - Refunds	0	0	0	0
64080 - Insurance - Property	9,943	10,783	12,725	15,426
64081 - Insurance - Liability	38,685	51,084	57,584	80,784
64100 - Labor Relations	0	0	500	500
64110 - Legal	0	987	0	0
64130 - Payments to Other Agencies	25,000	30,000	65,000	65,000
64140 - Printing	1,290	15,773	4,941	4,941
64145 - Copying	600	1,102	600	1,102
64175 - Landfill Fees	711	216	711	216
64190 - Technology Services	38,365	69,670	89,066	89,066
64191 - IT Recharges	0	0	0	13,012
64195 - Credit Card Charge	1,958	3,134	2,215	3,134
64800 - Courier Fee	0	0	0	0
64825 - Fire Suppression	2,209	2,102	3,186	2,102
64865 - Elevator Service	2,400	1,944	2,400	2,400
64880 - Custodial Services	611	1,037	3,753	3,753
64890 - Background Check	0	0	0	0
64900 - Other Professional Service	6,780	0	3,500	3,500
64975 - Equip Maint Cont	488	1,197	488	1,197
64980 - Technology Equip Maint Cont	14,980	18,558	18,236	5,513
64987 - Lawn Care Contract	0	0	280	280
64988 - Snow Removal Contract	0	465	3,245	1,620
<b>692 - Intermodal Operating</b>				
64030 - Outsourced Labor	0	0	0	0
64062 - Refunds	0	60	0	60
64080 - Insurance - Property	2,544	2,760	0	0
64081 - Insurance - Liability	1,612	2,129	2,400	3,367
64190 - Technology Services	1,423	0	1,550	1,550
64195 - Credit Card Charge	850	1,099	850	1,099

## Recommended Operating Expenditure Budget - Department Total

### 53 - TRANSIT

Fund/Account/Account Title	FY21 Actual Expense	FY22 Actual Expense	FY23 Adopted Budget	FY 24 Recomm'd Budget
64825 - Fire Suppression	1,142	1,149	1,142	1,149
64865 - Elevator Service	1,273	863	1,273	1,273
64880 - Custodial Services	103	0	0	0
64975 - Equip Maint Cont	0	0	0	0
64980 - Technology Equip Maint Cont	7,473	9,628	7,473	3,510
64987 - Lawn Care Contract	0	0	167	167
64988 - Snow Removal Contract	23,039	9,687	15,529	4,046
<b>6E - Contractual Svcs Total</b>	<b>184,916</b>	<b>241,836</b>	<b>306,749</b>	<b>316,177</b>
<b>6F - Commodities</b>				
<b>690 - Transit Operating</b>				
65040 - Small Tools & Equipment	399	128	407	2,000
65045 - Technology Equipment	47,983	13,778	19,315	21,070
65054 - Safety Equipment	230	390	0	0
65056 - Traffic Security Cameras	0	0	0	0
65060 - Office Supplies	1,615	1,518	3,500	1,518
65080 - Postage/Shipping	313	399	319	419
65100 - Safety Supplies	2,114	2,047	2,157	2,046
65110 - Signage	0	0	0	0
65925 - Uniform Purchase	7,946	11,490	22,135	22,135
65930 - Flags	0	2,222	300	600
65960 - Repair Parts	2,142	919	2,185	919
65965 - Janitorial	11,950	5,628	12,096	5,628
<b>692 - Intermodal Operating</b>				
65012 - De-Icing Product	0	0	0	0
65045 - Technology Equipment	2,000	0	0	0
65056 - Traffic Security Cameras	0	0	0	0
65060 - Office Supplies	22	6	22	6
65965 - Janitorial	9	117	35	117
<b>6F - Commodities Total</b>	<b>76,724</b>	<b>38,642</b>	<b>62,471</b>	<b>56,458</b>
<b>6G - Capital Outlay</b>				
<b>690 - Transit Operating</b>				
67100 - Vehicles	25,206	0	26,000	0
67270 - Other Capital Equipment	0	0	0	0
<b>6G - Capital Outlay Total</b>	<b>25,206</b>	<b>0</b>	<b>26,000</b>	<b>0</b>
<b>6H - Debt Service</b>				
<b>690 - Transit Operating</b>				
68010 - Principal Payment	2,913,625	258,679	281,137	286,166
68020 - Interest Payments	82,978	75,031	70,166	64,543
68980 - Financial Consultant	4,610	0	0	0
68990 - Paying Agent Fees	67	0	0	0
<b>6H - Debt Service Total</b>	<b>3,001,280</b>	<b>333,710</b>	<b>351,303</b>	<b>350,709</b>
<b>TRANSIT - TOTAL</b>	<b>6,485,622</b>	<b>4,026,057</b>	<b>4,508,790</b>	<b>4,808,801</b>

## Recommended Operating Expenditure Budget - Department Total

### 46 - PARKING

Fund/Account/Account Title	FY21 Actual Expense	FY22 Actual Expense	FY23 Adopted Budget	FY 24 Recomm'd Budget
<b>6A - Salaries &amp; Wages</b>				
<b>650 - Parking Operating</b>				
60100 - Salaries-Regular Full Time	301,014	321,103	362,523	462,914
60200 - Salaries - Regular Part Time	112,944	145,108	182,437	142,027
60300 - Hourly Wages - Temp/Seasonal	0	0	0	0
60400 - Overtime	7,825	7,337	4,000	4,000
60410 - Overtime - Holiday	836	1,872	0	0
60630 - Special Pay Sick Lv Payout Ret	2,839	0	0	0
60640 - Special Pay - Vacation Payout	3,244	0	0	0
<b>6A - Salaries &amp; Wages Total</b>	<b>428,701</b>	<b>475,419</b>	<b>548,960</b>	<b>608,941</b>
<b>6B - Employee Benefits</b>				
<b>650 - Parking Operating</b>				
61100 - FICA - City Contribution	31,333	34,668	41,997	46,586
61300 - IPERS - City Contribution	39,895	44,816	51,820	57,484
61510 - Health Insurance	68,257	71,676	71,143	97,989
61540 - Life Insurance	246	216	244	336
61600 - Workers' Compensation	5,675	3,523	4,443	4,346
61700 - Unemployment Compensation	0	0	166	0
61810 - Uniform Allowance	0	0	0	0
61992 - Physicals	138	142	138	558
<b>6B - Employee Benefits Total</b>	<b>145,543</b>	<b>155,041</b>	<b>169,951</b>	<b>207,299</b>
<b>6C - Staff Development</b>				
<b>650 - Parking Operating</b>				
62100 - Association Dues	0	0	695	695
62325 - Mileage	0	0	75	75
62400 - Meetings & Conferences	0	0	3,690	3,690
62500 - Education Reimbursement	0	0	2,000	2,000
<b>6C - Staff Development Total</b>	<b>0</b>	<b>0</b>	<b>6,460</b>	<b>6,460</b>
<b>6D - Repari/Maint/Util</b>				
<b>650 - Parking Operating</b>				
63100 - Building Maintenance	40,481	29,552	90,830	50,680
63312 - Vehicle Ops - Gasoline	4,930	6,522	9,983	10,840
63320 - Vehicle Repair - Internal	9,258	17,698	9,443	18,052
63321 - Vehicle Repair - Outsourced	307	1,405	494	1,433
63322 - Vehicle Repair - Accident	0	0	1,242	0
63400 - Equipment Maint/Repair	6,853	8,602	12,228	12,043
63710 - Electricity	242,273	239,071	245,405	253,309
63711 - Natural Gas	6,909	19,654	8,877	19,654
63720 - Refuse	516	500	540	513
63730 - Telecommunications	38,955	25,395	39,903	25,394
63740 - Water	20,677	22,801	22,332	25,082
63742 - Stormwater	2,938	3,543	3,571	4,180
<b>6D - Repari/Maint/Util Total</b>	<b>374,097</b>	<b>374,745</b>	<b>444,848</b>	<b>421,180</b>
<b>6E - Contractual Svcs</b>				
<b>650 - Parking Operating</b>				
64010 - Accounting & Auditing	2,600	2,800	2,678	2,800

## Recommended Operating Expenditure Budget - Department Total

### 46 - PARKING

Fund/Account/Account Title	FY21 Actual Expense	FY22 Actual Expense	FY23 Adopted Budget	FY 24 Recomm'd Budget
64020 - Advertising	723	975	723	975
64040 - Collections	21	20	21	20
64050 - Recording Fees	0	285	509	285
64062 - Refunds	1,954	181	1,740	181
64080 - Insurance - Property	101,571	110,088	122,595	138,727
64081 - Insurance - Liability	4,895	5,525	6,187	7,701
64110 - Legal	0	0	0	0
64130 - Payments to Other Agencies	23,000	20,000	23,000	23,000
64140 - Printing	3,296	863	4,539	4,539
64145 - Copying	482	730	535	755
64150 - Rental - Equipment	0	0	0	0
64160 - Rental - Land/Bldgs/Parking	5,445	5,454	6,156	5,454
64190 - Technology Services	68,181	57,281	71,883	40,121
64191 - IT Recharges	0	0	0	17,613
64195 - Credit Card Charge	32,942	36,943	32,942	45,925
64200 - Handling/Service Fee	11,676	14,934	19,368	19,368
64825 - Fire Suppression	8,195	6,584	8,194	7,692
64865 - Elevator Service	35,769	31,706	35,669	35,669
64880 - Custodial Services	1,124	0	3,425	1,925
64900 - Other Professional Service	1,239	0	0	100
64975 - Equip Maint Cont	8,353	7,743	8,713	8,823
64980 - Technology Equip Maint Cont	55,885	68,199	56,339	71,018
64987 - Lawn Care Contract	4,872	6,495	12,265	18,425
64988 - Snow Removal Contract	281,198	143,956	266,225	225,508
<b>6E - Contractual Svcs Total</b>	<b>653,420</b>	<b>520,763</b>	<b>683,706</b>	<b>676,624</b>
<b>6F - Commodities</b>				
<b>650 - Parking Operating</b>				
65012 - De-Icing Product	0	0	0	0
65045 - Technology Equipment	33,389	1,858	62,473	94,957
65056 - Traffic Security Cameras	0	0	0	0
65060 - Office Supplies	504	199	1,019	1,010
65080 - Postage/Shipping	4,262	11,973	5,147	14,586
65100 - Safety Supplies	0	0	0	0
65110 - Signage	3,839	0	100	0
65925 - Uniform Purchase	1,144	64	5,669	5,669
65930 - Flags	0	0	1,300	1,300
65965 - Janitorial	208	550	1,252	1,068
65999 - Cash Over and Short	0	(15)	0	0
<b>6F - Commodities Total</b>	<b>43,346</b>	<b>14,628</b>	<b>76,960</b>	<b>118,590</b>
<b>6G - Capital Outlay</b>				
<b>650 - Parking Operating</b>				
67100 - Vehicles	0	0	147,780	66,140
67230 - Heavy Equipment	0	0	0	0
<b>6G - Capital Outlay Total</b>	<b>0</b>	<b>0</b>	<b>147,780</b>	<b>66,140</b>
<b>6H - Debt Service</b>				
<b>650 - Parking Operating</b>				

## Recommended Operating Expenditure Budget - Department Total

### 46 - PARKING

<b>Fund/Account/Account Title</b>	<b>FY21 Actual Expense</b>	<b>FY22 Actual Expense</b>	<b>FY23 Adopted Budget</b>	<b>FY 24 Recomm'd Budget</b>
68010 - Principal Payment	1,626,481	1,259,493	1,322,733	1,371,132
68020 - Interest Payments	1,615,693	1,538,788	1,472,022	1,401,250
68980 - Financial Consultant	712	0	0	0
68990 - Paying Agent Fees	16	0	0	0
<b>6H - Debt Service Total</b>	<b>3,242,901</b>	<b>2,798,281</b>	<b>2,794,755</b>	<b>2,772,382</b>
<b>6I - Transfers</b>				
<b>650 - Parking Operating</b>				
69100 - Transfers Out To General Fund	172,088	211,318	223,618	255,320
69651 - Transfers Out to Parking Cap	79,570	0	0	0
<b>6I - Transfers Total</b>	<b>251,658</b>	<b>211,318</b>	<b>223,618</b>	<b>255,320</b>
<b>PARKING - TOTAL</b>	<b>5,139,667</b>	<b>4,550,195</b>	<b>5,097,038</b>	<b>5,132,935</b>

## Recommended Expenditure Budget Report by Activity & Funding Source

### 53 - TRANSIT

Fund/Activity	FY22 Actual Expense	FY23 Adopted Budget	FY24 Recomm'd Budget
<b>5301 - Administration</b>			
<b>690 - Transit Operating</b>			
6A - Salaries & Wages	366,668	380,161	404,626
6B - Employee Benefits	139,189	144,808	155,700
6C - Staff Development	6,169	15,617	19,258
6D - Repari/Maint/Util	83,743	75,581	84,674
6E - Contractual Svcs	110,970	143,684	167,028
6F - Commodities	23,226	35,469	50,001
6G - Capital Outlay	—	—	—
<b>5301 - Administration Total</b>	<b>729,964</b>	<b>795,320</b>	<b>881,287</b>
<b>5302 - Intermodal</b>			
<b>690 - Transit Operating</b>			
6A - Salaries & Wages	23,676	14,365	15,358
6B - Employee Benefits	4,592	3,113	3,292
6D - Repari/Maint/Util	12,521	18,210	13,010
6E - Contractual Svcs	14,332	24,050	24,675
6F - Commodities	761	2,532	1,061
<b>692 - Intermodal Operating</b>			
6B - Employee Benefits	0	0	0
6D - Repari/Maint/Util	11,352	9,805	11,476
6E - Contractual Svcs	27,374	30,384	16,221
6F - Commodities	123	57	123
<b>5302 - Intermodal Total</b>	<b>94,733</b>	<b>102,516</b>	<b>85,216</b>
<b>5303 - Bus Operations</b>			
<b>690 - Transit Operating</b>			
6A - Salaries & Wages	698,296	976,716	1,108,473
6B - Employee Benefits	257,697	323,165	382,718
6D - Repari/Maint/Util	756,608	651,047	715,233
6E - Contractual Svcs	41,537	45,482	45,599
6F - Commodities	11,340	9,000	0
<b>5303 - Bus Operations Total</b>	<b>1,765,479</b>	<b>2,005,410</b>	<b>2,252,023</b>
<b>5304 - MiniBus Operations</b>			
<b>690 - Transit Operating</b>			
6A - Salaries & Wages	494,966	554,421	545,217
6B - Employee Benefits	142,121	212,548	199,679
6D - Repari/Maint/Util	240,163	212,534	241,333
6E - Contractual Svcs	47,512	63,003	62,508
6F - Commodities	754	10,487	754
<b>5304 - MiniBus Operations Total</b>	<b>925,516</b>	<b>1,052,993</b>	<b>1,049,491</b>
<b>5305 - Bus Maintenance</b>			
<b>690 - Transit Operating</b>			
6A - Salaries & Wages	113,253	116,072	121,260
6B - Employee Benefits	47,184	49,472	50,491

## Recommended Expenditure Budget Report by Activity & Funding Source

### 53 - TRANSIT

Fund/Activity	FY22 Actual Expense	FY23 Adopted Budget	FY24 Recomm'd Budget
6D - Repari/Maint/Util	13,671	4,632	13,659
6E - Contractual Svcs	109	146	146
6F - Commodities	2,437	4,926	4,519
6G - Capital Outlay	0	26,000	0
<b>5305 - Bus Maintenance Total</b>	<b>176,655</b>	<b>201,248</b>	<b>190,075</b>
<b>5380 - Debt Service</b>			
<b>690 - Transit Operating</b>			
6E - Contractual Svcs	0	0	0
6H - Debt Service	333,710	351,303	350,709
<b>5380 - Debt Service Total</b>	<b>333,710</b>	<b>351,303</b>	<b>350,709</b>
<b>5399 - Pcard Clearing</b>			
<b>690 - Transit Operating</b>			
6F - Commodities	0	0	0
<b>5399 - Pcard Clearing Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TRANSIT TOTAL</b>	<b>4,026,057</b>	<b>4,508,790</b>	<b>4,808,801</b>



## Recommended Expenditure Budget Report by Activity & Funding Source

### 46 - PARKING

Fund/Activity	FY22 Actual Expense	FY23 Adopted Budget	FY24 Recomm'd Budget
<b>0000 - No Sub-Activity</b>			
<b>650 - Parking Operating</b>			
6E - Contractual Svcs	—	—	100
6H - Debt Service	—	—	—
6I - Transfers	211,318	223,618	255,320
<b>0000 - No Sub-Activity Total</b>	<b>211,318</b>	<b>223,618</b>	<b>255,420</b>
<b>4601 - Administration</b>			
<b>650 - Parking Operating</b>			
6A - Salaries & Wages	244,563	258,929	268,997
6B - Employee Benefits	86,762	89,175	90,908
6C - Staff Development	—	6,460	6,460
6D - Repari/Maint/Util	38,104	26,343	41,004
6E - Contractual Svcs	83,680	76,592	89,222
6F - Commodities	11,553	8,150	18,700
6I - Transfers	—	—	—
<b>4601 - Administration Total</b>	<b>464,661</b>	<b>465,649</b>	<b>515,290</b>
<b>4602 - Ramps</b>			
<b>650 - Parking Operating</b>			
6B - Employee Benefits	-57	166	0
6C - Staff Development	0	0	0
6D - Repari/Maint/Util	283,677	306,724	319,287
6E - Contractual Svcs	305,792	410,967	400,923
6F - Commodities	364	48,418	91,798
6G - Capital Outlay	0	0	0
6H - Debt Service	0	0	0
<b>4602 - Ramps Total</b>	<b>589,777</b>	<b>766,275</b>	<b>812,008</b>
<b>4603 - Lots</b>			
<b>650 - Parking Operating</b>			
6B - Employee Benefits	0	0	0
6D - Repari/Maint/Util	16,406	63,783	22,273
6E - Contractual Svcs	71,097	123,580	106,685
6F - Commodities	0	0	0
<b>4603 - Lots Total</b>	<b>87,503</b>	<b>187,363</b>	<b>128,958</b>
<b>4604 - Street Meters</b>			
<b>650 - Parking Operating</b>			
6A - Salaries & Wages	17,014	20,013	23,315
6B - Employee Benefits	3,427	4,120	4,697
6D - Repari/Maint/Util	3,765	9,703	5,043
6E - Contractual Svcs	37,262	35,808	42,671
6F - Commodities	0	100	0
<b>4604 - Street Meters Total</b>	<b>61,467</b>	<b>69,744</b>	<b>75,726</b>
<b>4605 - Meter Enforcement</b>			
<b>650 - Parking Operating</b>			

## Recommended Expenditure Budget Report by Activity & Funding Source

### 46 - PARKING

Fund/Activity	FY22 Actual Expense	FY23 Adopted Budget	FY24 Recomm'd Budget
6A - Salaries & Wages	99,895	115,410	159,638
6B - Employee Benefits	19,390	22,407	57,217
6D - Repari/Maint/Util	20,705	29,175	20,915
6E - Contractual Svcs	20,328	33,708	33,938
6F - Commodities	1,456	19,492	6,172
6G - Capital Outlay	0	54,280	27,140
<b>4605 - Meter Enforcement Total</b>	<b>161,774</b>	<b>274,472</b>	<b>305,020</b>
<b>4606 - Parking Maintenance</b>			
<b>650 - Parking Operating</b>			
6A - Salaries & Wages	103,852	134,224	135,544
6B - Employee Benefits	43,649	50,133	50,355
6D - Repari/Maint/Util	12,088	9,120	12,658
6E - Contractual Svcs	1,812	1,807	1,841
6F - Commodities	1,255	0	1,120
6G - Capital Outlay	0	93,500	39,000
<b>4606 - Parking Maintenance Total</b>	<b>162,655</b>	<b>288,784</b>	<b>240,518</b>
<b>4607 - Residential Parking District</b>			
<b>650 - Parking Operating</b>			
6A - Salaries & Wages	10,096	20,384	21,447
6B - Employee Benefits	1,870	3,950	4,122
6E - Contractual Svcs	793	1,244	1,244
6F - Commodities	0	800	800
<b>4607 - Residential Parking District Total</b>	<b>12,760</b>	<b>26,378</b>	<b>27,613</b>
<b>4680 - Debt Service</b>			
<b>650 - Parking Operating</b>			
6H - Debt Service	2,798,281	2,794,755	2,772,382
<b>4680 - Debt Service Total</b>	<b>2,798,281</b>	<b>2,794,755</b>	<b>2,772,382</b>
<b>4699 - Pcard Clearing</b>			
<b>650 - Parking Operating</b>			
6F - Commodities	0	0	0
<b>4699 - Pcard Clearing Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>PARKING TOTAL</b>	<b>4,550,195</b>	<b>5,097,038</b>	<b>5,132,935</b>

**CITY OF DUBUQUE, IOWA**  
**DEPARTMENT DETAIL - PERSONNEL COMPLEMENT**  
**53 TRANSPORTATION SERVICES DEPARTMENT**

FD	JC	WP-GR	JOB CLASS	FY 2022		FY 2023		FY 2024	
				FTE	BUDGET	FTE	BUDGET	FTE	BUDGET
61010 Full Time Employee Expense									
630		GE-41	TRANSPORTATION SERVICES MGR	0.50	\$ 47,314	0.50	\$ 48,849	0.50	\$ 59,100
600		GE-41	TRANSPORTATION SERVICES MGR	0.50	\$ 47,314	0.50	\$ 48,849	0.50	\$ 59,100
630	3000	GE-35	OPERATIONS SUPERVISOR	0.50	\$ 40,334	1.00	\$ 92,037	1.00	\$ 91,315
600	3000	GE-35	OPERATIONS SUPERVISOR	0.50	\$ 40,334	1.00	\$ 87,654	1.00	\$ 86,967
600		GE-31	FIELD SUPERVISOR	0.50	\$ 35,850	—	\$ —	—	\$ —
630		GE-31	FIELD SUPERVISOR	0.50	\$ 35,850	—	\$ —	—	\$ —
630		GE-31	TRANSPORTATION ANALYST	0.50	\$ 33,951	0.50	\$ 35,412	0.50	\$ 37,041
600		GE-31	TRANSPORTATION ANALYST	0.50	\$ 33,951	0.50	\$ 35,412	0.50	\$ 37,041
630	760	GE-25	CONFIDENTIAL ACCOUNT CLERK	1.30	\$ 64,684	1.30	\$ 66,774	1.30	\$ 69,844
600	760	GE-25	CONFIDENTIAL ACCOUNT CLERK	0.70	\$ 34,830	0.70	\$ 35,955	0.70	\$ 37,608
630	2205	GD-08	PARKING SYSTEM TECHNICIAN	2.00	\$ 115,404	2.00	\$ 119,451	2.00	\$ 119,826
600	637	GD-04	TRANSIT SERVICE WORKER	2.00	\$ 108,412	2.00	\$ 112,782	2.00	\$ 117,968
630		GD-03	DISPATCHER	0.20	\$ 9,987	—	\$ —	—	\$ —
600		GD-03	DISPATCHER	1.80	\$ 89,888	2.00	\$ 103,125	2.00	\$ 108,028
600	7200	AT-02	BUS OPERATOR	11.00	\$ 455,561	15.00	\$ 653,658	15.00	\$ 670,737
630	6170	OE-03	PARKING METER CHECKER	—	\$ —	—	\$ —	2.00	\$ 85,788
600		GE-30	DRIVER TRAINER	—	\$ —	—	\$ —	1.00	\$ 65,352
TOTAL FULL TIME EMPLOYEES				23.00	\$1,193,664	27.00	\$1,439,958	30.00	\$1,645,715
61020 Part Time Employee Expense									
630	6170	OE-03	PARKING METER CHECKER	3.30	\$ 132,124	3.30	\$ 135,794	1.65	\$ 73,850
630		OE-05	CASHIER	—	\$ —	0.20	\$ 8,202	0.20	\$ 9,395
600		OE-05	CASHIER	—	\$ —	0.45	\$ 18,454	0.45	\$ 21,139
600		NA-48	DRIVER TRAINER	0.55	\$ 24,679	0.55	\$ 25,483	—	\$ —
630		NA-27	PARKING REVENUE COLLECTOR	0.73	\$ 19,388	0.73	\$ 20,013	0.73	\$ 23,315
630		GD-03	DISPATCHER	0.10	\$ 4,809	0.10	\$ 4,655	0.10	\$ 4,966
600		GD-04	LABORER	0.28	\$ 13,833	0.28	\$ 14,365	0.28	\$ 15,358
630		GD-04	LABORER	0.27	\$ 13,339	0.27	\$ 13,773	0.27	\$ 14,718
600		GD-03	DISPATCHER	0.98	\$ 46,852	0.98	\$ 45,640	0.98	\$ 48,821
600	7210	AT-02	BUS OPERATOR	23.79	\$ 966,306	19.35	\$ 828,718	19.35	\$ 849,726
TOTAL PART TIME EMPLOYEES				30.00	\$1,221,330	26.21	\$1,115,097	24.01	\$1,061,288
TOTAL TRANSPORTATION SERVICES				53.00	\$ 2,414,994	53.21	\$ 2,555,055	54.01	\$ 2,707,003

