

**CITY OF DUBUQUE, IOWA
CITY COUNCIL PROCEEDINGS
SPECIAL SESSION**

The Dubuque City Council met in special session at 5:30 p.m. on March 3, 2014 in the Historic Federal Building, 350 W. 6th Street.

Present: Mayor Buol; Council Members Braig, Connors, Jones, Lynch, Resnick, Sutton; City Manager Van Milligen, City Attorney Lindahl

Mayor Buol read the call and stated this is a special session of the City Council called for the purpose of conducting a work session on the Convention and Visitors Bureau Annual Report and Budget.

**WORK SESSION
Convention and Visitors Bureau (CVB) Annual Report and Budget**

Keith Rahe, President/CEO for the Convention and Visitors Bureau provided a slide presentation on the CVB Annual Report and Budget. Topics included:

1. Mission Statement
2. Organizational chart
 - a. Board of Directors
 - b. Advisory Committee & representation areas
 - c. Staff
3. Community Branding
4. Marketing
 - a. Marketing Co-op
 - b. Website visitors and geographics
 - c. New website
 - d. Visitors guide
 - e. Sales
 - f. Groups& meetings
 - g. Sports & events
5. Going forward
 - a. Marketing Co-op goals
 - b. Media buy mediums
 - c. TV Campaign Creative
6. Economic Impact
 - a. Hotel/Motel tax records and occupancy
7. Sales
 - a. Group tours
 - b. Conventions, reunions & meetings
 - c. Sports & events
8. Quality of Life
9. Arts & Culture

10. Inclusivity
11. Travel Federation of Iowa
12. Legislative priorities
13. Proposed Budget

There being no further business, upon motion the City Council adjourned at 6:26 p.m.

/s/Kevin S. Firnstahl, CMC
City Clerk

1t 3/12

**CITY OF DUBUQUE, IOWA
CITY COUNCIL PROCEEDINGS
REGULAR SESSION**

The Dubuque City Council met in regular session at 6:30 p.m. on March 3, 2014 in the Historic Federal Building, 350 W. 6th Street.

Present: Mayor Buol; Council Members Braig, Connors, Jones, Lynch, Resnick, Sutton; City Manager Van Milligen, City Attorney Lindahl

Mayor Buol read the call and stated this is a regular session of the City Council called for the purpose of conducting such business that may properly come before the City Council.

PLEDGE OF ALLEGIANCE

PROCLAMATION(S)

Problem Gambling Awareness Month (March 2014) was accepted by Connie Sprimont, Substance Abuse Services Center (SASC), 799 Main Street;

American Red Cross Month (March 2014) was accepted by Sue Olsen, American Red Cross, 2400 Asbury Road.

CONSENT ITEMS

Motion by Lynch to receive and file the documents, adopt the resolutions, and dispose of as indicated. Seconded by Resnick. Council Member Connors requested No. 4. 2014 Art on the River Exhibition - Artwork Selection be held for separate discussion. Motion carried 7-0.

1. Minutes and Reports Submitted: Arts and Cultural Affairs Advisory Commission of 2/25, City Council proceedings of 2/13, 2/17, 2/18 and 2/20; Housing Commission of 1/28; Human Rights Commission of 1/13; Proofs of Publication for City Council proceedings of 2/3, 2/10, 2/12, 2/13. Upon motion the documents were received and filed.

2. Notice of Claims and Suits: DeLos and Dorothy Bohnsack for property damage, Barbara Erickson for personal injury, Tracey Hayes for property damage, Wayne Heim for vehicle damage, Julie Houselog for vehicle damage, Miquel Jackson for vehicle damage, Jerome Kutsch for vehicle damage, Michael Mahoney for vehicle damage, Dennis O'Connor for vehicle damage, Andy Ruden for vehicle damage. Upon motion the documents were received, filed and referred to the City Attorney.

