

**Town of La Pointe
Comprehensive Plan Steering Committee
Thursday May 12, 2022
4:00 pm at Town Hall/Zoom
Minutes**

Members present: Alex Nelson, Chair, Dan Bartholomay, Charley Brummer, Sally North, Michael Collins and Jane Vogt
Members absent: Sarah Caruso
Staff present: Michael Kuchta, Town Administrator
Public present: Paul Wilharm, Town Plan Commission member
Brian Tochterman, Associate Professor of Sustainable Community Development at Northland College

1. Call to Order/Roll Call

Meeting called to order by Alex Nelson, Chair

2. Public Comment (limited to 2 minutes each):

Brian Tochterman introduced himself.

3. Minutes to be considered for approval:

A. April 22, 2022

Motion by Sally to approve the minutes of April 22, 2022 with corrections as noted by Dan (Section 3, fourth bullet point: change “engagement” to “focus groups”; fifth bullet point: change “Creating” to “Convening” and “council” to “summit.)) Seconded by Charley, all ayes. Motion Carried

B. April 28, 2022

Motion by Charley to approve the minutes of April 28, 2022, seconded by Jane, all ayes. Motion Carried

4. Discuss Town Board decision on Northland College agreement, funding

Michael K reported that the Town Board approved the full contract with Northland College at their 5/10/22 meeting.

5. Discuss Project Plan

- Discussion on Phase 3: Public Participation 5/12 – 8/25. Jane noted the importance of the “kitchen cabinet” group in ongoing conversation. Michael will add to Phase 4: Review Findings and make sure the initial invite from Sarah includes a note that they will be asked for input later in the process.
- Dan pointed out the project timeline is an internal document that should not be shared with the public. Michael K will keep Town Board informed of timeline changes.

6. Discuss “kitchen cabinet” process regarding public participation plan

- Sarah will lead this discussion with only 1 other committee member present, as not to have a quorum and to abide by open meeting laws.

- Discussion on which community leaders to invite and the number of participants to include. Consensus that a group of approximately 15 people will be asked to participate.
- This group will be convened to help sense priorities and catch blind spots before the survey is finalized and released.

7. Discuss staff memo on potential survey topics, focus groups

- Brian gave overview of the way survey questions are written and what they are looking to get out of the survey (issues, values, priorities).
- Discussion on pros and cons of different types of focus groups.
- Discussion on need for survey to define priorities and support holistic, action-oriented approach to Plan.

8. Discus data findings from previous survey

After performing multiple types of analysis, Jane and Alex agreed the feedback from previous surveys did not give direction for specific, actionable data.

9. Public Comment

Paul Wilharm asked if one of the focus groups could be related to zoning/planning and land use.

Jane asked that planning and zoning be added to a next agenda so the committee can get an idea of the chronic issues. Michael K, Charley and Paul will create a list for the committee.

Brian asked that current Zoning policies and ordinances be sent to him.

10. Set next meeting and agenda

Next regular meeting scheduled for Thur. 5/26/22 @ 4pm

- Zoning/Land Use overview from Michael K and Charlie.
- Review draft of survey
- Review promotion of survey

11. Adjourn

Motion by Charley to adjourn, seconded by Jane, all ayes. Motion Carried.

Meeting adjourned at 5:43 pm

Minutes taken from recording and submitted by Dorgene Goetsch, Clerical Assistant
Minutes approved as presented 5/26/22.