

AGENDA
of the
Capital Area Regional Planning Commission

August 14, 2025

**DeForest Village Hall, 120 South Stevenson Street
and Zoom Webinar**

6:00 pm

Participant Information

Meeting Accommodation: This meeting will take place in person at DeForest Village Hall and via Zoom Webinar.

You may participate in the meeting from your computer, tablet, smartphone, at this URL:
<https://us02web.zoom.us/j/85681285412?pwd=9SeBL9buMbvJa1AaGCpdng2JCXbzzp.1>

Phone: 1 312-626-6799
Meeting ID: 856 8128 5412
Passcode: 464856

If you need other accommodation to attend the meeting, please call Joan Stuessy 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.

Agenda

1. Establish Quorum
2. Public Comment on Matters not on the agenda
3. **PUBLIC HEARING**
 - 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 Northern Urban Service Area (#2502 Village of DeForest – “Pomp’s Tire”)
 - (1) Applicant Presentation – Amendment Overview
 - (2) Open Public Hearing to Take Testimony from Attendees, Close Public Hearing
 - (3) Commissioner Questions and Discussion
4. **Consent Agenda (*all items below are actionable items*)**
 - a. **Minutes of July 10, 2025 CARPC Meeting**

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.

b. Executive Committee Recommendations

(1) Approve June 2025 Financial Statements and Operating Account Reconciliation

5. Resolution 2025-05 Approving the CARPC Guidelines for Work Outside Dane County (*actionable item*)

6. Resolution 2025-06 Recognizing Nick Zavos for Service to CARPC (*actionable item*)

7. Update on Regional Population Projections – Staff presentation and discussion

8. Update on the MMSD Effort to Discontinue Effluent Return to Badger Mill Creek – Staff presentation and discussion

9. Reports

a. Commission Chair

b. Executive Director

(1) Program and Services Updates

(2) Partnership Updates

10. Future Agenda Items (next meeting September 11, 2025, via Zoom Webinar and in-person location TBD, 6:00 pm)

a. 2024 CARPC Audit

b. 2024 CARPC Annual Report

c. 2025-2026 Cost Allocation Plan

d. Resolution – Guidance on CARPC Operating Reserve Amount

e. Others?

11. Adjournment

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Re: 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 Northern Urban Service Area (#2502 Village of DeForest – “Pomp’s Tire”)

Requested Action:

None

Background:

The Village of DeForest has submitted a request for a sewer service area amendment to the *Dane County Water Quality Plan*. The [application](#) has been posted on the [CARPC website](#). The proposed amendment is currently in the Village of DeForest, and within the Cherokee Lake-Yahara River (HUC 12: 070900020504) watershed. It includes the addition of approximately 25 acres of land, including no acres of proposed environmental corridors and 6 acres of existing development and right-of-way, for a net of approximately 19 developable acres to the Northern Urban Service Area.

The public hearing is intended to give members of the public, local governmental officials, and interested groups the opportunity to provide input as part of the public participation process required for areawide water quality management planning in accordance with NR 121.

Staff Comments:

None

Attachments:

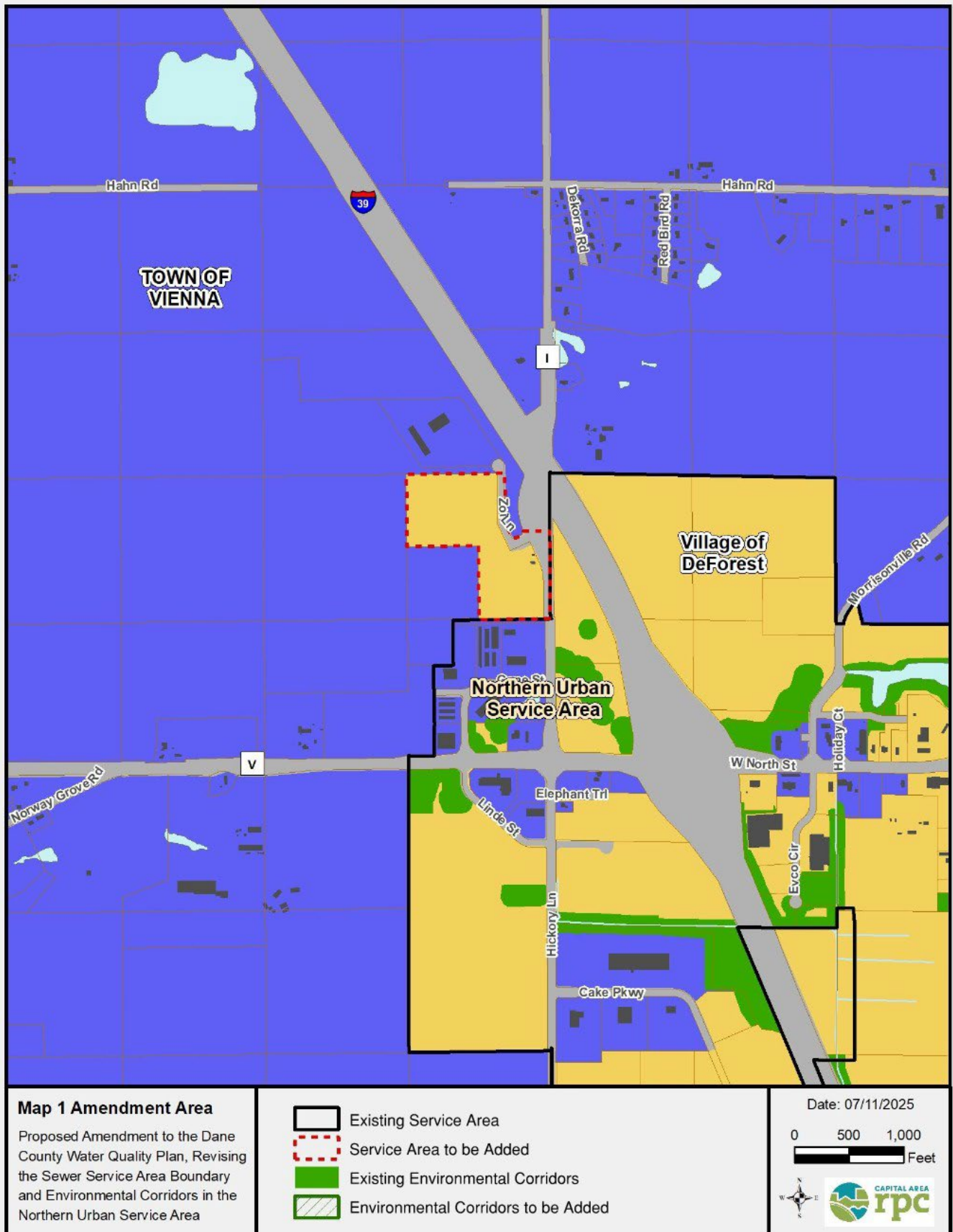
1. Map 1 of proposed amendment area

Staff Contact:

Nick Bower, Senior Environmental Engineer
nickb@capitalarearpc.org
608 474 6019

Next Steps:

CARPC staff will prepare a water quality staff analysis report. A water quality management letter will be considered at the next Commission meeting. The CARPC staff report, and management letter will then be sent to the Wisconsin DNR for its administrative decision.



