



**COMPREHENSIVE PLAN STEERING COMMITTEE MEETING MINUTES
SUN PRAIRIE, WISCONSIN 53590**

DATE: WEDNESDAY, OCTOBER 24, 2018

TIME: 6:00PM

**LOCATION: MUNICIPAL BUILDING
COUNCIL CHAMBERS
300 E. MAIN STREET
SUN PRAIRIE WI 53590**

1. CALL TO ORDER AND ROLL CALL

Committee Chairperson Mayor Paul Esser called the meeting of the Comprehensive Plan Steering Committee to order at 6:00 pm. Attendance sheet attached.

Staff present: Aaron Oppenheimer, Scott Kugler, Tim Semmann, Neil Stechschulte, Sarah Sauer, Philip Gritzmacher, Jr.

Others Present: Jason Valerius (MSA)

2. APPROVAL OF THE MINUTES

A. Motion to approve the August 22, 2018 minutes: Hidalgo (1st), Stevens (2nd) / approval by voice vote.

3. OLD BUSINESS

A. None.

4. NEW BUSINESS

A. PROCESS AND SCHEDULE UPDATE: Valerius said that the Comprehensive Plan Steering Committee process would change to place emphasis on certain topics such as economic development, housing, and transportation. The new schedule will have housing discussed on November 28th and December 12th and Transportation discussed on January 16th and 30th. Stevens asked if recent transit updates – such as commuter bus service – would be discussed in the January meetings. Kugler said that the discussion would be high-level, but touch on the topics.

Valerius then provided an update on the focus groups. He said that a number of focus group had been completed; however, it hasn't been possible to set up meetings with the school district, chamber of commerce, Sunshine Place, and developers.

Finally, Valerius provided an update on the POLCO questions that has been asked since August. He said that a question asking for a preferred vision of Sun Prairie had "Small town comfort with urban amenities" was the most selected answer. He then said that two questions are currently being asked via POLCO about economic development – one about workforce training and attraction and another about target business sectors.

- B. UTILITIES AND COMMUNITY FACILITIES DISCUSSION: Valerius said that the discussions revolving around utilities are technical and explained that there would not be much policy discussion as a result. He said that the city has been growing within their watersheds efficiently – pulling and return water at roughly equal rates from its watersheds.

Hooser asked if they was a policy discussion addressing adding storm water facilities to streets that do not currently have them. Kugler said that there is a storm water management plan that will be referenced in this plan.

Stempski recommended that the plan address more severe storms in light of the increasing severity of storms. Further, he requested that more lay terminology is used in the plan to improve the readability of the plan for the general public.

Stevens noticed that policy recommendations on public boring have not been covered in the plan. She wanted to know if this plan was the right place to add these policies in light of the disaster that occurred earlier in the year. Kugler said that he would do research to see how other plans have covered these sorts of issues in their comprehensive plan. He also said that he would contact Sun Prairie Utilities to see how they wanted the issue to be addressed.

Hidalgo said that it was interesting to see that the number of police calls had been decreasing. Barrett explained that the way that crimes are reported may obstructing the reality of this situation, as the police department only reports the most severe crime in an incident, even when multiple incidents occur on the same crime scene. He said that the police department would be changing their reporting system in the coming years to address this issue. Stempski recommended reporting crimes, rather than calls, to help remedy this issue and more accurately reflect the trend in the plan.

Valerius said that it appears that a number of groups within the city want a community center. Esser said that he has heard from a number of immigrant families within the community that are looking for a community space. He then said that each of the groups has different needs of the space due to the different ways that they would use the space. Some groups require large kitchen spaces, for example, while others need recreations spaces.

Finally, a variety of recommendations were made regarding sustainability in utilities and community facilities. Stempski recommended addressing food waste with a policy – advocating for composting. Valle recommended exploring added solar shades in parks. Other infrastructure recommended included wind turbines within the city and a solar farm. Oppenheimer said that the city was leading by example by installing a green roof and solar panels on City Hall.

ECONOMIC DEVELOPMENT DISCUSSION: Valerius provided an overview of economic and demographic trends within the community. He said that implementation of the recommendations found in the 2009 plan had not occurred. Stechschulte exemplified how the recommendations were developed and why they were not implemented. Valerius asked the group what they believed the target employment sectors should be for the city. The discussion transitioned to a discussion of incentives before answering this question

Valerius asked what the city's role in attracting specific business sectors should be. Hooser said that he disagrees with using incentives such as TIF, as he believed that it was harmful to existing businesses, making them less competitive with new businesses. He said that the city should do what it can do attract more family-supporting jobs in the manufacturing and transportation sectors.

Stevens said that the community seems to be missing some of the quality of life amenities that are needed to attract businesses such as schools, parks, and sidewalks. Esser asked if we should be focusing on a specific sector at all. Kugler said that he believed that the city should pursue quality

of life amenities that appear to younger demographics. Valle said that the city is not supporting start ups the way that surrounding communities are and advocated for doing so. Esser agreed, advocating for, along with Oppenheimer, the creation of a new business incubator. Multiple community members agreed with the concept. Schulze asked how incubators worked and if there was a way to ensure that businesses formed in a Sun Prairie incubator stay in the community. Oppenheimer said that while there is not a way to ensure that businesses stay in the community, generally, the relationships formed keep businesses in the community they were formed.

Valerius wanted to move the discussion to TIF funding; however, time limitations prevented this. Committee members recommended having a more robust conversation on the topic at the next committee meeting.

- C. SUSTAINABILITY DISCUSSION: The discussion was deferred to a future meeting.
- D. HOMEWORK ASSIGNMENT: REVIEW OF COMPLETED AGRICULTURAL AND NATURAL RESOURCES MATERIALS: Valerius said that the completed materials would be emailed after the meeting along with an updated meeting schedule.

5. DISCUSSION OF NEXT MEETING DATE

- A. The next meeting date will be November 28th, 2018 at 6:00 pm.

6. PUBLIC COMMENTS

- A. None.

7. ADJOURNMENT

- A. Motion to adjourn the October 24, 2018 meeting of the Comprehensive Plan Steering Committee at 8:05pm by Eder Valle (1st), Jorge Hidalgo (2nd) / approval by voice vote.

Recorder: P. Gritzmacher, Jr.

*Paul T. Esser - Chairperson
Jorge Hidalgo
Drew Kuehl
John Muller
Janet Rosseter
Bryant Stempski
Angela Thomas*

*Kalvin Barrett
Don Hooser
Emily Lindsey
Terrell Outlay
Erin Ruth
Theresa Stevens*

*Peter Dettmer
Curt Klinkner
Stephanie Manthey
Dan Presser
John Schulze
Eder Valle*

NOTE: Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact the City Clerk's Office, 300 East Main Street, Sun Prairie WI 53590 (608) 837-2511

NOTE: It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.