

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

The Dubuque City Council met in special session at 5:30 p.m. on February 1, 2021.

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 special session of the City Council called for the purpose of conducting a work session on the quarterly Sustainable Dubuque update.

**WORK SESSION  
SUSTAINABLE DUBUQUE QUARTERLY UPDATE**

Sustainable Community Coordinator Gina Bell provided an update on the recent activities completed by the Sustainability Office. Topics included:

- Teen Resiliency Corps (TRC)
  - Methodology
  - TRC in Action
  - Cost
  - Outcomes and Impacts
  - Successes, Lessons, and Next Steps
- Community Conversations
  - Methodology
  - Framework
  - Reflections from the Conversations
  - Success, Lessons Learned and Next Steps

Ms. Bell responded to questions from the City Council following the presentation.

There being no further business, Mayor Buol declared the meeting adjourned at 6:20 p.m.

/s/Adrienne N. Breitfelder  
City Clerk

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**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, 2021.

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**

The City Clerk stated for the record that there was an amendment to the agenda. The City Manager requested that Action Item #1, COVID-19 Vaccination Incentive for City of Dubuque Employees, be removed from the agenda. Therefore, Action Item #1 was removed from the agenda.

**PRESENTATION(S)**

1. 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.

**CONSENT ITEMS**

Motion by Resnick 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 1/11 and 1/19; Community Development Advisory Commission Minutes of 1/20; Historic Preservation Commission Minutes of 1/21; Housing Commission Minutes of 12/22; Library Board of Trustees of 11/19; Long Range Planning Advisory Commission Minutes of 1/20; Proof of Publication of City Council Proceedings for 12/17, 12/21, 1/4 and 1/11; Proof of Publication for List of Claims / Summary of Revenues for Month Ending 12/31. Upon motion the documents were received and filed.

2. Notice of Claims and Suits: Jennifer Connolly on behalf of State Farm Insurance; Ronald Koehler on behalf of State Farm Insurance for vehicle damage. Upon motion the documents were received, filed, and referred to the City Attorney.

3. 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. 20-21 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.

4. Acceptance of Grant of Easement for Sanitary Sewer Utility across Ichiban Realty LLC Property at 3187 University Drive in Dubuque: City Manager recommended acceptance of a Grant of Easement for Sanitary Sewer Utility from Ichiban Realty LLC for a relocated public sanitary sewer across property at 3187 University Drive. Upon motion the documents were received and filed, and Resolution No. 21-21 Accepting a Grant of Easement for Sanitary Sewer Utility through, under and across part of Lot 1 of Sara S. and Edward R. Bartels Addition, in the City of Dubuque, Iowa was adopted.

5. Approving a First Amendment to Development Agreement between the City of Dubuque and Rouse and Dean Foundry Building, LLC to Redevelop Property at 990 Washington Street: City Manager recommended approval of a First Amendment to Development Agreement between the City of Dubuque and Rouse and Dean Foundry Building, LLC to redevelop property at 990 Washington Street. Upon motion the documents were received and filed, and Resolution No. 22-21 Approving the First Amendment to Development Agreement between the City of Dubuque, Iowa and Rouse and Dean Foundry Building, LLC was adopted.

6. Additional Finance Accounting Intern Hours: City Manager recommended approval to increase the hours of the accounting interns by 543 hours annually. Upon motion the documents were received, filed and approved.

7. Signed Contract(s): Jule Transit Bus Camera System. Upon motion the documents were received and filed.

8. National Register of Historic Places Nomination for Metz Manufacturing Company: Historic Preservation Commission recommended approval of the nomination of the Metz Manufacturing Company for listing in the National Register of Historic Places. Upon motion the documents were received, filed and approved.

9. 2020 Certified Local Governments Annual Report: City Manager requested approval for the Mayor to execute the Calendar Year 2020 Certified Local Government (CLG) Annual Report. Upon motion the documents were received, filed and approved.

10. Alcohol 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. 23-21 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. 24-21 Approving applications for retail cigarette / tobacco sales / nicotine / vapor permits, as required by Iowa Code 453A.47A were adopted.