DRAFT MINUTES
of the
Capital Area Regional Planning Commission

July 10, 2025

Zoom Webinar

6:00 pm

Commissioners Present: Maureen Crombie, Audra Dalsoren, Steve Greb, Peter McKeever, Heidi Murphy, David Pfeiffer, Cynthia Richson, Jim Schuler, Caryl Terrell, Bill Tishler, Regina Vidaver, Alison Volk

Commissioners Absent: None

Staff Present: Caitlin Shanahan, Jason Valerius, Joan Stuessy

Other: Forbes McIntosh

1. Establish Quorum

The meeting was called to order by Chair Pfeiffer at 6:03 pm. A quorum was established.

2. Public Comment on Matters not on the agenda

None

3. Consent Agenda (*all items below are actionable items*) (6:04)

a. Minutes of June 9, 2025 CARPC Meeting

b. Executive Committee Recommendations

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

(2) Agreement to Prepare Comprehensive Plan Update for the Town of Berry

(3) Approve April 2025 Financial Statements

(4) Approve May 2025 Financial Statements and May 2025 Operating Account Reconciliation

Commissioner Murphy moved to approve the consent agenda. Commissioner Crombie seconded. The motion carried unanimously.

4. Relaxing Robert's Rules of Order to Discuss Informally (*actionable item*) (6:05)

Commissioner Terrel made a motion to relax Standard Robert's Rules of Order. Commissioner Crombie seconded the motion. The motion carried unanimously.

5. Election for At-Large Member of the Executive Committee (*actionable item*) (6:05)

Informal discussion regarding nominating Bill Tischler to become an Executive Committee member. Commissioner Murphy made a motion to appoint Bill Tishler to become a Commissioner. Commissioner Crombie seconded the motion. The motion carried unanimously.

6. Motion to Return to Standard Robert's Rules of Order (*actionable item*) (6:07)

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Commissioner Terrell made a motion to return to Standard Robert's Rules of Order. Commissioner Crombie seconded the motion. The motion carried unanimously.

7. Resolution 2025-03 Approving the CARPC Preliminary 2026 Budget and Property Tax Levy (*actionable item*) (6:08)

Chairman Pfeiffer explained that this was a duplicate agenda item, and then proceeded to agenda item 8.

8. Reconsideration of Resolution 2025-03 Approving the CARPC Preliminary 2026 Budget and Property Tax Levy (*actionable item*) (6:08)

Executive Director Valerius summarized the discussion by the Budget and Personnel Committee at the June 23 meeting and their rejection of the proposed levy amount, then he noted the Executive Committee recommendation to adopt a new levy amount equaling the 2025 levy amount.

Commissioner Terrell made a motion for reconsideration of Resolution 2025-03. Commissioner Richson seconded the motion to reconsider. The motion carried unanimously.

Commissioner Terrell made a motion to revise the proposed levy amount to equal last year's amount of \$1,203,332. Commissioner Tischler seconded the motion. The motion carried unanimously.

9. Resolution 2025-4 Recognizing Kris Hampton for Service to CARPC (*actionable item*) (6:34)

Commissioner Richson made a motion to approve Resolution 2025-4 Recognizing Kris Hampton for Service to CARPC. Commissioner Crombie seconded the motion. The motion carried unanimously.

10. Reports

- a. Commission Chair
- b. Executive Director
 - (1) Program and Services Updates
 - (2) Partnership Updates

Executive Director Valerius discussed highlighted items in his report.

11. Future Agenda Items (next meeting August 14, 2025, via Zoom Webinar and in-person location TBD, 6:00 pm)

- a. Update on Regional Population Projections
- b. 2024 CARPC Annual Report
- c. 2024 CARPC Audit
- d. Update on the MMSD effort to discontinue effluent return to Badger Mill Creek
- e. Others?

12. Adjournment

Commissioner Schuler moved to adjourn. Commissioner Dalsoren seconded. The motion carried unanimously. Meeting adjourned at 6:49 p.m.

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Statement of Financial Position

January 1-June 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
1000 OPERATING ACCOUNT	52,530.91
1001 MONEY MARKET ACCOUNT	180,152.80
1002 INVESTMENT ACCOUNT	566,843.10
1072 Bill.com Money Out Clearing	12,266.53
Total for Bank Accounts	\$811,793.34
Accounts Receivable	
1105 PROJECT AND GRANTS REC	158,399.05
Total for Accounts Receivable	\$158,399.05
Other Current Assets	
1110 UNBILLED ACCOUNTS REC	272,750.00
1150 PREPAID EXPENSES	4,020.63
1151 PREPAID INSURANCE	
1152 PREPAID DENTAL INS	1,402.49
1153 PREPAID HEALTH INS	23,641.87
1154 PREPAID DISABILITY INS	
1155 PREPAID RENT	
1156 PREPAID LIFE INS	51.83
1157 PREPAID PARKING	184.86
1165 PREPAID LICENSES	
1170 Undeposited Funds	
Total for Other Current Assets	\$302,051.68
Total for Current Assets	\$1,272,244.07
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	-3,089.04
Total for Fixed Assets	\$2,987.46
Other Assets	
Total for Assets	\$1,275,231.53
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
3000 ACCOUNTS PAYABLE	44,794.00

DISTRIBUTION ACCOUNT	TOTAL
Total for Accounts Payable	\$44,794.00
Credit Cards	
3002 Park Bank CC	1,602.07
Total for Credit Cards	\$1,602.07
Other Current Liabilities	
3005 ACCRUED PAYROLL	
3202 WRS PENSION PLAN	
3206 WI DEF COMP PROGRAM	
3300 UNUSED VACATION, WELLNESS	58,228.30
3500 SICK LEAVE ACCRUAL PAY	136,497.54
3600 DEFERRED/UNEARNED REVENUE	281,926.27
3650 INVEST IN CAPITAL ASSETS	
3655 INVEST IN RIGHT OF USE	
Total for Other Current Liabilities	\$476,652.11
Total for Current Liabilities	\$523,048.18
Long-term Liabilities	
Total for Liabilities	\$523,048.18
Equity	
3700 PRIOR YEAR BALANCE	-173,486.04
Net Income	35,162.32
3701 PRIOR YEAR FUND BALANCE	889,507.07
3702 CURRENT FUND BALANCE	1,000.00
Total for Equity	\$752,183.35
Total for Liabilities and Equity	\$1,275,231.53

