

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

5:30 p.m.

Wednesday, February 15, 2012

City Council Chamber, Historic Federal Building

**Commissioners Present:** Chairperson Jim Prochaska; Commissioners Craig Beytien, John Pregler, Chad Darter and Charles Winterwood.

**Commissioners Excused:** Commissioners Alan Vincent and Richard Van Iten.

**Staff Members Present:** David Johnson.

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

**CERTIFICATION OF COMPLIANCE:** Staff presented an Affidavit of Compliance verifying that the meeting was being held in compliance with the Iowa Open Meetings Law.

**MINUTES:** Motion by Winterwood, seconded by Darter, to approve the minutes of November 16, 2011, as submitted. Motion carried by the following vote: Aye – Prochaska, Beytien, Pregler, Darter and Winterwood; Nay – none.

**ACTION ITEMS**

**Smart Planning Consortium:** Staff Member Johnson stated Planning Services staff is forwarding the annual progress report for the Dubuque County Regional Smart Plan for the Commission's information. The Commission discussed attendance at the series of public meetings, noting attendance has been better at some of the smaller communities.

Staff Member Johnson explained oftentimes, engagement efforts can be easier in smaller communities. He explained public engagement will be addressed in the public participation plan.

**Update of the 2008 Comprehensive Plan:** Staff Member Johnson reviewed that the Long Range Planning Advisory Commission and City Manager have been developing ways to incorporate the Dubuque Sustainability Plan into the City of Dubuque Comprehensive Plan. He explained two formats were developed – one which includes a sustainability icon at the end of each relevant objective, and another format which includes a series of all sustainability icons relevant to that element at the end of each policy statement. He noted the two options were presented to City Council. He stated the City Council concurred with the Commission and unanimously recommended the

Comprehensive Plan Update format which incorporates the relevant sustainability icons at the end of each policy statement for each element.

FY2013-2017 Recommended Capital Improvement Program: Staff Member Johnson noted the Commission was electronically forwarded the City Manager's recommended Fiscal Year 2013-2017 Capital Improvement Program and budget message. Staff distributed hard copies of the City Manager's budget message. He explained this is an annual agenda item, as one of the roles of the Commission is to provide a recommendation to the City Manager as to whether the recommended capital improvement program is consistent with the Comprehensive Plan.

The Commission discussed the recurring improvement package requests and how City Manager's budget message states that elimination of those funds would reduce the property tax rate near its current level. The Commission noted it may be helpful if the public information contained a forecast or projection on the length of time the City can sustain funding large projects. The Commission also noted it may be helpful for the public to know the number of improvement level requests versus the requests recommended for approval. The Commission emphasized the importance of indicating a priority of projects. The Commission noted the City is at 70% of its debt capacity and priority should be placed on the provision of essential City services which maintain and improve the level of service provided versus luxury projects. The Commission noted these efforts may better gauge longer-term debt needs.

Commissioner Beytien stated upgrades to the servers is an expense that could potentially be eliminated. He noted the School District has recently transitioned to Cloud computing, which has eliminated the expense of continuously upgrading servers. The Commission was very complimentary of the efforts of the City to pursue grants and volunteers to help offset the cost of services and projects. The Commission noted the Manager's budget message also does an exceptional job of rationalizing and justifying the need for increased fees.

Staff Member Johnson asked if the Commission had any questions or concerns regarding the CIPs. The Commission questioned the improvement package to provide play equipment for Marshall School on Rhomberg Avenue. The Commission questioned whether it is typical for the City to partner with the school district to provide improvements on school property. Staff Member Johnson explained it is a logical partnership and request. He noted the CIP justification explains the project continues the partnership with the Dubuque Community School District to provide playground equipment at schools that do not have parks close to them. He noted the City recognizes that once schools dismiss, schools often become community centers, and playgrounds become places where kids will gather and play. He noted the school playgrounds, particularly in downtown neighborhoods, become an extension of the City's neighborhood park system. The Commission commended the partnership with

the School District. The Commission discussed opportunities for additional partnerships with public institutions to increase the range of services and keep costs down.

The Commission discussed the CIPs to reconstruct North Cascade Road. The Commission requested the City incorporate Complete Streets design in its reconstruction, noting that North Cascade Road is on the integrated hike/bike plan adopted by DMATS.

Motion was made and seconded to recommend approval of the FY2013-2017 recommended Capital Improvement Program as it is consistent with the 2008 Dubuque Comprehensive Plan. The motion passed unanimously.

**LIAISON/SUBCOMMITTEE REPORTS**

Enterprise Zone Commission: No Report.

**ITEMS FROM PUBLIC:** None.

**ITEMS FROM COMMISSION:** Commissioner Beytien noted the Dubuque Community School District has completed its 15-year infrastructure plan. The Commission discussed reviewing the plan, and noted it would be beneficial as the City updates the Comprehensive Plan. Commissioner Beytien noted an overview of the Infrastructure Plan will be provided to staff to be placed on the next agenda.

Update of the Comprehensive Plan Budget: The Commission discussed including a goal or objective in the update of the City of Dubuque Comprehensive Plan, which encourages or recommends the City prioritize CIPs based on the City's annual fiscal limitations and abilities.

**ITEMS FROM STAFF:** None.

**ADJOURNMENT:** The meeting was adjourned at 6:15 p.m.

Respectfully submitted,



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David Johnson, Assistant Planner

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Adopted—August 15, 2012