

**City of Dubuque  
MEETING MINUTES**

**GOVERNMENTAL BODY:** Resilient Community Advisory Commission

**DATE:** March 2, 2017

**TIME:** 5:00 pm

**LOCATION:** Conference Room #1, City Hall Annex, 1300 Main St, Dubuque IA 52001

**MEMBERS PRESENT:** Dean Boles, Sara Booth, Ben Darr, Steve Drahozal, Stephanie Grutz, Robin Kennicker, Laura Roussell, Leah Specht

**MEMBERS ABSENT:** Carrie Lohrmann

**STAFF PRESENT:** Cori Burbach

Sustainable Community Coordinator Cori Burbach called the meeting to order at 5:00 p.m. and confirmed that the meeting was in compliance with the Iowa Open Meeting Law.

Oaths of Office were administered for all present members of the Commission.

**TEST AGENDA:**

No changes to the agenda.

**RCAC CREATION:**

This being the first meeting of the newly-formed Resilient Community Advisory Commission, the Commission reviewed the staff memo, ordinance, and community engagement final report, which outlined the creation of the RCAC. Commissioners discussed their individual reasons for seeking appointment to the Commission.

**RCAC PROCEDURES:**

Commissioners discussed their expectations regarding the operations of the Commission meetings.

The Commission will appoint a Chair and Vice Chair to serve for one-year terms. It was moved by Grutz and seconded by Roussell to appoint Leah Specht as the Chair of the Commission; the motion passed unanimously. It was then motioned by Boles and seconded by Roussell to appoint Stephanie Grutz as Vice Chair; the motion passed unanimously.

The Commission will invite open public comment at the beginning of each meeting. Comments will be limited to five minutes. Public comment during specific agenda items will be at the discretion of the Chair.

The Commission is very interested in communication with other boards and commissions. This will currently happen through the cross-representation of members,

and Commissioners are encouraged to read the minutes and reports of other boards and commissions, found on the City Council agenda. Burbach will also collaborate with staff of other boards and commissions. The Commission will discuss how to share information on their work with other boards in the future.

The Commission will complete an annual strategic planning process.

**STAR COMMUNITIES RATING:**

In May 2015, Dubuque received a 4-STAR rating in the STAR Communities rating system. Burbach presented the overview to the Commission that was shared with City Council in 2015. Commissioners discussed potential areas of focus for the RCAC, and asked Burbach to share additional STAR resources.

**ITEMS FROM THE PUBLIC:**

No items from the public.

**COMMISSIONER REPORTS:**

Burbach reported that she will share additional background materials regarding the City's efforts and resiliency best practices with Commissioners via the City's ftp website.

Commissioner Darr asked for an update regarding the City Council's action on plastic bags. Burbach reported that the proposed ban ordinance was on hold, pending State legislature action on the topic.

**NEXT MEETING DATE:**

The next meeting date will be Thursday, April 6 at 5:00 p.m. The meeting will take place at a special location, the Dubuque County Emergency Responder Training Facility (14928 Public Safety Way).

**ADJOURNMENT:**

There being no further business, Kennicker moved, and Booth seconded, to adjourn at 6:45 p.m.