

MINUTES
of the
Capital Area Regional Planning Commission

March 12, 2026

Zoom Webinar

6:00 pm

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

Commissioners Absent: Steve Greb

Staff Present: Jason Valerius, Matthew Kozlowski, Prachi Mehendale, Liz Levy, Nick Bower

Others Present: Michael Lawton, 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 pm)**

- a. **Minutes of February 12, 2026 CARPC Meeting**
- b. **Executive Committee Recommendations**

- (a) **CARPC Resolution 2026-04, Authorizing the Environmental Resources Planner to Execute the DNR Surface Water Grant Agreement**

Motion: Commissioner Crombie moved to approve items on the Consent Agenda. Commissioner Lieberman seconded.

The motion carried unanimously.

4. **Acknowledgement of Receipt – January 2026 Financial Management Report (*actionable item*) (6:05 pm)**

Motion: Commissioner McKeever moved to acknowledge receipt of the January 2026 Financial Management Report. Commissioner Lieberman seconded.

The motion carried unanimously.

5. Update on Economic Development Programming and USDA Revolving Loan Fund Transition – Staff Presentation and Discussion (6:06 pm)

Motion: Commissioner Lieberman moved to table item #5 until after items #6 and #7 in recognition of members of the public that may be present for these agenda items. Commissioner Crombie seconded.

The motion carried unanimously.

Item #5 resumed at 7:29pm.

Jason Valerius provided an update on the options to retain and utilize the USDA-funded Revolving Loan Fund recently administered by the Madison Region Economic Partnership (MadREP). As described in the meeting packet, USDA is offering to release the federal interest in the funds if CARPC agrees to use the

funds for the rural economic development purposes described in 7 CFR 4280.17. The draft resolution, offered for action by the Commission in April, proposes the creation of an ad hoc committee with multi-county membership that would help decide how to use the funds.

Commissioner Schuler asked for clarity on what restrictions the Commission could place on the use of the funds including items as specific as farm equipment runoff mitigation. Jason Valerius answered that the key measure is whether it can be tied to rural economic development, but that success in farming would appear to fit that restriction.

Commissioner Richson stated that she's in support of rural economic development, but that Wis. Stat. 66.0309(8) restricts CARPC's functions to recommendations and advisory actions. She also noted concerns about CARPC's potential partnership with Greater Madison Chamber of Commerce ("GMCC") given that they advocate on behalf of candidates for office and for the reduction of zoning restrictions. Given these issues, Commissioner Richson would rather see a commissioner be added in a non-voting capacity to a committee of GMCC to oversee these funds.

Commissioner Schuler asked if we could get a legal opinion from our legal counsel on CARPC's statutory capacities. Jason Valerius answered that he would forward the opinion to the Commission once we've received it from counsel.

Commissioner Vidaver asked if anything has changed with GMCC's position on these funds. Jason Valerius answered that GMCC staff is reviewing it with their board leadership over the course of the next month, and that so far staff has been supportive of a CARPC role with these funds. Jason added that the switch from maintaining a revolving loan fund and removal of federal interest in the fund will enable CARPC to assure that its administrative costs are covered, including any activities outside of Dane County.

6. CARPC Resolution 2026-05, Recommending to the Wisconsin DNR an Amendment of the Dane County Water Quality Plan by Adopting Policies and Criteria for Sewer Service Area Amendments (actionable item) (6:06 pm)

Prachi Mehendale provided an overview of the proposed amendment, the handful of changes to the Policies and Criteria since the December draft and January public hearing, and CARPC Resolution 2026-05.

Commissioner Richson stated that she conferred with legal counsel who said she was free to participate in the discussion and action on this agenda item because this item is a matter of general policy that does not involve substantial value, and because the Town of Middleton is not an organization under the applicable ethics statute.

Attorney Michael Lawton noted that public health authorities recognize that the presence of lead in aviation is a public health risk. As a result of these risks, there's a concern that potential amendments concerning airports should not be eligible for the expedited process. Prachi Mehendale clarified that the expedited process doesn't necessitate a reduction in the staff's analysis for water quality impacts and that the same level of work is performed in the expedited process. Jason Valerius also noted that the expedited process also contains provisions that would inhibit a proposed amendment that includes any unmitigated water quality issues from proceeding through the expedited route and would instead be pushed one of the other processes.

Commissioner Richson asked if it would be possible to specifically identify airport operations as something that is controversial for the purposes of the expedited process. Jason Valerius noted that it would indeed be possible but wouldn't be necessary based on the wording of the policies as proposed.

Chair Pfeiffer asked about any limitations that may arise in our authority from DNR as it relates to water quality issues and what actions the Commission can take to divert a proposed amendment from the expedited process to the major amendment process.

Commissioner Richson asked about how the public would be able to flag potential issues in a proposed amendment through the expedited process without such a restriction in the policies. Chair Pfeiffer noted that public comment is still a part of the expedited process.

