

# MINUTES

of the

## Capital Area Regional Planning Commission

June 9, 2016

(as revised 7/14/16)

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

6:17 p.m.

Commissioners Present: Steve Arnold, Mark Geller, Ken Golden (arrived 6:53pm), Kris Hampton, Paul Lawrence (arrived 6:30pm), Peter McKeever, Ed Minihan (departed 8:24pm), Larry Palm (Chair), David Pfeiffer, Caryl Terrell (arrived 6:26pm)

Commissioners Absent: Zach Brandon, Lauren Cnare, Evan Touchett

Staff Present: Melissa Dietsch (departed 9:11pm), Linda Firestone, Sean Higgins (departed 9:08pm), Mike Kakuska, Mike Rupiper, Steve Steinhoff

Others Present: Various members of the public

1. Roll Call

Chair Palm called the meeting to order at 6:17 p.m. Quorum was established.

Chair Palm introduced Sharon Knauf as the new Administrative Program Associate.

2. **Approval of Minutes of the May 12, 2016 Meeting (*actionable item*)**

Mr. Hampton moved to approve the minutes of the May 12, 2016, meeting; Mr. Geller seconded. The motion passed unanimously on a voice vote.

3. Public Comment on Matters not for Public Hearing

No members of the public wished to speak at this time.

4. Discussion of Budget & Personnel Panel (*note: any members of BPP present at this meeting are invited to speak and will be included in all discussions under this item*)

No members of the BPP were present other than Chair Palm. Chair Palm reported that the BPP has not met recently.

5. Report of Chair / Discussion

Chair Palm stated that he and Mr. Steinhoff would be meeting each appointing authority over the summer in one-on-one meetings. The Executive Committee has been discussing how to lighten the Commissioner's workload. The Executive Committee discussed Alison Lebwohl and the fall retreat. Meetings between CARPC staff and Commissioners will also be scheduled during the summer to prepare for the retreat.

6. Report of Deputy Director / Report and Discussion on Division of Community and Regional Planning Activities

Mr. Steinhoff gave a verbal report based on the materials provided in the packet for item 6 on page 5.

7. Report and Discussion on Division of Environmental Resources Planning Activities

Mr. Rupiper gave a verbal report based on the materials provided in the packet for item 7 on page 7. He reported that there was an error in the third bullet point under "Water Quality Planning" showing the date as July 2017 and it should be July 2016.

8. Discussion of *Dane County Land Use and Transportation Plan*: Goals and Objectives; Status of Implementation; Options for Interim Updates

a. Presentation: Overview of Plan

Mr. Higgins gave a presentation which can be viewed at:

[https://danedocs.countyofdane.com/webdocs/PDF/capd/2016/Misc/CARPC\\_060916/CS-8\\_LUTPGoalsAchievement\\_060916.pdf](https://danedocs.countyofdane.com/webdocs/PDF/capd/2016/Misc/CARPC_060916/CS-8_LUTPGoalsAchievement_060916.pdf)

b. Discussion

Mr. McKeever requested that CARPC staff, at the next CARPC meeting or sometime soon, give the Commission an outline of the steps that it would take to update the Land Use and Transportation Plan (LUTP). Chair Palm stated that headlines and objectives may be updated but a new report would not be written up. Applicants need something that is current.

9. Amendment Requesting a Variance to the Environmental Corridor Policies in the Central Urban Service Area – City of Madison

a. Water Quality Plan

i. Update to Water Quality Plan / Water Quality Impact Assessment Staff Presentation

Mr. Rupiper gave a presentation which may be viewed at:

[https://danedocs.countyofdane.com/webdocs/PDF/capd/2016/Misc/CARPC\\_060916/CS-9\\_Madison\\_EC\\_Presentation\\_060916.pdf](https://danedocs.countyofdane.com/webdocs/PDF/capd/2016/Misc/CARPC_060916/CS-9_Madison_EC_Presentation_060916.pdf)

ii. Question and Answer

Discussion ensued.

