

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

The Dubuque City Council met in special session at 5:00 p.m. on February 1, 2016 in the Historic Federal Building, 350 W. 6<sup>th</sup> Street.

Present: Mayor Buol; Council Members Connors, Del Toro, Jones, Lynch, Resnick, Rios; 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 Community Engagement.

**WORK SESSION  
COMMUNITY ENGAGEMENT**

Human Rights Director Kelly Larson, Community Engagement Coordinator Nikola Pavelic, Community Development Specialist Jerelyn O'Connor, and Sustainable Community Coordinator Cori Burbach presented a progress report on planning, implementing and evaluating staff's community engagement work and gathered City Council input on the progress. Topics included

- Word Definitions: governance, community engagement, community engagement focus area, community engagement type
- Work done: team, audience, goals, risk, communication
- Project Updates
- Reminder of the community engagement planning
- Explanation of community engagement evaluation proposal
- Overview of 2 recently finished community engagement projects: Budget Community Engagement; Health Improvement Plan
- Resilient Community Advisory Commission update
- Developing a Community Engagement Action Plan
- Value to residents

The City Council had a question/answer period with staff during which it was suggested that a database be developed to include persons who have inquired with the city about a specific topic and invite them to a future session related to that topic.

There being no further business, upon motion the City Council adjourned at 6:05 p.m.

/s/Kevin S. Firnstahl, CMC  
City Clerk

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

The Dubuque City Council met in regular session at 6:30 p.m. on February 1, 2016 in the Historic Federal Building, 350 W. 6<sup>th</sup> Street.

Present: Mayor Buol; Council Members Connors, Del Toro, Jones, Lynch, Resnick, Rios; 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**

**CONSENT ITEMS**

Motion by Lynch to receive and file the documents, adopt the resolutions, and dispose of as indicated. Seconded by Jones. Motion carried 7-0.

1. Minutes and Reports Submitted: City Council Proceedings of 1/19; Sister City Relationships Advisory Commission of 1/20; Proof of Publication for City Council Proceedings of 1/4. Upon motion the documents were received and filed.

2. Notice of Claims and Suits: Charles Jacobs 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: Charles Jacobs for vehicle damage. Upon motion the documents were received, filed and concurred.

4. Arts and Cultural Affairs Operating Support and Special Projects Grant Program Modifications: City Manager recommending several modifications to the Operating Support and Special Projects Grant programs offered through the Arts and Cultural Affairs Advisory Commission. Upon motion the documents were received, filed and approved.

5. Sustainable Dubuque Community Grant Recommendations: City Manager recommending approval of five grant requests from the Sustainable Dubuque Community Grant program. Upon motion the documents were received, filed and approved.

6. Roasting Solutions, LLC - Accepting Grant of Temporary Easements: City Manager recommending acceptance of a Grant of Temporary Easements for Sanitary Sewer Utility Construction under and across the site that Roasting Solutions, LLC purchased in Dubuque Industrial Center South. Upon motion the documents were received and filed

and Resolution No. 25-16 25-16 Accepting a Grant of Temporary Easements for Sanitary Sewer Utility Construction through, under and across part of Lot 1 of Dubuque Industrial Center South Second Addition in the City of Dubuque, Iowa was adopted.

7. Economic Development Administration (EDA) Technical Assistance Program: City Manager transmitting a letter of support for the East Central Intergovernmental Association (ECIA) and Blackhawk Hills Council of Governments application to the Economic Development Administration's (EDA) Technical Assistance program to complete a comprehensive freight study in an eight-county region in Illinois and Iowa. Upon motion the documents were received and filed.

8. Pre-Annexation Agreement - John & Gayle Hancock: City Manager recommending approval of a Pre-Annexation Agreement with John F. and Gayle M. Hancock, property owners in the Twin Ridge Subdivision. Upon motion the documents were received and filed and Resolution No. 26-16 Approving a Pre-Annexation Agreement between the City of Dubuque, Iowa and John F. and Gayle M. Hancock was adopted.

9. Hartig III, LLC to Hartig IV, LLC Assignment: City Manager recommending approval of the Assignment of Development Agreement and Consent to Transfer for Hartig III, LLC to Hartig IV, LLC related to property at 703 Main Street. Upon motion the documents were received and filed and Resolution No. 27-16 Approving the Assignment of Development Agreement and Consent to Transfer between the City of Dubuque, Iowa, Hartig Realty III, LLC and Hartig Realty IV, LLC was adopted.

10. Iowa Economic Development Authority - Amendment No. 8 for Caradco and Linseed Oil Paintworks Buildings: City Manager recommending approval of Amendment 8 to the CDBG Contract for Caradco and Linseed Oil Paintworks Buildings to correct reporting language. Upon motion the documents were received, filed and approved.

