



# APPROVED

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

5:30 p.m.

Wednesday, February 15, 2017  
City Council Chamber, Historic Federal Building

**Commissioners Present:** Chairperson Chad Darter; Commissioners Ron Collins, Mark Dolson, John Pregler, Charlie Winterwood, and Michael Wright.

**Commissioners Excused:** Alan Vincent.

**Commissioners Unexcused:** None.

**Staff Members Present:** Laura Carstens, David Johnson, Ose Akinlotan, and Jill Connors.

**CALL TO ORDER:** The meeting was called to order by Chairperson Darter 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 Pregler, to approve the minutes of November 17, 2016 as submitted. Motion carried by the following vote: Aye –Collins, Darter, Dolson, Pregler, Winterwood and Wright; Nay – None.

**ACTION ITEMS:**

Amended Greater Downtown Urban Renewal Area: Staff Member Connors presented the Amended and Restated Urban Renewal Plan for the Greater Downtown Urban Renewal District. She reviewed the amendments to the plan. She explained the amendment adds the 15th Street Subarea, comprising the former Blum salvage yard along Elm Street, which would undergo environmental cleanup for redevelopment into a park with amenities. She explained the proposed amendment also includes a facility renovation to the Dubuque County administrative offices.

Commissioner Pregler asked whether an environmental impact study has been done on the Blum property. Staff Member Connors stated the City has secured

EPA funding to assist with studies and potential mitigation. She noted past studies have identified contaminants, but that does not necessarily mean it must be removed; sometimes it can be capped.

Commissioner Winterwood cautioned about placing a playground on the site due to potential contaminants, even if its capped. Staff Member Connors reviewed different approaches to cap contamination so it can be safely developed.

Commissioner Pregler expressed concern about creating new parks when the City parks department is understaffed and positions are being frozen. He asked whether the City considers long-term operating costs to new initiatives. Staff Member Connors explained that is a consideration.

Motion by Pregler, seconded by Wright, to recommend the amendment to the Urban Renewal Plan for the Greater Downtown Urban Renewal District as it is consistent with the 2012 City of Dubuque Comprehensive Plan. Motion carried by the following vote: Aye –Collins, Darter, Dolson, Pregler, Winterwood and Wright; Nay – None.

Comprehensive Plan Update: Mike Hoffman, Vice President and Project Manager for Teska Associates, presented the update. He reviewed progress to date and future initiatives. He reviewed outreach efforts and data. He reviewed the demographics success of community engagement. Mr. Hoffman welcomed additional ideas, especially to reach residents 65 and over in Dubuque. The Commission recommended senior housing and senior centers. The Commission suggested McDonalds coffee in the morning as well as hospitals. Staff Member Johnson reviewed the idea box and retractable banners that are under development.

Mr. Hoffman reviewed the focus group events, noting a collective social learning technique was used. He stated it was a fun and highly collaborative approach to engagement. Mr. Hoffman reviewed marketing and promotional efforts. He reviewed the idea board and the locations it has been at as well. The Commission suggested the Kennedy Mall, Mystique Ice Arena and the Farmers Market as future locations.

Mr. Hoffman reviewed emerging themes, noting more themes will arise as the project progresses. He reviewed upcoming events and welcomed suggestions. Commissioner Collins asked whether there were opportunities to work with incubators and colleges to enhance entrepreneurship. The Commission discussed the Young Entrepreneurs program and college opportunities. The Commission discussed maker-spaces and additional opportunities for college graduates to create start-ups. Mr. Hoffman said the Comprehensive Plan can

identify those individual pieces and pull them together. The Commission discussed disconnect with these services.

Commissioner Pregler recommended talking about the Emerald Ash Borer and measurements taken to preserve the many urban Ash trees we have. He stated there are roughly 1,300 Ash street trees. that if cut down and replaced. would be very expensive. He also stated there is a need for additional fire houses in Dubuque. He noted the next fire house will not be built until after 2022 and the city keeps growing. He reviewed concern about response times, and suggested this be a topic of discussion and higher priority. He noted of all priorities, emergency services is truly the only one that is a matter of life and death. Mr. Hoffman noted he did have a conversation with the Fire Chief and the matter was discussed.

Commissioner Wright discussed urban design and housing maintenance issues within the context of neighborhood sustainability.

City Manager's Recommended CIP: Staff Member Johnson introduced the CIP. Staff Member Carstens explained the difference between Operating Budget and Capital Improvement Projects.

Commissioners Pregler and Wright asked that their comments made during the Comp Plan presentation be included in CIP discussion notes.

Commissioner Pregler had several questions about information in the budget documents related to Tax Increment Financing. Staff Member Carstens said she would get back to him with the information.

Commissioner Pregler asked about Median Family Income. Staff Member Akinlotan provided median individual and family household income information.

Commissioner Pregler stated he thought hiring a consultant for better roses along Dodge Street is not needed, since the City has a City Gardener.

Commissioner Pregler questioned the Traffic Study for signal timing to reroute traffic. Staff Member Akinlotan addressed the concern via the latest DMATS meeting, and said she will provide additional information to Commissioner Pregler.

Commissioners Pregler and Winterwood felt the discussion in the budget on the City tax rate needs to address and better clarify the tax rate, as alluding to 0% increase is not taking into account the true impact. Staff Member Carstens explained that this is a policy guideline for the City's tax rate only.

Motion by Pregler, seconded by Winterwood, that the FY2018-FY2022 Recommended Capital Improvement Program is in general conformance with

the 2012 City of Dubuque Comprehensive Plan, with exception of a plan to address the impacts of the Emerald Ash Borer. Motion carried by the following vote: Aye –Collins, Darter, Dolson, Pregler, Winterwood and Wright; Nay – None.

**ITEMS FROM PUBLIC:** None.

**ITEMS FROM COMMISSION:**

Election of Officers: Motion by Pregler, seconded by Winterwood to nominate Commissioner Dolson as Chairperson. Motion carried by the following vote: Aye – Collins, Darter, Dolson, Pregler, Winterwood and Wright; Nay – None.

Motion by Dolson, seconded by Winterwood to nominate Commissioner Pregler as Vice Chairperson. Motion carried by the following vote: Aye –Collins, Darter, Dolson, Pregler, Winterwood and Wright; Nay – None.

Source of Income Ordinance: Commissioner Pregler reported the Source of Income Committee's final report is being forwarded to City Council for their February 20th meeting. He explained he was the Commission's representative on the Committee. He noted the recommendation included a number of options to address equitable housing options for low-income residents.

**ITEMS FROM STAFF:**

Environmental Integrity Workshop – February 21, 2017: Planning Services Staff encouraged Commissioners to attend the workshop, and market the Imagine Dubuque project.

**ADJOURNMENT:** Motion by Pregler, seconded by Wright, to adjourn the February 15, 2017 Long Range Planning Advisory Commission meeting. Motion carried by the following vote: Aye –Collins, Darter, Dolson, Pregler, Winterwood and Wright; Nay – None.

The meeting was adjourned at 6:55 p.m.

Respectfully submitted,

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Laura Carstens, Planning Services Manager      Adopted