

ROLL CALL ORDER FOR MEETING OF August 5, 2024

Cavanagh, Jones, Roussell, Resnick, Farber, Sprank, Wethal

Viewing and Participation Options

The public has the option to view and participate in the meeting in City Council Chambers or virtually. The meeting will be aired live on CityChannel Dubuque (Mediacom cable channels 8 and 117.2), streamed live and archived on the City's website at www.cityofdubuque.org/media, and streamed live on the City's Facebook page at www.facebook.com/cityofdubuque.

The public can provide in-person, audio, and written input during sections of the agenda where public input is accepted. For in-person input, please reference the instructions on speaking within the Consent Items, Public Hearing, and Public Input sections.

Virtual input options during the live meeting include:

- Log into GoToMeeting using the login links, phone numbers and access code below. This option includes audio input and written "chat" input. If you are participating via computer, indicate which item you would like to speak to in the Chat function, or note you would like to speak during the appropriate section. If you are participating via phone, indicate which item you would like to speak to during the appropriate section. All comments, whether audio or written, must be accompanied by a name and address.

Please join the meeting from your computer, tablet or smartphone.

- www.CityOfDubuque.org/VirtualMeeting
- You can also dial in using your phone.
- United States (Toll Free): [1 877 568 4106](tel:18775684106)
United States: [+1 \(571\) 317-3129](tel:+15713173129)
Access Code: 337-661-181

Additionally, written public input can be accepted prior to or during the meeting by:

- Contacting the City Council directly from the City's webpage at www.cityofdubuque.org/councilcontacts
- Through the City Clerk's Office email at ctyclerk@cityofdubuque.org



**CITY OF DUBUQUE, IOWA
CITY COUNCIL MEETING**
Historic Federal Building: 350 W. 6th Street - Second-Floor Council Chambers.
Virtual participation options are also available. Please see the information above for options.
August 5, 2024

Council meetings are video streamed live and archived at www.cityofdubuque.org/media and on Dubuque's CityChannel on the Mediacom cable system at cable channel 8 and digital 117.2

WORK SESSION

1. **[5:30 PM - Schmitt Island Redevelopment Plan](#)**
Dubuque Racing Association President and CEO Alex Dixon and consultants from RDG Planning & Design will provide an update of progress on the Development Plan for Schmitt Island as a continuation from July 15, 2024, which was shortened due to a power outage/storm.
2. **[6:00 PM - Four Mounds Foundation Presentation](#)**
Four Mounds Foundation staff will provide information regarding their past, current, and future work and initiatives.

REGULAR SESSION**6:30 PM****PLEDGE OF ALLEGIANCE****PROCLAMATION(S)****1. [National Health Center Week \(August 4 - 10, 2024\)](#)**

On behalf of Crescent Community Health Center.

CONSENT ITEMS

The consent agenda items are considered to be routine and non-controversial and all consent items will be normally voted upon in a single motion without any separate discussion on a particular item. If you would like to discuss one of the Consent Items, please go to the microphone and be recognized by the Mayor and state the item you would like removed from the Consent Agenda for separate discussion and consideration.

1. [Minutes and Reports Submitted](#)

City Council Proceedings of July 15, 2024; Civil Service Commission of July 10, 2024; Community Development Advisory Commission of June 26, 2024; Historic Preservation Commission of April 18, 2024 and June 20, 2024; Housing Commission of January 23, 2024; Library Board of Trustees Update of June 27, 2024; Long Range Planning Advisory Commission of February 21, 2024; Zoning Board of Adjustment of June 27, 2024; Proof of Publication for City Council Proceedings of July 1, 2024.

Suggested Disposition: Receive and File

2. [Notice of Claims and Suits](#)

Camille Baker for vehicle damage; Dennis and Juli Geraghty for property damage; Brian and Briony Gillitzer for property damage; William Sand Jr. for property damage; Martin Wing for property damage.

Suggested Disposition: Receive and File; Refer to 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: Briana nd Briony Gillitzer for property damage; Martin Wing for property damage.

Suggested Disposition: Receive and File; Concur

4. [Expenses submitted for City Council Approval](#)

City Manager recommending City Council approval for payment of City expenditures.

RESOLUTION 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

Suggested Disposition: Receive and File; Adopt Resolution(s)

5. [Resolution Approving Fund Transfers for Special Assessments in Fiscal Year 2024 – Period 13](#)

City Manager recommending approval of the suggested proceedings approving a transfer of funds for special assessment reimbursements. Iowa Administrative Rules Code 545-2.5(5), which implements Iowa Code Section 384.18, was amended to require that all transfers of money from one budgeted fund to another budgeted fund must be approved by a resolution beginning April 13, 2019.

