

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

**November 27, 2023**

**Zoom Webinar**

**5:00 pm**

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**Commissioners Present:** Maureen Crombie, Steve Greb, Kris Hampton, Peter McKeever, Heidi Murphy, David Pfeiffer, Cynthia Richson, Jim Schuler, Caryl Terrell

**Commissioners Absent:** Barbara Harrington-McKinney, Nick Zavos

**Staff Present:** Steve Steinhoff

**Others Present:** None

**Others Present:** Erin Ruth, JJ Larson, Bob Wipperfurth, Forbes McIntosh, Grant Foster, Jason

1. Establish Quorum

Chair Pfeiffer called the meeting to order at 5:15 pm. Quorum was established.

2. Public Comment on Matters not on the agenda

No Public Comment.

3. **Minutes of the November 9, 2023, CARPC Meeting (*actionable items*)**

Ms. Murphy moved for approval of the November 9<sup>th</sup>, 2023, minutes. Ms. Crombie seconded. The motion was passed unanimously.

4. **CARPC Resolution 2022-12, Adopting the CARPC 2024 Work Program (*actionable item*)**

Steve Steinhoff presented the 2024 Work Program to the Committee and opened the floor for comments and questions. Mr. Schuler commented on the percentage of time that was spent on different initiatives, and how they have changed over the past 3 – 4 years. Staff time has shifted to the environmental work due to new Salt Wise staff and expansion of climate resilience programs. Mr. Greb asked about the scale of the stream crossing inventory project and equipment needed. Mr. Steinhoff responded that pilot projects in small watersheds would first be conducted to determine the scope of a countywide effort and that equipment included flow monitoring devices and waders. Mr. Hampton moved for approval of the CARPC 2024 Work Program. Mr. Schuler Seconded. The motion was passed unanimously. Roll call was taken, all were “Aye”.

5. Establishing an Ad Hoc CARPC Water Quality Planning Committee

Ms. Richson presented two comments from the Dane County Towns Association Executive Committee to ensure full commission review of significant water quality policy decisions. Mr. McKeever questioned the timing of establishing the committee and advocated for waiting until after next year’s strategic planning. Mr. Steinhoff and Mr. Pfeiffer communicated the rationale for the need for and timing of the committee. Other commissioners expressed support for the proposal.

6. Future Agenda Items (next meeting is **Thursday, December 14, 2023**, via Zoom webinar at **6:00 pm**)

None

7. Adjournment

Ms. Richson moved to adjournment. Mr. Schuler seconded. The motion passed on a voice vote. The meeting was adjourned at 6:21 pm.

Minutes taken by Tanya Sime and reviewed by CARPC staff.

Respectfully Submitted:

A handwritten signature in black ink, appearing to read "Kris Hampton". The signature is written in a cursive style with a large, stylized initial "K".

Kris Hampton, Secretary