

**City of Dubuque
COMMISSION MEETING MINUTES**

GOVERNMENTAL BODY: Resilient Community Advisory Commission

DATE: November 2, 2017

TIME: 4:00 pm

LOCATION: Conference Room #1

City Hall Annex, 1300 Main St, Dubuque IA 52001

MEMBERS PRESENT: Sara Booth, Dean Boles, Steve Drahozal, Carrie Lohrmann (arrived at 5:10), Robin Kennicker, Laura Roussell, Leah Specht. Absent: Ben Darr, Stephanie Grutz

STAFF PRESENT: Sustainable Community Coordinator Cori Burbach, Information Services Director Chris Kohlmann, Senior Budget Analyst Alexis Steger

President Specht called the meeting to order at 5:03 p.m. Burbach confirmed that the meeting was in compliance with the Iowa Open Meeting Law.

MINUTE APPROVAL: Dean Boles asked October 5, 2017 minutes to be amended to indicate he was not present. Booth motioned, and Roussell seconded, to approve the minutes as amended. The motion passed unanimously.

PUBLIC COMMENT: None.

SOCRATA USER ACCEPTANCE TESTING: Kohlmann and Steger presented the live Open Expense and Open Budget platforms the City currently manages, and then introduced the draft design of the Open Performance system. They led the Commission through a series of questions for feedback. Commissioners asked several follow-up questions about the format and content, and provided written feedback and suggestions to improve the product. Kohlmann, Steger and Burbach will bring the product back to the Commission in the future to show improvements and discuss how to use it as a tool to measure outcomes of interest to the Commission, including those included in the STAR Community Rating system.

INTERSECTION OF STAR COMMUNITY RATING SYSTEM & IMAGINE DUBUQUE

COMPREHESNIVE PLAN: Burbach explained to the Commission that she met with the Planning Services staff to discuss how the RCAC and the Long Range Planning Advisory Commission could work together to oversee the community's implementation of the Imagine Dubuque plan. The Commission determined that a good first step would be for each commissioner to become intimately familiar with the data that was collected for two to three STAR goals, and to identify the intersections between the plan and the rating system. Members signed up for STAR goals of interest to them. By the next meeting, Burbach will share the data submitted for the STAR rating with commissioners.

SUSTAINABLE DUBUQUE COMMUNITY GRANTS: Five commissioners, in addition to Burbach, reviewed the ten applications submitted for the October 1 deadline. A subcommittee of Roussell, Grutz, and Kennicker met to review combined scores and present a recommendation to the full Commission. Boles moved, and Roussell seconded, to approve the recommendation of the subcommittee, and forward that recommendation to the City Council. The motion passed unanimously.

INVITATION TO PUARTNERS FOR PLACES EQUITY TRAINING: The Community Foundation of Greater Dubuque will host the kickoff for the P4P Equity Training on November 9 at 5:00 pm at

Convivium Urban Farmstead. Specht and Lohrmann expressed interest in representing the Commission at the training, in addition to Burbach's presence as a staff member. Burbach will also extend the invitation to Green Dubuque.

COMMISSIONER REPORT: Roussell reported that 35 people attended the recent Trees Forever planting event, and thanked the Commission for supporting the volunteer group through a Sustainable Dubuque community grant.

NEXT MEETING: Thursday January 4, 2017, 5:00 PM at City Hall Annex.

ADJOURNMENT: Drahozal moved, and Roussell seconded, to adjourn at 6:33 pm. The motion passed unanimously.

Minutes approved by: _____
Leah Specht, Commission Chair

Prepared by: _____
Cori Burbach, Assistant City Manager