

AGENDA
of the
Capital Area Regional Planning Commission

March 13, 2025

Monona City Hall, 5211 Schluter Rd.
and Microsoft Teams Webinar

6:00 pm

Participant Information

Meeting Accommodation: This meeting will take place via Microsoft Teams.

You may participate in the meeting from your computer, tablet, smartphone, at this URL:

https://teams.microsoft.com/l/meetup-join/19:meeting_ODc0ZjNjZTctY2JmZi00MDAzLWEwZGEtZDQ4MDM4Yjg1YzJm@thread.v2/0?context=%7B%22Tid%22:%2235abc96c-357b-4956-9372-bd169087029d%22,%22Oid%22:%227452834e-38d4-43fc-b1f7-a2157967d260%22%7D

Dial in by phone 1 608-888-6882 Conference ID: 876 783 212#

If you need other accommodation to attend the meeting, please call Tanya Sime at 608-474-6017.

Speaking at RPC Meetings: Oral comments from members of the public may be heard for individual agenda items when called upon by the Chair. The time limit for comments by each attendee will be three (3) minutes unless additional time is granted at the discretion of the Chair. The RPC may alter the order of the agenda items at the meeting.

Written Communications: Written communications intended to be provided to the Commission as part of the packet should be received in the RPC office no later than noon, seven (7) days prior to the meeting. Written communications, including emails sent to info@capitalarearpc.org, received after this deadline will be provided to Commissioners at the meeting.

MISSION: Strengthen the region by engaging communities through planning, collaboration, and assistance.

VISION: A region where communities create exceptional quality of life for all by working together to solve regional challenges.

1. Establish Quorum
2. Public Comment on Matters not on the agenda
3. **PUBLIC HEARINGS**
 - a. Amendment of the CARPC 2025 Budget
 - (1) Review of Proposed Changes
 - (2) Open Public Hearing to Take Testimony from Attendees, Close Public Hearing
 - (3) **CARPC Resolution 2025-2 Amending the CARPC 2025 Budget (*actionable item*)**
4. **Consent Agenda (*all items below are actionable items*)**
 - a. **Minutes of February 13, 2025, CARPC Meeting**
 - b. **Executive Committee Recommendations**

NOTE: If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity, or program, please call the phone number below at least three business days prior to the meeting.

NOTA: Si necesita un intérprete, un traductor, materiales en formatos alternativos u otros arreglos para acceder a este servicio, actividad o programa, comuníquese al número de teléfono que figura a continuación tres días hábiles como mínimo antes de la reunión.

LUS CIM: Yog hais tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntawv, cov ntawv ua lwm hom ntawv los sis lwm cov kev pab kom siv tau cov kev pab, cov kev ua ub no (activity) los sis qhov kev pab cuam, thov hu rau tus xov tooj hauv qab yam tsawg peb hnuv ua hauj lwm ua ntej yuav tuaj sib tham.

- (1) Approve December 2024 Financial Statements and the January 2025 Operating Account Reconciliation**
- (2) Approve January 2025 Financial Statements and February 2025 Operating Account Reconciliation**
- (3) Consideration of Updates to the CARPC Personnel Manual**
- (4) Agreement for Strategic Planning Assistance for Southwest Wisconsin Regional Planning Commission**

5. Dane County Population Projections – Presentation and Discussion, CARPC and partner agency staff
6. CARPC 2025 Work Program Updates – Staff Presentation
7. Clean Lakes Alliance Community Breakfast Participation
8. Reports
 - a. Commission Chair
 - b. Executive Director
 - (1) Program and Services Updates
 - (2) Partnership Updates
9. Future Agenda Items (next meeting April 10, 2025, via Microsoft Teams Webinar and in-person location TBD, 6:00 pm)
 - a. Discussion of next steps for a regional farmland preservation discussion (April)
 - b. Update on the MMSD effort to discontinue effluent return to Badger Mill Creek (April?)
 - c. Commission presentation/discussion on stormwater management (May?)
 - d. Others?
10. Adjournment

NOTE: If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity, or program, please call the phone number below at least three business days prior to the meeting.

NOTA: Si necesita un intérprete, un traductor, materiales en formatos alternativos u otros arreglos para acceder a este servicio, actividad o programa, comuníquese al número de teléfono que figura a continuación tres días hábiles como mínimo antes de la reunión.

LUS CIM: Yog hais tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntawv, cov ntawv ua lwm hom ntawv los sis lwm cov kev pab kom siv tau cov kev pab, cov kev ua ub no (activity) los sis qhov kev pab cuam, thov hu rau tus xov tooj hauv qab yam tsawg peb hnuv ua hauj lwm ua ntej yuav tuaj sib tham.

Re: Proposed Amendment to the 2025 Budget – Public Hearing and Adoption**Requested Action:**

Approve CARPC Resolution 2025-2 Amending the CARPC 2025 Budget

Background:

The Commission amended the 2025 budget in December to show the 0% cost of living adjustment (COLA) for staff wages and the corresponding return of funds to the County. We also adjusted other costs and revenues based on new information. At the Executive Committee's advice, we did not include in the budget the revenue or additional staff costs associated with the anticipated grant from Wisconsin Emergency Management (WEM) to complete Stream Crossing Inventory work across the county because it had not yet been awarded.

Staff Comments:

We expect \$125,000 of additional revenue in 2025 from the WEM grant, and we are budgeting for up to \$14,500 for 2 part-time, limited-term employees this summer. The additional staffing cost is largely offset by savings from a reduced-time arrangement for Senior Planner Sean Higgins—the net difference is roughly a \$3,000 increase in wages and benefits.

We reviewed the full 2024 financial results through December and made the following adjustments based on those 2024 results:

- A further reduction of \$12,000 in fee revenue from sewer extensions and urban service area amendments
- A reduction of projected costs for phone service (-\$600), IT services (-\$11,000), Commissioner Per Diems (-\$1,504), and financial services (-\$110)
- An increase in projected costs for consulting services (+\$10,000 for a salary study) and Payroll Fees (+\$5,000)

We discovered that one of our two water monitoring agreements with USGS was not represented in the budget – we have added \$71,775 in revenue and \$68,200 in costs.

We corrected an accounting error in the budget regarding Dane County levy funding – we had previously reduced the revenue total by \$35,524 to reflect the COLA adjustment, however that does not accurately reflect how it works. We receive the full certified levy amount and then return the adjustment amount to the county. That payment is now shown as an expense.

The net results of these revisions are \$220,299 in additional revenues, \$108,667 in extra costs, and an annual operating surplus of \$83,486 (the December amendment projected an operating loss of \$28,147).

Attachments:

1. Public Hearing Notice
2. Budget Tables
3. Resolution 2025-2 Amending the CARPC 2025 Budget

Staff Contact:

Jason Valerius, Executive Director
jasonv@capitalarearpc.org
608 474 6010

Next Steps:

None



February 11, 2025
(Updated March 5, 2025)

NOTICE OF PUBLIC HEARING

March 13, 2025

Amendment of the 2025 Capital Area Regional Planning Commission Budget

A public hearing on the amendment of the 2025 Capital Area Regional Planning Commission budget will be conducted at the CARPC meeting on Thursday, March 13, 2025, convening at 6:00 pm for public comment on the Commission’s proposed 2025 budget amendment. The draft document is available in hard copy upon request and may be downloaded from CARPC’s website (capitalarearpc.org/meetings/). Written comments should be forwarded to the CARPC office by Monday, March 10, 2025, and may be submitted by email to tanyas@capitalarearpc.org.

