

## Sister City Relationships Advisory Commission

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**DATE:** Wednesday, January 18, 2017  
**TIME:** 4:00 PM  
**PLACE:** City Hall – Conference Room A, 50 W. 13<sup>th</sup> Street

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### Minutes

Present: Sheila Castandeda, Joyce Connors, Robert Felderman, Jeff Jochum, Dick Landis, Phyllis Lee, Kevin Lynch, Rachel McDermott (left at 4:55 p.m.), Louise Thurn, Dik Van Iten, Annalee Ward.

Also present: Debra Alleyne, Arts and Cultural Affairs Coordinator, joined at 4:10 p.m.

Excused: Pat McNamara

1. Approval of Minutes from November, 16, 2016: Motion by Felderman to approve the minutes as submitted. Seconded by Thurn. Motion carried 11-0.
2. Correspondence with Dornbirn, Austria: Firnstahl shared the holiday greeting card received from Dornbirn Mayor Andrea Kaufmann and noted that Mayor Buol received one as well.
3. Financial Report – Firnstahl reported a balance of \$4,716.75 including anticipated expenses for Sister City International dues of \$765. This balance does not include anticipated expenses for additional framing for the Handan display translation or wayfinding signage being considered.
4. Sister City Commission Restructuring Status: Firnstahl reported that he met with the City Manager, Budget Director and City Attorney. A draft agreement with the Convention and Visitors Bureau is being developed by the City Attorney for review by the City Manager and CVB. Firnstahl will provide a draft of the agreement for commission input. Once finalized, the agreement will go before Council for approval prior to the CVB taking over and the Council sunsetting the commission. Of interest by the commission was retaining the current city funding to the CVB once the agreement becomes effective.
5. Handan, China Update and Potential 2017 Delegation Status: Landis reported on correspondence and holiday greetings he received from Mr. Li and the likelihood of a delegation from Handan in 2017. Landis indicated that it would be preferable to tie a delegation visit into specific events such as the October Growing Sustainable Communities conference. Discussion centered around the status of educational exchanges and/or formalizing a consortium between Handan, University of Dubuque, NICC, Clarke University and Loras College. Landis will communicate with Dr. Wee of NICC to specify a local point person to help facilitate the exchange and follow up on any communication Dr. Wee is planning with Handan. Commissioners discussed how programs and recruitment each educational institution may have are dependent upon the institution itself, the social/cultural needs of international students and the degree of involvement commission may or may not have in the educational component.
6. Sister City Street Signage Status: Firnstahl reported on several options that might be available for budget, design, placement, and installation of public signage denoting Dubuque's three sister cities. Options include budgeting from the Sister City Budget, wayfinding signage funds, or submitting as an improvement package. Firnstahl noted that the improvement package option for FY18 has passed and that any request would require review and approval by the City Manager and possibly approval by Leisure Services or the Park and Recreation Commission. The commissioners concurred that Firnstahl should continue to explore the

process for design, budget, and installation and provide the information at the next commission meeting. Sites preferred by the commission are the Port of Dubuque / Riverwalk and/or Pyatigorsk Park.

7. Items from Commission: Dik Van Iten, whose term on the commission is ending, informed everyone that he is not reapplying to the commission. He thanked the commission for their work and professionalism. Firnstahl presented him with a Certificate of Appreciation signed by the Mayor and City Council.
8. Items from Staff:
  - a. Library Display Status: Firnstahl advised that the Sister City Library display should come down and that the Library informed him that they can continue to alternate displays with other events. Lands will follow up.
  - b. Arts and Cultural Connections: Arts and Cultural Affairs Coordinator Debra Alleyne, who joined the meeting at 4:10 p.m., introduced herself to the commission and provided some background on her desire to create an arts and sciences alliance. This program would bring together other commissions, students, artists, designers, technicians, etc., around sustainable art and create exhibits, internships and cultural exchanges to help market Dubuque's diversity and tourism. Existing alliances would be considered and referrals made through the Arts and Cultural Affairs Advisory Commission.
9. Next Meeting: Firnstahl will poll the commission for a March date.
10. Adjournment: Motion by Felderman to adjourn at 5:10 p.m. Seconded by Ward. Motion carried 10-0.

Submitted by Kevin Firnstahl, City Clerk