

REVISED AGENDA

Meeting of the Capital Area Regional Planning Commission

January 10, 2008 City-County Building Room 310, 210 Martin Luther King Jr. Blvd., Madison WI 7:00 p.m.

1. Roll Call
2. Approval of minutes of the December 13, 2007 meeting
3. Review of agenda
4. Public comment
5. **Discussion of setting a public hearing for the Deerfield USA amendment request (as revised) for February 28, 2008 (actionable item)**
6. Selection of membership to Executive Committee, Personnel Committee, and Agricultural Loss Mitigation Workgroup
7. **Approval of the USGS Joint Funding Agreement for Water Resources Monitoring (actionable item)**
8. Discussion of the CARPC Environmental Technical Advisory Committee
9. **Authorization for entering into a license agreement for the State Historical Society of Wisconsin Digital Geographic Dataset and purchase of subscription (actionable item)**
10. Discussion of pursuing a license agreement with the Wisconsin Department of Natural Resources for access to the Natural Heritage Inventory dataset
11. Discussion of pursuing a state/federal Transportation Planning Grant through the Wisconsin Department of Transportation, and pursuing a contract for the performance of the transportation planning work related to service area expansion with the Madison Area Transportation Planning Board
12. Discussion of a six-month work plan
13. Progress report on the Madison Metropolitan Sewerage District's Collection System Evaluation Study
14. Communications
15. Report of Interim Chair / Discussion
16. Report of Deputy Director / Discussion
17. Future agenda items
- ~~18. Election of Officers: Chair, Vice Chair, Secretary, and Treasurer~~
18. Adjournment

If you need a sign language interpreter, materials in alternate formats, or other accommodations to access this meeting, please contact DCCAPD staff at 266-4137, or TDD 266-4529, at least 72 hours in advance of the meeting.

Re: Approval of the USGS Joint Funding Agreement for Water Resources Monitoring.

Decision Item:

1. Authorize Signature of USGS Joint Funding Agreement in the Amount of \$171,600.

Background

A very large number of water monitoring efforts and programs have been conducted in Dane County over the years directed at different problems or resources, conducted by different agencies and of different durations. Climate and precipitation data, lake levels, stream and river flows, water quality, pollution sources, springs, and groundwater – nearly all have been measured to some extent at some time. The *Dane County Water Data Index*, and *Surface Water Quality Condition* Reports published by the Regional Planning Commission help summarize and interpret available water resources monitoring information for Dane County.

In particular, from 1976 to 1979, a relatively significant surface water monitoring effort was conducted as part of development of the initial *Dane County Water Quality Plan*. The Plan provides a comprehensive overview of water quality conditions and problems in Dane County and serves as the policy document for addressing those problems. However, the surface water monitoring effort was substantially reduced in 1980 due to cutbacks in funding. Since that time only very limited surface water quality data has been gathered to guide and provide the basis for water quality management decisions in Dane County. Yet, substantial changes in impacts and management practices have occurred over the last 30 years. For example, many wastewater treatment plants in Dane County have been upgraded and improved, accelerated non-point source pollution control programs have been undertaken, and agricultural soil conservation and waste management programs have also changed considerably during this period. In addition, the region continues to experience significant growth and development pressures.

Need for Regional Coordination

In an attempt to continue and augment the monitoring program, the former Dane County RPC coordinated a Cooperative Water Resources Monitoring Program among federal, state, and local agencies. The program is designed to gather information to help characterize the water quality in Dane County. Basic lake monitoring on the Yahara Lakes is conducted by the DNR Bureau of Research. The cities of Madison, Middleton, Dane County, and DNR (in cooperation with USGS) have supported continuous flow, phosphorus, and sediment monitoring on the major tributaries to the Yahara Lakes. Baseflow water quality monitoring is collected on representative streams throughout the county. The City of Madison monitors water quality parameters at the outflows from each of the Yahara lakes. Dane County manages lake levels. The Madison metropolitan Sewerage District (MMSD) monitors Badfish Creek, Badger Mill Creek, and the Sugar River. In addition, DNR has conducted a few short-term monitoring and appraisal investigations directed at specific locations, pollution sources, and projects (e.g., Priority Watershed Projects).

The U.S. Geological survey prefers to contract with a single regional entity rather than many separate individual agreements. It is also in this manner the region is able to leverage significant federal cost-share funding (typically 40 cents on the dollar). Therefore, it is important that the Cooperative Water Resources Monitoring Program be continued and supported by CARPC.

Recommendation

CAPD staff has continued this coordination role after the dissolution of the former Dane County RPC. The 2008 program budget and scope of work is included in the attached agreement. Pass-through revenues and expenditures to USGS necessary to conduct the work has been included in the approved 2008 CARPC budget. Budgeted amounts to be contributed by the respective sponsors have also been confirmed.

It is therefore recommended the CARPC authorize the Deputy Director to sign the attached agreement with the U.S. Geological Survey to perform the water resources monitoring activities described therein.

