



# MEMORANDUM

**To:** Michael C. Van Milligen  
City Manager

**FROM:** Kelly Larson, Human Rights Director

**DATE:** February 24, 2011

**RE:** Safe Community Task Force Recommendations for City Council Work Session - Current Status of Projects Related to the Recommendations and On-Going Projects

## **PURPOSE**

The intent of this memorandum is to provide an outline of the on-going and proposed efforts within the City of Dubuque organization to address the recommendations of the Safe Community Task Force. The format addresses the first set of Task Force recommendations which were presented to the City Council in February 2010, followed by second set of recommendations presented to the City Council in July 2010. The Safe Community Task Force recommendation is followed by an informational response.

As this information is reviewed it is important to remember that several important initiatives and partnerships exist to impact these issues such as:

- Sustainable Dubuque,
- Dubuque 2.0,
- Every Child Every Promise,
- Dubuque Works: Destination for Opportunity,
- Washington Neighborhood Reinvestment Strategy,
- Newly formed Washington Neighborhood Development Corporation,
- Multicultural Family Center,
- Future Talk, and others.

It is recognized by organizations like the Community Foundation of Greater Dubuque, the Greater Dubuque Development Corporation, the Dubuque Area Chamber of Commerce, the Dubuque Area Landlords Association, the East Central Intergovernmental Association, Every Child Every Promise, Dubuque Main Street, the Washington Neighborhood Development Corporation, Dubuque Empowerment, Dubuque Initiatives, United Way, and the many social service agencies that maintaining a safe community is not just a City issue, but it is a community issue.

## **FEBRUARY 2010 RECOMMENDATIONS**

### **1. Reduce the time between rental inspections for problem properties.**

**RESPONSE:** The City Council authorized a new full-time housing inspector in April 2008. At that time, the annual cycle time for inspection of the City's 7,600 rental properties exceeded seven years. With the new inspector and implementation of an automated data base and use of mobile computer terminals, the cycle time was reduced to five years by the end of FY2010.

### **2. Do not allow property owners to receive city, state, or federal funding unless their properties are in compliance or the owner is actively working towards compliance.**

**RESPONSE:** The Economic Development Department has several financial assistance programs available to property owners. These programs are a logical first place to begin implementation of this recommendation.

The first program to be placed under this recommendation was the second round of the Downtown Housing Incentive Program. This Program received nine applications for assistance. As a follow up to each application, every property owner was required to complete a certification form. This form was then distributed to each department that oversees compliance with City Codes. The various departments informed Economic Development if any properties identified had any Code issues and whether the property owner was actively working to get the property back into compliance.

The implementation of this recommendation helps to advance the City's sustainability initiative. Encouraging compliance of City Codes improves the Social/Cultural Vibrancy component in two ways. First, helping to ensure safe buildings in the community improves the livability for residents. Second, buildings with Code deficiencies are encouraged to be improved, making more quality options for housing and business. This improves the equitability within the City.

Additionally, the rehabilitation staff in the Housing & Community Development Department adopted this as a policy and now requires any owner receiving rehab or purchase loans to correct all code deficiencies. Owners of units that receive Section 8 rental assistance have their units inspected annually for compliance.

- ### **3. Conduct an expanded crime study to include:**
- a. Comparisons with like communities.**
  - b. Longitudinal study of changes in crime rates.**
  - c. Multivariate study of arrest records.**
  - d. Comparison of actual crime profile in Dubuque with public perception.**
  - e. Contextualizing research findings within current criminology and policy literature.**

- f. **Evidence-based recommendations for effective policy and programming related to crime prevention and community safety within the discussion section of the research report.**

RESPONSE: Northern Illinois University Center for Governmental Studies conducted this massive research between May 2010 and January 2011. On January 14, 2011, NIU/CGS delivered the 779-page final report, which is available at the Carnegie-Stout Public library and on the City's website [www.cityofdubuque.org/safecommunity](http://www.cityofdubuque.org/safecommunity). On January 25, 2011, NIU/CGS presented its findings to the SCTF in a three-hour presentation that was televised on City Cable Channel 8 and is available for viewing on the City's website [www.cityofdubuque.org/safecommunity](http://www.cityofdubuque.org/safecommunity). The SCTF reviewed the report and met on February 5, 2011 and February 8, 2011 to formulate a final set of recommendations for the City Council based on the results of the study. These recommendations will be presented to the City Council at a worksession scheduled for February 28, 2011.

4. **Allow the Task Force to act as conduit for accurate information to public, specifically by:**
  - a. **Conveying crime statistics compiled by Captain Russ Stecklein to the general public; and**
  - b. **Documenting and investigating the effectiveness of existing and new efforts to curtail criminal activity in Dubuque, such as Community Oriented Policing, Territory Accountability Design, and the designation of a dedicated police officer for Section 8 housing investigations.**

RESPONSE: The Police Department and City have provided the Safe Community Task Force with any and all crime, Community Oriented Policing (COP), territory accountability design (TAD), and Section 8 data that was requested. The COPs are tasked with establishing relationships in neighborhoods. Captain Russ Stecklein is no longer the point of contact for the Community Oriented Policing program. Current contacts are Chief Mark Dalsing, Assistant Chief Terry Tobin, and Captain Kevin Klein.

The budget of the Police Department from FY'08 through FY'12 included a plan for the additional of fifteen (15) sworn officers. Five of the fifteen officers will be assigned to the COP Unit. Three officers have been added to date; two specialize in traffic enforcement and the third is assigned to the Housing & Community Development Department for Section 8 investigations. The two positions to be filled will add an additional traffic enforcement specialist and a school-resource officer. The additional staff and relationships developed result in open channels of communication. This allows for the accurate sharing of information in the community and provides a direct link between citizens and the police.

SCTF members have participated in approximately five speaking engagements with organizations in the community who have asked for further information on the work of the SCTF. In addition, after reviewing the factual information presented in the NIU/CGS

research study, the SCTF will be forwarding the following recommendation to the City Council at the February 28 worksession: "Create a conduit, such as a speakers' bureau, to continue conveying accurate information to the public on crime and the perception of crime in the community. Include a broad group of informed residents on the panel and focus on reaching a broad cross-section of the community with the information."

**5. Create ways to encourage people to light up their own property and surrounding public property.**

RESPONSE: The Engineering Department has researched the costs to install mid-block lights in neighborhoods. Alliant Energy will provide the pole and light fixture at mid-block locations for a monthly fee. This fee includes the rental of the pole and fixture, energy cost, and maintenance cost. Below is a summary of the current monthly costs per light.

Lamp Size	Luminaire Rate	New Pole Rate	Total
100 Watt	\$6.70/month	\$7.38/month	\$14.08/month

If another pole is required, there will be an additional cost of \$7.38/month

For a year the average cost would be \$168.90 per light. If there is an existing pole to mount the street light, the pole cost is \$2.57/month. These rates are based on a secondary wire being installed to a maximum distance of 150 feet. Any distance in excess of 150 feet would have additional monthly wire costs.

