



**Approved**

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

5:30 p.m.

Wednesday, August 23, 2018

City Council Chamber, Historic Federal Building

**Commissioners Present:** Commissioners Ron Collins, Alan Vincent, Charlie Winterwood, and Michael Wright.

**Commissioners Excused:** Commissioners John Pregler and Chad Darter.

**Commissioners Unexcused:** None.

**Staff Members Present:** Michael Van Milligen, Laura Carstens, David Johnson, and Ose Akinlotan.

**CHAIRPERSON PRO-TEM:** Motion by Vincent, seconded by Wright to nominate Commissioner Winterwood as Chairperson Pro-Tem. Motion carried by the following vote: Aye – Collins, Vincent, Wright, and Winterwood; Nay – None.

**CALL TO ORDER:** The meeting was called to order by Chairperson Pro-Tem Winterwood 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 Vincent, seconded by Wright, to approve the minutes of July 19, 2017, as submitted. Motion carried by the following vote: Aye – Collins, Vincent, Wright, and Winterwood; Nay – None.

**PUBLIC HEARINGS:** None.

**ACTION ITEMS:**

**Draft Imagine Dubuque Comprehensive Plan:** The Commission discussed and provided the following comments on the Draft Imagine Dubuque Comprehensive Plan:

1. Page 7-5: Phosphate addition is identified in the diagram. It is recommended it be added to a bullet point in the text.

2. Page 4-20: Flooding as a result of stormwater needs to be identified on the page.
3. Call to Action Chapter: The Commission noted the chapter is general. They discussed how the goals will be followed-up and who's responsibility it is to keep track of it. City Manager Michael Van Milligen noted it is general by design. He explained when City Council adopted the last new Comprehensive Plan in 1995, there were 23 separate studies that were generated from that plan. These were action strategies that rose out of the comprehensive planning effort. He explained specific strategies are developed when developing partnerships and action steps. He emphasized Imagine Dubuque is a community plan, not just a city plan, so the city, other organizations, businesses and residents will champion and implement the plan. He explained no one organization can accomplish these goals on their own. He explained the plan will help inform the City Council's annual goal setting process. He stated Imagine Dubuque is a 20-year plan, and every year when the Council sets its priorities, this plan will be one tool to help inform that process. Specific implementation strategies will be developed as opportunities present themselves.

Mr. Van Milligen referenced page 10-23 noting metrics and performance measurement is very important. He explained the City has already entered a national process of measurement called the STAR Community Rating System that will provide the framework for measuring progress. He stated the City Council has adopted creating a high-performance organization as one of their priorities which means Dubuque will become a data-driven organization. Mr. Van Milligen discussed how benchmarks are used to inform performance. He noted the STAR Rating System allows Dubuque to see how the city is performing historically, but also against other communities. The Commission suggested high-performance government be added to this section.

The Commission noted the importance of having a Mayor, Council and City Manager working toward the goals outlined in the plan, noting the uncertainty of stakeholder involvement. Mr. Van Milligen explained the community did embrace the last plan and worked closely on implementing strategies. He stated he is confident other organizations will partner to develop and implement the comprehensive plan.

Mr. Van Milligen explained the goal setting and budget process. The Mayor and City Council set annual priorities for staff and the budget process. He stated the Comprehensive Plan will inform that process. He explained when he makes his budget recommendation for City Council there will be an understanding of how the plan aligns with those priorities. He stated it is important to understand not all projects can be done in the same year.

4. Page 4-18: The Commission noted the City is not recycling glass, but there's a statement about moving toward zero waste. Staff noted the economic challenges

associated with recycling glass. Staff explained conditions or technology may change that makes it more economically sustainable. Staff acknowledged glass recycling is an issue we have to figure out and is part of striving toward a zero-waste economy. The Commission requested this be more clearly stated in the plan.

5. Page 5-16: Change reference to Jane Powell from “architect and writer” to “writer and historic preservationist”.
6. Page 4-8: change “havok” to “havoc”.
7. The Commission requested staff look into liability issues associated with ridesharing.

The Commission expressed their gratitude to the community and staff for the work invested in the new Comprehensive Plan. Staff Member Johnson thanked the Commission for their efforts and noted the project could not have happened without the vision and support of City Council, contributions of City staff, and the ideas of the many residents who participated in the effort.

**ITEMS FROM PUBLIC:** None.

**ITEMS FROM COMMISSION:** None.

**ITEMS FROM STAFF:** None.

**ADJOURNMENT:** Motion by Vincent, seconded by Wright, to adjourn the August 23, 2017 Long Range Planning Advisory Commission meeting. Motion carried by the following vote: Aye –Collins, Vincent, Wright, and Winterwood; Nay – None.

The meeting was adjourned at 6:30 p.m.

Respectfully submitted,



Laura Carstens, Planning Services Manager



Adopted