Materials Included with the Item:

1. U.S. Geological Survey Joint Funding Agreement #08E4WI249100

Contact for Further Information:

Mike Kakuska, Senior Planner
266-9111
mikek@danecorpc.org



United States Department of the Interior

U.S. GEOLOGICAL SURVEY
USGS Wisconsin Water Science Center
8505 Research Way
Middleton, WI 53562-3586
phone: (608) 828-9901
fax: (608) 821-3817
<http://wi.water.usgs.gov>

November 19, 2007

RECEIVED
NOV 20 2007

Mr. Mike Kakuska
Capital Area Regional Planning Commission
Dane County Planning & Development Department
210 Martin Luther King Jr. Blvd, Room 362
Madison, Wisconsin 53703

Dear Mr. Kakuska:

Enclosed are two copies of a Joint Funding Agreement for the 2008 calendar year water-resources monitoring program. Funding to be provided by Dane County totals \$99,110, and the in-kind contribution by the USGS is \$72,490 to cover all of the cost of the field and analytical work related to this program.

Also enclosed for your reference is a table showing the funding source breakdown for the various monitoring items previously presented and discussed with Herb Garn

Work performed with funds from this agreement will be conducted on a fixed-price basis. Dane County will be billed one-fourth of the \$99,110 at the end of each quarter.

If acceptable, please sign all copies and return one to us in the enclosed, self-addressed envelope. The remaining copy is for your files. If you have any questions, please contact Herb Garn at (608) 821-3828 or Rob Waschbusch at (608) 821-3868.

Sincerely,

Charles A. Peters
Director, Wisconsin Water Science Center

Enclosures

Form 9-1366
(Oct. 2005)

**U.S. Department of the Interior
U.S. Geological Survey
Joint Funding Agreement**

Customer #: WI141
Agreement #: 08E4WI249100
Project #: 2491-9KP41
TIN #: 39-6005684
Fixed Cost Agreement Yes No

Page 1 of 2

**FOR
WATER RESOURCES INVESTIGATIONS**

THIS AGREEMENT is entered into as of the 1st day of January, 2007, by the U.S. GEOLOGICAL SURVEY, UNITED STATES DEPARTMENT OF THE INTERIOR, party of the first part, and the CAPITAL AREA REGIONAL PLANNING COMMISSION, party of the second part.

1. The parties hereto agree that subject to availability of appropriations and in accordance with their respective authorities there shall be maintained in cooperation A WATER RESOURCES MOINORING PROGRAM, herein called the program. The USGS legal authority is 43 USC 36C; 43 USC 50; and 43 USC 50b.
2. The following amounts shall be contributed to cover all of the cost of the necessary field and analytical work directly related to this program. 2(b) includes In-Kind Services in the amount of \$0.00.

(a) \$72,490.00 by the party of the first part during the period
January 1, 2008 to December 31, 2008

(b) \$99,110.00 by the party of the second part during the period
January 1, 2008 to December 31, 2008

(c) Additional or reduced amounts by each party during the above period or succeeding periods as may be determined by mutual agreement and set forth in an exchange of letters between the parties.

(d) The performance period may be changed by mutual agreement and set forth in an exchange of letters between the parties.

3. The costs of this program may be paid by either party in conformity with the laws and regulations respectively governing each party.
4. The field and analytical work pertaining to this program shall be under the direction of or subject to periodic review by an authorized representative of the party of the first part.
5. The areas to be included in the program shall be determined by mutual agreement between the parties hereto or their authorized representatives. The methods employed in the field and office shall be those adopted by the party of the first part to insure the required standards of accuracy subject to modification by mutual agreement.
6. During the course of this program, all field and analytical work of either party pertaining to this program shall be open to the inspection of the other party, and if the work is not being carried on in a mutually satisfactory manner, either party may terminate this agreement upon 60 days written notice to the other party.
7. The original records resulting from this program will be deposited in the office of origin of those records. Upon request, copies of the original records will be provided to the office of the other party.

Form 9-1366
continued

U.S. Department of the Interior
U.S. Geological Survey
Joint Funding Agreement

Customer #: WI141
Agreement #: 08E4WI249100
Project #: 2491-9KP41
TIN #: 39-6005684

- 8. The maps, records, or reports resulting from this program shall be made available to the public as promptly as possible. The maps, records, or reports normally will be published by the party of the first part. However, the party of the second part reserves the right to publish the results of this program and, if already published by the party of the first part shall, upon request, be furnished by the party of the first part, at costs, impressions suitable for purposes of reproduction similar to that for which the original copy was prepared. The maps, records, or reports published by either party shall contain a statement of the cooperative relations between the parties.
- 9. USGS will issue billings utilizing Department of the Interior Bill for Collection (form DI-1040). Billing documents are to be rendered **quarterly**. Payments of bills are due within 60 days after the billing date. If not paid by the due date, interest will be charged at the current Treasury rate for each 30 day period, or portion thereof, that the payment is delayed beyond the due date. (31 USC 3717; Comptroller General File B-212222, August 23, 1983).