**CITY OF DUBUQUE, IOWA**  
**ACTIVITY PERSONNEL COMPLEMENT SUMMARY**

ACCT	FD	JC	WP-GR	POSITION CLASS	FY 2022		FY 2023		FY 2024		
					FTE	BUDGET	FTE	BUDGET	FTE	BUDGET	
Transit Admin and Operations-FT Transit Fund											
60053100	61010	600		GE-25	CONFIDENTIAL ACCOUNT CLERK	0.70	\$ 34,830	0.70	\$ 35,955	0.70	\$ 37,608
60053100	61010	600		GE-31	TRANSPORTATION ANALYST	0.50	\$ 33,951	0.50	\$ 35,412	0.50	\$ 37,041
60053100	61010	600		GE-31	FIELD SUPERVISOR	0.50	\$ 35,850	—	\$ —	—	\$ —
60053100	61010	600		GE-35	OPERATIONS SUPERVISOR	0.50	\$ 40,334	1.00	\$ 87,654	1.00	\$ 86,967
60053100	61010	600		GE-41	TRANSPORTATION SERVICES MGR	0.50	\$ 47,314	0.50	\$ 48,849	0.50	\$ 59,100
60053100	61010	600		GD-03	DISPATCHER	1.80	\$ 89,888	2.00	\$ 103,125	2.00	\$ 108,028
Total						4.50	\$ 282,167	4.70	\$ 310,995	4.70	\$ 328,744
Transit Admin and Operations-PT Transit Fund											
60053100	61020	600	4740	GD-03	DISPATCHER	0.98	\$ 46,852	0.98	\$ 45,640	0.98	\$ 48,821
60053100	61020	600		OE-05	CASHIER	—	\$ —	0.45	\$ 18,454	0.45	\$ 21,139
Total						0.98	\$ 46,852	1.43	\$ 64,094	1.43	\$ 69,960
Intermodal Facility-PT Transit Fund											
60053370	61020	600		GD-04	LABORER	0.28	\$ 13,833	0.28	\$ 14,365	0.28	\$ 15,358
Total						0.28	\$ 13,833	0.28	\$ 14,365	0.28	\$ 15,358
Bus Operations-FT Transit Fund											
60053400	61010	600	7200	AT-02	BUS OPERATOR	8.00	\$ 330,832	8.00	\$ 342,046	9.00	\$ 401,919
60053400	61020	600	4765	NA-48	DRIVER TRAINER	—	\$ —	—	\$ —	1.00	\$ 65,352
Total						8.00	\$ 330,832	8.00	\$ 342,046	10.00	\$ 467,271
Bus Operations-PT Transit Fund											
60053400	61020	600	4765	NA-48	DRIVER TRAINER	0.55	\$ 24,679	0.55	\$ 25,483	—	\$ —
60053400	61020	600	7210	AT-02	BUS OPERATOR	14.01	\$ 568,091	14.01	\$ 589,921	13.16	\$ 577,276
Total						14.56	\$ 592,770	14.56	\$ 615,404	13.16	\$ 577,276
Mini-Bus Operations-FT Transit Fund											
60053500	61010	600		AT-02	BUS OPERATOR	3.00	\$ 124,729	7.00	\$ 311,612	6.00	\$ 268,818
Total						3.00	\$ 124,729	7.00	\$ 311,612	6.00	\$ 268,818
Mini-Bus Operations-PT Transit fund											
60053500	61020	600	7210	AT-02	BUS OPERATOR	9.75	\$ 396,862	5.31	\$ 237,432	6.16	\$ 271,022
Total						9.75	\$ 396,862	5.31	\$ 237,432	6.16	\$ 271,022
Trolley Operations-PT Transit fund											
60053600	61020	600	7210	AT-02	BUS OPERATOR	0.03	\$ 1,353	0.03	\$ 1,365	0.03	\$ 1,428
Total						0.03	\$ 1,353	0.03	\$ 1,365	0.03	\$ 1,428
Bus Maintenance-FT Transit Fund											
60053700	61010	600		GD-04	TRANSIT SERVICE WORKER	2.00	\$ 108,412	2.00	\$ 112,782	2.00	\$ 117,968
Total						2.00	\$ 108,412	2.00	\$ 112,782	2.00	\$ 117,968
Parking Administration-FT Parking Fund											
63046100	61010	630		GE-41	TRANSPORTATION SERVICES MGR	0.50	\$ 47,314	0.50	\$ 48,849	0.50	\$ 59,100
63046100	61010	630		GE-35	OPERATIONS SUPERVISOR	0.50	\$ 40,334	1.00	\$ 92,037	1.00	\$ 91,315
63046100	61010	630		GE-31	TRANSPORTATION ANALYST	0.50	\$ 33,951	0.50	\$ 35,412	0.50	\$ 37,041
63046100	61010	630		GE-31	FIELD SUPERVISOR	0.50	\$ 35,850	—	\$ —	—	\$ —
63046100	61010	630	760	GE-25	CONFIDENTIAL ACCOUNT CLERK	1.30	\$ 64,684	1.30	\$ 66,774	1.00	\$ 53,726
63046100	61010	630		GD-03	DISPATCHER	0.20	\$ 9,987	—	\$ —	—	\$ —

**CITY OF DUBUQUE, IOWA  
ACTIVITY PERSONNEL COMPLEMENT SUMMARY**

ACCT	FD	JC	WP-GR	POSITION CLASS	FY 2022		FY 2023		FY 2024		
					FTE	BUDGET	FTE	BUDGET	FTE	BUDGET	
Total					3.50	\$ 232,120	3.30	\$ 243,072	3.00	\$ 241,182	
Parking Administration -PT Parking Fund											
63046100	61020	630	760	GE-25	CONFIDENTIAL ACCOUNT CLERK	—	\$ —	—	\$ —	0.30	\$ 16,118
63046100	61020	630		OE-05	CASHIER	—	\$ —	0.20	\$ 8,202	0.20	\$ 9,395
63046100	61020	630		GD-03	DISPATCHER	0.10	\$ 4,809	0.10	\$ 4,655	0.10	\$ 4,966
Total					0.10	\$ 4,809	0.30	\$ 12,857	0.60	\$ 30,479	
Parking Meters-PT Parking Fund											
63046420	61020	630		NA-27	PARKING REVENUE COLLECTOR	0.73	\$ 19,388	0.73	\$ 20,013	0.73	\$ 23,315
Total					0.73	\$ 19,388	0.73	\$ 20,013	0.73	\$ 23,315	
Meter Enforcement-FT Parking Fund											
63046430	61020	630	6170	OE-03	PARKING METER CHECKER	—	\$—	—	\$—	2.00	\$85,788
Total					—	\$—	—	\$—	2.00	\$85,788	
Meter Enforcement-PT Parking Fund											
63046430	61020	630	6170	OE-03	PARKING METER CHECKER	2.80	\$ 112,601	2.80	\$ 115,410	1.15	\$ 52,403
Total					2.80	\$ 112,601	2.80	\$ 115,410	1.15	\$ 52,403	
Parking Maintenance-FT Parking Fund											
63046700	61010	630	2205	GD-08	PARKING SYSTEM TECHNICIAN	2.00	\$ 115,404	2.00	\$ 119,451	2.00	\$ 119,826
Total					2.00	\$ 115,404	2.00	\$ 119,451	2.00	\$ 119,826	
Parking Maintenance-PT Parking Fund											
63046400	61020	630		GD-04	LABORER	0.27	\$ 13,339	0.27	\$ 13,773	0.27	\$ 14,718
Total					0.27	\$ 13,339	0.27	\$ 13,773	0.27	\$ 14,718	
Residential District-PT Parking Fund											
63046800	61020	630	6170	OE-03	PARKING METER CHECKER	0.50	\$ 19,523	0.50	\$ 20,384	0.50	\$ 21,447
Total					0.50	\$ 19,523	0.50	\$ 20,384	0.50	\$ 21,447	
TOTAL TRANSPORTATION SERVICES DEPARTMENT					53.00	\$2,414,994	53.21	\$2,555,055	54.01	\$2,707,003	

Capital Improvement Projects by Department/Division						
TRANSIT DIVISION						
Project Number	Capital Improvement Project Title	Department	Fund	Account	FY 24 Recomm'd Budget	
5385000003	Bus Stop Improvements	Transit	691	64075	3,314	
5385000003	Bus Stop Improvements	Transit	691	67270	22,737	
5385000003	Bus Stop Improvements	Transit	691	67990	11,262	
TRANSIT DIVISION	TOTAL					37,313
PARKING DIVISION						
Project Number	Capital Improvement Project Title	Department	Fund	Account	FY 24 Recomm'd Budget	
4683000001	Municipal Parking Lot Maint	Parking	305	64,075	6,000	
4683000001	Municipal Parking Lot Maint	Parking	305	67,990	45,000	
4683000002	Parking Ramp Maintenance	Parking	305	64,075	20,000	
4683000002	Parking Ramp Maintenance	Parking	305	64,900	80,000	
4683000002	Parking Ramp Maintenance	Parking	305	67,500	900,000	
4683000003	New Downtown Parking ramp	Parking	305	64,075	12,500	
4683000003	New Downtown Parking ramp	Parking	305	67,990	30,000	
4683000004	Parking Ramp Condition Assess	Parking	305	64,075	8,000	
4683000004	Parking Ramp Condition Assess	Parking	305	64,900	35,000	
4683000005	Smart Parking System	Parking	305	64,075	17,500	
4683000005	Smart Parking System	Parking	305	64,900	200,000	
4683000005	Smart Parking System	Parking	305	67,990	1,000,000	
4683000007	Port of Dubuque Parking Lot Resurfa	Parking	305	64,075	35,000	
4683000007	Port of Dubuque Parking Lot Resurfa	Parking	305	67,990	325,000	
4683000008	Port of Dubuque Ramp Maint	Parking	651	67,990	84,590	
PARKING DIVISION	TOTAL					2,798,590
TRANSPORTATION SERVICES TOTAL						2,835,903

PRGRM/ DEPT	PROJECT DESCRIPTION	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL	PAGE
<b>TRANSPORTATION SERVICES DEPARTMENT</b>								
<b>Transit Division</b>								
<b>Business Type</b>								
	Bus Stop Improvements	\$ 37,313	\$ 17,933	\$ 18,232	\$ 39,665	\$ —	\$ 113,143	274
<b>Parking Division</b>								
<b>Business Type</b>								
	Parking Ramp Condition Assess and Maintenance Plan	\$ 43,000	\$ —	\$ —	\$ —	\$ —	\$ 43,000	275
	New Downtown Parking Ramp	\$ 42,500	\$ —	\$ —	\$ —	\$ —	\$ 42,500	276
	Smart Parking System	\$1,217,500	\$ 1,217,500	\$ —	\$ —	\$ —	\$ 2,435,000	277
	Municipal Parking Lot Maintenance	\$ 51,000	\$ 53,000	\$ 55,500	\$ 57,500	\$ 59,500	\$ 276,500	278
	Port of Dubuque Ramp - Major Maintenance	\$ 84,590	\$ 86,282	\$ 88,007	\$ 89,768	\$ 91,563	\$ 440,210	279
	Parking Ramp Major Maintenance Repairs	\$1,000,000	\$ 1,000,000	\$1,454,000	\$ —	\$ —	\$ 3,454,000	280
	Port of Dubuque Parking Lot Resurfacing	\$ 360,000	\$ 225,000	\$ —	\$ —	\$ —	\$ 585,000	281
	<b>TOTAL</b>	<b>\$2,835,903</b>	<b>\$ 2,599,715</b>	<b>\$1,615,739</b>	<b>\$186,933</b>	<b>\$ 151,063</b>	<b>\$ 7,389,353</b>	

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# **Engineering**

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## ENGINEERING DEPARTMENT

<b>Budget Highlights</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Requested</b>	<b>% Change From FY 2023 Budget</b>
<u>Expenses</u>				
Employee Expense	3,352,040	4,013,408	4,302,866	7.2 %
Supplies and Services	1,927,386	2,677,661	2,907,230	8.6 %
Machinery and Equipment	431,860	931,590	854,234	(8.3)%
Payment to Construction Fund	518,685	400,000	400,000	— %
Less Recharges to Service Funds	(1,257,039)	(1,701,847)	(1,900,867)	11.7 %
Administrative Overhead Charges	625,258	659,648	1,192,164	80.7 %
Total Expenses	5,598,190	6,980,460	7,755,627	11.1 %
<u>Resources</u>				
Operating Revenue - General	397,353	113,207	241,033	112.9 %
Federal Building Lease Revenue	321,394	334,225	338,564	1.3 %
Lease Expense Reimbursement	117,574	126,798	177,742	40.2 %
Administrative OH Recharges	409,811	448,101	736,468	64.4 %
Road Use Tax Funds	334,841	649,096	708,557	9.2 %
Utility Charges - Parking	98	3,086	3,243	5.1 %
Utility Charges - Water	40,002	42,951	50,182	16.8 %
Utility Charges - Stormwater	2,287,631	2,739,995	3,172,536	15.8 %
Utility Charges - Sanitary	239,794	373,935	423,683	13.3 %
Total Resources	4,148,498	4,831,394	5,852,008	21.1 %
<u>Debt Service</u>				
Stormwater debt abated with Stormwater User Fees	2,728,685	2,852,880	2,838,842	(0.5)%
Stormwater debt abated with Sales Tax Increment	2,554,296	4,681,919	5,640,609	20.5 %
Street Projects Debt abated with Sales Tax Fund (30%)/RUT	351,956	357,588	359,886	0.6 %
FEMA Land Buyout Abated with General	7,054	6,731	6,878	2.2 %
Total Debt Service	5,641,991	7,899,118	8,846,215	12.0 %
Property Tax Support	1,449,692	2,149,066	1,903,619	(245,447)
Percent Increase/(Decrease)				(11.4)%
<b>Personnel - Authorized FTE</b>	<b>38.94</b>	<b>41.21</b>	<b>40.92</b>	

## STORMWATER UTILITY

<b>Budget Highlights</b>	<b>FY 2022 Actual</b>	<b>FY 2023 Budget</b>	<b>FY 2024 Requested</b>	<b>% Change From FY 2023 Budget</b>
<u>Expenses</u>				
Employee Expense	241,422	628,307	643,286	2.4 %
Supplies and Services	875,400	1,068,586	1,111,843	4.0 %
Payment to Construction Fund	518,685	400,000	400,000	— %
Less Recharges to Service Funds	(17,647)	(312,270)	(301,629)	(3.4)%
Machinery and Equipment	35,658	235,469	79,483	(66.2)%
Administrative Overhead Recharge	625,258	659,648	1,192,164	80.7 %
Park Stormwater Maintenance Charges	104,298	158,908	155,103	(2.4)%
Public Information Office	8,855	60,255	47,389	(21.4)%
Public Works Stormwater Maintenance Charges	230,710	286,307	298,467	4.2 %
Debt Service	5,282,981	7,534,799	8,479,451	12.5 %
Total Expenses	7,905,620	10,720,009	12,105,557	12.9 %
<u>Resources</u>				
Operating Revenue	6,038,228	6,068,062	6,402,520	5.5 %
Sales Tax Increment	2,554,296	4,681,919	5,640,609	20.5 %
Total Resources	8,592,524	10,749,981	12,043,129	12.0 %
Net Operating Surplus (Deficit)	686,904	29,972	(62,428)	(92,400)
<b>Personnel - Authorized FTE</b>	<b>6.64</b>	<b>6.29</b>	<b>6.36</b>	
<b>Stormwater User Fee Rate Increase</b>	<b>6.76 %</b>	<b>1.69 %</b>	<b>11.11 %</b>	
<b>Stormwater User Fee (per SFU)</b>	<b>\$ 8.85</b>	<b>\$ 9.00</b>	<b>\$ 10.00</b>	
<b>Revenue 1% Rate Increase Generates</b>			<b>\$ 53,415</b>	

## FACILITIES MANAGEMENT

Budget Highlights	FY 2022 Actual	FY 2023 Budget	FY 2024 Requested	% Change From FY 2023 Budget
<u>Expenses</u>				
Employee Expense	481,881	556,755	595,643	7.0 %
Supplies and Services	525,489	772,890	759,710	(1.7)%
Less Recharges/Service Fund Charges	—	—	—	— %
Machinery and Equipment	27,859	48,130	82,200	70.8 %
Debt Service	110,324	128,666	138,006	7.3 %
Total Expenses	1,145,553	1,506,441	1,575,559	4.6 %
<u>Resources</u>				
Operating Revenue	—	126	—	— %
Federal Building Lease Revenue	321,394	334,225	338,564	1.3 %
Debt on Building Improvements Paid with Sales Tax	110,324	128,666	127,274	(1.1)%
Total Resources	431,718	463,017	465,838	0.6 %
Property Tax Support	713,835	1,043,424	1,109,721	66,297
Percent Increase/(Decrease)				6.4 %

### **Personnel - Authorized FTE**

—                      **7.55**                      **7.60**

\*Facilities Management includes Facilities Management Administration, City Hall Maintenance, City Hall Annex Maintenance, Federal Building Maintenance (Moved from Housing in FY23), Engine House #1 Maintenance, Multicultural Family Center Maintenance, Ice Arena Maintenance, 5th Street Restrooms Maintenance, and Shot Tower Maintenance.

## Improvement Package Summary

### **1 of 13**

This improvement package would add education and training for one (1) Utility Locator position. In FY 23, a Utility Locator position was added to the Engineering Department. Education and training funds are necessary to keep employees current on skills for their position. This relates to City Council Goal - High Performance Government.

Related Cost:	\$ 305	Tax Funds	Recurring	<b>Recommend - Yes</b>
Related Cost:	\$ 305	Stormwater User Fees	Recurring	
Related Cost:	\$ 305	Sanitary User Fees	Recurring	
Related Cost:	\$ 305	Water User Fees	Recurring	
Total Cost:	<u>\$ 1,220</u>			
Property Tax Impact:	\$0.0001	—%		
Stormwater User Fee Impact:	0.01 %			
Sanitary User Fee Impact:	— %			
Water Rate Impact:	— %			
Activity: Project Engineering, Stormwater Operations				

## 2 of 13

This improvement package would provide education and training for an Engineering Technician. An Engineering Technician position was added to the department in FY 23. Training funds are necessary for building skills for this position going forward. This relates to City Council Goal - High Performance Government.

Related Cost:	\$ 1,220	Tax Funds	Recurring	<b>Recommend - Yes</b>
Property Tax Impact:	\$ 0.0005	—%		
Activity: Project Engineering				

## 3 of 13

This improvement package is for one additional utility locator unit. Since 2010, the number of utility locate requests in the City has nearly doubled, growing from approximately 5,500 to 10,500 requests per year. Earlier this year, the department added a second full-time utility locator. We currently have two utility locator instruments for the two full-time utility locator staff members, but we have a need for a third backup unit. This backup unit would be used by other engineering staff who are covering an on-call/after-hours shift or when the other two units are being repaired or replaced. This relates to City Council Goal - High Performance Government.

Related Cost:	\$ 3,000	Tax Funds	Non-Recurring	<b>Recommend - Yes</b>
Related Cost:	\$ 3,000	Stormwater User Fees	Non-Recurring	
Related Cost:	\$ 3,000	Sanitary User Fees	Non-Recurring	
Related Cost:	\$ 3,000	Water User Fees	Non-Recurring	
Total Cost:	<u>\$12,000</u>			
Property Tax Impact:	\$0.0012	0.01%		
Stormwater User Fee Impact:	0.06 %			
Sanitary User Fee Impact:	0.03 %			
Water Rate Impact:	0.04 %			
Activity: Administration, Project Engineering, Stormwater Operations				

## 4 of 13

This improvement funds the purchase of two laptops for department engineers & technicians to share which will measurably improve the productivity of department staff that handles data that must be transferred by USB drives. The recently enacted Information Services policy on eliminating access to universal serial bus (USB) drives for cyber security reasons has significantly impacted the workflow of department staff to efficiently access and download data from several important types of field equipment. Impacted field equipment include, but is not limited to: sanitary sewer flow meters, drone photography, high-resolution cameras for confined space entry and manhole inspections, survey data collectors, and infrared thermal cameras. This relates to City Council Goal - High Performance Government.

Related Cost:	\$ 1,734	Tax Funds	Non-Recurring	<b>Recommend - Yes</b>
Related Cost:	\$ 1,733	Stormwater User Fees	Non-Recurring	
Related Cost:	\$ 1,733	Sanitary User Fees	Non-Recurring	
Total Cost:	<u>\$ 5,200</u>			
Property Tax Impact:	\$0.0007	0.01%		
Stormwater User Fee Impact:	0.04 %			
Sanitary User Fee Impact:	0.02 %			
Activity: Administration, Stormwater Operations				

### 5 of 13

This improvement funds the purchase of all-weather outerwear for department staff who are required to work outside at active construction sites and inspect city infrastructure during all types of weather conditions including extreme cold, snow, rain, and extreme heat. Actively working in these conditions for extended hours during a day on a regular basis can wear out outerwear in a relatively short time. Some of the items to be purchased would be winter coats, winter work bibs, work boots, cold weather head gear, work gloves and rain gear. Many work locations also have federal safety standards which require high visibility reflective work gear. The reflectivity of required work clothing can often lose its reflectivity during a single construction season. This budget request provides for \$300 per year, per employee (18), that work all or most of the work year in the field, to purchase or replace worn out outerwear as needed and as approved by their supervisor. This requests also provides for \$200 per year, per employee (12), that work periodically in the field, but not on a full-time basis, to purchase or replace worn out outerwear as needed and as approved by their supervisor. This relates to City Council Goal - High Performance Government.

Related Cost:	\$ 2,600	Tax Funds	Recurring	<b>Recommend - Yes</b>
Related Cost:	\$ 2,600	Stormwater User Fees	Recurring	
Related Cost:	<u>\$ 2,600</u>	Sanitary User Fees	Recurring	
Total Cost:	<u>\$ 7,800</u>			
Property Tax Impact:	\$ 0.001	0.01%		
Stormwater User Fee Impact:	0.05 %			
Sanitary User Fee Impact:	0.03 %			
Activity: Project Engineering, Stormwater Operations				

### 6 of 13

This improvement funds the outsourcing of required Occupational Safety and Health Administration (OSHA) training that was formally provided by the Fire Department. Funds will provide for 16 training slots to already-qualified personnel within our department. This relates to City Council Goal - High Performance Government.

Related Cost:	\$ 2,400	Stormwater User Fees	Recurring	<b>Recommend - Yes</b>
Related Cost:	<u>\$ 2,400</u>	Sanitary User Fees	Recurring	
Total Cost:	<u>\$ 4,800</u>			
Stormwater User Fee Impact:	0.05 %			
Sanitary User Fee Impact:	0.02 %			
Activity: Administration, Stormwater Operations				

### 7 of 13

This improvement provides for the funding of a Youth AmeriCorps Program intern (+0.32 FTE) to administer the Engineering Department's planned classroom and summer job training program for high school students, along with the classroom and job shadowing program for junior high students related to working for the City's Engineering Department for those who would consider the architecture/engineering/construction field as a career choice. This unique, hands-on learning and mentoring program allows students to see first-hand the skills, technology, and people that are working to ensure the public has access to safe public infrastructure including streets, buildings, stormwater and sanitary utilities, along with how sustainable and resilient infrastructure helps to protect our environment and those living in our community.

The Youth AmeriCorps position will also provide direct mentoring to the kids participating in the program with a portion of the program targeted to working with disadvantaged youths. The concept for this program has been developed in conjunction with city staff from the Human Rights, Public Works, Water Resource

Recovery Center, Water, Multicultural Family Center, and Leisure Services Departments, along with the Dubuque Community Schools District, National Mississippi River Museum, and Dubuque Area Labor Management Council. The goal is to develop content for the Engineering Department to serve as a phase 1 pilot and then expand the program to other city infrastructure-based departments. The content for the program will be modeled off of the "Work in Water Experience" developed by Wichita State University through the EPA's Environmental Finance Center at the school.

Not only will this program provide students with new and eye-opening possibilities for career choices, it will also teach them about future work opportunities related to their interest specifically at the City of Dubuque by promoting the Municipal Career Pathways employment pipeline. This multi-department program directly supports the City's vision for improved equity and inclusion and strategies for poverty reduction. This position was approved for one-time funding in FY22, and all those involved desired this position to continue for another year. This request supports the City Council goal of Partnership for a Better Dubuque: Building our Community that is Viable, Livable, and Equitable.

Related Cost:	\$ 4,334	Tax Funds	Non-Recurring	<b>Recommend - Yes</b>
Related Cost:	\$ 4,333	Stormwater User Fees	Non-Recurring	
Related Cost:	\$ 4,333	Sanitary User Fees	Non-Recurring	
Total Cost:	<u>\$13,000</u>			
Property Tax Impact:	\$0.0017	0.01%		
Stormwater User Fee Impact:	0.09 %			
Sanitary User Fee Impact:	0.04 %			
Activity: Project Engineering, Stormwater Operations				

## 8 of 13

This improvement request is for the addition of a 12-month engineering intern position (+0.32 FTE). Over the past four years, the Engineering and Legal Departments have made significant updates to the City's construction

contract specifications that are used by all city departments for capital improvement projects. During the review process, it was determined that a more comprehensive update to the City's current policies and standards related to OSHA compliance and protection of the public during construction projects is needed. This improvement will allow the Engineering Department to update and customize our current Department Construction Safety Manual.

