

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

The Dubuque City Council met in special session at 5:15 p.m. on February 15, 2016 in the Historic Federal Building, 350 W. 6th Street.

Present: Mayor Buol; Council Members Connors, Del Toro, Jones, Lynch, Resnick, Rios; City Manager Van Milligen (joined at 5:30 p.m.), 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 with the Dubuque Area Convention and Visitors Bureau.

WORK SESSION

Dubuque Area Convention and Visitors Bureau

Keith Rahe, President and CEO of the Dubuque Area Convention and Visitors Bureau introduced staff and provided a slide presentation on the activities and budget of the CVB. Topics included:

- Mission statement
- Organizational chart
- Board of Directors membership
- Advisory Committee membership
- Staff and positions
- Awards
- Community branding; marketing radius, co-op, audience, top markets, web site results, travel guide information, group and meeting sales, familiarization tours
- Sports & events
- Media buy mediums
- Economic impact: by year, hotel/motel tax records/occupancy, group tour sales, sales team meetings, conventions & meetings, sports & events,
- Quality of life: Cultural vibrancy, inclusivity, legislative priorities,
- Proposed budget

Mr. Rahe responded to questions from the City Council and specifically addressed receiving input on new offerings, working with the YM-YWCA, military reunions and the use of social media.

There being no further business, upon motion the City Council adjourned at 6:14 p.m.

Kevin S. Firstahl, 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 15, 2016 in the Historic Federal Building, 350 W. 6th 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

PRESENTATION(S)

Circles Award Presentation: Dubuque NAACP representative Miquel Jackson presented the Dubuque Circles Initiative with the Thom Determan SCOPE (Standout Community Organization Pursuing Equity) Award which was accepted by Circles Coach Ermina Soler.

PROCLAMATION(S)

Rotary of Dubuque 100th Anniversary (February 18, 2016) was accepted by Rotary Members Steve Giesz and Craig Beytien;

Rare Disease Day (February 29, 2016) was accepted by Marla Cruise, local volunteer with the National Organization of Rare Disorders.

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 2/1, 2/2, 2/3, 2/4, 2/8; 2/10; Community Development Advisory Commission of 1/20; Five Flags Civic Center Advisory Commission of 1/25; Housing Commission of 1/26; Historic Preservation Commission of 1/21; Investment Oversight Advisory Commission of 1/27; Library Board of Trustees Council Update of 1/28; Zoning Advisory Commission of 2/3; Zoning Board of Adjustment of 1/28; Proof of Publication for City Council Proceedings of 1/19. Upon motion the documents were received and filed.

2. Notice of Claims and Suits: Rayanna Bockenstedt for vehicle damage; Eugene Chappell for property damage; Dean Rampson for property 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: Rayanna Bockenstedt for vehicle damage, Eugene Chappell for property damage, and Dean Rampson for property damage. Upon motion the documents were received, filed and concurred.

4. Dubuque National Service Partnership Award: City Manager transmitting information about the Dubuque National Service Partnership's national recognition and award from the Iowa Campus Compact. Upon motion the documents were received and filed.

5. Water in Dubuque Brochure: City Manager transmitting a public information brochure from the Water Department regarding Dubuque's water quality and quantity. Upon motion the documents were received and filed.

6. 2016 Federal Legislative Priorities: City Manager recommending adoption of the 2016 Federal Legislative Priorities. Upon motion the documents were received and filed.

7. Quarterly Investment Report: City Manager transmitting the Quarterly Investment Report for December 21, 2015. Upon motion the documents were received and filed.

8. Certified Local Government (CLG) Annual Report: City Manager transmitting the 2015 Certified Local Government (CLG) Annual Report and recommending authorization for the Mayor to sign the report. Upon motion the documents were received, filed and approved.

9. Urban Revitalization Property Tax Exemption Applications: City Manager recommending approval of 15 applications for property tax exemption from the Urban Revitalization Program for Calendar Year 2015. Upon motion the documents were received and filed and Resolution No. 38-16 Approving property tax abatement applications submitted by property owners in recognized Urban Revitalization Areas and authorizing the transmittal of the approved applications to the City Tax Assessor was adopted.