U.S. Geological Survey
United States
Department of the Interior

CAPITAL AREA REGIONAL
PLANNING COMMISSION
Madison, Wisconsin

USGS Point of Contact


Customer Point of Contact

Name: Herbert Garn
Address: U.S. Geological Survey
8505 Research Way
Middleton, WI 53562
Telephone: (608) 821-3828
Email:

Name: Mike Kakuska
Address: Dane County Planning & Dev Dept
210 Martin Luther King Jr. Blvd.
Madison, WI 53703
Telephone:
Email:

Signatures

Signatures

By  Date 11/19/07
Name: Charles A. Peters
Title: Director, WI Water Science Center

By _____ Date _____
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2008 Dane County Cooperative Water Resources Monitoring Program

Data Collection Site	USGS	Dane County	DNR/Dane County	Westport	Madison	Middleton	Total
1. Spring Harbor Storm Sewer							
- Streamflow (continuous)	2,500				3,300		5,800
- Suspended sediment loads based on 150 samples	4,600				5,870		10,470
Subtotal	7,100				9,170		16,270
2. Pheasant Branch at USH 12, Middleton							
- Streamflow (continuous)	4,300					5,440	9,740
- Suspended sediment loads based on 150 samples	4,800					6,060	10,860
- Total phosphorus sampling and loads based on 100 samples and dissolved orthophosphorus based on 20 samples	1,980		2,490				4,470 ¹
- Phosphorus laboratory analyses (State Lab)			----				----
Subtotal	11,080		2,490			11,500	25,070
3. Yahara River at Windsor							
- Streamflow (continuous)	2,750		3,470				6,220
- Suspended sediment and total phosphorus sampling and loads based on 100 samples and dissolved orthophosphorus based on 20 samples	5,030		6,360				11,390
- Phosphorus laboratory analyses (State Lab)			----				----
Subtotal	7,780		9,830				17,610
4. Yahara River at SH 113, Madison							
- Streamflow (AVM, continuous)	2,540	1,700	----	1,810			6,050 ³
- Total phosphorus and suspended sediment sampling and loads based on 80 samples and dissolved orthophosphorus based on 15 samples	2,540	1,700	----	1,810			6,050 ³
- Phosphorus laboratory analyses (State Lab)			----				----
Subtotal	5,080	3,400	----	3,620			12,100^{1,3}
5. Baseflow Sampling (4 Sites)							
- Dissolved oxygen, E. coli, pH, specific conductance, suspended sediment, temperature, total trace metals, major ions, and nutrients	12,150	15,000					27,150
Subtotal	12,150	15,000					27,150
6. Lake Level Gages							
- Lakes Mendota, Monona, Kegonsa, and Waubesa	8,000	11,000					19,000
Subtotal	8,000	11,000					19,000
7. Streamflow Gages							
- Yahara River at Madison, McFarland, and Stoughton; and Black Earth Creek at Black Earth	21,300	33,100					54,400
Subtotal	21,300	33,100					54,400
Grand Total	72,490	62,500	12,320²	3,620	9,170	11,500	171,600

¹ In-kind phosphorus lab analyses service performed by the State Lab of Hygiene through separate agreement between SLOH and DNR.

² Dane County share. DNR share through separate agreement between USGS and DNR, plus phosphorus lab analyses estimated = \$6,623

³ Does not include funding for streamflow, sampling and loads (\$19,330) provided through separate agreement between USGS and DNR for DNR share of Windsor and Yahara R. at SH113.

Re: Discussion of the CARPC Environmental Technical Advisory Committee.

This committee will provide the essential technical and scientific input into the Commission's environmental resources planning program and Future Urban Development Area (FUDA) Planning criteria. Members of this committee will review and comment on the technical and scientific aspects of the Commission's work efforts, as well as provide assistance in data gathering and analysis.

The committee membership is multi-disciplinary by design since a wide range of scientific skills and specialties are needed to address multi-faceted environmental issues. It is anticipated that the entire membership of this committee would meet only rarely. In most cases, ad hoc workgroups would be formed and focused on specific issues raised, drawing on the individual skillsets of the appropriate committee members. Special attention will be given to addressing potential cross-media or inter-agency conflicts, and that a comprehensive analysis and viewpoint will be encouraged throughout.

The attached draft list provides a pool of potential members who could be contacted as to their willingness and availability to serve on the TAC. The list is provided for Commissioner's review and comment and to authorize staff to initiate such contact. A list of willing members will be brought back to the Commission at a future meeting for further discussion and consideration of appointments.

