

## SISTER CITY RELATIONSHIPS ADVISORY COMMISSION

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**DATE:** Wednesday, September 5, 2012  
**TIME:** 4:00 PM  
**PLACE:** City Hall – Lower Level, 50 W. 13<sup>th</sup> Street, Dubuque

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### MINUTES

**Present:** Sheila Castaneda, Larissa Filimonenko, Jeff Jochum, Dick Landis, Kevin Lynch, Phylliss Lee, Pat McNamara, Betty Phillips, Louise Thurn

**Absent:** Michael Coty, Joyce Connors, Annalee Ward

#### 1. Approval of Minutes for July 18, 2012, Meeting

Motion by Phillips to approve the minutes. Seconded by Castaneda. Motion carried 9-0.

#### 2. Monthly Newsletters & Correspondence (on-going)

- a. Correspondence from Li Zhiqiang of Handan, China  
Landis reported on the recent letter that he received from Li Zhiqiang indicating that the upcoming National Congress during the months of September and October will determine China's development in the next 10 years and may make a delegation visit from Handan unlikely this year.
- b. Correspondence from Mayor Yves Levesque of Trois Rivieres, Quebec  
Landis reported that Mayor Levesque and his family will be in Dubuque for his son's wedding during October 18 and 19, while the delegation is in Dornbirn. It was discussed having another official meet with Mayor Levesque should his schedule allow.
- c. Growing Sustainable Communities Conference – September 23-24, 2013  
Information provided by staff for distribution to Sister City contacts.

#### 3. Dornbirn, Austria –Dubuque Delegation Visit – October 22-25, 2012.

- a. Confirm delegates: Mayor Buol and spouse, Dick Landis and spouse, Kevin Firnstahl and spouse, Nancy Rhomberg, Janet Rhomberg, Sue Rhomberg, Michael and Ellen Griffin
- b. Informational packets and gifts: Firnstahl is preparing for 8 packets to include: City Focus, City News, Visitors Guide, and Creating a National Model for Sustainability booklet. Phillips provided packets from Loras College, University of Dubuque, and Clarke University. Firnstahl will follow up with Economic Development and Greater Dubuque Development Corp. for more information. Thurn will follow up on a brochure from the Archdiocese. Discussion was given to small delegate gifts such as lapel pins, stone coasters, Trappistine caramels, Dubuque stationery, etc. Firnstahl will follow up with Assistant City Manager Steinhauser about a print of Dubuque that can be presented.
- c. Review of Itinerary to Date (arrivals/departures, official appointments, etc.)  
Firnstahl and guest will arrive in Dornbirn on Saturday, October 20. The Buol's; the Landis' and Nancy, Janet, and Sue Rhomberg will arrive in Dornbirn on Sunday, October 21. Michael and Ellen Griffin will arrive in Dornbirn on Tuesday, October, 23.

Firnstahl will relay the arrival information to Dornbirn's Public Information Officer Ralf Hammerle for coordination of transportation for delegates flying into Zurich and complimentary hotel accommodations. It was discussed about having a press release prior to departure.

**4. Pyatigorsk Park Signage – Update**

Landis and Jochum reported that the installation of the interpretive sign and metal stencil sign at Pyatigorsk Park have been completed.

**5. Library Archive and Display – Update**

Landis reported on the display case and area at the library. The subcommittee will contact Library Director Susan Henricks about scheduling the case alternating with Friendship Force. It was discussed that the Dornbirn information could be the first display in late September to correspond with the October trip. It was also suggested that a lunch and learn session be scheduled in the display area and coordinated with the Library's and/or city newsletters.

**6. Items from Commission**

Firnstahl will draft a letter for Landis requesting approval to send 1-3 commissioners to the Sister Cities International Midwest Regional Conference in Cincinnati, OH, October 5-6, 2012.

Landis reported on the 30<sup>th</sup> anniversary of Iowa Sister States' relationship with Hebei Province in China where Handan is located. State-wide events are planned and Landis will be traveling to Des Moines to participate.

Lynch stated that the Growing Sustainable Communities conference is an excellent opportunity to invite Sister City contacts that could include sidebar events for the delegates. He further noted that planning would need to begin soon specifically if a budget increase is needed. Interns and international students could be recruited to help. Lynch volunteered to be on a planning subcommittee with Landis. Jochum and Filimonenko could relay a formal invitation to Pyatigorsk, Landis to Handnan, and in person for Dornbirn. Discussion was given to gathering representatives of the business community for lunch with the visiting delegates as well as tours of sustainable agriculture sites, ethanol plants, and colleges/universities.

**7. Items from Staff**

Firnstahl made a request for the submission of some short text on each Sister City to be used on the City's Sister City web page. He will work with staff on getting it active before the Dornbirn trip so pictures of the trip can be added.

**8. Next Meeting**

November 14, 2012 at 5:00 p.m. Conference Room A, City Hall.

**9. Adjournment at 5:00 p.m.**

Motion by Thurn. Seconded by Lee. Motion carried 9-0.

Richard Landis, Chairperson

Submitted by Kevin S. Firnstahl, CMC, City Clerk