This meeting will take place via Microsoft Teams. You may attend the meeting from your computer, tablet, or smartphone at this URL: https://teams.microsoft.com/l/meetup-join/19:meeting_ODc0ZjNjZTctY2JmZi00MDAzLWEwZGZEtZDQ4MMDM4Yjg1YzJm@thread.v2/0?context=%7B%22id%22:%2235abc96c-357b-4956-9372-bd169087029d%22,%22Oid%22:%227452834e-38d4-43fc-b1f7-a2157967d260%22%7D Meeting ID: 233 690 140 620 Passcode: TU3b5ud6 (Dial-in: +1 608-888-6882, Phone conference ID: 876 783 212#). If you need other accommodation to attend the meeting, please call Tanya Sime at 608 474 6017.

Link to 2025 Proposed Budget Amendment:

https://carpc.sharepoint.com/:b/g/EWStgiAduBInc0hyi6EbU8BcN6H_kN7YTIIE9Q6D692EQ?e=NveIOJ

The following table summarizes the proposed changes.

	2025 Adopted	2025 Proposed Amendment	% Increase (Decrease) from 2025 Adopted
Revenue			
Dane County Levy	\$1,173,808	\$1,209,332	3.0%
Total Pass-Thru	\$131,672	\$185,172	40.6%
All Other Revenue	\$542,081	\$655,081	20.8%
Gross Revenue	\$1,847,561	\$2,049,585	10.9%
Net Revenue ¹	\$1,715,889	\$1,864,413	8.7%
Expenses			
Personnel	\$1,494,035	\$1,497,192	0.2%
Operating	250,001	287,311	14.9%
Pass-through	131,672	199,872	51.8%
Gross Expenses	\$1,875,708	\$1,984,374	5.8%
Net Expenses ¹	\$1,744,036	\$1,784,502	2.3%
Surplus (Deficit)	\$(28,147)	\$65,211	

¹ "Net Expenses/Revenue" = Gross minus pass-through

Emailed to: City, Village and Town Clerks
Joe Parisi, Dane County Executive
Satya Rhodes-Conway, Mayor, City of Madison
Brian Willison, Interim President, Dane County Towns Association
Robert Wipperfurth, President, Dane County Cities and Villages Association
Scott McDonell, Dane County Clerk
Patrick Miles, Chair, Dane County Board of Supervisors
Tim Kiefer, Chair, Dane County Zoning and Land Regulation Committee
Yogesh Chawla, Chair, Dane County Environment, Agriculture & Natural Resources Committee
Elizabeth Doyle, Chair, Dane County Personnel and Finance Committee
Chuck Erickson, Chair, Dane County Lakes and Watershed Commission
Lyle Updike, Vice Chair, Dane County Lakes and Watershed Commission
Matt Diebel, Watershed Management Coordinator, Dane County Land and Water Resources Dept.
Laura Hicklin, Director, Dane County Land and Water Resources Dept.
Mark Opitz, Chair, Greater Madison MPO
Alexandra Andros, Greater Madison MPO
Todd Violante, Dane County Department of Planning and Development
Lisa Coleman, Director of Engineering, MMSD
Charles Hicklin, Dane County Controller
Jim Wolfe, City Engineer, City of Madison
Krishna Kumar, General Manager, Madison Water Utility
Matthew Sorrensen, WisDOT
Bruce Rheineck, WDNR
Mike Sorge, WDNR Fitchburg Service Center
Gunilla Goulding, WDNR Central Office
Tim Asplund, WDNR Central Office
Curt Sauser, Sewer Connections and Extensions, MMSD

**Capital Area Regional Planning Commission
2025 Category Budget - Proposed Amendments**

Based on the Category Statement of Operations

Budget Year	2025	2025	Variance		Comments on Changes from 2025 Adopted
Budget Type	AMENDED	PROPOSED AMENDMENT	2025 PROPOSED AMENDMENT minus 2025 ADOPTED		
Budget Date	December 2024	February 2025	\$	%	
5101 Dane County Property Tax	\$ 1,173,808	\$ 1,209,332	\$ 35,524	3.0%	A correction to show the certified levy amount; \$35,524 will be returned to the County per BPP condition on COLA adjustment amount
Total Property Tax	1,173,808	1,209,332	\$ 35,524	3.0%	
5207 WI Salt Wise	140,000	140,000	\$ -	0.0%	
5202 EPA/DNR Water Planning	134,000	152,275	\$ 18,275	13.6%	DNR grant for Black Earth Creek Monitoring
5205 WEM/FEMA/HMGP Grant Funds	-	125,000	\$ 125,000	N/A	WEM grant for stream crossing inventory
5403 WisDOT Plan Integration	7,093	7,093	\$ -	0.0%	
Total State & Federal Grants	141,093	284,368	\$ 143,275	101.5%	
5301 Fees - Sewer Extensions	47,000	45,000	\$ (2,000)	-4.3%	Based on 2024 actual through December
5302 Fees - USA/LSA App Review	75,000	65,000	\$ (10,000)	-13.3%	Based on 2024 actual through December
Total Fees	122,000	110,000	\$ (12,000)	-9.8%	
5304 Local & Reg Planning Assistance	100,000	100,000	\$ -	0.0%	
Total Services	100,000	100,000	\$ -	0.0%	
5201 WisDOT Rural Work Program	5,457	5,457	\$ -	0.0%	
5220 Coop Water Resource Mon	126,215	179,715	\$ 53,500	42.4%	The budget was missing pass-through revenue for one of the monitoring programs
Total Pass-Through	131,672	185,172	\$ 53,500	40.6%	
5501 Interest Income	36,000	36,000	\$ -	0.0%	
5502 Miscellaneous Income	2,988	2,988	\$ -		
Total Other	38,988	38,988	\$ -	0.0%	
TOTAL REVENUES	\$ 1,847,561	\$ 2,067,860	\$ 220,299	11.9%	

6101 Direct Salaries & Wages	\$ 828,438	\$ 830,647	\$ 2,208	0.3%	Adjusted to add LTE time, reduce Senior Planner time
6102 Compensated Leave Time	\$ 207,110	207,662	552	0.3%	Adjusted to add LTE time, reduce Senior Planner time
Total Salaries and Leave Time	1,035,548	1,038,308	2,761	0.3%	
6105 FICA Benefits	\$ 77,148	77,354	206	0.3%	Adjusted to add LTE time, reduce Senior Planner time
6116 Life Insurance	\$ 294	294	-	0.0%	
6117 Dental Insurance	\$ 14,707	14,707	-	0.0%	
6118 Health Insurance	\$ 289,702	289,702	-	0.0%	
6119 Disability Insurance	\$ 508	508	-	0.0%	
6120 Indirect Employee Benefit	\$ 105	105	-	0.0%	
6121 WRS Employer Contributions	\$ 71,453	71,643	190	0.3%	Adjusted to add LTE time, reduce Senior Planner time
6122 Unemployment Insurance	\$ 1,000	1,000	-	0.0%	
6124 Worker's Compensation Ins	\$ 3,570	3,570	-	0.0%	
Total Fringe Benefits	458,488	458,884	396	0.1%	
6310 Rent	\$ 50,987	50,987	-	0.0%	
Total Occupancy	50,987	50,987	-	0.0%	
6125 Contracted Services	\$ 28,570	28,570	-	0.0%	