The needed updates will address new changes in OSHA regulations, such as permit-required confined space entry and silica (concrete) dust exposure. Five years ago, the department was able to complete an approximate 70% update to the manual, but due to ongoing high workloads, some important updates have not been able to be completed. With an intern solely dedicated to this work, we will be able to complete the needed manual updates and subsequently train city staff on safe construction site work practices. This request supports the City Council goals of Financially Responsible, High Performance City Organization: Sustainable, Equitable Service Delivery.

Related Cost:	\$ 3,279	Tax Funds	Non-Recurring	<b>Recommend - Yes</b>
Related Cost:	\$ 3,278	Stormwater User Fees	Non-Recurring	
Related Cost:	\$ 3,278	Sanitary User Fees	Non-Recurring	
Total Cost:	<u>\$ 9,835</u>			
Property Tax Impact:	\$0.0013	0.01%		
Stormwater User Fee Impact:	0.07 %			
Sanitary User Fee Impact:	0.03 %			
Activity: Project Engineering, Stormwater Operations				



**9 of 13**

This improvement funds an intern position (+0.32 FTE) to assist full-time department staff with sorting through volumes of department records that date back to being over 140 years old. These records have irreplaceable historical value, and in some cases, significant engineering, legal, or monetary values related to past signed agreements, railroad ROW, utility easements, boundary surveys, and completed construction project engineering plans and records. There is no current system of filing for these randomly-boxed records, and existing staff have no way of knowing what information we already have. After collaboration with the Carnegie Stout Public Library staff, it is recommended that a Master's level librarian student be hired to coordinate the scanning and archiving of all records so that they can be easily searched for and found by future city staff. This relates to City Council Goal - High Performance Government

Related Cost:	\$ 5,640	Tax Funds	Non-Recurring	<b>Recommend - Yes</b>
Related Cost:	\$ 5,639	Stormwater User Fees	Non-Recurring	
Related Cost:	\$ 5,639	Sanitary User Fees	Non-Recurring	
Total Cost:	<u>\$16,918</u>			
Property Tax Impact:	\$0.0022	0.02%		
Stormwater User Fee Impact:	0.12 %			
Sanitary User Fee Impact:	0.05 %			
Activity: Project Engineering, Stormwater Operations				

**10 of 13**

This improvement provides funding to supplement the landscape maintenance work that the Leisure Services Department provides for buildings that are managed by the Facilities Maintenance Team (FMT). The FMT maintains several buildings that are iconic, architecturally significant structures that provide a sense of civic pride. Those buildings include City Hall, the Historic Federal Building, and the Old Engine House. Due to limited resources, the FMT and Leisure Services do not always have staff available to maintain the outdoor landscape at these locations in a way that maintains the esprit de corps of all city residents and city employees. These funds will provide financial resources to outsource ground maintenance on an as-needed basis to the exterior grounds of these buildings to maintain a high standard. This relates to City Council Goal - High Performance Government.

Related Cost:	\$ 7,000	Tax Funds	Recurring	<b>Recommend - No</b>
Total Cost:	<u>\$ 7,000</u>			
Property Tax Impact:	\$ 0.0028	0.03%		
Activity: Facilities Management				

**11 of 13**

This improvement funds the purchase of a wet mop floor scrubber for City Hall. This clean equipment cleans up to 70% faster than conventional wet mopping. This wet mop has the ability to get right to the edge and under obstacles, which means it eliminates many manual operations that are required to supplement conventional mopping. For a building such as City Hall that is mostly hard surface flooring, this unit measurably improves the productivity of the custodial staff. This relates to City Council Goal - High Performance Government.

Related Cost:	\$ 4,800	Tax Funds	Non-Recurring	<b>Recommend - Yes</b>
Total Cost:	<u>\$ 4,800</u>			

Property Tax Impact: \$ 0.0019 0.02%  
 Activity: Facilities Management

## 12 of 13

This improvement request is for metal detectors that are used on a regular basis by sixteen department staff members. In the past the department has ordered this equipment on an as-needed basis and has never formalized a replacement schedule. The metal detectors are used daily by our survey crew, GIS technicians, and utility locator staff. Metal detectors are used regularly by our I and I staff, traffic staff, and engineering technician and inspection staff. This relates to City Council Goal - High Performance Government.

Related Cost:	\$ 1,500	Tax Funds	Non-Recurring	<b>Recommend - Yes</b>
Related Cost:	\$ 1,500	Stormwater User Fees	Non-Recurring	
Related Cost:	\$ 1,500	Sanitary User Fees	Non-Recurring	
Related Cost:	\$ 1,500	Road Use Tax	Non-Recurring	
Total Cost:	<u>\$ 6,000</u>			
Property Tax Impact:	\$0.0006	0.01%		
Stormwater User Fee Impact:	0.03 %			
Sanitary User Fee Impact:	0.01 %			

Activity: Administration, Project Engineering, Stormwater Operations, Traffic Engineering

## 13 of 13

This improvement funds exterior window cleaning for buildings managed by the Facility Management Team (FMT). FMT custodians don't possess the proper equipment to be in compliance with OSHA standards while cleaning exterior & interior that are above 15'-20' off of the ground or floor. These funds would be utilized to outsource window cleaning to qualified vendors to clean locations on an as needed basis among all managed buildings. This relates to City Council Goal - High Performance Government

Related Cost:	\$ 10,000	Tax Funds	Recurring	<b>Recommend - No</b>
Total Cost:	<u>\$ 10,000</u>			
Property Tax Impact:	\$ 0.0039	0.04%		

Activity: Facilities Management

## Significant Line Items

### Employee Expense

1. FY 2024 employee expense reflects a 5.00% wage package increase.
2. The Iowa Public Employee Retirement System (IPERS) City contribution of 9.44% is unchanged, and the employee contribution of 6.29% is unchanged from FY 2023.
3. The City portion of health insurance expense is unchanged from \$1,119 in FY 2023 to \$1,119 in FY 2024 per month, per contract, which results in an annual cost unchanged of \$13,141 or —%.
4. Overtime is unchanged from \$72,640 in FY 2023 to \$72,640 in FY 2024. FY 2022 actual was \$92,318.
5. Five-Year Retiree Sick leave payout unchanged from \$11,748 in FY 2023 to \$11,748 in FY 2024.

6. 50% Sick Leave Payout increased from \$16,080 in FY 2023 to \$16,388 in FY 2024 based on FY 2022 actual. Effective July 1, 2019, employees over the sick leave cap can convert 50% of the sick leave over the cap to vacation or be paid out.
7. In preparation of the budget recommendation, the work of each Engineering staff member is projected for the coming fiscal year. For example, with completion of the Bee Branch Creek Railroad Culverts project in FY 2022, staff might shift to other non-stormwater-funded capital improvement projects. As a result, adjustments - usually minor - are made each year. The Fiscal Year 2024 budget includes the following changes in the funding allocation of positions:
  - a. Confidential Account Clerk
    - i. -0.05 FTE from Stormwater (-\$3,475)
    - ii. +0.05 FTE to General Fund (+\$3,475)
  - b. Civil Engineer I
    - i. -0.15 FTE from Stormwater Fund (-\$20,440)
    - ii. -0.05 FTE from Sanitary Sewer Internal Service Fund (-\$3,043)
    - iii. -0.05 FTE from Stormwater Internal Service Fund (-\$6,065)
    - iv. +0.10 FTE to Project Engineering Internal Service Fund (+\$12,150)
  - c. Civil Engineer II
    - i. +0.05 FTE to Sanitary Sewer Fund (+\$7,096)
    - ii. +0.10 FTE to Stormwater Fund (+\$14,194)
    - iii. +0.05 FTE to Sanitary Sewer Internal Service Fund (+\$7,096)
    - iv. -0.05 FTE from Stormwater Internal Service Fund (-\$7,096)
  - d. Engineering Technician
    - i. +0.30 FTE to General Fund (+\$29,789)
    - ii. +0.15 FTE to Stormwater Fund (+\$14,895)
    - iii. +0.45 FTE to Project Engineering Internal Service Fund (+\$19,859)
    - iv. +0.40 FTE to Traffic Internal Service Fund (+\$39,718)
    - v. -0.30 FTE from Sanitary Sewer Internal Service Fund (-\$29,789)
    - vi. -0.10 FTE from Stormwater Internal Service Fund (-\$9,930)
  - e. Engineering Assistant II
    - i. +0.10 to General Fund (+\$10,357)
  - f. ROW Technician
    - i. +0.05 FTE to General Fund (+\$4,763)
    - ii. -0.05 FTE from Project Engineering Internal Service Fund (-\$4,763)
  - g. Secretary
    - i. -0.35 FTE from General Fund (-\$35,238)
    - ii. +0.05 FTE to Sanitary Sewer Internal Service Fund (+\$5,034)
    - iii. +0.05 FTE to Stormwater Internal Service Fund (+\$5,034)
    - iv. +0.20 FTE to Project Engineering Internal Service Fund (+\$14,825)

As a result of the proposed changes above, the net increase (+) or net decrease (-) for each fund is as follows: Sanitary Sewer Fund is +\$7,096, Stormwater Fund is +\$5,174, General Project Engineering ISF is +\$66,895, General Sanitary Sewer ISF is -\$20,702, General Stormwater ISF is -\$18,057, General Traffic Engineering ISF is +\$39,718, General Fund is +\$13,146.

8. The following limited term intern positions ended during Fiscal Year 2023:
  - a. Business Administration Intern -0.50 FTE (-\$18,760 General Fund)
  - b. Engineering Intern -0.25 FTE (-\$8,590 Project Engineering Internal Service Fund)
  - c. Broadband Intern -0.25 FTE (-\$8,590 General Fund)
  - d. OSHA Intern -0.25 FTE (-\$8,624 General Fund, Sanitary and Stormwater)

## **Supplies & Services**

1. Other Professional Services increased from \$167,207 in FY 2023 to \$173,282 in FY 2024. This line item represents Stormwater Maintenance (\$35,000), NPDES Consultant Services (\$84,302), Stormwater I&I Prevention (\$8,500), Detention Basin Maintenance (\$27,040), General Sanitary (\$424), stormwater ditch remediation (\$3,000), and Project Engineering (\$15,016). The largest increase was Stormwater Ditch Remediation Consultant Services, which increased from \$0 in FY 2023 to \$3,000 in FY 2024.
2. Inspection Reimbursement is increased from \$36,000 in FY 2023 to \$66,000 in FY 2024. This line item represents the refund to developers for subdivision inspection fees paid that were more than actual cost. There is offsetting revenue of \$219,077 in the Subdivision Inspection Fee revenue line item.
3. Pay to Other Agency increased from \$147,500 in FY 2023 to \$153,416 in FY 2024. This line item represents the contract with East Central Iowa Association for transportation planning (\$30,650) which increased \$0 from FY 2023. The \$5,916 increase is from the Catfish Creek Watershed Partnership payment (\$122,766) as part of the 28E agreement with Dubuque County and the Dubuque Soil & Water Conservation District for the Dubuque County Watershed Program.
4. Grant expense is increased from \$461,505 in FY 2023 to \$493,843 in FY 2024. The increase is due to the stormwater enterprise fund utility fee subsidies for low income households (\$65,037), residential farms (\$11,891), and property tax-exempt properties (\$391,915), which are based on FY 2022 Actuals increased by 1.69% in FY 2023 and 5% in FY 2024. While the numbers fluctuate during the year, approximately 115 customers receive the property tax-exempt subsidy, of which the top ten include schools, universities, and hospitals, and also account for over 70% of the property tax-exempt subsidy paid. Approximately 20 customers receive the residential farm subsidy, and approximately 475 customers receive the low-income subsidy. The grant expense also includes \$10,000 for private sanitary sewer lateral replacement assistance, \$5,000 for streambank stabilization assistance, and \$5,000 for rain garden/rain barrel assistance. Finally, the grant expense budget includes \$5,000 for snow removal assistance, which is used to assist low/moderate income citizens with physical limitations. This also helps fund the administration of volunteers to help with snow removal and associated shovel and salt supplies.
5. Sales Tax is increased from \$185,472 in FY 2023 to \$194,745 in FY 2024. This expense is directly offset by sales tax revenue.
6. Electricity increased from \$249,598 in FY 2023 to \$261,151 in FY 2024. The increase is due to a combination of higher electricity rates charged at all properties (\$6,988) and the City's purchase of the Hendrick's building (\$4,565).
7. Natural Gas increased from \$57,684 in FY 2023 to \$76,623 in FY 2024. The increase is due to the Federal Building actuals from the last two quarters of FY 2022 and the first two quarters of FY 2023.
8. Building Maintenance increased from \$179,416 in FY 2023 to \$199,532 in FY 2024. City Hall increased from \$40,000 in FY 2023 to \$74,540 in FY 2024, and the Federal Building decreased from \$43,761 in FY 2023 to \$35,000 in FY 2024 based on FY 2022 Actuals. Other buildings in this line item

include City Hall Annex, Engine House #1, Multicultural Family Center, 5th Street Restrooms, Storm Ditch Remediation, and the Detention Basin Maintenance with no major changes.

9. Property Insurance decreased from \$84,148 in FY 2023 to \$72,413 in FY 2024.
10. Technology Services increased from \$264,361 in FY 2023 to \$288,611 in FY 2024. FY 2022 actual was \$124,362. The \$24,000 increase can be attributed to adding the mobile device data plans to this budget item (\$15,600) and a general 3% increase for software licensing costs in FY 2024 (\$8,584). In FY 2024, Engineering Admin totals \$5,843, Facility Management totals \$9,810, Project Engineering totals \$181,418, Traffic Engineering totals \$44,160, Traffic Admin totals \$0, Sanitary Admin totals \$25,619, and Stormwater Admin totals \$21,761.
11. Technology Equipment Maintenance Contract increased from \$73,687 in FY 2023 to \$77,187 in FY 2024. FY 2022 actual was \$37,551. This line item represents maintenance contracts associated with camera maintenance. Increase is due to project engineering increasing from \$36,500 in FY 2023 to \$40,000 in FY 2024.
12. Property Tax increased from \$103,867 in FY 2023 to \$146,023 in FY 2024. FY 2022 actual was \$99,186. This line item represents the property taxes paid on property that the City leases to other entities and is offset by lease revenue. The increase is largely due to the purchase of the Hendricks Building (\$21,622.20).
13. Equipment Maintenance Repair decreased from \$93,302 in FY 2023 to \$85,213 in FY 2024. FY 2022 actual was \$47,898. The figure is based on scheduled maintenance for FY 2024. The decrease is largely due to a \$22,000 decrease in traffic network virtual server maintenance costs.

## Machinery & Equipment

14. Equipment replacement items include (\$854,234):

<b>Engineering Machinery and Equipment</b>	
<b>Engineering Administration</b>	
Chairs/Desks	\$ 1,000
Smart Phone	\$ 350
Typewriter	\$ 900
<b>Project Engineering General Fund</b>	
Security Cameras	\$ 15,200
Desks/Chairs	\$ 1,000
Smart Phones	\$ 2,100
Drone Accessories	\$ 1,000
<b>Traffic Engineering Road Use Tax Fund</b>	
PTZ Cameras (9)	\$ 32,000
Network Switch - City Hall Fiber 3	\$ 12,000
Network Switch - City Hall Fiber 4	\$ 12,000
Network Switch- 3rd St Fiber 3	\$ 13,000
Battery Back-Ups	\$ 25,000
Milestone Video Server (4)	\$ 24,000
Hyperconvergence Servers (4) Pivot 3 Servers	\$ 60,000
Streets Servers	\$ 30,000
Wireless Point to Point (2)	\$ 10,000

<b>Engineering Machinery and Equipment</b>		
Hardened Intersection Switches (19)	\$	65,000
Nitek Extenders for cameras	\$	5,000
Milestone WS CPU	\$	5,000
Milestone SAN - 2 CHASSIS	\$	5,000
Offsite Storage	\$	5,000
Axis Cameras (614)	\$	159,200
Batteries (60)	\$	12,000
APC Battery Backups	\$	3,000
LCD Monitor 70"	\$	5,000
Traffic Counters (3)	\$	4,500
<b>Metal Detector</b>		
Smart Phone	\$	1,000
Tactics Laptop	\$	3,000
MacBook Laptops	\$	12,750
Matrix Switcher	\$	10,000
<b>Dust Filtration System</b>		
<b><u>Project Engineering Sanitary Sewer Fund</u></b>		
E-One Pumps (3)	\$	6,000
Gas Air Meter (4)	\$	500
Ford F-150	\$	35,000
Gas Air Meters (2) & Field Safety Equipment	\$	750
Smart Phone	\$	350
Tripod- Confined Space	\$	2,000
<b><u>Project Engineering Stormwater Fund</u></b>		
Rain Gauge	\$	2,000
Level Transducers	\$	7,500
Weather Station	\$	1,100
Smart Phone	\$	350
Flow Meters	\$	1,800
<b><u>Facilities Management</u></b>		
Facilities Management Smartphone	\$	700
5th St Restrooms Camera Equipment	\$	4,500
Ford Ranger	\$	35,000
City Hall Annex Security Camera	\$	2,000
<b><u>Annual Projects</u></b>		
General Sanitary Sewer Repairs/Maintenance	\$	110,484
General Stormwater Repairs/Maintenance	\$	50,000
Stormwater Ditch Remediation	\$	15,000
General Building Maintenance	\$	40,000
<b>Recommended Improvement Packages</b>	<b>\$</b>	<b>4,200</b>
<b>Total Equipment</b>	<b>\$</b>	<b><u>854,234</u></b>

## Debt Service

15. Annual Debt Service Payments for FY 2024 are as follows (\$8,846,215):

Amount	Debt Series	Source	Purpose	Final Payment	Call Date
\$ 26,633	2017A G.O.	Sales Tax 30%	Fiber Optic & Street Light	2029	2025
\$ 199,950	2017A G.O.	Stormwater Fees	Stormwater Improvements	2029	2025
\$ 487	2017A G.O.	Sales Tax 30%	Street Improvements	2030	2025
\$ 55,018	2006 SRF	Stormwater Fees	North Catfish Creek	2030	
\$ 118,460	2009 SRF	Stormwater Fees	West 32nd Detention Basin	2030	
\$ 71,488	2018A G.O.	Sales Tax 30%	Southwest Arterial	2031	2026
\$ 158,862	2018A G.O.	Stormwater Fees	Stormwater Improvements	2031	2026
\$ 122,877	2021A G.O.	Stormwater Fees	Stormwater Improvements	2031	2028
\$ 6,878	2019C G.O.	Sales Tax 30%	FEMA Flood Buyout	2027	2026
\$ 30,937	2019C G.O.	Stormwater Fees	Stormwater Improvements	2033	2026
\$ 79,145	2021A G.O.	Sales Tax 30%	Southwest Arterial	2032	2028
\$ 7,818	2021A G.O.	Stormwater Fees	Stormwater Improvements	2032	2028
\$ 414,025	2010 SRF	Stormwater Fees	Lower Bee Branch	2032	
\$ 1,393,500	2014A G.O.	Sales Tax Increment	Bee Branch Watershed	2029	2024
\$ 44,614	2021A G.O.	Sales Tax 30%	Street Improvements	2034	2028
\$ 20,700	2014 SRF	Stormwater Fees	Lower Bee Branch	2034	
\$ 1,476,109	2015B SRF	Sales Tax Increment	Upper Bee Branch	2035	
\$ 2,771,000	2015A Revenue	Sales Tax Increment	Bee Branch Watershed	2029	2026
\$ 592,200	2016B G.O.	Stormwater Fees	Stormwater Refunding	2036	2024
\$ 18,538	2016C G.O.	Sales Tax 20%	Federal Building Roof	2037	2024
\$ 1,002,380	2019 SRF	Stormwater Fees	Bee Branch Watershed	2038	
\$ 115,615	2024 SRF	Stormwater Fees	Bee Branch Flood Gates	2044	
\$ 4,695	2017A G.O.	Sales Tax 20%	Smart Meters	2029	2025
\$ 22,892	2021A G.O.	Sales Tax 20%	City Hall Improvements	2032	2028
\$ 55,603	2018B G.O.	Sales Tax 20%	Engine House #1 Renovation	2031	2026
\$ 10,732	2023 G.O.	Sales Tax 20%	Engine House #1 Second Floor	2043	
\$ 25,059	2019C G.O.	Sales Tax 20%	City Hall Improvements	2027	2026
<b>\$ 8,846,215</b>	<b>Total Engineering Annual Debt Service</b>				

## Revenue

16. Riverfront Leases increased from \$3,817,262 in FY 2023 to \$3,897,839 in FY 2024 based on the projected revenue which is as follows:

<u>Riverfront Lease</u>	<u>FY23 Budget</u>	<u>FY24 Budget</u>
Artco Fleeting Service	\$ 1,200	\$ 800
Dubuque By Carriage	\$ 3,600	\$ 3,600
DRA Parking Lot Lease	\$ 597,905	\$ 624,379
Dubuque Marina	\$ 34,817	\$ 37,832
Dubuque Terminals Dove Harbor	\$ 130,010	\$ 136,511
Dubuque Yacht Basin	\$ 201,407	\$ 201,407
Flint Hill Resources	\$ 731,581	\$ 753,528
Hodge Transit Warehouse Co	\$ 410,285	\$ 418,000
Gavilon - Purina Drive	\$ 241,282	\$ 248,521
Gavilon - Land By City Salt Pile	\$ 290,323	\$ 298,939
Gavilon Dove Harbor	\$ 591,083	\$ 608,815
Gavilon - Commercial Street	\$ 391,425	\$ 403,168
Scales Mount dba River Cruises	\$ 5,000	\$ 5,000
Thompson Truck and Trailer LLC	\$ 7,615	\$ —
Port of Dubuque Brewery Development	\$ 99,049	\$ 73,877
Platinum Holdings LLC	\$ 80,680	\$ 83,462
Total	\$ 3,817,262	\$ 3,897,839

17. Wharfage Fees on Leased Property decreased from \$182,000 in FY 2023 to \$153,850 in FY 2024 based on FY 2022 actual and is dependent on how much business is being conducted at the Wharf.

<u>Wharfage Fees on Leased Property</u>	<u>FY23 Budget</u>	<u>FY24 Budget</u>
Gavilon - Commercial Street	\$ 60,000	\$ 82,000
Gavilon Dove Harbor	\$ 62,000	\$ 30,450
Gavilon - Salt Site	\$ 30,000	\$ 17,400
Flint Hill Resources	\$ 30,000	\$ 24,000
Total	\$ 182,000	\$ 153,850

18. Non-Riverfront Lease decreased from \$248,734 in FY 2023 to \$188,832 in FY 2024.

<u>Non-Riverfront Lease</u>	<u>FY23 Budget</u>	<u>FY24 Budget</u>
Dubuque Rescue Mission	\$ 1	\$ 1
Hawkeye Area Community Action Plan	\$ 31,800	\$ 31,800
HHH Enterprises	\$ 2,309	\$ 2,532
Hartig Drug	\$ 2,016	\$ 2,077
Hartig Drug Revocable License	\$ 2,016	\$ —
16th St. Detention Basin - Rainbo Oil	\$ 142,982	\$ 143,228
Hilton Hotel	\$ 58,684	\$ —
Interstate Power & Light Co (Graf Farm Solar)	\$ 8,926	\$ 9,194
Total	\$ 248,734	\$ 188,832



19. Federal Building Lease increased from \$334,225 in FY 2023 to \$338,245 in FY 2024. The detail of the lease revenue is as follows:

Tenant	FY23 Budget	FY24 Budget
Juvenile Court	\$ 2,295	\$ 69,921
Bellstar Media	\$ 4,879	\$ 2,363
Dubuque Area Labor Management Council	\$ 20,668	\$ 5,025
Dubuque County Task Force	\$ 67,907	\$ 21,292
United States Post Office	\$ 238,476	\$ 238,476
Hillcrest		\$ 1,168
Total	334,225	338,245

20. Fiber Leases is increased from \$14,179 in FY 2023 to \$18,201 in FY 2024. The increase is due to a rack addition for the West 3rd Street water tower.
21. Telecom Leases is unchanged from \$9,600 in FY 2023 to \$9,600 in FY 2024.
22. Subdivision Inspection Fees increased from \$70,000 in FY 2023 to \$219,077 in FY 2024 by estimating inspection fees for Mozena Farms/Switch Homes (\$125,000), Fox Hills apartments (\$72,000), and Silver Oaks (\$20,000).
23. Stormwater Penalties decreased from \$28,845 in FY 2023 to \$22,043 in FY 2024 based on FY 2022 actual of \$17,197.
24. The FY 2024 Stormwater User Fee increased from \$9.00 per SFU to \$10.00 per SFU, a 11.11% increase. There was no increase between FY 2022 and FY 2023 as part of the City's coronavirus relief response.

When the City Council adopted Ordinance 21-12 (passed and approved on March 7, 2012), they established that the stormwater utility fee would increase to \$9.00 per month on July 1, 2016 in order to fund the operational and capital costs of the public stormwater management system, including improvements such as the Bee Branch Creek Restoration Project. But later in 2012, the Iowa General Assembly created the Flood Mitigation Program which provides funding for flood mitigation projects undertaken by approved local governments such as the City of Dubuque. Managed by the Iowa Flood Mitigation Board, the funding source established involves taking a portion of the incremental growth of State sales tax revenue collected within a city and diverting from the State General Fund to the approved city. Having updated the Drainage Basin Master Plan in the fall of 2013, which outlined the improvements associated with the 12-phase Bee Branch Watershed Flood Mitigation Project, the City was successful in securing \$98.5 million in State sales tax increment funding. With the infusion of funding, the City Council adopted Ordinance 16-14 (passed and approved on March 5, 2014) establishing that the stormwater utility fee did not reach \$9.00 per month until July 1, 2021, five years later than later than previously scheduled.

