

Draft Minutes
of the Executive Committee
of the Capital Area Regional Planning Commission

February 5, 2024

via Zoom Webinar

6:00 pm

Commissioners Present: Nick Zavos, Kris Hampton, Peter McKeever, Heidi Murphy (6:12 pm)

Commissioners Absent: David Pfeiffer, Maureen Crombie

Staff Present: Tanya Sime, Jason Valerius

Others Present: None

1. Establish Quorum

Heidi Murphy called the meeting to order at 6:12 pm. Quorum was established.

2. Public Comment on Matters not on the agenda

No members of the public were present.

3. **Minutes of the January 8, 2024, Executive Committee Meeting (*actionable item*)**

Mr. Hampton moved for approval of the minutes of the January 8, 2024, Executive Committee Meeting; Mr. Zavos seconded. The motion passed on a voice vote.

4. Revising the Purpose of the Ad Hoc Water Quality Planning Committee

Director Valerius explained the intent of the revised resolution, to switch from having the committee begin handling urban service area amendments right away, to having the committee evaluate and recommend changes to the urban service area amendment process by the end of the year. The Committee indicated support for bringing the resolution forward on the February 8 Commission agenda as an actionable item. Committee action was not necessary.

5. **December 2023 Financial Statements and the January 2024 Operating Account Reconciliation (*actionable item*)**

Mr. Hampton moved for approval of the December 2023 Financial Statements and the January 2024 Operating Account Reconciliation. Mr. McKeever seconded. The motion passed on a voice vote.

6. Future Agenda Items (next meeting is **Monday, March 11, 2024**, via Zoom webinar at **6:00 pm**)


No future items.

7. Adjournment

Mr. McKeever moved for adjournment. Mr. Zavos seconded. The meeting adjourned at 6:28 PM.

Minutes taken by Tanya Sime and reviewed by CARPC staff.

Respectfully Submitted



Kris Hampton, Secretary