RESOLUTION Authorizing the Chief Financial Officer to Make the Appropriate Interfund Transfers of Sums and Record the Same in the Appropriate Manner for the FY 2024 for the City of Dubuque, Iowa

Suggested Disposition: Receive and File; Adopt Resolution(s)

6. [Request for Proposal \(RFP\) for Financial Services](#)

City Manager recommending the issuance of a Request for Proposal for Financial Services for five years for the City of Dubuque.

Suggested Disposition: Receive and File; Approve

7. [September/October 2024 City News Newsletter](#)

City Manager providing a copy of the September/October 2024 City News Newsletter.

Suggested Disposition: Receive and File

8. [Community Development Block Grant \(CDBG\) FY2024 Annual Action Plan Amendment #3 Non-Substantial Amendment](#)

City Manager recommending City Council approve the FY2024 Annual Action Plan Amendment #3 Non-Substantial Amendment as recommended by the Community Development Advisory Commission.

RESOLUTION Adopting the Fiscal Year 2024 (Program Year 2023) Community Development Block Grant (CDBG) Annual Action Plan Amendment #3 Non-Substantial Amendment

Suggested Disposition: Receive and File; Adopt Resolution(s)

9. [PL84-99 Rehabilitation of Damaged Flood Control Works, Mississippi River Basin, City of Dubuque, Iowa Flood Risk Management System, Dubuque County, Iowa 2023 Flood Event](#)

City Manager providing for entry into the public record, the Notice to Proceed from the Department of the Army, Corps of Engineers (USACE) for the acquisition of any real estate rights for the rehabilitation of the flood control works, as set forth in the Cooperation Agreement entered into on October 25, 2023, between the U.S. Army Corps of Engineers and the City of Dubuque, Iowa Flood Risk Management System.

Suggested Disposition: Receive and File

10. [Acceptance of a Storm Water Detention Basin Access Easement from Drake House South, LLC over property at 3100 Cedar Crest Ridge in Dubuque](#)

City Manager recommending City Council acceptance of a Storm Water Detention Basin Access Easement across Part of Lot 2 of Cedar Ridge Farm Place # 10, in the City of Dubuque, Iowa from Drake House South, LLC.

RESOLUTION Accepting a Grant of Storm Water Detention Basin Access Easement through, over and across part of Lot 2 of Cedar Ridge Farm Place # 10, in the City of Dubuque, Iowa

Suggested Disposition: Receive and File; Adopt Resolution(s)

11. [Acceptance of a Grant of Easement for Water Main Utility over Callahan Construction, Inc. property in the City of Dubuque, Iowa as part of the Water Department's Water Main Creek Crossing Project](#)

City Manager recommending City Council accepting the Grant of Easement for Water Main Utility from Callahan Construction, Inc. (Joel Callahan) across part of Lot 2 of Callahan Place, in the City of Dubuque, Iowa, as shown on the attached Grant of Easement document to facilitate the construction of the Water Main Creek Crossing Project.

RESOLUTION Accepting a Grant of Easement for Water Main Utility through, over and across part of Lot 2 of Callahan Place, City of Dubuque, Iowa

Suggested Disposition: Receive and File; Adopt Resolution(s)

12. [2024 Airport ADA Ramp Replacement Award Recording Memo](#)

City Manager recommending adoption of resolution to award the construction contract for the 2024 Airport ADA Ramp Replacement Project to Midwest Concrete, Inc. in the amount of \$58,987.40.

RESOLUTION Awarding Public Improvement Construction Contract for the 2024 Airport ADA Ramp Replacement Project

Suggested Disposition: Receive and File; Adopt Resolution(s)**13. [Pickett Street Rehabilitation Acceptance of Public Improvement Project & Establishing the Final Schedule of Assessments](#)**

City Manager recommending City Council adopt the attached resolutions accepting the public improvements, approving the Final Schedule of Assessments, establishing the final contract amount of \$64,172.30, and for the payment of the contract amount to Valentine Construction Co., LLC for the Pickett Street Rehabilitation Project.

RESOLUTION Accepting the Pickett Street Rehabilitation Project and Authorizing the Payment of the Contract Amount to the Contractor

RESOLUTION Adopting the Final Assessment Schedule for the Pickett Street Rehabilitation Project

Suggested Disposition: Receive and File; Adopt Resolution(s)**14. [Locust Street Parking Ramp Repairs Project Award Construction Contract](#)**

City Manager recommending City Council award the construction contract for the Locust Street Parking Ramp Repairs Project to Restoration & Renovation Services, LLC of Dubuque, IA in the amount of \$278,980.00.

