

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

September 12, 2019

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

4:30 p.m.

Commissioners Present: Mark Geller, Kris Hampton, Peter McKeever, Chair Larry Palm, David Pfeiffer

Commissioners Absent: Maureen Crombie

CARPC Staff Present: Linda Firestone, 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 August 5, 2019 Executive Committee Meeting**
(actionable item)

Mr. Hampton moved to approve the minutes of the August 5, 2019, Executive Committee meeting; Mr. Pfeiffer seconded. The motion passed on a voice vote.

3. Public Comment

No members of the public were present.

4. **Closed Session (actionable item)**

a. *The Executive Committee 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.*

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

5. **Return to Open Session (actionable item)**

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

6. Presentations and Discussions

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

Mr. Steinhoff gave an update. Safety in the neighborhood was discussed. Mr. McKeever suggested that staff contact Madison police and the downtown business associations to notify them that CARPC is moving into the area and to offer planning assistance. The creation of a security plan was also discussed. Ms. Firestone was asked to talk to Isthmus Magazine staff regarding safety.

7. Action Items

a. **Consideration of Authorizing Agency Director to Execute Agreement for Internet Service and Associated Hardware (*actionable item*)**

Mr. Steinhoff requested that the authorization to execute the agreement be revised to include either a designee or Mr. Rupiper since Mr. Steinhoff was going to be out of the office when the agreement needed to be signed. Mr. McKeever moved to authorize Mr. Rupiper to execute the agreement as recommended by the CARPC staff; Mr. Hampton seconded.

Mr. Rupiper gave some background information, including the need for a higher Internet speed.

The motion passed on a voice vote.

8. Financials

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

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

9. Future Agenda Items (Next meeting is at 4:30pm, October 7, 2019, in room 321 City-County Bldg, Madison, WI)

There were no future agenda items.

10. Adjournment

Mr. Hampton moved to adjourn; Mr. Geller seconded. The motion passed on a voice vote. The meeting adjourned at 5:28pm.

Minutes taken by Linda Firestone

Respectfully Submitted:



Kris Hampton, Secretary