10. Partners for Places Grant Application: City Manager recommending approval to submit a Partners for Places Grant Application in partnership with the Community Foundation of Greater Dubuque. Upon motion the documents were received, filed and approved.

11. PEG Capital Grant Expenditure Request: City Manager recommending approval of the Cable TV Commission's request for funding from the Public, Educational, and Government (PEG) Capital Grant for Access Equipment and Facilities to reimburse the City of Dubuque's Cable TV Division for synchronization equipment purchased for transitioning to high definition. Upon motion the documents were received, filed and approved.

12. Chavenelle Road Hike/Bike Trail Project Grant: City Manager recommending approval of a resolution authorizing the City of Dubuque to submit an application for a

Dubuque Metropolitan Area Transportation Study Transportation Alternatives Program Grant to assist with funding a proposed Hike/Bike Trail along Chavenelle Road from the Northwest Arterial to Seippel Road. Upon motion the documents were received and filed and Resolution No. 39-16 Authorizing the filing of a grant application with the Dubuque Metropolitan Area Transportation Study (DMATS) for Transportation Alternatives Program (TAP) funding for the City of Dubuque Chavenelle Road Hike/Bike Trail Project was adopted.

13. English Ridg, LLC - Development Agreement: City Manager recommending approval of an agreement with English Ridge, LLC for development of a housing subdivision. Upon motion the documents were received and filed and Resolution No. 40-16 Approving an agreement between the City of Dubuque, Iowa and English Ridge, LLC for the Development of property in the English Ridge Housing Urban Renewal Area was adopted.

14. Section 8/Housing Choice Voucher Administrative Plan Amendments: City Manager recommending approval of a resolution approving changes to the Housing Choice Voucher/Section 8 Administrative Plan. Upon motion the documents were received and filed and Resolution No. 41-16 Approving amendments to the Section 8 Administrative Plan was adopted.

15. Storybook Hill Children's Zoo Boosters - Request to Construct Pavilion: City Manager recommending approval for the Storybook Hill Children's Zoo Boosters to construct a second new open air pavilion on the ground they lease from the City at Franklin D. Roosevelt Park. Upon motion the documents were received, filed and approved.

16. Stone Cliff Winery License and Lease Agreement: City Manager recommending approval of the renewal of the License Agreement with Stone Cliff Winery for a section of the Amphitheater and approval of a new Lease Agreement for their outdoor patio pergola through December 31, 2016. Upon motion the documents were received, filed and approved.

17. Award Timber Hyrst #4 North Line Sanitary Sewer Project: City Manager recommending that the award for the Timber Hyrst Estates #4 Sanitary Sewer North Line Project to Connolly Construction, Inc., be officially recorded in the minutes of the City Council. Upon motion the documents were received, filed and made a Matter of Record.

18. Timber Hyrst #4 South Line Sanitary Sewer Project Award: City Manager recommending that the award for the Timber Hyrst Estates #4 Sanitary Sewer South Line Project to Connolly Construction, Inc. be officially recorded in the minutes of the City Council. Upon motion the documents were received, filed and made a Matter of Record.

19. NW Arterial Fiber Optics - John F. Kennedy Road to US 52 Project Award: City Manager recommending that the award for the Northwest Arterial Fiber Optics - JFK to US 52 Project to Portzen Construction, Inc. be officially recorded in the minutes of the

City Council. Upon motion the documents were received, filed and made a Matter of Record.

20. 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. 42-16 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 Jones. Motion carried 7-0.

1. Heeb Street Retaining Wall Reconstruction Project: City Manager recommending initiation of the public bidding process for the Heeb Street Retaining Wall Reconstruction Project, and further recommends that a public hearing be set for March 7, 2016. Upon motion the documents were received and filed and Resolution No. 43-16 Heeb Street Retaining Wall 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 March 7, 2016 in the Historic Federal Building.