RESOLUTION Awarding Public Improvement Contract for the Locust Street Parking Ramp Repairs Project

Suggested Disposition: Receive and File; Adopt Resolution(s)**15. [Pre-Annexation Agreement with David and Randa Chesney and Kellhoff Properties, LLC Located at 10684 Key West Dr.](#)**

City Manager recommending City Council approve a pre-annexation agreement with David & Randa Chesney, and Kellhoff Properties, LLC property owners, of 10684 Key West Drive, Lot 35, and the Northerly 35 Feet of Lot 34 in the City of Key West, Iowa, Dubuque, County, Iowa, according to the recorded plat thereof and give authorization to the Mayor to sign the agreement on behalf of the City of Dubuque.

RESOLUTION Approving a Pre-Annexation Agreement between the City of Dubuque, Iowa and David and Randa Chesney and Kellhoff Properties, LLC

Suggested Disposition: Receive and File; Adopt Resolution(s)**16. [Award of Public Improvement Construction Contract for Jefferson Park Retaining Wall Replacement Project](#)**

City Manager recommending City Council adopt the resolution to approve the Jefferson Park Retaining Wall Replacement Project and award the Public Improvement Construction Contract in the amount of \$201,331.40 to Eastern Iowa Excavating and Concrete, LLC.

RESOLUTION Awarding the Public Improvement Construction Contract for the Jefferson Park Retaining Wall Replacement Project

Suggested Disposition: Receive and File; Adopt Resolution(s)**17. [Notice of Award & Request to Execute Agreement for 24-25 City of Dubuque AmeriCorps Program: Creating Opportunities](#)**

City Manager recommending City Council approval for the City Manager to execute the 24-25 AmeriCorps Grant Agreement for the City of Dubuque AmeriCorps Program: Creating Opportunities grant.

Suggested Disposition: Receive and File; Approve**18. [City Fiscal Year 2025 Update to Dubuque County Resource Enhancement and Protection Program \(REAP\) 5-Year Plan](#)**

City Manager recommending City Council approval of the City of Dubuque's FY 2025 update to the Dubuque County 5-Year Resource Enhancement and Protection Program (REAP) Plan.

Suggested Disposition: Receive and File; Approve**19. [Greater Dubuque Development Corporation 2023-2024 Annual Report](#)**

City Manager providing a copy of Greater Dubuque Development Corporation's 2023-2024 Annual Report.

Suggested Disposition: Receive and File**20. [Signed Contract\(s\)](#)**

Origin Design Co. for professional services; Comiskey Park Engagement, Design, Construction Management and Grant Administration Services Amendment #3 with Saiki Design.

Suggested Disposition: Receive and File**21. [Approval of Retail Tobacco, Alternative Nicotine, and Vapor Product Permit Applications](#)**

City Manager recommending City Council approval of tobacco, alternative nicotine, and vapor product permits as submitted.

RESOLUTION Approving applications for retail permits to sell Tobacco, Tobacco Products, Alternative Nicotine Products, and Vapor Products, as required by Iowa Code §453A.47A

Suggested Disposition: Receive and File; Adopt Resolution(s)**ITEMS SET FOR PUBLIC HEARING**

These agenda items are being scheduled for a future public hearing on the date indicated.

1. [Set Public Hearing to Approve Contract with Tucktara, LLC for Construction of a Single-Family Home on a City-Owned Infill Lot at 2527 Washington Street](#)

City Manager recommending City Council schedule a public hearing for August 19, 2024, approving the Contract with Tucktara, LLC, for the construction of a single-family home on a City-owned infill lot located at 2527 Washington Street.

RESOLUTION Construction of a Single-Family Home on a City-Owned Infill Lot Located at 2527 Washington Street, Setting A Time and Place for Hearing, and Providing for the Publication of Notice Thereof

Suggested Disposition:

Receive and File; Adopt Resolution(s), Set Public Hearing for August 19, 2024

2. [Well No. 7 Rehabilitation Project 2024 - Phase 2 Initiate Public Bidding and Set the Public Hearing Date](#)

City Manager recommending City Council adopt the resolution granting preliminary approval of the plans, specifications, form of contract, and estimated cost of \$540,000 for the Well No.7 Rehabilitation Project 2024 – Phase 2, set the public hearing date of August 19, 2024, and hereby authorize the Water Department to advertise the project for public bidding.

