

**City of Dubuque**  
**COMMISSION MEETING MINUTES**

**GOVERNMENTAL BODY:** Resilient Community Advisory Commission (RCAC)

**DATE:** October 7, 2021

**TIME:** 5:00 pm

**LOCATION:** Jule Operations and Training Center (JOTC) Circle Conference Room, 949 Kerper Blvd.

**MEMBERS PRESENT:** Dean Boles, Adam Hoffman, Lalith Jayawickrama, Robin Kennicker, Jake Kohlhaas Candace Eudaley-Loebach, Whitney Sanger

**MEMBERS ABSENT:** Craig Reber

Sara Booth offered her resignation via email on 10/6/2021

**STAFF PRESENT:** Gina Bell, Sustainable Community Coordinator

Chair Eudaley-Loebach called the meeting to order at 5:04 pm. Bell confirmed the meeting was in compliance with the Iowa Open Meeting Law.

**TEST AGENDA**

Commissioner Hoffman added a request for Letter of Support under new business.

Staff member Bell added Teen Resiliency Corps update under new business.

**MINUTES APPROVAL:** Commissioner Kennicker motions to approve minutes from August 2021 and September 2021. Commissioner Boles seconds. Motion carries.

**PUBLIC COMMENT:** N/A

**OLD BUSINESS**

**a) Climate Action Plan (CAP) Implementation –**

- Presentation by Housing Department staff Ben Pothoff on Energy Savers Program (ESP) and Rent Lab
- Reports by Commissioners: Commissioner Kohlhaas suggested taking the raw data from ESP to calculate impact on Climate Action Plan and use to inform on potential high impact actions.
- Chair Eudaley-Loebach shared that she and Jon Dienst (City Engineering Dept.) are presenting to Tri-State Trail Vision on October 21, related to transportation and land use.
- Additionally, she shared information related to urban agriculture code suggestions with the City Planning Department and will be conducting a survey of all city clerks in Dubuque County related to urban agriculture.
- Commissioner Kohlhaas's class is working on a tree count as a part of other course work, the study is in progress.

**NEW BUSINESS:**

- a)** Sustainable Dubuque Grants – Commissioner Kohlhaas motions to accept recommendation presented to RCAC and forward to City Council. Commissioner Hoffman seconds. Motion carries.
- b)** Discussion of meeting frequency – after discussion related to commission purpose, Commissioner Kohlhaas motions to change ordinance to include “ordinarily” before “meets monthly”. Commissioner Hoffman seconds. Motion carries.
- c)** Letter of Support for University of Dubuque's Fulbright Scholar request. Commissioner Kennicker motions to write a letter of support for UD and a letter of recommendation to Council to also support this. Commissioner Sanger seconds. Motion carries.
- d)** Staff member Bell explained Teen Resiliency Corps has re-started and is in need of additional adult mentors/volunteers to support the teens. She will provide a sign up form for RCAC members to fill out to participate.

**HOW DID I SHOW UP? COMMISSIONER REPORTS:**

Commissioner Hoffman updated the RCAC on the sustainability/waste reduction position at UD – they have hired Josh Chamberlain who will begin September 15<sup>th</sup>.

Commissioner Boles shared the Community Development Advisory Commission (CDAC) did not meet/no update.

Commissioner Sanger shared that Project Rooted successfully hosted the Rooted Table dinner and the discussion theme was “Resiliency”. She is in the process of writing up the discussion/feedback received. Project Rooted has plans to continue this dinner on an annual basis.

**NEXT MEETING:** The next commission meeting will occur on Thursday, November 4, 2021, at 5 pm at the Jule Operations and Training Center (JOTC) in the Circle Conference Room, 949 Kerper Blvd.

**ADJOURNMENT:** The Commission adjourned at 6:59 pm.

Minutes approved by: Candace Eudaley-Loebach  
Candace Eudaley-Loebach, Commission Chair

Prepared by: Gina Bell  
Gina Bell, Sustainable Community Coordinator