

### August 28, 2025 Meeting Minutes Comprehensive Plan Committee (CPC)

CPC Chair Chris Foss led this monthly meeting at Caroga Town Hall from 6:00 to 7:15 PM. Committee members present were: Chris Foss, Rachel Simonds, Anita Long, and Dave Cummings. Doug Purcell, Jim Hale, Jeremy Manning, and Kim Walker were unable to attend.

#### 1. Prior Meeting Minutes

- The Committee voted to approve 7/22/2025 meeting minutes.

#### 2. Town Board Action

- The Town Board received the submitted 2025 *Smart Growth Community Planning Grant* application with proposed budget ([https://townofcaroga.com/comprehensive\\_plan/caroga\\_2025sgcp\\_final.pdf](https://townofcaroga.com/comprehensive_plan/caroga_2025sgcp_final.pdf)) and timeline ([https://townofcaroga.com/comprehensive\\_plan/project-timeline\\_2025-07-31.pdf](https://townofcaroga.com/comprehensive_plan/project-timeline_2025-07-31.pdf)).

#### 3. 2025 Community Survey

- The 2025 Community Survey was conducted from April to August 15, 2025 on *SurveyMonkey* and via paper copies at Town Hall ([https://townofcaroga.com/comprehensive\\_plan/cpc\\_survey1\\_final.pdf](https://townofcaroga.com/comprehensive_plan/cpc_survey1_final.pdf)).
- A total of 565 people responded, and Rachel Simonds presented findings on *SurveyMonkey*.
- The group viewed online graphs from *SurveyMonkey* to understand the basic pattern of results.
- The group agreed to create and share a written *2025 Community Survey Summary*.
- Anita Long and Rachel Simonds shared some preliminary ideas about this *Summary* document.
- To simplify the presentation, a one-page *Overview* will be added to show key findings.
- Footnotes will be edited to Endnotes. Endnotes will add results for full-time and part-time residents.

#### 4. Action Items

##### A. **Community Survey**

- Review written *Community Survey Summary*, with goals to approve this in September and share with the Town Board by October (2025\_community\_survey\_summary\_draft2\_2025-09-22.pdf).

##### B. **Planning Grant**

- Attend Town Board Budget Meetings and confirm inclusion of the planning grant proposal.
- Review *PPP* ([https://townofcaroga.com/comprehensive\\_plan/caroga-cpc\\_ppp\\_2025-07-24.pdf](https://townofcaroga.com/comprehensive_plan/caroga-cpc_ppp_2025-07-24.pdf)).

##### C. **Ongoing Plan Review**

- Committee members will continue to contribute to wording for a revised vision and contents.

#### 5. Next Meeting

**The next meetings at Town Hall will be Thursday September 25 and October 30, 2025 at 6:00 PM.**  
We will continue plan review and finalize the *Community Survey Summary*.

Respectfully submitted,  
Anita McMartin Long  
CPC Member and Secretary