

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

The Dubuque City Council met in special session at 5:30 p.m. on April 5, 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, Farber, Jones, 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 COVID-19 Pandemic Monthly Update.

**WORK SESSION  
COVID-19 PANDEMIC MONTHLY UPDATE**

City staff and network partners provided updates on the internal and community-facing responses to the COVID-19 pandemic.

- Community COVID-19 Update & Communication Response: Mary Rose Corrigan, Public Health Specialist and Alexis Steger, Housing & Community Development Director
- Update on vaccine distribution, including GRC POD, call center and outreach to marginalized communities: Rick Steines, Fire Chief; Cori Burbach, Assistant City Manager; and Kelly Larson, Human Rights Director
- American Rescue Plan Update: Teri Goodmann, Director of Strategic Partnerships
- Community Partner Presentations: Jenna Manders, Director of Strategic Relations at the Community Foundation of Greater Dubuque. Rick Dickinson, President/CEO of Greater Dubuque Development Corporation was also on the call to answer any questions.

There being no further business, Mayor Buol declared the meeting adjourned at 6:07 p.m.

Adrienne N. Breifelder  
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 April 5, 2021.

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, Farber, Jones, 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**

**PROCLAMATION(S)**

1. Autism Acceptance Month Proclamation (April 2021) was accepted by Laura Keehner, Director of Autism Services for Hills and Dales.
2. Sexual Assault Awareness Month Proclamation (April 2021) was accepted by Karlene Clark, Sexual Assault Advocate for the Riverview Center.
3. National Animal Care and Control Appreciation Week Proclamation (April 11-17, 2021) was accepted by McKinzie Flanagan, Animal Control Officer for the City of Dubuque Health Services Department.
4. Girl Scout Tree Promise Day Proclamation (April 22, 2021) was accepted by Nellie Welsh, Dubuque Regional Program Manager for the Girl Scouts of Eastern Iowa and Western Illinois.
5. Arbor Day Proclamation (April 30, 2021) was accepted by Hobie Woods, Vice President of Dubuque Trees Forever.

**CONSENT ITEMS**

Council Member Farber requested Item Nos. 10 and 11 be held for separate discussion. Motion by Resnick to receive and file the documents, adopt the resolutions, and dispose of as indicated, except for Item Nos. 10 and 11. Seconded by Roussell. Motion carried 7-0.

1. Minutes and Reports Submitted: City Council Proceedings of 3/3, 3/4, 3/8, 3/9, 3/11, 3/15, 3/22, and 3/24; Arts and Cultural Affairs Commission of 2/23; Civil Service Commission of 3/15; Community Development Advisory Commission of 3/2 and 3/17; Historic Preservation Commission of 3/18; Housing Commission of 3/23; Proof of

Publication for City Council Proceedings of 3/1, 3/3, 3/4, 3/8, 3/9, and 3/11; Proof of Publication for List of Claims and Summary of Revenues for the Month Ended February 28, 2021. Upon motion the documents were received and filed.

2. Notice of Claims and Suits: Clyde Kay for vehicle damage, Jaylin Inc. 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: Clyde Kay for vehicle damage, Jaylin Inc. for property damage. Upon motion the documents were received, filed, and concurred.

4. 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. 90-21 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.

5. Minority-Owned Business Support - Efforts and Partnerships: City Manager provided an update on City efforts to support minority owned businesses in Dubuque through programming and partnerships. Upon motion the documents were received and filed.

6. State of Iowa Business Financial Assistance Contract by and among Simmons Pet Food, Inc., the City of Dubuque, and the Iowa Economic Development Authority: City Manager recommended approval of an Economic Development Assistance Contract by and among Simmons Pet Food, Inc., the City of Dubuque, and the Iowa Economic Development Authority for the expansion of Simmons Pet Food, Inc.'s operations in the City of Dubuque. Upon motion the documents were received and filed, and Resolution No. 91-21 Approving the contract for State Business Financial Assistance by and among Simmons Pet Food, Inc., the City of Dubuque, Iowa, and the Iowa Economic Development Authority was adopted.

7. Nomination of Voices Studios for Lowes' 100 Hometown Funding Opportunity: City Manager recommended support for the nomination of the Voices Productions' Voices Studio project for the Lowe's 100 Hometown funding opportunity to be used for renovation of their recently purchased property at 1585 Central Avenue. Upon motion the documents were received, filed and approved.