The City has been able to provide stormwater management services within the rate structure established by Ordinance 16-14. However, due to the uncertain economic impacts of the current COVID-19 pandemic, the rate structure was reconsidered for Fiscal Year 2021. With some minor adjustments to planned Capital Improvement Program projects, reducing some budgets and delaying a few others, the City was able to delay the planned increases for a year such that the rate would not reach \$9.00 per month until FY23, six years later than previously scheduled.

Table below compares the rates adopted in 2012, 2014, 2020, 2021, and 2022 to the rate proposed with the FY 2024 budget.

	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024
Ordinance 21-12	\$ 9.00	\$ 9.00	\$ 9.00	\$ 9.00	\$ 9.00	\$ 9.00	\$ 9.00	\$ 9.00
Ordinance 16-14	\$ 6.81	\$ 7.27	\$ 7.76	\$ 8.29	\$ 8.85	\$ 9.00	\$ 9.00	\$ 9.00
Ordinance 21-20					\$ 8.29	\$ 8.29	\$ 8.29	\$ 8.29
Ordinance 10-21						\$ 8.85	\$ 8.85	\$ 8.85
Ordinance 13-22							\$ 9.00	\$ 9.00
Proposed FY 2024								\$ 10.00
% Change From Ordinance 21-12	-24.33%	-19.22%	-13.78%	-7.89%	-7.89%	-1.67%	—%	11.11%

\* The recommended rates for FY16 through FY20 reflect the rates previously established by Ordinance 16-14 following the State's approval of \$98.5 million in State Flood Mitigation state sales tax increment funds for the Bee Branch Watershed Flood Mitigation Project. Ordinance 21-12 was the ordinance adopted prior to the City receiving the Flood Mitigation grant. No increase in FY21 due to the City's coronavirus relief response.

# ENGINEERING DEPARTMENT

The engineering department promotes the health, safety, and welfare of ALL thru sound engineering principles, practices, and partnerships applied to the planning, design, maintenance, and preservation of the City's infrastructure and property.

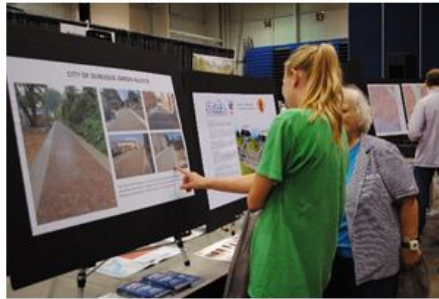
## SUCCESS IS ABOUT PLANNING, PARTNERSHIPS AND PEOPLE LEADING TO OUTCOMES

### PEOPLE

Engineering continues in its emphasis on public information meetings concerning projects that have a significant impact on property owners. These meetings provide an opportunity for meaningful exchange between the City and property owners on the project scope and its impact.

### PLANNING

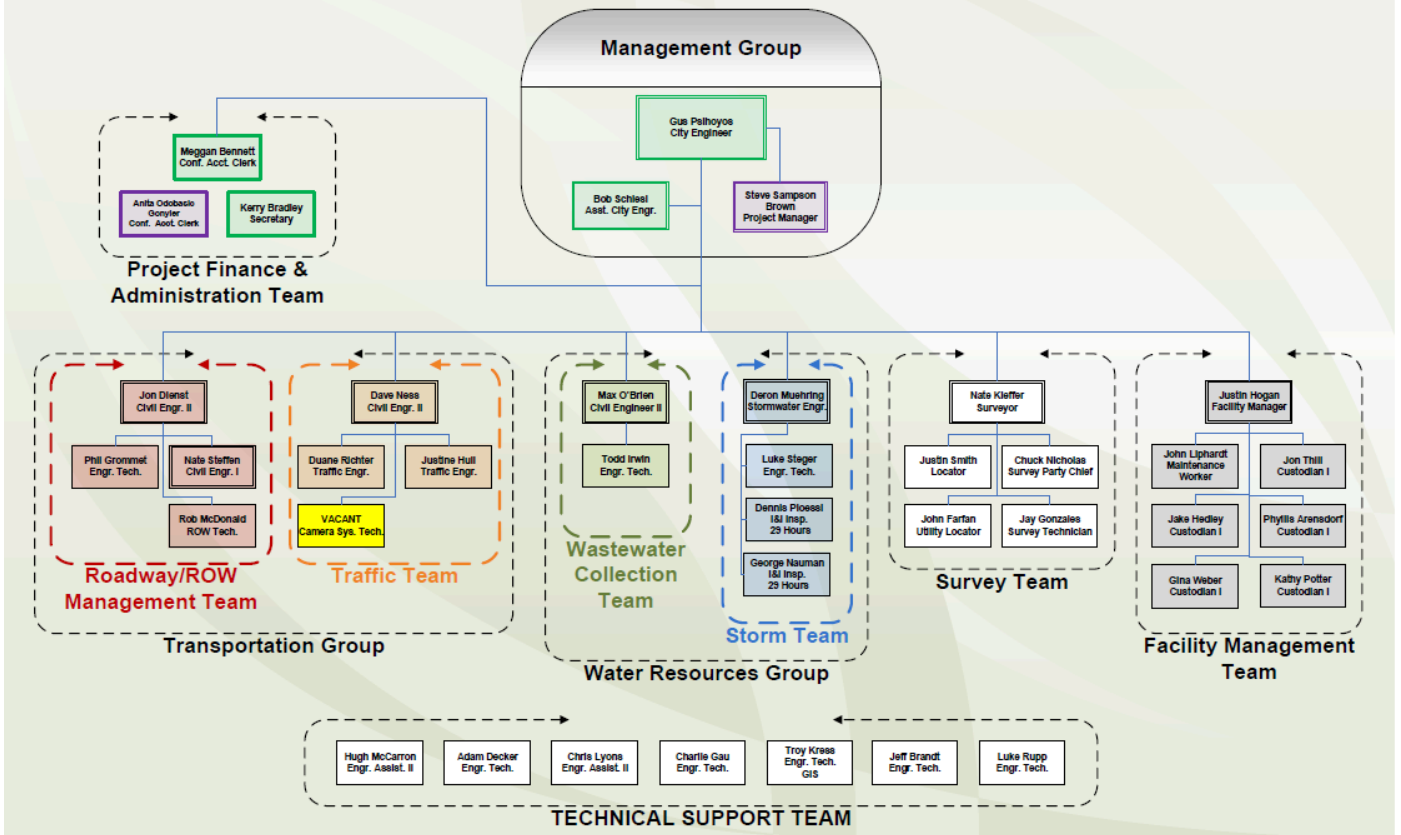
Engineering coordinates its project planning with multiple City Departments. In addition the department is involved in the Dubuque Metropolitan Area Transportation Study and works with the East Central Intergovernmental Agency in planning projects. This ensures a regional view is considered in project development.



### PARTNERSHIPS

The Engineering Department works with the Iowa Department of Transportation (IDOT), the Access Board, Federal Highway Administration (FHWA), East Central Intergovernmental Agency (ECIA), Dubuque County, Historic Preservation Commission, Neighborhood Groups, Tri-State Trail Vision and many other entities when planning and constructing projects.

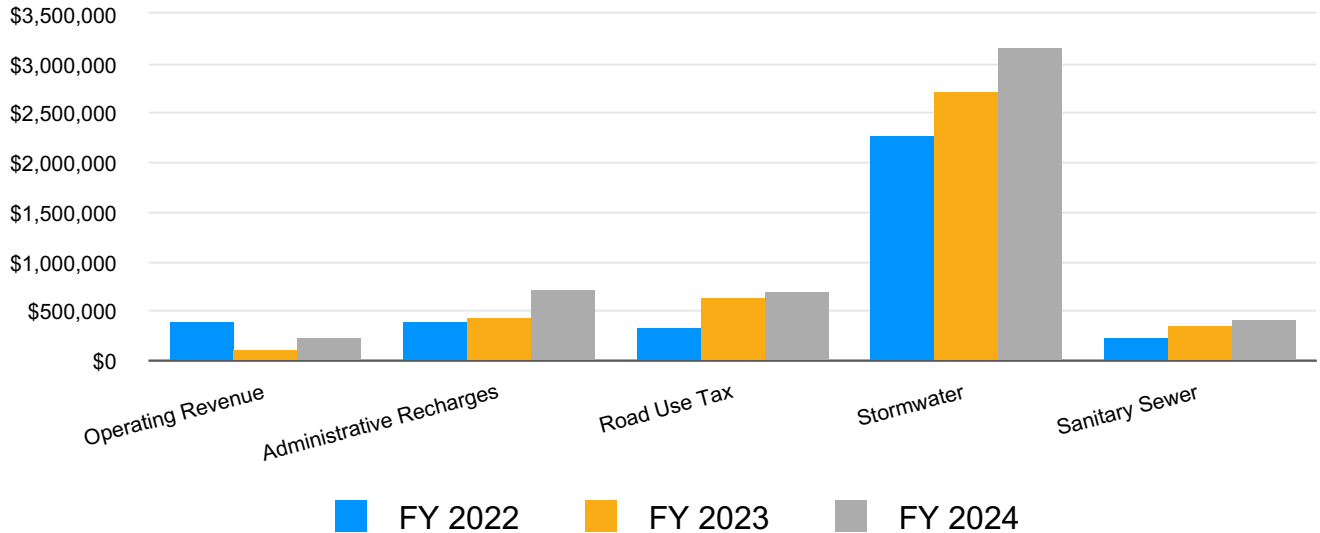
# ENGINEERING – FY24 Organizational Structure



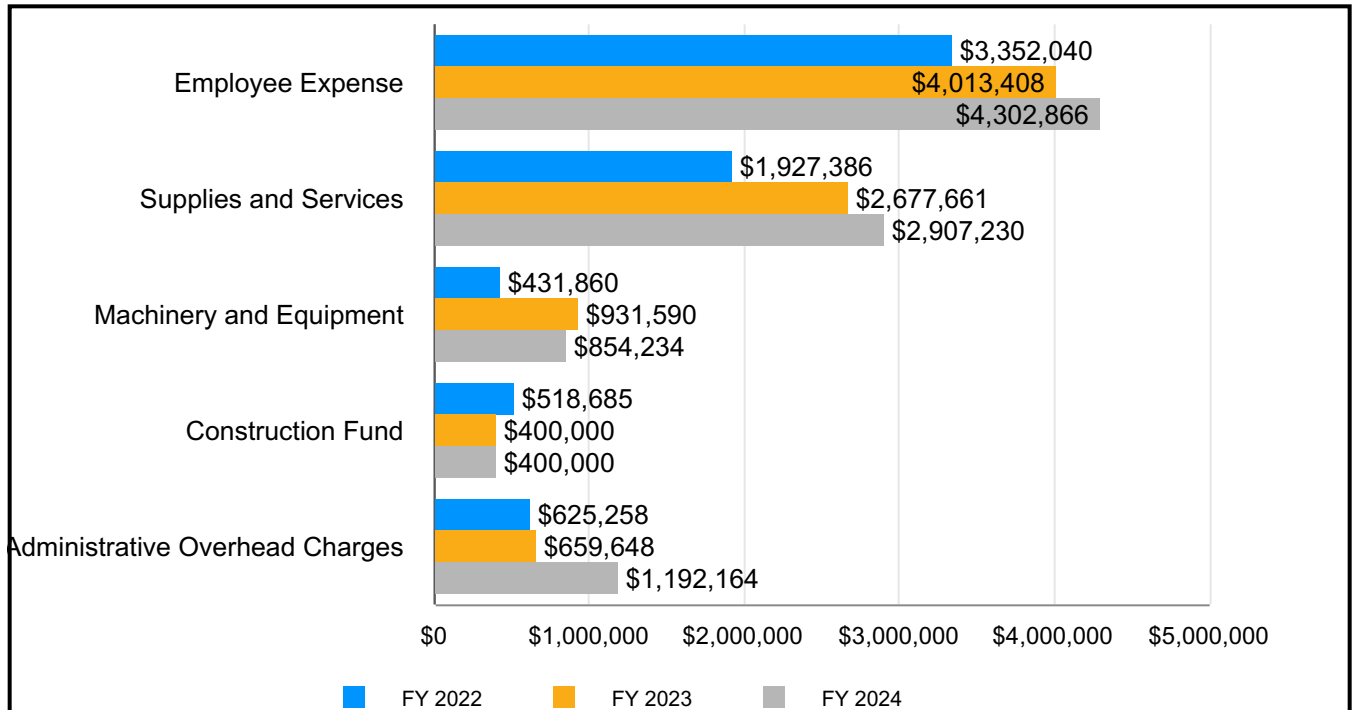
# ENGINEERING DEPARTMENT

	FY 2022	FY 2023	FY 2024
Full-Time Equivalent	38.94	41.21	40.92

## Resources



The Engineering Department is supported by 40.92 full-time equivalent employees, which accounts for 55.48% of the department expense as seen below. Overall, the department's expenses are expected to increase by 11.10% in FY 2024 compared to FY 2023.



# ENGINEERING DEPARTMENT

## Activity: Right-of-way Management and Streets

### Mission & Services

The department strives to manage the right of way and the streets of the city in an equitable way. This is done so the citizens can realize the greatest benefit and involves working with multiple stakeholders, both public and private. This effort strives for streets, sidewalks and other public rights of way that are safe and fully accessible by all users.

Services include monitoring [right-of-way](#), [excavations](#), [sidewalk](#) inspections (snow removal and defects), appeals, management of compliance, utility locate services, and street, [alley](#), sidewalk, and trails planning, inspection, and reconstruction.

Right-of-way and Streets Funding Summary			
	FY 2022 Actual	FY 2023 Budget	FY 2024 Recomm'd
Expenditures	\$2,587,284	\$2,486,102	\$2,752,294
Resources	\$(2,206,529)	\$1,446,759	\$(2,035,045)




Right-of-way and Streets Position Summary	
	FY 2024
Assistant City Engineer	0.40
Assistant City Engineer- Service Fund	0.60
Camera Systems Technician	0.50
Camera Systems Technician - Service Fund	0.50
City Engineer	0.40
City Engineer - Service Fund	0.10
Civil Engineer I	0.15
Civil Engineer I - Service Fund	0.75
Civil Engineer II	0.85
Civil Engineer II - Service Fund	1.15
Confidential Account Clerk- Leases	0.20
Confidential Account Clerk	0.50
Confidential Account Clerk - Service Fund	0.05
Engineering Intern- Leases	0.25
Intern Engineering- Youth Americorp	0.32
Engineering Intern - Service Fund	0.75
Engineering Assistant II	0.10
Engineering Assistant II - Service Fund	0.85
Engineering Technician - Inspection	0.60
Engineering Technician	1.30
Engineering Technician - Service Fund	3.48
Project Manager	0.35
Project Manager- Leases	0.05
Project Manager - Service Fund	0.35
ROW Technician	0.95
ROW Technician - Service Fund	0.05
Secretary - Admin	0.15
Secretary - Engineering	0.20
Secretary- Service Fund	0.20

Right-of-way and Streets Position Summary	
	FY 2024
Survey Party Chief	0.15
Survey Party Chief - Service Fund	0.30
Survey Technician	0.15
Survey Technician - Service Fund	0.30
Surveyor	0.80
Surveyor - Service Fund	0.10
Traffic Engineer	0.50
Traffic Engineer - Service Fund	0.60
<b>Total FT Equivalent Employees</b>	<b>19.00</b>

# ENGINEERING DEPARTMENT

## Right-of-Way Management and Streets

### Performance Measures

City Council Goal: Connected Community						
	Performance Measure (KPI)	Target	FY 2021 Actual	FY22 Actual	FY 23 Estimated	Performance Indicator
1	Activity Objective: Provide safe walking pathways throughout the City, including pedestrian access ramps.					
	% of property notices resolved within allotted time for un-shoveled sidewalks	80%	94%	80%	80%	
	# of ADA curb ramps installed	100	288	110	160	
2	Activity Objective: Provide complete, safe, and efficient street systems.					
	Avg. condition rating (out of 100) of all Dubuque streets	70	73	73	73	
	# of vehicle crashes in the City of Dubuque	N/A	1,433	1,201	1,188	N/A
City Council Goal: Livable Neighborhoods & Housing						
3	Activity Objective: Manage the work in right-of-way permits.					
	# of Right of Way excavation permits/person	N/A	306	561	600	N/A



Cracked and heaving sidewalk - Tripping hazard



New ADA Curb Ramps



# ENGINEERING DEPARTMENT

## Stormwater Management

### Mission & Services


The mission of the City's Stormwater Management Utility is to help protect the health of citizens and both the natural and built environment by designing, implementing, and maintaining an effective, efficient municipal stormwater management system. The City of Dubuque has the responsibility as do private property owners: manage stormwater on its property. Services include construction of new detention basins, extension of storm sewer systems, maintenance of ditches, sewers, and basins, and limiting pollutants associated with stormwater runoff.

Stormwater Funding Summary			
	FY 2022 Actual	FY 2023 Budget	FY 2024 Recomm'd
Expenditures	\$4,802,222	\$5,247,779	\$5,672,313
Resources	\$4,802,222	\$5,247,779	\$5,672,313


Stormwater Position Summary	
	FY 2024
Civil Engineer II	1.00
Civil Engineer II - Service Fund	0.35
Civil Engineer I	0.05
Civil Engineer I- Service Fund	0.05
City Engineer	0.15
City Engineer - Service Fund	0.05
Engineering Technician	0.28
Traffic Engineer - Residential Parking	0.03
Engineering Technician - Service Fund	0.80
Engineering Technician - Water	0.03
Engineering Assistant II - Service Fund	0.05
Secretary - Stormwater Fund	0.05
Secretary- Service Fund	0.10
Survey Party Chief - Service Fund	0.25
Survey Technician - Service Fund	0.25
Engineering Intern	0.32
Project Manager - Service Fund	0.05
Utility Locator - Stormwater	0.50
Utility Locator - Water	0.50
Confidential Account Clerk	0.20
I&I Inspector	1.46
Confidential Account Clerk - Service Fund	0.40
<b>Total FT Equivalent Employees</b>	<b>6.92</b>

## Performance Measures

### City Council Goal: Livable Neighborhoods and Housing

Performance Measure (KPI)	Target	FY 2021 Actual	FY22 Actual	FY 23 Estimated	Performance Indicator
<b>1 Activity Objective: Engineer, construct, and maintain facilities to mitigate the effects of flooding.</b>					
# of phases completed in Bee Branch Watershed Flood Mitigation Project	12	4	5	5	

### City Council Goal: Connected Community

<b>2 Activity Objective: Design and oversee construction of street/public ROW drainage systems to mitigate flooding and make the street available to the public during a rain event.</b>					
% of storm sewer construction occurring in conjunction with street replacement	80	95	95	85	

# ENGINEERING DEPARTMENT

## Sanitary Sewer Collection

### Mission & Services



The City of Dubuque's Sanitary Sewer Collection system delivers wastewater to the Water and Resource Recovery Center (W&RRC) where it is treated in accordance with the federal Clean Water Act before being discharged in the Mississippi River. This activity defines and implements capital improvements to improve the City's existing sanitary sewer collection infrastructure and provides direction and standards for future expansion and connections to the system.

Sanitary Sewer Collection Funding Summary			
	FY 2022 Actual	FY 2023 Budget	FY 2024 Recomm'd
Expenditures	\$244,608	\$741,741	\$792,022
Resources	\$9,939	\$378,749	\$394,098

Sanitary Sewer Collection Position Summary	
	FY 2024
City Engineer	0.20
City Engineer - Service Fund	0.10
Civil Engineer I- Service Fund	0.05
Civil Engineer II - Service Fund	0.45
Civil Engineer II	0.15
Engineering Intern	0.32
Project Manager	0.10
Project Manager - Service Fund	0.10
Engineering Technician	0.38
Engineering Technician - Service Fund	1.70
Survey Party Chief - Service Fund	0.30
Survey Technician - Service Fund	0.30
Secretary	0.05
Secretary - Service Fund	0.10
Confidential Account Clerk	0.25
Confidential Account Clerk - Service Fund	0.15
Utility Locator	0.50
<b>Total FT Equivalent Employees</b>	<b>5.20</b>

### Performance Measures

#### City Council Goal: Sustainable Environment

	Performance Measure (KPI)	Target	FY 2021 Actual	FY22 Actual	FY 23 Estimated	Performance Indicator
1	<b>Activity Objective: Reduce inflow and infiltration (I&amp;I) into the sanitary sewer collection system and work to eliminate the source or secure the sanitary sewer from the source.</b>					
	# of feet pipe lined through I&I Program	1,000	6,239	0	0	
2	<b>Activity Objective: Reconstruct Sanitary Sewer Manholes and Pipe</b>					
	# of brick sanitary sewer manholes replaced	15	18	15	18	

# ENGINEERING DEPARTMENT

## Traffic Engineering

### Mission & Services


This activity is responsible for overseeing the planning, inspection and daily operation of active projects for the movement of pedestrians, vehicular traffic, fiber optic expansion, street lighting, traffic signals, traffic controls, fiber optic and communications infrastructure, traffic and security cameras, traffic signage and pavement markings throughout the City and provides guidance to the Public Works Department. Other activities involve the review and recommendations for parking meter districts, residential parking districts and accessible parking spaces according to local, state and federal guidelines. This activity is highly called upon during emergency events and crises.

Traffic Engineering Funding Summary			
	FY 2022 Actual	FY 2023 Budget	FY 2024 Recomm'd
Expenditures	\$199,170	\$262,748	\$308,125
Resources	\$9,129	\$14,449	\$50,313



Traffic Engineering Position Summary	
	FY 2024
Secretary	0.10
Confidential Account Clerk	0.20
Utility Locator	0.50
Engineering Technician	0.03
Surveyor	0.10
Traffic Engineer	0.77
Engineering Technician- Service Fund	0.40
Traffic Engineer - Service Fund	0.10
<b>Total FT Equivalent Employees</b>	<b>2.20</b>

### Performance Measures

#### City Council Goal: Financially Responsible, High Performance Organization

	Performance Measure (KPI)	Target	FY 2021 Actual	FY22 Actual	FY 23 Estimated	Performance Indicator
1	<b>Activity Objective: Reduce energy and maintenance costs as well as increase safety by replacing existing street lights with LED lighting.</b>					
	% of city-owned lights converted to LED	100%	32%	51%	53%	

#### City Council Goal: Connected Community

2	<b>Activity Objective: Provide a road network that ensures a high level of safety for vehicles, cyclists, and pedestrians.</b>					
	% of signalized Intersections with Microwave Detection	100%	29%	31%	34%	
2	<b>Activity Objective: Continue growth of traffic operation cameras, security cameras, and fiber and conduit.</b>					
	% of signalized Intersections with security cameras (88 Intersections)	100%	N/A	74%	80%	
	# of miles annually of conduit installed	N/A	4.75	4.29		N/A

# ENGINEERING SERVICES

## Facility Management

### Overview


Engineering Services Department provides custodial and building maintenance services for City Hall, City Hall Annex, Historic Federal Building, Ruby Sutton Building, 5<sup>th</sup> Street Restrooms, Bunker Hill, Allison Henderson Park and the Dubuque Shot Tower. In total staff cleans and maintains over 150,000 square feet of public and office space. Responsibilities include routine custodial services, maintenance, repairs, and monitoring or HVAC systems. Staff schedules routine maintenance on our generators, elevators, HVAC equipment, fire alarm and sprinkler systems, backflow valves, and security systems.