It should be noted that some abutting property owners may not want the light in front of their residences. Engineering has received some resident concerns about placement of mid-block lights due to light potentially shining into bedrooms at night.

The City Council also approved the expansion of the Washington Neighborhood Yard Lighting Initiative to include neighborhoods east of the bluffs as well as the city's low/moderate income neighborhoods. This program was first offered in the Washington Neighborhood in 2008. For front yard lighting, property owners are eligible for a rebate of up to half of \$500 toward the cost of purchase and installation of energy-efficient electric, gas or permanent solar lighting fixtures placed in close proximity to the public sidewalk. Property owners also are eligible for a rebate of up to half of \$200 toward the cost of purchase and installation of energy-efficient electric, gas, or permanent solar lighting fixtures installed in their back yard in close proximity to the alley.

In addition, the Parking Department has installed upgraded lighting in a majority of the parking ramps to increase visibility at these public facilities.

**6. Install surveillance cameras in high crime areas in public places.**

RESPONSE: The Dubuque Police Department, 911 Center, and Informational Services have met to discuss the cameras. The Police Department and 911 Center have

evaluated target areas for cameras and Informational Services is looking into the infrastructure and costs related to such systems.

Cameras: Based on calls for service and supervisory input, the following areas have been identified as potential locations for cameras:

Entrances and exits to and from the City - Both Highways 151/61 and Highway 20 bridges, Highway 52 North and South, Highway 20 West, and Highways 151/61 South; as well as the NW Arterial, and other "main" downtown intersections. This would most likely be accomplished through expansion of the City's existing traffic camera system. Law Enforcement would most likely use these systems in post-crime investigation to document offender arrival, departures, and timeline activities, as has been done in a variety of cases.

Parks - Comiskey has been identified as a primary park of concern. Additional parks would include Jackson and Orange as primary areas with Allison-Henderson, Flora, and AY McDonald as secondary.

Streets - The 1200 to 1600 blocks of Bluff and Locust (which would also encompass the Boys and Girls Club area), including the area of 17th and West Locust, have consistently been high call areas and would be primary "street" locations. Other areas might include the 20th Street area from Central to and including 5 Points, lower Loras Blvd., the Town Clock Plaza area, lower Main, and Central Ave. business district.

Cameras have been installed on the Riverwalk in the Port of Dubuque, in the Port of Dubuque parking ramp, Comiskey Park, and in the parking lot on Bluff Street near the library. Cameras are planned for installation in the new 10<sup>th</sup> Street parking ramp, the Port of Dubuque Marina, and the Bee Branch trail. Cameras are being evaluated for installation in the Historic Millwork District and in existing parking ramps. Both fixed route and mini-buses also will have cameras installed. Currently, cameras are installed for security around construction sites, such as the Historic Millwork District, the Wastewater Treatment Plant, and the new parking ramp. Finally, there are numerous traffic cameras at intersections that have been useful in criminal investigations.

## **7. Install 911 emergency kiosks.**

RESPONSE: The 911 kiosks are undergoing a simultaneous review.

911 Kiosks: The above camera areas would also fall under areas where a 911 kiosk could be considered. 911 Center Director Mark Murphy ran calls for service for the existing 911 kiosks between 01/01/06 to 12/31/09 and found there were 122 calls made from the kiosks. The majority of these were categorized as "911 Hangups" that were "Handled by Officer" as a response and most could probably be attributed to people pushing the help button out of curiosity or play. Those that were requests for police service included cold vandalism, a pedestrian injury, spills, disruptive kids, and other

similar low impact crimes. Only a handful would be categorized as "emergency calls" had they gone through a regular call into the 911 Center. Costs, feasibility, and effectiveness of the kiosks would probably need additional review.

Currently, 911 kiosks exist along the Riverwalk and are being planned for installation in the new 10<sup>th</sup> Street parking ramp, the Port of Dubuque ramp, and the along the Bee Branch trail.

**8. Reduce the time allotted for correcting property violations from the current two years.**

RESPONSE: In April, amendments to the Housing Code were approved by the City Council to reduce time allowed by the housing inspector and the Housing Code Appeals Board to no more than nine months.

**9. Encourage development of planned communities through mixed-use zoning.**

RESPONSE: In addition to residential zoning mixes, the Unified Development Code allows upper story housing in office, commercial, and industrial districts. These zoning regulations promote both a mixed-use and a mixed-income approach to neighborhood development. The City's Building Codes accommodate mixed development as well.

**JULY 2010 RECOMMENDATIONS**

**Enforcement:**

- 1. Develop and implement a juvenile curfew ordinance to use as a tool to help reduce crime. Research utility, efficacy, and enforcement issues, taking the following suggestions into consideration:**
  - **The Police Department would not conduct curfew sweeps of the community.**
  - **There would be a designated and staffed location to hold juveniles who violate the curfew. Contact with parents or a responsible adult would not be handled by Police. (It is critical to keep the officers on the street and not deploy them as babysitters). Penalties for curfew violations could include fines, community service requirements, and parenting classes.**

RESPONSE: The adoption of a juvenile curfew has been under research and review by the Dubuque Police Department and the City Attorney's Office. A variety of concerns have surfaced, including the fact that the NIU/CGS Research Study on Crime and Poverty indicates that research fails to support the effectiveness of juvenile curfews in addressing crime. As a result, the SCTF will be recommending that this recommendation be amended to focus instead on creating a parental responsibility ordinance that is modeled after successful programs that includes engaging parents

and teens in prevention efforts. A memo detailing these concerns and proposing an alternative approach to addressing parental responsibility for juveniles will be forwarded to the City Council for consideration shortly.

**2. Provide additional resources for the Community Policing Program.**

RESPONSE: The unit is currently staffed by a Captain and four corporals for the day-to-day COP unit. Additionally, the COP Division is staffed by two traffic officers with a third planned; and three School Resource Officers (one corporal and two officers) with an additional officer planned. The third traffic officer and the fourth School Resource Officer are planned for hiring in FY2012. The Department also will be hiring paid interns. Expansion of COP philosophy is a constant work in progress. Through attrition, promotion, and other movement, to date nearly 40% of the supervisory staff has served in the COP Division and are allies in spreading the COP philosophy. In addition, the use of TAD has made all supervisors more accountable to find solutions to problems in their assigned territories. The unit has expanded several times since its inception. Once we are able to fill the vacant positions we will have a better understanding of the division's needs.

**3. Direct Police Department to enforce noise ordinances more aggressively.**

RESPONSE: Beginning with Chief Dalsing's promotion on February 2, 2010, staff meetings have been held with the majority of the Police Department personnel to discuss department goals and expectations. Traffic and noise enforcement are discussed as part of these expectations. The additional resource of traffic officers and TAD projects will help increase enforcement efforts. 30% of all TAD special projects in 2009 were geared towards citizen requests for extra traffic enforcement and this trend is expected to continue, if not increase. Noise enforcement for traffic is up 48% in the department.