Accountant Reports: Budget vs. Actuals 6 Months Ended

January - June, 2025

	Total	
	Actual	Budget
REVENUE		
5000 PROPERTY TAX REVENUE		
5001 DANE COUNTY PROP TAX-OTH	604,666.02	604,666.02
Total 5000 PROPERTY TAX REVENUE	604,666.02	604,666.02
5100 STATE/FEDERAL GRANTS REV.		
5101 EPA/DNR Water Planning.	55,999.99	56,637.48
5102 EPA/DNR Grant Funds	19,092.00	19,500.00
5103 WEM/FEMA/HMGP Grant Funds	50,781.20	62,500.02
5202 EPA/DNR WATER PLANNING	0.00	
5403 WisDOT PLAN INTEGRATION		3,546.48
Total 5100 STATE/FEDERAL GRANTS REV.	125,873.19	142,183.98
5200 PASS THROUGH REVENUE		
5201 WisDOT RURAL WORK PROGRAM	1,385.26	2,728.50
5220 COOP WATER RESOURCE MON	106,757.50	89,857.50
Total 5200 PASS THROUGH REVENUE	108,142.76	92,586.00
5300 FEES REVENUE	0.00	
5301 FEES - SEWER EXTENSIONS	23,400.00	22,500.00
5302 FEES-USA/LSA APP REVIEW	5,441.52	32,500.02
Total 5300 FEES REVENUE	28,841.52	55,000.02
5400 SERVICES REVENUE		
5401 LOCAL & REG PLAN ASSIST	36,330.54	49,999.98
Total 5400 SERVICES REVENUE	36,330.54	49,999.98
5500 OTHER REVENUE		
5208 LAND USE CODE ASSESSMENT		0.00
5501 INTEREST INCOME	15,758.05	18,000.00
5502 MISCELLANEOUS REVENUES	1,887.00	1,494.00
5505 WI SALT WISE	70,000.02	70,000.02
Total 5500 OTHER REVENUE	87,645.07	89,494.02
6570 Revenue Refunds	-17,762.00	-17,761.98
Total Revenue	973,737.10	1,016,168.04
GROSS PROFIT	973,737.10	1,016,168.04
EXPENDITURES		
6100 SALARIES AND LEAVE TIME		
6101 DIRECT SALARIES & WAGES	421,178.44	415,323.48
6102 COMPENSATED LEAVE TIME	105,120.03	103,831.02
Total 6100 SALARIES AND LEAVE TIME	526,298.47	519,154.50
6104 FRINGE BENEFITS		
6105 FICA BENEFITS	38,644.34	38,677.02

		Total
	Actual	Budget
6116 LIFE INSURANCE	0.00	147.00
6117 DENTAL INSURANCE	4,520.34	7,353.48
6118 HEALTH INSURANCE	137,047.96	144,850.98
6119 DISABILITY INSURANCE	160.91	253.98
6120 COMMUTE CARDS	107.80	52.50
6121 WRS-ER CONTRIBUTION	34,295.91	35,821.50
6122 UNEMPLOYMENT	484.93	499.98
6124 WORKER'S COMPENSATION IN		1,785.00
Total 6104 FRINGE BENEFITS	215,262.19	229,441.44
6200.1 OFFICE EXPENSES		
6200 Contributions & Donations	650.00	499.98
6250 SUPPLIES	914.73	1,930.02
6251 PRINTING	467.37	778.98
6252 POSTAGE	30.22	52.50
6265 EQUIPMENT	1,785.42	4,462.50
6330 TELEPHONE	1,030.94	750.00
6341 ADMINISTRATIVE FEES		213.00
Total 6200.1 OFFICE EXPENSES	4,878.68	8,686.98
6280 INFORMATION TECHNOLOGY		
6253 WEBHOSTING	242.30	184.02
6270 SOFTWARE	8,656.67	8,610.00
6275 IT SERVICES	2,856.78	4,999.98
Total 6280 INFORMATION TECHNOLOGY	11,755.75	13,794.00
6300 OCCUPANCY		
6310 RENT	25,690.44	25,493.52
Total 6300 OCCUPANCY	25,690.44	25,493.52
6400 CONTRACTED SERVICES		
6125 CONTRACTED SERVICE	13,436.84	14,284.98
6425 LEGAL SERVICES	7,949.00	2,200.02
6431 CONSULTING SERVICES		4,999.98
Total 6400 CONTRACTED SERVICES	21,385.84	21,484.98
6410 PASS THROUGH EXPENSES		
6414 COOP WATER RESOURCE MON	80,157.51	97,207.50
6415 WisDOT PLANNING SERVICES		2,728.50
Total 6410 PASS THROUGH EXPENSES	80,157.51	99,936.00
6426 COMMISSION		
6422 COMMISSION PER DIEMS	3,279.40	4,000.02
6423 COMMISSION TRAVEL	203.02	420.00
Total 6426 COMMISSION	3,482.42	4,420.02
6435 FINANCIAL SERVICES		

		Total
	Actual	Budget
6420 AUDIT		7,350.00
6430 PAYROLL FEES	3,919.00	2,500.02
6432 FINANCIAL SERVICES	20,644.00	19,999.98
Total 6435 FINANCIAL SERVICES	24,563.00	29,850.00
6500 TRAVEL AND TRAINING	371.28	
6130 MEALS	77.35	453.48
6150 EMPLOYEE TRAVEL	5,010.48	6,356.52
6170 CONFERENCES & MEETINGS	3,300.96	5,062.50
6171 TRAINING	2,008.40	2,500.02
Total 6500 TRAVEL AND TRAINING	10,768.47	14,372.52
6600 OTHER		
6172 DUES/MEMBERSHIP/SUBSCRIPTION	1,396.11	3,421.50
6411 EDUC/INFO/OUTREACH	1,123.83	1,312.50
6440 RECRUITMENT		525.00
6501 INSURANCE	11,609.51	2,228.52
6560 DEPRECIATION		0.00
6565 AMORITIZATION EXPENSE	202.56	304.02
Total 6600 OTHER	14,332.01	7,791.54
Uncategorized Expense		17,761.98
Total Expenditures	938,574.78	992,187.48
NET OPERATING REVENUE	35,162.32	23,980.56
NET REVENUE	\$35,162.32	\$23,980.56

