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Approved

**MINUTES
LONG RANGE PLANNING ADVISORY COMMISSION
REGULAR SESSION**

5:30 p.m.

Monday, February 25, 2019

Lacey Board Room, Carnegie Stout Public Library

Commissioners Present: Chairperson John Pregler; Commissioners Ron Collins, Charlie Winterwood, and Michael Wright.

Commissioners Excused: Commissioner Alan Vincent.

Commissioners Unexcused: None.

Staff Members Present: Laura Carstens and Christine Olson.

CALL TO ORDER: The meeting was called to order by Chairperson Pregler at 5:36 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 Collins, to approve the minutes of the November 13, 2018 meeting as submitted. Motion carried by the following vote: Aye – Collins, Pregler, Winterwood, and Wright; Nay – None.

ACTION ITEMS

Implementation of the Imagine Dubuque Comprehensive Plan: Chairperson Pregler reviewed the memo and packet, focusing on the four areas of work in the memo, summarized below:

1. Implementation of the plan,
2. Develop process to qualify and quantify the plan effectiveness,
3. Implementation of the plan within the City organization, and
4. Coordinate work-session with City Council to develop guidance criteria for action on numbers 2 & 3.

Chairperson Pregler expressed the importance of using the Collective Impact Model outlined in the article in the meeting packet. He explained the process pools resources and promotes uniting sectors in common issues, rather than disparate work. He iterated that one of our challenges is engaging City departments, non-profits, the public, boards and commissions. He noted the City's contract to engage Teska, our plan

consultant, runs through 2019, and provides us with a framework for implementing a plan, but not engaging directly with residents and partners. He said that is the work of the teams and the Commission. Staff Member Carstens updated the Commission on the development of a technical committee and that Chairperson Pregler is taking a leadership role to help move the process forward.

Discussion followed about modifying the timing of the Commission to work with City Council prior to goal setting in order to provide input, rather than reacting to the budget later in the process.

Discussion followed regarding the desire to have a full complement of Commission members with a more diverse membership, especially in gender. Discussion of reaching out to Iowa Women's Leadership Network, Dubuque League of Women Voters, the Multicultural Family Center and groups with specific cultural connections followed.

Suggestions by Commissioners for additional partners included:

- Dubuque County Energy District
- Social service agencies and Operation New View

As a process aside, Chairperson Pregler suggested posting materials to the website instead of mailing them, for ease of the staff and cost.

Motion by Wright, seconded by Winterwood, to proceed with request for a work-session with City Council, to move forward with items outlined in the memo from Staff Member Carstens to the Commission dated February 12, 2019. Motion carried by the following vote: Aye –Collins, Winterwood, Wright and Pregler; Nay – None.

FY 2020-2024 Recommended CIP Budget (CD enclosure): Staff Member Carstens outlined the definition of what Capital Improvement Projects (CIP) are in relationship to our budget process. She explained the City has a criteria system to evaluate those more durable items and improvements. She provided the example that lining a sewer is a CIP item, but fixing the sewer is maintenance, and would be present in the operational budget. She noted the Commission is required to review the CIP, but not the operational budget.

Staff Member Carstens outlined the Imagine Dubuque recommendations, and that she attempted to correlate specific CIP items in the recommended budget with the specific goals in the plan. Discussion of budget items followed. Chairperson Pregler asked if under transportation and mobility were there CIPs that included sidewalks and complete streets, to which Staff Member Carstens replied that the list outlined only includes those projects which include complete streets, because those are deemed consistent with the plan.

Motion by Winterwood, seconded by Collins, that the Commission finds the recommended CIP FY2020 budget in keeping with the Comprehensive Plan. Motion carried by the following vote: Aye –Collins, Winterwood, Wright and Pregler; Nay – None.

ITEMS FROM PUBLIC: None.

ITEMS FROM COMMISSION:

Election of Officers: Motion by Winterwood, seconded by Wright, to retain the current officers elected in October 2018, and resume the regular schedule of election of new officers at the first Commission meeting in 2020. Motion carried by the following vote: Aye –Collins, Winterwood, Wright and Pregler; Nay – None.

ITEMS FROM STAFF

FY 2020 Budget – Planning Services Department: Staff Members Carstens outlined items in the recommended FY 2020 Planning Services Budget, including the retention of Teska for a second year. She updated Commissioners that they are welcome to attend the final budget hearing on March 7, 2019 to show support. The Commission had a consensus of support for the budget.

ADJOURNMENT: Motion by Wright, seconded by Collins, to adjourn the February 25, 2019 Long Range Planning Advisory Commission meeting. Motion carried by the following vote: Aye –Winterwood, Wright, Collins, and Pregler; Nay – None.

The meeting adjourned at 6:34 pm.

Respectfully submitted,



Laura Carstens, Planning Services Manager

3-20-19

Adopted