Additional research is being done by the City Attorney's Office on strategies used in other communities for combating noise issues and complaints. An informational brochure may be one way to share information with the community on noise related complaints.

**4. Direct Police Department to enforce traffic ordinances more aggressively.**

RESPONSE: Beginning with Chief Dalsing's promotion, staff meetings have been held with the majority of the department personnel to discuss department goals and expectations. Traffic and noise enforcement are discussed as part of these expectations. The additional resource of traffic officers and TAD projects will help increase enforcement efforts. 30% of all TAD special projects in 2009 were geared towards citizen requests for extra traffic enforcement and this trend is expected to continue if not increase. A comparative review of the traffic enforcement numbers shows overall traffic enforcement is up 6% in the department. The Chief of Police also is evaluating the use of red light cameras and speed cameras.

- 5. Give the Safe Community Task Force and Police Department the opportunity to respond to the Northern Illinois University crime study report and recommendations, which may result in additional recommendations.**

RESPONSE: As mentioned above, the final 2010 Research Study on Crime and Poverty in Dubuque from NIU/CGS was received in January 2011. The SCTF attended a presentation by NIU/CGS on study results on January 25, 2011, and held two worksessions on February 5 and February 8 to create an additional set of recommendations. Those recommendations will be provided to City Council at the February 28, 2011 City Council worksession.

- 6. The Safe Community Task Force recommends its continued existence to monitor the implementation and progress of its recommendations through quarterly progress reports from City staff and special meetings as necessary. The SCTF further recommends that the City Council consider creation of a Safe Community Commission.**

RESPONSE: The City Council has adopted an ordinance creating a new Safe Community Advisory Committee, which will meet for one year and whose purpose will be to monitor implementation of SCTF recommendations. The City Council solicited applicants and appointed committee members on December 20, 2010. Committee members are: Anthony Allen, Mary Rae Bragg, Diane Callahan, Jonathan Cheatham, Rachel Daack, Ann Ernst, Doug Stillings, Susan Stork and Lynn Sutton. The first meeting of the Safe Community Committee will be on March 2, 2011.

### **Housing Code Enforcement**

As discussion of the task force recommendations relates to rental property it is necessary to be aware of the Dubuque Area Landlord Association (DALA). A few years ago, Brendan Houlihan, then Director of Governmental Affairs for the Dubuque Area Chamber of Commerce, initiated monthly meetings between the DALA and City of Dubuque staff, including the City Manager. The on-going meetings have led to a very constructive dialogue which continues to this day.

- 7. Support landlords in evicting problem tenants for cause.**

RESPONSE: The Housing & Community Development Department currently cooperates and shares information with landlords and their attorneys. All files are public information except medical and financial information of Section 8 participants. Inspectors testify in court when subpoenaed. Inspections are performed when requested by landlords, in order to verify complaints against tenants.

The on-going meeting with the DALA resulted in an expanded effort by the Dubuque Police Department to notify landlords of issues with tenants. Previously the Dubuque

Police Department sent notifications to landlords in limited situations. This notification process has been expanded to include approximately thirty (30) to forty (40) types of police calls which affect quality of life in neighborhoods. This information can be used by landlords in making a case for an eviction.

Assistant City Attorney Crenna Brumwell has been meeting regularly with a subcommittee of the Dubuque Landlord's Association to discuss additional options for implementation of this recommendation. In March 2011, she will be providing recommended ordinance changes that will allow the City to address problem behavior of tenants directly with the tenants, which in turn aids landlords in securing evictions. The proposed ordinance changes will include adoption of a "clear and present danger" standard in the public nuisance ordinance and adoption of a "disorderly house" provision. The first change would allow the City to cite individuals who commit or threaten assault, illegally possess, use or threaten use of firearms, and/or illegally possess controlled substances within 1,000 feet of the property. The second change is similar to the crime property ordinance the city currently uses for enforcement against property owners and allows for similar enforcement directly against the individual causing the behavior. Once a municipal infraction is issued and resolved, policy officers could be available to assist landlords in their subsequent eviction actions.

**8. Mandate that landlords conduct renter background checks, using the City's free service.**

RESPONSE: The Police Department currently offers free local background checks to landlords. A new part-time position has been filled and is dedicated to this process. In January 2011, the City Council adopted changes to the Housing Code requiring landlords to do background checks on prospective tenants. It will be the decision of the landlord if they rent to a person once they have received the results of the background checks. The owner/manager may use the City's free service or another background service approved by the City Manager. The ordinance requires criminal background checks for felonies and misdemeanors on all adults in the rental unit. Failure to conduct background checks could lead to suspension of a rental license. The City Manager is authorized to allow exceptions.

**9. Establish threshold number of complaint calls that will place a problem property in priority category. Establish policies and processes for immediate response and resolution of problems involving those properties.**

RESPONSE: In January 2011, the City Council adopted a change to the Housing Code creating a Priority Category designation. A property owner or manager can be declared a Priority Category if three times within a 12month period any of the following occurs:

- Suspension or revocation of the rental dwelling license
- Noncompliance with Housing Code enforcement orders in excess of 90 days without approval from the Housing Code Appeals Board
- Failure to perform required criminal background checks on tenants

- Issuance of a citation for a Housing Code violation or violation of other City Building Mechanical or Fire Codes.

An owner or manager designated as a Priority Category may have his or her rental property or properties placed on an accelerated inspection schedule. The City Manager may suspend revoke or reduce the term of the rental dwelling license from an annual to a quarterly license until no further violations have occurred at the property for twelve consecutive months.

In addition, landlords have been receiving notification from the Police Department of police responses at properties. Between December 2009 and November 2010, 1,163 notices were mailed to landlords related to 51 different types of violations.

**10. Tie frequency of property inspections to landlord's history of cooperation with Code compliance. Establish a threshold number of problem complaints that will trigger a meeting among the landlord, the tenant, and representatives of the Housing and Police Departments.**

RESPONSE: This was included in the Housing Code ordinance amendment discussed as part of the preceding recommendation.

**11. Intensify exterior code enforcement efforts. Encourage City employees across departments to identify and report property code enforcement problems and establish ways to reward employees.**

RESPONSE: The City Attorney's Office recently met with both Housing and Building Inspectors for the purposes of reviewing some inspection models used by other communities. Inspectors have identified the most serious concerns they would have from an exterior and interior perspective related to their field of expertise (plumbing, electrical, structural, etc.) The most serious issues will be put into a format for other City staff, who may occasionally be at or in properties throughout the community in the course of their duties, such as Police Officers, Fire Department staff, Transit, and Public Works employees. This will allow for referral of the most serious issues on a pro-active basis to the correct department. A proposal will be forthcoming, which will include a recommendation to providing a training session for employees.