6125 Contracted Services	\$ 28,570	28,570	-	0.0%	
6425 Legal Services	\$ 4,400	4,400	-	0.0%	
6431 Consulting Services	\$ -	10,000	10,000	N/A	Compensation Study (if needed)
Total Contracted Services	32,970	42,970	10,000	30.3%	
6130 Meals	\$ 907	907	-	0.0%	
6150 Employee Travel	\$ 12,713	12,713	-	0.0%	
6170 Conferences & Meetings	\$ 10,125	10,125	-	0.0%	
6171 Training	\$ 5,000	5,000	-	0.0%	
Total Travel & Training	28,746	28,746	-	0.0%	
6250 Supplies	\$ 3,860	3,860	-	0.0%	
6251 Printing	\$ 1,558	1,558	-	0.0%	
6252 Postage	\$ 105	105	-	0.0%	
6265 Equipment	\$ 8,925	8,925	-	0.0%	
6330 Telephone	\$ 2,100	1,500	(600)	-28.6%	Based on 2024 actual through December
6341 Administrative Fees	\$ 426	426	-	0.0%	
Total Office Expenses	16,974	16,374	(600)	-3.5%	
6253 Webhosting	368	368	-	0.0%	
6270 Software	17,220	17,220	-	0.0%	
6275 IT Services	21,000	10,000	(11,000)	-52.4%	Based on 2024 actual through December
Total Information Technology (IT)	38,588	27,588	(11,000)	-28.5%	
6422 Commission Per Diems	\$ 9,504	8,000	(1,504)	-15.8%	Based on 2024 actual through December
6423 Commission Travel	\$ 840	840	-	0.0%	
Total Commission	10,344	8,840	(1,504)	-14.5%	
6420 Audit	\$ 14,700	14,700	-	0.0%	
6430 Payroll Fees	\$ -	5,000	5,000		Based on 2024 actual through December
6432 Financial Services	\$ 40,110	40,000	(110)	-0.3%	Based on 2024 actual through December
Total Financial Services	54,810	59,700	4,890	8.9%	
6414 Coop Water Resources Mon	\$ 126,215	194,415	68,200	54.0%	The budget was missing costs and pass-through costs for one of the monitoring programs
6415 WisDOT Planning Services	\$ 5,457	5,457	-	0.0%	
Total Pass-Through Expenses	131,672	199,872	68,200	51.8%	
6172 Dues / Memberships / Subscriptions	\$ 6,843	6,843	-	0.0%	
6200 Contributions & Donations	\$ 1,000	1,000	-	0.0%	
6411 Education & Outreach	\$ 2,625	2,625	-	0.0%	
6440 Recruitment	\$ 1,050	1,050	-	0.0%	
6501 Insurance	\$ 4,457	4,457	-	0.0%	
6560 Depreciation	\$ -	-	-		
6565 Amortization	\$ 608	608	-	0.0%	
6570 Miscellaneous Expenses		35,524	35,524		Credit back to Dane County per BPP condition
Total Other Expenses	16,583	16,583	-	0.0%	
TOTAL EXPENDITURES	\$ 1,875,708	\$ 1,984,374	\$ 108,667	5.8%	

Surplus (Deficit) \$ (28,147) \$ 65,211 \$ 93,358



CARPC Resolution No. 2025-2

Amendment of the 2025 Capital Area Regional Planning Commission Budget

WHEREAS, the Capital Area Regional Planning Commission (“CARPC”) is authorized to carry out a range of planning activities, pursuant to Wis. Stat. § 66.0309(8), and contracts with the Wisconsin Department of Natural Resources to conduct areawide water quality management planning for the Dane County region, and with the Wisconsin Department of Transportation to fund land use and transportation planning integration including analyses of transportation impacts of amendments to regional plans; and

WHEREAS, the CARPC adopted a 2025 Budget on September 26, 2024, and amended that budget on December 12, 2024; and

WHEREAS, the agency has received a grant to conduct stream crossing inventories, resulting in increased revenue and staffing costs; and

WHEREAS, the budget has been corrected to show the full 2025 Dane County levy amount and an agreed-upon credit back to the county more accurately and to include costs and revenues related to a water quality monitoring program previously omitted; and

WHEREAS, other updated expectations about costs and revenues for 2025 have been incorporated into the revised budget; and

WHEREAS, a notice for a public hearing on the proposed budget was duly posted and distributed to local units of government, and a public hearing was held on March 13, 2025;

NOW, THEREFORE, BE IT RESOLVED that the Capital Area Regional Planning Commission hereby amends and adopts the attached 2025 budget.

Date Adopted

David Pfeiffer, Chairperson

Cynthia Richson, Secretary

DRAFT MINUTES
of the
Capital Area Regional Planning Commission

February 13, 2025,

Middleton City Hall, 7426 Hubbard Ave, Middleton
and Microsoft Teams Webinar

6:00 pm

Participant Information

Commissioners Present: Maureen Crombie, Steve Greb, Kris Hampton, Barbara Harrington-McKinney, Peter McKeever, Heidi Murphy, David Pfeiffer (6:10 pm), Cynthia Richson, Jim Schuler, Caryl Terrell, Bill Tishler, Allison Volk, Nick Zavos

Commissioners Absent: None

Staff Present: Nick Bower, Prachi Mehendale, Caitlin Shanahan, Tanya Sime, Jason Valerius

Others Present: Renee Lauber, Tom Mathies, Bridgit Van Belleghem

1. Establish Quorum

The meeting was called to order by Commissioner Pfeiffer at 6:10 pm. A quorum was established.

2. Public Comment on Matters not on the Agenda

No public Comment.

3. **Consent Agenda (all items below are actionable items) (6:12 pm)**

a. Minutes of January 9, 2025, CARPC Meeting

b. Executive Committee Recommendations

(1) Approve December 2024 Financial Statements and January 2025 Operating Account Reconciliation

Commissioner Pfeiffer motioned to remove the December 2025 Financial Statements and January 2025 Operating Account Reconciliation from the consent agenda because it was not reviewed by the Executive Committee; Commissioner Murphy seconded. The motion passed unanimously. Commissioner Hampton moved for approval of the minutes from the January 9, 2025 meeting; Commissioner Murphy seconded. The motion passed unanimously.

4. Amending the *Dane County Water Quality Plan* by Adopting a Revised Environmental Corridors Report. (6:12 pm) Nick Bower Presenting.

a. Brief presentation by CARPC staff regarding any requested or recommended edits before adoption

b. Approval of CARPC Resolution No. 2025-01 – Recommending to the Wisconsin DNR an Amendment of the *Dane County Water Quality Plan* by Adopting an Update to the Environmental Corridors Report (actionable item)

Commissioner Richson asked about the possibility of including agricultural areas in environmental corridors, as suggested in a public comment. Commissioner Hampton asked about the ability of the Dane County Water Quality Plan to consider the water quality impacts of agricultural practices. Staff explained that no changes were made in response to the public comment, and that the focus of the environmental corridors report in the sewer service planning process is to protect natural resources during land conversion to urban development,

but also that the relationship between agriculture lands and water quality can be explored further this year during the update of the Dane County Water Quality Plan Summary Plan. Commissioner Greb asked for clarification of the different categories of environmental corridors and how they are mapped inside and outside the urban service area. Staff explained the distinctions and noted that the online mapping will be updated to match the revised naming after the EC Report is approved. Commissioner Greb asked how Towns are informed about these corridors; the staff explained that these resources are available to everyone. Commissioner Richson recommended a presentation at the May meeting of the Dane County Towns Association. Commissioner Richson recommended an edit to the list of commissioners in the document to reflect current membership and officers.

