



MINUTES
CITY OF DUBUQUE LONG RANGE PLANNING ADVISORY COMMISSION
REGULAR SESSION

5:30 p.m.

Wednesday, February 18, 2015
City Council Chamber, Historic Federal Building

Commissioners Present: Commissioners Jim Prochaska, Joshua Clements, Charles Winterwood, Craig Beytien and Chad Darter.

Commissioners Excused: Chairperson John Pregler and Commissioner Alan Vincent.

Staff Members Present: David Johnson and Laura Carstens.

CHAIRPERSON PRO-TEM: Chairperson John Pregler and Vice Chairperson Alan Vincent were absent from the meeting. The Commission solicited nominations for a Chairperson Pro-Tem.

Motion by Beytien, seconded by Winterwood, to nominate Commissioner Jim Prochaska as Chairperson Pro-Tem. Motion carried by the following vote: Aye – Prochaska, Clements, Darter, Winterwood, and Beytien; Nay – None.

CALL TO ORDER: The meeting was called to order by Chairperson Pro-Tem Prochaska at 5:32 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 Beytien, seconded by Clements to approve the minutes of December 17, 2014 as submitted. Motion carried by the following vote: Aye – Prochaska, Clements, Winterwood, and Beytien; Nay – None; Abstain – Darter.

PUBLIC HEARINGS: None.

ACTION ITEMS:

FY2016-2020 Recommended Capital Improvement Program: Staff Member Carstens reviewed the recommended budget, budget process, and how Capital Improvement Projects are structured, programmed, justified and related to the Comprehensive Plan and Sustainable Dubuque principles.

The Commission questioned how the recommendation of the Commission is communicated to City Council. Staff Member Carstens explained a letter from the

Chairperson is prepared and provided to City Council for their consideration at their final budget hearing.

The Commission questioned City Council's process if the Commission were to find a CIP that did not relate to the Comprehensive Plan. Staff Member Carstens explained that it would be a consideration the City Council would make at their discretion.

The Commission noted the Leisure Services CIP No. 350-2584 should be amended to reflect that the Performing Arts Center at the University of Dubuque is completed and not soon to be completed.

The Commission expressed their support for the City Council adopting the Emerald Ash Borer as a priority as well as the Street Tree Program, Body Cameras for Police, and sealcoating existing trails.

The Commission noted the Indoor Aquatic Center is identified as a high priority for City Council's Policy Agenda, but there is no CIP to support it.

The Commission questioned the total cost associated with the FY2015 CIP compared to the proposed FY2016 CIP. Staff Member Carstens noted the FY2016 CIP is 1.13% less than FY2015.

The Commission noted City fees are going up but they appear to be in line with other Iowa communities. The Commission discussed whether Cedar Rapids is an appropriate comparison.

The Commission noted it has become difficult to make connections to the Comprehensive Plan as a whole. The Commission questioned how the CIPs relate to the City Council priorities. The Commission suggested taking a thematic, spatial approach to illustrating the CIPs, noting it would help to show where these investments are happening throughout the community.

The Commission questioned whether CIPs were developed based on the goals and objectives of the Comprehensive Plan or whether CIPs are developed and then related to the Comprehensive Plan. Staff Member Carstens noted many of the projects programmed annually are related to ongoing maintenance, repair and improvements to City infrastructure and facilities. The Commission stated it would be helpful to know which CIPs are new or not related to ongoing maintenance. The Commission stated it would also be helpful to know what was in last year's budget as well as how CIPs relate to City Council goals and priorities.

The Commission questioned why they are asked to comment on the Capital Improvement Program when City Staff already relates the projects to Comprehensive Plan goals and objectives. Staff Member Carstens noted the relationships have become part of the CIP process, in part to respond to this Commission's duty, and

suggested the Commission could re-evaluate their role. The Commission stated reviewing and commenting on the Capital Improvement Program is not a good exercise for the Commission, a responsibility they do not need, and not a good use of their time. The Commission reiterated the connections to the Comprehensive Plan are already identified before the Commission reviews and comments on them. The Commission noted the process is institutionalized down to the department level which negates the need for the Commission to review and comment on the CIPs. The Commission noted they would like to continue to serve as a resource to City Council for any questions they may have or to respond to any specific projects.

The Commission discussed what is being done to implement the goals and objectives of the Comprehensive Plan and how those are measured. Staff Member Carstens reviewed current performance measure efforts relating to City initiatives and strategic plans.

Commissioner Beytien left the meeting at 6:28 p.m.

Motion by Winterwood, seconded by Darter, to recommend to City Council that the FY2016-2020 Recommended Capital Improvement Program is consistent with the 2012 City of Dubuque Comprehensive Plan. Motion carried by the following vote: Aye – Prochaska, Darter, Clements, and Winterwood; Nay – None.

Election of Officers: Staff Member Johnson reviewed the roles and responsibilities of the Chairperson and Vice Chairperson, noting term limits for the positions and current officers. He noted that all Commissioners are currently eligible to serve as Chairperson and Vice Chairperson. He noted that due to travel requirements associated with his new job, Chairperson Pregler is respectfully requesting not to be nominated for an officer position.

Motion by Prochaska, seconded by Winterwood, to nominate Commissioner Darter as Chairperson. Commissioner Darter accepted the nomination. Motion carried by the following vote: Aye – Prochaska, Clements, and Winterwood; Nay – None; Abstain - Darter.

Motion by Winterwood, seconded by Darter, to nominate Commissioner Vincent to continue as Vice Chairperson. Motion carried by the following vote: Aye – Prochaska, Darter Clements, and Winterwood; Nay – None.

ADJOURNMENT: The meeting was adjourned at 6:33 p.m.

Respectfully submitted,

Laura Carstens, Planning Services Manager

Adopted