### **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 Sprank. Motion carried 7-0.

1. Proceedings to Set Public Hearing on the Issuance of Not to Exceed \$1,600,000, Sewer Revenue Capital Loan Notes (Interim Financing) State Revolving Funds, Planning and Design Loan Applications: City Manager recommended that a public hearing be set for February 15, 2021, on the proposition of selling not to exceed \$1,600,000 in Sewer Revenue Capital Loan Notes (Interim Financing) State Revolving Loan Fund Program, the proceeds of which will be used to pay planning and design costs for Auburn and Custer, Center Place Area, Maiden Lane Area, Hawthorne to Fongler Street “track Line” sewer, Catfish Creek Lift Station and Force Main, and Sanitary Asset Management Master Plan projects. Upon motion the documents were received and filed and Resolution No. 25-21 Fixing date for a meeting on the authorization of loan and disbursement agreement(s) and the issuance of not to exceed \$1,600,000 Sewer Revenue Capital Loan Notes of the City of Dubuque, Iowa, and providing for publication of notice thereof was adopted setting a public hearing for a meeting to commence at 6:30 p.m. on February 15, 2021.

2. Request to Schedule Public Hearing on Fiscal Year 2022 Annual Action Plan: City Manager recommended that the City Council set a public hearing, in conjunction with the Housing & Community Development Department Budget Hearing on March 8, 2021, for the Fiscal Year 2022 Annual Action Plan for the use of Community Development Block Grant funds. Upon motion the documents were received and filed and Resolution No. 26-21 Setting a public hearing on the Fiscal Year 2022 (Program Year 2021) Community Development Block Grant (CDBG) Annual Action Plan Budget was adopted setting a public hearing for a meeting to commence at 6:30 p.m. on March 8, 2021.

[Due to the ongoing COVID-19 pandemic, the City Council will meet virtually through GoToMeeting. The official agenda will be posted on Friday prior to the meeting 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**

Appointments were made to the following boards/commissions.

1. Building Code Advisory and Appeals Board: Seven, 3-Year terms and five alternate, 3-Year terms through January 1, 2024. Special experience and training qualifications: One member must be a residential construction professional; One member must be a commercial construction professional; One member must be an electrical construction professional; One member must be a plumbing construction professional; One member must be a heating, ventilation, and air conditioning (HVAC) construction professional; Two multidisciplinary representatives, which could be an architect, engineer, building designer, or general construction professional. Alternates: One alternate must be a residential construction professional; One alternate must be a commercial construction professional; One alternate must be an electrical construction professional; One alternate must be a plumbing construction professional; One alternate must be a heating, ventilation, and air conditioning (HVAC) construction professional. Applicants: (Note: all applicants qualify as a multidisciplinary representative in addition to the qualification listed by their name) Adam Brown, 686 S. Grandview Ave. (Qualifies as electrical construction professional or electrical construction professional alternate); Mitchell Haufe, 1233 Miller Rd. (Qualifies as electrical construction professional or electrical construction professional alternate); Daniel McNamer, 2891 Northridge Dr. (Qualifies as plumbing construction professional or plumbing construction professional alternate); C. Blaine Schoenhard III, P.E., 1360 Missouri Ave. (Additional Applicant) (Qualifies as a multidisciplinary representative); Thomas Townsend, 1940 Amelia Dr. (Qualifies as electrical construction professional or electrical construction professional alternate); Katrina Wilberding, 3715 Asbury Rd. (Qualifies as a multidisciplinary representative). Motion by Resnick to appoint Mr. Schoenhard and Ms. Wilberding to the two multidisciplinary representative 3-year terms through January 1, 2024. Seconded by Cavanagh. Motion carried 7-0. Motion by Roussell to appoint Mr. Townsend to the electrical construction professional 3-year term through January 1, 2024. Seconded by Jones. Motion carried 7-0. Motion by Sprank to appoint Mr. Brown to the electrical construction professional alternate 3-year term through January 1, 2024 and Mr. McNamer to the plumbing construction professional 3-year term through January 1, 2024. Seconded by Cavanagh. Motion carried 7-0. Motion by Resnick to appoint Mr. Haufe to the electrical construction professional 3-year term through January 1, 2024. Mayor Buol stated that Council already made appointments to the electrical construction professional and electrical construction professional alternate terms. The City Clerk confirmed there are only two electrical construction professional terms on this board. City Attorney Brumwell stated that Mr. Haufe could be appointed to the residential or commercial construction professional term based on his work experience. Mayor Buol requested the City Clerk contact Mr. Haufe to confirm if he would be interested in serving as the residential or commercial construction professional representative. The City Clerk confirmed that she will contact Mr. Haufe before the February 15, 2021 City Council meeting. Mayor Buol stated that Mr. Haufe's appointment will be made at the February 15, 2021 Council meeting based on his preference for either the residential or commercial construction professional term. Council Member Resnick inquired if he should amend his motion to appoint Mr. Haufe to one of the construction terms based on Mr. Haufe's response to the City Clerk regarding his preference. Mayor Buol requested Council postpone appointing Mr. Haufe until the February 15 Council meeting. Council Member Resnick withdrew his motion.

