

MINUTES

Capital Area Regional Planning Commission

September 26, 2024

Via Zoom Webinar

5:00 pm

Participant Information

Commissioners Present: Maureen Crombie, Barbara Harrington-McKinney, Steve Greb, Kris Hampton, Cynthia Richson, Jim Schuler, Bill Tischler and Nick Zavos

Commissioners Absent: David Pfeiffer, Heidi Murphy, Peter McKeever and Allison Volk, Caryl Terrell

Staff Present: Tanya Sime and Jason Valerius

Others Present: None

1. Establish Quorum

Quorum was established at 5:15 p.m. Vote was taken to have a Chair for the Meeting. Ms. Richson nominate herself, Mr. Schuler seconded. The vote passed unanimously.

2. Public Comment on Matters not on the agenda

No public comment.

3. **Minutes of the September 12, 2024 CARPC Meeting (*actionable item*)**

Ms. Crombie moved for the approval of the September 12th, 2024 CARPC meeting minutes. Mr. Greb seconded. The motion passed unanimously.

4. Public Hearing - Adoption of the 2025 Capital Area Regional Planning Commission Budget (5:18 pm)

Public Hearing open to public comment. No public attending or comments offered. 5:19 Mr. Schuler moved to close public hearing. Mr. Zavos seconded. Voice vote was taken as follows: Crombie- Aye, Greb – Aye, Hampton – Aye, Richson – Aye, Schuler – Aye, Tischler – Aye, Zavos - Aye

5. **CARPC Resolution 2024-06, Adopting the CARPC 2025 Budget (*actionable item*)**

Executive Director Valerius presented CARPC Resolution 2024-06, Adopting the CARPC 2025 Budget. He described the updated budget and the large impact of an increase in health insurance premiums for 2025, with a projection of \$60,000 in annual operating loss that would be absorbed by the operating reserve. The agency will work to find fee and grant revenue to close this gap. Mr. Schuler moved for the approval of the CARPC Resolution 2024-06, Adopting the CARPC 2025 Budget. Mr. Greb seconded. A Roll Call vote was taken as follows: Greb – Aye, Richson – Aye, Schuler – Aye, Harrington-McKinney – Aye, Crombie – Aye, Zavos – Aye, Tischler – Aye. (Commissioner Hampton lost connection during the vote but sent an email to indicate that his vote was also in support; his vote was not needed for quorum.)

6. Future Agenda Items (next meeting is October 10, 2024, via Zoom Webinar and in-person location Monona City Hall, 6:00 pm)

Strategic Planning Report Acceptance (October?)

Commission and staff training on open meetings law, public records law, meeting rules, conflict of interest, etc.
(4:00-5:30 workshop preceding the October meeting)

2025 Work Plan Presentation, Discussion, and Adoption (October, November)

Environmental Corridors Report Hearing and Adoption (November?)

7. Adjournment

Ms. Crombie moved the motion for adjournment. Mr. Tischler seconded. The motion passed on voice vote.
The meeting was adjourned at 5:31 PM.

Minutes taken by Tanya Sime and reviewed by the Executive Director.

Respectfully submitted:



Kris Hampton, Secretary