

A Regular Meeting of the Comprehensive Plan Action Team (CPAT) was held on Monday, April 5, 2018 at 6pm in the Council Chambers with Council Member Johnson presiding. CPAT Members present: Dave Johnson, Henry Endres, John Favolise, Michelle Steiger and Teresa Tebbe. CPAT Members absent: John DePree. Community Development Director, Samantha DiMaggio, Mayor Hagg, and City Administrator Jasper Kruggel were also in attendance.

A **motion** by Member Favolise, seconded by Member Endres, approving the agenda as written. Voting in favor: CPAT Members Steiger, Favolise, Johnson, Endres and Tebbe. Voting no: None. Motion carried.

A **motion** by Member Tebbe, seconded by Member DePree, approving the minutes of the December 18, 2017 meeting. Voting in favor: CPAT Members Steiger, Favolise, Johnson, Endres and Tebbe. Voting no: None. Motion carried.

Chairman Johnson introduced regular agenda item 'A', Review Responsibilities of CPAT. Members reviewed and reaffirmed the "Mission & Responsibilities" section of the CPAT by-laws which emphasizes keeping the Comp Plan implementation on the "front burner" by facilitating annual action item completion plans with City Council, EDA, and Planning Commission and involving local businesses and residents in an annual "Future of the City Forum" where Comp Plan progress is reviewed and celebrated, implementation issues are addressed, and changes (amendments) are made.

Chairman Johnson introduced regular agenda item 'B', Progress Update on Comp Plan Work Plans. Community Development Director (CDD) Samantha DiMaggio updated CPAT members on progress on the Comp Plan Action Item lists for the EDA and Planning Commission. The Comp Plan Action Item list for the City Council is yet to be finalized by the City Council.

Chairman Johnson introduced regular agenda item 'C', Downtown Master Plan. The CPAT Members discussed the top 5 takeaways as determined by this group and is looking for staff soliciting input from the Downtown Promotions Committee, MNDOT, Le Sueur County, and the EDA.

Chairman Johnson introduced regular agenda item 'D', Future of the City Forum. The CPAT Members brainstormed ideas for the forum and potential timeframes for an event.

A **motion** by Member Steiger, seconded by Member Favolise, to adjourn until June 18, 2018. Voting in favor: CPAT Members, Steiger, Favolise, Johnson, Endres and Tebbe. Voting no: None. Motion carried.

Respectfully submitted,
Samantha DiMaggio, Community Development Director