Commissioner Richson motioned for approval of CARPC Resolution No. 2025-01 Recommending to the Wisconsin DNR an Amendment of the Dane County Water Quality Plan by Adopting an Update to the Environmental Corridors Report; Commissioner Terrell seconded. The motion passed unanimously.

5. Farmland Preservation – Presentation and Discussion, Dane County Planner Bridgit Van Belleghem, CARPC staff (6:34 pm) Presenters: Bridgit Van Belleghem, Commissioner Alison Volk, and Caitlin Shanahan

Commissioner Volk described her work and service related to farmland preservation and talked about the general practice of farmland preservation and the specific Farmland Preservation program in Wisconsin. Bridget Van Belleghem from Dane County Planning provided an overview of the County's Farmland Preservation program and described some of the zoning and program efforts of the County to promote farmland preservation. Caitlin Shanahan provided an overview of past CARPC efforts around farmland preservation, known as the Farmland Loss Mitigation Initiative.

Following commission discussion about various practices and programs, including TDR (Transfer of Development Rights) and PDR (Purchase of Development Rights) programs, Executive Director Valerius noted that staff will work to more fully summarize the prior CARPC planning efforts, including their applicability today, and then bring forward suggestions for a new process in 2025 and 2026 to foster regional conversation and action on this topic.

6. Reports (7:32 pm)
 - a. Commission Chair – The next Ad Hoc Water Quality Committee meeting is scheduled for March.
 - b. Executive Director
 - (1) Program and Services Updates
 - (2) Partnership Updates

Executive Director Valerius noted highlights from the Executive Director's Report in the packet.

Regional Population Projections: Staff will organize a presentation to the Commission on this topic in March or April, including the Department of Administration (DOA).

CARPC will be hosting a table at the 2025 Clean Lakes Community Breakfast on Tuesday, May 13, 7 – 8 a.m. coffee and conversation, 8 – 9:30 a.m. breakfast and program, Monona Terrace. Commissioners are encouraged to attend to use our table, and we will discuss attendance in March.

7. Future Agenda Items (next meeting March 13, 2025, via Microsoft Teams Webinar and in-person location TBD, 6:00 pm) (7:41 pm)
 - a. CARPC 2025 Budget Hearing and Amendment, 2025 Work Plan Amendment (March)
 - b. Commission presentation/discussion on Dane County population projections (March)
 - c. CARPC Personnel Manual Update (March?)
 - d. Commission presentation/discussion on stormwater management (April?)
 - e. Update on the MMSD effort to discontinue effluent return to Badger Mill Creek (when there is news)
 - f. Others?

8. Adjournment

Commissioner Hampton adjourned the meeting at 7:44 pm. Commissioner Richson seconded the motion.

Minutes prepared by Tanya Sime and reviewed by the Executive Director.

Respectfully submitted:

Cynthia Richson, Secretary

Capital Area Regional Planning Commission

Balance Sheet

As of December 31, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 OPERATING ACCOUNT	118,162.73
1001 MONEY MARKET ACCOUNT	200,122.08
1002 INVESTMENT ACCOUNT	566,549.77
1072 Bill.com Money Out Clearing	10,344.73
Total Bank Accounts	\$895,179.31
Accounts Receivable	
1105 PROJECT AND GRANTS REC	52,275.17
Total Accounts Receivable	\$52,275.17
Other Current Assets	
1110 UNBILLED ACCOUNTS REC	0.00
1150 PREPAID EXPENSES	9,572.91
1151 PREPAID INSURANCE	0.00
1152 PREPAID DENTAL INS	0.00
1153 PREPAID HEALTH INS	20,333.59
1154 PREPAID DISABILITY INS	616.12
1155 PREPAID RENT	0.00
1156 PREPAID LIFE INS	0.00
1157 PREPAID PARKING	0.00
1165 PREPAID LICENSES	0.00
1170 Undeposited Funds	0.00
Total Other Current Assets	\$30,522.62
Total Current Assets	\$977,977.10
Fixed Assets	
1200 FURNITURE AND EQUIPMENT	7,171.66
1201 ACCUM DEP-FURNITURE/EQUIP	-7,171.66
1210 RIGHT OF USE ASSET	6,076.50
1211 ACCUMULATED AMORTIZATION	-2,886.48
Total Fixed Assets	\$3,190.02
TOTAL ASSETS	\$981,167.12

Capital Area Regional Planning Commission

Balance Sheet

As of December 31, 2024

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
3000 ACCOUNTS PAYABLE	76,589.68
Total Accounts Payable	\$76,589.68
Credit Cards	
3002 Park Bank CC	1,381.18
Total Credit Cards	\$1,381.18
Other Current Liabilities	
3005 ACCRUED PAYROLL	0.00
3202 WRS PENSION PLAN	0.00
3206 WI DEF COMP PROGEAM	0.00
3300 UNUSED VACATION, WELLNESS	50,420.96
3500 SICK LEAVE ACCRUAL PAY	114,648.02
3600 DEFERRED/UNEARNED REVENUE	0.00
3650 INVEST IN CAPITAL ASSETS	0.00
3655 INVEST IN RIGHT OF USE	0.00
Total Other Current Liabilities	\$165,068.98
Total Current Liabilities	\$243,039.84
Total Liabilities	\$243,039.84
Equity	
3700 PRIOR YEAR BALANCE	-103,610.23
3701 PRIOR YEAR FUND BALANCE	889,507.07
3702 CURRENT FUND BALANCE	1,000.00
Net Income	-48,769.56
Total Equity	\$738,127.28
TOTAL LIABILITIES AND EQUITY	\$981,167.12

Capital Area Regional Planning Commission

Budget vs. Actuals: 1 month ended December

December 2024

	TOTAL	
	ACTUAL	BUDGET
Revenue		
5100 PROPERTY TAX REVENUE		
5101 DANE COUNTY PROP TAX-OTH	94,626.92	94,626.88
Total 5100 PROPERTY TAX REVENUE	94,626.92	94,626.88
5199 PASS THROUGH REVENUE		
5220 COOP WATER RESOURCE MON	15,216.83	10,838.25
Total 5199 PASS THROUGH REVENUE	15,216.83	10,838.25
5200 STATE/FEDERAL GRANTS REV.		
5202 EPA/DNR WATER PLANNING	7,421.00	9,166.63
5403 WisDOT PLAN INTEGRATION		591.12
Total 5200 STATE/FEDERAL GRANTS REV.	7,421.00	9,757.75
5300 FEES REVENUE		
5301 FEES - SEWER EXTENSIONS	800.00	4,166.63
5302 FEES-USA/LSA APP REVIEW		7,083.37
Total 5300 FEES REVENUE	800.00	11,250.00
5303 SERVICES REVENUE		
5304 LOCAL & REG PLAN ASSIST		3,333.37
Total 5303 SERVICES REVENUE		3,333.37
5500 OTHER REVENUE		
5207 WI SALT WISE	11,000.00	10,700.87
5208 LAND USE CODE ASSESSMENT		0.00
5501 INTEREST INCOME	2,518.99	3,750.00
5502 MISCELLANEOUS REVENUES	6.00	214.87
Total 5500 OTHER REVENUE	13,524.99	14,665.74
Total Revenue	\$131,589.74	\$144,471.99
GROSS PROFIT	\$131,589.74	\$144,471.99
Expenditures		
6100 SALARIES AND LEAVE TIME		
6101 DIRECT SALARIES & WAGES	60,346.95	64,742.63
6102 COMPENSATED LEAVE TIME	13,200.25	16,185.63
Total 6100 SALARIES AND LEAVE TIME	73,547.20	80,928.26
6104 FRINGE BENEFITS		
6105 FICA BENEFITS	5,528.40	6,029.13
6116 LIFE INSURANCE		23.37
6117 DENTAL INSURANCE		1,340.62
6118 HEALTH INSURANCE	19,718.20	15,865.00
6119 DISABILITY INSURANCE	-198.20	43.00
6120 COMMUTE CARDS		8.37
6121 WRS-ER CONTRIBUTION	5,300.37	5,584.12
6122 UNEMPLOYMENT		166.63
6124 WORKER'S COMPENSATION IN		283.37

