

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

The Dubuque City Council met in special session at 5:30 p.m. on October 7, 2024, in the second-floor Council Chambers of the Historic Federal Building, 350 W. 6th Street.

Present: Mayor Cavanagh; Council Members Farber, Jones, Resnick, Roussell, Sprank, Wethal; City Manager Van Milligen, City Attorney Brumwell.

Mayor Cavanagh 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 Smart Parking Mobility Management Plan.

**WORK SESSION
Smart Parking Mobility Management Plan**

Director of Transportation Services Ryan Knuckey introduced Kevin White from Walker Consulting, who together presented the progress of the Smart Parking Mobility Management Plan. White responded to City Council's questions on transaction fees, strategies for the system to financially sustain itself, and registration options for parking ramps. In response to a question about data retention timeframes for license plates, White explained that the Information Technology (IT) department had consulted with vendors to ensure Payment Card Industry (PCI) compliance. Collaboration will occur with the City Attorney's Office to establish appropriate retention periods. He also noted that users could opt not to store their license plate information in the system. Addressing inquiries about potential updates to city code, White and Knuckey indicated that changes to on-street parking locations and certain rate adjustments would be necessary. Once the contract with the chosen vendor for ramp parking technology is finalized, staff will proceed with the relevant code updates. City Council members voiced their support for the variety of payment options available for parking meters and ramps, as well as the use of data to guide informed decision-making.

There being no further business, Mayor Cavanagh declared the meeting adjourned at 6:25 p.m.

/s/Adrienne N. Breitfelder, CMC
City Clerk

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

The Dubuque City Council met in regular session at 6:30 p.m. on October 7, 2024, in the second-floor Council Chambers of the Historic Federal Building, 350 W. 6th Street.

Present: Mayor Cavanagh; Council Members Farber, Jones, Resnick, Roussell, Sprank, Wethal; City Manager Van Milligen, City Attorney Brumwell.

Mayor Cavanagh 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

PRESENTATIONS

ICMA YSEALI Fellow Introduction: Assistant City Manager Cori Burbach introduced International City/County Management Association (ICMA) Young Southeast Asian Leaders Initiative (YSEALI) Fellow May Hadee, who provided a summary of her time in Dubuque.

PROCLAMATIONS

1. Domestic Violence Awareness Month (October 2024) was accepted by Angela Heister on behalf of Waypoint Services.
2. Arts and Humanities Month (October 2024) was accepted by Arts and Cultural Affairs Manager Bonnie Spurling on behalf of the Arts and Cultural Affairs Division.
3. Community Planning Month (October 2024) was accepted by the Planning Services Department.

CONSENT ITEMS

Motion by Resnick to receive and file the documents, adopt the resolutions, and dispose of as indicated. Seconded by Farber. Motion carried 7-0.

1. Minutes and Reports Submitted: Airport Commission of August 27, 2024; Arts and Cultural Affairs Advisory Commission Minutes of July 23, 2024 and Report of August 27, 2024; City Council Proceedings of September 16, 2024; Historic Preservation Commission of August 15, 2024; Long Range Planning Advisory Commission of July 17, 2024; Zoning Advisory Commission of September 4, 2024; Zoning Board of Adjustment of August 22, 2024; Proof of Publication for City Council Proceedings of August 19, August 20, August 21, August 21, and September 3, 2024. Upon motion the documents were received and filed.

2. Notice of Claims and Suits: Kira Kieffer and John Liphardt for vehicle damage; Jacob Ludwig for vehicle damage; Dennis Thein for vehicle damage. Upon motion the documents were received, filed, and referred to the City Attorney.

3. Disposition of Claims: City Attorney advised that the following claims have been referred to Public Entity Risk Services of Iowa, the agent for the Iowa Communities Assurance Pool: Kira

Kieffer and John Liphardt for vehicle damage; Jacob Ludwing for vehicle damage; Dennis Thein for vehicle damage. Upon motion the documents were received, filed, and concurred.

4. Approving Expenditures: Upon motion the documents were received and filed, and Resolution No. 304-24 Authorizing the Chief Financial Officer/City Treasurer to make certain payments of bills that must be paid and approved for payment in accordance with City procedures was adopted.

5. North Grandview Avenue Pavement Rehabilitation Project - PROJECT 5521000018: Upon motion the documents were received and filed, and Resolution No. 305-24 Accepting the North Grandview Avenue Pavement Rehabilitation Project and authorizing final payment to the contractor was adopted.