2. 2016 Bridge Repair Maintenance Project: City Manager recommending initiation of the public bidding procedure for the 2016 Bridge Repairs and Maintenance Project, and further recommends that a public hearing be set for March 7, 2016. Upon motion the documents were received and filed and Resolution No. 44-16 2016 Bridge Repairs and Maintenance 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 March 7, 2016 in the Historic Federal Building.

BOARDS/COMMISSIONS

Appointments to the following commissions were made at this meeting.

1. Community Development Advisory Commission: 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). Motion by Connors to appoint Teresa Caldwell and Michelle Hinke to 3-year terms through February 15, 2019 with the respective LMI Area and At-Large designations. Seconded by Resnick. Motion carried 7-0.

2. Sister City Relationships Advisory Commission: One, 3-year term through February 1, 2019 (Expiring term of Thurn). Applicant: Louise Thurn, 3037 Kaufmann Ave. Motion by Connors to appoint Louise Thurn to a 3-year term. Seconded by Jones. Motion carried 7-0.

PUBLIC HEARINGS

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

1. Dubuque City Hall - Electrical Service Project: Proof of publication on notice of public hearing to approve the construction plans, specifications, form of contract, and estimated cost of the Dubuque City Hall Electrical Service Project and the City Manager recommending approval. Motion by Jones to receive and file the documents and adopt Resolution No. 45-16 Approval of plans, specifications, form of contract, and estimated cost for the Dubuque City Hall - Electrical Service Project. Seconded by Connors. Motion carried 7-0.

2. FY 2016 Sanitary Sewer Cured-in-Place Pipe (CIPP) Lining Project: Proof of publication on notice of public hearing to consider approval of the construction plans, specifications, form of contract and estimated cost for the FY 2016 Sanitary Sewer Cured-in-Place Pipe (CIPP) Lining Project and the City Manager recommending approval. Motion by Connors to receive and file the documents and adopt Resolution No. 46-16 Approval of plans, specifications, form of contract, and estimated cost for the FY16 Sanitary Sewer Cured-in-Place Pipe (CIPP) Lining Project. Seconded by Lynch. City Engineer Gus Psihoyos responded to questions from the City Council regarding the economy and longevity of the CIPP process. Motion carried 7-0.

3. Intent to Dispose of Property - Curtiss-McEvoy Streets Lot: Proof of publication on notice of public hearing to consider the disposal of City-owned property at Curtiss and McEvoy Streets to Routely Construction, LLC, and the City Manager recommending approval. Motion by Jones to receive and file the documents and adopt Resolution No. 47-16 Disposing of an interest in real property by Deed to Routely Construction, LLC. Seconded by Resnick. Motion carried 7-0.

4. Intent to Dispose of Property - 2008 Foye Street: Proof of publication on notice of public hearing to consider approval to dispose of City-owned property at 2008 Foye Street to David and Ellen Rath and the City Manager recommending approval. Motion by Connors to receive and file the documents and adopt Resolution No. 48-16 Disposing of City Interest in real property located at 2008 Foye Street, in the City of Dubuque, Iowa. Seconded by Lynch. City Manager Van Milligen responded to questions from the City Council regarding the use of the International Building Code and International Property Maintenance Code as they apply or might have applied in this case. Motion carried 7-0.

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

ACTION ITEMS

1. Greater Dubuque Development Corporation (GDDC): Mark Seckman, Vice President of National Marketing for GDDC, made a brief verbal presentation about the new economic development project, RIE Coatings locating to the Dubuque Industrial Center. Mr. Seckman addressed the history of planning the project, applicable incentives; the success of public/private partnerships in Dubuque and thanked the Council and staff for their support and foresight with regard to business expansion in the Dubuque Industrial Center.

