

**MINUTES**  
of the  
**Capital Area Regional Planning Commission**

**April 8, 2021**

**Virtual Zoom Meeting**

**6:00 pm**

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**Commissioners Present:** Maureen Crombie (6:15 pm), Grant Foster (6:46 pm), Mark Geller, Anthony Gray (until 6:57 pm), Kris Hampton, Peter McKeever, Ed Minahan (6:29 pm), Heidi Murphy, Larry Palm (Chair), David Pfeiffer, Jim Schuler (until 6:57 pm), Caryl Terrell, Nick Zavos (6:03 pm).

**Commissioners Absent:** None.

**Staff Present:** Sean Higgins, Mike Rupiper, Haley Smith, Steve Steinhoff

**Others Present:** Olivia Parry, Forbes McIntosh (6:30 pm)

1. Roll Call
2. Public Comment on Matters not on the Agenda

There were no comments made.

3. **Consent Agenda (*all items below in #3 are actionable items*)**
  - a. **Approval of Minutes of the March 11, 2021 CARPC Meeting**
  - b. **Executive Committee Recommendations**
    - (1) **Authorization of Agency Director to Execute Agreement with Distillery for Communication Services**
    - (2) **Authorization of Agency Director to Execute Agreement with Krystal Images Photography for Photography Services**
    - (3) **Authorization of Agency Director to Sign State/Municipal Agreement for a Non-Infrastructure Transportation Alternatives Program (TAP) Project**
    - (4) **Approval of February 2021 Financials and the March 2021 Disbursements & Reconciliation Report**

Mr. Hampton moved to recommend approval of the consent agenda; Ms. Terrell seconded. The motion carried on a voice vote.

4. Presentation of Dane County Regional Housing Strategy Initiative – Olivia Parry, Dane County Planning & Development

Ms. Parry presented her Regional Housing Strategy Initiative and how it tied-in with the Commission's Regional Development Framework (RDF). View the slides for this presentation at:

[https://carpc.sharepoint.com/:b:/g/ESiOqwjDxbNEq0osnACjsRYBBiTf6h\\_OPKdMkA7PGiB4IA?e=xbXYBc](https://carpc.sharepoint.com/:b:/g/ESiOqwjDxbNEq0osnACjsRYBBiTf6h_OPKdMkA7PGiB4IA?e=xbXYBc))

Chair Palm asked how the Commission could be involved in the project, how our plans can be useful and supportive of each other and how the Commission can stay involved? Ms. Parry stated that she and Mr. Steinhoff met on a regular basis to talk about their work and share ideas and that they are also looking for Advisory Committee members. Ms. Parry agreed that it would be good for our agencies to work together and will be identifying community partners soon.

Chair Palm turned the meeting over to Vice Chair Pfeiffer so he could participate in the Dane County Board meeting while also monitoring the CARPC meeting.

**5. Approval of Resolution 2021-05, Adopting Revised CARPC Bylaws (*actionable item*)**

Chair Palm moved for Approval of Resolution 2021-05, Adopting the Revised CARPC Bylaws; Mr. McKeever seconded. Vice Chair Pfeiffer called for a roll call vote. The following commissioners voted AYE: Crombie, Foster, Geller, Hampton, McKeever, Minihan, Murphy, Palm, Pfeiffer, Terrell, Zavos. The following commissioners were not in attendance: Gray, Schuler. The motion passed on a roll call vote.

**6. Approval of Resolution 2021-04, Supporting the Proposed Dane County Stormwater Ordinance Amendment (*actionable item*)**

Ms. Terrell moved for Approval of Resolution 2021-04, Supporting the Proposed Dane County Stormwater Ordinance Amendment; Ms. Crombie seconded. Vice Chair Pfeiffer called for a roll call vote. The following commissioners voted AYE: Crombie, Foster, Geller, Hampton, McKeever, Minihan, Murphy, Palm, Pfeiffer, Terrell, Zavos. The following commissioners were not in attendance: Gray, Schuler. The motion passed on a roll call vote.

