



# Approved

**MINUTES**  
**CITY OF DUBUQUE LONG RANGE PLANNING ADVISORY COMMISSION**  
**REGULAR SESSION**

5:30 p.m.

Wednesday, August 20, 2025  
City Council Chambers, Historic Federal Building

**Commissioners Present:** Chairperson Michael Rabagia, Vice Chairperson Beth McGrath; Commissioners Aaron Miller and Mark Ward.

**Commissioners Excused:** Cliff Conrad, Julietta Scott

**Commissioners Unexcused:** None.

**Staff Members Present:** Wally Wernimont and Jason Duba.

**CALL TO ORDER:** The meeting was called to order by Chairperson Rabagia at 5:30 p.m.

**MINUTES:** Motion by Rabagia, seconded by Miller, to approve the minutes of the May 21, 2025 Long Range Planning Advisory Commission meeting as submitted. Motion carried by the following vote: Aye – Miller, Ward, and Rabagia; Nay – None; Abstain – McGrath.

**ITEMS FROM PUBLIC:** None.

**ITEMS FROM COMMISSION:** None.

**ITEMS FROM STAFF:**

***Election of Officers***

Duba explained that the commission's bylaws state that election of officers be held each year in July or the first meeting thereafter. He noted that both Rabagia as Chairperson and McGrath as Vice Chairperson have served two consecutive terms, which is the limit, so new members would need to serve in each role.

Ward nominated McGrath to become the Chairperson, and she accepted the nomination. Motion by Ward, seconded by Miller, to elect McGrath as Chairperson. Motion carried by the following vote: Aye – McGrath, Miller, Ward, and Rabagia; Nay – None.

Rabagia nominated Miller to become the Vice Chairperson, and he accepted the nomination. Motion by Rabagia, seconded by McGrath, to elect Miller as Vice

Chairperson. Motion carried by the following vote: Aye – McGrath, Miller, Ward, and Rabagia; Nay – None.

McGrath chaired the remainder of the meeting.

### ***Imagine Dubuque update***

Assistant Planner Duba and Planning Services Director Wernimont led a review of selected progress updates about Imagine Dubuque recommendations. One selection was made from each of the plan's seven categories.

Miller suggested that attention be paid to the recommendations noted as Off Track or At Risk. Duba concurred with that idea.

**Economic Prosperity:** Employment, 1.1.3: The small business grant program funding is no longer available, so new ways would need to be found in order to achieve this goal. This recommendation was noted as At Risk.

Commissioners asked about the source and status of the funding, whether it was a City Council priority, and if there was a metric for entrepreneurship.

**Sustainable Environment:** Eco-Education + Participatory Conservation, 2.5.1: Building capacity through leveraging community partnerships to actively engage youth in environmental education. This update was provided by a new Coordinator, Kaytlan Moeller of Dubuque County Conservation. Duba noted there is a new Nature Everywhere collaborative seeking to connect children ages 0-6 with nature.

**Social + Cultural Vibrancy:** Health, 3.6.3: Crescent CHC has conducted a pilot prescription produce program focusing on improving hypertension indicators. They will begin another pilot in the fall focusing on diabetes.

Commissioners asked for more details about the study.

**Livable Neighborhoods + Housing:** Housing, 4.2.1: Continuing implementation of CitizenServe Permitting and Inspection Software. Rental Licensing and Code Enforcement modules are live and operational.

Wernimont explained that CitizenServe is a multifaceted software, and Planning will be utilizing it soon, too.

**Community Facilities:** Public Safety, 5.1.1: Old Mill Road Lift Station and force main projects - Phases 1 thru 4: Phase 1 is under construction. Phase 2 is under contract and starting in August. Phases 3 & 4 have design consultants selected.

Discussion regarding the sanitary sewer improvements followed.

**Transportation + Mobility:** Complete Streets, 6.1.1: Pending development along this corridor, mainly near Kennedy Mall, requires review of sidewalk connectivity in the short-term. Other small sections are waiting on development. JFK sidewalk project from Asbury to NW Arterial is complete as of 2023, to help with connectivity. Staff continues to use the Tri-State Ped and Bike Plan to determine projects and help with advocating for funding. Engineering is working with Public Works on ADA ramp project throughout the City and around city trees that cause trip hazards.

Wernimont explained that the sidewalks around Kennedy Mall are being reviewed in part because of the development of a new drive-thru coffee shop.

Miller asked about the recommendation related to the airport. Todd Dalsing, the Airport Director, noted, “As of May all SCASD funds have been used. Working with City Manager to identify additional MRG (minimum revenue guarantee) funds.” Duba noted there is an advocacy/promotion group that the Mayor, Chamber of Commerce, GDDC, and others are involved with.

**Land Use:** Commercial, 7.5.2: “Economic Development partners with Dubuque Main Street to improve downtown buildings that provide mixed-use space through their grant programs.

“There are concerted efforts in the Historic Millwork District and the Central Avenue Corridor to attract small businesses that serve the neighborhood. Dubuque Initiatives and Dubuque Main Street are part of the storefront strategy.

“The City has expressed its willingness to incentivize the attraction of a full service grocery store to the Washington Neighborhood/North End.”

Wernimont discussed some current and potential development locations. He noted the concern around redeveloping some areas possibly leading to gentrification.

#### ***Unified Development Code update***

Planning staff noted that the Technical Report is completed and will be presented to the public on Tuesday August 26 at 6:30 PM at the Jule Operation Training Center and to the City Council during a work session on Wednesday August 27 at 6:30 PM at the Historic Federal Building.

**ADJOURNMENT:** Motion by McGrath, seconded by Rabagia, to adjourn the August 20, 2025 Long Range Planning Advisory Commission meeting. Motion carried by the following vote: Aye –McGrath, Miller, Ward, and Rabagia; Nay – None.

The meeting adjourned at 6:40 p.m.

Respectfully submitted,



---

Wally Wernimont, Planning Services Director

---

September 17, 2025  
Adopted