2. Housing Appeals and Mediation Board: Three, 3-Year terms through January 1, 2024 (Special experience and training qualifications: residents with an interest in fair and equitable housing with an emphasis on the balance of landlords, tenants, and other interested citizens.) Applicants: Mary Gotz, 1844 Bennett St. (Qualifies as a landlord); Jeff Lenhart, 1274 Locust St. (Qualifies as a tenant); Gil Spence, 975 Grove Terr. (Qualifies as an interested citizen). Motion by Jones to appoint Ms. Gotz, Mr. Lenhart, and Mr. Spence to the three, 3-year terms through January 1, 2024. Seconded by Lynch. Motion carried 7-0.

3. Human Rights Commission: One, 3-Year term through January 1, 2022 (Vacant term of Breitfelder) and one, 3-Year term through January 1, 2024 (Expiring term of Keeler). Applicants: Pamala Birch, 1550 Betterfield Rd.; Klanea Evans, 691 ½ Lorimer St. This commission is subject to the State of Iowa Gender Balance Law. 9 Commissioners total; currently 3 males/3 females/3 vacancies. Motion by Cavanagh to appoint Ms. Birch to the 3-year term through January 1, 2022 and Ms. Evans to the 3-year term through January 1, 2024. Seconded by Resnick. Motion carried 7-0.

4. Long Range Planning Advisory Commission: One, 3-Year term through July 1, 2022 (Vacant term of Winterwood) and one, 3-Year term through July 1, 2023 (Vacant term of Peroski). Applicants: Justin Gross, 1225 Kelly Ln.; Mark Ward, 2758 Tiffany Ct. Motion by Cavanagh to appoint Mr. Gross to the 3-year term through July 1, 2022 and Mr. Ward to the 3-year term through July 1, 2023. Seconded by Roussell. Motion carried 7-0.

## **PUBLIC HEARINGS**

1. Sale of City-Owned Property at 1293 Walnut: Proof of publication on notice of public hearing for City Council approval of a resolution approving the disposal of 1293 Walnut Street to Affordable Housing Network, Inc. for \$1.00, and City Manager recommended approval. Motion by Resnick to receive and file the documents and adopt Resolution No. 27-21 Disposing of City interest in Real Property by Deed to Affordable Housing Network, Inc. Seconded by Jones. Council Member Resnick stated that he conveyed a citizen request for additional information at the previous Council meeting and thanked City staff for the detailed information that they provided for this public hearing. Staff stated that no public input was received regarding this public hearing. Motion carried 7-0.

2. Resolution Approving North Grandview Estates Housing Urban Renewal Area: Proof of publication on notice of public hearing for City Council adoption of a resolution approving the Urban Renewal Plan for the North Grandview Estates Housing Urban Renewal Area, and City Manager recommended approval. Motion by Jones to receive and file the documents and adopt Resolution No. 28-21 Approving the Urban Renewal Plan for the North Grandview Estates Housing Urban Renewal Area. Seconded by Resnick. Staff stated that no public input was received regarding this public hearing. Motion carried 7-0.

3. Ehrlich Properties, L.L.C. Housing TIF Agreement (North Grandview Estates Housing Urban Renewal Area): Proof of publication on notice of public hearing for City Council approval of a resolution approving a Housing TIF Agreement between the City of Dubuque and Ehrlich Properties, L.L.C. for the development of property in the North Grandview Estates Housing Urban Renewal Area, and City Attorney recommending approval. Motion by Jones to receive and file the documents and adopt Resolution No. 29-21 Approving an Agreement between the City of Dubuque, Iowa and Ehrlich Properties, L.L.C. for the development of property in the North Grandview Estates Housing Urban Renewal Area. Seconded by Sprank. Responding to a question from the City Council, City Attorney Brumwell stated there are 26 lots to be developed, and additional lots that will be a form of multi-family housing. Staff stated that no public input was received regarding this public hearing. Motion carried 7-0.