Accountant Reports: Budget vs. Actuals Budget2025 FY25 P&L

June 2025

		Total
	Actual	Budget
REVENUE		
5000 PROPERTY TAX REVENUE		
5001 DANE COUNTY PROP TAX-OTH	100,777.67	100,777.67
Total 5000 PROPERTY TAX REVENUE	100,777.67	100,777.67
5100 STATE/FEDERAL GRANTS REV.		
5101 EPA/DNR Water Planning.	9,333.33	9,439.58
5102 EPA/DNR Grant Funds	3,050.00	3,250.00
5103 WEM/FEMA/HMGP Grant Funds	8,463.53	10,416.67
5403 WisDOT PLAN INTEGRATION		591.08
Total 5100 STATE/FEDERAL GRANTS REV.	20,846.86	23,697.33
5200 PASS THROUGH REVENUE		
5201 WisDOT RURAL WORK PROGRAM		454.75
5220 COOP WATER RESOURCE MON	22,276.25	14,976.25
Total 5200 PASS THROUGH REVENUE	22,276.25	15,431.00
5300 FEES REVENUE		
5301 FEES - SEWER EXTENSIONS	1,200.00	3,750.00
5302 FEES-USA/LSA APP REVIEW		5,416.67
Total 5300 FEES REVENUE	1,200.00	9,166.67
5400 SERVICES REVENUE		
5401 LOCAL & REG PLAN ASSIST	750.00	8,333.33
Total 5400 SERVICES REVENUE	750.00	8,333.33
5500 OTHER REVENUE		
5208 LAND USE CODE ASSESSMENT		0.00
5501 INTEREST INCOME	2,270.99	3,000.00
5502 MISCELLANEOUS REVENUES	6.00	249.00
5505 WI SALT WISE	11,666.67	11,666.67
Total 5500 OTHER REVENUE	13,943.66	14,915.67
6570 Revenue Refunds		-2,960.33
Total Revenue	159,794.44	169,361.34
GROSS PROFIT	159,794.44	169,361.34
EXPENDITURES		
6100 SALARIES AND LEAVE TIME		
6101 DIRECT SALARIES & WAGES	48,587.14	69,220.58
6102 COMPENSATED LEAVE TIME	25,014.04	17,305.17
Total 6100 SALARIES AND LEAVE TIME	73,601.18	86,525.75
6104 FRINGE BENEFITS		
6105 FICA BENEFITS	6,837.20	6,446.17

		Total
	Actual	Budget
6116 LIFE INSURANCE		24.50
6117 DENTAL INSURANCE	1,371.08	1,225.58
6118 HEALTH INSURANCE	22,413.54	24,141.83
6119 DISABILITY INSURANCE		42.33
6120 COMMUTE CARDS	15.40	8.75
6121 WRS-ER CONTRIBUTION	15,638.84	5,970.25
6122 UNEMPLOYMENT	19.38	83.33
6124 WORKER'S COMPENSATION IN		297.50
Total 6104 FRINGE BENEFITS	46,295.44	38,240.24
6200.1 OFFICE EXPENSES		
6200 Contributions & Donations	650.00	83.33
6250 SUPPLIES		321.67
6251 PRINTING	46.09	129.83
6252 POSTAGE		8.75
6265 EQUIPMENT	55.99	743.75
6330 TELEPHONE	199.80	125.00
6341 ADMINISTRATIVE FEES		35.50
Total 6200.1 OFFICE EXPENSES	951.88	1,447.83
6280 INFORMATION TECHNOLOGY		
6253 WEBHOSTING		30.67
6270 SOFTWARE	1,261.60	1,435.00
6275 IT SERVICES	322.00	833.33
Total 6280 INFORMATION TECHNOLOGY	1,583.60	2,299.00
6300 OCCUPANCY		
6310 RENT	4,286.74	4,248.92
Total 6300 OCCUPANCY	4,286.74	4,248.92
6400 CONTRACTED SERVICES		
6125 CONTRACTED SERVICE	12,201.84	2,380.83
6425 LEGAL SERVICES	5,827.00	366.67
6431 CONSULTING SERVICES		833.33
Total 6400 CONTRACTED SERVICES	18,028.84	3,580.83
6410 PASS THROUGH EXPENSES		
6414 COOP WATER RESOURCE MON	10,517.92	16,201.25
6415 WisDOT PLANNING SERVICES		454.75
Total 6410 PASS THROUGH EXPENSES	10,517.92	16,656.00
6426 COMMISSION		
6422 COMMISSION PER DIEMS	629.40	666.67
6423 COMMISSION TRAVEL		70.00
Total 6426 COMMISSION	629.40	736.67
6435 FINANCIAL SERVICES		

		Total
	Actual	Budget
6420 AUDIT		1,225.00
6430 PAYROLL FEES	653.00	416.67
6432 FINANCIAL SERVICES	2,905.00	3,333.33
Total 6435 FINANCIAL SERVICES	3,558.00	4,975.00
6500 TRAVEL AND TRAINING		
6130 MEALS		75.58
6150 EMPLOYEE TRAVEL		1,059.42
6170 CONFERENCES & MEETINGS	581.77	843.75
6171 TRAINING		416.67
Total 6500 TRAVEL AND TRAINING	581.77	2,395.42
6600 OTHER		
6172 DUES/MEMBERSHIP/SUBSCRIPTION	133.99	570.25
6411 EDUC/INFO/OUTREACH		218.75
6440 RECRUITMENT		87.50
6501 INSURANCE		371.42
6560 DEPRECIATION		0.00
6565 AMORITIZATION EXPENSE	33.76	50.67
Total 6600 OTHER	167.75	1,298.59
Uncategorized Expense		2,960.33
Total Expenditures	160,202.52	165,364.58
NET OPERATING REVENUE	-408.08	3,996.76
NET REVENUE	\$ -408.08	\$3,996.76

Capital Area Regional Planning Commission
Account Reconciliation for GL Account #1000 - Operating Account
For the Period Ending May 31, 2025

