

**MINUTES**  
**of the Executive Committee of the**  
**Capital Area Regional Planning Commission**

**February 8, 2018**

**CCB Room 321, 210 Martin Luther King Jr. Blvd, Madison WI**

**5:30 pm**

Commissioners Present: Maureen Crombie (phoned in), Mark Geller, Ken Golden, Kris Hampton, Peter McKeever, Larry Palm (Chair)

Staff Present: Linda Firestone, Sean Higgins, Mike Rupiper, Steve Steinhoff

Others Present: No members of the public

1. Roll Call

Chair Palm called the meeting to order at 5:30 pm. Quorum was established.

2. Approval of Minutes

a. **Minutes of the January 8, 2018 Executive Committee Meeting (*actionable item*)**

Mr. Geller moved to approve the minutes of the January 8, 2018 Executive Committee meeting; Mr. Hampton seconded. The motion passed on a voice vote.

3. Public Comment

No members of the public were present.

4. Presentations and Discussions

a. Revisions to the 2018 CARPC Work Program

Mr. Steinhoff gave an overview of the revisions to the 2018 CARPC work program and why the revisions were necessary.

b. Hiring a GIS Specialist

The discussion included a summary of why the hiring of a GIS specialist was necessary, and the hiring level and salary of the new employee. The position had already been advertised and 33 applicants have submitted materials. It was noted that a public hearing and vote on a budget amendment, related to replacing the current half-time contracted GIS specialist with a full-time GIS specialist, will occur at the March CARPC meeting.

c. Bylaws Amendment Regarding Executive Committee Composition

Chair Palm explained why an amendment to the CARPC bylaws was necessary. The proposed revision to the third paragraph of Article V Section 2 of the bylaws is as follows:

The Executive Committee shall be appointed by the Commission and shall consist of Officers of the Commission and up to three (3) additional Commissioners with not less than one (1) representative from each appointing authority. The Chairperson serves as the Chairperson of the Executive Committee.

d. Legislative Updates and Discussion

- (1) SB 640 (Development Property Modernization Act of 2017): Mr. Steinhoff stated that the amendment language that Forbes McIntosh presented at the January CARPC meeting had stayed the same. The amendment is scheduled on the full Assembly calendar for February 13th. Mr. Steinhoff did not see the bill scheduled on the Senate calendar yet.
- (2) AB 547 / SB 600 (Wetlands Reform): Mr. Rupiper reported that the Senate Natural Resources Committee met on February 8th on several amendments. Mr. Rupiper had no updates to share.
- (3) Promoting Legislation to Remove the RPC Levy from the Calculation of the County Levy Limit: This was requested by Commissioner McKeever. Chair Palm stated that this would be a lot of diligent work. The

language would need to be reviewed and revised language proposed. Mr. Steinhoff stated that AWRPC directors were split on whether to include this as part of the AWRPC legislative agenda, so this will not be included in the AWRPC agenda. Mr. McKeever stated that an early step should be to have a discussion with the County Executive's office to find out what they know about this and who, if anyone other than the Commission and the County Executive, was discussing this.

Chair Palm requested that Mr. Steinhoff bring the AWRPC legislative agenda to the next meeting. Mr. McKeever requested that a conversation be held with Josh Wescott in the County Executive's office to find out if there is any way to work together. Chair Palm suggested that CARPC may want to have a more comprehensive slate of legislative agendas. Mr. Steinhoff stated that discussions have occurred regarding holding AGMV information sessions with the legislators whose districts are located in Dane County to let them know what CARPC was doing.

5. Action Items and Authorization for Executive Chairperson and Deputy Director to Execute Agreements

a. **Recommendation to Commission to Approve Agreement with designCraft for Website Development Services to A Greater Madison Vision (*actionable item*)**

Mr. McKeever moved to recommend the approval of the agreement with designCraft; Mr. Geller seconded.

Mr. Steinhoff gave an overview of the Request for Proposal that was sent out and the review of proposals that were received.

The motion passed on a voice vote.

6. Financials

a. **Approval of February 2018 Disbursements and Treasurer's Report for January 2018 (*actionable item*)**

Mr. Hampton moved to approve the February 2018 disbursements and January 2018 treasurer's report; Mr. Golden seconded. The motion passed on a voice vote.

7. Future Agenda Items (Next meetings March 5th and April 9th, both are in Room 321 CCB)

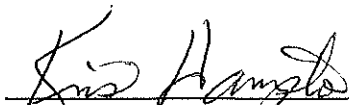
No future agenda items were suggested.

8. Adjournment

Mr. Hampton moved to adjourn; Mr. Golden seconded. The motion passed on a voice vote. The meeting adjourned at 5:57pm.

Minutes taken by Linda Firestone

Respectfully Submitted:



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Kris Hampton, Secretary