Materials Included with the Item:

1. Draft Environmental Resources Technical Advisory Committee member selection list

Contact for Further Information:

Kamran Mesbah, Deputy Director
266-9283
kamranm@danecorpc.org

Draft
ENVIRONMENTAL RESOURCES TECHNICAL ADVISORY COMMITTEE

Agency	Area of Expertise	1/75 Contact	Current Contact
UW	Water Chemistry Laboratory	D. Armstrong	D. Armstrong – Professor Emeritus, Civil and Environmental Engineering W. Sonzogni – Professor, Environmental Chemistry and Technology D. Lathrop – Ph.D, DNR research limnologist, UW center for limnology
UW	Wastewater	W. Boyle	W. Boyle – Professor Emeritus, Civil and Environmental Engineering
DNR	Water Resource Planning	J. Cain	L. Helmuth – Water Resource Management Specialist, Watershed Management Administration, Communication, and Policy R. Larson – Deputy Director, Bureau of Watershed Management
USGS	Geology/Hydrology	C. Holt	R. Hunt – Ph.D., Research Hydrologist C. Peters – Director, USGS Wisconsin Water Science Center W. Gebert – Former Director (retired)
NRCS	Soils	G Lee (UW)	D. Roberts – former NRCS Southeast Area Resource Soil Scientist (retired)
UW	Zoology	J. Magnuson	J. Magnuson – Professor Emeritus, College of Letters and Science
UW	Extension	J.Peterson	M. Habecker – Professor, Cooperative Extension
Dane Co.	Solid Waste Disposal	J. Reinhardt (DNR)	K. Warren – Waste Management Specialist, South Central Region J. DiMaggio – Solid Waste Manager
Dane Co.	District Conservationist	H. Porter (SCS)	K. Connors – Director, Land and Water Resources Department P. Sutter – County Conservationist
UW	Institute for Environmental Studies	J. Ross	T. Sinclair – Administrative Program Manager
UW	Water Resources Institute	P. Uttormark	A. Andren – Professor, Civil & Environmental Engineering
DCRPC	Ex-officio member	M. Symon	J. Vandebrook – Section Chief, DATCP Water Quality A. Christensen – Professor Emeritus, UW Law School
Potential Additions			
UW Private firm Private firm	Hydrology		K. Potter – Professor, Civil & Environmental Engineering R. Montgomery – Montgomery Associates Resources Solution S. Storlid – Natural Resources Consulting, Inc.
UW-URPL UW-URPL DNR	Regional Watershed Management		S. Born – Professor Emeritus, Urban and Regional Planning K. Genskow – Assistant Professor, Urban and Regional Planning K. Johnson – Regional Water Leader, South Central Region
DNR DNR DNR	Fisheries		S. Stewart – Regional Program Manager, Fisheries Management K. Welke – Fisheries Biologist, Fisheries Management M. Sorge – Water Resource Management Specialist, Watershed Management
MMSD	Wastewater Treatment		J. Schelpfeffer – Director, Madison Metropolitan Sewerage District
C. Madison Dane Co	Public Works		L. Nelson – Chief Engineer, City of Madison J. Mandli – Interim Director, Dane County Public Works
WGNHS	Groundwater		K. Bradbury – Professor, Wisconsin Geological and Natural History Survey
UW UW DNR Private firm	Wetlands		J. Zedler, UW – Professor, College of Letters and Science C. DeWitt – UW – Professor, Gaylord Nelson Institute for Environmental Studies T. Bernthal – DNR Water Resources Specialist, Watershed Management Lakes and Wetlands P. Rossa – Mead and Hunt, Inc.
DNR DNR	Stream Ecology		M. Miller – Water Resources Specialist, Fisheries Management Monitoring and Assessment J. Lyons – Research Scientist, Fish and Habitat Research
DNR	Wildlife		A. Crossley – Wildlife Biologist, Lands and Program Management
Dane Co DNR	On-Site Wastewater Systems and Land Application of Wastes		J. Clark – Former Director, Department of Human Services Environmental Health (retired) G. Kester – Wastewater Engineer, Permits Section Wastewater Management

Re: Authorization for entering into a license agreement for the State Historical Society of Wisconsin Digital Geographic Data Set and purchase of subscription

Decision Items:

1. Authorizing the Deputy Director to enter into a license agreement for use of the State Historical Society of Wisconsin Digital Geographic Data Set, and purchase of a subscription.

The Division of Historic Preservation at the State Historical Society of Wisconsin (SHSW) has produced digital geographic datasets related to historic structures, archaeological sites, burial sites, archeological survey areas, and archaeological districts which are available to be licensed for use. This agenda item requests authorization for staff to enter into a license agreement and purchase a subscription to allow CARPC staff access to this data for use in review of proposed urban service area amendments and in FUDA planning. Under the license agreement, the data for Dane County would be provided to be loaded onto our own GIS system, along with two updates annually. The subscription fee is \$239 per year, which can come from funds in the current data acquisition budget.