11. Human Rights Commission Fiscal Year 2015 Annual Report: City Manager transmitting the Human Rights Commission's Fiscal Year 2015 annual report. Upon motion the documents were received and filed.

12. Restrictive Covenant - 2008 Foye Street: City Manager recommending approval of a Resolution attaching a Restrictive Covenant to the property at 2008 Foye Street that requires owner-occupancy for a 21-year period. Upon motion the documents were received and filed and Resolution No. 28-16 Attaching an Owner Occupancy Restrictive Covenant to real estate at 2008 Foye Street, Dubuque, Iowa was adopted.

13. Liberty Subdivision Acceptance of Subdivision Improvements: City Manager recommending acceptance of the public improvements that the developer, Graceland LLC, has recently completed in Liberty Subdivision. Upon motion the documents were received and filed and Resolution No. 29-16 Accepting public improvements in Liberty Subdivision in the City of Dubuque, Iowa was adopted.

14. Dubuque Metropolitan Area Solid Waste Agency (DMASWA): Correspondence from the DMASWA notifying the City of the Agency's Fiscal Year 2017 budget and fee schedule effective July 1, 2016. Upon motion the documents were received and filed.

15. Harvard Kennedy School - Innovations in American Government Award: City Manager transmitting an update on the City of Dubuque's 2015 application for the Innovations in American Government Award from the Harvard Kennedy School. Upon motion the documents were received and filed.

16. Signed Contracts: Cooperative Winter Road Maintenance Agreement with Dubuque County; IDOT 2015-2016 Supplemental Agreement for Maintenance and Repair of Primary Roads in Municipalities; City of Dubuque Parking Lease Agreement with Sacred Heart Church/Holy Spirit Parish. Upon motion the documents were received and filed.

17. Alcohol Compliance Civil Penalty for Alcohol License Holder – Casey's General Store #2421: City Manager recommending approval of the Acknowledgment/Settlement Agreement for an alcohol compliance violation for Casey's General Store #2421, 4003 Peru Road. Upon motion the documents were received, filed and approved.

18. Tobacco Compliance – Civil Penalty for Tobacco License Holder – Casey's General Store #2421: City Manager recommending approval of the Acknowledgment/Settlement Agreement for a tobacco compliance violation for Casey's General Store #2421, 4003 Peru Road. Upon motion the documents were received, filed and approved.

19. Alcohol License Applications: City Manager recommending approval of annual beer, liquor and wine licenses as submitted. Upon motion the documents were received and filed and Resolution No. 30-16 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 SET FOR PUBLIC HEARING**

Motion by Lynch to receive and file the documents, adopt the resolutions, set the public hearings as indicated, and direct the City Clerk to publish notice as prescribed by law. Seconded by Connors. Motion carried 7-0.

1. Dubuque City Hall - Electrical Service Project: City Manager recommending City Council set a public hearing for February 15, 2016 to give preliminary approval of the construction plans and specifications, and initiate the public bidding process for the Dubuque City Hall Electric Service Project. Upon motion the documents were received and filed and Resolution No. 31-16 Dubuque City Hall - Electrical Service Project 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 February 15, 2016 in the Historic Federal Building.

2. FY 2016 Sanitary Sewer Cured-in-Place Pipe (CIPP) Lining Project: City Manager recommending City Council set a public hearing for February 15, 2016 to give preliminary approval of the construction plans and specifications, and initiate the public bidding process for the FY2016 Sanitary Sewer Cured-in-Place Pipe (CIPP) Lining Project. Upon motion the documents were received and filed and Resolution No. 32-16 FY16 Sanitary Sewer Cured-In-Place Pipe (CIPP) Lining Project 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 February 15, 2016 in the Historic Federal Building.

3. Intent to Dispose of Property - Curtiss-McEvoy Street Lot: City Manager recommending City Council set a public hearing for February 15, 2016 on the sale of a vacant lot on Curtiss Street to Routley Construction, LLC for the construction of a single-family residence. Upon motion the documents were received and filed and Resolution No. 33-16 Intent to dispose of an Interest in City-owned real property by sale to Routley Construction, LLC was adopted setting a public hearing for a meeting to commence at 6:30 p.m. on February 15, 2016 in the Historic Federal Building.

4. Intent to Dispose of Property - 2008 Foye Street: City Manager recommending the City Council set a public hearing for February 15, 2016, on the City's intent to dispose of property located at 2008 Foye Street to David and Ellen Rath. Upon motion the documents were received and filed and Resolution No. 34-16 Intent to dispose of an interest in City of Dubuque real estate, setting a time and place for hearing 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 February 15, 2016 in the Historic Federal Building.

