

MINUTES
of the
Capital Area Regional Planning Commission

February 14, 2019

CCB Room 351, 210 Martin Luther King Jr. Blvd., Madison WI

6:15 p.m.

Commissioners Present: Lauren Cnare, Mark Geller, Ken Golden, Kris Hampton, Peter McKeever (arrived 6:23pm), Ed Minihan, Chair Larry Palm, David Pfeiffer, Bruce Stravinski, Caryl Terrell

Commissioners Absent: Brad Cantrell, Maureen Crombie, Tony Hartmann

Staff Present: Linda Firestone, Mike Rupiper, Steve Steinhoff

Others Present: None

1. Roll Call

Chair Palm called the meeting to order at 6:20pm. Quorum was established.

2. Consent Agenda (*actionable item*)

a. Approval of Minutes of the January 10, 2019 Meeting (*actionable item*)

b. Report of the Executive Committee from February 11, 2019 (*actionable item*)

(1) Approval of Hiring of GIS Specialist (*actionable item*)

(2) Approval of Revised Salary Structure for Deputy Director Position (*actionable item*)

(3) Review and Discussion of Draft Terms for New Office Space

(4) Discussion of Forming Committees to Guide and Develop Recommendations Related to Agency Projects

(5) Consideration of Approval to Submit Form PRB-002 to Wisconsin Historical Society Adopting the Entire General Records Schedule for Wisconsin Municipal and Related Records (*actionable item*)

(6) Consideration of Approval of Authorizing Executive Chair to Approve Annual Changes to Appendix E of CARPC Personnel Manual (*actionable item*)

(7) Consideration of Approval of Authorizing the Deputy Director to Execute Agreement with designCraft Advertising for Developing a Website for A Greater Madison Vision (*actionable item*)

(8) Consideration of Approval of February 2019 Disbursements and Treasurer's Report for January 2019 (*actionable item*)

Ms. Cnare moved to accept the consent agenda; Mr. Hampton seconded. No commissioners wished to remove any items from the consent agenda. The motion passed on a voice vote.

3. Public Comment on Matters not for Public Hearing

No member of the public registered to speak.

4. Presentations and Discussions

a. Report of the Members of the Madison Area Transportation Planning Board

(1) Report of Joint MPO/CARPC Meeting on January 9, 2019

Discussion ensued regarding the closer relationship between MPO and CARPC, the status of the potential move to offices that will be shared with the MPO; and where meetings would be held after the move.

b. Discussion on CARPC Activities to Promote a Regional Approach to Address Flooding

Mr. Rupiper gave a report on staff activities, which included initial outreach with communities and agencies to engage levels of interest and support. Mr. McKeever, Ms. Terrell, and Mr. Pfeiffer might be good representatives from the Commission to participate in an Ad Hoc Flood Mitigation Guidance Committee because they were very active on the stormwater group. Mr. Rupiper thought it would be a good idea to have one representative from each appointing authority on the committee. Chair Palm stated

that there was also a long-range Ad Hoc Land Use Plan Committee that needed commissioner involvement. There was a discussion regarding Spring elections and possible turnover of commissioners. Chair Palm asked Commissioners to contact him or Mr. Rupiper within the next two weeks if they are interested in serving on either committee.

c. Presentation and Discussion on A Greater Madison Vision Survey Results

Mr. Steinhoff gave the presentation that he used in webinars to AGMV Steering Committee members to report the AGMV survey results. He stated that he would share the presentation with Commissioners after the Commission meeting so they could review it. Discussion ensued, including the need to highlight the most important points when presenting the AGMV survey results to the public in the future. Staff was urged to contract with designCraft to assist with the dissemination of information.

Mr. Golden moved to reconsider item 2.b(7); Ms. Cnare seconded. The motion passed on a voice vote.

As part of item 2.b(7), Ms. Cnare moved to authorize the Deputy Director to execute an agreement with designCraft to assist staff on messaging AGMV survey results, and spending no more than \$5,000 for this purpose; Mr. Golden seconded. The motion passed on a voice vote.

5. Report of Directors

a. Report of Deputy Director on Division of Community and Regional Planning Activities

Mr. Steinhoff reported that MadREP was going through its planning process and they had very strong support for a more robust regional planning infrastructure in a larger region. Its draft plan includes an action step to form a committee or work group to work on fostering a multi-county regional planning commission.

b. Report and Discussion on Division of Environmental Resources Planning Activities

Mr. Rupiper reported on his division's activities.

6. Future Agenda Items (Next meeting is March 14, 2019, Room 351, City-County Bldg)

Mr. McKeever suggested that Paul Jadin of MadREP be invited to attend the March CARPC meeting. Mr. Steinhoff said he had done that already for either the March or April meeting.

Mr. Minihan requested a future discussion on making overtures to Columbia County in terms of sending additional water and long-term planning to prevent flooding.

Chair Palm asked Commissioners to review the current bylaws.

7. Adjournment

Mr. McKeever moved to adjourn; Mr. Hampton seconded. The motion passed on a voice vote. The meeting adjourned at 8:25pm.

Minutes taken by Linda Firestone

Respectfully Submitted:



Kris Hampton, Secretary