

MINUTES

CARPC Policies & Criteria Advisory Group

March 11, 2009

City-County Building Rm 309, 210 MLK Jr Blvd, Madison WI

5:00 p.m.

Present: Phyllis Hasbrouck, Eileen Kelley, Brad Murphy, Larry Nelson, Jim Pulvermacher, Caryl Terrell, Tom Wilson

Absent: Bruce Sylvester

Staff Present: Chris Gjestson, Kamran Mesbah

1. Introductions

The meeting convened at 5:05 p.m.

2. Changes to the agenda.

None.

3. Approval of the minutes of the meeting of December 11, 2008

Motion by Terrell, second by Hasbrouck, to approve the minutes of the meeting of December 11, 2008. Motion carried unanimously.

4. Discussion of guidelines for group processes and decision-making

Members agreed to seek consensus on all decisions, to not hold meetings unless at least one member representing each CARPC appointing authority was present, and for members to contact Gjestson immediately if the member will be absent from a scheduled meeting.

5. Discussion of interview questions for visits with local units of government

Mesbah described a list of proposed questions dated March 9, 2009, provided to members; members agreed that interviews with local units of government should be the Group's first step. Pulvermacher suggested adding a question asking if the local unit had been through the USA amendment process under CARPC; members agreed. Nelson suggested adding an opportunity for "other comments" on the policies and criteria; members agreed, and the local unit could be invited to provide specific recommendations on changing the policies and criteria to better pursue CARPC goals. Members discussed who should be contacted; Murphy suggested contacting the chief elected officials (CEOs), who could designate representatives to respond. Wilson recommended the questions be provided in advance to allow them to prepare. Nelson suggested that CEOs who are not up for election in April be contacted first; those who are up for election could be contacted after the elections.

6. Discussion of joint fact-finding subjects

- a. Proposed projection process**
- b. Land demand calculations**
- c. Water Quality Plan approval process and authority**
- d. Relationship between comprehensive plans and regional plans**
- e. Other subjects**

Mesbah stated that staff would make presentations (on items listed above) to the Group at the next meeting. Hasbrouck requested discussion on FUDA and relevant laws; Terrell requested discussion on CARPCs role in USA amendments after CARPC approval (enforcement of conditions of approval), including real world examples; Wilson requested discussion on the relationship between sewerage districts and CARPC.

7. Discussion of NR 121 (process for USA amendments).

Mesbah referred to text of NR 121 provided at members' places, and discussed notable excerpts. Terrell referred to a printout of the sewer service area plan and plan amendment approval guide from the DNR website; Gjestson was directed to e-mail the URL to members. Discussion to be continued at the next meeting.

8. Discussion of approach to evaluating CARPC policies and criteria.

Members agreed to review the feedback from the interviews prior to deciding on an approach to evaluation. Members discussed who would be interviewed, and agreed to include engineers and developers who worked on service area amendments, and special interest groups. Terrell asked if Thrive would be involved; Mesbah stated he would contact Rafael Carbonell.

9. Consideration of creating focus groups

Members agreed focus groups could be created after the interviews had been held and responses compiled, in order to address key areas.

10. Consideration of timeline and periodic reporting to CARPC

Mesbah stated that the final report was due to CARPC by January 2010. Nelson suggested an initial draft be completed in July; Terrell noted this would allow for further input before the January deadline. Mesbah stated the final draft could be targeted for completion in November.

11. Set future meeting dates and times

Members agreed to meet next on Thursday, April 23 at 5:00 p.m. Future potential dates include May 28 and June 25.

12. Adjournment

Meeting adjourned at 6:40 p.m.

Recorded by Chris Gjestson