Archaeological and cultural resources are included among the natural resource features addressed in the staff analysis of urban service area amendment requests. The staff analysis notes the existence of any resources sites and includes any comment from the SHSW regarding likelihood of undiscovered sites. Currently, the known features are identified by searching a printed report listing sites by town, range and section. Incorporation of the SHSW data into the GIS system through this subscription will provide a data source with greater detail than the printed report provided, and greater ease of access to the information from desktop computers. Historical Society staff will still be notified of each amendment request and given the opportunity to comment on aspects not included in the data set. While publication of this information is constrained in order to protect fragile resources, it will be a valuable addition to our GIS system.

Materials Included with the Item:

None

Staff Recommendation and Rationale:

Staff recommends authorization of the license agreement and purchase of the subscription for the State Historical Society of Wisconsin Digital Geographic Data Set. Incorporation of this data into our GIS system will increase efficiency and accuracy in analysis of these natural resources.

Contact for Further Information:

Barbara Weber, Senior Planner
266-9113
barbaraw@danecorpc.org

Re: Discussion to Pursue a License Agreement with DNR to Access the Natural Heritage Inventory Database

Decision Items:

1. Authorize Staff to Pursue License Agreement with DNR

Rare species and unique natural communities are often good indicators of ecological significance. Termed “endangered resources,” they indicate where particularly significant or vulnerable ecological areas exist. The WDNR maintains a database of the known locations of these resources and their habitat. The Natural Heritage Inventory (NHI) database provides information that can be very useful to planners and others involved in balancing community development and the protection of these critical resources.

NHI data provides information on the species, habitats, and natural communities that exist or may potentially exist in an area. This information can be critical in developing an effective and balanced plan for the area. This is particularly relevant in developing Future Urban Development Area (FUDA) plans for Dane County Municipalities, as well as delineating environmental corridors within urban and limited service areas.

Ecologically significant areas and potential impacts can be identified through a review of proposed projects. In some cases, state law requires protection of significant features. In other cases, communities can strive towards conservation through local means, such as incorporating the NHI screening as part of the local review and approval process. This is also relevant to the CARPC service area expansion approvals.

This information is more useful and beneficial prior to an area being planned for development where protection measures can be specifically incorporated into development design. Discovery after the fact can often be damaging to the resource, disruptive and costly to the developer and, in many cases, largely unnecessary.

While this information is very sensitive and exempted from the state’s open-records law, there is also a significant need for this information to be accessed and used. The NHI program shares detailed, location-specific data with responsible users if they are willing to enter into a data license agreement. The NHI program provides specific guidelines for accessing, using, distributing, and storing the information.

Staff Recommendation/Rationale:

Preliminary conversation with WDNR has indicated a mutual benefit in CARPC pursuing and initiating a license agreement. In addition, the WDNR provides training, methodology, and guidance for balancing development and protection activities. The license agreement requires that we have the legal ability to withhold this data from the public. Staff will consult with the

Corporation Counsel on this issue and bring a draft agreement to the Commission in a future meeting – for consideration.

Materials Included with the Item:

None

Contact for Further Information:

Mike Kakuska, Senior Planner
266-9111
mikek@danecorpc.org

Re: Discussion of pursuing a state/federal Transportation Planning Grant through the Wisconsin Department of Transportation, and pursuing a contract for performance of transportation planning work related to service area expansion with the Madison Area Transportation Planning Board

Decision Items:

1. Authorizing staff to pursue a state/federal transportation planning grant through the Wisconsin DOT, and a contract for performance of transportation planning work with the Madison Area Transportation Planning Board.

As a regional planning commission, CARPC is eligible to apply for a grant of \$16,000 in federal grant money, and a \$2,000 state match from WisDOT. With a \$2,000 required local match provided by CARPC, acquisition of this grant funding could support a \$20,000 contract with the Madison Area Transportation Planning Board (the MPO) to provide analysis of the transportation related impacts of proposed urban service area amendments. In prior years, the Dane County Regional Planning Commission received these grant funds and contracted with the Madison Area MPO staff to provide transportation analysis. Following dissolution, these funds were no longer available for USAA review because CAPD was not a regional planning commission. As a result, the transportation component was not included in staff analyses of USAAs prepared by CAPD.

Transportation analysis of urban service area amendments is fundamental to supporting many of the goals and objectives of the CARPC, and is essential in applying criteria related to efficient use of transportation infrastructure and sufficiency of proposed urban transportation systems and facilities.

With prompt action, the grant may be secured by the end of January, and discussions begun with the MPO staff on contract terms, with the objective of having an agreement in place to allow for MPO staff review of the currently pending amendment requests. In addition to contract approval and a budget amendment by the CARPC, a final agreement would require approvals by the MPO Board, Madison Common Council, and WisDOT due to the resulting change in the MPO work program and budget.

Materials Included with the Item:

None

Staff Recommendation and Rationale:

Staff recommends authorization to pursue the transportation planning grant and a contract with the Madison Area Transportation Planning Board. Transportation analysis is an important part of Urban Service Area amendment review which can potentially be funded primarily through federal and state grants.

