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NEWS RELEASE

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Firnstahl Appointed Dubuque City Clerk

DUBUQUE, Iowa – The Dubuque City Council has appointed Kevin S. Firnstahl as city clerk. The unanimous decision was made at the Sept. 6 City Council meeting.

Firnstahl, a certified Iowa Municipal Clerk, has been a City of Dubuque employee since February 1999 when he joined the City Manager’s Office as secretary. He was named assistant city clerk in February 2007 and had served as the acting city clerk since late April 2011. Firnstahl was employed at Keystone Area Education Agency before joining the City. He is a graduate of the Minnesota School of Business where he majored in legal office administration with additional coursework in court reporting.

“Kevin’s skills, background with the City organization, and our experience with him as acting city clerk over the past few months were key in our decision,” said Dubuque Mayor Roy D. Buol. “I know I speak on behalf of my City Council colleagues when I say we look forward to working with Kevin in this new capacity and we have great expectations for the City Clerk’s Office under his leadership.”

As a City Council-appointed, record-keeping officer, the city clerk and staff are responsible for the preparation, execution, and archiving of all City Council documents as prescribed by State law and City Code. These duties include: City Council meetings and election materials; archival of City Council documents, official proceedings, ordinances, and resolutions; publication of legal notices; recording of official documents; board and commission applications and appointments; development agreements and leases; and a variety of City licenses and permits.

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