



LONG RANGE PLANNING COMMITTEE MINUTES

The City of Tomah Long Range Planning Committee (LRPC) met in session on **Tuesday, October 24, 2023** at 5:30 p.m. in the Municipal Building, 819 Superior Ave, Tomah, WI, and via Zoom teleconference. The meeting access information was provided on the posted agenda. The meeting agenda notice was posted at City Hall and on the City's website in compliance with the provisions of Section 19.84 Wisconsin Statutes.

Call to Order – Roll Call: Eric Prise called the meeting to order at 5:30 p.m. Members present: E. Prise, Travis Scholze, Pete Reichardt, and Tina Thompson. Absent: Mike Murray, Jeff Holthaus, and Shawn Zabinski. Quorum present. Also in attendance: Building and Zoning Administrator Shane Rolff, Deputy City Clerk Nicole Jacobs, and Deputy City Clerk Rachel Kreighbaum.

Approval of Tuesday, February 28, 2023 Long Range Planning Committee meeting minutes: Motion by T. Scholze, second by T. Thompson, to approve the minutes of the February 28, 2023 meeting. Motion carried.

Discussion and possible recommendation to utilize Economic Development Funds to pay for a survey and for the completion of the 2023 Comprehensive Plan update: S. Rolff explained to committee members that a survey seeking public input will be made available using Survey Monkey, containing roughly 25 questions, which will be reviewed at staff level. The final survey questions will be comparable to those contained in the last survey, which was completed in 2013. Rolff also explained that links will be set up for roughly three weeks through the city's website, Facebook, local media, and the Tomah Chamber of Commerce. Rolff added that the ADHOC Committee felt that the best use of economic development funds would be to utilize Vandewalle & Associates' skills and have the remainder of the comprehensive plan update completed by them. Rolff added that the LRPC was granted the liberty to use the funds for projects they deemed necessary and that there is roughly \$1 million available in the fund. Motion by T. Thompson, second by T. Scholze to recommend utilizing Economic Development funds to pay up to \$10,000 for a survey and for the completion of the 2023 Comprehensive Plan update. Motion carried.

Discussion and possible recommendation on use of Economic Development Funds to contract Vandewalle & Associates to provide assistance with Economic Development duties: S. Rolff described how the City currently has no committee or staff proactively involved in the economic development of Tomah and how he doesn't see a position for such being fully funded anytime in the near future. He said city staff feel that the economic development fund would be an appropriate source to pay Vandewalle & Associates to actively recruit potential developers. Rolff explained that a discussion would still have to happen with Vandewalle regarding expectations and services available, but he added that they do currently do this work for other municipalities. No recommendation made.

Next Meeting Date: The committee set the next meeting date for Tuesday, November 28, 2023, at 5:30 p.m. in the Municipal Building, 819 Superior Ave, Tomah, WI.

Adjournment: Motion by T. Thompson, second by P. Reichardt to adjourn the meeting at 6:06 p.m. Motion carried.

Respectfully submitted by:

Nicole Jacobs

Nicole Jacobs, Deputy City Clerk, October 25, 2023