RESOLUTION The Well No. 7 Rehabilitation Project 2024 – Phase 2 - 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

Suggested Disposition:

Receive and File; Adopt Resolution(s), Set Public Hearing for August 19, 2024

3. [Resolution of Necessity for the Proposed Amended and Restated Urban Renewal Plan for the Greater Downtown Urban Renewal Area, Version 2024.1](#)

City Manager recommending to adopt a resolution that 1) authorizes and directs the City Manager to prepare a proposed Amended and Restated Urban Renewal Plan, Version 2024.1 ("Plan") for the Greater Downtown Urban Renewal Area ("Area") and 2) sets a public hearing on the proposed Amended and Restated Urban Renewal Plan, Version 2024.1 for September 3, 2024.

RESOLUTION Authorizing and directing the City Manager to prepare an Amended and Restated Urban Renewal Plan, Version 2024.1, for the Greater Downtown Urban Renewal District and setting the date for a public hearing and consultation on the proposed Amended and Restated Urban Renewal Plan, Version 2024.1, for said district

Suggested Disposition:

Receive and File; Adopt Resolution(s), Set Public Hearing for September 3, 2024

4. [Resolution of Necessity for the Proposed Amended and Restated Urban Renewal Plan for the Greater Downtown Urban Renewal Area, Version 2024.2](#)

City Manager recommending to adopt a resolution that 1) authorizes and directs the City Manager to prepare a proposed Amended and Restated Urban Renewal Plan, Version 2024.2 ("Plan") for the Greater Downtown Urban Renewal Area ("Area") and 2) sets a public hearing on the proposed Amended and Restated Urban Renewal Plan, Version 2024.2 for September 3, 2024.

RESOLUTION Authorizing and directing the City Manager to prepare an Amended and Restated Urban Renewal Plan, Version 2024.2, for the Greater Downtown Urban Renewal District and setting the date for a public hearing and consultation on the proposed Amended and Restated Urban Renewal Plan, Version 2024.2, for said district

Suggested Disposition:

Receive and File; Adopt Resolution(s), Set Public Hearing for September 3, 2024

5. [Community Development Block Grant FY25 Annual Action Plan Amendment #1 Setting A Public Hearing](#)

City Manager recommending City Council adopt the attached resolution setting a public hearing for the City of Dubuque Community Development Block Grant FY24 Annual Action Plan Amendment #1 on September 16, 2024, at 6:30 p.m.

RESOLUTION Setting a Public Hearing on the Fiscal Year 2025 (Program Year 2024) Community Development Block Grant (CDBG) Annual Action Plan Amendment #1

Suggested Disposition:

Receive and File; Adopt Resolution(s), Set Public Hearing for September 16, 2024

6. [Resolution Setting Public Hearing for Private Lead Service Line Replacement Pilot Program State Revolving Fund \(SRF\) Loan - Environmental Review Bipartisan Infrastructure Law State Revolving Fund \(SRF\)](#)

City Manager recommending City Council adopt the attached resolution and set the public hearing for September 16, 2024, to review the revised Environmental Information Document (EID) for the Private Lead Service Line Replacement Pilot Program.

RESOLUTION State Revolving Fund (SRF) Loan - Environmental Review Private Lead Service Line Replacement Pilot Program - Set the Date for a Public Hearing of the City Council of the city of Dubuque, Iowa on Approval of an Environmental Review as Provided By SRF's Department of Natural Resources for the Private Lead Service Line Replacement Pilot Program

Suggested Disposition:

Receive and File; Adopt Resolution(s), Set Public Hearing for September 16, 2024

PUBLIC HEARINGS

Residents are invited to address the City Council regarding the following agenda items. Please come to the podium and state your name and address when the item you wish to speak to is being considered.

1. [Resolution Approving the Proposed Urban Renewal Plan for the Mount Pleasant Place Housing Urban Renewal Area](#)

Proof of Publication on notice of public hearing to consider City Council adopt the resolution approving the Urban Renewal Plan ("Plan") for the Mount Pleasant Place Housing Urban Renewal Area, and City Manager recommending approval.

RESOLUTION Approving the Urban Renewal Plan for the Mount Pleasant Place Housing Urban Renewal Area

Suggested Disposition: Receive and File; Adopt Resolution(s)

PUBLIC INPUT

At this time, anyone in the Council Chambers may address the City Council on the Action Items on the agenda or on matters under the control of the City Council. Residents are asked to approach the podium and state their name and address before proceeding with their comments. Individual remarks are limited to five minutes, and the overall Public Input period is limited to 30 minutes. Under the Iowa Open Meetings Law, the City Council can take no formal action on comments given during Public Input which do not relate to Action Items on the Agenda.