Capital Area Regional Planning Commission

Budget vs. Actuals: 1 month ended December

December 2024

	TOTAL	
	ACTUAL	BUDGET
Total 6104 FRINGE BENEFITS	30,348.77	29,343.61
6200.1 OFFICE EXPENSES		
6200 Contributions & Donations	55.00	83.37
6250 SUPPLIES		404.13
6251 PRINTING	125.00	66.63
6252 POSTAGE		8.37
6265 EQUIPMENT		708.37
6330 TELEPHONE	94.99	166.63
6341 ADMINISTRATIVE FEES		34.13
Total 6200.1 OFFICE EXPENSES	274.99	1,471.63
6280 INFORMATION TECHNOLOGY		
6253 WEBHOSTING		29.13
6270 SOFTWARE	398.15	1,366.63
6275 IT SERVICES	775.89	1,666.63
Total 6280 INFORMATION TECHNOLOGY	1,174.04	3,062.39
6300 OCCUPANCY		
6310 RENT	4,276.74	4,165.62
Total 6300 OCCUPANCY	4,276.74	4,165.62
6400 CONTRACTED SERVICES		
6125 CONTRACTED SERVICE	4,025.78	5,966.63
6425 LEGAL SERVICES		333.37
6431 CONSULTING SERVICES		3,325.00
Total 6400 CONTRACTED SERVICES	4,025.78	9,625.00
6410 PASS THROUGH EXPENSES		
6414 COOP WATER RESOURCE MON	16,066.83	10,383.50
6415 WisDOT PLANNING SERVICES		454.75
Total 6410 PASS THROUGH EXPENSES	16,066.83	10,838.25
6426 COMMISSION		
6422 COMMISSION PER DIEMS	315.72	1,333.37
6423 COMMISSION TRAVEL	14.41	66.63
Total 6426 COMMISSION	330.13	1,400.00
6435 FINANCIAL SERVICES		
6420 AUDIT		875.00
6430 PAYROLL FEES	402.76	166.63
6432 FINANCIAL SERVICES	3,130.00	3,183.37
Total 6435 FINANCIAL SERVICES	3,532.76	4,225.00
6500 TRAVEL AND TRAINING		
6130 MEALS	148.26	70.00
6150 EMPLOYEE TRAVEL	1,274.50	891.63
6170 CONFERENCES & MEETINGS		591.63
6171 TRAINING		166.63
Total 6500 TRAVEL AND TRAINING	1,422.76	1,719.89

Capital Area Regional Planning Commission

Budget vs. Actuals: 1 month ended December

December 2024

	TOTAL	
	ACTUAL	BUDGET
6600 OTHER		
6172 DUES/MEMBERSHIP/SUBSCRIPTION	1,191.11	543.12
6411 EDUC/INFO/OUTREACH		208.37
6440 RECRUITMENT		83.37
6501 INSURANCE		353.75
6560 DEPRECIATION		170.13
6565 AMORITIZATION EXPENSE	33.76	50.63
Total 6600 OTHER	1,224.87	1,409.37
Total Expenditures	\$136,224.87	\$148,189.02
NET OPERATING REVENUE	\$ -4,635.13	\$ -3,717.03
NET REVENUE	\$ -4,635.13	\$ -3,717.03

Capital Area Regional Planning Commission

Statement of Financial Position

As of January 31, 2025

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 OPERATING ACCOUNT	180,975.19
1001 MONEY MARKET ACCOUNT	120,142.64
1002 INVESTMENT ACCOUNT	566,549.77
1072 Bill.com Money Out Clearing	11,333.04
Total Bank Accounts	\$879,000.64
Accounts Receivable	
1105 PROJECT AND GRANTS REC	55,744.79
Total Accounts Receivable	\$55,744.79
Other Current Assets	
1110 UNBILLED ACCOUNTS REC	1,108,381.00
1150 PREPAID EXPENSES	8,667.83
1151 PREPAID INSURANCE	0.00
1152 PREPAID DENTAL INS	347.22
1153 PREPAID HEALTH INS	29,516.87
1154 PREPAID DISABILITY INS	-160.91
1155 PREPAID RENT	0.00
1156 PREPAID LIFE INS	-37.29
1157 PREPAID PARKING	0.00
1165 PREPAID LICENSES	0.00
1170 Undeposited Funds	0.00
Total Other Current Assets	\$1,146,714.72
Total Current Assets	\$2,081,460.15
Fixed Assets	
1200 FURNITURE AND EQUIPMENT	7,171.66
1201 ACCUM DEP-FURNITURE/EQUIP	-7,171.66
1210 RIGHT OF USE ASSET	6,076.50
1211 ACCUMULATED AMORTIZATION	-2,920.24
Total Fixed Assets	\$3,156.26
TOTAL ASSETS	\$2,084,616.41

Capital Area Regional Planning Commission

Statement of Financial Position

As of January 31, 2025

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
3000 ACCOUNTS PAYABLE	103,408.07
Total Accounts Payable	\$103,408.07
Credit Cards	
3002 Park Bank CC	1,931.33
Total Credit Cards	\$1,931.33
Other Current Liabilities	
3005 ACCRUED PAYROLL	36,558.72
3202 WRS PENSION PLAN	0.00
3206 WI DEF COMP PROGRAM	2,390.00
3300 UNUSED VACATION, WELLNESS	43,815.68
3500 SICK LEAVE ACCRUAL PAY	116,599.54
3600 DEFERRED/UNEARNED REVENUE	1,034,377.08
3650 INVEST IN CAPITAL ASSETS	0.00
3655 INVEST IN RIGHT OF USE	0.00
Total Other Current Liabilities	\$1,233,741.02
Total Current Liabilities	\$1,339,080.42
Total Liabilities	\$1,339,080.42
Equity	
3700 PRIOR YEAR BALANCE	-174,158.10
3701 PRIOR YEAR FUND BALANCE	889,507.07
3702 CURRENT FUND BALANCE	1,000.00
Net Revenue	29,187.02
Total Equity	\$745,535.99
TOTAL LIABILITIES AND EQUITY	\$2,084,616.41