3. Disposition of Claims: City Attorney advising that the following claims have been referred to Public Entity Risk Services of Iowa, the agent for the Iowa Communities Assurance Pool: DeLos Bohnsack for property damage, Zachery Gries for property

damage, Jerome Kutsch for vehicle damage, Dennis O'Connor for vehicle damage, Michael Pancratz for vehicle damage, Anne Powell for vehicle damage, Andy Ruden for vehicle damage, Jeff Tracey for vehicle damage. Upon motion the documents were received, filed and concurred.

4. 2014 Art on the River Exhibition - Artwork Selection: Arts and Cultural Affairs Advisory Commission requesting concurrence with the selection of artwork for the 2014 Art on the River Competition. Motion by Connors to receive and file the documents and concur with the recommendation. Seconded by Braig. Arts and Cultural Affairs Commission Chairperson Ellen Henkels and Economic Development Coordinator Megan Starr responded to questions from the City Council regarding concerns that the selection did not follow the established committee process due to time constraints. Motion carried 5-2 with Buol and Lynch voting nay.

5. 2014 Amended State Legislative Priorities: City Manager recommending that the City Council amend the 2014 State Legislative Priorities to include supporting the efforts of the Dubuque Community School District and Hillcrest Family Services. Upon motion the documents were received, filed and approved.

6. Dubuque Water Sports Club - Lease Approval: City Manager recommending approval of the annual lease with the Dubuque Water Sports Club for a section of Schmitt Island. Upon motion the documents were received, filed and approved.

7. Dubuque Jaycees - Veterans' Memorial Park Lease: City Manager recommending approval of a one-year agreement with the Dubuque Jaycees to operate a community garden at Veterans' Memorial Park. Upon motion the documents were received, filed and approved.

8. JFK Road and Wacker Drive Intersection Improvements Traffic Signalization Project - Quit Claim Deed: City Manager recommending acceptance of a Quit Claim Deed for a right-of-way purchase from U.S. National Bank Association for the proposed JFK Road and Wacker Drive Intersection Improvements Traffic Signalization Project. Upon motion the documents were received and filed and Resolution No. 49-14 Accepting a conveyance of property (Lot A of Hawkeye Stock Farm in the City of Dubuque, Dubuque County, Iowa) was adopted.

9. Civil Service Commission: Commissioner James Schilling submitting his resignation from the Civil Service Commission. Upon motion the documents were received, filed and resignation accepted.

10. Civil Service Commission: Civil Service Commission submitting the Certified List for the position of Recreation Program Supervisor. Upon motion the documents were received, filed and made a Matter of Record (duplicate from 2/18/14).

11. Urban Youth Corps Grant: City Manager recommending approval of the Urban Youth Corps Grant application to the Iowa Department of Transportation. Upon motion the documents were received, filed and approved.

12. Consent Decree Semi Annual Report: City Manager recommending approval to certify the March 31, 2014 Semi Annual Consent Decree Report and submitted to the U.S. Department of Justice, U.S. EPA and the Iowa Department of Natural Resources. Upon motion the documents were received, filed and approved.

13. Special Assessment - Snow Removal at 695 Kane Street: City Manager recommending approval of a resolution establishing the Final Assessment Schedule for snow removal from city right-of-way for the property at 695 Kane Street. Upon motion the documents were received and filed and Resolution No. 50-14 Adopting the final Assessment Schedule for the 2013-2014 Snow Removal Assessment - Right-of-Way Obstruction Removal Assessment Project was adopted.

14. Dubuque Technology Park Economic Development District: City Manager recommending approval of agreements between the City and three property owners for the inclusion of agricultural property in a proposed expansion of the Urban Renewal Area for the Dubuque Technology Park Economic Development District. Upon motion the documents were received and filed and Resolution No. 51-14 Approving agreements between the City of Dubuque and property owners to include certain agricultural land in the Dubuque Technology Park Economic Development District was adopted.

