

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

The Dubuque City Council met in special session at 5:00 p.m. on December 7, 2020.

Due to the COVID-19 pandemic and mandates for social distancing, this meeting was conducted virtually and aired live on CityChannel Dubuque (Mediacom cable channels 8 and 117.2), streamed live on the city's website at [www.cityofdubuque.org/media](http://www.cityofdubuque.org/media), and streamed live on the City's Facebook page at [www.facebook.com/cityofdubuque](http://www.facebook.com/cityofdubuque).

Present: Mayor Buol; Council Members Cavanagh, Jones, Lynch, Resnick, Roussell, Sprank; City Manager Van Milligen, City Attorney Brumwell

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 childcare collaborative efforts.

**WORK SESSION  
Childcare Collaborative Efforts**

Economic Development Director Jill Connors presented the work session with Tara Roddick, Childcare Consultant Supervisor, Childcare Resource and Referral (CCRR); Abigail Degenhardt, Executive Director, Dubuque County Early Childhood (DCEC); Erin Powers Daley, Director of Recruitment, Northeast Iowa Community College (NICC); and Paul Duster, Director of Community Initiatives, Community Foundation of Greater Dubuque. Topics included:

- The importance of quality childcare
- Types of childcare available in the community
- Challenges
  - Lack of availability
  - High cost for parents
  - Low wages for providers
  - High turnover rate
- Economic effects
- Organizations addressing this:
  - Dubuque County Early Childhood (DCEC)
  - Child Care Resource and Referral (CCRR)
  - Iowa Women's Foundation (IWF)
  - Community Foundation of Greater Dubuque
  - Greater Dubuque Development Corporation (GDDC)
  - Northeast Iowa Community College (NICC)
  - City of Dubuque
- Local successes
- Legislative success
- Next steps

The presenters responded to questions from the City Council related to potential disparities between childcare openings for certain age groups, collaborations with Head Start, potential incentives for businesses to start central childcare facilities, and potential local actions regarding wages of childcare workers. City Council also requested information from City staff and network partners on the status of Iowa Legislature House File 2629 and recommendations that Council can review and evaluate. City staff and network partners confirmed that they will follow up with Council on the requested information at a later time. City Manager Van Milligen stated that any deliberation regarding City resources dedicated to Council's requests would be done through the budget process, and there is no guarantee that resources would be available.

There being no further business, Mayor Buol declared the work session adjourned at 6:28 p.m.

/s/Adrienne N. Breitfelder  
City Clerk

1t 12/16

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

The Dubuque City Council met in regular session at 6:30 p.m. on December 7, 2020.

Due to the COVID-19 pandemic and mandates for social distancing, this meeting was conducted virtually via GoToMeeting and aired live on CityChannel Dubuque (Mediacom cable channels 8 and 117.2), streamed live on the city's website at [www.cityofdubuque.org/media](http://www.cityofdubuque.org/media), and streamed live on the City's Facebook page at [www.facebook.com/cityofdubuque](http://www.facebook.com/cityofdubuque).

Present: Mayor Buol; Council Members Cavanagh, Jones, Lynch, Resnick, Roussell, Sprank; City Manager Van Milligen, City Attorney Brumwell

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)**

1. Fraternal Order of Eagles Home Town Builder Award: Mike Duehr, of Fraternal Order of Eagles, was unable to present the Home Town Builder award to Mike and Nancy Van Milligen due to a scheduling conflict. There was no verbal presentation of this award.

2. COVID-19 Update: Mary Rose Corrigan, Public Health Specialist for the City of Dubuque, provided an update on the COVID-19 pandemic and response activities. Ms. Corrigan responded to questions from the City Council.

### **CONSENT ITEMS**

Request by Lynn Sutton, 859 Air Hill, to hold Consent Item #4, Human Rights Commission Recommendations on Advancing Housing Equity, for separate discussion.

Motion by Resnick to receive and file and the documents, adopt the resolutions, and dispose of as indicated except for Consent Item #4. Seconded by Jones. Motion Carried 7-0.