Facility Management Funding Summary			
	FY 2022 Actual	FY 2023 Budget	FY 2024 Recomm'd
Expenditures	\$1,020,039	\$1,358,351	\$1,437,553
Resources	\$321,394	\$334,351	\$338,564

Facility Management Position Summary	
	FY 2024
Facilities Manager	1.00
Maintenance Worker	1.00
Secretary	0.05
Confidential Account Clerk	0.05
Architectural Intern	0.50
Custodian - City Hall Annex/Housing	0.50
Custodian - Federal Building	2.50
Custodian - Multicultural Family Center	1.00
Custodian - City Hall	1.00
<b>Total Full-Time Equivalent Employees</b>	<b>7.60</b>

### Performance Measures

#### City Council Goal: Financially Responsible, High Performance Organization

	Performance Measure (KPI)	Target	FY 2021 Actual	FY22 Actual	FY 23 Estimated	Performance Indicator
1	<b>Activity Objective: Continue implementation of the ADA Transition Plan</b>					
	# of accessibility improvement projects in public facilities	>8	0	4	5	

## Recommended Operating Revenue Budget - Department Total

### 55 - ENGINEERING

Fund/Account/Account Title	FY21 Actual Revenue	FY22 Actual Revenue	FY23 Adopted Budget	FY24 Recomm'd Budget
<b>100 - General</b>				
<b>4A - Charges for Services</b>				
41230 - Electrical Permits	0	0	0	0
41280 - Mechanical Permits	0	0	0	0
41330 - Sidewalk Permits	(13,504)	(9,429)	(12,500)	(4,795)
41335 - Dumpster Permits	(2,660)	(3,100)	(3,000)	(1,180)
41340 - Street Excavation	(16,409)	(15,450)	(18,000)	(8,603)
41360 - Public Right-of-Way Permit	0	0	0	0
41725 - Subdivision Inspection	(41,893)	(202,365)	(70,000)	(219,077)
41900 - Miscellaneous Licenses	(191)	(5,104)	(565)	(2,259)
43100 - Leases - Building/Land	(350,775)	(321,075)	(336,241)	(340,322)
43208 - Lease - Sidewalk Cafe	(600)	(1,400)	(1,600)	(600)
45500 - Miscellaneous Chg for Svcs	(250)	(740)	(400)	(195)
47100 - Reimbursements	(29,315)	(8,541)	(5,126)	(2,566)
47150 - Refunds	0	(1,550)	0	0
47200 - Insurance Settlements	0	(550)	0	0
47700 - District Court Fines	(85)	0	0	0
47820 - Specialized Services	0	0	0	0
<b>4A - Charges for Services Total</b>	<b>(455,681)</b>	<b>(569,304)</b>	<b>(447,432)</b>	<b>(579,597)</b>
<b>4B - Grants/Contrib</b>				
47050 - Contrib - Private Sources	0	0	0	0
<b>4B - Grants/Contrib Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>4M - Gain on Disposal</b>				
48000 - Sale of Real Property	(32,197)	(149,442)	0	0
<b>4M - Gain on Disposal Total</b>	<b>(32,197)</b>	<b>(149,442)</b>	<b>0</b>	<b>0</b>
<b>4N - Transfers</b>				
49600 - Transfer in Water Op	(43,750)	(44,911)	(49,107)	(221,079)
49610 - Transfer In Sanitary Op	(273,439)	(280,692)	(306,919)	(328,840)
49620 - Transfer in Storm Op	(82,032)	(84,208)	(92,075)	(186,549)
<b>4N - Transfers Total</b>	<b>(399,221)</b>	<b>(409,811)</b>	<b>(448,101)</b>	<b>(736,468)</b>
<b>810 - Engineering Service</b>				
<b>4A - Charges for Services</b>				
47820 - Specialized Services	(1,646,434)	(1,700,641)	(1,701,847)	(1,877,496)
<b>4A - Charges for Services Total</b>	<b>(1,646,434)</b>	<b>(1,700,641)</b>	<b>(1,701,847)</b>	<b>(1,877,496)</b>
<b>200 - Debt Service</b>				
<b>4N - Transfers</b>				
49100 - Transfer In General Fund	(543,375)	(7,125)	(6,731)	(6,878)
49110 - Transfer in Road Use Tax	(23,876)	(25,348)	(26,060)	(26,633)
49126 - Transfer in GDTIF	(339,900)	0	0	0
49301 - Transfer in Street Const	(201,915)	(197,230)	(202,862)	(195,247)
49303 - Transfer in Sales Tax Inc	(2,554,104)	(2,554,296)	(4,681,919)	(5,640,609)
49304 - Transfer in Sales Tax 20%	(126,890)	(110,324)	(128,666)	(138,006)
<b>4N - Transfers Total</b>	<b>(3,790,060)</b>	<b>(2,894,323)</b>	<b>(5,046,238)</b>	<b>(6,007,373)</b>
<b>4O - Eliminated for GW</b>				
48200 - Proceeds from GO Debt	(1,438,998)	0	0	0
48205 - Bond Discount/Premium	(28,484)	0	0	0
<b>4O - Eliminated for GW Total</b>	<b>(1,467,482)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>620 - Stormwater Operating</b>				
<b>4A - Charges for Services</b>				
41400 - Misc Permits	(16,647)	(8,765)	(16,647)	(3,530)

## Recommended Operating Revenue Budget - Department Total

### 55 - ENGINEERING

Fund/Account/Account Title	FY21 Actual Revenue	FY22 Actual Revenue	FY23 Adopted Budget	FY24 Recomm'd Budget
45235 - Stormwater User Fee	(4,902,685)	(5,252,450)	(5,318,412)	(5,651,375)
45236 - Stormwater Half Rate	(40,294)	(42,022)	(34,903)	(43,026)
45237 - Stormwater Tax Exempt	0	0	0	0
45238 - Stormwater Farm	0	0	0	0
45300 - Forfeitures/Penalties	(791)	(17,197)	(28,845)	(22,043)
45500 - Miscellaneous Chg for Svcs	0	0	0	0
47100 - Reimbursements	(1,947)	(27)	(1,948)	(1,910)
<b>4A - Charges for Services Total</b>	<b>(4,962,365)</b>	<b>(5,320,461)</b>	<b>(5,400,755)</b>	<b>(5,721,884)</b>
<b>4B - Grants/Contrib</b>				
44000 - Federal Grants	(8,139)	(83,088)	(8,139)	(8,139)
44400 - State Grants	0	0	0	0
<b>4B - Grants/Contrib Total</b>	<b>(8,139)</b>	<b>(83,088)</b>	<b>(8,139)</b>	<b>(8,139)</b>
<b>4K - Unrest Invest Earn</b>				
43000 - Interest	(37,191)	(14,729)	(37,191)	(37,191)
<b>4K - Unrest Invest Earn Total</b>	<b>(37,191)</b>	<b>(14,729)</b>	<b>(37,191)</b>	<b>(37,191)</b>
<b>4N - Transfers</b>				
49102 - Transfer in DRA Distribution	(177,978)	(178,000)	(181,115)	0
49179 - Transfer in Special Assessment	(78)	(84)	0	0
49304 - Transfer in Sales Tax 20%	(313,707)	(261,096)	(255,390)	(442,290)
<b>4N - Transfers Total</b>	<b>(491,763)</b>	<b>(439,180)</b>	<b>(436,505)</b>	<b>(442,290)</b>
<b>4O - Eliminated for GW</b>				
47115 - Sales Tax Collection	(170,841)	(180,770)	(185,472)	(193,016)
48200 - Proceeds from GO Debt	(1,192,551)	0	0	0
48205 - Bond Discount/Premium	(29,405)	0	0	0
<b>4O - Eliminated for GW Total</b>	<b>(1,392,797)</b>	<b>(180,770)</b>	<b>(185,472)</b>	<b>(193,016)</b>
<b>600 - Water Operating</b>				
<b>4A - Charges for Services</b>				
41725 - Subdivision Inspection	0	0	0	0
<b>4A - Charges for Services Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>610 - Sanitary Sewer Operating</b>				
<b>4A - Charges for Services</b>				
41725 - Subdivision Inspection	0	0	0	0
45400 - Connect Fees	-38692	-16259	0	-31768
47100 - Reimbursements	(10,943)	(5,125)	(10,943)	(10,250)
<b>4A - Charges for Services Total</b>	<b>(49,635)</b>	<b>(21,384)</b>	<b>(10,943)</b>	<b>(42,018)</b>
<b>ENGINEERING- Total</b>	<b>(14,732,964)</b>	<b>(11,783,134)</b>	<b>(13,722,623)</b>	<b>(15,645,472)</b>

# Recommended Operating Expenditure Budget - Department Total

## 55 - ENGINEERING

Fund/Account/Account Title	FY21 Actual Expense	FY22 Actual Expense	FY23 Adopted Budget	FY 24 Recomm'd Budget
<b>6A - Salaries &amp; Wages</b>				
<b>100 - General</b>				
60100 - Salaries-Regular Full Time	851,172	1,045,799	1,163,203	1,248,595
60200 - Salaries - Regular Part Time	4,967	8,468	0	0
60300 - Hourly Wages - Temp/Seasonal	15,042	8,350	48,770	36,355
60400 - Overtime	10,885	22,334	18,390	18,390
60410 - Overtime - Holiday	98	0	0	0
60620 - Special Pay - Holiday	0	0	0	0
60630 - Special Pay Sick Lv Payout Ret	11,985	11,985	11,748	11,748
60635 - Special Pay Sick Lv Payout 50%	12,169	11,636	12,169	12,169
60640 - Special Pay - Vacation Payout	1,627	0	0	0
60710 - Special Pay - Parental Leave	11,480	5,934	0	0
60720 - Spec Pay - Meals No Overnight	14	173	0	91
60730 - Spec Pay - Safety Equipment	219	736	500	3,100
60760 - Spec Pay - Moving Allowance	0	300	0	0
<b>110 - Road Use Tax</b>				
60100 - Salaries-Regular Full Time	510	0	0	0
60400 - Overtime	765	0	0	0
<b>600 - Water Operating</b>				
60100 - Salaries-Regular Full Time	18,990	18,256	30,386	33,237
60200 - Salaries - Regular Part Time	7,906	8,468	0	0
60300 - Hourly Wages - Temp/Seasonal	0	0	0	0
60400 - Overtime	4,625	4,174	0	0
60410 - Overtime - Holiday	20	0	0	0
<b>610 - Sanitary Sewer Operating</b>				
60100 - Salaries-Regular Full Time	48,530	73,446	112,096	135,984
60200 - Salaries - Regular Part Time	7,905	8,468	0	0
60300 - Hourly Wages - Temp/Seasonal	3,632	1,745	2,593	11,949
60400 - Overtime	5,088	6,584	0	0
60410 - Overtime - Holiday	20	0	0	0
60630 - Special Pay Sick Lv Payout Ret	0	7,884	0	0
60640 - Special Pay - Vacation Payout	0	881	0	0
60730 - Spec Pay - Safety Equipment	0	0	0	2,600
60760 - Spec Pay - Moving Allowance	0	0	0	0
<b>620 - Stormwater Operating</b>				
60100 - Salaries-Regular Full Time	148,733	127,917	202,547	203,804
60200 - Salaries - Regular Part Time	31,957	29,508	79,078	82,714
60300 - Hourly Wages - Temp/Seasonal	0	0	2,593	11,949
60400 - Overtime	4,984	5,849	0	0
60410 - Overtime - Holiday	20	0	0	0
60620 - Special Pay - Holiday	0	0	0	0
60630 - Special Pay Sick Lv Payout Ret	0	7,884	0	0
60635 - Special Pay Sick Lv Payout 50%	3,911	3,188	3,911	4,219
60640 - Special Pay - Vacation Payout	0	881	0	0
60710 - Special Pay - Parental Leave	0	0	0	0
60720 - Spec Pay - Meals No Overnight	0	20	0	20
60730 - Spec Pay - Safety Equipment	0	0	0	2,600
<b>650 - Parking Operating</b>				
60100 - Salaries-Regular Full Time	16	49	2,204	2,422
60400 - Overtime	0	0	0	0
<b>810 - Engineering Service</b>				



## Recommended Operating Expenditure Budget - Department Total

### 55 - ENGINEERING

Fund/Account/Account Title	FY21 Actual Expense	FY22 Actual Expense	FY23 Adopted Budget	FY 24 Recomm'd Budget
60100 - Salaries-Regular Full Time	1,163,568	1,134,853	1,203,739	1,317,491
60200 - Salaries - Regular Part Time	0	0	0	0
60300 - Hourly Wages - Temp/Seasonal	31,006	23,030	32,354	25,055
60400 - Overtime	27,356	53,376	54,250	54,250
60410 - Overtime - Holiday	771	0	0	0
60630 - Special Pay Sick Lv Payout Ret	0	15,768	0	0
60640 - Special Pay - Vacation Payout	0	1,763	0	0
60710 - Special Pay - Parental Leave	0	10,088	0	0
<b>6A - Salaries &amp; Wages Total</b>	<b>2,429,973</b>	<b>2,659,799</b>	<b>2,980,531</b>	<b>3,218,742</b>
<b>6B - Employee Benefits</b>				
<b>100 - General</b>				
61100 - FICA - City Contribution	67,000	81,703	95,955	101,201
61300 - IPERS - City Contribution	83,955	102,711	116,146	122,627
61510 - Health Insurance	145,949	355,540	221,045	223,155
61540 - Life Insurance	648	689	774	781
61600 - Workers' Compensation	43,176	34,929	39,370	21,640
61992 - Physicals	138	1,369	1,611	1,599
<b>110 - Road Use Tax</b>				
61100 - FICA - City Contribution	92	0	0	0
61300 - IPERS - City Contribution	120	0	0	0
61510 - Health Insurance	332	0	0	0
61540 - Life Insurance	1	0	0	0
<b>600 - Water Operating</b>				
61100 - FICA - City Contribution	2,235	2,219	2,324	2,542
61300 - IPERS - City Contribution	2,978	2,917	2,869	3,137
61510 - Health Insurance	3,074	3,258	6,816	6,914
61540 - Life Insurance	18	14	26	23
61600 - Workers' Compensation	460	351	530	679
<b>610 - Sanitary Sewer Operating</b>				
61100 - FICA - City Contribution	4,710	7,211	8,392	10,825
61300 - IPERS - City Contribution	<b>6,133</b>	<b>8,519</b>	<b>10,868</b>	<b>13,360</b>
61510 - Health Insurance	7,553	6,946	17,419	20,202
61540 - Life Insurance	44	50	67	74
61600 - Workers' Compensation	4,949	8,223	8,214	2,563
<b>620 - Stormwater Operating</b>				
61100 - FICA - City Contribution	13,497	12,464	22,040	22,802
61300 - IPERS - City Contribution	17,527	15,413	26,830	27,765
61510 - Health Insurance	9,357	14,522	25,272	24,027
61540 - Life Insurance	113	83	107	101
61600 - Workers' Compensation	8,196	12,291	12,196	6,216
61700 - Unemployment Compensation	1,972	2,465	986	2,465
61992 - Physicals	0	144	732	364
<b>650 - Parking Operating</b>				
61100 - FICA - City Contribution	1	4	168	185
61300 - IPERS - City Contribution	2	5	208	228
61510 - Health Insurance	167	36	403	403
61540 - Life Insurance	0	0	1	1
61600 - Workers' Compensation	0	4	4	4
<b>810 - Engineering Service</b>				
61100 - FICA - City Contribution	87,957	89,467	98,716	106,857
61300 - IPERS - City Contribution	114,649	115,296	118,753	129,492

## Recommended Operating Expenditure Budget - Department Total

### 55 - ENGINEERING

Fund/Account/Account Title	FY21 Actual Expense	FY22 Actual Expense	FY23 Adopted Budget	FY 24 Recomm'd Budget
61510 - Health Insurance	49,444	(187,340)	193,358	202,753
61540 - Life Insurance	826	737	677	707
61600 - Workers' Compensation	0	0	0	28,432
61992 - Physicals	0	0	0	0
<b>6B - Employee Benefits Total</b>	<b>677,271</b>	<b>692,241</b>	<b>1,032,877</b>	<b>1,084,124</b>
<b>6C - Staff Development</b>				
<b>100 - General</b>				
62100 - Association Dues	2,732	4,978	9,095	7,355
62200 - Subscriptions	3,742	4,140	9,673	8,864
62325 - Mileage	918	975	1,012	1,567
62400 - Meetings & Conferences	1,201	10,688	29,565	26,876
62500 - Education Reimbursement	5,304	6,022	45,867	39,140
<b>110 - Road Use Tax</b>				
62100 - Association Dues	609	199	1,185	1,804
62200 - Subscriptions	0	17	510	600
62325 - Mileage	0	0	0	0
62400 - Meetings & Conferences	2,151	6,483	2,551	5,865
62500 - Education Reimbursement	79	2,400	4,794	11,784
<b>600 - Water Operating</b>				
62100 - Association Dues	0	0	0	30
62200 - Subscriptions	0	0	0	25
62500 - Education Reimbursement	0	0	0	250
<b>610 - Sanitary Sewer Operating</b>				
62100 - Association Dues	0	0	350	475
62200 - Subscriptions	0	0	300	375
62325 - Mileage	0	0	0	0
62400 - Meetings & Conferences	0	0	1,714	3,255
62500 - Education Reimbursement	120	0	1,745	4,800
<b>620 - Stormwater Operating</b>				
62100 - Association Dues	557	755	884	1,144
62200 - Subscriptions	34	205	528	641
62325 - Mileage	0	0	80	80
62400 - Meetings & Conferences	0	1,413	4,035	6,796
62500 - Education Reimbursement	1,254	912	6,918	10,500
<b>6C - Staff Development Total</b>	<b>18,701</b>	<b>39,188</b>	<b>120,806</b>	<b>132,226</b>
<b>6D - Repair/Maint/Util</b>				
<b>100 - General</b>				
63100 - Building Maintenance	70,986	144,588	157,754	177,620
63312 - Vehicle Ops - Gasoline	11,361	17,192	9,834	29,307
63320 - Vehicle Repair - Internal	12,318	15,488	24,798	15,797
63321 - Vehicle Repair - Outsourced	232	0	1,386	0
63322 - Vehicle Repair - Accident	0	0	0	0
63400 - Equipment Maint/Repair	12,658	12,021	41,158	41,672
63710 - Electricity	127,286	148,510	206,097	238,950
63711 - Natural Gas	32,909	60,722	57,684	76,623
63730 - Telecommunications	23,700	20,186	32,092	28,132
63740 - Water	84	90	809	895
63742 - Stormwater	52,909	10,729	69,453	11,899
<b>110 - Road Use Tax</b>				
63400 - Equipment Maint/Repair	255	2,500	24,000	2,000
63730 - Telecommunications	1,272	1,571	1,896	2,496

## Recommended Operating Expenditure Budget - Department Total

### 55 - ENGINEERING

Fund/Account/Account Title	FY21 Actual Expense	FY22 Actual Expense	FY23 Adopted Budget	FY 24 Recomm'd Budget
<b>600 - Water Operating</b>				
63312 - Vehicle Ops - Gasoline	0	0	0	0
63320 - Vehicle Repair - Internal	0	0	0	0
63321 - Vehicle Repair - Outsourced	0	0	0	0
63730 - Telecommunications	0	0	0	0
<b>610 - Sanitary Sewer Operating</b>				
63312 - Vehicle Ops - Gasoline	0	0	623	623
63320 - Vehicle Repair - Internal	0	0	0	0
63400 - Equipment Maint/Repair	6,462	16,688	6,462	13,104
63730 - Telecommunications	1,705	1,250	2,160	3,120
<b>620 - Stormwater Operating</b>				
63100 - Building Maintenance	11,447	348	21,662	21,912
63312 - Vehicle Ops - Gasoline	0	0	446	446
63320 - Vehicle Repair - Internal	0	0	22	0
63400 - Equipment Maint/Repair	0	0	15,220	15,333
63710 - Electricity	914	3,113	43,501	22,201
63730 - Telecommunications	2,023	1,714	2,023	1,248
63780 - Street Lights	1,984	1,860	2,032	2,032
<b>810 - Engineering Service</b>				
63730 - Telecommunications	0	0	0	0
<b>6D - Repair/Maint/Util Total</b>	<b>370,506</b>	<b>458,570</b>	<b>721,112</b>	<b>705,410</b>
<b>6E - Contractual Svcs</b>				
<b>100 - General</b>				
64004 - Internal Service Charge	0	0	0	0
64010 - Accounting & Auditing	0	0	0	0
64020 - Advertising	2,953	1,009	2,176	1,009
64030 - Outsourced Labor	0	4,530	0	0
64040 - Collections	35	10	18	10
64050 - Recording Fees	739	905	872	905
64062 - Refunds	0	20	0	20
64063 - Inspection Reimbursement	3,293	0	36,000	66,000
64070 - Engineering - Outsourced	0	24,490	13,128	13,128
64075 - Engineering - Internal	(21,142)	0	21,000	21,000
64080 - Insurance - Property	59,399	61,982	74,221	62,070
64081 - Insurance - Liability	17,423	26,239	12,747	33,721
64083 - Insurance - Other	0	0	6,230	0
64110 - Legal	567	865	666	666
64130 - Payments to Other Agencies	20,000	20,000	30,650	30,650
64135 - Grants	0	1,367	5,000	5,000
64140 - Printing	681	1,327	994	1,416
64145 - Copying	1,686	3,372	3,874	3,913
64160 - Rental - Land/Bldgs/Parking	8,424	8,890	14,868	23,668
64175 - Landfill Fees	717	0	2,000	1,000
64182 - Property Tax	97,238	99,186	103,867	146,023
64185 - License/Permit/Fees	0	0	650	650
64190 - Technology Services	43,312	58,676	108,942	120,756
64191 - IT Recharges	0	0	0	31,550
64820 - One Call	0	157	0	157
64825 - Fire Suppression	11,694	8,628	16,424	13,518
64850 - Consulting Engineers	0	0	0	0
64860 - Speakers	120	0	1,500	1,500

## Recommended Operating Expenditure Budget - Department Total

### 55 - ENGINEERING

Fund/Account/Account Title	FY21 Actual Expense	FY22 Actual Expense	FY23 Adopted Budget	FY 24 Recomm'd Budget
64865 - Elevator Service	3,060	11,860	13,889	23,800
64870 - HVAC Services	0	0	19,800	19,800
64880 - Custodial Services	0	0	0	0
64900 - Other Professional Service	19,778	22,552	15,016	15,016
64975 - Equip Maint Cont	3,661	25,646	31,848	32,938
64980 - Technology Equip Maint Cont	31,119	70,378	66,575	36,335
64987 - Lawn Care Contract	0	0	0	0
64990 - Other Contractual Service	1,335	0	1,335	1,335
<b>110 - Road Use Tax</b>				
64080 - Insurance - Property	14,928	7,600	8,595	9,047
64185 - License/Permit/Fees	0	0	0	0
64190 - Technology Services	49,186	35,586	114,365	120,475
64980 - Technology Equip Maint Cont	24,750	1,781	36,500	40,000
<b>200 - Debt Service</b>				
64110 - Legal	0	0	0	0
64900 - Other Professional Service	3,816	0	0	0
<b>600 - Water Operating</b>				
64020 - Advertising	0	188	0	188
64160 - Rental - Land/Bldgs/Parking	0	0	0	0
64820 - One Call	0	157	0	157
<b>610 - Sanitary Sewer Operating</b>				
64020 - Advertising	470	1,558	470	1,558
64030 - Outsourced Labor	0	1,184	0	0
64062 - Refunds	0	0	0	0
64081 - Insurance - Liability	3,686	1,907	2,231	0
64110 - Legal	332	667	666	666
64135 - Grants	9,949	6,544	10,000	10,000
64145 - Copying	0	260	0	260
64190 - Technology Services	6,007	19,334	18,124	25,619
64820 - One Call	3,879	3,879	5,000	500
64825 - Fire Suppression	0	0	30	30
64900 - Other Professional Service	200	300	424	424
<b>620 - Stormwater Operating</b>				
64010 - Accounting & Auditing	0	0	0	0
64020 - Advertising	3,043	3,514	3,043	3,514
64040 - Collections	473	596	2,149	596
64045 - Bad Debt Expense	0	0	0	0
64062 - Refunds	1,228	1,170	1,228	1,170
64070 - Engineering - Outsourced	0	0	2,583	2,583
64080 - Insurance - Property	152	1,217	1,332	1,296
64081 - Insurance - Liability	0	0	0	0
64110 - Legal	4,923	22,606	995	666
64130 - Payments to Other Agencies	81,578	116,850	116,850	122,766
64135 - Grants	408,368	440,096	446,505	478,843
64140 - Printing	0	0	131	131
64145 - Copying	74	293	910	910
64150 - Rental - Equipment	560	100	571	571
64160 - Rental - Land/Bldgs/Parking	440	440	1,488	1,488
64180 - Sales Tax Expense	170,932	180,075	185,472	194,745
64185 - License/Permit/Fees	0	0	0	0
64190 - Technology Services	18,929	10,766	22,930	21,761

## Recommended Operating Expenditure Budget - Department Total

### 55 - ENGINEERING

Fund/Account/Account Title	FY21 Actual Expense	FY22 Actual Expense	FY23 Adopted Budget	FY 24 Recomm'd Budget
64820 - One Call	3,879	3,879	5,000	5,000
64825 - Fire Suppression	0	0	20	20
64850 - Consulting Engineers	0	0	0	0
64860 - Speakers	0	500	0	7,000
64900 - Other Professional Service	29,225	69,825	151,842	157,842
64980 - Technology Equip Maint Cont	0	3,444	5,394	5,394
64987 - Lawn Care Contract	8,190	9,300	15,000	15,000
<b>650 - Parking Operating</b>				
64020 - Advertising	0	0	98	0
<b>810 - Engineering Service</b>				
64004 - Internal Service Charge	0	0	0	0
64075 - Engineering - Internal	324,814	0	0	0
64081 - Insurance - Liability	0	0	0	35,830
64190 - Technology Services	0	0	0	0
<b>6E - Contractual Svcs Total</b>	<b>1,480,102</b>	<b>1,397,701</b>	<b>1,764,236</b>	<b>1,973,604</b>
<b>6F - Commodities</b>				
<b>100 - General</b>				
65026 - Speciality Supplies	0	328	0	328
65040 - Small Tools & Equipment	4,340	4,563	28,520	41,986
65045 - Technology Equipment	1,269	24,938	32,480	27,584
65050 - Other Equipment	0	8,167	0	0
65054 - Safety Equipment	0	90	0	0
65055 - Traffic St Light Comp/Equip	28	0	235	0
65060 - Office Supplies	5,367	4,996	7,165	7,260
65070 - Operating Supplies	2,618	2,648	2,636	2,648
65080 - Postage/Shipping	1,815	1,038	2,794	2,794
65100 - Safety Supplies	0	397	195	397
65110 - Signage	0	0	0	0
65925 - Uniform Purchase	11	1,044	418	500
65930 - Flags	0	0	0	0
65935 - Employee Recognition	60	0	500	500
65940 - Gift Cards	320	0	0	0
65960 - Repair Parts	0	269	0	269
65965 - Janitorial	9,626	11,704	21,487	21,425
65980 - Construction Supplies	0	133	0	133
<b>110 - Road Use Tax</b>				
65040 - Small Tools & Equipment	0	4,362	0	2,000
65045 - Technology Equipment	80,133	121,460	255,200	306,750
65054 - Safety Equipment	0	0	1,000	0
65055 - Traffic St Light Comp/Equip	97,928	106,793	22,300	9,500
65056 - Traffic Security Cameras	16,818	44,054	176,200	196,200
65060 - Office Supplies	0	0	0	0
65070 - Operating Supplies	0	36	0	36
65080 - Postage/Shipping	0	0	0	0
<b>600 - Water Operating</b>				
65040 - Small Tools & Equipment	0	0	0	3,000
610 - Sanitary Sewer Operating				
65040 - Small Tools & Equipment	3,001	0	0	4,500
65045 - Technology Equipment	134	4,274	2,150	2,083
65050 - Other Equipment	0	16,148	6,000	6,000
65054 - Safety Equipment	584	6,490	5,400	3,250