15. Alcohol Compliance Civil Penalty for Alcohol License Holder – Awn Stop Mart, Inc.: City Manager recommending approval of the Acknowledgment/Settlement Agreement for an alcohol compliance violation for Awn Stop Mart, Inc., 1998 Jackson Street. Upon motion the documents were received, filed and approved.

16. Business License Refund: Request from David Wetter for a refund of the liquor license LC0039826 for "920 Main" located at 920 Main Street. Upon motion the documents were received, filed and approved.

17. Alcohol License Applications: City Manager recommending approval of annual liquor, beer, and wine licenses as submitted. Upon motion the documents were received and filed and Resolution No. 52-14 Approving applications for beer, liquor, and/or wine permits, as required by City of Dubuque Code of Ordinances Title 4 Business and License Regulations, Chapter 2 Liquor Control, Article B Liquor, Beer and Wine Licenses and Permits was adopted.

ITEMS TO BE SET FOR PUBLIC HEARING

1. SRF Green Alley Project - Bid Set 2: City Manager recommending preliminary approval to the Resolution of Necessity, the Preliminary Schedule of Assessments, establish the date of the public hearing, and authorize the City Clerk to advertise for bid

proposals for the SRF Green Alley Bid Set 2 Project which includes four alleys in the Bee Branch Watershed. Upon motion the documents were received and filed and Resolution No. 53-14 Preliminary approval of plans, specifications, form of contract, and estimated cost; setting the date of public hearing on plans, specifications, form of contract, and estimated cost; and ordering the advertisement for bids; Resolution No. 54-13 Approving the Plats, Schedule of Assessments and estimate of total cost for the SRF Green Alley Bid Set 2 Project; Resolution No. 55-14 Resolution of Necessity for the SRF Green Alley Bid Set 2 Project; and Resolution No. 56-14 Fixing date of public hearing on Resolution of Necessity were adopted setting a public hearing for a meeting to commence at 6:30 p.m. on March 17, 2014 in the Historic Federal Building.

2. SRF Green Alley Project - Bid Set 3: City Manager recommending preliminary approval to the Resolution of Necessity, approve the Preliminary Schedule of Assessments, establish the date of the public hearing, and authorize the City Clerk to advertise for bid proposals for the SRF Green Alley Bid Set 2 Project which includes four alleys in the Bee Branch Watershed. Upon motion the documents were received and filed and Resolution No. 57-14 Preliminary approval of plans, specifications, form of contract, and estimated cost; setting date of public hearing on plans, specifications, form of contract, and estimated cost; and ordering the advertisement for bids; Resolution No. 58-14 Approving the Plats, Schedule of Assessments and estimate of total cost for the SRF Green Alley Bid Set 3 Project; Resolution No. 59-14 Resolution of Necessity for the SRF Green Alley Bid Set 3 Project; and Resolution No. 60-14 Fixing date of public hearing on Resolution of Necessity were adopted setting a public hearing for a meeting to commence at 6:30 p.m. on March 17, 2014 in the Historic Federal Building.

3. Bishop Block - Notice of Intent to Dispose of Real Estate: City Manager recommending approval of the "Notice of Intent" to dispose of real estate via Quit Claim Deed to Bishop's Block Limited Partnership to be set for public hearing on the March 17, 2014. Upon motion the documents were received and filed and Resolution No. 61-14 Resolution of Intent to dispose of an interest in City-owned real property by Quit Claim Deed to Bishop's Block Limited Partnership was adopted setting a public hearing for a meeting to commence at 6:30 p.m. on March 17, 2014 in the Historic Federal Building.

4. Dubuque Intermodal Transportation Center: City Manager recommending preliminary approval of the construction plans and specifications for the Dubuque Intermodal Transportation Center; and establishing March 17, 2014, as the date of public hearing and authorizing the City Clerk to advertise for bid proposals for the project. Upon motion the documents were received and filed and Resolution No. 62-14 Preliminary approval of plans, specifications, form of contract, and estimated cost; setting date of public hearing on plans, specifications, form of contract, and estimated cost; and ordering the advertisement for bids was adopted setting a public hearing for a meeting to commence at 6:30 p.m. on March 17, 2014 in the Historic Federal Building.

