

City of Dubuque
COMMISSION MEETING MINUTES

GOVERNMENTAL BODY: Resilient Community Advisory Commission

DATE: October 3, 2019

TIME: 5:00 pm

LOCATION: Circle Conference Room

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

MEMBERS PRESENT: Sara Booth, Candace Eudaley-Loebach, Adam Hoffman, Lalith Jayawickrama, Robin Kennicker, Jake Kohlhaas, Laura Roussell, Leah Specht.

MEMBERS ABSENT: Dean Boles

STAFF PRESENT: Gina Bell, Sustainable Community Coordinator

GUEST PRESENT: George Del Rosario, Green Iowa AmeriCorps 2019-2020 member

Chair Specht called the meeting to order at 5:08 pm. Bell confirmed the meeting was in compliance with the Iowa-Open Meeting Law.

TEST AGENDA

PUBLIC COMMENT: George introduced himself. He is serving as the Energy Audit Coordinator and interested in Environmental Policy.

MINUTES APPROVAL: Commissioner Kohlhaas pointed a mistype – Four Mounds is written as Found Mounds. Motion by Commissioner Eudaley-Loebach to approve September 2019 minutes pending change from “Found” to “Four”. Seconded by Commissioner Kennicker. Motion carries.

SUSTAINABLE DUBUQUE GRANTS: Reviewed grant recommendation and discussed the Spring balance will be \$6,812.88. Discussion about what happens to the leftover money occurred – Bell explained that unused money cannot be carried over to another round. She furthered explained moving forward she will have more contact with grantees to determine if money will be spent and will inform Commission if money has not been spent and grantee applied for additional funding. Commissioner Kennicker motions to forward recommendation to City Council for approval. Jayawickrama seconds. Motion passes unanimously.

STRATEGIC PLANNING

Bell introduced a grid that cross-referenced Council Goals and Priorities with RCAC Goals. She explained she would like to use this as a guide to plan meetings and action items.

Commissioner Eudaley-Loebach shared her idea for meeting structure:

Using the grid, select the Council priorities with the greatest overlap of RCAC goals and invite the department or division manager with responsibility for that priority to our meeting to present their plans for that priority and let us know where they need help with input, advocacy, etc. Following the presentation, RCAC will discuss whether to:

- **Advocate** (write a memo, letter to the editor, etc.)
- **Act** (do something beyond a memo such as bring in an expert on the subject, host a workshop, spend more time on the topic, etc.)
- **Ask** (reach out to community groups that may be familiar to issue or have interest)
- **Step Aside** (if it doesn't fit the focus this year, that's okay and perhaps we can revisit in the future)

Commissioner Booth likes the idea and shared that the Commission has spent time learning what the departments are doing but not with the focus of how it fits with the Commission's priorities. Eudaley-Loebach shared that the Commission can use this format as a way to track impact. Commissioner Specht added that she would like to see the priorities added to the agenda each month, so we are reminded of the vision. Booth commented that this direction feels very action-oriented and that the Commission will get to guide the conversation.

When we set our priorities and goals was also discussed. Bell explained it was determined by the RCAC, which traditionally has done it in June, to send to Council before they set goals, but some commissions wait until after Council Goal Setting to do so. Commission decided we didn't need to discuss the timing further at this time.

The discussion moved to on which priorities to focus – those with overlap of Council's and Commissioner Roussell thought the emerald ash borer discussion should take place in the winter when parks division staff are less busy and they may want info on spring planting. Streets, Traffic, Housing and Imagine Dubuque all made the list to be scheduled. Commissioner Hoffman suggested a specific work session to define social capital and that we do this earlier rather than later so we can use the definition as we move forward with other work.

Bell will schedule with department representatives and give them RCAC's new guidance on what we expect them to present and what the Commission plans to do after the presentation.

CITY EXPO: Commissioners Specht and Eudaley-Loebach will volunteer; job includes sharing information, pass out cards, mingle, make buttons, and toothpaste.

COMMISSIONER REPORTS:

Commissioner Booth shared a that the Imagine DBQ implementation team met and their intention is to keep the City aware of relevant things and the people doing the work. She shared they have the facilitator guide and info about collective impact model and want to get these into people's hands. They are also looking for ideas to reach out to LGBTQ communities and communities of color and welcome any ideas or contact. She also shared the website: www.ImagineDubuque.com as a great resource.

Commissioner Specht asked about the Poetry and Essay Showcase for the Growing Sustainable Communities Conference and suggested it be open to elementary kids next year.

Commissioner Eudaley-Loebach shared about the Climate Action Plan Community Team work. She expressed there are some really awesome documents related to action planning, the solar feasibility plan is very interesting and paleBLUEDot consulting is doing good work.

Bell will send the link to paleBLUEDot's Dubuque Climate Action Plan page to Commission.

NEXT MEETING: The next commission meeting will occur on Thursday, November 7, 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 6:04 pm.

Minutes approved by: 
Leah Specht, Commission Chair

Prepared by: 
Gina Bell, Sustainable Community Coordinator