The Housing & Community Development Department has a designated neighborhood inspector who began in the Washington Neighborhood in 2008. He has completed more than 800 inspections to-date, resulting in 760 units brought into Code compliance. He is now performing comprehensive rental inspections in the north end and point neighborhoods and including all areas east of Central Avenue. The inspector goes block-by-block, inspecting every rental property which is not involved in the Section 8 program. To duplicate the intensity of this coverage in the rest of the downtown, however, is more labor-intensive than Housing currently has staff capacity for. The rest of the downtown (west of Central Avenue) is much more densely populated with rental units.

With the addition of this inspector and implementation of an automated inspections management system (Permits Plus), the previous seven-year cycle for completion of the City's 7,600 rental units has been reduced to five years. We expect further improvement in performance as the system is continually enhanced.

Council-approved Code amendments in April of 2010 now allow a maximum of nine months for extensions of time to complete required repairs. Previously, up to two years was allowed, through time granted by the inspector and the Housing Code Appeals Board. In addition, we are researching an "administrative court" model which may further streamline and professionalize the appeals process.

Increased enforcement in vacant and abandoned buildings has resulted in removal of 29 long-term, chronic problem properties from the VAB list, since 2007. All VAB properties are licensed and inspected annually. Currently, only 25 residential buildings remain listed.

The Housing Department also implemented two additional inspection initiatives in November 2010. The first is to perform "advisory" inspections of owner-occupied homes in the Washington Neighborhood. Although not a code enforcement action, owners receive a checklist of exterior Housing Code violations and also receive a packet of information describing sources of assistance to perform the repairs. By the end of January 2011, about 90% of the total of 200 houses had been inspected and approximately 29% have been found to have code violations.

The second initiative is to perform exterior-only code enforcement inspections of all rental buildings in all downtown neighborhoods. By delaying the normal comprehensive 5-year cycle inspection and concentrating only on exterior enforcement, it is projected that all 2130 rental buildings in the downtown can be inspected in 12 months. This will directly respond to the Task Force recommendation and should significantly impact appearance and condition of downtown rental housing. To date, 17% have been inspected about 41% have been found to have code violations. Orders have been issued.

Finally, the housing inspectors are now concentrating on exterior inspections of all rental properties identified in the NIU/CGS study as UCR crime "hot spots" along the Central Avenue Corridor.

**12. Create a data clearing house limited to verifiable and factual information that landlords and tenants can share and reference when making their rental decisions.**

RESPONSE: The City Attorney's Office created a form for the Records Division to use on collection of data. The Police Department will continue to work with the newly hired staff person to evaluate this system and determine whether modifications are

necessary. The part-time records clerk assigned to landlord background checks will begin collecting data as part of the background check process beginning in July 2011.

- 13. Develop and offer frequently a training program on code enforcement and property management for all landlords. Require all landlords to attend the program; issue only temporary occupancy permits/licenses until training has been completed.**

RESPONSE: In January 2011, the City Council amended the Housing Code to include a requirement that landlords complete the Crime Free Multihousing Program. This program has been in existence for more than ten years, but will be updated to include additional code enforcement information and a video describing the enforcement process. A program of continuing education otherwise approved by the City Manager may substitute for this requirement. The Crime Free training will be offered to all owners, managers and licensed real estate professionals phased in over a three year period. Managers holding a professional license or owners or managers who have previously completed a Crime Free training since 2000 are exempted from this requirement. Until completion of the training annual rental dwelling licenses will be issued on a temporary basis. The next training is scheduled for March 12, 2011 and the City is currently accepting registrations.

### **Section 8 Program**

**The City Council has addressed community concerns about the real or perceived impact of the Section 8 program on the community by:**

- 1. Decreasing the desired number of Section 8 vouchers in the program to 900**
- 2. Limiting voucher eligibility to Dubuque residents**
- 3. Increasing the staff capacity of the Family Self Sufficiency Program**
- 4. Adding a Police corporal position working within the Housing & Community Development Department to investigate Section 8 violations**

**Additional recommendations include supporting and providing resources to:**

- Increase public understanding of the Section 8 Program**
- Increase participation of Section 8 residents in effective self-sufficiency programs**
- Provide training to housing commissioners to increase their leadership, public relations and community building skills**
- Implement an Exception Rent Program to avoid concentrated pockets of poverty**
- Develop a stronger role for the Resident Advisory Board to encourage residents of subsidized housing to give feedback on proposed new policies and procedures and to cultivate leadership within the low income residential community**

- **Provide community service credits for participation in effective programs that foster self sufficiency**
- **Continue to provide resources to FSS program based upon evidence of success**

RESPONSE: In the Housing Department, all of the recommendations from the SCTF are being considered as part of the “Section 8 Management Plan” now in development. Housing is working on this internally as a priority and reviewing that work monthly with staff and with the Housing Commission. For several months, the City Manager, Housing Department, City Attorney’s Office, and the Police Department met weekly to evaluate and develop Housing policies.

Public Education: The City has taped a City Channel 8 program on Section 8 to better explain the program and address myths and misperceptions. In addition, Housing Department staff have spoken at neighborhood associations, service clubs, the Board of Realtors, and the Chamber of Commerce. They have been interviewed by KCRG and KWWL, and participated in a call-in radio show on KDTH. The Housing Department website has been updated and expanded, with new links for the Family Self-Sufficiency and Circles Programs. A monthly Section 8 newsletter – *Community Matters* – began publication in October 2010.

Self-Sufficiency Programs: The Council authorized a second Family Self-Sufficiency (FSS) program coordinator in August 2010, with the goal of doubling the number of FSS family participants. Staff are developing innovative marketing efforts, including using housing inspectors to disseminate program information to Section 8 tenants during inspections, a redesigned website, and forming relationships with landlords and area employers for referrals.

The Getting Ahead in a Just Getting By World trainings have been expanded to two trainings per year. In December 2010, the program graduated its 108<sup>th</sup> participant. Two more classes, for 45 participants, began in January 2011. Two additional Getting Ahead classes, for Spanish-speaking persons and for teens, also began in January.

The new Circles Program was introduced in September 2010. This program creates “circles” consisting of graduates from the Getting Ahead trainings and community volunteers interested in forming longer-term supportive relationships. A Circles Coach began employment with the Housing Department in January, funded through a grant from DubuqueWorks, under sponsorship from the Community Foundation of Greater Dubuque. As of February 2011, the first five circles have been formed.

The Bridges Initiative was recognized by the National Association of Housing and Redevelopment Officials (NAHRO) with a National Award of Merit.

Exception Rents: An exception rents program was approved by the U.S. Department of Housing and Urban Development and implemented in the fall of 2010. This allows the Housing Department to pay higher rents in five westside census tracts, in an effort to

deconcentrate the number of Section 8 participants living in downtown neighborhoods. The Housing Department is marketing this program now, to both participants and landlords, and since October 2010, 9 families have moved with housing vouchers to new westside units.