Prepared by: Joan Stuessy 7/1/2025

Date	Item #	Description	Expenses Withdrawals Debit	Deposits Transfers Credit	Balance	Comments
					\$ 55,379.79	
5/2/2025	EFT	Empower-Payroll Wisconsin Retirement System (WRS)	\$ 1,195.00		\$ 54,184.79	
5/2/2025	XFR	Scheduled online transfer to replenish operating funds		\$ 40,000.00	\$ 94,184.79	
5/5/2025	EFT	City of Madison-Spring Harbor-Water Resources-2025		\$ 21,560.00	\$ 115,744.79	
5/8/2025	50031	Payroll item-misc. garnishment	\$ 46.00		\$ 115,698.79	
5/14/2025	EFT	Berndt Accounting Services-Payroll Bi-weekly	\$ 37,391.07		\$ 78,307.72	
5/14/2025	Check	Dane County Treasurer	\$ 113.76		\$ 78,193.96	
5/14/2025	Check	Source One Technology-IT Services	\$ 160.00		\$ 78,033.96	
5/14/2025	Check	Planetizen	\$ 144.00		\$ 77,889.96	
5/14/2025	Check	Commissioner Reimbursement/HM	\$ 100.00		\$ 77,789.96	
5/14/2025	EFT	Berndt Accounting Services-Payroll Bi-weekly remittance	\$ 115.38		\$ 77,674.58	
5/16/2025	EFT	Staff Reimbursement/JV	\$ 52.50		\$ 77,622.08	
5/16/2025	EFT	Commissioner Reimbursement/DP	\$ 231.10		\$ 77,390.98	
5/16/2025	EFT	Staff Reimbursement/JV	\$ 3,097.31		\$ 74,293.67	
5/16/2025	EFT	Commissioner Reimbursement/DP	\$ 176.60		\$ 74,117.07	
5/16/2025	EFT	Commissioner Reimbursement/DP	\$ 222.40		\$ 73,894.67	
5/16/2025	EFT	Staff Reimbursement/CS	\$ 89.61		\$ 73,805.06	
5/16/2025	EFT	Commissioner Reimbursement/DP	\$ 100.00		\$ 73,705.06	
5/16/2025	EFT	Staff Reimbursement/TS	\$ 71.68		\$ 73,633.38	
5/16/2025	Check	Staff Reimbursement/MK	\$ 353.69		\$ 73,279.69	
5/16/2025	Check	Commissioner Reimbursement/PM	\$ 100.00		\$ 73,179.69	
5/16/2025	Check	Commissioner Reimbursement/CR	\$ 228.00		\$ 72,951.69	
5/16/2025	Check	Staff Reimbursement/AM	\$ 1,201.53		\$ 71,750.16	
5/16/2025	EFT	Empower-Payroll Wisconsin Retirement System (WRS)	\$ 1,195.00		\$ 70,555.16	
5/16/2025	Check	Washington University-2025 Midwest Climate Collaborative Re	\$ 500.00		\$ 70,055.16	
5/16/2025	Check	Standard Insurance/Employee Monthly Premium	\$ 160.91		\$ 69,894.25	
5/16/2025	XFR	Scheduled online transfer to replenish operating funds		\$ 40,000.00	\$ 109,894.25	
5/16/2025	ACH	WDNR Q1 2025 WQP Annual Contract		\$ 28,000.00	\$ 137,894.25	
5/16/2025	EFT	County of Dane-Salt Wise Program & Position		\$ 10,000.00	\$ 147,894.25	
5/16/2025	EFT	State of Wisconsin		\$ 792.00	\$ 148,686.25	
5/16/2025	DP	Town of Middleton		\$ 1,000.00	\$ 149,686.25	
5/16/2025	DP	D'Onforion Kottke and Associates		\$ 1,600.00	\$ 151,286.25	
5/19/2025	EFT	Dean Health Plan Premiums	\$ 23,641.87		\$ 127,644.38	
5/19/2025	EFT	Delta Dental WI Premium	\$ 1,402.49		\$ 126,241.89	
5/21/2025	Check	Zoom.com	\$ 94.99		\$ 126,146.90	
5/22/2025	Check	City of Madison Treasurer-Rent Payment	\$ 4,234.74		\$ 121,912.16	
5/22/2025	EFT	Delta Dental WI Premium	\$ 1,371.08		\$ 120,541.08	
5/27/2025	EFT	Berndt Accounting Services	\$ 1,930.00		\$ 118,611.08	
5/27/2025	EFT	Credit Card Payment	\$ 720.24		\$ 117,890.84	
5/27/2025	EFT	City of Madison-Sewer Extension Payment		\$ 400.00	\$ 118,290.84	
5/28/2025	EFT	Berndt Accounting Services-Payroll Bi-weekly	\$ 36,429.25		\$ 81,861.59	
5/28/2025	EFT	ATT Payment -Agency Internet	\$ 196.20		\$ 81,665.39	
5/28/2025	EFT	Berndt Accounting Services-Payroll Bi-weekly remittance	\$ 115.38		\$ 81,550.01	
5/28/2025	DP	Town of Vermont		\$ 2,500.00	\$ 84,050.01	
5/28/2025	DP	Wyser Engineering LLC		\$ 1,000.00	\$ 85,050.01	
5/28/2025	DP	Bauer Builders		\$ 600.00	\$ 85,650.01	
5/28/2025	DP	City of Middleton		\$ 15,070.00	\$ 100,720.01	
5/28/2025	DP	Snyder and Associates		\$ 1,000.00	\$ 101,720.01	
5/28/2025	DP	Snyder and Associates		\$ 400.00	\$ 102,120.01	
5/28/2025	DP	D'Onforion Kottke and Associations		\$ 600.00	\$ 102,720.01	
5/28/2025	DP	D'Onforion Kottke and Associations		\$ 400.00	\$ 103,120.01	
5/28/2025	DP	D'Onforion Kottke and Associations		\$ 600.00	\$ 103,720.01	
5/28/2025	DP	Village of DeForest		\$ 1,000.00	\$ 104,720.01	
5/28/2025	DP	Potter Lawson Inc		\$ 400.00	\$ 105,120.01	
5/30/2025	EFT	Empower-Payroll Wisconsin Retirement System (WRS)	\$ 1,195.00		\$ 103,925.01	
5/30/2025		Bill.com Misc Charge	\$ 0.74		\$ 103,924.27	
5/30/2025	XFR	Scheduled online transfer to replenish operating funds		\$ 40,000.00	\$ 143,924.27	BANK
5/30/2025		Bill.com Misc Charge-reversal		\$ 0.74	\$ 143,925.01	\$ 143,925.01
					Difference	\$ -
		Total Debits and Credits	\$ 118,377.52	\$ 206,922.74		
		Accounts Payable Expenditures				
		Accounts Receivable Deposits	\$ 40,534.53	\$ 26,170.00		
		Non-AR Items & Other		\$ 60,752.74		
		Payroll-related Expenses	\$ 77,842.99			
		Transfers between Accounts		\$ 120,000.00		
		Total (Debits) and Credits	\$ 118,377.52	\$ 206,922.74		
		Cross Check (should be zero)	\$ -	\$ -		

Capital Area Regional Planning Commission
Account Reconciliation for GL Account #1000 - Operating Account
For the Period Ending June 30, 2025

Prepared by: Joan Stuessy 8/7/2025

Money Market Account-XXX4313

Date	Item #	Description	Withdrawals Debit	Deposits Credit	Balance	Per Statement
Beginning Balance (Reconciled)					\$ 160,156.49	
6/13/2025	XFR	Scheduled online transfer to replenish operating funds	\$ 40,000.00	\$ -	\$ 120,156.49	
6/20/2025	XFR	Transfer from LGIP Account to Money Market Account	\$ -	\$ 100,000.00	\$ 220,156.49	
6/20/2025	XFR	Wire Transfer Fee	\$ 25.00		\$ 220,131.49	
6/27/2025	XFR	Scheduled online transfer to replenish operating funds	\$ 40,000.00		\$ 180,131.49	
6/30/2025	DP	Interest		\$ 21.31	\$ 180,152.80	\$ 180,152.80
Interest Rate	0.15%			Difference (should be zero)	\$ -	

Local Government Investment Pool (LGIP)

Date	Item #	Description	Withdrawals Debit	Deposits Credit	Balance	Per Statement
Beginning Balance (Reconciled)					\$ 664,593.42	
6/20/2025	Wire	Transfer to Money Market Account	\$ 100,000.00		\$ 564,593.42	
6/30/2025		Interest Earned 4.36%		\$ 2,249.68	\$ 566,843.10	\$ 566,843.10
				Difference (should be zero)	\$ -	