8. Proceedings to Complete Action on Issuance of \$22,138,000 General Obligation Annual Appropriation Refunding Capital Loan Notes, Series 2021: City Manager recommended approval of the suggested proceedings to complete action required on the \$22,138,000 General Obligation Annual Appropriation Refunding Capital Loan Notes prepared by Bond Counsel and to present a resolution for City Council to adopt. Upon motion the documents were received and filed, and Resolution No. 92-21

Approving and authorizing a form of Loan and Disbursement Agreement by and between the City of Dubuque, Iowa, and the Iowa Finance Authority, and authorizing and providing for the issuance and securing the payment of \$22,138,000 General Obligation Annual Appropriation Refunding Capital Loan Notes, Series 2021, and providing for a method of payment of said Notes; Approval of the Tax Exemption Certificate was adopted.

9. March 31, 2021 Semi Annual Report - U.S. Environmental Protection Agency Consent Decree Required Submittal: City Manager transmitted the March 31, 2021 Consent Decree Semi Annual Report that was submitted to the U.S. Environmental Protection Agency (EPA). Upon motion the documents were received and filed.

10. Approval of Plat of Survey of Lot 1A Block 7 of Grandview Park, in the City of Dubuque, Iowa for Vacating Petition (Dubuque Golf and Country Club Randall Place Vacate Agreement): City Manager recommended approval of the Plat of Survey (Vacation Plat) of Lot 1A Block 7 of Grandview Park, in the City of Dubuque, Iowa. Council Member Farber stated she will abstain from voting on Item Nos. 10 and 11 due to owning property adjacent to the right of way of the property under consideration and her membership with the Dubuque Golf and Country Club. Motion by Resnick to receive and file the documents for both Items No. 10 and 11 and adopt Resolution No. 93-21 Approving Plat of proposed vacated portion of Randall Place, in the City of Dubuque, Iowa, to be known as Lot 1A Block 7 of Grandview Park, in the City of Dubuque, Iowa and Resolution No. 94-21 Approving an agreement between the City of Dubuque, Iowa and Dubuque Golf and Country Club. Seconded by Jones. Motion carried 6-0 with abstention from Farber.

11. Agreement with Dubuque Golf & Country Club at 1800 Randall Place: City Manager recommended approval of an agreement with Dubuque Golf and Country Club related to the vacation and sale of certain street right-of-ways at the Dubuque Golf and Country Club property at 1800 Randall Place, Dubuque, Iowa. Upon motion with Item No. 10, the documents were received and filed, and Resolution No. 94-21 was adopted.

12. Royal Oaks Development Corporation Property - Silver Oaks Drive Right-of-Way Plat and Dedication: City Manager recommended approval of the Acquisition Plat of Lot B of Silver Oaks Estates in the City of Dubuque, Iowa, and acceptance of the dedication of said lot for street right-of-way and public utilities purposes. Upon motion the documents were received and filed, and Resolution No. 95-21 Approving the Acquisition Plat of Lot B of Silver Oaks Estates, in the City of Dubuque, Iowa was adopted.

13. Acceptance of Grant of Easement for Storm Drainage, Sanitary Sewer Utility, and Water Main Utility over Royal Oaks Development Property in Silver Oaks Estates Subdivision, Dubuque, Iowa: City Manager recommended acceptance of a Grant of Easement for Storm Drainage, Sanitary Sewer Utility, and Water Main Utility from Royal Oaks Development Corporation for the development of Silver Oaks Estates, in the City of Dubuque, Iowa. Upon motion the documents were received and filed, and Resolution No. 96-21 Accepting a Grant of Easement for Storm Drainage, Sanitary Sewer Utility,

and Water Main Utility through, under and across parts of Silver Oaks Estates and Walter Metcalf Place, in the City of Dubuque, Iowa was adopted.

14. 2021 Asphalt Overlay Program - City of Asbury Agreement: City Manager recommended approval of a cost share agreement with the City of Asbury for the asphalt overlay of a segment of roadway on Pennsylvania Avenue from Radford Road to Seippel Road. Upon motion the documents were received, filed and approved.

