

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

January 9, 2020 (rev. 01/07/20)

100 State Street, Suite 400, Madison WI

6:00 p.m.

**RPC Meeting Policies and Deadlines**

**Registering and Speaking at RPC Public Hearings and Meetings:** Persons wishing to speak must register and give the registration form to the meeting recorder before the corresponding "Public Comment..." or Public Hearing item is taken up. Oral comments will not be heard for individual agenda items not designated for public hearing, but will be heard under the "Public Comment..." agenda item. The time limit for testimony by each registrant will be 3 minutes, unless additional time is granted at the discretion of the Chair. However, for public hearings on USA/LSA amendments, applicants are granted a maximum of 15 minutes to testify, and other groups of registrants may pool their time of 3 minutes each up to a maximum of 15 minutes. Commissioners may direct questions to speakers. The RPC may alter the order of the agenda items at the meeting.

**Deadlines for Written Communications:** Written communications intended to be provided to the Commission and considered as part of the information package for a public hearing or agenda item should be received in the RPC office no later than noon, 7 days prior to the meeting. Written communications received after this deadline will be reported and provided to the Commission at the meeting.

**RPC Action Scheduling:** If significant controversy or unresolved issues are raised at the public hearing, the RPC will usually defer or postpone action to a future meeting.

**RPC Quorum may be Present:** RPC Commissioners who are not members of the Executive Committee may attend Executive Committee meetings which may constitute a quorum of the RPC.

Background Documents:

- a. Mission-Vision Statements and Operating Agreements
- b. Categories of Decision Making (revised November 2017)
- c. Code of Conduct/Conflict of Interest Policy (revised July 2018)
- d. Commissioner Committees (revised March 2019)
- e. CARPC meeting agenda for Thursday, January 9, 2020

1. Roll Call
2. Approval of Minutes
  - a. **Consideration of Approval of Minutes of the December 9, 2019 Executive Committee Meeting (*actionable item*)**
3. Public Comment
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 evaluation of the Agency Director/Division Director for Community and Regional Development Planning.*
5. Return to Open Session
6. Approval of Evaluation of Agency Director
  - a. **Consideration of Approval of Evaluation of Agency Director (*actionable item*)**
7. Action Items
  - a. **Consideration of Approval of RPC Self-Certification (*actionable item*)**
  - b. **Consideration of Approval of Cooperative Monitoring Agreements with the USGS, City of Madison, and City of Middleton (*actionable item*)**
  - c. **Consideration of Approval of Amendment to the 2019 Agreement to Provide Water Quality Management Planning Assistance to the Wisconsin Department of Natural Resources (*actionable item*)**
  - d. **Consideration of Approval of Amendments to Agreements with the Towns of Sun Prairie, Bristol Springfield, Blue Mounds, Berry, and Westport for 2020 Services (*actionable item*)**
  - e. **Consideration of Approval of Changes to Appendix E of CARPC Personnel Manual (*actionable item*)**
  - f. **Consideration of Authorizing Agency Director to Execute Engagement Letter with Johnson Block CPAs for 2019-2021 Financial Audits (*actionable item*)**

8. Financials

a. **Consideration of Approval of January 2020 Disbursements and Treasurer's Report for December 2019**  
**(actionable item)**

9. Future Agenda Items (Next meeting is February 10, 2020, at 100 State Street, Suite 400)

10. Adjournment

**NOTE:** If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity or program, please call the phone number below at least three business days prior to the meeting.

**NOTA:** Si necesita un intérprete, un traductor, materiales en formatos alternativos u otros arreglos para acceder a este servicio, actividad o programa, comuníquese al número de teléfono que figura a continuación tres días hábiles como mínimo antes de la reunión.

**LUS CIM:** Yog hais tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntawv, cov ntawv ua lwm hom ntawv los sis lwm cov kev pab kom siv tau cov kev pab, cov kev ua ub no (activity) los sis qhov kev pab cuam, thov hu rau tus xov toj hauv qab yam tsawg peb hnuv ua hauj lwm ua ntej yuav tuaj sib tham.

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