Capital Area Regional Planning Commission

Budget vs. Actuals: January

January 2025

	TOTAL	
	ACTUAL	BUDGET
Revenue		
5100 PROPERTY TAX REVENUE		
5101 DANE COUNTY PROP TAX-OTH	100,777.67	97,817.33
Total 5100 PROPERTY TAX REVENUE	100,777.67	97,817.33
5199 PASS THROUGH REVENUE		
5201 WisDOT RURAL WORK PROGRAM		454.75
5220 COOP WATER RESOURCE MON	15,976.25	14,976.25
Total 5199 PASS THROUGH REVENUE	15,976.25	15,431.00
5200 STATE/FEDERAL GRANTS REV.		
5202 EPA/DNR WATER PLANNING	21,583.33	21,583.33
5403 WisDOT PLAN INTEGRATION		591.08
Total 5200 STATE/FEDERAL GRANTS REV.	21,583.33	22,174.41
5300 FEES REVENUE		
5301 FEES - SEWER EXTENSIONS	1,800.00	3,750.00
5302 FEES-USA/LSA APP REVIEW		5,416.67
Total 5300 FEES REVENUE	1,800.00	9,166.67
5303 SERVICES REVENUE		
5304 LOCAL & REG PLAN ASSIST	35,580.54	8,333.33
Total 5303 SERVICES REVENUE	35,580.54	8,333.33
5500 OTHER REVENUE		
5207 WI SALT WISE	11,666.67	11,666.67
5208 LAND USE CODE ASSESSMENT		0.00
5501 INTEREST INCOME	2,131.57	3,000.00
5502 MISCELLANEOUS REVENUES	6.00	249.00
Total 5500 OTHER REVENUE	13,804.24	14,915.67
Total Revenue	\$189,522.03	\$167,838.41
GROSS PROFIT	\$189,522.03	\$167,838.41
Expenditures		
6100 SALARIES AND LEAVE TIME		
6101 DIRECT SALARIES & WAGES	80,149.03	69,036.50
6102 COMPENSATED LEAVE TIME	13,163.60	17,259.17
Total 6100 SALARIES AND LEAVE TIME	93,312.63	86,295.67
6104 FRINGE BENEFITS		
6105 FICA BENEFITS	5,845.52	6,429.00
6116 LIFE INSURANCE		24.50
6117 DENTAL INSURANCE		1,225.58
6118 HEALTH INSURANCE	19,105.26	24,141.83
6119 DISABILITY INSURANCE		42.33
6120 COMMUTE CARDS	5.60	8.75
6121 WRS-ER CONTRIBUTION	7,620.34	5,954.42
6122 UNEMPLOYMENT	413.32	83.33
6124 WORKER'S COMPENSATION IN		297.50

Capital Area Regional Planning Commission

Budget vs. Actuals: January

January 2025

	TOTAL	
	ACTUAL	BUDGET
Total 6104 FRINGE BENEFITS	32,990.04	38,207.24
6200.1 OFFICE EXPENSES		
6200 Contributions & Donations		83.33
6250 SUPPLIES	67.57	321.67
6251 PRINTING	115.75	129.83
6252 POSTAGE		8.75
6265 EQUIPMENT	27.05	743.75
6330 TELEPHONE	137.98	175.00
6341 ADMINISTRATIVE FEES		35.50
Total 6200.1 OFFICE EXPENSES	348.35	1,497.83
6280 INFORMATION TECHNOLOGY		
6253 WEBHOSTING		30.67
6270 SOFTWARE	2,165.99	1,435.00
6275 IT SERVICES	658.18	1,750.00
Total 6280 INFORMATION TECHNOLOGY	2,824.17	3,215.67
6300 OCCUPANCY		
6310 RENT	4,276.74	4,248.92
Total 6300 OCCUPANCY	4,276.74	4,248.92
6400 CONTRACTED SERVICES		
6125 CONTRACTED SERVICE		2,380.83
6425 LEGAL SERVICES		366.67
6431 CONSULTING SERVICES		0.00
Total 6400 CONTRACTED SERVICES		2,747.50
6410 PASS THROUGH EXPENSES		
6414 COOP WATER RESOURCE MON	16,066.83	10,517.92
6415 WisDOT PLANNING SERVICES		454.75
Total 6410 PASS THROUGH EXPENSES	16,066.83	10,972.67
6426 COMMISSION		
6422 COMMISSION PER DIEMS	350.00	792.00
6423 COMMISSION TRAVEL		70.00
Total 6426 COMMISSION	350.00	862.00
6435 FINANCIAL SERVICES		
6420 AUDIT		1,225.00
6430 PAYROLL FEES		0.00
6432 FINANCIAL SERVICES	2,794.00	3,342.50
Total 6435 FINANCIAL SERVICES	2,794.00	4,567.50
6500 TRAVEL AND TRAINING		
6130 MEALS		75.58
6150 EMPLOYEE TRAVEL		1,059.42
6170 CONFERENCES & MEETINGS	901.50	843.75
6171 TRAINING		416.67
Total 6500 TRAVEL AND TRAINING	901.50	2,395.42

Capital Area Regional Planning Commission

Budget vs. Actuals: January

January 2025

	TOTAL	
	ACTUAL	BUDGET
6600 OTHER		
6172 DUES/MEMBERSHIP/SUBSCRIPTION	553.17	570.25
6411 EDUC/INFO/OUTREACH	79.90	218.75
6440 RECRUITMENT		87.50
6501 INSURANCE	3,692.91	371.42
6560 DEPRECIATION		0.00
6565 AMORITIZATION EXPENSE	33.76	50.67
Total 6600 OTHER	4,359.74	1,298.59
Total Expenditures	\$158,224.00	\$156,309.01
NET OPERATING REVENUE	\$31,298.03	\$11,529.40
NET REVENUE	\$31,298.03	\$11,529.40

Re: 2025 Work Program Update**Requested Action:**

None

Background:

The Commission adopted the 2025 Work Program in December 2024.

Staff Comments:

We are working on several tools to help us predict and track hours on various projects. The attached schedule grid is part of that effort. Our next step is quarterly reporting of hours by person and project, to see how well we are planning and using our time.

Attachments:

1. 2025 Work Program Annual Schedule

Staff Contacts:

Jason Valerius, Executive Director
jasonv@capitalarearpc.org
608 474 6010

Next Steps:

N/A

CARPC 2025 Work Program - Annual Schedule

6-Mar-25

	STAFF	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
100-Water Quality													
EC Report Update	NB, MM, CS												
EC Policies and Criteria Amendment	NB, MM, JV, CS												
Summary Plan Update	NB, PM, MM, CS + all												
Ad Hoc Water Quality Plan Committee Support	JV, PM, NB			Cmte		Cmte							
Urban GI Design Guide	SH, NB + CS, KH												
Urban GI Viewer	NB/PM, LL/MK												
Dane Co Groundwater Model (General)	MM												
Starkweather Creek Chlorides Plan Implementation	MN												
BMC Stakeholder Group Participation / Resilience Pl	NB, MM												
Regional Stream Monitoring Working Group	NB, MN, JV												
BEC Restoration (DC Asst - WEM Grant)	PM, NB												
300-Climate Resilience													
Black Earth Creek GI Plan Steering Committee	NB, PM		SC Mtg		SC Mtg		SC Mtg		SC Mtg		SC Mtg		
Stream Crossing Inventory & Assessment (Pilot)	MM, PM, CS					due 7/1							
WEM Stream Crossing Inventory & Assessment	MM, PM, CS												
2025 Midwest Climate Summit	CS, LL, MN												
South Side Urban Forestry Project	LL, MN												
Growing Shade	LL												
Heritage Oaks	MN												
Dane County Tree Board	MN												

STAFF		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
400 - Land Use													
SolSmart	CS, LL/MK												
Zoning Code Assessment	CS, SH, KH												
C-Fitchburg Neighborhood Planning	JV, SH												
Sun Prairie Boundary Agreement	JV, SH												
Building Attribute Database	LL, MK, SH												
KPIs	MK, LL, SH												
Regional Population Projections	JV, SH												
Farmland Preservation Planning	JV, CS												
Comprehensive Plan App	LL												
2025 Land Use Inventory	LL, MK, MN, SH												
500-Community Assistance													
T-Bristol Comprehensive Plan Update	SH, CS												
T-Rutland Comprehensive Plan Update	CS, MK, SH												
T-Berry Comp Plan Update	CS, MK (NB, MM)												
Opt-Out Town Zoning	MK												
Rock County Comprehensive Plan	CS, JV, MK												
Evansville Bike/Ped Plan	CS, JV, MK, MPO												
SWWRPC Strategic Planning Assistance	JV, CS												
Project management procedures	CS, JV, NB, everyone												
Project development strategy	CS, JV												
600-Education and Information													
Annual Report	CS/KH												
Events	CS/KH		OIC	Trout Days									
Comms/Outreach Strategy	CS/KH												

Re: Chair and Executive Director Reports**Requested Action:**

None

Background:

None

Staff Comments:

This is an opportunity for the Commission Chair to provide updates on items not otherwise addressed in the agenda of this meeting, including any noteworthy activities or discussions of the Executive Committee or other active committees.