15. Proposed Amendment to Master Co-Location and Shared Services Agreement between the City of Dubuque and ImOn Communications LLC: City Manager recommended approval of an amendment to an existing Master Co-Location and Shared Services Agreement with ImOn Communications LLC. Upon motion the documents were received, filed and approved.

16. Civil Service Commission - Certified Lists: Civil Service Commission submitted the Certified Lists for the position of Police Officer and the Fire Promotional positions of Fire Lieutenant, Assistant Fire Chief, Fire Equipment Operator, Fire Captain, Assistant Fire Marshal, and Medical Officer. Upon motion the documents were received, filed and made a Matter of Record.

17. Alcohol License Applications: City Manager recommended approval of annual liquor, beer, and wine license applications as submitted. Upon motion the documents were received and filed, and Resolution No. 97-21 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 was adopted.

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

Motion by Resnick to receive and file the documents, adopt the resolutions, and set the public hearings as indicated. Seconded by Roussell. Motion carried 7-0.

1. Resolution Setting a Public Hearing on a Proposed Development Agreement by and among the City of Dubuque, Giese Properties, L.L.C., and Giese Manufacturing Company, Inc. providing for the Sale of City-owned Real Estate to Giese Properties, L.L.C. and the Issuance of Urban Renewal Tax Increment Revenue Grant Obligations Pursuant to the Development Agreement: City Manager recommended the City Council set a public hearing for April 19, 2021 on the proposed Development Agreement by and among the City of Dubuque, Giese Properties, L.L.C., and Giese Manufacturing Company, Inc. providing for the sale of city-owned real estate to Giese Properties, L.L.C. and the issuance of Urban Renewal Tax Increment Revenue Grant Obligations. Upon motion the documents were received and filed, and Resolution No. 98-21 Intent to dispose of an interest in City of Dubuque real estate by sale to Giese Properties, L.L.C. pursuant to a Development Agreement by and among the City of Dubuque, Giese Properties, L.L.C., and Giese Manufacturing Company, Inc and fixing the date for a public hearing of the City Council of the City of Dubuque, Iowa on the Development

Agreement including the proposed issuance of Urban Renewal Tax Increment Revenue Grant Obligations to Giese Manufacturing Company, Inc 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 April 19, 2021.

2. Proceedings to Set a Public Hearing on the Authorization of Not to Exceed \$180,000 General Fund Lease Agreement – Postage Machine: City Manager recommended a public hearing be set for April 19, 2021, on the proposal to authorize a general fund lease agreement not to exceed \$180,000. Upon motion the documents were received and filed, and Resolution No. 99-21 Fixing date for a meeting on the proposition to authorize a lease agreement (General Fund) in the principal amount of not to exceed \$180,000 to acquire personal property for the City, and providing for publication of notice thereof was adopted, setting a public hearing for a meeting to commence at 6:30 p.m. on April 19, 2021.

3. Petition to Vacate a Portion of Randall Place, in the City of Dubuque, Iowa – Dubuque Golf and Country Club Randall Place Vacate Agreement: City Manager recommended that a public hearing be scheduled for April 19, 2021 on a request from Dubuque Golf and Country Club to vacate a portion of Randall Place for a purchase price of \$32,197. Upon motion the documents were received and filed, and Resolution No. 100- 21 Intent to vacate a portion of Randall Place, in the City of Dubuque, Iowa, to be known as Lot 1A Block 7 of Grandview Park, in the City of Dubuque, Iowa was adopted, setting a public hearing for a meeting to commence at 6:30 p.m. on April 19, 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. Cable Television Commission: One, 3-Year term through July 1, 2024 (Expiring term of Tigges). Applicant: Jennifer Tigges, 4927 Wild Flower Dr. Motion by Rousell to appoint Ms. Tigges to the 3-Year term through July 1, 2024. Seconded by Sprank. Motion carried 7-0.

