

## LONG RANGE PLANNING COMMITTEE MINUTES

The City of Tomah Long Range Planning Committee met in regular session on Tuesday, March 26, 2019 at 5:30 p.m. in the municipal center council chambers, 819 Superior Ave., Tomah, WI.

**Call to Order – Roll Call:** Chairperson Travis Scholze called the meeting to order at 5:30 p.m. Members present: Travis Scholze, Mike Murray, Mitchell Koel, Joanne Westpfahl, Tina Thompson, and Pete Reichardt. Absent: Shawn Zabinski, Steve Peterson and Jeff Holthaus. Quorum present. Also in attendance: City Administrator Roger Gorius, Building Inspector/Zoning Administrator Shane Rolff, Lamont Kiefer, Kathleen Cipriani and Deputy City Clerk Diane Webster.

**Approval of February 26, 2019 Minutes:** Motion by Koel, second by Thompson to approve the minutes of the February 26, 2019 meeting. Motion passed without negative vote.

**Street Light Update:** The City Council has approved the purchase of new street lights. They will be ordered as well as an adaptive tool for the end loader to install the light poles. City personnel will provide the labor for the project which should start in May.

**Downtown Development Discussion and Updates:** 1. Kathleen Cipriani has purchased the building at 312 Superior Avenue and plans to open Doogie's Doggie Daycare & Spa, Inc. She has submitted an application for financial assistance in the amount of \$15,000 for improvements to the exterior including: upgrading the outdoor sign, repairing the garage roof, installation of a privacy fence, a new concrete patio and astro-turf, a public dog watering area, security lighting, and landscaping.

Motion by Murray, second by Koel to recommend the City Council approve the application amount of \$15,000 (not to exceed \$25,000) for improvements to the exterior of the property at 312 Superior Avenue per the City of Tomah's downtown design standards and to direct Andrew Bremmer of Mid-State Associates to draw up an agreement for the City Council to review.

**Ordinance Amending Composition, Term and Quorum Regarding the Long Range Planning Committee:** A copy of the ordinance amending Section 2-557 of the Tomah Municipal Code regarding the composition, term, quorum of the Long Range Planning Committee was reviewed. The amended ordinance decreases the number of committee members to nine; Council member terms shall be 2 years and remaining members will hold office for 3 years; and five members will constitute a quorum.

Motion by Koel, second by Thompson to require only one member of the Committee be a Planning Commission member and that the Mayor and one council member be on the committee. Motion carried without negative vote.

**Administrative Updates:** 1. Murray's on Main is now open and the rest of the 3<sup>rd</sup> Gen building is nearing completion. The monies that the City has committed to 3<sup>rd</sup> Gen will be distributed within the month. 2. The downtown information center is on schedule to open as planned. 3. Dollar General is seeking a building location on the south end of Tomah and Dollar Tree plans to add two small commercial spaces to their property on Buan Street. 4. Birdd Properties plans to build an apartment building with underground parking on Berry Avenue. 4. The City Council approved the request for a downtown summer concert series. 5. The Tomah Historical Society has sold their building at 1112 Superior Avenue and have purchased the property at 321 Superior Avenue for the museum. They plan to sell their lot at W. Council St. and Superior Ave.

**Next Meeting Date:** April 23, 2019.

**Adjourn:** Motion by Reichardt, seconded by Koel to adjourn. Motion passed without negative vote.

The meeting adjourned at 6:30 p.m.

Respectfully submitted by:

Diane Webster