5. TriState Quality Metals - Development Agreement and Intent to Dispose of Real Estate: City Manager recommending that a public hearing be set for March 17, 2014 to

consider action on a Development Agreement between and among the City of Dubuque, Wilming Investments LLC and TriState Quality Metals LLC related to property acquisition and construction of a facility in the Dubuque Industrial Center South. Upon motion the documents were received and filed and Resolution No. 63-14 Resolution of Intent to Dispose of an interest in City of Dubuque real estate pursuant to a Development Agreement between and among the City of Dubuque, Wilming Investments, LLC and Tristate Quality Metals, LLC; and fixing the date for a public hearing of the City Council of the City of Dubuque, Iowa, on the proposed issuance of Urban Renewal Tax Increment Revenue Grant Obligations and providing for the publication of notice thereof was adopted setting a public hearing for a meeting to commence at 6:30 p.m. on March 17, 2014 in the Historic Federal Building.

6. Sale of City-Owned Property - 2250 Washington Street: City Manager recommending that a public hearing be set for March 17, 2014, for the purpose of disposing of City-owned real estate at 2250 Washington Street to Jodie L. Evans. Upon motion the documents were received and filed and Resolution No. 64-14 Resolution of Intention to dispose of City-owned property, specifically, Lot 1 of Lot 4 In Lot 103 In L.H. Langworthy's Addition in the City of Dubuque, Iowa, according to the recorded Plat thereof in Book of Plats #12, Page 65 – 2250 Washington Street was adopted setting a public hearing for a meeting to commence at 6:30 p.m. on March 17, 2014 in the Historic Federal Building.

BOARDS/COMMISSIONS

Applicants were invited to address the City Council regarding their application to the following board/commission:

1. Housing Commission: One, 3-year term through August 17, 2016 (Vacant term of Root), Applicant: David Wall, 333 W. 17th St. Apt. #19. Mr. Wall spoke in support of his appointment.

Appointments to the following commissions made at this meeting:

2. Civic Center Advisory Commission: One, 3-year term through June 29, 2016 (Expired term of Hill). Applicant: McKenzie Hill, 394 ½ Bluff St., #2. Motion by Braig to appoint McKenzie Hill to a 3-year term through June 29, 2016. Seconded by Resnick. Motion carried 7-0.

3. Housing Code Appeals Board: One, 3-year term through January 11, 2017 (Expired term of Young). Applicant: David Young, 1594 Central Ave. Motion by Connors to appoint David Young to a 3-year term through January 11, 2017. Seconded by Lynch Motion carried 7-0.

2. Mechanical Board: Two, 3-year terms through March 16, 2017 (Expiring terms of Giese and Hillard). Applicants: Tom Giese, 395 Villa St. Gary Hillard, 2826 Muscatine St. Motion by Jones to appoint both Tom Giese and Gary Hillard to 3-year terms through March 16, 2017. Seconded by Connors. Motion carried 7-0.

PUBLIC HEARING

Upon motion the rules were suspended allowing anyone present to address the City Council on the following items.

1. Iowa and Locust Street Parking Ramps Repair Project: Proof of publication on notice of public hearing to consider the approval of plans, specifications form of contract and estimated cost for the Iowa and Locust Street Parking Ramps Repair Project. Motion by Connors to receive and file the documents and adopt Resolution No. 65-14 Approval of plans, specifications, form of contract, and estimated cost for the Iowa and Locust Street Parking Ramps Repair Project. Seconded by Jones. Parking System Supervisor Tim Horsfield provided a description of the project stating that it was preventative maintenance work. Motion carried 7-0.

Upon motion the rules were reinstated limiting discussion to the City Council.