Commissioner Training: Housing has proposed a program of trainings for Housing Commissioners to gain more understanding of the Section 8 Program and be better able to advocate and educate the public.

Resident Advisory Board: A Resident Advisory Board was recruited in the summer of 2010 and monthly meetings began in August 2010. Meetings give participants an opportunity to interact with staff, provide feedback on and recommend changes in Program policies and procedures. One member has been appointed by the City Council to the Housing Commission. Efforts to expand membership and develop in-service programs at monthly meetings have been implemented, resulting in increased participation and dialogue.

Community Service: In order to be eligible for community service credit, the Bridges Initiative must obtain 501(c)(3) status. Staff is currently trying to find an attorney willing and able to donate the time to complete the necessary legal paperwork for this process.

### **Neighborhood Engagement and Social Capital**

- 1. Human Relations - The SCTF believes that in order to achieve its goals there will need to be a major City-wide human relations effort. The human relations effort will have these objectives:**
  - a) Increase tolerance and mutual understanding among the diverse segments of the population. The adoption of educational initiatives that foster community solidarity and global citizenship should be among the first practical steps taken by our City.**
  - b) Implement appropriate measures that safeguard the rights and opportunities of all.**

RESPONSE: In March of 2009, the Training and Workforce Development Coordinator was hired. The Coordinator is involved in implementing the components of the Intercultural Competency Strategic Plan which include reviewing and modifying the City's recruitment efforts in order to attract a larger number of women and people of color to apply for City positions and in developing training programs for City employees that focus on increasing our ability to interact with the public and co-workers as our community workforce continues to change.

A reorganization of the Human Rights Department was approved by the City Council at the August 16, 2010 City Council Meeting. The reorganization shifted investigation of human rights complaints to the City Attorney's Office, allowing The Human Rights Department to focus on early intervention and mediation opportunities for parties who

seek assistance. If mediation fails and/or a party chooses to pursue a formal investigation instead of mediation, the Human Rights Department assists them with filing that complaint but does not make the legal determinations. The reorganization also shifted the Training and Workforce Development coordinator position and duties to the Human Rights Department.

The reorganization allows staff to focus on:

Conflict engagement through performing equal employment opportunity counseling; adding/expanding mediation opportunities both internally for City employees and externally for the community; further building the capacity of the Dubuque Dispute Resolution Center for neighborhood disputes.

Intercultural competence/systemic change through coordination of intercultural conflict efforts, including steering, training, and employee engagement teams; working with local organizations and businesses to assist them in developing their own intercultural competence programs.

Community engagement through leverage and increase of partnership efforts in the community to improve the ability to build unity through diversity and prevent fractures. This would include capacity building with the Multicultural Family Center and faces and voices, and with other organizations that choose to improve their intercultural competence in long-term, strategic ways.

Workforce development through continued work with Personnel Director Randy Peck on employee recruitment and retention issues and expansion of work with employee involvement teams. These teams are designed to address sources of conflict and service delivery concerns within departments by engaging employees directly in decision-making and resolution.

The Leisure Services Department is also reorganizing some staffing to focus on directing and coordinating programs for youth and a few adult programs with an emphasis on providing programs and services to targeted neighborhood community members. This will be accomplished through not only programs Leisure Services offers but also partnering with community organizations of Dubuque. Emphasis will be given on coordinating efforts with the Multicultural Family Center. The staff reorganization will allow for concentrated efforts to evolve ideas, impact neighborhood engagement, and increase social capital.

Over the past year, the Multicultural Family Center has been working to increase neighborhood engagement and social capital. Programs have sought to increase tolerance and mutual understanding, foster community solidarity, and increase community involvement. A sample of programming includes:

- Taste of the World
- Future Talk (summer education and employment program)

- Community and Police Dialogue on Race offered by Human Rights
- Housing Townhall Meeting offered by Human Rights Commission

## **2. Develop a Neighborhood Watch program.**

RESPONSE: Neighborhood Watch is a copyrighted program that was previously used in the community and died out for lack of resident participation. The first step in potential re-implementation of the program is to assess citizen interest. Beginning in January 2011, Police Department personnel began to explore interest, starting with active neighborhood associations. Department representatives are providing information on what is required to develop and maintain a successful program and then assessing level of interest. During this time, the Department will also utilize media outlets to encourage interested neighborhoods to contact the Department to arrange a presentation. Again we will determine interest levels, verify citizen commitment with regard to attending training, completing reporting and all other requirements as prescribed by the program.

By the spring of 2011, the Department should have a general idea of the community's interest in a neighborhood watch program. If there is sufficient interest and commitment is evidence, we will then determine whether to align with the official National Neighborhood Watch program or develop our own. One benefit of the official program is the amount of available resources ranging from training materials to signs. A potential drawback to the official program is the prescribed steps and requirements needed to maintain a watch area and the subsequent failure of the program if the citizens do not commit for the long term. A second option is to develop our own program. The greatest benefit would be our ability to design the program specifically to Dubuque's history, current trends, and needs. One of the most significant drawbacks is that we wouldn't have the training materials and signs available through the national program, thus creating a need to develop and manufacture our own. By the summer of 2011, if the Police Department has verified there is sufficient interest to resurrect this program, they will have either created a program or subscribed to the national program and begin recruitment, training, and meeting needs in the neighborhoods.

One aspect of a neighborhood watch program to be considered is the installation of security cameras and 911 kiosks to deter crime and improve the feeling of security in neighborhoods and parks. The camera and kiosk information has been previously provided.

Another option that is under consideration is helping improve communication amongst residents through use of the internet.

**3. Increase resident participation using such vehicles as clean-up campaigns, neighborhood picnics, new neighbor welcome events, and other strategies developed by residents.**

RESPONSE: The development of a comprehensive brochure for new residents to help them be more informed of Dubuque policies is a suggestion that has come up on numerous occasions to welcome individuals. A brochure could cover basic policies like City utilities; refuse and recycling; quality of life ordinances the City has related to loud music, loud vehicles, pet waste and other issues that have been discussed by the SCTF. The brochure could also include information on civic engagement opportunities provided by the City. The publication could reach every new utility customer at City Hall and also be made available to new and existing employers to provide for their employees. Kiosks at the Historic Federal Building and community organizations would facilitate this information sharing as well. The City website does currently provide a "New Residents Guide" at <http://www.cityofdubuque.org/index.aspx?NID=1204>, but it is basically a listing of referrals. A project of this nature would involve multiple departments, could potentially be a very large guide, and involve printing costs.

Over the past year, the Multicultural Family Center has been working to increase neighborhood engagement and social capital. Programs have sought to increase tolerance and mutual understanding, foster community solidarity, and increase community involvement.

