

## Memorandum

TO: Mayor Jeff Jacque and City Council  
From: Mick J. Michel, City Administrator  
RE: City Administrator's Report  
Date: September 12, 2025

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I am pleased to present the monthly report outlining the progress made on ongoing commitments, priority projects, and initiatives aligned with the goals outlined in our 2024-2025 agenda.

1. **Residential Developments:** Both residential developments have now reached substantial completion. Bond proceedings have been finalized, and payment requests from developers are under review. The Public Works Director and I continue to work with the engineering consultant on the SW Stormwater Improvement Plan. Field investigations are nearing completion, and we expect preliminary concept designs soon.
2. **Professional Ballpark Project:** The professional ballpark project remains active. City staff continue to assist as needed, particularly in coordination with infrastructure and permitting support.
3. **Economic Development:** I'm working with TIF attorney on several new economic development projects. I hope to start with the proceedings for TIF agreements sometime later this month.
4. **Heritage Trail Extension:** The Dubuque County Conservation has approved their engineering consultant. They are currently working with the Iowa Department of Transportation on preliminary design.
5. **Industrial Park RISE Roadway Project:** We are still waiting for the contractor to complete the punch list items to close the project.
6. **Westside Park Lighting Project:** Lighting installation is complete and operational. Coordination with CEC continues to secure the necessary network switches to fully integrate the system. This project supports our strategic goal of enhancing park infrastructure and public safety.

7. **BUILD Grant Application:** The city will have a debriefing meeting with USDOT on how our application performed this year.
8. **Ollendick Eminent Domain Update:** We have acquired the property, and I have been working on cleanup. There were cats reported inside the home, so we removed them and sent them to the Humane Society.
9. **Traffic Camera Installation:** The city has completed the installation of traffic cameras. They worked great for the Field of Dreams Concert.
10. **City Logo and City Branding Project:** The City Council has approved the city logo, and the City Clerk and I are working on project implementation.