Contact for Further Information:

Barbara Weber, Senior Planner
266-9113
barbaraw@danecorpc.org

Re: Discussion of a six-month work plan

Decision Item:

1. None

The CARPC staff held a day-long work retreat on 1/2/08. The purpose of this retreat was to evaluate the status of various projects and generate a short-term work plan composed of time sensitive work elements. The Six-Month Work Plan (1/08 thru 6/08) is the result of the retreat.

The Work Plan has been divided into general categories related to various aspects of the work of the agency. The subcategories are not arranged based on priority, but where specific target dates were available, these have been included.

The Work Plan is being presented to the Commission for information only and no action is required on it. The items in this Work Plan will be brought up for the Commission's consideration as necessary in upcoming months. Staff would appreciate any guidance from the Commission.

Materials Included with the Item:

1. Six-Month Work Plan (1/08 thru 6/08)

Contact for Further Information:

Kamran Mesbah, Deputy Director
266-9283
kamranm@danecorpc.org

Six-Month Work Plan (1/08 thru 6/08)

Policy Development.

This set of priorities is intended to make the CARPC current with its policy and planning prerogatives:

1. Adoption and approval of LUTP Goals and Objectives and USA/LSA/EC Policies and Criteria
 - *hearing on 1/24;*
 - *consideration of comments on 2/28;*
 - *criteria related to the Water Quality Plan require approval by WDNR.*
2. Adoption of FUDA policies and criteria
 - *develop draft work plan*
 - *present to the Commission for consideration at its 2/28 meeting*
 - *consultation with Environmental Technical Advisory Committee to develop metrics and likely mitigation standards*
 - *consultation with a Citizens' Advisory Committee to develop draft policies and criteria*
 - *consultation with constituents.*
3. Establish 2 FUDA candidates/get started on pilots by 6/08
4. Adoption of the Regional Transportation Plan by the CARPC as an element of the Master Plan for the Region
 - *schedule a presentation of the Regional Transportation Plan by the MPO staff to the CARPC*
 - *initiate discussion on adopting the RTP after CARPC policies and criteria have been adopted.*
5. Adoption of the Park and Open Space Plan by the CARPC as an element of the Master Plan for the Region
 - *schedule a presentation of the Park and Open Space Plan by the Dane County Parks staff to the CARPC*
 - *initiate discussion on adopting the P&OS Plan after CARPC policies and criteria have been adopted.*
6. Adoption of the Dane County Water Quality Plan as revised
 - *initiate discussion after CARPC policies and criteria have been adopted.*
7. Discussion regarding the activities of the Dane County Lakes and Watershed Commission
 - *schedule a presentation by Sue Jones, Lakes and Watershed Coordinator*
 - *may be possible to plan a joint meeting.*

Institutional Development.

This set of priorities is intended to address the need to develop the institutional capacity for the Commission.

1. Designation of CARPC as the Areawide Water Quality Management Planning Agency for the region (*staff is in place; waiting for adopted criteria and policies and the adoption of the Water Quality Plan*).

2. Establish a CARPC Environmental Technical Advisory Committee (*needed for FUDA process development and to provide scientific and technical advice to the CARPC and its constituents*).
3. Establish a CARPC Citizen Advisory Committee (*this is a body composed of leaders of thought in the regional community and provides the CARPC with advice on the issues needing attention and serves as a focus group; it can also serve as a forum to resolve policy conflicts for proposed and current policies and criteria and provide advice to the Commission*).
4. Establish a long-term planning process and develop a long-term work program (6 year rolling) (*staff has started work on this*).
5. Complete analyses and hearings for 10 USA/LSA amendments (*waiting for final policies and criteria adoption and WDNR approval*).
6. Complete a salary and schedule study and finalize CARPC adoption. (*may need to wait until after an ED is hired, though it could help in determining the competitive salary for the ED and facilitate recruitment*).

Staff Development.

This category deals with developing the CARPC staff and production capacity.

1. Hire a natural resources/community development senior planner (*was budgeted for 2007, but was not implemented; position is necessary for staffing the FUDA planning process and will help re-establish the Community Development and Planning Division*).
 - *get consent from Commission to start process at 1/10 meeting*
 - *develop draft job description for Personnel Committee consideration*
 - *hire position as soon as possible so the new hire can get involved in the Environmental Technical Advisory Committee and constituents.*
2. Hire 2 work study students to help with the FUDA planning process.
 - *already in the budget; advertise at UW in January*
3. Establish a long-term staffing needs plan (*based on long-term work program development and to develop a succession and development plan in the staffing structure*).
4. Evaluate the need to fill the position of environmental engineer and propose for inclusion in the 2009 budget (*this will be done as part of staffing needs plan, and priority is needed because Mike Rupiper is a project-term incumbent in this position and has proven himself to be a very capable addition to the staff*).

Leadership Development.

This category is intended to focus on the hiring of an executive director.

1. Provide staff support to the Personnel Committee on the development of the desired competencies and characteristics for the executive director.
2. Provide staff support to the Personnel Committee on ED search
 - *develop an RFP/RFQ for head hunter based on historic success in sustained placement.*

Financial Development.

