

**CITY OF ALTOONA, WI
JOINT MEETING MINUTES OF THE
COUNCIL AND PLAN COMMISSION
July 8, 2021**

(I) Call Meeting to Order

Mayor Brendan Pratt called the meeting to order at 4:30 p.m. The Joint Meeting of the Altoona City Council and Plan Commission was held on Zoom Teleconference.

(II) Roll Call

City Clerk Cindy Bauer called the roll.

Council Members: Mayor Brendan Pratt, Council Members Timothy Lima, Maria Guzman, Matthew Biren, Tim Sexton and Susan Rowe were present.

Plan Commission Members: Brendan Pratt, Tim Sexton, Matthew Biren, Barbara Oas-Holmes, Bill Hoepner, and Dean Roth.

Also Present: City Attorney John Behling
City Administrator Michael Golat
City Engineer/Director of Public Works (CE/DPW) Dave Walter
City Planner Joshua Clements
Management Analyst Roy Atkinson
City Clerk Cindy Bauer.

Absent: Council Member Dale Stuber
Plan Commission Member Andraya Albrecht

(III) Citizen Participation Period

Motion by Biren/Lima to close the Citizen Participation Period. **Motion carried.**

(IV) New Business

(1) Introduction by Vandewalle & Associates and presentation on Comprehensive Plan Project Schedule, Intended Outcomes, and Initial Data.

City Planner Josh Clements explained the process for tonight's Joint Meeting of the Council and Plan Commission.

Ben Rohn and Jackie Mich from Vandewalle & Associates introduced themselves and provided a brief presentation on the Comprehensive Plan Project Schedule, intended Outcomes and Initial Data.

- Project Schedule – 2021-2022, with completion in May or June of 2022.
- Public Input Schedule – 2021-2022
- Explanation and Purpose of a Comprehensive Plan
- History of Comprehensive Planning in Altoona/Vision Statement (2009)

(IV)(2) Facilitated discussion on Key Issues, Opportunities, and Vision for the Future.

Jackie Mich Staff from Vandewalle & Associates facilitated a discussion with Councilpersons and Commissioners regarding Key Issues, Opportunities and Vision for the Future. Councilpersons and Commissioners are encouraged to complete the enclosed Discussion Questions in advance of the meeting to prepare for the activity.

1. What makes Altoona unique (Assets).
 - Progressive and seeking grown but maintain small town feel.

- Connected but able to get to other places.
2. What are the City's most pressing issues it needs to address?
 - Housing Mix.
 - Affordable Services.
 - Looking for more affordable options for lower income.
 - Keep single family housing not just multi-family housing.
 - Public transportation – limited route, make sure people are being served as the city grows.
 3. What is missing in the City?
 - Not enough Industrial Development in the City possibly?
 - Be more thoughtful of what is left of the land use-classification in each category.
 - Have more walking attractions within the neighborhoods.
 - Winter amenities.
 4. How does Altoona compare to other communities in the region?
 - You can live in the City of Altoona but work have accessibility within 15 miles of the City.
 5. What do you think future growth of the community should look like?
 - Multifamily growth and mixes.
 6. What do you believe should be the City's top priority moving forward?
 - Promote good paying jobs.
 - Financial sustainability of the City in the long term.
 7. What would you like Altoona to be like in the future (20 years)?
 - Be a hub for a passenger rail train.
 - Intergovernmental cooperation with regional partners/government.
 - Year-round sport facility whether locally or regionally.
 - Continue being a safe community
 - Continue excellent education.

(IV)(3) PLAN COMMISSION MEMBERS ONLY: Discuss/consider approval of Resolution 7A-21 PC, a Resolution recommending adoption of the Public Participation Plan

Jackie Mich, Vandewalle & Associates referred to the following:

- Proposed Public Participation Plan
- Proposed Resolution 7A-21

Mich explained that WI Statutes §66.1001(4)(a) require that the City Council adopt a Public Participation Plan to guide public engagement and participation in formulation of the City's Comprehensive Plan. The Plan Commission is charged to guide the creation of the Comprehensive Plan and present the plan to the Council for adoption. The proposed Resolution 7A-21 PC from the Plan Commission confirms the body's review of the public participation plan and affirmative recommendation to the Council that the strategy meets the commission's expectations. The proposed Public Participation Plan describes the strategies and goals of public engagement, as well as minimum procedures and techniques. City staff and Vandewalle & Associates have discussed additional tools and opportunities to utilize as time and resources permit.

Motion by Roth/Hoepner to approve Resolution 7A-21 PC, a Resolution by the Plan Commission adopting the Public Participation Plan. **Motion carried.**

(IV)(4) CITY COUNCIL MEMBERS ONLY: Discuss/consider approval of Resolution 7A-21, a Resolution adopting the Public Participation Plan.

Jackie Mich, Vandewalle & Associates explained Common Council Resolution 7A-21. City Planner Clements said the proposed Resolution 7A-21 accepts the Public Participation Plan consistent with WI Statutes §66.1001(4)(a) requiring that the City Council adopt a plan to guide public engagement and participation in formulation of the City's Comprehensive Plan.

Motion by Lima/Sexton to approve Resolution 7A-21, a Resolution by the Common Council adopting the Public Participation Plan. **Motion carried.**

(IV)(5) Discussion regarding next steps in the Comprehensive Plan process.

Jackie Mich, Vandewalle & Associates provided context and next steps in public participation and preparation of the Comprehensive Plan.

- July-September: Public Input
- Fall: Produce Draft Plan
- Fall/Winter: Plan Commission review of Draft Plan
- Spring: Public open House
- Spring/Summer: Adoption.

(V) Adjournment.

Motion by Lima/Biren to adjourn at 5:38 p.m. **Motion carried.**

Minutes submitted by Cindy Bauer, City Clerk