## Recommended Operating Expenditure Budget - Department Total

### 55 - ENGINEERING

Fund/Account/Account Title	FY21 Actual Expense	FY22 Actual Expense	FY23 Adopted Budget	FY 24 Recomm'd Budget
65060 - Office Supplies	15	0	0	0
65080 - Postage/Shipping	0	0	0	0
620 - Stormwater Operating				
65025 - Program Materials	0	0	2,200	2,200
65040 - Small Tools & Equipment	3,001	0	0	4,500
65045 - Technology Equipment	2,461	3,059	95,950	3,183
65050 - Other Equipment	631	595	1,800	3,800
65054 - Safety Equipment	445	633	7,500	7,500
65060 - Office Supplies	0	0	0	0
65070 - Operating Supplies	1,191	411	3,296	1,514
65080 - Postage/Shipping	0	0	0	0
<b>6F - Commodities Total</b>	<b>231,796</b>	<b>368,626</b>	<b>675,426</b>	<b>661,840</b>
<b>6G - Capital Outlay</b>				
<b>100 - General</b>				
67100 - Vehicles	33,098	176	0	35,000
67210 - Furniture/Fixtures	6,008	3,412	2,000	2,000
67250 - Office Equipment	811	223	2,719	900
67400 - Right-of-Way	0	250	0	0
67500 - Buildings	5,056	30,375	40,000	40,000
<b>110 - Road Use Tax</b>				
67100 - Vehicles	0	0	0	0
67250 - Office Equipment	121	0	0	0
<b>610 - Sanitary Sewer Operating</b>				
67100 - Vehicles	0	0	50,000	35,000
67250 - Office Equipment	0	0	0	0
67990 - Other Capital Outlay	9,430	29,352	100,437	110,484
<b>620 - Stormwater Operating</b>				
67100 - Vehicles	0	0	50,000	0
67250 - Office Equipment	0	0	219	0
67990 - Other Capital Outlay	30,694	31,372	80,000	65,000
<b>6G - Capital Outlay Total</b>	<b>85,218</b>	<b>95,160</b>	<b>325,375</b>	<b>288,384</b>
<b>6H - Debt Service</b>				
<b>200 - Debt Service</b>				
68010 - Principal Payment	3,736,781	1,441,234	3,608,723	4,653,518
68020 - Interest Payments	1,511,705	1,453,090	1,437,515	1,353,855
68980 - Financial Consultant	2,595	0	0	0
68990 - Paying Agent Fees	481	0	0	0
<b>620 - Stormwater Operating</b>				
68010 - Principal Payment	3,254,684	2,107,547	2,156,422	2,137,682
68020 - Interest Payments	625,429	621,137	696,458	701,160
68980 - Financial Consultant	2,151	0	2,151	0
68990 - Paying Agent Fees	145	0	145	0
<b>6H - Debt Service Total</b>	<b>9,133,970</b>	<b>5,623,009</b>	<b>7,901,414</b>	<b>8,846,215</b>
<b>6I - Transfers</b>				
<b>620 - Stormwater Operating</b>				
69100 - Transfers Out To General Fund	608,650	625,258	659,648	1,192,164
69621 - Transfers Out to Storm Cap	880,000	518,685	400,000	400,000
<b>6I - Transfers Total</b>	<b>1,488,650</b>	<b>1,143,943</b>	<b>1,059,648</b>	<b>1,592,164</b>
<b>ENGINEERING - Total</b>	<b>15,916,185</b>	<b>12,478,237</b>	<b>16,581,425</b>	<b>18,502,709</b>

# Recommended Expenditure Budget Report by Activity & Funding Source

## 55 - ENGINEERING

Fund/Activity	FY22 Actual Expense	FY23 Adopted Budget	FY24 Recomm'd Budget
<b>5501 - Administration</b>			
<b>100 - General</b>			
6A - Salaries & Wages	195,672	222,167	207,256
6B - Employee Benefits	243,615	58,857	54,805
6C - Staff Development	11,552	22,856	24,425
6D - Repair/Maint/Util	5,010	8,368	5,131
6E - Contractual Svcs	72,378	76,452	88,375
6F - Commodities	6,373	4,527	6,079
6G - Capital Outlay	13,083	3,500	1,900
<b>610 - Sanitary Sewer Operating</b>			
6A - Salaries & Wages	99,010	114,689	—
6B - Employee Benefits	30,949	44,960	45,723
6C - Staff Development	—	4,109	2,400
6D - Repair/Maint/Util	17,938	9,245	—
6E - Contractual Svcs	35,633	36,945	10,000
6F - Commodities	26,911	13,550	6,233
6G - Capital Outlay	29,352	150,437	0
<b>810 - Engineering Service</b>			
6A - Salaries & Wages	1,238,872	135,216	141,349
6B - Employee Benefits	1,333	37,253	41,284
6E - Contractual Svcs	0	0	0
<b>5501 - Administration Total</b>	<b>2,027,681</b>	<b>943,131</b>	<b>634,960</b>
<b>5502 - Project Engineering</b>			
<b>100 - General</b>			
6A - Salaries & Wages	438,151	478,250	512,447
6B - Employee Benefits	129,507	182,223	171,603
6C - Staff Development	11,794	53,428	40,984
6D - Repair/Maint/Util	39,203	35,119	53,388
6E - Contractual Svcs	101,622	112,403	143,844
6F - Commodities	30,054	60,005	63,855
6G - Capital Outlay	1,796	1,219	1,000
<b>110 - Road Use Tax</b>			
6C - Staff Development	9,099	9,040	20,053
6D - Repair/Maint/Util	1,103	23,272	1,872
6E - Contractual Svcs	44,966	158,944	169,042
6F - Commodities	258,179	448,550	508,486
6G - Capital Outlay	0	0	0
<b>600 - Water Operating</b>			
6A - Salaries & Wages	30,898	30,386	33,237
6B - Employee Benefits	8,759	12,565	13,295
6C - Staff Development	0	0	305
6D - Repair/Maint/Util	0	0	0
6E - Contractual Svcs	344	0	345
6F - Commodities	0	0	3,000
<b>610 - Sanitary Sewer Operating</b>			
6A - Salaries & Wages	0	0	150,533
6B - Employee Benefits	0	0	1,301
6C - Staff Development	0	0	6,505

# Recommended Expenditure Budget Report by Activity & Funding Source

## 55 - ENGINEERING

Fund/Activity	FY22 Actual Expense	FY23 Adopted Budget	FY24 Recomm'd Budget
6D - Repair/Maint/Util	0	0	16,847
6E - Contractual Svcs	0	0	29,057
6F - Commodities	0	0	9,600
6G - Capital Outlay	0	0	145,484
<b>810 - Engineering Service</b>			
6A - Salaries & Wages	6	1,155,127	1,255,447
6B - Employee Benefits	16,828	374,251	426,957
6D - Repair/Maint/Util	0	0	0
6E - Contractual Svcs	0	0	35,830
<b>5502 - Project Engineering Total</b>	<b>1,122,310</b>	<b>3,134,782</b>	<b>3,814,317</b>
<b>5503 - Subdivision Inspection</b>			
<b>100 - General</b>			
6A - Salaries & Wages	19,081	27,076	44,445
6B - Employee Benefits	3,656	10,503	16,282
6C - Staff Development	0	9	0
6E - Contractual Svcs	22,998	57,063	87,000
<b>5503 - Subdivision Inspection Total</b>	<b>45,735</b>	<b>94,651</b>	<b>147,727</b>
<b>5504 - Traffic Engineering</b>			
<b>100 - General</b>			
6A - Salaries & Wages	117,507	121,862	123,028
6B - Employee Benefits	41,055	45,215	44,152
6C - Staff Development	3,061	8,063	8,673
6D - Repair/Maint/Util	1,147	721	2,610
6E - Contractual Svcs	34,342	76,653	80,817
6F - Commodities	32	285	32
6G - Capital Outlay	333	0	0
<b>110 - Road Use Tax</b>			
6D - Repair/Maint/Util	2,968	2,624	2,624
6E - Contractual Svcs	0	516	480
6F - Commodities	18,526	6,150	6,000
6G - Capital Outlay	0	0	0
<b>5504 - Traffic Engineering Total</b>	<b>218,970</b>	<b>262,089</b>	<b>268,416</b>
<b>5505 - Facilities Management</b>			
<b>100 - General</b>			
6A - Salaries & Wages	325,900	384,017	418,172
6B - Employee Benefits	155,981	172,738	177,471
6C - Staff Development	397	10,856	9,720
6D - Repair/Maint/Util	371,244	539,642	537,093
6E - Contractual Svcs	138,629	198,909	184,239
6F - Commodities	23,854	31,613	35,858
6G - Capital Outlay	19,225	40,000	75,000
<b>5505 - Facilities Management Total</b>	<b>1,035,229</b>	<b>1,377,775</b>	<b>1,437,553</b>
<b>5506 - Leases</b>			
<b>100 - General</b>			
6A - Salaries & Wages	19,404	21,408	25,100
6B - Employee Benefits	3,128	5,365	6,690
6D - Repair/Maint/Util	12,923	17,215	22,673
6E - Contractual Svcs	82,119	82,810	123,279
6F - Commodities	0	0	0



# Recommended Expenditure Budget Report by Activity & Funding Source

## 55 - ENGINEERING

Fund/Activity	FY22 Actual Expense	FY23 Adopted Budget	FY24 Recomm'd Budget
<b>5506 - Leases Total</b>	<b>117,574</b>	<b>126,798</b>	<b>177,742</b>
<b>5507 - Stormwater Operations</b>			
<b>620 - Stormwater Operating</b>			
6A - Salaries & Wages	137,077	209,051	168,550
6B - Employee Benefits	43,319	71,470	49,454
6C - Staff Development	3,286	12,445	19,161
6D - Repair/Maint/Util	6,596	48,600	26,888
6E - Contractual Svcs	849,474	905,132	959,985
6F - Commodities	4,319	108,586	22,319
6G - Capital Outlay	30,497	100,219	50,000
6H - Debt Service	2,728,685	2,855,176	2,838,842
6I - Transfers	1,143,943	1,059,648	1,592,164
<b>5507 - Stormwater Operations Total</b>	<b>4,947,195</b>	<b>5,370,327</b>	<b>5,727,363</b>
<b>5508 - Stormwater I&amp;I Prevention</b>			
<b>620 - Stormwater Operating</b>			
6A - Salaries & Wages	34,453	79,078	136,756
6B - Employee Benefits	12,725	16,693	34,286
6D - Repair/Maint/Util	341	1,680	1,658
6E - Contractual Svcs	440	9,988	9,988
6F - Commodities	378	110	378
6G - Capital Outlay	0	0	0
<b>5508 - Stormwater I&amp;I Prevention Total</b>	<b>48,337</b>	<b>107,549</b>	<b>183,066</b>
<b>5509 - Stormwater Ditch Remediation</b>			
<b>620 - Stormwater Operating</b>			
6A - Salaries & Wages	400	0	0
6B - Employee Benefits	126	0	0
6D - Repair/Maint/Util	0	7,847	7,847
6E - Contractual Svcs	0	6,283	4,283
6G - Capital Outlay	0	15,000	15,000
<b>5509 - Stormwater Ditch Remediation Total</b>	<b>525</b>	<b>29,130</b>	<b>27,130</b>
<b>5510 - Streambank Rehab Assistance</b>			
620 - Stormwater Operating			
6E - Contractual Svcs	0	0	5,000
<b>5510 - Streambank Rehab Assistance Total</b>	<b>0</b>	<b>0</b>	<b>5,000</b>
<b>5511 - Detention Basin Maintenance</b>			
<b>620 - Stormwater Operating</b>			
6A - Salaries & Wages	3,319	0	0
6B - Employee Benefits	1,212	0	0
6D - Repair/Maint/Util	98	26,779	26,779
6E - Contractual Svcs	14,755	42,040	42,040
6F - Commodities	0	2,050	0
6G - Capital Outlay	875	15,000	0
<b>5511 - Detention Basin Maintenance Total</b>	<b>20,258</b>	<b>85,869</b>	<b>68,819</b>
<b>5512 - Stormwater Inspection &amp; Clean</b>			
<b>620 - Stormwater Operating</b>			
6D - Repair/Maint/Util	0	0	0
<b>5512 - Stormwater Inspection &amp; Clean Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>5513 - Residential Parking</b>			
<b>650 - Parking Operating</b>			

## Recommended Expenditure Budget Report by Activity & Funding Source

### 55 - ENGINEERING

Fund/Activity	FY22 Actual Expense	FY23 Adopted Budget	FY24 Recomm'd Budget
6A - Salaries & Wages	49	2,204	2,422
6B - Employee Benefits	49	784	821
6E - Contractual Svcs	0	98	0
<b>5513 - Residential Parking Total</b>	<b>98</b>	<b>3,086</b>	<b>3,243</b>
<b>5514 - Floodwall Operations</b>			
<b>100 - General</b>			
6A - Salaries & Wages	0	0	0
6B - Employee Benefits	0	0	0
6E - Contractual Svcs	0	0	0
<b>5514 - Floodwall Operations Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>5515 - Snow Plowing</b>			
<b>110 - Road Use Tax</b>			
6A - Salaries & Wages	0	0	0
6B - Employee Benefits	0	0	0
6E - Contractual Svcs	0	0	0
<b>5515 - Snow Plowing Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>5516 - Engineering Fats Oils Grease</b>			
<b>610 - Sanitary Sewer Operating</b>			
6F - Commodities	0	0	0
<b>5516 - Engineering Fats Oils Grease Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>5580 - Debt Service</b>			
<b>200 - Debt Service</b>			
6E - Contractual Svcs	0	0	0
6H - Debt Service	2,894,324	5,046,238	6,007,373
<b>5580 - Debt Service Total</b>	<b>2,894,324</b>	<b>5,046,238</b>	<b>6,007,373</b>
<b>5599 - Pcard Clearing</b>			
<b>100 - General</b>			
6F - Commodities	0	0	0
<b>5599 - Pcard Clearing Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ENGINEERING TOTAL</b>	<b>12,478,237</b>	<b>16,581,425</b>	<b>18,502,709</b>

**CITY OF DUBUQUE, IOWA**  
**DEPARTMENT DETAIL - PERSONNEL COMPLEMENT**  
**55 ENGINEERING DEPARTMENT**

FD	JC	GR	JOB CLASS	FY 2022		FY 2023		FY 2024	
				FTE	BUDGET	FTE	BUDGET	FTE	BUDGET
61010 Full Time Employee Expense									
100	5800	GE-34	FACILITIES MANAGER	1.00	\$ 80,534	1.00	\$ 67,806	1.00	\$ 74,820
100	3420	OE-09	MAINT. WORKER - FEDERAL BLDG	1.00	\$ 57,054	1.00	\$ 57,077	1.00	\$ 61,640
100		OE-06	CUSTODIAN I	5.00	\$ 241,794	5.00	\$ 239,782	5.00	\$ 258,728
100	9425	GE-44	CITY ENGINEER	0.30	\$ 43,364	0.40	\$ 59,695	0.40	\$ 62,439
610	9425	GE-44	CITY ENGINEER	0.15	\$ 21,681	0.20	\$ 29,847	0.20	\$ 31,220
620	9425	GE-44	CITY ENGINEER	0.15	\$ 21,681	0.15	\$ 22,386	0.15	\$ 23,415
800	9425	GE-44	CITY ENGINEER	0.40	\$ 55,021	0.25	\$ 35,868	0.25	\$ 37,514
100	3125	GE-40	ASSISTANT CITY ENGINEER	0.30	\$ 34,644	0.40	\$ 47,695	0.40	\$ 49,888
800	3125	GE-40	ASSISTANT CITY ENGINEER	0.70	\$ 80,837	0.60	\$ 71,543	0.60	\$ 74,832
100	4060	GE-40	PROJECT MANAGER	0.40	\$ 45,304	0.40	\$ 46,779	0.40	\$ 49,111
610	4060	GE-40	PROJECT MANAGER	0.10	\$ 11,326	0.10	\$ 11,694	0.10	\$ 12,277
800	4060	GE-40	PROJECT MANAGER	0.50	\$ 56,630	0.50	\$ 58,473	0.50	\$ 61,388
100		GE-35	CIVIL ENGINEER I	0.25	\$ 21,437	0.15	\$ 13,357	0.15	\$ 13,918
620		GE-35	CIVIL ENGINEER I	0.30	\$ 29,954	0.20	\$ 20,617	0.05	\$ 5,607
800		GE-35	CIVIL ENGINEER I	0.75	\$ 64,311	0.85	\$ 75,690	0.85	\$ 79,454
100	5525	GE-38	CIVIL ENGINEER II	0.80	\$ 81,486	0.90	\$ 95,880	0.85	\$ 94,705
610	5525	GE-38	CIVIL ENGINEER II	0.05	\$ 5,155	0.10	\$ 10,514	0.15	\$ 16,352
620	5525	GE-38	CIVIL ENGINEER II	0.80	\$ 82,176	0.85	\$ 90,295	1.00	\$ 109,799
800	5,525	GE-38	CIVIL ENGINEER II	2.05	\$ 209,659	1.95	\$ 207,528	1.95	\$ 215,558
100		GE-28	CAMERA SYSTEMS TECHNICIAN	0.50	\$ 23,584	0.50	\$ 27,081	0.50	\$ 28,326
800		GE-28	CAMERA SYSTEMS TECHNICIAN	0.50	\$ 23,584	0.50	\$ 27,081	0.50	\$ 28,326
100	5700	GE-36	SURVEYOR	0.80	\$ 55,422	0.90	\$ 84,176	0.90	\$ 88,046
800	5700	GE-36	SURVEYOR	0.20	\$ 18,115	0.10	\$ 9,353	0.10	\$ 9,783
100		GE-35	TRAFFIC ENGINEER	1.37	\$ 102,845	1.27	\$ 102,369	1.27	\$ 108,700
630		GE-35	TRAFFIC ENGINEER	—	\$ —	0.03	\$ 2,204	0.03	\$ 2,422
800		GE-35	TRAFFIC ENGINEER	0.63	\$ 52,088	0.70	\$ 59,539	0.70	\$ 62,487
100	5575	GE-33	SURVEY PARTY CHIEF	0.15	\$ 11,915	0.15	\$ 12,303	0.15	\$ 12,972
800	5575	GE-33	SURVEY PARTY CHIEF	0.85	\$ 67,521	0.85	\$ 69,715	0.85	\$ 73,124
100		GE-31	ROW TECHNICIAN	0.90	\$ 47,206	0.90	\$ 57,528	0.95	\$ 67,039
800		GE-31	ROW TECHNICIAN	0.10	\$ 5,840	0.10	\$ 6,392	0.05	\$ 3,528
100	2700	GE-31	ENGINEERING ASSISTANT II	—	\$ —	0.10	\$ —	0.10	\$ 7,778
800	2700	GE-31	ENGINEERING ASSISTANT II	0.90	\$ 64,819	0.90	\$ 66,929	0.90	\$ 70,006
100	2700	GE-31	ENGINEERING TECHNICIAN	1.70	\$ 117,452	1.93	\$ 115,376	1.93	\$ 143,384
610	2,700	GE-31	ENGINEERING TECHNICIAN	0.10	\$ 7,032	0.38	\$ 15,456	0.38	\$ 28,714
620	2,700	GE-31	ENGINEERING TECHNICIAN	0.15	\$ 10,564	0.28	\$ 19,033	0.28	\$ 20,248
630	2,700	GE-31	ENGINEERING TECHNICIAN	0.03	\$ 2,099	—	\$ —	—	\$ —
640	2700	GE-31	ENGINEERING TECHNICIAN	—	\$ —	0.03	\$ 2,168	0.03	\$ 2,266
800	2700	GE-31	ENGINEERING TECHNICIAN	6.12	\$ 425,026	6.38	\$ 418,165	6.38	\$ 476,520
100	2725	GE-30	SURVEY TECHNICIAN	0.15	\$ 10,140	0.15	\$ 10,469	0.15	\$ 11,081
800	2725	GE-30	SURVEY TECHNICIAN	0.85	\$ 57,460	0.85	\$ 59,322	0.85	\$ 62,552
100	4870	GE-28	UTILITY LOCATOR	0.25	\$ 14,892	0.50	\$ 28,218	0.50	\$ 30,737
610	4870	GE-28	UTILITY LOCATOR	0.25	\$ 14,892	0.50	\$ 28,218	0.50	\$ 30,185
620	4870	GE-28	UTILITY LOCATOR	0.25	\$ 14,892	0.50	\$ 28,218	0.50	\$ 30,185
640	4870	GE-28	UTILITY LOCATOR	0.25	\$ 14,892	0.50	\$ 28,218	0.50	\$ 30,971
100	225	GE-31	SECRETARY	0.80	\$ 52,041	0.80	\$ 56,738	0.50	\$ 34,002
610	225	GE-31	SECRETARY	0.05	\$ 3,210	0.05	\$ 3,500	0.05	\$ 3,778
620	225	GE-31	SECRETARY	0.05	\$ 3,252	0.05	\$ 3,546	0.05	\$ 3,778
800	225	GE-31	SECRETARY	0.10	\$ 6,504	0.10	\$ 7,092	0.40	\$ 29,937
100	1000	GE-25	CONFIDENTIAL ACCOUNT CLERK	0.90	\$ 43,926	0.90	\$ 46,459	0.95	\$ 51,281
610	1000	GE-25	CONFIDENTIAL ACCOUNT CLERK	0.25	\$ 12,059	0.25	\$ 12,867	0.25	\$ 13,458
620	1000	GE-25	CONFIDENTIAL ACCOUNT CLERK	0.25	\$ 12,059	0.25	\$ 12,867	0.20	\$ 10,772

CITY OF DUBUQUE, IOWA  
DEPARTMENT DETAIL - PERSONNEL COMPLEMENT  
55 ENGINEERING DEPARTMENT

FD	JC	GR	JOB CLASS	FY 2022		FY 2023		FY 2024	
				FTE	BUDGET	FTE	BUDGET	FTE	BUDGET
800	1000	GE-25	CONFIDENTIAL ACCOUNT CLERK	0.60	\$ 29,570	0.60	\$ 31,049	0.60	\$ 32,477
<b>TOTAL FULL TIME EMPLOYEES</b>				35.00	\$2,568,949	37.00	\$2,714,175	37.00	\$2,941,528
<b>61020 Part-Time Employee Expense</b>									
620		GE-26	I&I INSPECTOR	1.46	\$ 76,578	1.46	\$ 79,078	1.46	\$ 82,714
100	—	GE-24	UTILITY LOCATOR	0.18	\$ 7,332	—	\$ —		
610	—	GE-24	UTILITY LOCATOR	0.18	\$ 7,332	—	\$ —		
620	—	GE-24	UTILITY LOCATOR	0.18	\$ 7,332	—	\$ —		
640	—	GE-24	UTILITY LOCATOR	0.18	\$ 7,332	—	\$ —		
<b>TOTAL PART TIME EMPLOYEES</b>				2.19	\$ 105,906	1.46	\$ 79,078	1.46	\$ 82,714
<b>61030 Seasonal Employee Expense</b>									
100		NA-34	ARCHITECTURAL INTERN	0.50	\$ 15,065	0.50	\$ 15,556	0.50	\$ 16,270
100		NA-34	BUSINESS ADMIN INTERN	—	\$ —	0.50	\$ 15,065		
100		NA-34	BROADBAND INTERN	—	\$ —	0.25	\$ 7,778		
100		NA-34	INTERN ENGINEERING	—	\$ —	0.08	\$ 2,593		
610		NA-34	INTERN ENGINEERING	—	\$ —	0.08	\$ 2,593	0.32	\$ 12,091
620		NA-34	INTERN ENGINEERING	—	\$ —	0.08	\$ 2,593	0.32	\$ 12,091
100		NA-34	ENGINEERING INTERN	0.25	\$ 7,532	0.25	\$ 7,778	0.57	\$ 20,226
800		NA-34	ENGINEERING INTERN-SEASONAL	1.00	\$ 31,330	1.00	\$ 32,354	0.75	\$ 25,055
<b>TOTAL SEASONAL EMPLOYEES</b>				1.75	\$ 53,927	2.75	\$ 86,310	2.46	\$ 85,733
<b>TOTAL ENGINEERING</b>				<b>38.94</b>	<b>\$ 2,728,782</b>	<b>41.21</b>	<b>\$ 2,879,563</b>	<b>40.92</b>	<b>\$ 3,109,975</b>