ACTION ITEMS

1. Greater Dubuque Development Corporation - Quarterly Update: President and CEO Rick Dickinson presented a verbal report update on the activities of the Greater Dubuque Development Corporation. Motion by Lynch to receive and file the information. Seconded by Resnick. Motion carried 7-0. Mr. Dickinson thanked the City Council and informed them of Dubuque being highlighted in the *Site Selection* Magazine for 20 new city projects of 2013. He then addressed the recent announcement by Kendall Hunt to close its local distribution center and the assistance GDDC can provide its employees.

2. ITC Midwest Projects Overview: Angela Jordan, Area Manager of Local Government and Community Affairs; and Mark Ryan, Project Engineer, for ITC Midwest presented on the company's recent and planned regional electrical transmission projects, and one that may involve the City of Dubuque and a possible river crossing project. City Manager Van Milligen reminded Council of the public hearing process adopted by the City for such projects. Motion by Connors to receive and file the documents. Seconded by Braig. Motion carried 7-0.

3. Multicultural Family Center Annual Report: Multicultural Family Center Board and Director Abeni El Amin presented the 2012-2013 Multicultural Family Center Annual Report, which was distributed to those in attendance. Ms. El Amin, joined by volunteer staff Sara Peterson, and Innocent Chia, acknowledged staff and board members and provided information on the Center's most popular programs, planned programs, ethnic breakdown of users, and webpage information. Motion by Connors to receive and file the information. Seconded by Braig. Motion carried 7-0.

4. Tour Dubuque - Trail and Park Use Agreement: City Manager recommending allowing Tour Dubuque Trikes on the Riverwalk and other areas approved by the City with a one-year trial period as approved by the Park and Recreation Advisory Commission. Motion by Lynch to receive and file the documents and approve the

recommendation. Seconded by Connors. Leisure Services Manager Marie Ware responded to questions regarding what areas where Trikkes are allowed and the company's regulatory and monitoring process. Motion carried 7-0.

5. Code of Ordinances Amendment - Title 10 Waiver Policy for Special Events: City Manager recommending approval of an ordinance establishing a Special Event Waiver process and approval of the recommended Special Event Waiver Policy. Motion by Jones to consider the first reading of a proposed ordinance that amends City of Dubuque Code of Ordinances Title 10 Public Ways and Property, Chapter 4 Parades and Assemblies; and amending Title 10 Public Ways and Property by adding a new Chapter 8, Valet Drop Off Parking; Permit Requirements Seconded by Connors. Assistant City Manager Cindy Steinhauser and Assistant City Attorney Crenna Brumwell responded to questions regarding specific language. Motion failed 3-4 with Sutton, Braig, Lynch, and Resnick voting nay.

Motion by Jones to return the item to staff to clarify language and submission to a future Council meeting. Seconded by Braig. Motion carried 7-0.

COUNCIL MEMBER REPORTS

Council Member Jones acknowledged Human Rights Commissioner Jeff Lenhart's efforts regarding his homelessness project in Washington, D.C. and congratulated Joey Taylor on her appointment as president of the Dubuque United Way.

Council Member Resnick acknowledged the efforts of city staff who have been working outside during this winter's cold temperatures.

PUBLIC INPUT

Terry Stewart, 460 Summit Street, representing Citizens for Community Improvement, inquired about the status of a recent request to Council to regulate payday lending institutions.

Allen Troupe, 2003 Key Way, addressed the City Council regarding the proposed special events ordinance and was gaveled off for making inappropriate statements.

Rick Miescke, 3199 Sheridan Road, addressed City Council about his concerns regarding the City's debt limit and taxes.

Dave Wallen, 1490 N. Grandview Avenue, addressed the City Council regarding his pleasure with the new exercise facility at Stonehill Care Center and suggested that GDDC include the facility in their informational brochures.

There being no further business, upon motion the City Council adjourned at 8:27 p.m.

/s/Kevin S. Firnstahl, CMC
City Clerk

1t 3/12