1. Minutes and Reports Submitted: Arts and Cultural Affairs Commission of 10/27 and Master Plan Task Force and Group of 10/27; City Council Proceedings of 11/16 and 11/23; Library Board of Trustees of 9/24, 10/22, and 11/19; Community Development Advisory Commission of 11/18; Proof of Publication for City Council Proceeding of 10/19 and 11/2; Proof of Publication for 2020 Financial Report Fiscal Year Ended 6/30; Proof of Publication for List of Claims and Summary of Revenues for Month Ending 10/30; Zoning Board of Adjustments of 11/19. Upon motion the documents were received and filed.

2. Notice of Claims and Suits: Jong Cosgrove for vehicle damage; Leland Mobley for vehicle damage; Geraldine Skahill for property damage. Upon motion the documents were received, filed, and referred to the City Attorney.

3. Disposition of Claims: City Attorney advised that the following claims have been referred to Public Entity Risk Services of Iowa, the agent for the Iowa Communities Assurance Pool: Jong Cosgrove for vehicle damage; Leland Mobley for vehicle damage; Geraldine Skahill for property damage. Upon motion the documents were received, filed, and concurred.

4. Human Rights Commission Recommendations on Advancing Housing Equity: Human Rights Commission submitting its recommendations on advancing housing equity.

Ms. Sutton requested that Consent Item #4 be tabled until all interested parties have made recommendations. Ms. Sutton stated that the City has hired a poverty consultant who has made a list of impediments to fair housing with action steps and goals. Ms. Sutton also stated that the Housing Commission has not yet seen this letter and that she would like opportunity for citizen input.

Kelly Larson, Human Rights Director, stated that the five priorities listed by the Human Rights Commission are priorities from the Analysis of Impediments that the consultant Public Works LLC provided. The commission was prioritizing those items for the coming year.

Council Member Jones stated that since the request is to receive and file the documents, the recommended path for this item is through the budget process. Council Member Jones stated that there will be opportunity for public input leading up to and during the budget process.

Motion by Jones to receive and file the documents. Motion died for lack of a second.

Motion by Cavanagh to table Consent Item #4: Human Rights Commission Recommendations on Advancing Housing Equity. Second by Resnick. Council Member Cavanagh stated that he supports the Housing Commission and the Human Rights Commission having the opportunity to discuss this item together before it is brought to Council. Point of order by Jones that motion to table is not debatable. Motion carried 6-1 with Sprank opposing.

5. Approval of City Expenditures: City Manager recommended City Council approval for payment of City expenditures. Upon motion the documents were received and filed, and Resolution No. 347-20 Authorizing the Director of Finance and Budget/City Treasurer to make certain payments of bills that must be paid and approved for payment in accordance with City procedures was adopted.

6. Acceptance of Kerper Boulevard Sanitary Sewer Project: City Manager recommended acceptance of the public improvement contract for the Kerper Boulevard Sanitary Sewer Reconstruction Project, as completed by Tschiggfrie Excavating Co. Upon motion the documents were received and filed, and Resolution No.348-20 Accepting the Kerper Boulevard Sanitary Sewer Reconstruction Project and authorizing the payment to the contractor was adopted.

7. Acceptance of North Cascade Road Water Main Extension - Creek Crossing Project: City Manager recommending acceptance of the public improvement contract for the North Cascade Road Water Main Extension – Creek Crossing Project, as completed by McDermott Excavating. Upon motion the documents were received and filed, and Resolution No. 349-20 Accepting the North Cascade Road Water Main Extension - Creek Crossing Project and authorizing the payment to the contractor was adopted.

8. Community Development Block Grant (CDBG) Agreements - Hills & Dales and Four Mounds: City Manager recommended approval of the Fiscal Year 2021 Community Development Block Grant (CDBG) Agreements for Hills & Dales Senior Center and Four Mounds HEART Program. Upon motion the documents were received and filed, and Resolution No. 350-20 Authorizing execution of Community Development Block Grant Funded Agreements was adopted.

9. Drug Abuse Resistance Education (DARE) Program Agreement with Holy Family School District for School Year 2020-2021: City Manager recommending approval of the the Fiscal Year 2020-2021 Drug Abuse Resistance Education (DARE) Agreement between the City of Dubuque Police Department and the Holy Family School District. Upon motion the documents were received, filed and approved.