This set of priorities is intended to address the need for preparing a draft 2009 budget and a rolling long-range budget that allows a multi-year look at the financial needs of the CARPC.

1. Establish a long-term (6 year rolling) budget and financial resource development plan *(based on the long-range work program development)*.
2. Evaluate potential additional financial resources available for the various work elements.
3. Generate a detailed draft 2009 Budget.

Information Development.

This category highlights the items that need to be addressed to provide the Commission with available or needed information to facilitate its decision-making. It also involves information that the regional stakeholders use to perform effective planning.

1. Pursue a license agreement with the WDNR for access to the Natural Heritage Inventory dataset *(initiate discussion at the 1/10 CARPC meeting)*.
2. Purchase the SHS Archaeological Resources Inventory dataset *(initiate discussion at the 1/10 CARPC meeting)*.
3. Send out the Wetland Guide for public review and comment
 - *presentation of the Guide to the Commission at its 2/28 meeting*
 - *approval for sending draft out for review and comment*
 - *publication after final review of comments with the CARPC.*
4. Redesign the Trends Report and publish the 2007 Trends by 5/08 *(maintain the format of the data tables to provide continuity, but develop a fresh design and text)*.
5. Complete a 2007 Annual Report *(a statutory requirement)*.
6. Continue the Planners' Forums *(2 per year, in Spring and Fall, single subject; generate a cohesive program)*.
7. Update the USA land demand tables based on new criteria *(wait until the criteria have been finalized)*.
8. Create a development monitoring program/plan and related metrics and look into available models to provide information on the effectiveness of the CARPC policies and criteria.
9. Complete the web redesign project.

Program Development.

This category highlights the priorities in building the CARPC programming capacity.

1. Finalize the 2008-2009 WDNR contract *(develop a draft work program; start discussions before March)*.
2. Finalize a DOT transportation planning contract *(will require a budget amendment; initiate discussion at 1/10 CARPC meeting)*.
3. Finish the analysis portion of the MMSD Collection System Evaluation Study—start report writing by end of June *(make presentation of progress on the project the Commission at its 1/10 meeting)*.
4. Finalize a draft Natural Resources Information and Outreach program/plan *(should expand to include all CARPC functions)*.
5. Develop plan for expanding the water quality monitoring program *(may be best done as part of the FUDA process)*.

Re: Progress Report on the MMSD Collection System Evaluation Study.

Decision Item:

None.

The Madison Metropolitan Sewerage District (MMSD) Collection System Evaluation Study is an eighteen-month study funded by MMSD. The purpose of the study is to plan for future wastewater collection system capacity needs, based on the official 2030 population forecasts and employment growth as well as estimated population projections for 2060. This is the third time that the Regional Planning Commission staff has performed this study for the MMSD, and it falls within the water quality planning duties of the Commission. This study is an important component of MMSD's comprehensive fifty-year master planning effort. This fifteen-minute presentation will give an overview of the project to date.