**CITY OF DUBUQUE, IOWA**  
**ACTIVITY PERSONNEL COMPLEMENT SUMMARY**

ACCT	FD	JC	WP-GR	POSITION CLASS	FY 2022		FY 2023		FY 2024		
					FTE	BUDGET	FTE	BUDGET	FTE	BUDGET	
Engineering Administration-FT General Fund											
10055100	61010	100	225	GE-31	SECRETARY	0.05	\$ 3,252	0.20	\$ 14,185	0.15	\$ 11,334
10055100	61010	100	1000	GE-25	CONFIDENTIAL ACCOUNT CLERK	0.65	\$ 31,867	0.55	\$ 28,404	0.50	\$ 27,024
10055100	61010	100	3125	GE-40	ASSISTANT CITY ENGINEER	0.30	\$ 34,644	0.40	\$ 47,695	0.40	\$ 49,888
10055100	61010	100	4060	GE-40	PROJECT MANAGER	0.40	\$ 45,304	0.35	\$ 40,931	0.35	\$ 42,972
10055100	61010	100	9425	GE-44	CITY ENGINEER	0.30	\$ 43,364	0.40	\$ 59,695	0.40	\$ 62,439
Total						1.70	\$ 158,431	1.90	\$ 190,910	1.80	\$ 193,657
Engineering Administration-Seasonal General Fund											
10055100	61030	100		NA-34	BUSINESS ADMIN INTERN	—	\$ —	0.50	\$ 15,065		
10055100	61030	100		NA-34	INTERN ENGINEERING	—	\$ —	0.08	\$ 2,593	0.32	\$ 12,091
Total						—	\$ —	0.58	\$ 17,658	0.32	\$ 12,091
Engineering Administration-FT Service Fund											
80055100	61010	800	1000	GE-25	CONFIDENTIAL ACCOUNT CLERK	0.0000	\$0	0.0500	\$2,568	0.0500	\$2,686
80055100	61010	800	3125	GE-40	ASSISTANT CITY ENGINEER	0.7000	\$80,837	0.6000	\$71,543	0.6000	\$74,832
80055100	61010	800	4060	GE-40	PROJECT MANAGER	0.1000	\$11,326	0.3500	\$40,931	0.3500	\$42,972
80055100	61010	800	225	GE-25	SECRETARY	0.0000	\$0	0.0000	\$0		
80055100	61010	800	9425	GE-44	CITY ENGINEER	0.15	\$ 21,681	0.10	\$ 14,924	0.10	\$ 15,609
Total						0.95	\$ 113,844	1.10	\$ 129,966	1.10	\$ 136,099
Engineering Leases - FT General Fund											
10055150	61010	800	4060	GE-40	PROJECT MANAGER	—	\$ —	0.05	\$ 5,848	0.05	\$ 6,139
10055150	61010	100		GE-25	CONFIDENTIAL ACCOUNT CLERK	0.05	\$ 2,488	0.15	\$ 7,782	0.20	\$ 10,826
Total						0.05	\$ 2,488	0.20	\$ 13,630	0.25	\$ 16,965
Engineering Leases - Seasonal General Fund											
10055150	61030	100		NA-34	ENGINEERING INTERN	0.25	\$ 7,532	0.25	\$ 7,778	0.25	\$ 8,135
Total						0.25	\$ 7,532	0.25	\$ 7,778	0.25	\$ 8,135
City Hall Annex/Housing Maintenance-Full Time											
10055220	61010	100	2040	OE-06	CUSTODIAN I	0.40	\$ 19,916	0.40	\$ 19,916	0.50	\$ 26,889
Total						0.40	\$ 19,916	0.40	\$ 19,916	0.50	\$ 26,889
10055230	61010	100	3420	OE-09	MAINT. WORKER - FEDERAL BLDG	1.00	\$ 57,054	1.00	\$ 57,077	1.00	\$ 61,640
10055230	61010	100	2040	OE-06	CUSTODIAN I	2.15	\$ 102,214	2.15	\$ 102,221	2.50	\$ 130,244
Total						3.15	\$ 159,268	3.15	\$ 159,298	3.50	\$ 191,884
Multicultural Family Center Maintenance-FT											
10055250	61010	100	2040	OE-06	CUSTODIAN I	0.45	\$ 20,882	0.45	\$ 20,882		
10055250	61010	100	2088	OE-06	CUSTODIAN I	1.00	\$ 46,479	1.00	\$ 46,479	1.00	\$ 47,284
Total						1.45	\$ 67,361	1.45	\$ 67,361	1.00	\$ 47,284
City Hall Maintenance-FT											
10055210	61010	100	2040	OE-06	CUSTODIAN I	1.00	\$ 52,303	1.00	\$ 50,284	1.00	\$ 54,311
Total						1.00	\$ 52,303	1.00	\$ 50,284	1.00	\$ 54,311
Facilities Management-FT											
10055200	61010	100		GE-31	SECRETARY	—	\$ —	0.05	\$ 3,546	0.05	\$ 3,778

**CITY OF DUBUQUE, IOWA**  
**ACTIVITY PERSONNEL COMPLEMENT SUMMARY**

	ACCT	FD	JC	WP-GR	POSITION CLASS	FY 2022		FY 2023		FY 2024	
						FTE	BUDGET	FTE	BUDGET	FTE	BUDGET
10055200	61010	100		GE-25	CONFIDENTIAL ACCOUNT CLERK					0.05	\$ 2,686
10055200	61010	100	5800	GE-34	FACILITIES MANAGER	1.00	\$ 80,534	1.00	\$ 67,806	1.00	\$ 74,820
<b>Total</b>						1.00	\$ 80,534	1.05	\$ 71,352	1.10	\$ 81,284
<b>Facilities Management -Seasonal</b>											
10055200	61030	100		NA-34	ARCHITECTURAL INTERN	0.50	\$ 15,065	0.50	\$ 15,556	0.50	\$ 16,270
<b>Total</b>						0.50	\$ 15,065	0.50	\$ 15,556	0.50	\$ 16,270
<b>Project Engineering-FT General Fund</b>											
10055400	61010	100	2700	GE-31	ENGINEERING ASSISTANT II	—	\$ —	0.10	\$ 7,436	0.10	\$ 7,778
10055400	61010	100		GE-31	ROW TECHNICIAN	0.90	\$ 47,206	0.90	\$ 57,528	0.95	\$ 67,039
10055400	61010	100	2220	GE-31	ENGINEERING TECHNICIAN	1.40	\$ 96,940	1.10	\$ 78,696	1.30	\$ 96,673
10055400	61010	100	2725	GE-30	SURVEY TECHNICIAN	0.15	\$ 10,140	0.15	\$ 10,469	0.15	\$ 11,081
10055400	61010	100	5575	GE-33	SURVEY PARTY CHIEF	0.15	\$ 11,915	0.15	\$ 12,303	0.15	\$ 12,972
10055400	61010	100	4710	GE-35	TRAFFIC ENGINEER	0.50	\$ 43,171	0.50	\$ 44,704	0.50	\$ 46,759
10055400	61010	100		GE-35	CIVIL ENGINEER I	0.25	\$ 21,437	0.15	\$ 13,357	0.15	\$ 13,918
10055400	61010	100		GE-28	CAMERA SYSTEMS TECHNICIAN	0.50	\$ 23,584	0.50	\$ 27,081	0.50	\$ 28,326
10055400	61010	100		GE-31	SECRETARY	0.45	\$ 29,273	0.35	\$ 24,822	0.20	\$ 11,334
10055400	61010	100	5525	GE-38	CIVIL ENGINEER II	0.80	\$ 82,176	0.85	\$ 90,295	0.85	\$ 94,705
10055400	61010	100	5700	GE-36	SURVEYOR	0.80	\$ 55,422	0.80	\$ 74,823	0.80	\$ 78,263
<b>Total</b>						5.90	\$ 421,264	5.55	\$ 441,514	5.65	\$ 468,848
<b>Project Engineering-Seasonal General Fund</b>											
10055400	61030	100		NA-34	BROADBAND INTERN	—	\$ —	0.25	\$ 7,778		
<b>Total</b>						—	\$ —	0.25	\$ 7,778	—	\$ —
<b>Project Engineering Subdivision Inspection-FT General Fund</b>											
10055405	61010	100	2220	GE-31	ENGINEERING TECHNICIAN	0.30	\$ 20,512	0.40	\$ 27,076	0.60	\$ 44,445
<b>Total</b>						0.30	\$ 20,512	0.40	\$ 27,076	0.60	\$ 44,445
<b>Project Engineering-FT Service Fund</b>											
80055400	61010	800	4060	GE-40	PROJECT MANAGER	0.25	\$ 28,315	—	\$ —		
80055400	61010	800		GE-28	CAMERA SYSTEMS TECHNICIAN	0.50	\$ 23,584	0.50	\$ 27,081	0.50	\$ 28,326
80055400	61010	800		GE-31	ROW TECHNICIAN	0.10	\$ 5,840	0.10	\$ 6,392	0.05	\$ 3,528
80055400	61010	800	2700	GE-31	ENGINEERING ASSISTANT II	0.85	\$ 61,217	0.85	\$ 63,211	0.85	\$ 66,117
80055400	61010	800		GE-25	CONFIDENTIAL ACCOUNT CLERK	0.05	\$ 2,393	—	\$ —		
80055400	61010	800		GE-31	SECRETARY					0.20	\$ 14,825
80055400	61010	800		GE-35	CIVIL ENGINEER I	0.55	\$ 47,161	0.65	\$ 57,882	0.75	\$ 70,138
80055400	61010	800	2220	GE-31	ENGINEERING TECHNICIAN	2.82	\$ 194,778	3.03	\$ 217,298	3.48	\$ 260,138
80055400	61010	800	2725	GE-30	SURVEY TECHNICIAN	0.30	\$ 20,280	0.30	\$ 20,937	0.30	\$ 22,077
80055400	61010	800	5575	GE-33	SURVEY PARTY CHIEF	0.30	\$ 23,831	0.30	\$ 24,605	0.30	\$ 25,940
80055400	61010	800	5525	GE-38	CIVIL ENGINEER II	1.20	\$ 122,513	1.15	\$ 123,410	1.15	\$ 127,717
80055400	61010	800	4710	GE-35	TRAFFIC ENGINEER	0.50	\$ 43,171	0.60	\$ 52,192	0.60	\$ 54,834
80055400	61010	800	5700	GE-36	SURVEYOR	0.20	\$ 18,115	0.10	\$ 9,353	0.10	\$ 9,783
<b>Total</b>						7.62	\$ 591,198	7.58	\$ 602,361	8.28	\$ 683,423
<b>Project Engineering-Seasonal Service Fund</b>											
80055400	61030	800	5325	NA-34	ENGINEERING INTERN-SEASONAL	1.00	\$ 31,330	1.00	\$ 32,354	0.75	\$ 25,055
<b>Total</b>						1.00	\$ 31,330	1.00	\$ 32,354	0.75	\$ 25,055
<b>Traffic Engineering-FT General Fund</b>											

**CITY OF DUBUQUE, IOWA**  
**ACTIVITY PERSONNEL COMPLEMENT SUMMARY**

ACCT	FD	JC	WP-GR	POSITION CLASS	FY 2022		FY 2023		FY 2024	
					FTE	BUDGET	FTE	BUDGET	FTE	BUDGET
10055700	61010	100	1000	GE-25	0.20	\$ 9,571	0.20	\$ 10,273	0.20	\$ 10,745
				CONFIDENTIAL ACCOUNT CLERK						
10055700	61010	100		GE-31	0.30	\$ 19,516	0.20	\$ 14,185	0.10	\$ 7,556
				SECRETARY						
10055700	61010	800	2220	GE-31	—	\$ —	0.03	\$ 2,168	0.03	\$ 2,266
				ENGINEERING TECHNICIAN						
10055700	61010	100	5700	GE-36	—	\$ —	0.10	\$ 9,353	0.10	\$ 9,783
				SURVEYOR						
10055700	61010	100	4870	GE-28	0.25	\$ 14,892	0.50	\$ 28,218	0.50	\$ 30,737
				UTILITY LOCATOR						
10055700	61010	100		GE-35	0.87	\$ 59,674	0.77	\$ 57,665	0.77	\$ 61,941
				TRAFFIC ENGINEER						
10055700	61010	100	5550	GE-33	—	\$ —	—	\$ —		
				TRAFFIC ENGINEERING ASSIST						
				<b>Total</b>	1.62	\$ 103,653	1.80	\$ 121,862	1.70	\$ 123,028
<b>Traffic Engineering-PT General Fund</b>										
10055700	61020	100		GE-24	0.18	\$ 7,332	—	\$ —		\$ —
				UTILITY LOCATOR						
				<b>Total</b>	0.18	\$ 7,332	—	\$ —	—	\$ —
<b>Traffic Engineering-FT Service Fund</b>										
80055700	61010	800		GE-31					0.40	\$ 28,144
				ENGINEERING TECHNICIAN						
80055700	61010	800		GE-35	0.13	\$ 8,917	0.10	\$ 7,347	0.10	\$ 7,653
				TRAFFIC ENGINEER						
				<b>Total</b>	0.13	\$ 8,917	0.10	\$ 7,347	0.50	\$ 35,797
<b>Project Engineering-FT Sewer Fund</b>										
61055400	61010	610	4870	GE-28	0.25	\$ 14,892	0.50	\$ 28,218	0.50	\$ 30,185
				UTILITY LOCATOR						
61055400	61010	610	1000	GE-25	0.25	\$ 12,059	0.25	\$ 12,867	0.25	\$ 13,458
				CONFIDENTIAL ACCOUNT CLERK						
61055400	61010	610	5525	GE-38	0.05	\$ 5,155	0.10	\$ 10,514	0.15	\$ 16,352
				CIVIL ENGINEER II						
61055400	61010	610	4060	GE-40	0.10	\$ 11,326	0.10	\$ 11,694	0.10	\$ 12,277
				PROJECT MANAGER						
61055400	61010	610	9425	GE-44	0.15	\$ 21,681	0.20	\$ 29,847	0.20	\$ 31,220
				CITY ENGINEER						
61055400	61010	610	2710	GE-26	—	\$ —	—	\$ —		
				I&I INSPECTOR						
61055400	61010	610	225	GE-31	0.05	\$ 3,210	0.05	\$ 3,500	0.05	\$ 3,778
				SECRETARY						
61055400	61010	610	2220	GE-31	0.10	\$ 7,032	0.23	\$ 15,456	0.38	\$ 28,714
				ENGINEERING TECHNICIAN						
				<b>Total</b>	0.95	\$ 75,355	1.43	\$ 112,096	1.63	\$ 135,984
<b>Project Engineering-PT Sewer Fund</b>										
61055400	61020	610		GE-24	0.18	\$ 7,332	—	\$ —		
				UTILITY LOCATOR						
				<b>Total</b>	0.18	\$ 7,332	—	\$ —	—	\$ —
<b>Project Engineering-Seasonal Sewer Fund</b>										
61055400	61030	610		NA-34	—	\$ —	0.08	\$ 2,593	0.32	\$ 12,091
				INTERN ENGINEERING						
				<b>Total</b>	—	\$ —	0.08	\$ 2,593	0.32	\$ 12,091
<b>Sanitary Utility -FT Service Fund</b>										
80055610	61010	800	5525	GE-38	0.05	\$ 5,155	0.40	\$ 42,059	0.45	\$ 48,593
				CIVIL ENGINEER II						
80055610	61010	800		GE-35	0.10	\$ 8,575	0.10	\$ 8,904	0.05	\$ 4,676
				CIVIL ENGINEER I						
80055610	61010	800	9425	GE-44	0.15	\$ 21,681	0.10	\$ 14,924	0.10	\$ 15,609
				CITY ENGINEER						
80055610	61010	800	2220	GE-31	2.30	\$ 160,425	2.00	\$ 140,584	1.70	\$ 128,456
				ENGINEERING TECHNICIAN						
80055610	61010	800	2725	GE-30	0.30	\$ 20,280	0.30	\$ 20,937	0.30	\$ 22,077
				SURVEY TECHNICIAN						
80055610	61010	800	5575	GE-33	0.30	\$ 23,831	0.30	\$ 24,605	0.30	\$ 25,737
				SURVEY PARTY CHIEF						
80055610	61010	800	1000	GE-25	0.15	\$ 7,369	0.15	\$ 7,755	0.15	\$ 8,113
				CONFIDENTIAL ACCOUNT CLERK						
80055610	61010	800	225	GE-31	0.05	\$ 3,252	0.05	\$ 3,546	0.10	\$ 7,556
				SECRETARY						
80055610	61010	800	4060	GE-40	0.10	\$ 11,326	0.10	\$ 11,694	0.10	\$ 12,277
				PROJECT MANAGER						
				<b>Total</b>	3.50	\$ 261,894	3.50	\$ 275,008	3.25	\$ 273,094
<b>Project Engineering-FT Stormwater Fund</b>										

**CITY OF DUBUQUE, IOWA**  
**ACTIVITY PERSONNEL COMPLEMENT SUMMARY**

						FY 2022		FY 2023		FY 2024	
	ACCT	FD	JC	WP-GR	POSITION CLASS	FTE	BUDGET	FTE	BUDGET	FTE	BUDGET
62055620	61010	620	2220	GE-31	ENGINEERING TECHNICIAN	0.15	\$ 10,564	0.28	\$ 19,033	0.28	\$ 20,248
62055620	61010	620	4870	GE-28	UTILITY LOCATOR	0.25	\$ 14,892	0.50	\$ 28,218	0.50	\$ 30,185
62055620	61010	620	1000	GE-33	CONFIDENTIAL ACCOUNT CLERK	0.25	\$ 12,059	0.25	\$ 12,867	0.20	\$ 10,772
62055620	61010	620	9425	GE-44	CITY ENGINEER	0.15	\$ 21,681	0.15	\$ 22,386	0.15	\$ 23,415
62055620	61010	620	225	GE-31	SECRETARY	0.05	\$ 3,252	0.05	\$ 3,546	0.05	\$ 3,778
62055620	61010	620	1900	GE-38	CIVIL ENGINEER I	—	\$ —	—	\$ —	0.05	\$ 5,607
Total						0.85	\$ 62,448	1.23	\$ 86,050	1.23	\$ 94,005
Project Engineering-Seasonal Stormwater Fund											
62055620	61010	620		NA-34	INTERN ENGINEERING	—	\$ —	0.08	\$ 2,593	0.32	\$ 12,091
Total						—	\$ —	0.08	\$ 2,593	0.32	\$ 12,091
NPDES PERMIT-FT Stormwater Fund											
62055750	61010	620	1900	GE-38	CIVIL ENGINEER II	0.06	\$ 6,057	0.06	\$ 6,310	0.03	\$ 3,364
62055751	61010	620	2230	GE-38	CIVIL ENGINEER II	0.40	\$ 39,939	0.40	\$ 42,059	0.10	\$ 11,213
62055752	61010	620	2230	GE-38	CIVIL ENGINEER II	0.02	\$ 2,790	0.02	\$ 2,938	0.01	\$ 1,125
62055753	61010	620	1900	GE-38	CIVIL ENGINEER II	0.05	\$ 5,090	0.04	\$ 4,206	0.02	\$ 2,242
62055754	61010	620	1900	GE-38	CIVIL ENGINEER II	0.10	\$ 10,147	0.10	\$ 10,514	0.05	\$ 5,607
62055755	61010	620		GE-38	CIVIL ENGINEER II	0.07	\$ 7,152	0.08	\$ 8,411	0.04	\$ 4,486
62055756	61010	620		GE-38	CIVIL ENGINEER I	0.30	\$ 29,954	—	\$ —		
62055756	61010	620	1900	GE-38	CIVIL ENGINEER II	0.10	\$ 10,311	0.40	\$ 42,059	0.25	\$ 28,034
Total						1.10	\$ 111,440	1.10	\$ 116,497	0.50	\$ 56,071
Stormwater Utility FT Stormwater											
62055900	61010	620	2230	GE-38	CIVIL ENGINEER II	—	\$ —	—	\$ —	0.50	\$ 53,728
Total						—	\$ —	—	\$ —	0.50	\$ 53,728
Stormwater Utility -PT Stormwater											
62055620	61020	620		GE-24	UTILITY LOCATOR	0.18	\$ 7,332	—	\$ —		
62055900	61020	620	2710	GE-26	I&I INSPECTOR	1.46	\$ 76,578	1.46	\$ 79,078	1.46	\$ 82,714
Total						1.64	\$ 83,910	1.46	\$ 79,078	1.46	\$ 82,714
Stormwater Utility -FT Service Fund											
80055620	61010	800	5525	GE-38	CIVIL ENGINEER II	0.80	\$ 81,991	0.40	\$ 42,059	0.35	\$ 39,248
80055620	61010	800	9425	GE-44	CITY ENGINEER	0.10	\$ 11,659	0.05	\$ 6,020	0.05	\$ 6,296
80055620	61010	800		GE-35	CIVIL ENGINEER I	0.10	\$ 8,575	0.10	\$ 8,904	0.05	\$ 4,640
80055620	61010	800		GE-31	SECRETARY	0.05	\$ 3,252	0.05	\$ 3,546	0.10	\$ 7,556
80055620	61010	800	2220	GE-31	ENGINEERING TECHNICIAN	1.00	\$ 69,823	0.90	\$ 60,283	0.80	\$ 59,782
80055620	61010	800	2700	GE-31	ENGINEERING ASSISTANT II	0.05	\$ 3,602	0.05	\$ 3,718	0.05	\$ 3,889
80055620	61010	800	2725	GE-30	SURVEY TECHNICIAN	0.25	\$ 16,900	0.25	\$ 17,448	0.25	\$ 18,398
80055620	61010	800	4060	GE-40	PROJECT MANAGER	0.05	\$ 5,663	0.05	\$ 5,848	0.05	\$ 6,139
80055620	61010	800	5575	GE-33	SURVEY PARTY CHIEF	0.25	\$ 19,859	0.25	\$ 20,505	0.25	\$ 21,447
80055620	61010	800	1000	GE-25	CONFIDENTIAL ACCOUNT CLERK	0.40	\$ 19,808	0.40	\$ 20,726	0.40	\$ 21,678
Total						3.05	\$ 241,132	2.50	\$ 189,057	2.35	\$ 189,073
Residential Parking - FT											
63055630	61010	630		GE-35	TRAFFIC ENGINEER	0.03	\$ 2,099	0.03	\$ 2,204	0.03	\$ 2,422
Total						0.03	\$ 2,099	0.03	\$ 2,204	0.03	\$ 2,422
Water Utility -FT											



**CITY OF DUBUQUE, IOWA**  
**ACTIVITY PERSONNEL COMPLEMENT SUMMARY**

ACCT	FD	JC	WP-GR	POSITION CLASS	FY 2022		FY 2023		FY 2024	
					FTE	BUDGET	FTE	BUDGET	FTE	BUDGET
64055400	61010	630		GE-31 ENGINEERING TECHNICIAN	—	\$ —	0.03	\$ 2,168	0.03	\$ 2,266
64055400	61010	640	4870	GE-28 UTILITY LOCATOR	0.25	\$ 14,892	0.50	\$ 28,218	0.50	\$ 30,971
<b>Total</b>					0.25	\$ 14,892	0.53	\$ 30,386	0.53	\$ 33,237
<b>Water Utility -PT</b>										
64055400	61020	640		GE-24 UTILITY LOCATOR	0.18	\$ 7,332	—	\$ —		
<b>Total</b>					0.18	\$ 7,332	—	\$ —	—	\$ —
<b>TOTAL ENGINEERING DEPARTMENT</b>					<b>38.93</b>	<b>\$2,728,782</b>	<b>40.21</b>	<b>\$2,879,563</b>	<b>40.92</b>	<b>\$3,109,975</b>