Open Public Hearing. Close Public Hearing

Chair Palm opened the public hearing.

Two registrants, Phil Gaebler and Scott Anderson, both supported the amendment and were available for questions.

Discussion ensued.

Chair Palm closed the public hearing.

iii. **Approval of CARPC Resolution 2016-09 Recommending to the Wisconsin Department of Natural Resources (WDNR) amendment of the WDNR Areawide *Water Quality Management Plan* by Granting a Variance to the Environmental Corridor Policies in the Central Urban Service Area – City of Madison (*actionable item, supermajority of 8 votes required for approval*)**

Mr. Pfeiffer moved to approve CARPC Resolution 2016-09; Mr. Lawrence seconded.

A roll call vote was taken. Ayes: Commissioners Arnold, Geller, Golden, Hampton, Lawrence, McKeever, Minihan, Palm, Pfeiffer, and Terrell. Absent: Commissioners Brandon, Cnare and Touchett. Motion passed on a roll call vote.

10. Update on Potential Future Amendments to Urban Service or Limited Service Areas / Implementation of Past USA or LSA Amendments

Mr. Rupiper gave a presentation which may be viewed at:

[https://danedocs.countyofdane.com/webdocs/PDF/cand/2016/Misc/CARPC\\_060916/CS-10\\_USA\\_Updates\\_Presentation\\_060916.pdf](https://danedocs.countyofdane.com/webdocs/PDF/cand/2016/Misc/CARPC_060916/CS-10_USA_Updates_Presentation_060916.pdf)

Mr. McKeever would find it useful to add a running total of the number of acres where there have been sewer extension approvals to the report. Mr. Rupiper said that would be possible. Ms. Terrell stated that the Sewer District Commission had been talking about metrics and she thought that would be valuable. She suggested that staff talk to the Sewer District Commission and see if the Commission would be willing to pay CARPC to do it. Mr. Rupiper said this would need to be done for all urban service areas, not just the ones that go to MMSD. Staff could put some information together. It would take some effort to do the initial gathering of information, but then a running total could be kept easily. Mr. Golden was in support of doing this. Chair Palm wanted to know how many person hours that type of thing would take and what the impact might be on the work plan. Mr. Rupiper stated that staff had started a system in approx. 2008 to track sewer extensions within GIS. Where we have it in GIS, that will be easy. However, before that time, staff will need to manually get the data, plus there are some gaps in which staff will need to manually gather data. It could be several months before all the initial data will be gathered. After that staff should be able to maintain it easily. Chair Palm wondered if that needed to be considered a discreet item in the work plan. Mr. Rupiper stated there was not going to be enough hours to require creating a separate item in the work plan. Mr. Arnold reviewed how the report would look with this new information and suggested another column be added. Mr. Rupiper said another row could be added to the last column with the title "Percentage of USA that is Currently Sewered."

11. Separation of CARPC Actions on Amendments to the *Dane County Water Quality Plan* and the *Dane County Land Use and Transportation Plan*

a. Review of Executive Committee recommendation for separation

Chair Palm said that the Executive Committee did not have a recommendation for the Commission so no vote would be taken.

b. Discussion

Discussion ensued during which the Executive Committee members explained that the recommendations were confusing so the Committee requested that the white paper be revised. Mr. Steinhoff gave an overview of the white paper and the desired edits.

c. **Approval of Executive Committee Recommendation to Commission (*actionable item*)**

No vote was taken. The white paper will be reviewed again by the Executive Committee.

12. 2016 Budget Amendments

a. Presentation

Mr. Steinhoff reviewed the 2016 budget amendment documents included in the packet as pages 32-37.

b. Questions and Discussion

Discussion ensued.

c. **Approval of Budget Amendments (*actionable item*)**

Mr. McKeever moved to approve the 2016 budget amendments; Mr. Pfeiffer seconded. The motion passed on a voice vote.