Additionally, the Multicultural Family Center has the following programs to welcome new families to the community:

- Welcoming Program
- English Language Learner Classes (NICC)
- Spanish Choir
- Marshallese Dancing

The Center has been expanding its programs to focus more on family programs, cultural programs, and welcoming programs. The welcoming programs will include a welcome dinner hosted every other month by the Center. If grant funding is received, the dinner will be open to families that have joined the community within the last two years. The event will include dinner, guest speakers, an overview of programs and services in the community, transit and community maps, question and answer session, and time for networking. The Center also sponsored The Mercy Garden, hosted by Holy Pastorate Parish and located on Holy Ghost old football field (transportation is provided). The garden lasted from May-October and the group of residents met twice a week to prepare, plant and pick the produce.

Through encouragement and support of neighborhood organizations and neighborhood based non-profit organizations; the City has actively promoted resident participation. The City has provided both technical assistance and grant funding (in low and moderate

income neighborhoods) through the Community Development Block Grant funded Neighborhood Grant Program and the Community Building Grant Program.

Following is a listing of some of the neighborhood-based events over the past year. Events that are new this year are indicated with an asterisk.

January 2011

The Human Rights Department's AmeriCorps VISTA member worked with other AmeriCorps members, community organizations, and community volunteers to conduct a service project for Dr. King Day.

December 2010

Multicultural Holiday Party, December 10

October 2010

\*Dia de la Raza, October 9

\*Oktoberfest, October 23

September 2010

\*Mexico Independence Day, September 18

August 2010

\*Street Jam, August 6

\*National Night Out Event at Comiskey Park

\*Movie at Comiskey Park, August 18

Music in Jackson Park, August 8

North End Neighborhood/garage sale & fund raiser, Comiskey Park

Langworthy Neighborhood Annual Block Party

Crescent Community Health Fair, Aug 14

\*Bike Safety Rodeo, Jackson Park, August 21

\*Neighborhood Ice Cream Social, Comiskey, sponsored by Holy Spirit Pastorate

July 2010

\*Point Neighborhood - Fireworks gathering

Music in Jackson Park (event postponed due to rain)

\*Movie in Comiskey Park

Hilltop-Ivy League Neighborhood Picnic

June 2010

\*Eat N Greet Event- Orange Park, Washington Street

Music in Jackson Park June 13

Hilltop Ivy League Neighborhood Clean-up

May 2010

Valley View Neighborhood (clean-up Pot Luck)

Marshall Islands Constitutional Day Anniversary @ Prescott School

\*Point Neighborhood "junque in the trunk" fundraiser  
Langworthy Neighborhood Clean-up (and coffee/juice)

April 2010

Downtown Neighborhood Clean-up/cookout at Boys and Girls Club  
Community Days of Caring with Washington Neighborhood Association

In February 2011, the Leisure Services Department filled a volunteer coordinator position through AmeriCorps VISTA.

- 4. Cultural Competency Training should be offered periodically to businesses and the community at-large. It should be mandatory for City board and commission members as well as for City staff.**

RESPONSE: The Human Rights Department offered 40 sessions of intercultural competence training to City staff and the community in FY 2010. This included a 3.5 hour training on Intercultural Conflict Styles for all City staff. In addition, the Human Rights Department offers two 3.5 hour introductory trainings for City staff each summer, which is required training for all new employees (longer term employees have already attended these sessions). Staff also has planned four intercultural mini-trainings for City staff during 2011, the first of which was held in February. In the fall of 2010, the Human Rights Department offered a pilot program consisting of two, 2.5 hour sessions for the SCTF members and Human Rights Commissioners, and these same training sessions will now be offered to all Board and Commission members twice a year in April and September, beginning in April 2011. These sessions will be open to the general public as well. Staff is in the process of developing partnerships with three non-profit organizations and with the Chamber of Commerce in hopes of expanding opportunities for Intercultural training to the general public. In addition, staff has offered various sessions for local college students over the past several months, including for a class of future teachers.

- 5. The Human Rights Department should receive continued support. In addition the City should devote resources to a human relations initiative that could include programs in the arts, cultural programs, and other strategies that promote respect and understanding among residents.**

RESPONSE: In January 2011, the Human Rights Department partnered with faces & voices and the NAACP on Dr. King Tribute Days events, including the Sunday awards ceremony, the Monday breakfast (which had record attendance), and a community leaders luncheon. We participated in a panel discussion for Dr. King Day at Loras College entitled "Does Race Still Matter?" We've also offered several "speakers bureau" engagements – these are opportunities for the general public to hear from, and ask questions of, community members who are African-American, gay or lesbian, or have a disability. The Department also responded to a racial incident at a local high school and arranged for mediation between the involved students. We will be meeting

with the schools again to plan for ways we can be engaged on a regular basis with students in the schools, given the department's new role.

From June through December 2010, the Human Rights Department developed a pilot program called the Police-Community Dialogue on Race. The program involved police officers and African-American community members working together to offer panel presentations on frequent miscommunications and tensions that occur between the two groups. The group provided sessions for City staff, police officers, the Multicultural Family Center, and the NAACP. Going forward, the group will focus particularly on offering these sessions for police officers.

Over the course of the upcoming year the Multicultural Family Center plans to offer at least one cultural event a month. The goal will be to allow individuals to share their culture, traditions, and norms in a safe and respectful environment while fostering understanding and awareness of the diversity in this community. Cultural programs for this fall, winter, and spring may include Dia de la Raza, Independence Day celebrations, Native American heritage month celebration, Las Posadas, Chinese New Year, Taste of the World, Juneteenth, and GLBT awareness month event.

**6. Support a welcoming program for all new renters through community based organizations (such as GDDC provides for new families coming to Dubuque).**

RESPONSE: The Multicultural Family Center has the following programs to welcome new families to the community:

- Welcoming Program
- English Language Learner Classes (NICC)
- Spanish Choir
- Marshallese Dancing

The welcoming programs will not be limited to renters, but will include all new residents of the community. This year the Center plans to expand its programs to focus more on family programs, cultural programs, and welcoming programs. The welcoming programs will include a welcome dinner hosted every other month by the Center. If grant-funding is received, the dinner will be open to families that have joined the community within the last two years. The event will include dinner, guest speakers, an overview of programs and services in the community, transit and community maps, question and answer session, and time for networking.

A CityChannel 8 program may also be a way to share information with citizens new to the community.

## Management of Physical Environment:

1. **Install Street lights in the middle of the block to brighten up the streets at night and increase visibility for residents.**

RESPONSE: New street lights at all 38 possible alley-street locations from 12<sup>th</sup> to 20<sup>th</sup> Streets in the Washington Neighborhood have now been installed. Existing street lights in the Washington Neighborhood have been upgraded to use brighter bulbs.

The Engineering Department has researched the costs to install mid-block lights in neighborhoods. Alliant Energy will provide the pole and light fixture at mid-block locations for a monthly fee. This fee includes the rental of the pole and fixture, energy cost, and maintenance cost. Below is a summary of the current monthly costs per light.

