

**Special Comprehensive Plan Commission Meeting
Wednesday, September 17, 2025**

1. Meeting called to order

Committee Chair Michael Moore called the meeting to order at 6:36 pm at the Village Hall, 5043 Chester Lane Caledonia, WI.

Roll Call

PRESENT: 8 – Michael Moore, Joshua Sopzak, Nate Haigh, Chris Tribbey, Marla Wishau, Laura Million, Roger Therkelsen, Dave Pennings

EXCUSED: 3 – Robert Prochaska, Kimberly Hood, Torben Christensen

STAFF: Village Administrator Todd Willis, Development Director Peter Wagner, Planner and Zoning Administrator Natalia Nery de Farias

2. Approval of minutes

A. Meeting minutes – August 6, 2025

Motion by Wishau to approve the minutes from August 6, 2025, seconded by Million.
Motion carried unanimously.

B. Meeting minutes – August 27, 2025

Motion by Million to approve the meeting minutes from August 27, 2025, seconded by Wishau. **Motion carried unanimously.**

3. New business

A. WORD CLOUD EXERCISE – Special Comprehensive Plan Committee will participate in a word-cloud exercise with the purpose of gathering one-word descriptors reflecting how the committee views the Village today and what qualities define the Village.

Staff presented on the item, explaining how Committee members could engage with the Word Cloud platform. Once submissions were complete, staff asked members to reflect on the results in preparation for the next exercise.

B. COMPREHENSIVE PLAN S.W.O.T. ANALYSIS – Special Comprehensive Plan Committee members will participate in a structured discussion of the Village's strengths, weaknesses, opportunities, and threats (SWOT), serving as a key step in assessing current conditions and identifying community priorities.

Staff presented on the item, explaining the purpose and structure of the SWOT exercise. Committee members then identified and made suggestions concerning the Village's strengths, weaknesses, opportunities, and threats.

4. Adjournment

Committee Chair Michael Moore adjourned the meeting at 7:38 p.m.

Respectfully submitted:

Natalia Nery de Farias

Planner & Zoning Administrator

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