6. Acceptance of Grants of Easement for Access and Maintenance as Part of the 2024 SRF Green Alley Project: Upon motion the documents were received and filed, and Resolution No. 306-24 Accepting Grants of Easement for Access and Maintenance Associated with the 2024 SRF Green Alley Project, in the City of Dubuque, Iowa was adopted.

7. 2024 Boating Infrastructure Tier 1 Grant - Dredge Dubuque Marina: Approve Iowa Department of Natural Resources Subrecipient Grant Agreement: Iowa DNR Agreement No. 25CRDFBGSCO-0001: USFWS Agreement No. F24AP01981: Upon motion the documents were received and filed, and Resolution No. 307-24 Approving a 2024 Boating Infrastructure Tier 1 Grant Subrecipient Agreement (Agreement No. 25CRDFBGSCO-0001) with the Iowa Department of Natural Resources to assist with maintenance dredging at Dubuque Marina was adopted.

8. 15th Street Railroad At-Grade Crossing Closure: CPKC Railroad Roadway At- Grade Crossing Closure Agreement: State of Iowa Section 130 Crossing Closure Incentive Agreement: City Manager provided information to City Council on the executed agreements with both the Canadian Pacific Kansas City (CPKC) Limited Railroad and Iowa Department of Transportation (Iowa DOT) for the permanent closure of the 15th Street Railroad At-Grade Crossing. Upon motion the documents were received and filed.

9. Improvement Contracts / Performance, Payment, and Maintenance Bonds: Eastern Iowa Excavating and Concrete, LLC for the Keymont Drive Pavement Rehabilitation Project. Upon motion the documents were received, filed, and approved.

10. Pre-annexation Agreement – 10675 Key West Dr., David Herbst: Upon motion the documents were received and filed, and Resolution No. 308-24 Approving a Pre-Annexation Agreement between the City of Dubuque, Iowa and David Herbst was adopted.

11. Pre-annexation Agreement – 10270 Key West Dr., St. Joseph's Church: Upon motion the documents were received and filed, and Resolution No. 309-24 Approving a Pre-Annexation Agreement between the City of Dubuque, Iowa and St. Joseph's Church, Key West & St. Josephs Church Corp (Key West) was adopted.

12. Approving the Assignment and Assumption of the Lease Agreement by and among the City of Dubuque, Iowa, David S. Hartig Jr., and Rabbit Hollow Nature Conservancy Inc.: Upon motion the documents were received and filed, and Resolution No. 310-24 Approving the Assignment and Assumption of the Lease Agreement by and among the City of Dubuque, Iowa, David S. Hartig Jr., and Rabbit Hollow Nature Conservancy Inc. was adopted.

ITEMS SET FOR PUBLIC HEARING

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

1. Proceedings to Set Public Hearing on October 21, 2024, for the Issuance of Not to Exceed \$27,000,000 Sewer Revenue Capital Loan Notes (State Revolving Loan Fund Program) Old Mill Rd. Lift Station and Force Main Project – Phase I: Upon motion the documents were received and filed and Resolution No. 311-24 To fix a date for a public hearing on proposal to enter into a Sewer Revenue Loan and Disbursement Agreement and to borrow money thereunder in a principal amount not to exceed \$27,000,000 was adopted setting a public hearing for a meeting to commence at 6:30 p.m. on October 21, 2024 in the Historic Federal Building.

2. Equity and Human Rights Commission Request for Commissioner Removal Equity and Human Rights Commission requesting City Council schedule a public hearing to consider the removal of Commissioner Enoc Sanchez from the Commission for noncompliance with the attendance requirement of the City Code of Ordinances. Upon motion the documents were received and filed and Resolution No. 312-24 Setting a public hearing on the intent to consider the removal of a commissioner from the Equity and Human Rights Commission was adopted setting a public hearing for a meeting to commence at 6:30 p.m. on October 21, 2024 in the Historic Federal Building.

3. 2024 SRF Green Alley Project: Initiate Public Bidding Process and Set Date for Public Hearing - Project No: 5581500018, 4281000045, 5581500020: Upon motion the documents were received and filed and Resolution No. 313-24 Preliminary approval of plans, specifications, form of contract, and estimated cost; setting date of public hearing on plans, specifications, form of contract, and estimated cost; and ordering the advertisement for bids was adopted setting a public hearing for a meeting to commence at 6:30 p.m. on November 4, 2024 in the Historic Federal Building.

