

City of Dubuque
COMMISSION MEETING MINUTES

GOVERNMENTAL BODY: Resilient Community Advisory Commission

DATE: March 7, 2019

TIME: 5:00 pm

LOCATION: Circle Conference Room

Jules Operations and Training Center, 949 Kerper Blvd., Dubuque IA 52001

MEMBERS PRESENT: Dean Boles, Sara Booth, Adam Hoffman, Lalith Jayawickrama, Jake Kohlhaas, Carrie Lohrmann, Leah Specht.

Absent: Robin Kennicker, Laura Roussell

STAFF PRESENT: Gina Bell, Sustainable Community Coordinator

Chair Leah Specht called the meeting to order at 5:09 pm. Bell confirmed the meeting was in compliance with the Iowa Open Meeting Law.

TEST AGENDA: Oath of office was added to the agenda.

PUBLIC COMMENT: No public comment

OATH OF OFFICE: Commissioners Hoffman and Kohlhaas took the oath of office.

MINUTES APPROVAL: Commissioner Boles motioned to approve the November 1, 2018 meeting minutes. Commissioner Booth seconded. Commissioners Hoffman and Kohlhaas abstained. The motion passes unanimously.

GOVERNANCE/CO-CHAIR SELECTION: Decision was postponed until April meeting.

SOLID WASTE AGENCY INFORMATION: John Foster, Agency Administrator shared some background about the agency, addressed misconceptions as well as goals and future plans for gas capture.

REPORTS FROM CITY MANAGER: Commissioners received and filed.

SUSTAINABLE DUBUQUE COMMUNITY GRANT UPDATES: Bell informed commissioners that the Sustainable Dubuque Community Grant deadline is approaching (March 15, 2019) and requested commissioners spread the word. On March 16, 2019, Bell will send the scoring sheet, rubric and all applications to commissioners. Commissioners will review and score each application and return score sheet to Bell no later than March 25th. Up to three commissioners will serve on a sub-committee, which reviews the aggregated grant scores and makes a recommendation to the full commission. It was determined that the sub-committee will be: Leah Specht, Jake Kohlhaas, and Lalith Jayawickrama. Bell will staff the meeting of sub-committee on March 29, 2019 where the subcommittee will make a recommendation for the April RCAC meeting. Boles suggested we ask grantees to submit a poster board-style report and we could collect several and display at City Expo and Growing Sustainable Communities conference.

COUNCIL GOAL SETTING: Commissioners received the past year's goal setting sheet and each commissioner will consider items to add for April meeting.

CLIMATE ACTION PLAN: Commission discussed likes and dislikes from other City's Climate Action Plans (CAP) and brainstormed items that we want to see in Dubuque's updated 50% by 2030 plan. In general, the Commission would like to see a plan with lots of actions, high-impact practices and specific to internal City departments, citizens, businesses and other stakeholders. Progress should be easily benchmarked, and the document should not be overly long with a lot of "why this is important" language. Other requests focused on design – lots of infographics and an online dashboard component. It was also requested, if possible, we have a bridge document (or tracked changes document) to show what has changed from the initial CAP. Additionally, it was requested to determine the purpose and audience of the CAP so when the Request for Proposals is issued, it is very specific

regarding the desired product.

COMMISSIONER REPORTS: Community Development Commission did not have quorum for the month of February off so Boles had no updates. Imagine Dubuque Technical Team rep could not make the meeting, so Booth had no updates.

NEXT MEETING: The next commission meeting will occur on Thursday April 4, 2019 at 5:00 pm. The location of the meeting will be at the Jule Operations and Training Center, 949 Kerper Boulevard.

ADJOURNMENT: The Commission adjourned at 7:03 pm.

Minutes approved by: Leah Specht
Leah Specht, Commission Chair

Prepared by: Gina Bell
Gina Bell, Sustainable Community Coordinator