The Executive Director provides a monthly report briefly describing the various activities of the agency and will present noteworthy highlights from that report.

Attachments:

1. Executive Director's Report

Staff Contacts:

Jason Valerius, Executive Director
jasonv@capitalarearpc.org
608 474 6010

Next Steps:

N/A

Executive Director Monthly Report to CARPC Commissioners

Thursday, March 13, 2025

(updates from the previous month in blue text)

PROGRAMS AND SERVICES

Regional Development Framework ([link to website](#))

- Performance indicators – Work on performance indicators continues. Our current focus is a reliable database to track the timing and location of development.
- The project to assess local land use codes for consistency with RDF strategies ([link to Project Description](#)) had UW student assistance in 2023 and 2024. CARPC staff plan to wrap up this assessment in 2025 Q2. Final products will focus on recommendations, examples of local projects, and comparisons of existing practices across Dane County communities.
- **Regional Population Projections** – CARPC is leading a collaboration with Dane County, City of Madison, the MPO, and UW to devise and promote growth projection methods and numbers that we are all willing to use.

Planning Assistance

- **In Progress:** Town of Bristol comprehensive plan update (Board Adoption in January); Town of Rutland Comprehensive Plan update (Task Force meeting 1/8; open house and draft for public review in February). [Assisting the Southwestern Wisconsin RPC with their strategic planning process \(Feb- Nov 2025\)](#).
- **Ongoing:** Towns of Berry, Blue Mounds, Bristol, Springfield, and Sun Prairie mapping services (Ongoing zoning amendments.)
- **Prospective:** Cost proposals submitted in January to Rock County for 2025 comprehensive plan update assistance, City of Evansville for 2025 bike/pedestrian/trail planning, and the Town of Berry for 2025/2026 comprehensive planning; awaiting final responses.

Intergovernmental Agreement Efforts

- **Town and City of Sun Prairie** – We are [Working on meeting with local staff on 3/20 following internal reviews of the draft by each party.](#)
- **Town of Bristol and City of Sun Prairie**—[Beginning discussions Q2](#)
- **Village of Oregon and Town of Rutland**—[Beginning discussions Q2](#)

Education and Information

- The 2023 Annual Report is posted on the CARPC website [here](#).
- **Joint CARPC-MPO webinar series** – developing 2025 topics/timing, but considering: voluntary environmental corridor protection strategies, population growth projections, Madison Southside Canopy Project, and an overview of CARPC data and mapping tools.
- Staff continue to create content for [Facebook/LinkedIn](#), [newsletters](#), and our [website](#).
- **Media coverage:** Jason Valerius was featured on Channels 3 & 15 for the 2/5 [Flood Insurance Awareness Week](#) media event highlighting flood resilience projects that have come out of the Black Earth Creek Watershed Green Infrastructure Plan (live news only). The 2/12 joint [CARPC/Salt Wise/City of Madison media event](#) at Starkweather Creek was covered on Channel 15.

Regional Water Quality Planning

- Water Quality Planning and Plan Coordination
 - **WI Salt Wise Partnership** –
 - 5 million dollar grant program for Salt Wise equipment in the Governor’s Executive Budget (“Winter Road Improvement Program” under Natural Resources)
 - Working on funding strategy
 - Hosted the City of Madison Snowplow naming contest on the Salt Wise website and supported photographer with action shots during storm events:
<https://www.wisaltwise.com/NameThesePlows>
 - Frozen Lakes festival tabling
 - Recent presentations:
 - Vilas Zoo after-school program – Feb. 3
 - DNR biologists – Feb. 11
 - Mississippi River Regional Planning Commission – Feb 12
 - Middleton Library - Feb. 20
 - WI Lakes Webinar - Feb. 18
 - City of Madison Water Utility Board presentation - Feb. 26
 - Fox-Wolf Watershed Conference – March 5
 - Media
 - Sun Prairie Podcast
 - Clean Wisconsin Podcast
 - I Heart Radio with the Bruce Company – Feb. 10
 - Civic Media Radio – Jane Mantenaer show – March 4
 - Channel 3000: [Sudden snow melts becoming more common, dumping more salt into area waterways, experts say](#)
- **Water Quality Plan Updates & Amendments**
 - **SSA Amendments** –
 - Active: (none)
 - Pending/future: T-Westport (“Tuggle Rd/Hope Ct”); V-McFarland; C-Madison Cottage Grove Road; C-Sun Prairie (multiple); V-Cross Plains
 - **Amendment for MMSD Effluent Discharge (2308 “Nine Springs WWTP Effluent Revision”)** – DNR conditionally approved the amendment (link to [DNR decision letter](#)); C-Verona is litigating; MMSD submitted additional monitoring/analysis to address conditions of approval (DNR is reviewing).
 - **Environmental Corridors Report** – Updating the Environmental Corridors Report (last updated 1996, [View PDF](#)). The commission recommended approval of an amendment to the *DCWQP* by adopting the Report in February. WDNR is reviewing the final draft [Report](#); final approval is anticipated in March.
 - Future work includes assessment of existing Policies & Criteria for Environmental Corridors.
 - **DCWQP Summary Plan Update** – Updating the [Summary Plan](#) (last updated 2004) to update information and figures, refine focus and applicability per the current regulatory environment and needs/conditions in the region, and incorporate climate resilience, equity, and environmental justice into the *DCWQP*. CARPC was awarded a Bipartisan Infrastructure Law (BIL) grant (\$48,000 over 2 years) to partially fund this work. Staff have kicked off work on the project and anticipate ramping up progress in Q2.
 - **SSA Amendment Process Analysis (Ad-Hoc Water Quality Committee)** – Staff continue to evaluate our current SSA Amendment process and consider the development of an alternative process, with the intention of addressing existing pain points, increasing efficiency, and improving outcomes. Staff

have met with several local municipalities (more scheduled) to collect initial feedback. The Next Committee meeting is on March 19.