Combined Account Balances

6/30/2025		Operating Account			\$ 54,491.52	
6/30/2025		Money Market Account			\$ 180,152.80	
6/30/2025		Local Government Investment Pool (LGIP) Account			\$ 566,843.10	
					<u>\$ 801,487.42</u>	

Re: CARPC Guidelines on Work Outside Dane County

Requested Action: Adoption of Resolution 2025-04 Guidelines on Work Outside Dane County

Background:

The Commission has previously indicated through the 2024 strategic planning process and through past approvals of fee-for-service contracts that the agency may provide contract services outside Dane County. The Budget & Personnel Panel has indicated support for CARPC work outside of Dane County and requested written guidelines to establish shared expectations regarding such activity. At the June 23, 2025, BPP meeting, panel members reviewed, discussed, and indicated support for the attached guidelines.

Staff Comments:

None.

Attachments:

1. CARPC Resolution 2025-5 – Guidelines on Work Outside Dane County
2. CARPC Guidelines on Work Outside Dane County (August 4, 2025)

Staff Contact:

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

Next Steps:

None



CARPC Resolution No. 2025-05

Guidelines for Work Outside Dane County

WHEREAS, the Capital Area Regional Planning Commission (CARPC) seeks collaborative relationships with counties and communities around Dane County to further shared interests; and

WHEREAS, CARPC conducts fee-for-service work by agreement with other public entities as permitted by Wis. Stat. § 66.0301; and

WHEREAS, the “Guidelines for Work Outside Dane County” has been reviewed by the CARPC Budget and Personnel Panel and Commission, and amended based on feedback;

NOW, THEREFORE, BE IT RESOLVED that the Capital Area Regional Planning Commission hereby adopts as policy the “Guidelines for Work Outside Dane County,” dated August 4, 2025.

August 14, 2025

Date Adopted

David Pfeiffer, Chairperson

Cynthia Richson, Secretary



Guidelines on Providing Services Outside Dane County

August 4, 2025

BACKGROUND

The Capital Area Regional Planning Commission is an independent public entity that supports local and regional planning needs with focus on land use, development, and water quality protection. Though created by action of Governor Doyle at the behest of local governments within Dane County and funded in part by Dane County, CARPC also serves and collaborates with other counties and municipalities as permitted by Wis Stats 66.0309. This work supports local governments not otherwise served by an RPC and promotes regional collaboration and problem-solving across South Central Wisconsin.

PURPOSE

These guidelines are established at the request of the CARPC Budget and Personnel Panel to establish shared expectations regarding activities outside Dane County.

APPLICABILITY

These guidelines address the use of CARPC staff time to serve the planning needs of communities outside Dane County without a primary benefit to Dane County residents. Limited efforts on communications and relationship development that build connections between Dane County and the unaffiliated counties, that involve participation in regional or statewide initiatives for the benefit of Dane County, or that otherwise bring value to Dane County residents, are acceptable activities for CARPC staff and are NOT subject to the remaining criteria below.

COUNTIES SERVED

CARPC will offer services only in the five counties not affiliated with another RPC (Rock, Jefferson, Dodge, Columbia, Sauk), unless an arrangement with a county or community in another RPC region is expressly authorized in writing by the Executive Director of the applicable RPC.

RATES CHARGED

CARPC will charge 110% of fully-loaded bill rates. This provides built-in contingency for all work to help ensure the cost is covered by the community/client.

CAP ON USE OF CARPC STAFF RESOURCES

No more than 20% of CARPC staff time will be used to support work outside Dane County.

PROJECT SELECTION

Staff will utilize the CARPC 2024 Strategic Plan Project Selection Guidelines (attached).

OVERSIGHT

All contracts exceeding \$5,000 are to be approved by the CARPC Executive Committee and Commission (consent agenda, typically) for consistency with these guidelines.

REPORTING

The CARPC Annual Report will include identification of activities and project budgets for work outside the county.

Services Selection Flowchart

A decision tool to help CARPC select and prioritize services and activities

Describe the work, including objectives, participants, scale (hours), deadline and anticipated funding source.



Re: Adoption of CARPC Resolution No. 2025-6, Expressing Appreciation to Nick Zavos for His Service and Contribution to the Capital Area Regional Planning Commission
(actionable item)

Requested Action:

Adopt CARPC Resolution No. 2025-6

Background:

None

Staff Comments:

None

Attachments:

1. CARPC Resolution 2025-6 for Nick Zavos Commission Service

Staff Contact:

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

Next Steps:

None



Resolution CARPC No. 2025-6

Expressing Appreciation to Nick Zavos for His Service and Contribution to the Capital Area Regional Planning Commission

WHEREAS, Nick Zavos served as a member of the Capital Area Regional Planning Commission from October 2020 to June 2025, having been appointed by the Mayor of Madison; and

WHEREAS, Mr. Zavos provided leadership to CARPC as its Treasurer and a member of the Executive Committee since September 2022, having been elected by the Commission that year and every year thereafter; and

WHEREAS, Mr. Zavos conscientiously carried out the duties of Treasurer to ensure accurate records of all receipts and disbursements of the Commission; and

WHEREAS, Mr. Zavos has strongly advocated for the value of regional planning and collaboration amidst continued population growth; and

WHEREAS, Mr. Zavos went above and beyond his duties to actively engage in CARPC initiatives including development of the 2050 Regional Development Framework and 2024 Strategic Planning; and

WHEREAS, Mr. Zavos brought to CARPC extensive legal and government relations experience, a commitment to open communication and building community buy-in, and a genuine desire to make the Capital Region a great place to live.

NOW, THEREFORE, BE IT RESOLVED that the Capital Area Regional Planning Commission hereby expresses its sincere gratitude and appreciation to Nick Zavos for his service and contribution to this organization and to the Capital Region of Wisconsin.