Lamp Size	Luminaire Rate	New Pole Rate	Total
100 Watt	\$6.70/month	\$7.38/month	\$14.08/month

If another pole is required, there will be an additional cost of \$7.38/month

For a year the average cost would be \$168.90 per light. If there is an existing pole to mount the street light, the pole cost is \$2.57/month. These rates are based on a secondary wire being installed to a maximum distance of 150 feet. Any distance in excess of 150 feet would have additional monthly wire costs.

It should be noted that some abutting property owners may not want the light in front of their residences. Engineering has received some residents concerns to placement of mid-block lights due to light potentially shining into bedrooms at night.

2. **Improve Dubuque neighborhoods by:**
  - a) **Encouraging home ownership,**
  - b) **Encouraging a mixed income approach to neighborhood development,**
  - c) **Creating (or re-creating) a sense of place through good design. All buildings using city, state, or federal dollars should be required to meet these objectives and all projects should be required to meet the City's sustainability goals.**

RESPONSE: The Economic Development Department has several financial assistance programs available to property owners. These programs would be a logical first place to begin implementation of this recommendation.

The SCTF suggestions for improving neighborhoods are all cornerstones of the Housing Department's approach to housing and community development. All buildings using public funds are required to meet the objectives and meet the City's sustainability goals.

The City has zoned the vast majority of the community for residential development, from single- and two-family to multi-family. With the adoption of the Unified Development Code in 2009, single- and two-family homes now are permitted in the R-3 and R-4 multi-family districts. This Code change encourages home ownership city-wide. The City's Building Codes accommodate a variety of home ownership, from detached single-family to attached townhouses to condominiums.

The Code retains the zoning provisions adopted in 1993 that allow non-conforming residential structures, such as homes in a commercial or industrial zone, to be rebuilt and renovated. This Code provision has enabled people to remain in their homes and make home improvements that also improve their neighborhoods.

The Historic Preservation Housing Grant Program and a low interest Historic Preservation Revolving Loan Fund provides grant funding for low and moderate income qualifying homeowners, while homeowners at any income level can qualify for the loan program. Both programs have been extended to Conservation Districts, Individually Designated Historic Properties, and City Landmarks.

In addition to the residential zoning mix described above, the Code allows upper story housing in office, commercial, and industrial districts. These zoning regulations promote both a mixed-use and a mixed-income approach to neighborhood development. The City's Building Codes accommodate mixed development as well.

Creating a sense of place through good design can be broken down into four separate areas of analysis, which involve the Building Services Department as well as Planning & Zoning Department, buildings, Section 106, streetscapes, and sustainability.

**BUILDINGS:** The City Council mandates the design review for exterior renovations of buildings in Historic Districts as well as City Landmarks and Individually-Designated Historic Properties regardless of the funding source. Design review applications are handled by Planning Services staff, with Historic Preservation Commission review for material changes in appearance. Code compliance, site inspections, and enforcement of these design reviews is handled by Building Services staff with assistance as needed from Planning Services staff.

The City Council also mandates design review of exterior building alterations in the Port of Dubuque and the Historic Millwork District regardless of funding source. These design reviews are handled by Planning Services staff.

As of June 2009, the City Council mandated design review of exterior building alterations and public works projects, such as streetscapes, in the Downtown. The Downtown Design Guidelines must be followed, unless a waiver is granted by the Commission, for all projects using city, state, or federal dollars. Design review applications are handled by Planning Services staff, with Commission review for material changes in appearance. Code compliance, site inspections,

and enforcement of these design reviews is handled by Building Services staff with assistance as needed from Planning Services staff.

**SECTION 106:** For projects receiving federal funds outside the Historic Districts and the Downtown, a “Section 106” review is required. Section 106 of the National Historic Preservation Act mandates a review of the potential impact to historic resources from the expenditure of federal funds. The Planning Services staff is able to conduct Section 106 design reviews in-house for the U.S. Department of Housing and Urban Development funded programs. These programs include the City’s Community Development Block Grant funded housing rehabilitation program and the lead-based paint programs. For projects using other federal funding sources, Planning Services staff prepares reports for the State Historic Preservation Office to conduct the Section 106 reviews.

Design Guidelines used for HUD-funded and other federally-funded projects are less defined than the design guideline manuals used in the Historic Districts and the Downtown. Compliance with the Secretary of Interior’s Standards guides these design reviews.

**STREETSCAPES:** The City Council mandates design review of public works projects in the Historic Districts and the Downtown, regardless of the funding source. The Planning Services staff signs off on simple projects that comply with the applicable design guidelines, and the Commission advises the City Council on significant projects.

Historic District Public Improvement Program funds are a matching grant program for neighborhoods to retain and re-create their sense of place. HDPIP funds have been used for streetscape improvements in all five historic districts such as historic street lights, benches, trash receptacles, planters, and signs.

A similar design review process was adopted in 2009, for public works projects in the Downtown, using the Downtown Design Guidelines Manual.

Old Town Neighborhood Site Design Guidelines were established in the 2009 Code for new development in Conservation Districts and Conservation Planning Areas. They provide form-based guidelines in Dubuque’s older neighborhoods, where strict application of “suburban style” site design standards for new commercial, industrial, and residential development are difficult to apply due to the dense development patterns of these older urban areas.

**SUSTAINABILITY:** Historic preservation can be considered the “poster child” of sustainability. While the design review process and Code provisions described above foster historic preservation, the City’s Building Code options also foster sustainability goals. The adoption of preservation minded codes gives owners, contractors, architects, and the Building Services staff alternatives when dealing

with existing buildings. It also reduces the barrier (real and/or perceived) of codes when owners are contemplating renovation of their downtown buildings.

On February 22, 2011, the City Council approved the expansion of the Washington Neighborhood Conservation District. Expansion of the Conservation District responds to the Task Force recommendations by encouraging homeownership and mixed-use opportunities, while preserving the character and sense of place of the neighborhood. The Washington Neighborhood is a mixed-use neighborhood with many single-family and duplex units, scattered multi-family units, and major commercial zones in the Central/White corridor and the Five Points area.

In historic districts and conservation districts, property owners have an additional City loan program, in addition to the Housing and Community Development Department's program, to help with exterior repairs to their buildings. The historic preservation revolving loan fund is available to home owners, landlords, institutions, and commercial businesses in conservation districts to correct exterior code violations. Loans are for up to \$25,000 for 10 years at 3% interest. The HPC reviews and approves all loans, subject to underwriting criteria of the Housing and Community Development Department.

**3. Create an ordinance prohibiting the boarding of windows and doors facing streets.**

RESPONSE: Through a Commission initiative and the City Manager's direction, staff in the Planning Services, Building Services, Housing and Community Development, and City Attorney's Office have discussed, researched, and drafted an ordinance addressing boarded-up windows and doors in Historic Districts and Conservation Districts. The Commission advocated for this ordinance to reduce blighting conditions in these districts. The Commission encountered resistance to this proposed ordinance from impacted property owners and the Dubuque Main Street Board of Directors. Learning of the SCTF's interest in this type of ordinance, the Commission directed Planning Services staff to share their efforts with the Task Force.