- **Water Quality Plan Consistency**

- 14 sewer extension reviews in February (8 new greenfield development, 1 infill development, 2 redevelopment, 3 reconstruction/other)

Regional Climate Resilience Planning

- **Black Earth Creek Green Infrastructure Plan (GI Plan)** – Continuing work with Steering Committee on implementation of the GI Plan ([link to site](#)). Working with local stakeholders to fund the continuation of stream monitoring. [Awarded \\$18,270 DNR Surface Water Grant for FY25 \(\\$21,900 awarded in FY24\) to support monitoring.](#)
 - **Black Earth Creek Stream Restoration** - Assisted Dane Co LWR in successful application for WEM Pre-Disaster Flood Resilience Grant (\$250,000) to complete a stream realignment/restoration project along Black Earth Creek as recommended in the GI Plan. Staff may provide modeling support.
- **Tree Canopy Collaborative (TCC)** The Village of Dane, along with the Dane County Tree Boards support, was recognized by the International Society of Arboriculture and presented with the Gold Leaf Award for outstanding landscape beautification activities. The award will be received at the WAA/WDNR Annual Conference on February 18th. [CARPC will be participating in select Arbor Day events around the county in addition to planning their own school tree planting event in a rural community.](#)
- **Neighborhood Forest Project** – Partnership with Eco-Latinos, Operation Fresh Start, Sustain Dane, and Urban Tree Alliance to involve residents in planting and maintaining 100-125 trees per year in south Madison. This project is funded through the Inflation Reduction Act (3-year project for \$360,000), CARPC’s contribution includes time for coordination, database development, and mapping assistance. CARPC will receive \$5,000 a year for our assistance.
- **Midwest Climate Collaborative** – Joined as a founding member ([link to website](#)). The 2025 Midwest Climate Summit will take place in Madison at Memorial Union from April 30 to May 5 (more info [here](#)). Caitlin Shanahan is co-chairing the event. The conference gift to attendees will include heritage oaks grown by CARPC and donated by the Dane County Tree Board. Liz Levy and Matt Noone are preparing a 90-minute panel session on tree canopy cover management initiatives at the micro, regional, and state levels. CARPC and MPO staff are coordinating a green infrastructure bike tour.
- **Stream Crossing Inventory** – Conducting road-stream crossing inventory at town, county, and some state roads in Dane County. Collected data can be viewed on the [Great Lakes Stream Crossing Inventory Stream Crossing Dashboard](#). We have \$31,570 in Bipartisan Infrastructure Law (BIL) grant to fund the pilot study (4 townships). Selected for WEM Pre-Disaster Flood Resilience Grant (PDFRG) funding to extend project to 29 townships across Dane County, anticipating completion in December 2026. CARPC will receive in total \$250,000 (75% from WEM PDFRG and 25% match provided by DNR’s FEMA Building Resilient Infrastructure and Communities grant funds). CARPC to partner with Trout Unlimited for data collection in the Driftless region. A job posting for two temporary, part-time positions to assist with Summer 2025 work is posted on CARPC’s website - <https://www.capitalarearpc.org/employment/>. [Met with Renee Lauber \(DCTA\) and Clement Abongwa \(Director of DC Dept of Highways & Transportation\) in preparation for presentation at May DCTA meeting. Currently finalizing reports for the Town of Cottage Grove and Deerfield and planning for data collection in the Town of Sun Prairie and Medina this spring.](#)

- **Mapping Old Growth Forests and Oak Gap Woodlands to Enhance Land Stewardship and Conservation Priorities in Wisconsin** – Collaborative grant application with Gathering Waters, the State Cartographer’s Office, and CARPC to identify conservation priority areas; application submitted 2/14/2025.
- **Powerful Teen Leaders – Graphical Information Systems Introduction** – Collaborative grant application between Sustain Dane, the State Cartographer’s Office, and CARPC to implement a GIS training session for underserved youth (ages 14-17). The project will include two days of classroom activities and two days of field work conducting a forest and infrastructure inventory on the Northside. The application will be submitted on 3/10/2025.

Cooperative Water Resources Monitoring

- **Dane County Water Resources Monitoring Program** - Ongoing with USGS and Partners. [Existing agreements expire at the end of 2025](#). Staff are coordinating with USGS and local partners to renew their agreements. It is expected that outreach and educational efforts may be needed.
- **Black Earth Creek Watershed Monitoring Program** – Ongoing with USGS and Partners. See additional details under the GI Plan.
- **Regional Strategic Monitoring Framework** – Development of a strategic framework to guide stream monitoring activities across Dane County; project in collaboration with Dane County LWR staff.
- **Starkweather Creek Community-Based Water Chloride Monitoring Initiative** – Collaborative project to continuously monitor chloride point sources throughout the Starkweather watershed at 8 different locations. An 11-member Starkweather Technical Committee has been formed that will be meeting on a reoccurring bi-monthly schedule. This group aims to assist in maintaining existing monitoring efforts, expanding monitoring efforts, seeking future funding opportunities, and providing expert guidance on proper data modeling methodologies. A joint media event was held on February 12th on the Starkweather, where team members will provide a demonstration and background on chloride contamination sources and mitigation efforts. [CARPC will be attending the Reflecting on Community-Based Water Research -- Water@UW-Madison & Morgridge Center for Public Service Round Table on 3/14/2025 to share our project successes and challenges thus far.](#)

PARTNERSHIP UPDATES

- **MPO** – The MPO is waiting on WisDOT to provide more details on the additional STBG and TAP funds announced in January and watching for additional clarity from the federal government about the security of routine funding streams. [Work continues on the new and improved Dane County Bike Map – new maps will be out in April.](#)
- **Dane County Office of Energy and Climate Change** – After earning [SolSmart designations](#) in 2024, the designation group continues to meet monthly to share sustainability-related updates. [CARPC is working on a countywide map of rooftop solar installations, aiming for completion by the end of the year.](#)
- **Dane County Planning & Development** – [quarterly meetings of CARPC and DCP&D Staff: Feb 6 meeting highlights included CARPC’s Census Cruncher data tool, County’s comp plan map interface, and County’s Prejudice in Places project.](#) Coordinating on a joint fact sheet that highlights the unique roles of each agency as well as areas of collaboration.

- **Madison Region Economic Partnership (MadREP)** – MadREP is regrouping following President Jason Fields’s resignation. Everett Butzine is the Interim President and CEO, and they have several new hires. [We are continuing to discuss collaboration opportunities.](#)
- **MMSD** – Amendment to the DCWQP to allow discontinuation of effluent discharge to Badger Mill Creek was conditionally approved in September. CARPC Staff participated in the Steering Committee for the Health & Resilience of Badger Mill Creek, agreeing to take the lead in several of the proposed projects which may come out of the work being done (subject to MMSD Commission selection of project priorities)—these include additional USGS stream monitoring, groundwater recharge and stream modeling with WGNHS using the Dane County Groundwater Model, and potentially co-leading a watershed study. CARPC and MMSD staff met in December to discuss various collaborative projects and topics of interest- the next meeting is TBD. MMSD confirmed the hiring of internal candidate Eric Dundee as the new Executive Director, effective 1/6.
- **Clean Lakes Alliance** – Continuing to pursue collaboration opportunities in support of the *Renew the Blue* plan ([link to site](#)), with a focus on data and green infrastructure. [Jason is part of a steering committee for a new initiative in 2025 to prioritize and drive the implementation of actions related to phosphorous reduction. This may include a key role for CARPC to help develop land use data and indicators related to water quality.](#) CARPC will be hosting a table at the 2025 Clean Lakes Community Breakfast, Tuesday, May 13, 7 – 8 a.m. coffee and conversation, 8 – 9:30 a.m. breakfast and program, Monona Terrace. Commissioners are encouraged to attend to use our table, and we will discuss attendance in March.
- **Madison Area Builders Association** – We are collaborating with MABA staff on their use of our development tracker tool and opportunities for them to help enhance it.
- **Groundswell Conservancy** – Groundswell has a new Executive Director, Heidi Habberger. [Jason and Matt N meet with Heidi and Tony Abate on 2/28 to discuss future collaborations. We anticipate further discussion related to the property they are acquiring along the Black Earth Creek, water quality planning with the Clean Lakes Alliance, and as part of our Farmland Preservation initiative.](#)