2. Historic Preservation Commission - Old Jail Sign: Historic Preservation Commission recommending approval of the redesign and monument materials without an electronic message center for a new limestone sign at the Old Jail Museum Office of Veteran's Affairs and further recommends conditions should the Council feel an electronic message center component is needed. Restated Motion by Connors to receive and file the documents and approve the Historic Preservation Commission recommendation with the electronic message center conditions. Seconded by Lynch. Planning Services Manager Laura Carstens responded to questions and provided a staff report on the design of the sign and clarified the electronic component conditions. Motion carried 5-2 with Resnick and Del Toro voting nay.

3. Port of Dubuque Marina Annual Report 2015: City Manager transmitting the Port of Dubuque Marina Annual Report for 2015. Motion by Lynch to receive and file the information. Seconded by Rios. Recreation Manager Dan Kroger and Facilities Supervisor Ben Alden with the Leisure Services Department provided a report on the usage, marketing, and economic impact of the marina and convenience store. Motion carried 7-0.

4. General Obligation Bonds Series 2016ABC Directing Advertisement of Sale: City Manager recommending approval of the suggested proceedings for directing sale of the \$2,830,000 General Obligation Settlement Bonds, Series 2016A; \$11,505,000 General Obligation Refunding Bonds, Series 2016B; \$4,155,000 General Obligation Bonds, Series 2016C, and approval of the electronic bidding procedures, and awarding the Bonds to the best bidder. Motion by Connors to receive and file the documents and adopt Resolution No. 49-16 Directing the advertisement for sale of \$2,830,000 (dollar amount subject to change) General Obligation Bonds, Series 2016A, and approving electronic bidding procedures and Official Statement; Resolution No. 50-16 Directing the advertisement for sale of \$11,505,000 (dollar amount subject to change) General Obligation Refunding Bonds Series 2016B, and approving the electronic bidding procedures and Official Statement; and Resolution No. 51-16 Directing the advertisement for sale of \$4,155,000 (dollar amount subject to change) General Obligation Bonds Series 2016C, and approving the electronic bidding procedures and Official Statement. Seconded by Jones. Motion carried 7-0.

5. Safe and Sustainable Snowfighting Award: City Manager transmitting information on the City receiving the Safe and Sustainable Snowfighting Award from the North American Salt Institute. Motion by Connors to receive and file the documents. Seconded

by Resnick. Public Works Director Don Vogt read highlights of the award from the documentation and thanked Street Maintenance Supervisor John Klosterman who was present. City Council thanked and congratulated staff. Motion carried 7-0.

6. Insurance Services Office Rating: The City Manager transmitting information about the City of Dubuque's Insurance Services Office (ISO) rating related to the City's fire protection ability being upgraded to Class 2. Motion by Jones to receive and file the documents. Seconded by Resnick. City Council thanked and congratulated staff. Motion carried 7-0.

7. Amended Fiscal Year 2017 Budget Recommendation: City Manager recommending the position of Training and Workforce Development Coordinator be added to the list of frozen positions for Fiscal Year 2017. Motion by Lynch to receive and file the documents. Seconded by Rios. Responding to questions from the City Council, City Manager Van Milligen made the distinction between the number of full-time equivalent employees and the total number of active employees. The City Council thanked Andre Lessears for his work with the City. Motion carried 7-0.

8. Key West Drive Water Main Extension: City Manager recommending approval of a water main extension along Key West Drive ahead of the previous Fiscal Year 2017 schedule. Motion by Connors to receive and file the documents and approve the recommendation. Seconded by Jones. City Manager Van Milligen and Water Department Manager Bob Green responded to questions from the City Council regarding the timing of the project, the cost comparisons related to private connections now or later, and the water quality in that area. Motion carried 7-0.

COUNCIL MEMBER REPORTS

Council Member Del Toro asked for and received Council concurrence for an agenda item to discuss moving the Public Input section forward in the agenda. Council Member Lynch asked staff to provide history on public input from the last year. Staff will prepare the item for a future agenda.

There being no further business, upon motion the City Council adjourned at 8:12 p.m.

The City Council met in a non-public meeting to discuss Collective Bargaining pursuant to Chapter 20.17(3) Code of Iowa.

/s/Kevin S. Firnstahl, CMC
City Clerk

1t 2/24