### **PUBLIC INPUT**

Due to the COVID-19 pandemic and mandates for social distancing, public input was made available through the GoToMeeting audio and chat function, City Council and City Clerk email accounts, and the City of Dubuque's Facebook Live page. The City Clerk restated for the record that Action Item #1, COVID-19 Vaccination Incentive for City of Dubuque Employees, was removed from the agenda at the request of the City Manager. Staff stated that no online public input was received.

### **ACTION ITEMS**

1. COVID-19 Vaccination Incentive for City of Dubuque Employees: This item was removed from the agenda at the request of the City Manager.

2. Fiscal Year 2021 Purchase of Services Grant Recommendations: The Community Development Advisory Commission recommended the City Council approve the recommended funding for the Fiscal Year 2021 Purchase of Services Grant applications as follows: Convivium Urban Farmstead, Free Take n' Bake Meals (\$2,000); Crescent Community Health Center, Reducing Oral Disparities through Dental Services (\$19,500); Dubuque County Energy District, Rental Energy Efficiency (\$8,500); Dubuque Dream Center, In Your Life Mentoring (\$20,000); Riverview Center, Sexual Assault & Abuse Crisis Intervention & Response Program (\$25,000); St. Mark Youth Enrichment, Social Emotional Connection During Crisis (\$25,000). Motion by Cavanagh to receive and file the documents and adopt Resolution No. 30-21 Authorizing execution of Community Development Block Grant (CDBG) Purchase of Services Grant Agreements. Seconded by Jones. Motion carried 7-0.

3. Renaming Flexsteel Way to Simmons Way: City Manager recommended approval of a resolution renaming Flexsteel Way to Simmons Way. Motion by Roussell to receive and file the documents and adopt Resolution No. 31-21 Changing a street name on the Final Plat of Dubuque Industrial South First Addition in the City of Dubuque by renaming Flexsteel Way to Simmons Way. Seconded by Jones. Motion carried 7-0.

4. Tax Increment Ordinance for the North Grandview Estates Housing Urban Renewal Area: City Manager recommended approval of an ordinance creating a tax increment financing district for the North Grandview Estates Urban Renewal Area. 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 Resnick. Motion carried 7-0.

Motion by Jones for final consideration and passage of Ordinance No. 2-21 Providing that general property taxes levied and collected each year on all property located within the North Grandview Estates Housing Urban Renewal Area, in the City of Dubuque, County of Dubuque, State of Iowa, by and for the benefit of the State of Iowa, City of Dubuque, County of Dubuque, Dubuque Community School District and other taxing districts, be paid to a special fund for payment of principal and interest on loans, monies advanced to and indebtedness, including bonds issued or to be issued, incurred by said City in connection with said North Grandview Estates Housing Urban Renewal Area. Seconded by Resnick. Motion carried 7-0.

5. Request for Work Session - Dream Center: City Manager requested the City Council schedule a work session on March 1, 2021 at 5:00 p.m. so Dubuque Dream Center Executive Director Robert Kimble can provide an update on the activities at the Dream Center. Motion by Cavanagh to receive and file the documents and schedule the work session as recommended. Seconded by Resnick. No schedule conflicts were expressed. Motion carried 7-0.

6. Request for Work Session - Fountain of Youth Strategic Plan: City Manager requested the City Council schedule a work session on March 1, 2021 at 5:45 p.m. for a presentation on the Fountain of Youth Strategic Plan. Motion by Rousell to receive and file the documents and schedule the work session as recommended. Seconded by Sprank. No schedule conflicts were expressed. Motion carried 7-0.

### **COUNCIL MEMBER REPORTS**

Council Member Jones reported on the Ward 1 Primary Election taking place on February 2<sup>nd</sup> and encouraged all registered Ward 1 voters to vote.

Council Member Rousell reported on attending the Fountain of Youth Real Talk conversation last week.

Mayor Buol reported on also participating in the Fountain of Youth Real Talk conversation last week. Mayor Buol requested citizens continue to stay safe.

There being no further business, Mayor Buol declared the meeting adjourned at 7:35 p.m.

/s/Adrienne N. Breitfelder  
City Clerk



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