2. Housing Commission: One, 3-Year term through August 17, 2021 (Vacant Section 8 Representative term of Shumaker) and two 3-Year terms through August 17, 2022 (Vacant At-Large terms of Stroud and Wall). Applicants: Cynthia Washington, 2024 Central Ave (Qualifies as Section 8 Representative) (Additional Applicant); Jeff Lenhart, 670 Harvard St. (Qualifies as At-Large Representative); Thomas Smith, 2490 Clarke

Crest Dr. (Qualifies as At-Large Representative) (Additional Applicant); Margie White, 3197 Highland Park Dr. (Qualifies as At-Large Representative) (Additional Applicant). Motion by Jones to appoint Ms. Washington the 3-Year Section 8 Representative term through August 17, 2021. Seconded by Farber. Motion carried 7-0. Upon roll call vote, Mr. Lenhart and Ms. White were appointed to the 3-year terms through August 17, 2022. Mr. Lenhart received all 7 votes from Council for one of the terms. Mr. Smith received 1 vote (Resnick), and Ms. White received the remaining 6 votes for the other 3-year term.

3. Human Rights Commission: One, 3-Year term through January 1, 2024 (Vacant term of Allen) and one, 3-Year term through January 1, 2022 (Vacant term of Regan). Applicants: Carla Anderson, 1131 Main St.; Taylor Merfeld, 1016 Rhomberg Ave.; Nichole Weber, 535 South Grandview Ave. *This commission is subject to the State of Iowa Gender Balance Law. 9 Commissioners total; currently 3 males/4 females/2 openings.* Motion by Roussell to appoint Mr. Merfeld to the 3-year term through January 1, 2024. Seconded by Sprank. Motion carried 7-0. Motion by Jones to appoint Ms. Anderson to the 3-year term through January 1, 2022. Seconded by Cavanagh. Motion carried 7-0.

## **PUBLIC HEARINGS**

1. Grant of Easement to T.S.D. Building Partnership, L.L.P.: Proof of publication on notice of public hearing to consider City Council approval of a Grant of Embankment Easement for the private parking lot embankment over City-owned property along the Northwest Arterial as part of the Grand River Medical Group site development project on Westmark Drive, and City Manager recommending approval. Motion by Resnick to receive and file the documents and adopt Resolution No. 101-21 Disposing of City interest by Grant of Embankment Easement to T.S.D. Building Partnership, L.L.P. across part of Lot 1 of Westmark, City of Dubuque, Iowa and Resolution No. 102-21 Granting an Embankment Easement to T.S.D. Building Partnership, L.L.P. across part of Lot 1 of Westmark, City of Dubuque, Iowa. Seconded by Cavanagh. Staff stated that no online public input had been received for this item. Motion carried 7-0.

2. 2021 Asphalt Overlay Ramp Project 3: Proof of publication on notice of public hearing to consider City Council approval of the plans, specifications, form of contract and the estimated cost of \$229,358 for the 2021 Asphalt Overlay Ramp Project 3, and City Manager recommending approval. Motion by Jones to receive and file the documents and adopt Resolution No. 103-21 Approval of plans, specifications, form of contract, and estimated cost for the 2021 Asphalt Overlay Ramp Project 3. Seconded by Resnick. Staff stated that no online public input had been received for this item. Motion carried 7-0.

3. Proceedings for the Public Hearing on the Issuance of Not to Exceed \$46,250,000 General Obligation Bonds, Not to Exceed \$700,000 General Obligation Bonds, Not to Exceed \$700,000 General Obligation Bonds, Not to Exceed \$600,000 General Obligation Bonds, Not to Exceed \$950,000 General Obligation Urban Renewal Bonds:

Proof of publication on notice of public hearing to consider City Council approval of the suggested proceedings for the public hearing on the issuance General Obligation Bonds, and City Manager recommending approval. Motion by Jones to receive and file the documents and adopt Resolution No. 104-21 Instituting proceedings to take additional action for the issuance of not to exceed \$46,250,000 General Obligation Bonds; Resolution No. 105-21 Instituting proceedings to take additional action for the issuance of not to exceed \$700,000 General Obligation Bonds (GCP-2); Resolution No. 106-21 Instituting proceedings to take additional action for the issuance of not to exceed \$700,000 General Obligation Bonds (GCP-3); Resolution No. 107-21 Instituting proceedings to take additional action for the issuance of not to exceed \$600,000 General Obligation Bonds; and Resolution No. 108-21 Instituting proceedings to take additional action for the issuance of not to exceed \$950,000 General Obligation Urban Renewal Bonds. Seconded by Cavanagh. Staff stated that no online public input had been received for this item. Motion carried 7-0.

