

**Minutes of the  
West Central Wisconsin Regional Planning Commission (WCWRPC) Meeting  
Thursday, September 10, 2020 - 10:00 a.m.  
Zoom Video or Dial-In Meeting**

**Commissioners Present:** Louie Okey, Gary Taxdahl, Dave Eisenhuth, Don Hauser, Peter Kaz, Allen Krause, Steve Rasmussen, Tom Quinn, John Frank, Connie Russell, Dane Zook, Tracy LaBlanc, Tom Magnafici, Dan Hansen, Larry Weisenbeck, Judy Achterhof

**Commissioners Absent:** Stan Buchanan, Lee McMenamin, Joe Waichulis, Diane Morehouse, Joe Demulling

**Staff Present:** Lynn Nelson, Lisa Ruth, Landon Profaizer, Craig Johnson, Kim Zimmerman

1. **Call to Order:** The meeting was called to order at 10:03 a.m. by Chair John Frank. Landon Profaizer reviewed zoom operating tips. Roll call attendance was taken.
2. **Welcome and Introduction of Commissioners and Guests:** Chair Frank welcomed Commissioners and staff to the meeting.
3. **Review and Approve Minutes of July 9, 2020 Commission Meeting:** Mr. Taxdahl moved to approve the minutes as distributed, seconded by Mr. Rasmussen; motion carried.
4. **Review and Approve Disbursements:** A motion was made by Mr. Okey to approve the disbursements, seconded by Mr. Weisenbeck; motion carried.
5. **Discussion/Approval of the 2020 Economic Development Administration (EDA) Comprehensive Economic Development Strategy (CEDS) Document:** Mr. Profaizer went over the basics of the CEDS. What it is, COVID's impact on the economy, goals, strategies, data sources, action plan, and performance measures. Mr. Johnson presented the public participation element, SWOT (strengths, weaknesses, opportunities, threats) analysis, and opportunity zones. Numerous questions were asked by Commissioners and a few updates suggested. Mr. Okey moved to approve the CEDS resolution for adoption, seconded by Mr. Rasmussen; motion carried.

**BREAK**

6. **2021 Preliminary Budget Approval:** Ms. Nelson went over the Option 3 preliminary budget that was conditionally approved by the Executive Committee in June, and the full Commission in July. Ms. Nelson explained funding sources and uses and the need for flexibility during these very unpredictable times. Mr. Taxdahl moved to approve the 2021 preliminary budget as proposed, seconded by Mr. Hauser; motion carried.
7. **Consideration of Minimum Dollar Amount in Reserve Account:** Ms. Nelson noted that this item was first brought up at the July 9, 2020 Commission meeting and further discussed at the July 24, 2020 Executive Committee meeting. The Executive Committee recommends that the Reserve Account maintain a minimum sufficient to cover six months of expenses for the WCWRPC. Ms. Nelson requested, that for cash flow reasons, it was preferred that the account reserve cover five months of expenses. After some discussion, Mr. Taxdahl moved to approve that the WCWRPC Reserve Account be maintained at a minimum sufficient to cover five months of expenses, seconded by Mr. Rasmussen; motion carried.
8. **Altoona School District Safe Routes to School Plan Implementation Agreement:** The Altoona School District is requesting WCWRPC assistance with implementation activities

identified in the community's Safe Routes to School Plan. Mr. Okey moved to approve the agreement, seconded by Mr. Hauser; motion carried.

9. **Chippewa Falls Area United School District Safe Routes to School Plan Implementation Agreement:** Chippewa Falls Area United School District is requesting WCWRPC assistance with implementation activities identified in the community's Safe Routes to School Plan. Mr. Weisenbeck moved to approve the agreement, seconded by Mr. Zook; motion carried.
10. **Eau Claire Area School District Safe Routes to School Plan Implementation Agreement:** Eau Claire Area School District is requesting WCWRPC assistance with implementation activities identified in the community's Safe Routes to School Plan. Ms. Russell moved to approve the agreement, seconded by Mr. Rasmussen; motion carried.
11. **Director's Report:** Ms. Nelson highlighted project, budget, and staffing activities.
12. **Next Executive Committee Meeting Date:** To be determined
13. **Next Commission Meeting Date:** Thursday, November 12, 2020 – Location to be determined.
10. **Adjournment:** Mr. Weisenbeck moved to adjourn, seconded by Ms. Russell; motion carried. Meeting adjourned at 12:10 p.m.

Prepared by: Lisa K. Ruth