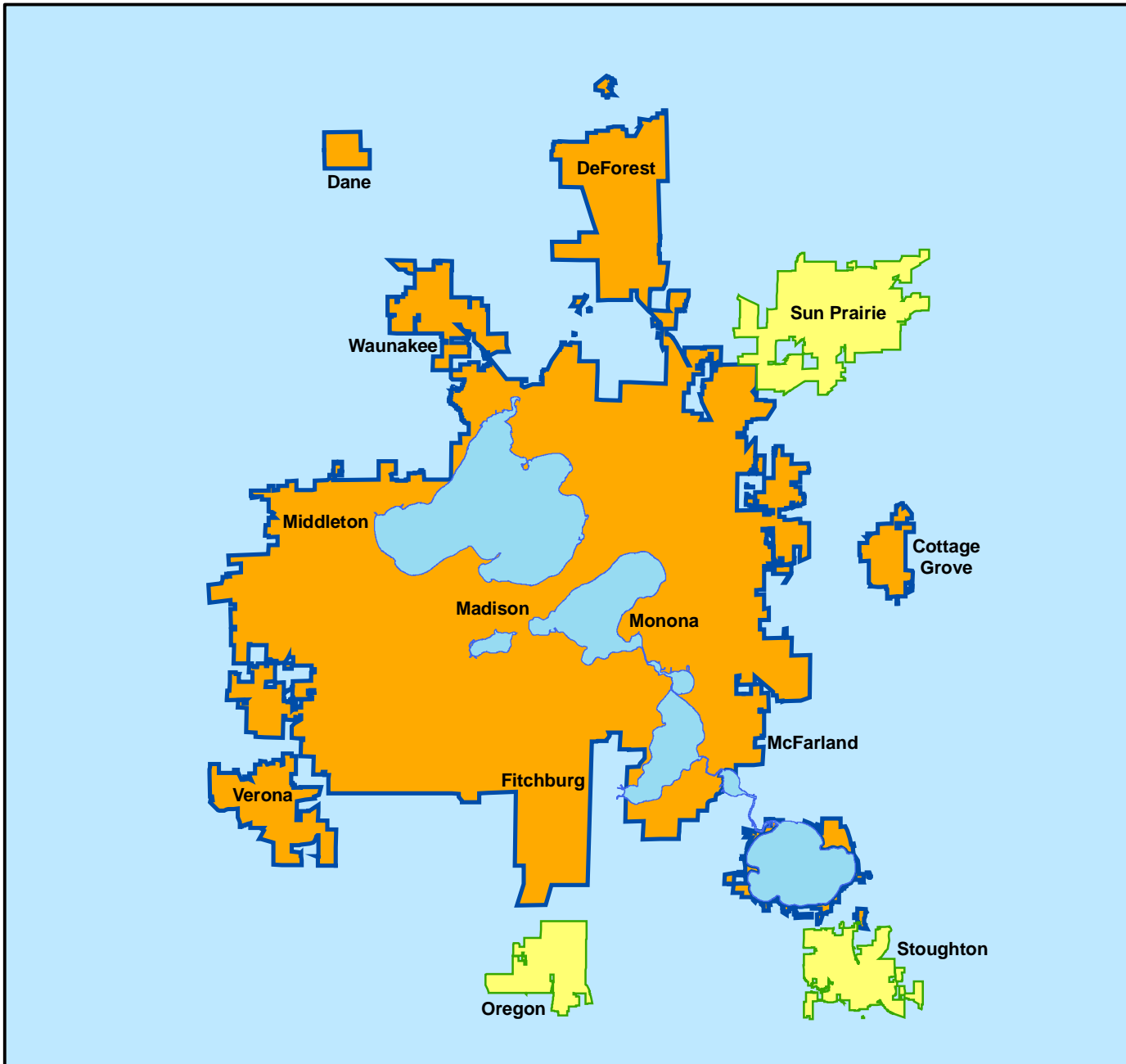
Materials Included with the Item:

1. Map of MMSD's 2006 Service Area

Contact for Further Information:

Mike Rupiper, Environmental Engineer
261-1573
rupiper@co.dane.wi.us

Madison Metropolitan Sewerage District 2006 Service Area



Legend

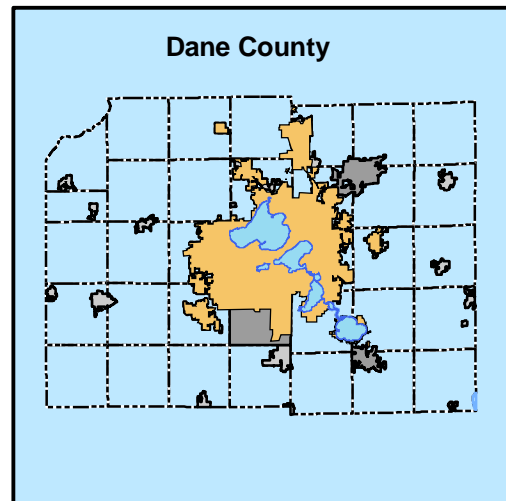
- MMSD 2006 Service Area Boundary
- Not Currently Served by MMSD
- Lakes

Areas Currently Served by MMSD

Cities:
Fitchburg, Madison, Middleton, Monona, Verona

Villages:
Cottage Grove, Dane, DeForest, Maple Bluff, McFarland, Shorewood Hills, Waunakee

Sanitary Districts in the Towns of:
Blooming Grove, Burke, Dunn, Madison, Middleton, Pleasant Springs, Verona, Vienna, Westport, Windsor



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December 19, 2007

RECEIVED
DEC 21 2007

Michael King
Capital Area Regional Planning Commission
City-County Building Room 362
210 Martin Luther King, Jr. Blvd.
Madison, WI 53703

Dear Mr. King: *Mike*

The Village of Waunakee wishes to express concern regarding the CARPC Review Draft (dated December 5, 2007) of the "Urban and Limited Service Area Policies, Environmental Corridor Policies and Criteria for the Review of Urban and Limited Service Area Amendments." Specifically, the Village is concerned that removal of the language regarding a "flexibility margin" in the delineating USA's, as described on Page 1 Lines 35 through 38, of the December 5, 2007 draft, would unduly restrict the ability of local communities to plan for future growth in the community.

Although the Village of Waunakee has been very judicious and careful in our expansions of the Waunakee Urban Service Area and we have adequate USA expansion capabilities to meet current needs for residential development, we want to retain the flexibility to add areas to the USA to accommodate well-planned community growth. In particular, we foresee the future need to expand our business park and economic development zone. As the draft rules are currently proposed, such expansion would not be permitted.

The Village hopes that the CARPC will carefully consider the concerns of our community and other communities and will retain the current flexibility margins in considering future USA expansion proposals.

Sincerely,

R. Kim Wilde
Village Administrator
Village of Waunakee