5. Community Development Block Grant (CDBG) Annual Action Plan for Fiscal Year 2017: City Manager recommending the City Council set a public hearing for review of the Community Development Block Grant Annual Action Plan on February 17, 2016 in conjunction with the Housing & Community Development Department's budget hearing. Upon motion the documents were received and filed and Resolution No. 35-16 Setting a public hearing on the Fiscal Year 2017 (Program Year 2016) Community Development Block Grant (CDBG) Annual Action Plan was adopted setting a public hearing for a meeting to commence at 6:30 p.m. on February 17, 2016 in the Historic Federal Building.

6. SW Arterial Right-of-Way Property Acquisition: City Manager recommending the City Council set a public hearing for March 7, 2016, on the intent to commence a public improvement project and to establish Just Compensation Valuation (Fair Market Value) of necessary right-of-way property which the City intends to acquire or condemn, if required, for the Southwest Arterial Project. Upon motion the documents were received and filed and Resolution No. 36-16 Setting a public hearing on the intent to commence a

public improvement project for the Southwest Arterial Project and to acquire agricultural land for the Project and to establish just compensation valuation (Fair Market Value) of necessary right-of-way property which the City intends to acquire or condemn if required for the Southwest Arterial Project was adopted setting a public hearing for a meeting to commence at 6:30 p.m. on March 7, 2016 in the Historic Federal Building.

## **BOARDS/COMMISSIONS**

Applicants were invited to address the City Council regarding their desire to serve on the following boards/commission.

1. Community Development Advisory Commission (Review): Two, 3-year terms through February 15, 2019 (Expiring terms of Caldwell as LMI Area Representative and Hinke as At-Large). Applicants: Theresa Caldwell, 1633 Elm St. (qualifies for LMI Area Representative); Michelle Hinke, 973 Patricia Ann Dr. (qualifies for At-Large)

2. Sister City Relationships Advisory Commission (Review): One, 3-year term through February 1, 2019 (Expiring term of Thurn). Applicant: Louise Thurn, 3037 Kaufmann Ave.

Appointment was made to the following Commission.

3. Historic Preservation Commission (Appointment): One, 3-year term through July 1, 2016 (Vacant term of McDonell – Jackson Park District Interim). Applicant: Alfred P. Koczyk, 1320 Locust St. (qualifies for the Jackson Park District Resident). Motion by Lynch to appoint Mr. Koczyk to the remainder of a 3-year term through July 1, 2016. Seconded by Rios. Motion carried 4-3 with Resnick, Jones, and Connors voting nay.

## **ACTION ITEMS**

1. Grand River Center Annual Report: Mitzi Yordy with Platinum Hospitality Group and General Manager of the Grand River Center presented the Center's Annual Report for 2015. Topics included the Center's purpose; 2015 guest count and local spending figures; promotional strategy and awards; annual groups comparison; actual and 2016 forecasted market segment; types of groups for 2015 and 2016; sustainability efforts; partnerships. Motion by Jones to receive and file the information. Seconded by Resnick. Responding to questions from the City Council, Ms. Yordy stated that they will investigate in-house or city-staff options for escalator repair. Motion carried 7-0.

2. Community Development Block Grant Fund (CDBG) Annual Action Plan Amendment 3 for Fiscal Year 2016: City Manager recommending approval of the Fiscal Year 2016 Community Development Block Grant Annual Action Plan – Amendment 3. Motion by Connors to receive and file the documents and adopt Resolution No. 37-16 Approving Fiscal Year 2016 (Program Year 2015) Annual Action Plan Amendment 3 for Community Development Block Grant (CDBG) Funds. Seconded by Lynch. Motion carried 7-0.

3. Resilient Community Advisory Commission Update: City Manager recommending approval to proceed with the community engagement process that will inform the development of a Resilient Community Advisory Commission. Motion by Connors to receive and file the documents and approve the recommendation. Seconded by Lynch. Motion carried 7-0.

4. Fiscal Year 2017 Recommended Budget Transmittal: City Manager submitted the Fiscal Year 2017 Recommended Budget Transmittal Message and provided a presentation. Motion by Connors to receive and file. Seconded by Resnick. City Manager Van Milligen responded to questions from the City Council following discussion regarding actual property tax rates versus decrease percentages, health insurance increases, time studies for City employees and comparisons to other cities, pay raises/freezes and their relationship to collective bargaining and arbitration requirements, debt reduction, Five Flags Civic Center usage/investment, and continued discussion on looking for opportunities for adjustments to the budget through the upcoming public hearings. Motion carried 7-0.

### **COUNCIL MEMBER REPORTS**

Council Member Jones reported on the death of Dubuque County Supervisor and former Iowa State Senator Tom Hancock.

There being no further business, upon motion the City Council adjourned at 8:07 p.m.

/s/Kevin S. Firnstahl, CMC  
City Clerk

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