

MINUTES
of the Executive Committee
of the Capital Area Regional Planning Commission

January 10, 2022

Virtual Zoom Meeting

6:00 pm

Commissioners Present: Maureen Crombie, Mark Geller, Kris Hampton, Peter McKeever, Larry Palm (Chair), David Pfeiffer

Commissioners Absent: None

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

Others Present: Forbes McIntosh (6:08 pm), Lobbyist,
Dane County Cities' & Villages' Association (DCCVA)

1. Roll Call

Chair Palm called the meeting to order at 6:01 pm. Quorum was established.

2. Public Comment

No members of the public were present.

3. Communications

The Agency occasionally receives communications appropriate to share with the commissioners. Mr. Steinhoff shared a standard communication that was received from the auditors because it was specifically address to the Commission.

4. Minutes of the December 6, 2021, Executive Committee Meeting (*actionable item*)

Ms. Crombie moved to approve the minutes of the December 6, 2021, Executive Committee Meeting; Mr. McKeever seconded. The motion carried on a voice vote.

5. Cooperative Monitoring Agreement with the City of Middleton (*actionable item*)

Mr. McKeever moved to authorize signing of the USGS Cooperative Monitoring Agreement with the City of Middleton; Mr. Hampton seconded. The motion carried on a voice vote.

6. Joining the Midwest Climate Collaborative (*actionable item*)

Ms. Crombie moved to authorize joining the Midwest Climate Collaborative; Mr. Pfeiffer seconded. A question was asked as to whether CARPC would be attending the upcoming conference. Mr. Rupiper stated that if the motion was approved, that is the intention since the conference is virtual and there is no cost for members to attend. The motion carried on a voice vote.

7. Amending the CARPC 2022 Work Program

Mr. Steinhoff explained that WisDOT is requiring the Agency to amend its 2022 Work Program because the MPO will be using State Planning and Research (SPR) funds on a joint project for the Village of Marshall. These funds are different from what is typically used in the Work Program which is why WisDOT wants the Work Program amended. This is considered a minor amendment.

8. CARPC Committee on Proactive Planning

Mr. Steinhoff presented a draft proposal for a CARPC Ad Hoc Committee on Proactive Planning. The committee would investigate consistency between local comprehensive plans and the Regional Development Framework, talk to local government officials, prepare recommendations for CARPC support

of early-stage planning that incorporates Framework goals, and conduct education activities. Discussion ensued. It was noted that there is a lot of work for this committee to complete. Has the Commission gotten away from Future Urban Development Areas (FUDA)? Should we be grading proposals? There seems to be some reluctance to say “no” even to the bad ones. Is there a way to incentivize communities to adhere to the Regional Development Framework?

Mr. Steinhoff sees this committee as putting in place procedures for how to work with local communities on front-end of their planning processes so that that their plans to adhere to the Regional Development Framework. Development that follows those plans would generally be consistent with the Framework. Urban Service Area Amendments are not proactive planning. It was noted that a lot of plan commissions members do not know what CARPC is and what the Agency does. It was agreed that this warrants more discussion. This committee will need to include a good mix of planning commission members, municipal administrators, and commissioners to get buy-in from the community.

9. November 2021 Financial Statements and December 2021 Disbursements (*actionable item*)

Mr. Geller moved to approve the November 2021 Financial Statements and December 2021 Disbursements. Mr. Hampton seconded. The motion carried on a voice vote.

10. Future Agenda Items (next meeting is on Monday, February 7, 2022, via Zoom Meeting at 6:00 pm)

- More discussion on the CARPC Committee for Proactive Planning was requested on both the Executive Committee and CARPC meeting agendas next month

11. Adjournment

Mr. Hampton moved to adjourn the meeting; Ms. Crombie seconded. The meeting adjourned at 6:46 pm.

Minutes taken by Haley Smith and reviewed by CARPC staff

Respectfully Submitted:



Kris Hampton, Secretary