

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

June 10, 2019

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

4:30 p.m.

Commissioners Present: Maureen Crombie, Mark Geller, Kris Hampton, Chair Larry Palm, David Pfeiffer

Commissioners Absent: Peter McKeever

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

Others Present: None

1. Roll Call

Chair Palm called the meeting to order at 4:32pm. Quorum was established.

2. Approval of Minutes

a. Consideration of Approval of Minutes of the May 6, 2019 Executive Committee Meeting (*actionable item*)

Mr. Geller moved to approve the minutes of the April 8, 2019, Executive Committee meeting; Mr. Hampton seconded. The motion passed on a voice vote.

3. Public Comment

No members of the public were present.

4. Closed Session

a. *The Commission intends to convene into closed session pursuant to Wis. Stat. § 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the Commission has jurisdiction or exercises responsibilities. The subject matter concerns the salary adjustment for the Environmental Resources Planner position.*

Mr. Hampton moved to convene into closed session; Ms. Crombie seconded. A roll call vote was taken: Commissioners who voted "aye": Chair Palm, Ms. Crombie, Mr. Geller, Mr. Hampton, and Mr. Pfeiffer. Commissioner who was absent: Mr. McKeever. The motion passed on a roll call vote.

5. Return to Open Session

Mr. Hampton moved to return to open session; Ms. Crombie seconded. A roll call vote was taken: Commissioners who voted "aye": Chair Palm, Ms. Crombie, Mr. Geller, Mr. Hampton, and Mr. Pfeiffer. Commissioner who was absent: Mr. McKeever. The motion passed on a roll call vote.

6. Action Items

a. Consideration of Approval of Salary Adjustment for the Environmental Resources Planner Position (*actionable item*)

Mr. Geller moved to increase the Environmental Resources Planner position's salary range by 2.1%.; Mr. Hampton seconded. The motion passed on a voice vote.

7. Presentations and Discussions

a. Review of Preliminary 2020 CARPC Budget and Levy Charge

Mr. Steinhoff reviewed the 2020 budget figures and the reasons for any increases and decreases.

Discussion ensued, including commissioner per diem and mileage, and Mr. Hampton requested that staff research past commissioner per diem and mileage rates.

b. Update on Digitalization of CARPC Records

Ms. Firestone gave an update on the scanning of CARPC's files.

c. Update of Office Move to 100 State Street, Madison

Mr. Steinhoff gave an update on the move to the new offices, including the status of CARPC's relationship with the City's IT office.

d. Discussion of CARPC Strategic Planning Session, August 2019

Chair Palm discussed the rationale behind holding a strategic planning session. Discussion ensued, during which time Chair Palm urged Commissioners to come forward with any suggestions they had regarding future goals.

e. Regional Land Use Plan Update Discussion at Commission Meeting

Mr. Higgins recapped the actions of the May Committee of the Whole and reviewed the materials for the June Committee of the Whole. Chair Palm requested that the extra "L" on the summary table of the May 2019 dot voting exercise be clarified. Discussion ensued including suggestions for the content of the materials, the structure of the June Committee of the Whole meeting, the appropriate time to start a discussion of whether to include areas outside of Dane County in the land use plan, and reviewing CARPC's base goals and strategies so they match CARPC's priorities.

8. Financials

a. **Consideration of Approval of June 2019 Disbursements and Treasurer's Report for May 2019**
(actionable item)

Mr. Geller moved to approve the June 2019 Disbursements and Treasurer's Report for May 2019; Mr. Hampton seconded. The motion passed on a voice vote.

9. Future Agenda Items (Next meeting is at 4:30pm, July 8, 2019, in room 321 City-County Bldg, Madison, WI)


No future agenda items were suggested.

10. Adjournment

Mr. Hampton moved to adjourn; Mr. Pfeiffer seconded. The motion passed on a voice vote. The meeting adjourned at 6:03pm.

Minutes taken by Linda Firestone

Respectfully Submitted:


Kris Hampton, Secretary