13. **Approval of Contract with Alison Lebwohl for Continued Strategic Planning Facilitation and Services and Scheduling of Four Additional CARPC Meetings/Planning Sessions (*actionable item*)**

Ms. Terrell moved to approve the contract with Alison Lebwohl for continued strategic planning facilitation and services, and the scheduling of four additional CARPC meetings/planning sessions; Mr. Arnold seconded. The motion passed unanimously on a voice vote.

14. **2017 Draft Work Program and Budget**

a. Presentation

Mr. Steinhoff gave a verbal presentation of the information in the packet on pages 46-57 and reviewed the timeline of the budget.

b. Questions and Discussion

There was a discussion regarding compensating the CARPC Chair for time spent in support of CARPC.

c. **Approval of Draft 2017 Work Program (*actionable item*)**

Mr. Golden moved to approve the 2017 work plan, to send the work plan to the MPO, and request that the MPO send its work plan to CARPC; Mr. Geller seconded. The motion passed unanimously on a voice vote.

d. **Approval of Draft 2017 Budget (*actionable item*)**

Mr. Golden moved to amend the draft 2017 budget by creating the appropriate line item to budget \$12,000 of expenses to compensate the Chair of the Commission, with the assumption being that it is for 40 hours a month at \$25 per hour, and a corresponding increase in the levy that CARPC accesses to the County be raised also by \$12,000; Ms. Terrell seconded.

Chair Palm suggested that more detail needs to be in the budget to clarify when he would receive the extra compensation versus be paid just the normal per diem (for instance, when attending CARPC meetings). Mr. McKeever agreed with Mr. Golden about highlighting this in the appropriate paragraph to clarify that this additional compensation would start at the next election. Mr. McKeever felt it was important to present a balanced budget so he wondered where the revenue would come from for this additional expense. Chair Palm said it could come either from raising the levy request or removing some funding from another line item, such as the Communications line item.

Motion passed on a voice vote with the Chair abstaining.

There was no motion made to approve the amended draft 2017 budget but Chair Palm called for a vote to approve the main budget and the distribution of the budget to the appropriate parties. The vote was unanimous on a voice vote.

15. **Technical Appendix G of the WDNR *Areawide Water Quality Plan*: Dane County Groundwater Protection Planning Framework**

a. Presentation (Mike Kakuska)

Mr. Kakuska gave a presentation which may be viewed at:

[https://danedocs.countyofdane.com/webdocs/PDF/capd/2016/Misc/CARPC\\_060916/CS-15\\_GWPPF\\_Presentation\\_060916.pdf](https://danedocs.countyofdane.com/webdocs/PDF/capd/2016/Misc/CARPC_060916/CS-15_GWPPF_Presentation_060916.pdf)

b. Questions and Discussion

Discussion ensued during which Mr. Kakuska stated that each community has to have a water supply plan completed by 2025. Chair Palm asked Mr. Kakuska to reach out to Commissioner Cnare because she was on the Madison Water Board and she was very much involved in its resurrection of good management practices. Perhaps she could help staff in this area.

c. **Authorizing the Release of the Draft Appendix G: *Dane County Groundwater Protection Plan Framework for Public Review and Comment and Setting a July 14, 2016 Public Hearing Date (actionable item)***

No vote was taken because the appendix was not ready for public release due to CARPC staff waiting for final edits from the Wisconsin Department of Natural Resources.

16. Future Agenda Items (Next meeting is July 14, 2016)

Mr. Steinhoff reminded everyone that Ms. Terrell had pointed out that the farmland loss mitigation loss has been languishing and that could be brought forward.

Mr. Golden mentioned anything of MPO worthiness, if appropriate. Some of the recommendations for the 2050 transportation plan were on the MPO agenda for its previous meeting.

Ms. Terrell reminded other Commissioners that there is an overlap between the start of CARPC meetings with Dane County Lakes and Watershed Commission meetings, which start at 5:30 pm.

17. Adjournment

Mr. McKeever moved to adjourn the meeting; Mr. Hampton seconded. The motion passed unanimously on a voice vote. The meeting adjourned at 9:18pm.

Minutes taken by Sharon Knauf and Linda Firestone