10. City Council Communication Policy for Rezonings: City Attorney providing a copy of the City Council Communication Policy for Rezonings. Upon motion the documents were received and filed.

11. Mediacom Communications Company: Correspondence from Lee Grassley, Senior Manager of Government Relations for Mediacom Communications Company, informing the City of rate adjustments being implemented on or about December 22, 2020. Upon motion the documents were received and filed.

12. Pre-Annexation Agreement with Timothy A. and Tamara L. Ertl: City Manager recommended approval of a Pre-Annexation Agreement with Timothy A. and Tamara L. Ertl in conjunction with a request for approval of the Final Plat of Survey for an approximately 17-acre parcel located one lot removed from the intersection of Derby Grange and Hales Mill Roads, which is located within two miles of the City of Dubuque corporate limits. Upon motion the documents were received and filed, and Resolution No. 351-20 Approving a Pre-Annexation Agreement between the City of Dubuque, Iowa and TimothyA. & Tamara L. Ertl was adopted.

13. Iowa Department of Public Health Water Fluoridation Quality Awards: City Manager transmitting information from the Iowa Department of Public Health (IDPH) on the City of Dubuque receiving a Water Fluoridation Quality Award from the U.S. Centers for Disease Control and Prevention (CDC). Upon motion the documents were received and filed.

14. Memorandum of Understanding with Green Dubuque for Vehicle Purchase for Green Iowa AmeriCorps: City Manager recommended approval of a Memorandum of Understanding with Green Dubuque for the purchase of a vehicle for the Green Iowa AmeriCorps Program. Upon motion the documents were received, filed and approved.

15. Office of the Governor - Iowa Public Information Board: Correspondence from Governor Kim Reynolds advising that Senior Counsel Barry Lindahl has been appointed as a member of the Iowa Public Information Board from November 19, 2020 to April 30, 2024. Upon motion the documents were received and filed.

16. Proposed Downtown Rehabilitation Grant Award for 801 Rhomberg Avenue: City Manager recommended approval of a Downtown Rehabilitation Grant Award to Kevin Scharpf for the Façade Grant, Planning & Design Grant, and Financial Consultant Grant. Upon motion the documents were received and filed, and Resolution No. 352-20 Approving a Grant Agreement between the City of Dubuque, Iowa and Offal Food Group, LLC for the redevelopment of 801 Rhomberg Avenue was adopted.

17. Smart Traffic Routing with Efficient & Effective Traffic System (STREETS) Request for Proposals: City Manager recommended approval to initiate the Request for Proposals process for professional consultant services to design and implement the Smart Traffic Routing with Efficient and Effective Traffic System (STREETS). Upon motion the documents were received, filed and approved.

18. U.S. Environmental Protection Agency - Building Block for Sustainable Communities Letter of Interest: City Manager provided a copy of Mayor Buol's correspondence to the U.S. Environmental Protection Agency - Office of Community Revitalization expressing the City of Dubuque's interest in receiving Addressing

Emerging Mobility technical assistance. Upon motion the documents were received and filed.

19. Improvement Contracts / Performance, Payment and Maintenance Bonds: FitzGerald Deconstruction & Reuse LLC for Deconstruction of 1025 Bluff Street; Peerless Well & Pump for the Dubuque Water Supply Well Repair and Rehabilitation Project 2020 (Wells 3, 6, and 8). Upon motion the documents were received, filed and approved.

20. Liquor and Tobacco License Applications: City Manager recommended approval of annual liquor, beer, wine and tobacco license applications as submitted. Upon motion the documents were received and filed, and Resolution No. 353-20 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 and Resolution No. 354-20 Approving applications for retail cigarette/tobacco sales/nicotine/vapor permits, as required by Iowa Code Chapter 453A.47A were approved.

### **ITEMS SET FOR PUBLIC HEARING**

Motion by Resnick 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 Roussell. Motion carried 7-0.

