



**City of Cedar Rapids**  
**2014 Long Term Planning Commission**  
February 3, 2015, 4:30 p.m.  
City Hall Training Room

## **Meeting Minutes**

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**Members present:** Tom Aller, Samantha Dahlby, Al Pierson, Scott Overland, Allen Witt, Bill Stamats, Amanda McKnight-Grafton, Todd McNall, David Lodge, Bill Vernon, Jackie Thompson-Oster, Jeff McLaud, Keith Rippy, Salma Igram, Randy Rings, Ted Townsend

**Members absent:** Mayor Ron Corbett, Lydia Brown, Kay Fisk, Tom Hardecopf

Sandi Fowler welcomed the Long Term Planning Commission to the first meeting and asked that they spend a few minutes getting to know one another. Each member of the commission provided an overview of their work and interests in the community.

Sandi Fowler reviewed the home rule charter for the Long Term Planning Commission (LTPC) along with the 2010 LTPC report.

Jennifer Pratt explained to the commission that the last comprehensive plan was adopted in 1999. The new comprehensive plan, EnvisionCR, was adopted by Council in January 2015 and the goals outlined will be used as framework to help target resources. EnvisionCR was created through a variety of public outreach methods including a steering committee, a kick-off event, workshops, one-on-one interviews, and special interest groups. Perspectives were gathered from all different ages and interests. Within the plan, six elements were created that identified the main topics including land use, transportation, flood control, economic development and basic public services. Much of the community interests aligned with the City Council goals. The purpose of the comprehensive plan is to help build a City for the next generation.

The EnvisionCR comprehensive plan includes a narrative as well as an implementation outline for these elements. Each element lists goals and City-led initiatives and timeframes and department ownership are assigned for each initiative. City staff proposed that the commission use the EnvisionCR initiatives and build upon it by including a community aspect. Identify organizations, programs, and projects happening within the community that support the EnvisionCR goals and recognize where the gaps are, what



segments are not currently being served or are underserved and where more coordination is needed. The identification of organizations and activities will add to the City's network and help the City move forward and accomplish the mission set forth by the new comprehensive plan.

Commission members were asked to spend some time talking amongst each other to discuss a few questions posed by staff and share their feedback.

Members asked for more clarification of the expectations for the commission. Staff suggested they use the same structure as the implementation section in EnvisionCR when formatting their report. They explained that they are looking to add community initiatives and resources to the existing City-led initiatives found in the comprehensive plan. The community-led initiatives are intended to strengthen the existing goals instead of coming up with new and separate goals. Staff clarified that the report the Long Term Planning Commission creates will be a separate document, but complementary to the EnvisionCR plan. As representatives of the community, City staff is asking the commission to help identify what is missing and filling in those gaps for the community. They would like to tap into the knowledge of each of the commission members and discover what the community assets are and where gaps exist.

A question staff would like the commission to work on answering is where does the city as a community need to improve in order to reach the goals of the comprehensive plan. They suggested looking at each one of the EnvisionCR elements and share what is happening with the community and to ultimately create a document that chronicles this. The projected schedule for the next five meetings is to go through 1-2 elements each meeting. The next meeting will be spent analyzing StrengthenCR because it is one of the more encompassing elements of the plan. Members were asked to read through StrengthenCR before the next meeting and make notes on what community organizations, programs, and services help to reach the StrengthenCR goals and note any gaps of what is currently being provided. The plan's definitive goal is to help ensure the city is an inclusive community in every sense of the word including age, income, art, culture, etc. The value of the private sector's involvement is not currently reflected in the comprehensive plan; a community piece is needed to complete the picture.

A question by the commission was how will the City know their plan is successful? Jennifer Pratt explained they will measure success of the comprehensive plan by reviewing it every year to identify accomplishments and shortfalls. As they analyze the plan on a yearly basis, they will make needed shifts as the priorities change. Commission members suggested using the existing plan elements and goals to develop separate initiatives that incorporate the community.



The commission expressed concerns that the plan they created will be set aside and not followed through with. Staff reassured the members that the City Council has full intentions of using the document. Once a plan is created, they foresee moving it into the community to identify which partnerships would be able to implement these concepts.

Commission members discussed the formatting options of the plan and questioned whether or not some of the concepts from the previous long term plans should be incorporated into the updated 2014 plan. Staff encouraged commission members to formulate a plan that they are comfortable with. It was noted that the EnvisionCR plan is a long term plan in itself, however, the piece that it does not account for is how the community can be involved in adding value to the overall mission in improving the City which is something the members of the commission can be instrumental in creating.

A summary of the EnvisionCR goals along with report developed by the 2007 Long Term Planning Commission was requested by the commission members to help them as they begin to develop their plan.

City staff asked commission members to read the StrengthenCR section of EnvisionCR and be ready to discuss their thoughts at the next meeting. They suggested keeping the following questions in mind and take notes: What does this report look like and how is it adding value? What is missing and what organizations and programs could help fill those gaps?

The next Long Term Planning Commission will be Tuesday, February 17 at 4:30 p.m. in the City Hall Training Room.

Respectfully submitted,  
April Wing  
Administrative Assistant  
Development Services