Jason Valerius added that part of the expedited process is to encourage applicants to begin discussions earlier in the process. As a part of those initial discussions, one of the first questions asked to the potential applicant will be around potential controversies or unmitigated water quality issues.

Chair Pfeiffer asked if the concern is about potential applications that include the airport itself, or also applications that are within 5 miles of the airport. Attorney Lawton answered that a concern around this restriction would be an airport that is expanding its service area to include additional facilities within the grounds of the airport.

Commissioner Schuler asked for clarification about how the expedited process allows for the proposed amendment to be shifted to the standard SSA amendment process and how that process impacts the overall timeline of the application. Chair Pfeiffer noted that the added benefit of the expedited process here would be identifying the potential issues earlier in the process before the timing restrictions apply.

Motion: Commissioner Schuler moved to amend Section 3.01 C to include language indicating that SSA amendments that would enable the expansion of a general aviation airport would not be eligible for the expedited process. Commissioner Richson seconded.

Discussion: Commissioner Richson noted that additional time for public comment might help the process.

Chair Pfeiffer added that the expedited process actually includes a higher bar of review by asking more of the applicant by allowing more time for work with staff in advance.

Motion: Commissioner Schuler moved to amend the motion to ask staff to present alternative language to the Commission that would consider what other uses should also be disqualified from the expedited process. Commissioner McKeever seconded.

On the motion to amend the motion to ask staff to present alternative language to the Commission, the motion carried unanimously.

Discussion: Jason Valerius expressed concerns about having staff spend additional time identifying uses likely to have unmitigated water quality concerns, suggesting that it is not necessary to pre-designate what might or might not be a concern in the future and noting that there is a low bar to delaying approval and falling back to the conventional, 90-day process.

Motion: Commissioner Schuler moved to amend Section 3.01 C to return to the earlier version, with language indicating that SSA amendments that would enable the expansion of a general aviation airport would not be eligible for the expedited process. Commissioner Richson seconded.

On the motion to amend the motion to amend Section 3.01 C, the motion carried unanimously.

On the motion to amend Section 3.01 C, the motion carried unanimously.

Motion: Commissioner Lieberman moved to approve Resolution 2026-05, Recommending to the Wisconsin DNR an Amendment of the *Dane County Water Quality Plan* by Adopting *Policies and Criteria for Sewer Service Area Amendments*. Commissioner Richson seconded.

The motion carried unanimously.

7. CARPC Resolution 2026-06, Adopting a Fee Policy for the Review of Sewer Service Area Amendments (*actionable item*) (7:22 pm)

Prachi Mehendale provided an overview of the proposed amendment and the fee policy.

Commissioner McKeever asked about how the amounts in the fee resolution were reached. Prachi Mehendale answered that they were based on a review of previous amendments.

Motion: Commissioner Schuler moved to approve Resolution 2026-06, Adopting a Fee Policy for the Review of Sewer Service Area Amendments. Commissioner Dalsoren seconded.

The motion carried unanimously.

8. Regional Development Framework Key Performance Indicators – Staff Presentation and Discussion (7:49 pm)

Liz Levy provided an overview of the key performance indicators identified in the Regional Development Framework (“RDF”).

Commissioner McKeever asked about the source of the RDF’s specific percentage point goals. Liz Levy answered that the goals are included in the RDF itself and Jason Valerius added that the goals were based as least in part on available data at the time with a goal of improving outcomes as compared to those existing conditions.

Commissioner Richson asked for more information about the time requirements in collecting data compared to preparing dashboards and data visualization tools. Liz Levy answered that data collection is typically more time-consuming than building the dashboard. Jason Valerius noted that indicator effort varies wildly from just sharing existing numbers collected and reported by our partners to extensive data collection and analysis projects.

9. Reports (8:09 pm)

a. Commission Chair

None

b. Executive Director

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

Jason Valerius provided highlights from the Executive Director’s report.

10. Future Agenda Items (next meeting April 9, 2026, via Zoom Webinar, 6:00 pm meeting start time)

- a. Consideration for Action – Acceptance of MadREP/USDA Revolving Loan Fund assets and structure for guiding use of the funds (April)
- b. Proposed Amendment of the *Dane County Water Quality Plan* by Adopting Revised *Environmental Corridor Policies and Criteria* – Staff Presentation (April)
- c. Discussion of framework with the Madison Metropolitan Sewerage District for CARPC to support implementation of Badger Mill Creek resilience improvement projects (April)
- d. Review of CARPC approach to public engagement related to sewer service area amendments (May)
- e. Visits/presentations by Allied Organizations – TBD


11. Adjournment

Motion: Commissioner Richson moved to adjourn, seconded by Commissioner Vidaver.

The motion carried unanimously. The meeting was adjourned at 8:23 pm.

Minutes prepared by Matt Koz and reviewed by Executive Director.

Respectfully Submitted


Cynthia Richson, Secretary