

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

**June 13, 2024**

**Via Zoom Webinar**

**6:00 pm**

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**Commissioners Present:** Maureen Crombie, Kris Hampton, Heidi Murphy, Peter McKeever, David Pfeiffer, Cynthia Richson, Jim Schuler, Caryl Terrell, Bill Tishler, Nick Zavos

**Commissioners Absent:** Steve Greb

**Staff Present:** Nick Bower, Matt Krempely, Prachi Mehendale, Tanya Sime, Jason Valerius

**Others Present:** Mark Brunner, Joe DeMorett (Madison Water Utility), Martye Griffin, Peter Holmgren (Madison Water Utility), Linda Kuhlman (Village of Brooklyn), Jon Solan, Tom Mathies, Mark Roffers (V-Marshall), Tim Stieve (V-Marshall), Rob Zubella

1. Establish Quorum

Quorum was established at 6:05 p.m.

2. Public Comment on Matters not on the agenda

No public comment.

**3. PUBLIC HEARINGS**

a. Public Hearing on a Proposed Amendment of the *Dane County Water Quality Plan* by Revising the Sewer Service Area Boundary and Environmental Corridors in the Brooklyn Urban Service Area (#2203 Village of Brooklyn – “Brooklyn Business Complex Phase 3 Expansion”) (6:10 p.m.)

- (1) Applicant Presentation – Amendment Overview - Jon Solan and Mark Brunner presenting.
- (2) Open Public Hearing to Take Testimony from Attendees, Close Public Hearing
- (3) Commissioner Questions and Discussion - None

b. Amendment of the CARPC 2024 Budget (6:35 p.m.)

- (1) Review of Budget Amendments – Jason Valerius presenting
- (2) Open Public Hearing to Take Testimony from Attendees, Close Public Hearing
- (3) **CARPC Resolution 2024-2 Amending the CARPC 2024 Budget (*actionable item*)**

Mr. Hampton moved for the approval of the CARPC Resolution 2024-2 Amending the CARPC 2024 Budget. Mr. McKeever seconded. The motion passed unanimously.

**4. Consent Agenda (*all items below are actionable items*)**

**a. Minutes of the May 9, 2024 CARPC Meeting**

Ms. Crombie moved for the approval of the May 9<sup>th</sup>, 2024 CARPC Meeting Minutes. Ms. Murphy seconded. The motion passed unanimously.

**b. Executive Committee Recommendations**

**(1) Annual Agreement to Provide Water Quality Management Planning Assistance to the Wisconsin Department of Natural Resources**

Mr. Zavos moved for approval of the Annual Agreement to Provide Water Quality Management Planning Assistance to the Wisconsin Department of Natural Resources. Mr. Hampton seconded the motion. The motion passed unanimously.

**(2) Approve April 2024 Financial Statements and May 2024 Operating Account Reconciliation**

Ms. Crombie moved for approval of the April 2024 Financial Statements and May 2024 Operating Account Reconciliation. Mr. Zavos seconded the motion. The motion passed unanimously.

5. Amending the *Dane County Water Quality Plan* by Revising the Sewer Service Area Boundary and Environmental Corridors in the Central Urban Service Area (Town of Middleton - "Bala Property") (6:45 p.m.)

- a. Opportunity for Public Comment – Nick Bower presenting.
- b. Overview of Consistency with State and Local Standards
- c. **Approval of CARPC Management Letter #2405 – Central USA, Recommending to the Wisconsin DNR an Amendment of the *Dane County Water Quality Plan* in the Central Urban Service Area (*actionable item*)**

Ms. Richson moved for the approval of the CARPC Management Letter #2405 – Central USA, Recommending to the Wisconsin DNR an Amendment of the Dane County Water Quality Plan in the Central Urban Service Area. Ms. Crombie seconded the motion. The motion passed unanimously.

6. CARPC Preliminary 2025 Budget and Property Tax Levy – Jason Valerius presenting. Tax Levy will be presented for action at the July CARPC meeting.
7. Groundwater Supply Trends - City of Madison Water Utility Presentation - – Staff Presentation and Discussion – Chief Engineer Pete Holmgren and Water Supply Manager Joe DeMorett presenting.
8. Dane County Water Quality Plan Amendment Process Regarding MMSD Effluent Discharge to Badger Mill Creek – CARPC Staff Presentation and Discussion (7:43 pm) Nick Bower presenting.

9. **Resolution 2024-03 Adoption of the 2024 Title VI Non-Discrimination Program and Limited-English Proficiency Plan (*actionable item*)**

Mr. McKeever moved for the approval of the Resolution 2024-3 Adoption of the 2024 Title VI Non-Discrimination Program and Limited – English Proficiency Plan. Ms. Crombie seconded the motion. The motion passed unanimously.

10. Reports

- a. Executive Chairperson and Executive Committee – Allison Voke will be joining the CARPC Commission as a Commissioner for the next meeting and going forward. CARPC had a good retreat at the AWRPC in New Glarus, it was a valuable event.
- b. Executive Director
  - (1) Programs and Services Updates
  - (2) Partnership Updates
  - (3) Commissioner Requests for Future Commission Presentations and/or Discussions

Jason Valerius highlighted items from the Executive Director's report, including the draft of the

We are wrapping up, not quite done, but wrapping up our annual audit of our finances, and we had a presentation to those members of the Executive Committee who were able to attend on Monday. Bret from Johnson Block presented. The audit is not complete, however there is nothing out of the ordinary that is of concern. A couple of other items to note, Shawn met with the City and Town of Sun Prairie getting down to more details, more policy details on the boundary agreement between the 2 of them. We have a few more Sewer Extension other than the ones that were presented last month that were added such as Madison and Mc Farland, Sun Prairie and Cross Plains are also expected. We had 14 Sewer Extension Reviews. We have a number of grant applications out right now. That, we are part of generally, as partner rather than as lead applicant one of those we got. We do have a small partnership, it's a grant from UW. Medicine and the mortgage center partnership with operation fresh start the state photographer's office focused on Stark Weather Creek. We got a modest grant for \$10,000 to do some more advanced monitoring in the creek, and to involve the folks involved with operation. Fresh start in that process. Another project we are working on is we will be partnering as a kind of co-sponsor, co- promoter, and speaker at an event for Madison Housing Week. And last, discussions with the Madison Area Builds Association and smart growth. Greater Madison led to a decision that we will be co-sponsoring an event that was originally organized just by the Madison Area Builders Association. All 3 entities Mamba Smartpoth. Greater Madison and CARPC are co-sponsoring the event on July 31<sup>st</sup> at Summit Credit Union on Cottage Grove Road. Alex from the MPO will be asked to present for August.

11. Future Agenda Items (next meeting is July 11, 2024, Cottage Grove Village Hall, 221 E. Cottage Grove Rd. and via Zoom Webinar, 6:00 pm)


The No further discussion about future agenda items

12. Adjournment

Mr. Hampton moved the motion for adjournment. Ms. Richson seconded. The motion passed on voice vote. The meeting was adjourned at 8:48 p.m.

Minutes taken by Tanya Sime and reviewed by CARPC staff.

Respectfully submitted:



Kris Hampton, Secretary