Capital Improvement Projects by Department/Division					
ENGINEERING					
Project Number	Capital Improvement Project Title	Department	Fund	Account	FY 24 Recomm'd Budget
5514000001	Water Plant Flood Protection System	Engineering	621	64075	125,000
5521000001	East-West Corridor Capacity	Engineering	301	64070	1,000,000
5521000001	East-West Corridor Capacity	Engineering	301	64075	50,000
5521000001	East-West Corridor Capacity	Engineering	301	67990	1,742,880
5521000002	Sidewalk curb/catch basin rep	Engineering	301	64075	45,000
5521000002	Sidewalk curb/catch basin rep	Engineering	301	67990	6,000
5521000006	Sidewalk Inspection Program	Engineering	100	67990	40,000
5521000007	Crossroads Ind Park Impr	Engineering	301	64075	10,000
5521000007	Crossroads Ind Park Impr	Engineering	301	67990	940,000
5521000010	Sidewalk Program-City Prop	Engineering	301	64075	170,000
5521000010	Sidewalk Program-City Prop	Engineering	301	67990	20,000
5521000012	Street Construction Repairs	Engineering	301	64075	20,000
5521000012	Street Construction Repairs	Engineering	301	67990	80,000
5521000013	Pavement Marking Project	Engineering	301	64075	20,000
5521000013	Pavement Marking Project	Engineering	301	67990	150,000
5521000019	Brick Paver Maintenance	Engineering	301	64075	5,000
5521000019	Brick Paver Maintenance	Engineering	301	67990	50,000
5521000036	SOUTH PORT REDEVELOPMENT	Engineering	305	64075	8,000
5521000036	SOUTH PORT REDEVELOPMENT	Engineering	305	67990	160,000
5521000047	Kerper Blvd/Kerper Ct Roundabout	Engineering	301	64070	50,000
5521000047	Kerper Blvd/Kerper Ct Roundabout	Engineering	301	64075	50,000
5521000047	Kerper Blvd/Kerper Ct Roundabout	Engineering	301	67990	1,400,000
5521000048	JFK & 32nd Intersection Recon	Engineering	301	64075	32,000
5521000048	JFK & 32nd Intersection Recon	Engineering	301	64900	30,000
5521000048	JFK & 32nd Intersection Recon	Engineering	301	67990	550,000
5521000049	Hillcrest Rd Sidewalk	Engineering	100	64075	10,000
5521000049	Hillcrest Rd Sidewalk	Engineering	100	67990	65,000
5523000003	Street Light Replacement	Engineering	305	64075	10,000
5523000003	Street Light Replacement	Engineering	301	67990	15,000
5523000003	Street Light Replacement	Engineering	305	67990	140,000
5524000001	Emergency Preemption expan	Engineering	301	67270	10,000
5524000004	Traffic Signal Mastarm retro	Engineering	301	64075	5,000
5524000004	Traffic Signal Mastarm retro	Engineering	301	67990	20,000
5524000006	Traffic Signal Conduit Repl	Engineering	301	64075	5,000
5524000006	Traffic Signal Conduit Repl	Engineering	301	67990	15,000
5524000007	Traffic Signal Controller Rep	Engineering	301	67270	22,500
5524000008	Traffic Signal Inter Reconst	Engineering	301	67990	25,000
5524000009	Traffic Signal Vehicle Detect	Engineering	301	67270	20,000
5524000010	LED Re-lamp Schedule	Engineering	301	67270	10,000
5524000011	Fiber Optic Conduit	Engineering	301	64075	2,500
5524000011	Fiber Optic Conduit	Engineering	301	67990	10,000
5524000013	Street Light/Traffic Control	Engineering	301	67990	20,000
5524000014	ITS Traffic Control Equipment	Engineering	301	64075	2,000
5524000014	ITS Traffic Control Equipment	Engineering	301	67990	15,000
5524000016	Street Camera Installation	Engineering	305	64075	2,000
5524000016	Street Camera Installation	Engineering	305	67270	28,000
5524000017	Fiber Infrastructure mgmt	Engineering	301	64075	10,000
5524000018	Streets Traffic Control Proj	Engineering	301	64075	50,000
5524000019	Broadband Acceleration/access	Engineering	301	64075	10,000
5524000019	Broadband Acceleration/access	Engineering	301	67990	40,000
5524000022	TRAFFIC SIG FIBER OPTIC NET	Engineering	301	64075	5,000
5524000022	TRAFFIC SIG FIBER OPTIC NET	Engineering	301	67990	45,000
5524000029	Signalization Program	Engineering	301	64075	5,000
5524000029	Signalization Program	Engineering	301	67990	20,000

Capital Improvement Projects by Department/Division					
ENGINEERING					
Project Number	Capital Improvement Project Title	Department	Fund	Account	FY 24 Recomm'd Budget
5529900001	Railroad Quiet Zone Study	Engineering	110	64075	8,500
5529900001	Railroad Quiet Zone Study	Engineering	110	64900	35,000
5529900002	RIVERFRONT LEASEHOLD IMPR	Engineering	304	64075	10,000
5529900002	RIVERFRONT LEASEHOLD IMPR	Engineering	304	67990	155,000
5529900009	Public Electric Vehicle Chargers	Engineering	305	64075	8,600
5529900009	Public Electric Vehicle Chargers	Engineering	305	64900	32,000
5529900009	Public Electric Vehicle Chargers	Engineering	305	67990	170,000
5529900010	ADA Compliance and Facilities Manag	Engineering	305	64900	50,000
5544000002	Trail Planning	Engineering	304	64075	20,000
5544000003	16TH ST DET BASIN TRAIL	Engineering	301	64075	128,400
5544000003	16TH ST DET BASIN TRAIL	Engineering	301	67990	150,000
5549900001	MFC - HVAC roof access equip	Engineering	304	67500	22,000
5565000001	City Annex Roof Replacement	Engineering	304	64075	3,000
5565000001	City Annex Roof Replacement	Engineering	304	67500	14,500
5565000003	Federal Building Renovation	Engineering	305	64075	65,000
5565000003	Federal Building Renovation	Engineering	305	64900	350,000
5565000003	Federal Building Renovation	Engineering	305	67500	1,373,725
5565000005	MFC Building Stabilization	Engineering	304	64075	2,500
5565000005	MFC Building Stabilization	Engineering	304	64900	2,000
5565000005	MFC Building Stabilization	Engineering	304	67500	15,000
5565000006	City Hall Maintenance	Engineering	304	64075	5,000
5565000006	City Hall Maintenance	Engineering	304	67500	70,000
5565000007	City Hall HVAC Control Exp	Engineering	304	67500	65,000
5565000008	City Annex Window Replcmnt	Engineering	304	67990	18,000
5565000015	Engineering Dept. Materials Testing	Engineering	304	64075	6,500
5565000015	Engineering Dept. Materials Testing	Engineering	304	64900	12,000
5565000015	Engineering Dept. Materials Testing	Engineering	304	67500	45,000
5565000016	City Hall North Basement Wall Water	Engineering	304	67500	50,000
5575000002	Inet Fiber Build Out	Engineering	301	64075	5,000
5575000002	Inet Fiber Build Out	Engineering	301	67270	10,000
5575000002	Inet Fiber Build Out	Engineering	301	67990	50,000
5581500001	Sanitary Sewer Extensions-Pre-Annex	Engineering	611	64075	3,000
5581500001	Sanitary Sewer Extensions-Pre-Annex	Engineering	611	64900	12,000
5581500001	Sanitary Sewer Extensions-Pre-Annex	Engineering	611	67990	389,200
5581500006	Old Mill Road Lift Station	Engineering	611	64075	25,000
5581500006	Old Mill Road Lift Station	Engineering	611	64900	350,000
5581500006	Old Mill Road Lift Station	Engineering	611	67990	5,401,812
5581500009	Granger Creek Lift St Improv	Engineering	611	67990	240,000
5581500017	GENERAL SANITARY SEWER REPAIR	Engineering	611	64075	20,000
5581500017	GENERAL SANITARY SEWER REPAIR	Engineering	611	67990	180,000
5581500020	SAN SEWER MANHOLE REPLACE	Engineering	611	64075	7,500
5581500020	SAN SEWER MANHOLE REPLACE	Engineering	611	67990	44,500
5581500024	TWIN RIDGE LIFT ST ABANDO	Engineering	611	64075	15,500
5581500024	TWIN RIDGE LIFT ST ABANDO	Engineering	611	67990	910,800
5581500031	Coates Sanitary Sewer	Engineering	611	67990	60,000
5581500039	Abbott & Cottage Sanitary Sewer	Engineering	611	64075	15,000
5581500040	Cooper Place & Maiden Lane Sanitary	Engineering	611	64075	22,000
5581500041	Harvard Street San Sewer Recon	Engineering	611	64075	18,000
5581500042	Hempstead San Sewer Recon	Engineering	611	64075	18,000
5581500043	Knob Hill-Duggan Drive Recon	Engineering	611	64075	18,500
5581500044	Perry St & Bradley St Lift Station	Engineering	611	64075	12,000
5581500044	Perry St & Bradley St Lift Station	Engineering	611	67990	255,000
5581500045	Brunskill Rd Collector Sewer Recon	Engineering	611	64075	16,000
5581500045	Brunskill Rd Collector Sewer Recon	Engineering	611	67990	284,000

Capital Improvement Projects by Department/Division					
ENGINEERING					
Project Number	Capital Improvement Project Title	Department	Fund	Account	FY 24 Recomm'd Budget
5581500046	Broadway Sanitary Sewer Improvement	Engineering	611	64075	14,500
5581500046	Broadway Sanitary Sewer Improvement	Engineering	611	67990	98,000
5586500001	Storm Sewer Replacements	Engineering	621	64075	30,000
5586500001	Storm Sewer Replacements	Engineering	621	67990	50,000
5586500002	Catch Basin Reconstruction	Engineering	621	64070	5,000
5586500002	Catch Basin Reconstruction	Engineering	621	67990	29,000
5586500004	Federal Building Drainage Imp	Engineering	304	64075	7,500
5586500004	Federal Building Drainage Imp	Engineering	304	67990	75,000
5586500007	Bee Branch Gate&pump replc	Engineering	303	64070	185,420
5586500007	Bee Branch Gate&pump replc	Engineering	303	64075	5,000
5586500007	Bee Branch Gate&pump replc	Engineering	303	67990	3,720,000
5586500020	Storm sewer Imprv/Exten	Engineering	621	64075	5,000
5586500020	Storm sewer Imprv/Exten	Engineering	621	67990	33,000
5586500037	Bergfeld Pond Detention Basin Outle	Engineering	621	64075	25,500
5586500037	Bergfeld Pond Detention Basin Outle	Engineering	621	67990	117,500
<b>ENGINEERING</b>	<b>TOTAL</b>				<b>23,060,837</b>

PRGRM/ DEPT	PROJECT DESCRIPTION	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL	PAGE
<b>PUBLIC WORKS</b>								
<b>SANITARY SEWER</b>								
<b>Business Type</b>								
<b>General</b>								
	Sanitary Sewer Extensions to New Development	\$ —	\$ 182,000	\$ —	\$ —	\$ 279,000	\$ 461,000	150
	Sanitary Sewer Extensions to Existing Developments	\$ —	\$ —	\$ —	\$ —	\$ 714,000	\$ 714,000	151
	Twin Ridge Lagoon Abandonment	\$ 926,300	\$ —	\$ —	\$ —	\$ —	\$ 926,300	152
	Sanitary Sewer Extensions - Existing Development, Pre-annexation and Annexation Agreements	\$ 404,200	\$ —	\$ —	\$ —	\$ —	\$ 404,200	153
	Dubuque Industrial Center Crossroads Sanitary Sewer Extension	\$ —	\$ —	\$ 65,000	\$ —	\$ 230,000	\$ 295,000	154
	Dubuque Industrial Center Chavenelle, Sewer Extension through McFadden Farm to Pennsylvania	\$ —	\$ 1,733,000	\$ —	\$ —	\$ —	\$ 1,733,000	155
	Dubuque Industrial Center Chavenelle, Sewer Extension to Pennsylvania	\$ —	\$ 221,500	\$ —	\$ —	\$ —	\$ 221,500	156
	General Sanitary Sewer Replacement	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000	157
	Sanitary Sewer Lining Program	\$ —	\$ —	\$ —	\$ 20,000	\$ 750,000	\$ 770,000	158
	Sanitary Sewer CCTV Inspection, Cleaning, & Assessment	\$ —	\$ 360,000	\$ —	\$ 360,000	\$ —	\$ 720,000	159
	Manhole Replacement / Rehabilitation Program (Consent Decree)	\$ 52,000	\$ 52,000	\$ 52,000	\$ 100,000	\$ 100,000	\$ 356,000	160
	Force Main Air Release Replacement Project	\$ —	\$ 362,500	\$ —	\$ —	\$ —	\$ 362,500	161
<b>Reconstruction</b>								
	Knob Hill-Duggan Drive Sanitary Sewer Reconstruction	\$ 18,500	\$ 162,000	\$ —	\$ —	\$ —	\$ 180,500	162
	Outfall Manhole Reconstruction	\$ —	\$ 430,000	\$ 150,000	\$ —	\$ —	\$ 580,000	163
	Cedar and Terminal Street Lift Station and Force Main Assessment and Improvements	\$ —	\$ 300,000	\$ 3,400,000	\$ —	\$ —	\$ 3,700,000	164
	Perry & Bradley Force Main and Lift Station Improvements	\$ 267,000	\$ —	\$ —	\$ —	\$ —	\$ 267,000	166
	Hempstead Sanitary Sewer Reconstruction	\$ 18,000	\$ 357,000	\$ —	\$ —	\$ —	\$ 375,000	167
	Cooper Place and Maiden Lane Sanitary Sewer Reconstruction	\$ 22,000	\$ 376,000	\$ —	\$ —	\$ —	\$ 398,000	168
	Abbott & Cottage Sanitary Sewer Reconstruction	\$ 15,000	\$ 232,500	\$ —	\$ —	\$ —	\$ 247,500	169
	Harvard St Sanitary Sewer Reconstruction	\$ 18,000	\$ 205,000	\$ —	\$ —	\$ —	\$ 223,000	170
	Brunswick Sanitary Sewer		\$ —	\$ —	\$ 10,000	\$ 100,000	\$ 110,000	171
	King Street Sanitary Sewer Reconstruction	\$ —	\$ —	\$ —	\$ 10,000	\$ 96,500	\$ 106,500	172
	Old Mill Road Lift Station & Force Main	\$ 5,776,812	\$ 9,922,700	\$ 6,544,400	\$ —	\$ —	\$22,243,912	173
	Granger Creek Lift Station Improvements	\$ 240,000	\$ —	\$ —	\$ —	\$ —	\$ 240,000	174

PRGRM/ DEPT	PROJECT DESCRIPTION	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL	PAGE
	Catfish Creek Sewershed Interceptor Sewer Improvements	\$ —	\$ —	\$ 422,130	\$ 1,830,215	\$ 4,941,100	\$ 7,193,445	175
	Coates Street Sanitary Sewer Relocation	\$ 60,000	\$ —	\$ —	\$ —	\$ —	\$ 60,000	177
	Brunskill Road Collector Sewer Reconstruction	\$ 300,000	\$ —	\$ —	\$ —	\$ —	\$ 300,000	178
	Broadway Sanitary Sewer Improvements	\$ 112,500	\$ —	\$ —	\$ —	\$ —	\$ 112,500	179
<b>STORMWATER</b>								
<b>Business Type</b>								
<b>General Storm Sewer Projects</b>								
	Stormwater Infiltration & Inflow Elimination Program	\$ —	\$ 52,500	\$ 55,000	\$ 57,700	\$ 60,400	\$ 225,600	180
	Storm Sewer General Replacements	\$ 80,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 480,000	181
	Storm Sewer Improvements/ Extensions	\$ 38,000	\$ 61,000	\$ 62,000	\$ 62,000	\$ 63,000	\$ 286,000	182
	Catch Basin Reconstruction	\$ 34,000	\$ 54,000	\$ 55,000	\$ 55,000	\$ 56,000	\$ 254,000	183
	Drain Tile Program	\$ —	\$ 72,000	\$ 122,530	\$ 100,000	\$ —	\$ 294,530	184
<b>Bee Branch Watershed Projects</b>								
	Bee Branch Creek Gate & Pump Replacement	\$ 3,910,420	\$ —	\$ —	\$ —	\$ —	\$ 3,910,420	185
	Flood Control Maintenance Facility	\$ —	\$ 225,000	\$ —	\$ —	\$ 3,556,000	\$ 3,781,000	186
	North End Storm Sewer Improvements	\$ —	\$ —	\$ —	\$ —	\$ 800,000	\$ 800,000	187
	Water Plant Flood Protection System	\$ 125,000	\$ —	\$ —	\$ —	\$ —	\$ 125,000	188
<b>Specific Storm Sewer Projects</b>								
	Pennsylvania Culvert Replacement	\$ —	\$ 25,000	\$ 125,000	\$ —	\$ —	\$ 150,000	189
	Windsor Storm Extension (Buena Vista to Strauss)	\$ —	\$ —	\$ —	\$ 111,000	\$ —	\$ 111,000	190
	University Ave Storm Sewer	\$ —	\$ 70,000	\$ 80,000	\$ —	\$ —	\$ 150,000	191
	NW Arterial Detention Basin Improvements	\$ —	\$ 5,000	\$ 229,000	\$ —	\$ —	\$ 234,000	192
	Bies Drive Storm Sewer (Street Program)	\$ —	\$ —	\$ —	\$ 98,000	\$ —	\$ 98,000	193
	Century Drive Storm Sewer Reconstruction	\$ —	\$ —	\$ —	\$ 242,500	\$ —	\$ 242,500	194
	Embassy West Storm Sewer Improvements	\$ —	\$ —	\$ 153,000	\$ —	\$ —	\$ 153,000	195
	Bergfeld Pond Detention Basin Outlet Structure Improvements	\$ 143,000	\$ —	\$ —	\$ —	\$ —	\$ 143,000	196
<b>STREETS</b>								
<b>Public Works</b>								
<b>Street Related Improvements</b>								
	Pavement Marking Project	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 175,000	\$ 855,000	197
	Street Construction General Repairs	\$ 100,000	\$ 100,000	\$ 120,000	\$ 130,000	\$ —	\$ 450,000	198
	East - West Corridor Capacity Improvements	\$ 2,792,880	\$ 688,926	\$ 1,100,000	\$ 800,000	\$ 100,000	\$ 5,481,806	199
	Pavement Rehabilitation - Concrete Street Repair, Mill and Asphalt Resurfacing	\$ —	\$ 450,000	\$ 400,000	\$ —	\$ —	\$ 850,000	202

PRGRM/ DEPT	PROJECT DESCRIPTION	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL	PAGE
	Pavement Preservation Joint Sealing	\$ —	\$ 55,000	\$ —	\$ 55,000	\$ —	\$ 110,000	203
	7th Street Extension to Pine Street	\$ —	\$ —	\$ —	\$ 400,000	\$ 700,000	\$ 1,100,000	204
	Cedar Cross Road Reconstruction	\$ —	\$ —	\$ —	\$ 1,240,000	\$ 1,560,000	\$ 2,800,000	205
	Bies Drive Reconstruction	\$ —	\$ —	\$ 250,000	\$ —	\$ —	\$ 250,000	206
	Traffic and Pedestrian Crossing Warning Devices	\$ —	\$ 12,000	\$ —	\$ 12,000	\$ —	\$ 24,000	207
	Green Alleys - Non Bee Branch	\$ —	\$ —	\$ 30,000	\$ 30,000	\$ 30,000	\$ 90,000	208
	Dubuque Industrial Center Crossroads - New Road Infrastructure Improvements	\$ 950,000	\$ 160,000	\$ —	\$ —	\$ 680,000	\$ 1,790,000	209
	Dubuque Industrial Center McFadden Farm - South Heacock Road Construction	\$ —	\$ 4,647,776	\$ —	\$ —	\$ —	\$ 4,647,776	210
	Roundabout Projects Development	\$ 1,500,000	\$ —	\$ —	\$ —	\$ 500,000	\$ 2,000,000	211
	Pennsylvania Avenue and Radford Road Intersection Roundabout	\$ —	\$ —	\$ —	\$ —	\$ 25,000	\$ 25,000	212
<b>Sidewalk Related</b>								
	Sidewalk Inspection Program - Assessable	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 45,000	\$ 205,000	213
	Sidewalk Program - City-Owned Property	\$ 190,000	\$ 117,223	\$ 119,302	\$ 138,869	\$ 50,000	\$ 615,394	214
	Sidewalk Program Related Curb and Catch Basin Replacements	\$ 51,000	\$ 77,000	\$ 52,000	\$ 92,000	\$ 53,000	\$ 325,000	215
	Hillcrest Road Sidewalk	\$ 75,000	\$ 20,000	\$ 50,000	\$ —	\$ —	\$ 145,000	216
	Brick Paver Maintenance	\$ 55,000	\$ —	\$ 60,000	\$ 43,000	\$ 43,000	\$ 201,000	217
<b>Trails/General Maintenance</b>								
	Stone Retaining Walls	\$ —	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 400,000	218
	Bridge Repairs/Maintenance	\$ —	\$ 100,000	\$ 100,000	\$ 100,000	\$ —	\$ 300,000	219
	Complete Streets Elements	\$ —	\$ 22,000	\$ 22,000	\$ —	\$ 22,000	\$ 66,000	220
	Guardrail Replacement	\$ —	\$ 17,000	\$ —	\$ —	\$ —	\$ 17,000	221
	Trail Planning	\$ 20,000	\$ —	\$ —	\$ —	\$ —	\$ 20,000	222
	Bee Branch Creek Trail 16th to 9th	\$ 278,400	\$ —	\$ —	\$ —	\$ 600,000	\$ 878,400	223
<b>MISCELLANEOUS</b>								
<b>General Government</b>								
	South Port Redevelopment	\$ 168,000	\$ —	\$ —	\$ 84,500	\$ —	\$ 252,500	225
	Riverfront Leasehold Improvements	\$ 165,000	\$ —	\$ —	\$ —	\$ —	\$ 165,000	226
	Railroad Quiet Zone Study	\$ 43,500	\$ —	\$ —	\$ —	\$ —	\$ 43,500	228
	Public Electric Vehicle Chargers	\$ 210,600	\$ —	\$ —	\$ —	\$ —	\$ 210,600	229
<b>TRAFFIC</b>								
<b>Public Works</b>								
	Street Light Replacement and New Installation	\$ 165,000	\$ 20,000	\$ 45,000	\$ 45,000	\$ 25,000	\$ 300,000	230
	Signalization Program	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ —	\$ 100,000	231
	Traffic Signal Mastarm Retrofit	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ —	\$ 100,000	232

PRGRM/ DEPT	PROJECT DESCRIPTION	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL	PAGE
	Traffic Signal Interconnect Conduit Replacement	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 10,000	\$ 90,000	233
	Traffic Signal Controller Replacement	\$ 22,500	\$ 35,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 192,500	235
	Street Lighting and Traffic Signal Knockdown/Insurance	\$ 20,000	\$ 25,000	\$ —	\$ 30,000	\$ 30,000	\$ 105,000	236
	Street Camera Installation	\$ 30,000	\$ 110,000	\$ 115,000	\$ 115,000	\$ 15,000	\$ 385,000	237
	LED Re-Lamp Schedule	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 50,000	238
	Traffic Signal Battery Backup	\$ —	\$ 20,000	\$ —	\$ 20,000	\$ 20,000	\$ 60,000	239
	Traffic Signal Intersection Reconstruction	\$ 25,000	\$ 65,000	\$ 75,000	\$ 50,000	\$ 25,000	\$ 240,000	240
	Surge and Grounding Improvement at Signals	\$ —	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 80,000	241
	STREETS Traffic Control Project	\$ 50,000	\$ —	\$ —	\$ —	\$ —	\$ 50,000	242
	Traffic Signal Fiber Optic Network Program	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000	243
	ITS Traffic Control Equipment	\$ 17,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ —	\$ 92,000	244
	Traffic Signal Vehicle Detection Conversion	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 10,000	\$ 90,000	245
	Grandview Street Light Replacement	\$ —	\$ 100,000	\$ —	\$ —	\$ —	\$ 100,000	246
	INET Fiber Replacement Build Out	\$ 65,000	\$ 65,000	\$ 65,000	\$ —	\$ —	\$ 195,000	247
	Emergency Preemption Expansion and Upgrades	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 50,000	248
	Fiber Optic Conduit - Miscellaneous	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	\$ 62,500	249
	Fiber Infrastructure Management System	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 50,000	250
	Broadband Acceleration and Universal Access	\$ 50,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 150,000	251
	JFK/32nd Intersection Traffic Signal Construction	\$ 612,000	\$ —	\$ —	\$ —	\$ —	\$ 612,000	252
<b>Facilities Management</b>								
	Federal Building Renovation	\$ 1,788,725	\$ 1,788,725	\$ 3,198,225	\$ —	\$ —	\$ 6,775,675	253
	Federal Building Parking Lot Replacement and Foundation Drainage Improvements	\$ 82,500	\$ —	\$ —	\$ —	\$ —	\$ 82,500	254
	Engineering Department Materials Testing Lab Renovation	\$ 63,500	\$ —	\$ —	\$ —	\$ —	\$ 63,500	255
	City Hall - HVAC Controls System Expansion Project	\$ 65,000	\$ —	\$ —	\$ —	\$ —	\$ 65,000	256
	City Hall Tuck Pointing Maintenance & Repairs	\$ 75,000	\$ —	\$ —	\$ —	\$ —	\$ 75,000	257
	City Hall Human Resources Office Renovations	\$ —	\$ 159,000	\$ —	\$ —	\$ —	\$ 159,000	258
	City Hall North Basement Wall Waterproofing	\$ 50,000	\$ —	\$ —	\$ —	\$ —	\$ 50,000	259
	Multicultural Family Center - HVAC Roof Access Equipment Code Improvements	\$ 22,000	\$ —	\$ —	\$ —	\$ —	\$ 22,000	260
	MFC Building Envelope Stabilization	\$ 19,500	\$ 19,500	\$ —	\$ —	\$ —	\$ 39,000	261
	City Annex Roof Replacement Project	\$ 17,500	\$ —	\$ —	\$ —	\$ —	\$ 17,500	262



PRGRM/ DEPT	PROJECT DESCRIPTION	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	TOTAL	PAGE
	City Annex Window Replacement	\$ 18,000	\$ —	\$ —	\$ —	\$ —	\$ 18,000	263
	ADA Compliance and Facilities Management Consulting	\$ 50,000	\$ 50,000	\$ 50,000	\$ —	\$ —	\$ 150,000	264
	<b>TOTAL</b>	<b>\$23,060,837</b>	<b>\$25,247,350</b>	<b>\$18,274,087</b>	<b>\$ 7,349,284</b>	<b>\$17,046,500</b>	<b>\$90,978,058</b>	

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