Related to properties outside of historic and conservation districts, the Housing Department and Building Services Department codes and policies provide some basis for preventing boarded up windows and are used regularly by inspectors. The City Attorney's Office was able to expand the ordinance to include all property in the City.

On February 22, 2011, the City Council adopted a boarded-up openings ordinance that establishes requirements for the exterior security and appearance of buildings. City staff in Planning Services, Building Services, Housing and Community Development and Legal Departments have discussed, researched and drafted the adopted ordinance with input from the Historic Preservation Commission and Dubuque Main Street (DMS). The ordinance states no building openings, except basement windows, in a building with any lot frontage on a public street may be boarded or covered in whole or in part. Doors and windows located on a façade of a building with lot frontage on a public street must be

properly maintained, painted, and trimmed in the same manner as if the building was occupied. The ordinance includes a provision that provides for discretion in allowing for extensions for replacement of boarded-up openings. The Ordinance “grandfathers” existing windows, doors, and similar openings that are boarded up prior to the effective date of the Code. The Ordinance also requires that a survey be conducted every two years in order to gauge the impact of the ordinance and market conditions on the inventory.

**4. Develop and enforce policies consistent with the "preservation briefs" to maintain historic properties.**

RESPONSE: The Technical Preservation Services (TPS) of the National Park Service (NPS) provides information and guidance on the care of historic buildings. TPS helps home owners, preservation professionals, organizations, and government agencies preserve and protect this nation's heritage by providing readily available materials -- guidance pamphlets and books, videos, and NPS web home page -- on preserving, restoring, and rehabilitating historic buildings. Preservation briefs are just one of the publications provided by the TPS.

The TPS is one of a number of resources the Commission and City staff use when advising or reviewing a project. Other standards for review include the Architectural Guidelines Manual and the Streetscape and Landscape Guidelines Manual for the Historic Districts, and the Downtown Design Guidelines Manual. All documents, including those published by the TPS, are founded on principles outlined in the Secretary of the Interior's Standards and Guidelines for the Treatment of Historic Properties. The City website currently offers links to all the resources listed above, including the TPS.

The Secretary of the Interior's Standards are not technical or prescriptive, but are intended to promote responsible preservation practices that help protect cultural resources. For example, they cannot, in and of themselves, be used to make essential decisions about which features of the historic building should be saved and which can be changed. But once a treatment approach is selected, the Standards provide philosophical consistency to the work. The four treatment approaches are Preservation, Rehabilitation, Restoration, and Reconstruction. The Architectural Guidelines, Landscape Guidelines, and Downtown Design Guidelines Manuals expand on these basic rehabilitation principles as they apply in Dubuque. The TPS publications are, as one might expect more technical in nature, offering more in depth and detailed information and guidance on the care of historic buildings.

The City Attorney's Office requested Planning & Zoning staff to research the preservation briefs related to the proper “mothballing” of historic structures. Assistant City Attorney Crenna Brumwell met with Planning & Zoning staff on August 5, 2010 to review the preservation brief for possible implementation. The TPS preservation brief on “mothballing” is inconsistent with the SCTF recommendation to prohibit boarded up windows and doors. The “mothballing” preservation brief lists boarding up windows and doors as a proper way to seal and preserve a building. The brief is also inconsistent

with the City's vacant or abandoned building ordinance which is used to ensure the maintenance of and encourage the re-use, rehabilitation and renovation of structures.

**5. Increase the number of trash receptacles on the street.**

RESPONSE: The Public Works Department has engaged in a series of discussion to evaluate the option of using a portion of the \$30,000 budgeted for FY'11 for the purchase and installation of litter and recyclables receptacles in the downtown area towards the placement of receptacles in the residential areas abutting the downtown. A memo with recommendations will be forthcoming shortly.

The Health Services Department responds to complaints on a regular basis and enforces regulations regarding garbage, weeds, and environmental nuisances. Additionally, Health Services works closely with Police, Housing, Planning, and Public Works to address physical environment and Health Department enforcement issues.

**6. Increase the number of neighborhood clean-ups and educate the community on city waste disposal policies in an effort to clarify the purpose of neighborhood clean-up programs.**

RESPONSE: The Public Information Office and Cable TV division are currently working with Paul Schultz, Resource Management Coordinator, to create a CityChannel 8 program on proper solid waste and recycling methods for curbside collection.

The Public Works Department is evaluating a budget request to fund additional support for neighborhood cleanup campaigns, using the resources of its solid waste collection and DMASWA solid waste management activities. These resources would include solid waste collection trucks, dump trucks, recyclables drop-off receptacles, access to solid waste disposal and recycling facilities, its partnership with the local chapter of Keep Iowa Beautiful – Keep Dubuque County Clean and Green, and its many related front-line workers and management support personnel.

The Public Works Department would recommend continuation of the annual asphalt overlay program for street improvements and expansion of the alley cart program which can have a dramatic impact on neighborhood aesthetics.

Providing an incentive for neighborhoods to act may be as simple as a contest to select the most improved landscape in a neighborhood or at private homes. This could improve neighborhood aesthetics, bolster relationships, and reduce enforcement.

The Dubuque Metropolitan Area Solid Waste Agency offers free use of litter cleanup equipment to community organizations in Dubuque County. The litter cleanup equipment includes gloves, safety vests, litter tongs, and disposal bags. Volunteers are asked to complete a liability waiver form and cleanup information form. Free pickup and disposal of the collected materials can be arranged ahead of time through the Public Works Department and the Dubuque County Road Department.

Keep Dubuque County Clean and Green citizens group is the local affiliate of Keep Iowa Beautiful. Its focus is on litter and illegal dumping prevention, waste reduction, and community beautification in the rural and urban areas of Dubuque County. KDCCG is made up of representatives from several city and county agencies and civic groups, as well as individuals interested in community improvement and environmental stewardship.

The City has also funded a number of neighborhood beautification efforts initiated by neighborhood groups including landscaping improvements in the Washington Street traffic diverters, flower planting/landscaping at Grant Park, Jackson Park, Avon Park, 11th Street gateway, and the 2nd Street Island across from Cathedral.

The Community Development Advisory Commission could review the Neighborhood Grant Program. One possibility for the Commission to consider would be to prioritize funding for proposed projects which address one of the recommendations of the Safe Community Task Force.

## **CONCLUSION**

In addition to the above actions that have been taken to date to implement SCTF recommendations, there are also a series of budget recommendations that have been presented as part of the FY2012 budget process that are responsive to various recommendations.

City staff looks forward to reviewing the above information with the City Council to answer questions and receive direction. Thank you.