1. Proposed Resolution of Issues with 40 Main, LLC, 44 Main, LLC and 210 Jones, LLC for December 21, 2020: City Manager recommended City Council set a public hearing on the 40 Main, LLC Subordination Agreement for December 21, 2020. Upon motion the documents were received and filed and Resolution No. 355-20 Setting a Public Hearing on the Subordination of a Mortgage granted by the City of Dubuque to 40 Main, LLC was adopted setting a public hearing for a meeting to commence at 6:30 p.m. on December 21, 2020 conducted virtually.

[Due to the ongoing COVID-19 pandemic, the City Council will meet virtually through GoToMeeting. The official agenda will be posted on Friday, December 18, 2020 and will contain listening, viewing, and public input options. The City Council agenda can be accessed at <https://cityofdubuque.novusagenda.com/AgendaPublic/> or by contacting the City Clerk's Office at 563-589-4100, [ctyclerk@cityofdubuque.org](mailto:ctyclerk@cityofdubuque.org).]

### **BOARDS/COMMISSIONS**

Applications were reviewed for the following Boards/Commissions. Applicants were invited to address the City Council regarding their desire to serve.

1. Community Development Advisory Commission: One, 3-Year term through February 15, 2022 (Expired term of Lenhart). Applicant: Janice Craddieth, 2320 White St.

2. Historic Preservation Commission: One, 3-Year term through July 1, 2023 (Vacant Langworthy District term of Klavitter); One, 3-Year term through July 1, 2021 (At-Large term of Cassill). Applicants: Melissa Daykin-Cassill, 1148 Langworthy St. (Qualifies for Langworthy District); David Klavitter, 1090 West 3rd St. \* (Qualifies for At-Large).

This commission is subject to the State of Iowa Gender Balance Law. 9 Commissioners total; currently 5 males/2 females/2 openings.

\*Application was held for 90 days while female applicants were sought in adherence with Iowa Code 69.16A Gender Balance.

## **PUBLIC INPUT**

Due to the COVID-19 pandemic and mandates for social distancing, public input was made available through GoToMeeting phone and chat functions, City Council and City Clerk email accounts, and the City of Dubuque's Facebook Live page. Staff stated the no online public input was received.

## **ACTION ITEMS**

1. Greater Dubuque Development Corporation - Quarterly Update: President and CEO Rick Dickinson verbally presented the quarterly update on the activities of the Greater Dubuque Development Corporation. Highlights included the economic impacts of the COVID-19 pandemic on the regional economy of the greater Dubuque area; recent activities of Greater Dubuque Development; and Greater Dubuque Development Corporation's award from the International Economic Development Council for Broadband Expansion initiative with the Excellence in Economic Development Gold Award. Motion by Jones to receive and file the information. Seconded by Cavanagh. Motion carried 7-0.

2. Proposed Master Services Agreement between the City of Dubuque and ImOn Communications to Provide Free Public Wi-Fi Services: City Manager recommended approval of a Master Services Agreement between the City of Dubuque and ImOn Communications to provide free Wi-Fi internet services covering the Bee Branch Linear Park and adjacent areas. Information Technology Manager Chris Kohlmann introduced Sustainable Innovation Consultant Dave Lyons with Greater Dubuque Development Corporation, who provided a presentation. Highlights included: Dubuque Broadband Acceleration Initiative 2016-2020; progress made on the initiative; addressing digital equity; and phases I and II of the pilot project. Mr. Lyons responded to questions from the City Council. Motion by Sprank to receive and file the information and approve the agreement. Seconded by Roussell. Motion carried 7-0.

3. Building Code Board Proposed Combination of Disciplines: City Manager recommended approval of the ordinance changes presented for the proposed board combinations to illicit greater participation and more effective review of City Building Codes. Motion by Jones to receive and file the documents and that the requirement that a proposed ordinance be considered and voted on for passage at two Council meetings

prior to the meeting at which it is to be passed be suspended. Seconded by Lynch. Assistant City Manager and Acting Building Services Manager Cori Burbach, and Housing Director Alexis Steger, provided a presentation on the proposed changes. Ms. Burbach and Ms. Steger responded to questions from the City Council regarding engagement and recruitment to the boards, steps taken for all trade representatives to provide insight to issues in their respective area, the low number of appeals, and maintaining safety. City Council also requested increasing the number of members to each board and stated that the action proposed at this meeting is not a combination of the Building Services Department and the Housing Department. City Manager Van Milligen stated that this action item is a standalone item, and that Action Item #5 on the agenda of this meeting, Request to Schedule Work Session on Building Services Department Changes, will discuss proposed Building Services Department changes. That requested work session is not related to the proposals of this action item. City Attorney Brumwell responded to a question from City Council regarding the options for removal from a board. Motion carried 7-0.

