

MINUTES
of the
Capital Area Regional Planning Commission

November 13, 2025

Zoom Webinar

6:00 pm

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

Commissioners Absent: Steve Greb, Peter McKeever

Staff Present: Jason Valerius, Matthew Kozlowski, Caitlin Shanahan

Others Present: Tom Mathies

1. Establish Quorum

The meeting was called to order by Chair Pfeiffer at 6:00 pm. A quorum was established.

2. Public Comment on Matters not on the agenda.

None

3. Consent Agenda (*all items below are actionable items*) (6:00 pm)

a. Minutes of October 9, 2025 CARPC Meeting

b. Executive Committee Recommendations

- (1) Approve 2026 Cost Allocation Plan**
- (2) Authorize Executive Director to Execute Agreements with the Towns of Berry, Blue Mounds, Bristol, Springfield, Sun Prairie – 2025 Mapping and Data Services**
- (3) Authorize Executive Director to sign – Joint Planning Assistance Services Agreement to provide assistance to the City of Fitchburg and Village of Oregon**
- (4) Authorize Executive Director to sign – 2026 Audit Services Agreement with Johnson Block to conduct the 2025 audit**

Commissioner Schuler moved to approve the consent agenda, seconded by Vice Chair Murphy.

Commissioner Richson requested to separate Item 3.b.3. for discussion.

On the motion to approve the consent agenda, as amended, the motion carried unanimously.

Item 3.b.3. – Authorize Executive Director to sign – Joint Planning Assistance Services Agreement to provide assistance to the City of Fitchburg and Village of Oregon.

Commissioners Richson and Terrell raised concerns about CARPC staff facilitating discussions that could lead to the development of lands shown in the Regional Development Framework (RDF) as Farmland Preservation, and about meetings in the process that involve elected officials but are not open to the public. Commissioner Pfeiffer and Jason Valerius noted that the RDF maps reflect local plans and have no statutory enforcement power, and the proposed process is requested by the local governments to help foster cooperation around development in a location that has eluded the two communities for decades. Mr. Valerius noted that the process will comply with open meetings laws and the process will conclude with a presentation of findings at a joint public meeting of the City Council and Village Board. Mr. Valerius agreed to provide updates about the process to the Commission as it proceeds.

Commissioner Schuler moved to authorize the Executive Director to sign the Joint Planning Assistance Services Agreement to provide assistance to the City of Fitchburg and Village of Oregon, seconded by Vice Chair Murphy. The motion carried 8 ayes, 2 nays, and Commissioner Lieberman abstained.

4. Acknowledgement of Receipt – September 2025 Financial Management Report (*actionable item*) (6:47 pm)

Commissioner Richson moved to acknowledge receipt of September 2025 Financial Management Report, seconded by Commissioner Terrell. The motion carried unanimously.

5. CARPC 2026 Work Program – Presentation and Discussion (6:47 pm)

Jason Valerius presented selected details about the draft 2026 Work Program. Commissioner Richson requested additional information about the proposed Economic Development Assistance program. Jason Valerius described the expected dissolution of the Madison Region Economic Partnership and the need for some entity to continue facilitating coordination with and funding from state and federal agencies, especially the US Economic Development Agency. Commissioner Schuler asked if there would be a role for a regional organization to guide the process for development with both a lens for economic and environmental planning; Mr. Valerius concurred that such a dual role is possible and indicated that exploration of this potential role for CARPC is ongoing.

6. **CARPC Resolution 2025-13, Adopting the CARPC 2026 Rural Transportation Work Program (actionable item) (7:04 pm)**

Jason Valerius provided an overview of the purpose for putting this item before the Commission separately from the rest of the work program due to the timing of when WisDOT requires the work program materials to be adopted and submitted to satisfy federal funding timelines.

Commissioner Richson moved approval of CARPC Resolution 2025-13, seconded by Commissioner Schuler. The motion carried unanimously.

7. Reports (7:07 pm)

a. Commission Chair

Ad Hoc Water Quality Subcommittee has met, but the results of that meeting will come before the Commission in a future meeting.

b. Executive Director

- (1) Program and Services Updates
- (2) Partnership Updates

Jason Valerius provided an overview of the Executive Director's report.

8. Future Agenda Items (next meeting December 11, 2025, via Zoom Webinar and in-person at the Madison Central Library, 5:00 pm social gathering with commission and staff, 6:00 pm meeting start time)


- a. 2026 Work Program Adoption (Dec)
- b. Demand of Data Centers on Water/Sewer/Environmental Infrastructure (Dec)
- c. Sewer Service Area Amendment Process – Presentation and Discussion (Dec)
- d. Review and update – CARPC Internal Control Procedures (Dec)

9. Adjournment

Commissioner Richson moved to adjourn, seconded by Commissioner Murphy. The motion carried unanimously. The meeting was adjourned at 7:30 pm.

Minutes prepared by Matt Koz and reviewed by Executive Director

Respectfully Submitted


Cynthia Richson, Secretary