### **PUBLIC INPUT**

Related to Action Item No. 2, Judy Wolf, 708 Kelly Ln.; Dave Klavitter, 1090 West 3<sup>rd</sup> St.; Duane Hagerty, President/CEO of Heritage Works, 1100 Main St.; and John Gronen, 1766 Plymouth Ct., spoke in opposition to City Council approving the Dream Center's request to remove 1620 and 1628 White Street from the Washington Street Neighborhood Conservation District before additional discussions occur between the Dream Center and various organizations, including Heritage Works and Steeple Square, to identify additional options. Robert Kimble, Executive Director of the Dream Center, 2519 Washington St., summarized the process that led the Dream Center to request the properties' removal from the district with the intention of demolishing the properties in order to acquire the necessary green space to qualify as a licensed childcare center.

### **ACTION ITEMS**

1. Grand River Center Presentation of 2020 Annual Report: Mitzi Yordy, Manager of the Grand River Center, made a presentation to the City Council of the 2020 Annual Report. Motion by Resnick to receive and file the information. Seconded by Cavanagh. Motion carried 7-0.

2. Dream Center: Request to Alter Washington Street Neighborhood Conservation District Boundaries: City Clerk transmitted correspondence from the Dream Center regarding a request to remove 1620 and 1628 White Street from the Washington Street Neighborhood Conservation District, and City Manager recommended approval. Motion by Jones to receive and file the communications 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. Motion failed for lack of a second. Motion by Jones to approve First Reading of a proposed ordinance amending Title 16 of the City of Dubuque Code of Ordinances, Unified Development Code, by amending Article 10-8-A-4 pertaining to alteration of the Washington Street Neighborhood



Conservation District to remove the properties at 1620 & 1628 White Street. Seconded by Roussell. City Council Members discussed at length the options for the properties. Mayor Buol stated that there was delayed public input via the City of Dubuque Facebook page from Anderson Sainci questioning the financial impact of not moving forward with the Dream Center's request. Responding to a question from the City Council, City Attorney Brumwell summarized the 3-meeting process for adopting an ordinance, as well as the option to waive the readings. Mr. Kimble responded to a question from the City Council regarding the Dream Center's project timeline for attaining the required green space to become a licensed childcare center. Motion carried 7-0.

3. Second Round of Fiscal Year 2021 Purchase of Services Grant Recommendations: City Manager recommended approval of the recommended funding for the Fiscal Year 2021 Purchase of Services Grant applications as follows:

- Convivium Urban Farmstead, Free Take n' Bake Meals (\$23,000)
- Opening Doors, Permanent Supportive Housing (\$25,000)
- Dubuque YMCA/YWCA, Domestic Violence Shelter Services (\$15,824)
- Four Oaks Family and Children's Services, Four Oaks Dubuque Supportive Housing Services (\$20,496)
- Almost Home @ St. John's, Homeless Shelter Services (\$15,680)

Motion by Cavanagh to receive and file the documents and adopt Resolution No. 109-21 Authorizing execution of Community Development Block Grant (CDBG) Purchase of Services Grant Agreements. Seconded by Resnick. Motion carried 7-0.

4. Request to Schedule Work Session - Cyber Security Update: City Manager requested the City Council schedule a work session for May 3, 2021 at 5:00 p.m. to provide a cyber security update. 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.

## **COUNCIL MEMBER REPORTS**

Council Member Cavanagh inquired about the timeline for City Council returning to in-person meetings in Council Chambers. Mayor Buol stated that May 17 is the planned date for the City's buildings to open to the public and anticipates that the June 7 Council meeting is the first meeting that could be considered as an in-person option. Mayor Buol stated that City Council meetings would operate in a hybrid approach, with the City Council meeting in-person and limiting in-person attendance to any member of the public with business for the City Council. Once herd immunity is achieved, then the City Council would consider returning to standard meeting practices pre-pandemic.

Council Member Roussell reported on her service on the Dubuque County Early Childhood Board and thanked Mayor Buol for serving on the State Childcare Board. Ms. Roussell also reported on her recent appointment to the National League of Cities Race, Equity, and Leadership Council.

Mayor Buol advised everyone share the City's recent vaccination hotline with the public.

There being no further business, Mayor Buol declared the meeting adjourned at 8:39

p.m.

Adrienne N. Breitfelder  
City Clerk

1t 4/14