August 14, 2025

Date Adopted

David Pfeiffer, Chairperson

Cynthia Richson, Secretary

Re: Update on the MMSD Effluent Return to Badger Mill Creek – Staff presentation and discussion – Staff presentation and discussion**Requested Action:**

None

Background:

In their letter dated September 9, 2024, DNR *conditionally approved* the amendment to the DCWQP for the Nine Springs WWTP Effluent Revision proposed by Madison Metropolitan Sewerage District (MMSD). This, in effect, allows MMSD to eliminate the effluent discharge to Badger Mill Creek (Outfall 005) and consolidate it with the existing effluent discharge to Oregon Branch of Badfish Creek (Outfall 001). The letter ([DC-0238](#)) describes the amendment review process, provides a partial summary of the staff analysis report prepared by CARPC, and provides justification for their determination. The approval included conditions as follows (abbreviated here, refer to DNR letter for full text):

1. MMSD shall work with DNR, CARPC and other interested stakeholders to ensure that Badger Mill Creek will maintain its (currently attainable) designated uses and that DO will not deviate further from desired levels, which shall be demonstrated through both of the following:
 - a. Additional trial periods of effluent flow cessation during underrepresented stream flow and temperature conditions (e.g., warm, summer months)
 - b. Thorough modeling or statistical analysis to predict DO and stream temperature under a full range of flow and temperature conditions, without the input of effluent flow.
2. If it is determined that water quality is expected to degrade below levels needed to maintain the designed uses (based on results of a and b, above), MMSD shall work with DNR, CARPC, and interested stakeholders to evaluate and implement appropriate mitigation measures, such as:
 - a. Partial or periodic flow supplementation during critical flow periods
 - b. Removal of BOD sources from Badger Mill Creek
 - c. Instream sediment removal to reduce oxygen demand
 - d. Instream restoration projects to promote zones of turbulence and aeration
 - e. Enhancing riparian vegetation
 - f. Reducing phosphorus and nitrogen runoff from agricultural and urban areas

The DNR also *recommends* the following:

1. MMSD work with WGNHS to recalibrate the model of Badger Mill Creek based on more detailed and current information (including the removal of effluent contribution) to help identify opportunities for maintaining baseflow
2. MMSD conduct additional public outreach and education regarding the anticipated effects of the amendment

On February 11, 2025, MMSD provided a technical memo to DNR describing the monitoring and modeling activities its consultant completed in pursuit of the conditions of approval, as well as a follow-up memo dated May 30, 2025. On July 18, 2025 DNR issued a letter summarizing their evaluation of the technical memo stating that Condition 1 had been approved, and recommending that MMSD pursue the implementation measures outlined in Condition 2.

Staff Comments:

CARPC staff will provide a presentation to the Commission to review the status of approvals and events since the time of DNR approval.

Attachments:

None

Staff Contact:

Nick Bower, Senior Environmental Engineer
nickb@capitalarearpc.org
608 474 6019

Next Steps:

None

Executive Director Monthly Report to CARPC Commissioners

Thursday, August 14, 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 Q3](#). Final products will focus on recommendations, examples of local projects, and comparisons of existing practices across Dane County communities.
- **Regional Population Projections** – CARPC is collaborating with Dane County, City of Madison, the MPO, and UW faculty to propose population projections that we are all willing to use in local planning. Rollout will begin in August. [During Q3, staff will work with the MPO to allocate population, housing units, and jobs based on these projections to Transportation Analysis Zones \(TAZs\). MPO staff use these allocations for transportation modelling, updating the 2055 Regional Transportation Plan \(RTP\), and maintaining the Transportation Improvement Program \(TIP\), the document used to guide federal and state funding decisions on transportation infrastructure.](#)
- **Urban Green Infrastructure Guide** – Staff are drafting a document for local municipalities that highlights green infrastructure practices for the urban context and the challenges to implementing those practices. It will combine staff and UW grad student expertise in ecological design practices, urban design, and stormwater management.

Planning Assistance

- **In Progress:** Southwestern Wisconsin RPC strategic planning (Feb – Nov 2025). [Rock County Comprehensive and Farmland Preservation Plan updates](#) (Apr 2025 – June 2026). City of Evansville human-powered transportation planning (Mar – Dec 2025).
- **Ongoing:** Towns of Berry, Blue Mounds, Bristol, Springfield, and Sun Prairie mapping services (ongoing zoning amendments)
- **Upcoming:** Town of Berry 2025/2026 comprehensive planning ([contract signed; anticipated start September 2025](#)).

Intergovernmental Agreement Efforts

- **Town and City of Sun Prairie** – [Preliminary internal vetting by the City and Town complete. Meeting with Town and City staff in August.](#)
- **Town of Bristol and City of Sun Prairie**—Monitoring progress, no CARPC support currently needed.
- **Village of Oregon and Town of Rutland**—Beginning discussions Q3 2025

Education and Information

- **CARPC issue engagement** – To meet increased demand for in-person meetings and events, we are planning to host an in-person forum in fall 2025 on issues that affect cross-jurisdictional roadways. [Tentative date/time: Friday, October 17 from 8:30am to 2:00pm.](#)
- **Other outreach events:** CARPC and the Greater Madison MPO tabled at the Sun Prairie Sustainability Fair on Saturday, Aug 2.
- Staff continue to create content for [Facebook/LinkedIn](#), [newsletters](#), and our [website](#).
- **Media coverage:** [WPR](#) covered the crowdsourced Remarkable Trees of Dane County map on August 6.

Regional Water Quality Planning

- **WI Salt Wise Partnership**
 - Working on funding strategy
 - [Corporate Sponsorship from Vaisala \(\\$1,000\)](#)
 - Setting up DonorBox for donations
 - [Izaak Walton League funding Winter Salt Week at Gold Level \(\\$2,500\)](#)
 - Communications (Newsletter, Social Media)
 - Winter Salt Week 2026 Planning
 - Webinars
 - [Salt Wise Stories: City of Des Moines – August 6](#)
 - Smart Salting for Property Managers – 25 attendees (local property managers and contractors)
 - [Repeating the event on Thursday, Feb 5](#)
 - [New webpage for Property Managers](#)
 - [Presenting to Middleton Chamber of Commerce on Dec. 4](#)
 - Richland County Highway Dept Visit
 - Fall Events – prepping with event hosts
- **Water Quality Plan Updates & Amendments**
 - **SSA Amendments**
 - Active: [V-DeForest \(“Pomps Tire”, August public hearing\)](#); [V-Belleville \(“Badger Trails”, likely September public hearing\)](#);
 - Pending/future: T-Westport (“Tuggle Rd/Hope Ct” and “Madison Day School”); V-McFarland; C-Madison (multiple); C-Sun Prairie (multiple); V-Cross Plains (“PL/Haen Development”); C-Middleton (“Balzer Road”)
 - **Amendment for MMSD Effluent Discharge (2308 “Nine Springs WWTP Effluent Revision”)** – Amendment to the Dane County Areawide Water Quality Management Plan, which allowed MMSD to cease its discharge to Badger Mill Creek
 - DNR conditionally approved the amendment (link to [DNR decision letter](#));
 - MMSD submitted additional monitoring/analysis to address conditions of approval (DNR is reviewing). DNR/CARPC received technical brief on the 1st round of info, in response to which DNR requested additional information for review. DNR is reviewing 2nd round of info; anticipating a formal response soon.
 - Verona challenged DNR’s decision to approve the amendment on several bases, including: the decision did not comply with water quality standards, was improper due to its conditions, did not consider negative impacts to wetlands, and violated the public

trust doctrine. The court ruled in DNR's favor on all claims. [Verona is appealing that finding.](#)

