City of Dubuque  
COMMISSION MEETING MINUTES

GOVERNMENTAL BODY: Resilient Community Advisory Commission (RCAC)  
DATE: October 7, 2021  
TIME: 5:00 pm  
LOCATION: Jule Operations and Training Center (JOTC) Circle Conference Room, 949 Kerper Blvd.

MEMBERS PRESENT: Dean Boles, Adam Hoffman, Lalith Jayawickrama, Robin Kennicker, Jake Kohlhaas, Candace Eudaley-Loebach, Whitney Sanger

MEMBERS ABSENT: Craig Reber  
Sara Booth offered her resignation via email on 10/6/2021

STAFF PRESENT: Gina Bell, Sustainable Community Coordinator

Chair Eudaley-Loebach called the meeting to order at 5:04 pm. Bell confirmed the meeting was in compliance with the Iowa Open Meeting Law.

TEST AGENDA  
Commissioner Hoffman added a request for Letter of Support under new business.  
Staff member Bell added Teen Resiliency Corps update under new business.

MINUTES APPROVAL: Commissioner Kennicker motions to approve minutes from August 2021 and September 2021. Commissioner Boles seconds. Motion carries.

PUBLIC COMMENT: N/A

OLD BUSINESS
a) Climate Action Plan (CAP) Implementation –  
   • Presentation by Housing Department staff Ben Pothoff on Energy Savers Program (ESP) and Rent Lab  
   • Reports by Commissioners: Commissioner Kohlhaas suggested taking the raw data from ESP to calculate impact on Climate Action Plan and use to inform on potential high impact actions.  
   • Chair Eudaley-Loebach shared that she and Jon Dienst (City Engineering Dept.) are presenting to Tri-State Trail Vision on October 21, related to transportation and land use.  
   • Additionally, she shared information related to urban agriculture code suggestions with the City Planning Department and will be conducting a survey of all city clerks in Dubuque County related to urban agriculture.  
   • Commissioner Kohlhaas’s class is working on a tree count as a part of other course work, the study is in progress.

NEW BUSINESS:
   a) Sustainable Dubuque Grants – Commissioner Kohlhaas motions to accept recommendation presented to RCAC and forward to City Council. Commissioner Hoffman seconds. Motion carries.
   b) Discussion of meeting frequency – after discussion related to commission purpose, Commissioner Kohlhaas motions to change ordinance to include “ordinarily” before “meets monthly”. Commissioner Hoffman seconds. Motion carries.
   c) Letter of Support for University of Dubuque’s Fulbright Scholar request. Commissioner Kennicker motions to write a letter of support for UD and a letter of recommendation to Council to also support this. Commissioner Sanger seconds. Motion carries.
   d) Staff member Bell explained Teen Resiliency Corps has re-started and is in need of additional adult mentors/volunteers to support the teens. She will provide a sign up form for RCAC members to fill out to participate.
HOW DID I SHOW UP? COMMISSIONER REPORTS:
Commissioner Hoffman updated the RCAC on the sustainability/waste reduction position at UD – they have hired Josh Chamberlain who will begin September 15th.

Commissioner Boles shared the Community Development Advisory Commission (CDAC) did not meet/no update.

Commissioner Sanger shared that Project Rooted successfully hosted the Rooted Table dinner and the discussion theme was “Resiliency”. She is in the process of writing up the discussion/feedback received. Project Rooted has plans to continue this dinner on an annual basis.

NEXT MEETING: The next commission meeting will occur on Thursday, November 4, 2021, at 5 pm at the Jule Operations and Training Center (JOTC) in the Circle Conference Room, 949 Kerper Blvd.

ADJOURNMENT: The Commission adjourned at 6:59 pm.

Minutes approved by: Candace Eudaley-Loebach, Commission Chair

Prepared by: Gina Bell, Sustainable Community Coordinator