4. 2024 SRF Green Alley Project Special Assessments - Project No: 5581500018, 4281000045, 5581500020: Upon motion the documents were received and filed and Resolution No. 314-24 Approving the preliminary plats, schedule of assessments and estimate of total cost for the 2024 SRF Green Alley Project; Resolution No. 315-24 Of necessity for the 2024 SRF Green Alley Project; and Resolution No. 316-24 Fixing date of public hearing on resolution of necessity were adopted setting a public hearing for a meeting to commence at 6:30 p.m. on November 4, 2024 in the Historic Federal Building.

BOARDS/COMMISSIONS

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

1. Resilient Community Advisory Commission: One, 3-Year term through July 1, 2027 (Vacant term of Hoffman). Applicant: Rachel Schmidt Boeke, 1241 Jackson St. Boeke spoke in support of their application.

2. Zoning Advisory Commission: One, 5-Year term through July 1, 2027 (Vacant term of Sempf). Applicant: Troy Froistad, 477 West 3rd St. City Clerk Breitfelder announced that Froistad submitted written input in support of their application.

Appointments were made to the following boards/commissions.

1. Civic Center Advisory Commission: One, 3-Year term through June 29, 2027 (Expired term of Jacobs). Applicant: Danielle Jacobs, 3130 Shiras Ave. Motion by Roussell to appoint Jacobs to the term. Seconded by Sprank. Motion carried 7-0.

2. Community Development Advisory Commission: One, 3-Year term through February 15, 2026 (Vacant At-Large term of Mozena); One, 3-Year term through February 15, 2027 (Vacant Low to Moderate Income Representative term of Woodyard). Applicants: Gabriel Mozena, 196 Bluff St. (Qualifies for Low to Moderate Income Representative and At-Large); Julie Woodyard, 1950 Coates St. (Qualifies for At-Large). Motion by Jones to appoint Woodyard to the At-Large term. Seconded by Wethal. Motion carried 7-0. Motion by Farber to appoint Mozena to the Low to Moderate Income Representative term. Seconded by Sprank. Motion carried 7-0.

PUBLIC HEARINGS

1. Iowa Amphitheater on Schmitt Island Project Bid Package No. 1 (Site Demolition & Mass Grading) Public Hearing: Motion by Jones to receive and file the documents and adopt Resolution No. 317-24 Approval of Plans, Specifications, Form of Contract, and Estimated Cost for the Iowa Amphitheater on Schmitt Island Project – Bid Package No. 1 (Site Demolition & Mass Grading). Seconded by Sprank. Responding to a question from the City Council, City Manager Van Milligen stated that city staff will confirm the actual cost of the project once they receive bids. Civil Engineer Nathan Steffen explained the project estimates. Motion carried 7-0.

ACTION ITEMS

1. Off-Premises Sign Regulations: Motion by Roussell to receive and file the documents and refer to the City Council for discussion. Seconded by Sprank. Planning Services Director Wally Wernimont explained that the recent rezoning of the former Bridge restaurant, along with concerns raised by Washington St. residents, prompted staff to present options on off-premises sign regulations for City Council's consideration. Mr. Wernimont provided an overview of the history of the City's Unified Development Code (UDC), discussed the upcoming UDC revision process, and highlighted differences in sign regulations in other cities. City Council members expressed support for the ordinance imposing a temporary moratorium on new off-premises signs and initially proposed holding the first reading of the ordinance at this meeting, as it is a new proposal. Motion by Jones to receive and file the communications and approve first reading of a proposed ordinance Amending City of Dubuque Code of Ordinances Title 14 Building and Development, Chapter 2 Building Construction, Demolition and Moving, Section 14-2-4 Moratorium for Construction or other work on certain streets, areas, or facilities by adding Section B Off Premises Sign Study Area. Seconded by Sprank. After discussion, the City Council concluded that allowing a two-week window for businesses to submit applications for new off-premises signs could lead to an increase in applications. The Council agreed that adopting the ordinance during this meeting would be the most effective way to prevent that. Motion withdrawn by Jones, who then motioned to receive and file the documents and that the requirement that a proposed ordinance be considered and voted on for passage at two Council meetings prior to the meeting at which it is to be passed be suspended. Seconded by Sprank. Motion carried 7-0.