- **Environmental Corridors Report** – Updated Environmental Corridors Report has been approved and adopted as part of DCWQP (link to [Final Report](#)). Staff will be conducting various outreach efforts to inform and educate about the updated report. Presented at July 9th DCCVA Meeting.
 - **Environmental Corridors Policies & Criteria** – Staff is currently discussing the existing policies and criteria and drafting proposed edits. Will consult with subject matter experts and other stakeholders as appropriate over the next 1-2 months, prior to public participation process and proposal for formal amendment to the DCWQP.
 - **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 current themes (e.g., 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. Revised scope approved in May and project has commenced again.
 - **SSA Amendment Process Analysis (Ad-Hoc Water Quality Committee)** – Staff continue to evaluate our current Sewer Service Area (SSA) Amendment process and consider the development of an alternative process to address existing pain points, increase efficiency, and improve outcomes. The [Last Committee meeting was on July 24th. Next Committee meeting will be in September or October](#), when we anticipate finalizing a proposal, which will likely include revisions to the existing/typical SSA Amendment process, a new alternative SSA Amendment process, and revisions to the existing Minor SSA Amendment process.
- **Water Quality Plan Consistency**
 - [11 sewer extension reviews in July \(8 new greenfield development, 1 infill development, 0 redevelopment, 2 reconstruction/other\)](#)

Regional Climate Resilience Planning

- **Black Earth Creek Green Infrastructure Plan (GI Plan)** – Continuing work with the Steering Committee on implementation of the GI Plan ([link to site](#)).
 - **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)** - Liz Levy is the Chair of this group. Increasing membership is one of the existing goals. The hub website for the Tree Canopy Collaborative has been transferred from the Office of Energy and Climate Change to CARPC ([link to website](#)).
- **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 (IRA) (3-year project for \$360,000). CARPC's contribution includes time for coordination, database development, and mapping assistance. CARPC will receive [\\$2,500](#) a year for our assistance. It is anticipated that this project WILL continue to receive allocated federal funding.
- **Midwest Climate Collaborative** – Joined as a founding member in 2022 ([link to website](#)). CARPC staff were heavily involved in the 2025 Midwest Climate Summit, which took place at the Memorial Union from April 30 to May 2 (more info [here](#)).

- **Stream Crossing Inventory** – Data collection for a road-stream crossing inventory at town, county, and some state roads in Dane County is underway in collaboration with Trout Unlimited in the Driftless area and the northeastern townships([hub site](#)). 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) and \$187,500 (75% of total project cost) in WEM Pre-Disaster Flood Resilience Grant (PDFRG) funding to extend the project to 29 townships across Dane County; anticipating completion in December 2026. [The planned 25% match from DNR’s FEMA Building Resilient Infrastructure and Communities \(BRIC\) funding has become available and contracting is underway. Presented to the Town of Primrose on July 14th.](#)
- **Mapping Old Growth Forests and Oak Gap Woodlands to Enhance Land Stewardship and Conservation Priorities in Wisconsin** – In May 2025, the Wisconsin State Cartographer’s Office and CARPC jointly applied to the Bock Foundation for funding to create a unique statewide old growth forest and prairie remnant map. [The application was accepted and the Bock Foundation requested that CARPC present the project to their Board in September.](#)
- **Powerful Teen Leaders – Geographic Information Systems Workshop** – Collaborative grant application between Sustain Dane, the State Cartographer’s Office, and CARPC to implement a GIS training workshop for 10 high school aged youth (ages 14-18) and two Powerful Teen Leaders. The project included three days of classroom activities and one day of fieldwork conducting a forest inventory at the Holy Wisdom Monastery. [The Powerful Teen Leaders program concluded on 7/31/2025 with participants presenting their accomplishments.](#)
- **Dane County Rural Free Tree Program** – A collaborative pilot project between the Dane County Planning Department, Dane County Land and Water Resources, CARPC and the Dane County Tree Board to provide the owners of all parcels newly rezoned to rural single-family residential with two free heritage oak progeny trees. The heritage trees will be available at 5720 River Road Waunakee, WI 53597 between August and November. A flyer will be included in all Certificate of Compliance notices mailed to new single-family homeowners. The Dane County Tree Board will support ongoing costs to maintain this effort if it turns out to be a successful program.
- **School Tree Nursery Program** – CARPC is partnering with UW-Stevens Point LEAF (Learning, Experiences, & Adventures in Forestry) educators to develop and refine educational curriculum that incorporates establishing tree nurseries and environmental training for K-12 students. [The lessons learned and curriculum developed from establishing tree nurseries at 7 schools in Dane County will be made available for schools throughout Wisconsin.](#)

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. [Met with Dane County on 6/17 and have upcoming meetings scheduled with each of the other partners. Planning a meeting that includes all partners and USGS this year.](#)
- **Black Earth Creek Watershed Monitoring Program** – Ongoing with USGS and local partners to implement and fund the program, with CARPC acting as mediator for coordination and funding (contract runs 2024-2028). Awarded \$18,270 DNR Surface Water Grant for FY25 (\$21,900 awarded in FY24) to support monitoring. Anticipating a shortfall in funding for monitoring activities in 2026.

- **Regional Strategic Monitoring Framework** – Development of a strategic framework to guide stream monitoring activities across Dane County; project in close collaboration with Dane County LWR staff. Kickoff meeting with stakeholders was on 4/3/25; anticipate recurring meetings through July.
- **Starkweather Creek Community-Based Water Chloride Monitoring Initiative** – Collaborative project to continuously monitor chloride point sources throughout the Starkweather watershed at 8 different locations. A 13-member Starkweather Technical Committee meets on a bi-monthly schedule (most recent meeting: 6/18). CARPC anticipates applying for a follow-up Community-based Research grant for \$7,000 in [September](#) 2025. The Madison Rotary Club will be adopting a conductivity meter, covering the subscription and meter maintenance costs. [The UW – Chemistry Department has also agreed to “Adopt a Meter,” and outreach is underway to identify additional partners.](#)

PARTNERSHIP UPDATES

- **MPO** – The MPO is working on its Active Transportation Plan.
- **Dane County Office of Energy and Climate Change** – 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)** – Everett Butzine is the Interim President and CEO. Jason participated in MadREP’s April 23 Building Community Capacity & Development Best Practices event and introduced himself and CARPC at the May 21 MadREP Board meeting.
- **MMSD** – Eric Dundee was hired as the new Executive Director in January 2025. Jason and Eric meet regularly to discuss shared interests and initiatives.
- **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 and 2026 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.
- **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 Habeger. 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. CARPC donated 30 heritage oak trees to a Groundswell restoration project in the Town of Westport.
- **The Nature Conservancy** – CARPC met with TNC Conservation Science Director Peter Levi. TNC will assist CARPC with outreach of the old growth mapping project and has capacity to assist CARPC with a model forest preservation ordinance development that could be shared with Dane County communities.

OPEN RECORDS REQUESTS

- No new requests.