

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

5:30 p.m.

Wednesday, January 16, 2013  
City Council Chamber, Historic Federal Building

**Commissioners Present:** Chairperson Jim Prochaska; Commissioners Alan Vincent, Richard Van Iten, John Pregler, and Chad Darter.

**Commissioners Excused:** Commissioners Craig Beytien and Charles Winterwood.

**Staff Members Present:** Laura Carstens and David Johnson.

**CALL TO ORDER:** The meeting was called to order by Chairperson Prochaska at 5:31 p.m.

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

**MINUTES:** Motion by Vincent, seconded by Pregler, to approve the minutes of September 19, 2012, as submitted. Motion carried by the following vote: Aye – Vincent, Prochaska, Van Iten, Pregler, and Darter; Nay – None.

**ACTION ITEM:**

**Enterprise Zone Commission Appointee:** Commissioner Van Iten explained his term as liaison to the Enterprise Zone Commission has ended. He reviewed the role of the Enterprise Zone Commission appointee, and the scope of issues typically addressed by the Commission.

Motion by Vincent, seconded by Darter to re-appoint Richard Van Iten to serve on the City of Dubuque's Enterprise Zone Commission. Motion carried by the following vote: Aye – Vincent, Prochaska, Van Iten, Pregler, and Darter; Nay – None.

**PUBLIC HEARINGS**

**Dubuque County Regional Smart Plan:** Chairperson Prochaska opened the public hearing at 5:35 p.m.

The Commission reviewed the Dubuque County Regional Smart Plan and noted the document has changed very little, if any, since the last time it was presented to the Commission in draft format. The Commission was very complimentary of the document as well as the efforts of the East Central Intergovernmental Association and the Smart Planning Consortium.

Commissioner Van Iten questioned how the document is maintained and its relevance. Staff Member Carstens explained the Dubuque County Regional Smart Plan has already been adopted by Dubuque County as its Comprehensive Plan. She explained Cascade has also adopted the document as their comprehensive plan. She explained other consortium members that are smaller cities may also adopt the plan as their community's comprehensive plan. She explained the City of Dubuque will use the Dubuque County Regional Smart Plan as a policy document, but it will not replace the City's Comprehensive Plan or future updates of that plan. She stated the Dubuque County Regional Smart Plan reinforces partnerships and coordination on a regional level. The City of Dubuque will reference the Dubuque County Regional Smart Plan and use the information and collaboration contained in it as the City updates its comprehensive plan.

Staff Member Carstens reviewed the strengths of the Dubuque County Regional Smart Plan, but explained the regional plan is rural in nature and as a whole, does not reflect or correlate sufficiently to the City of Dubuque. The Commission emphasized the importance for City of Dubuque officials to communicate in their conversations and actions to the rest of the consortium that real efforts are made to consider the consortium's best interests. The Commission felt this will instill a sense of confidence and trust in their relationship with the City of Dubuque, which in turn will foster greater partnerships and coordination.

Commissioner Darter questioned the update process for the Dubuque County Regional Smart Plan. Staff Member Carstens explained the consortium will be meeting quarterly regarding the plan. She explained it is anticipated the plan will be updated on an approximate five year schedule unless something would warrant otherwise.

Motion by Pregler, seconded by Vincent, to recommend to City Council that the City of Dubuque adopt the Dubuque County Regional Smart Plan as a policy document to be considered when updating the City of Dubuque Comprehensive Plan. Motion carried by the following vote: Aye – Vincent, Prochaska, Van Iten, Pregler, and Darter; Nay – None.

#### **LIAISON/SUBCOMMITTEE REPORTS**

Enterprise Zone Commission: There was no report.

**ITEMS FROM THE PUBLIC:** None.

#### **ITEMS FROM COMMISSION:**

Dubuque Workforce Needs: Commissioner Van Iten expressed concern that the current City of Dubuque and Dubuque Region workforce skills and education levels may not be meeting the demands of jobs now and in the future. Staff Member Carstens explained she would request Dan McDonald, Vice President of Existing

Business, Greater Dubuque Development Corporation to give the Info Action Report as a future presentation to address any workforce concerns from the Commission.

Aquatic Center: The Commission was very complimentary of the Dubuque Community School District and City Council's cooperation and partnership with the proposed Aquatic Center. The Commission asked whether it would be appropriate to forward communication to the City Council complimentary of the partnership and stating support for the aquatic center. Staff Member Carstens explained such communication would be appropriate if it were forwarded in connection with the City of Dubuque Comprehensive Plan. The Commission discussed the importance of a wellness center being a part of the aquatic center project. The Commission stated a wellness center and aquatic center would go a long way toward achieving and sustaining good health throughout the community.

Motion by Van Iten, seconded by Vincent, to forward a letter to City Council requesting the opportunity to comment on the proposed aquatics center and partnership with the Dubuque Community School District for consistency with the City of Dubuque Comprehensive Plan.: Motion carried by the following vote: Aye – Vincent, Prochaska, Van Iten, Pregler, and Darter; Nay – None.

**ITEMS FROM STAFF:** Staff Members Carstens and Johnson reviewed preliminary planning efforts that have been made towards the update of the Dubuque 2008 Dubuque Comprehensive Plan. Staff Member Carstens briefly reviewed the public engagement plan currently under development with the assistance of Nikola Pavelic, City of Dubuque Community Engagement Coordinator. She explained the City is working hard at developing different and innovative approaches to engage the Dubuque community in hopes of achieving greater participation and a broader reflection of views. Staff Member Carstens noted there will be a marketing component to the update as well as preliminary concepts for engagement. She stated once the public engagement plan is further developed, it will be presented to the Commission for their information.

**ADJOURNMENT:** The meeting was adjourned at 6:05 p.m.

Respectfully submitted,



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Laura Carstens, Planning Services Manager

02-20-13

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Adopted