Motion by Jones for final consideration and passage of Ordinance No. 58-24 Amending City of Dubuque Code of Ordinances Title 14 Building and Development, Chapter 2 Building Construction, Demolition and Moving, Section 14-2-4 Moratorium for Construction or other work on certain streets, areas, or facilities by adding Section B Off Premises Sign Study Area. Seconded by Sprank. Motion carried 7-0.

2. Request for Proposals (RFP) for Historic Millwork District Outdoor Community Space Engagement, Design, Construction Management: Motion by Roussell to receive and file the documents and approve the RFP for Historic Millwork District Outdoor Community Space Engagement, Design, and Construction Management, and then direct staff to post the RFP and initiate the consultant selection process. Seconded by Wethal. In response to a City Council question, Wernimont explained that the proposed cost covers hiring the contractor, conducting community engagement, and developing the concept plan. He also outlined the role of the steering committee and emphasized that the park will be accessible to the entire community. City Manager Van Milligen added that the cost includes constructing the new park, noting that the final cost will be determined after public engagement. Van Milligen also stated that it will be the City Council's decision on transitioning the current parking lot into a park. Motion carried 7-0.

3. Public Safety Software Recommendation: Motion by Wethal to receive and file the documents and approve entering into a contract with CentralSquare Technologies for public safety software for the City of Dubuque and its partner public safety agencies and give authorization to the Mayor to sign the contract. Seconded by Farber. In response to questions from the City Council, Police Chief Jeremy Jensen explained that the City's IT Department manages IT services for both the City Police Department and the Dubuque County Sheriff, and that the cost is comparable to the City's current software. Addressing a concern about some of the software developers being located overseas, City Attorney Brumwell noted that Chief Information Officer Chris Kohlmann and Senior Counsel Barry Lindahl reviewed the contract. While the City can suggest changes, they often must agree to the contract terms. The IT Department reviews the technical aspects, while the City Attorney's Office evaluates the legal components. City Council members expressed appreciation for the ongoing collaboration with Dubuque County and highlighted the importance of modernization. Motion carried 7-0.

4. Work Session Request: Automated License Plate Reader (ALPR) Update: Motion by Roussell to receive and file the documents and schedule the work session for October 21, 2024, at 5:30 p.m. Seconded by Resnick. Motion carried 7-0.

COUNCIL MEMBER REPORTS

Council Member Wethal congratulated Mayor Cavanagh on his appointment as President of the Iowa League of Cities (ILC). Wethal also reported on her attendance at an ILC conference, touring the Dubuque Arboretum and Botanical Gardens, attending the Connecting Communities in Americas Conference, and the upcoming Twenty Dirty Hands Pottery Tour.

Council Member Farber reported on attending meetings related to her service on committees with the Federal Communications Commission (FCC) and National League of Cities (NLC).

Council Member Jones reported on attending Kwik Star's ribbon-cutting for their new location, the groundbreaking for Wanderwood Gardens, speaking with the Surveyors Historical Society during their visit to Dubuque, a tree planting memorial in honor of former Council Member Joyce Connors, touring the Field of Dreams with Travel Dubuque's Outreach Committee, the ribbon-cutting for the new playground at Lincoln Elementary School, the Denver Air Connection event at the Dubuque Regional Airport, and the Telegraph Herald's Salute to Women awards ceremony. Jones also mentioned the recent publication of Greater Dubuque Development Corporation's (GDDC) new relocation guide.

Council Member Sprank reported on also attending the tree planting memorial, recent meetings attended as part of serving on the Dubuque Racing Association (DRA) and GDDC boards, the Northend Neighborhood Association's annual yard sale, the Latinx Festival, and a Bluff Strokes event.

Council Member Roussell reported on a tree planting event at Four Mounds.

Mayor Cavanagh reported on attending a recent performance of the Dubuque Symphony and the Denver Air Connection event. Cavanagh also expressed that he was honored to be elected as ILC President.

CLOSED SESSION

Motion by Jones to convene in closed session at 7:57 p.m. to discuss Purchase or Sale of Real Estate – Chapter 21.5(1)(j) Code of Iowa. Seconded by Resnick. Mayor Cavanagh stated for the record that the attorney who will consult with City Council on the issues to be discussed in the closed session is City Attorney Brumwell. Motion carried 7-0.

The City Council reconvened in open session at 8:54 p.m. stating that staff had been given proper direction.

ADJOURNMENT

There being no further business, Mayor Cavanagh declared the meeting adjourned at 8:54 p.m.

/s/Adrienne N. Breitfelder, CMC
City Clerk