



LONG RANGE PLANNING COMMITTEE MINUTES

The City of Tomah Long Range Planning Committee (LRPC) met in session on **Tuesday, June 28, 2022** 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: D. Powell called the meeting to order at 5:30 p.m. Members present: Dustin Powell, Shawn Zabinski, Tina Thompson, Eric Prise, Pete Reichardt, Joanne Westpfahl, Mike Murray, Adam Gigous, and Jeff Holthaus. Absent: None. Quorum present.

Also in attendance: Public Works Director Kirk Arity and Deputy City Clerk Nicole Jacobs.

Approval of Tuesday, May 24, 2022 Long Range Planning Committee meeting minutes: Motion by E. Prise, second by S. Zabinski, to approve the minutes of the May 24, 2022 meeting. Motion carried.

Review and discussion with Vandewalle & Associates of the Long Range Planning Committee's draft work plan: Scott Harrington and Ben Rohr, representatives from Vandewalle met with the LRPC to discuss a draft work plan, which was comprised of a few elements committee members agreed to focus on following May's LRPC meeting including downtown redevelopment, affordable housing, and maximizing the city's TID districts. After meeting with city staff, Vandewalle combined those items into a draft work plan. A key next step will be determining the roles for each step and where assistance will be needed. No action taken.

Discussion and possible recommendation of Vandewalle & Associates' proposed Housing Assessment: B. Rohr explained the proposed housing assessment will provide the LRPC and city staff with an understanding of the existing housing situation and identify key opportunities for action. A document was presented to committee members outlining the proposed actions and intended outcomes. B. Rohr also presented committee members with a list of four proposed steps that will be taken to complete the housing assessment within 90 days at a cost of approximately \$7,500. Motion by E. Prise, second by S. Zabinski, to recommend moving forward with Housing Assessment as presented by Vandewalle & Associates. Motion carried.

Discussion with Vandewalle & Associates regarding recommended steps for the City of Tomah Comprehensive Plan update: B. Rohr explained how city staff views the LRPC as a guiding committee for the update process of the city's comprehensive plan, which will need to be updated by the end of 2023. Vandewalle proposed a project schedule as well as next steps. K. Arity explained that one of the first proposed steps is to utilize members of the LRPC to form a subcommittee in leading the plan update process with minimal support from Vandewalle. The subcommittee would need to meet at least once a month with no costs associated with the plan. B. Rohr recommended a collaborative effort between Planning Commission and the LRPC would be the most efficient route to involve both committees in the process. Motion by E. Prise, second by T. Thompson to approve recommended steps for the city's comprehensive plan update. Motion carried.

Next Meeting Date: The committee set the next meeting date for Tuesday, July 26, 2022 at 5:30 p.m. in the Municipal Building, 819 Superior Ave, Tomah, WI.

Adjournment: Motion by T. Thompson, second by S. Zabinski to adjourn at 6:16 p.m. Motion carried.

Respectfully submitted by:

Nicole Jacobs

Nicole Jacobs, Deputy City Clerk, July 12, 2022