ACTION ITEMS

These are items where discussion is held by the City Council - public comments are not allowed except as authorized by the Mayor.

1. **[Tax Increment Ordinance for the Mount Pleasant Place Housing Urban Renewal Area](#)**

City Manager recommending City Council approval an ordinance creating a tax increment financing district for the Mount Pleasant Place Urban Renewal Area (Area).

ORDINANCE Providing That General Property Taxes Levied and Collected Each Year on all Property Located Within the Mount Pleasant Place Housing Urban Renewal Area, in the city of Dubuque, County of Dubuque, State Of Iowa, by and for the Benefit of the State of Iowa, City Of Dubuque, County of Dubuque, Dubuque Community School District and Other Taxing Districts, be Paid to a Special Fund for Payment of Principal and Interest On Loans, Monies Advanced to and Indebtedness, Including Bonds Issued or to be Issued, Incurred by said City in Connection with said Mount Pleasant Place Housing Urban Renewal Area

Suggested Disposition: Receive and File; Motion B; Motion A

2. **[Contract with Neighborly Software for Community Development Project Management Software as a Service](#)**

City Manager recommending City Council approve the contract with Neighborly Software and authorize the Housing and Community Development Department Director to execute all documents related to the agreement.

RESOLUTION Authorizing Execution of Software as a Service Contract with Neighborly Software

Suggested Disposition: Receive and File; Adopt Resolution(s)

3. **[Quarterly Rental Licensing & Inspections Update and Presentation of Proposed Program Changes](#)**

City Manager recommending approval of a modified rental inspection program. Deputy Code Official Ben Pothoff will make a presentation on the proposed changes.

Suggested Disposition:

Receive and File; Approve; Presentation

4. **[Work Session Request: Regional Workforce Landscape, and Imagine Dubuque Comprehensive Plan](#)**

City Manager recommending City Council approval to schedule a work session on August 19, 2024, from 5:15 – 6:00 PM for Greater Dubuque Development Corporation staff to present information on the Regional Workforce Landscape to City Council. This work session will be immediately followed by a work session in which Planning Services Director, Wally Wernimont, will provide an Imagine Dubuque Comprehensive Plan update.

Suggested Disposition: Receive and File; Council

5. [Transition Timeline and Request for Work Session for New City Council Agenda Management Software](#)

City Clerk transmitting the timeline for transitioning digital management of City Council agendas to CivicPlus's Agenda and Meeting Management Select software and requesting City Council schedule a work session on September 16, 2024, at 6:00 p.m. for a demonstration of the software.

Suggested Disposition: Receive and File; Council

6. [Creating Housing Opportunities Updated Handout and Video](#)

City Manager providing an updated version of the Creating Housing Opportunities handout. Public Information Office staff will show a video highlighting progress on multiple projects will be shown. The video can also be viewed at: <https://youtu.be/TiSyWqX6PDM>

Suggested Disposition:

Receive and File; Video

7. [Next Level Savings Program Video](#)

Public Information Office staff will show a video on the Next Level Savings Program. The video can also be viewed at: <https://youtu.be/UZeQ--BHBPI?si=RNDpw-0E6SPfJ2ma>

Suggested Disposition:

Receive and File; Video

8. [2024 Asphalt Overlay Program Video](#)

Public Information Office staff will show a video on the Public Works Department's 2024 Asphalt Overlay Program. The video can also be viewed at <https://youtu.be/H2QF4vpIMvQ>

Suggested Disposition:

Receive and File; Video

COUNCIL MEMBER REPORTS

CLOSED SESSION

Purchase or Sale of Real Estate – Chapter 21.5(1)(j) Code of Iowa

ADJOURNMENT

The agenda with supporting documents may be accessed at www.cityofdubuque.org or at the City Clerk's Office, 50 W. 13th Street, during regular business hours.

This notice is given pursuant to Chapter 21, Code of Iowa, and applicable local regulations of the City of Dubuque, Iowa and/or governmental body holding the meeting.

Written comments regarding the above items may be submitted to the City Clerk's Office, 50 W. 13th St., Dubuque, IA 52001, before or at said time of meeting.

Individuals with limited English proficiency, vision, hearing or speech impairments or requiring special assistance should contact the City Clerk's Office as soon as feasible at (563) 589-4100, ctyclerk@cityofdubuque.org. Deaf or hard-of-hearing individuals can use Relay Iowa by dialing 711 or (800) 735-2942.