Motion by Jones for final consideration and passage of Ordinance No. 44-20 Amending City of Dubuque Code of Ordinances Title 14 Building and Development, Chapter 1 Building Codes, Article A Building Code and Regulations, Section 14-1A-6 Building Code and Advisory Appeals Board; Ordinance No. 45-20 Amending City of Dubuque Code of Ordinances Title 14 Building and Development, Chapter 1 Building Codes, Article D Electrical Code, Section 14-1D-3 Electrical Code Board; Ordinance No. 46-20 Amending City of Dubuque Code of Ordinances Title 14 Building and Development, Chapter 1 Building Codes, Article F Mechanical Code, Section 14-1F-4 Mechanical and Plumbing Code Board; Ordinance No. 47-20 Amending City of Dubuque Code of Ordinances Title 14 Building and Development, Chapter 1 Building Codes, Article G Fuel Gas Code, Section 14-1G-2 Fuel Gas Code Amendments; Ordinance No. 48-20 Amending City of Dubuque Code of Ordinances Title 14 Building and Development, Chapter 1 Building Codes, Article H Plumbing Code, Section 14-1H-7 Mechanical and Plumbing Code Board; Ordinance No. 49-20 Amending City of Dubuque Code of Ordinances Title 14 Building and Development, Chapter 1 Building Codes, Article I Accessibility Code for Readily Achievable Changes; Ordinance No. 50-20 Amending City of Dubuque Code of Ordinances Title 14 Building and Development, Chapter 1 Building Codes, Article J Property Maintenance Code, Section 14-1J- 7 Housing Board of Appeals; and Ordinance No. 51-20 Amending City of Dubuque Code of Ordinances Title 14 Building and Development, Chapter 1 Building Codes, Article K International Existing Building Code, Section 14-1K-2 International Existing Building Code Amendments. Second by Lynch. Motion carried 7-0.

4. Request to Schedule Work Session on Equitable Poverty Prevention Plan: City Manager requested that the City Council schedule a work session for Wednesday, December 16, 2020, at 6:30 p.m. for a presentation of the Equitable Poverty Prevention Plan. Motion by Cavanagh to receive and file the documents and schedule the work session as recommended. Seconded by Sprank. No schedule conflicts were noted. Motion carried 7-0.



5. Request to Schedule Work Session on Building Services Department Changes: City Manager requested that the City Council schedule a work session for Monday, December 21, 2020 at 5:30 p.m. for a report on changes to the Building Services Department. Motion by Roussell to receive and file the documents and schedule the work session as recommended. Seconded by Jones. No schedule conflicts were noted. Motion carried 7-0.

6. Request to Schedule Work Session on Travel Dubuque Update: City Manager requested that the City Council schedule a work session for Monday, February 15, 2021, at 6:00 p.m. for the Travel Dubuque update. Motion by Lynch to receive and file the documents and schedule the work session as recommended. Seconded by Resnick. No schedule conflicts were noted. Motion carried 7-0.

### **COUNCIL MEMBER REPORTS**

Council Member Roussell reported on attending a National League of Cities Conference, where she had the opportunity to discuss issues with Mayors and Councils across the country. Ms. Roussell has recently joined the Iowa League of Cities Legislative Policy Committee. Ms. Roussell also reported on judging the American Legion High School Oratorical Competition and was impressed with the students who participated from our local high schools.

Council Member Sprank reported on volunteering with the Dubuque Area Labor Harvest. Mr. Sprank stated that the organization's monthly food giveaway is this Saturday, December 12<sup>th</sup>. Mr. Sprank also thanked City staff for their assistance in redirecting traffic during previous drive thru giveaways.

There being no further business, Mayor Buol declared the meeting adjourned at 8:42 p.m.

/s/Adrienne N. Breitfelder  
City Clerk

1t 12/16