**7. Support for a Levy Limit Exclusion for Amounts Counties Levy on Behalf of Regional Planning Commissions (*actionable item*)**

Mr. Geller moved to Support for a Levy Limit Exclusion for Amounts Counties Levy on Behalf of Regional Planning Commissions; Mr. Hampton seconded. The motion passed on a voice vote.

**8. Reports**

a. Executive Chairperson and Executive Committee:

- (1) Assessment of CARPC Financial Systems
- (2) Virtual Meeting Considerations
- (3) Discussion on Post-Pandemic Commission Meetings
- (4) Discussion of 2021 Budget (Continuation from previous meeting)
- (5) Potential Advocacy for Exemption of Regional Planning Commission Levies from State Tax Levy Limits

b. Members of the Greater Madison MPO

c. Agency Director/Division Director, Community and Regional Planning

d. Deputy Agency Director/Division Director, Environmental Resources Planning

Chair Palm reported that he will not be reappointed to the Commission by the Mayor of Madison, but that he will stay on until a replacement has been appointed. The Commission expressed their disappointment with the news.

Vice Chair Pfeifer reviewed Executive Committee discussions and Mr. Steinhoff presented highlights from webinars he recently attended on virtual meetings, complying with open meeting laws, general tips, and etiquette that CARPC might apply to future meetings.

For the Greater Madison MPO, Commissioner Foster reported that they received on the update of the Highway 151 Reconstruction Project and a consideration to disband the Citizen's Advisory Committee.

Mr. Steinhoff highlighted regional development framework progress: mapping of projected growth to 2050 is complete; CARPC will commission assistance with communications; the Technical Advisory Committee meets next week; and an AGMV meeting is scheduled for May 4.

Mike Rupiper noted that the Starkweather Creek Chloride Management Plan writing has been completed, and implementation will continue through 2024. There will be a public hearing at the May 2021 meeting for a sewer service area amendment application from the Village of Waunakee. The Army Corps of Engineers and consultants continue to work on the Black Earth Creek Green Infrastructure planning project.

Vice Chair Pfeiffer reported on a recent town hall meeting he attended on the stimulus bill and the wording of the assistance and what things it is eligible for (sewer, water and broadband) and indicated that they intentionally left those categories very broad. That might mean that funding would become available for stormwater projects and other projects down the road.

**9. Approval of CARPC Resolution 2021-06, Authorization of CARPC Personnel to Accept and Sign Grant Award Documents, and for CARPC to Provide In-Kind Match, for U.S. Economic Development Agency Funding for the Sector Strategy for Pandemic Recovery Project (*actionable item*)**

Mr. McKeever moved for Approval of CARPC Resolution 2021-06, Authorization of CARPC Personnel to Accept and Sign Grant Award Documents, and for CARPC to Provide In-Kind Match, for U.S. Economic Development Agency Funding for the Sector Strategy for Pandemic Recovery Project; Mr. Geller seconded. The following commissioners voted AYE: Crombie, Foster, Geller, Hampton, McKeever, Minihan, Murphy, Palm, Pfeiffer, Terrell, Zavos. The following commissioners were not in attendance: Gray, Schuler. The motion passed on a roll call vote.

**10. Future Agenda Items (Next meeting is May 13, 2021 via Virtual Zoom Meeting at 6:00 pm)**

Mr. Minihan asked if the Commission would be able to do any analysis on short-term rental issues. Vice Chair responded that other communities within the state have been dealing with this issue of the changing nature of residential properties being purchased with the intent of running them as commercial enterprises.

**11. Adjournment**

Mr. Hampton moved to adjourn; Mr. Palm seconded. The motion passed on a voice vote. The meeting adjourned at 7:51 pm.

Minutes taken by Haley Smith and reviewed by CARPC staff

Respectfully Submitted:



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Kris Hampton, Secretary