



December 15, 2020

## NOTICE OF PUBLIC HEARING January 14, 2021

### Adoption of Amendments to the 2021 Capital Area Regional Planning Commission Budget

A public hearing on proposed amendments to the 2021 Capital Area Regional Planning Commission (CARPC) budget will be held at 7:00 pm during the CARPC Annual Meeting of January 14, 2021. This hearing provides the public an opportunity to comment on the proposed amendments to the Commission's adopted 2021 budget. The amendments address changes to CARPC levy charge, personnel changes, and revenue changes. The draft document is available in hard copy upon request, and may be downloaded at [www.CapitalAreaRPC.org](http://www.CapitalAreaRPC.org). Written comments should be forwarded to the CARPC office by January 5, 2021 and may be submitted by e-mail to [HaleyS@CapitalAreaRPC.org](mailto:HaleyS@CapitalAreaRPC.org). The following summarizes the proposed amendments.

Due to the COVID-19 pandemic, this meeting will take place virtually via Zoom. You may participate in the meeting from your computer, tablet, smartphone, or telephone by registering at [https://us02web.zoom.us/meeting/register/tZArfuqhrDopEtFv60MEkJ2t\\_I96tbMRZby0](https://us02web.zoom.us/meeting/register/tZArfuqhrDopEtFv60MEkJ2t_I96tbMRZby0). Registrants will receive an email with details on how to participate in the meeting. If you don't have Internet access, please call Haley Smith at 608 474 6017 to register.

	2021 Adopted (September 2020)	2021 Proposed Amendments	% increase (decrease) from 2020 Adopted
<b>Expenses</b>			
Personnel	\$ 970,878	\$ 987,393	1.7%
Operating	\$ 194,993	\$ 199,933	2.6%
Pass-through	\$ 119,857	\$ 125,220	4.5%
Gross Expenses	\$ 1,285,668	\$ 1,312,546	2.1%
Net Expenses <sup>1</sup>	\$ 1,183,784	\$ 1,184,183	1.8%
<b>Revenue</b>			
Dane County Levy	\$ 983,137	\$ 958,559	(2.5%)
Total Pass-Thru	\$ 119,857	\$ 125,220	4.5%
All Other Revenue	\$ 182,757	\$ 204,357	11.8%
Gross Revenue	\$ 1,285,751	\$ 1,288,136	0.2%
Net Revenue <sup>1</sup>	\$ 1,165,894	\$ 1,162,916	(0.3%)
Operating Reserve Applied	\$0	\$24,578	N/A
Net Revenue + Reserves	\$1,165,894	\$1,187,494	1.9%

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

For information or questions, contact Haley Smith at 608 474 6017.

**Attachment: CARPC 2021 Budget Proposed Amendments**

**Emailed to:** City, Village and Town Clerks  
Joe Parisi, Dane County Executive--  
Satya Rhodes-Conway, Mayor, City of Madison  
Jerry Derr, President, Dane County Towns Association  
Robert Wipperfurth, President, Dane County Cities and Villages Association  
Scott McDonell, Dane County Clerk  
Analiese Eicher, Chair, Dane County Board of Supervisors  
Jerry Bollig, Chair, Dane County Zoning and Land Regulation Committee  
Michele Ritt, Chair, Dane County Environment, Agriculture & Natural Resources Committee  
Patrick Miles, 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, Madison Area Transportation Planning Board  
Bill Schaefer, Manager, Madison Area Transportation Planning Board  
Todd Violante, Dane County Department of Planning and Development  
Michael Mucha, Director and Chief Engineer, MMSD  
Charles Hicklin, Dane County Controller  
Robert Phillips, City Engineer, City of Madison  
Tom Heikkinen, General Manager, Madison Water Utility  
James Kuehn, WisDOT  
Diane Paoni, WisDOT  
Bruce Rheineck, WDNR  
Mike Sorge, WDNR Fitchburg Service Center  
Lisa Helmuth, WDNR Central Office  
Tim Asplund, WDNR Central Office  
Curt Sauser, Sewer Connections and Extensions, MMSD

	A	C	D	E	F	G
1	<b>CARPC 2021 Budget (Amended Proposed January 14, 2021)</b>					
3		<b>2021 Budget Adopted September 10, 2020</b>	<b>2021 Budget Amended Proposed January 14 2021</b>	<b>Change from Adopted to Amended</b>		<b>Notes for Changes from Adopted to Proposed Amendments</b>
4	<b>EXPENDITURES</b>					
5	<b>Personnel Services (includes Chairperson stipend)</b>					
6	Salaries & Wages	\$635,065	\$649,275	\$14,210		Environmental Engineer replaces ERP - cost increase
7	Workstudy / Interns/ Hourly	\$18,082	\$18,082	\$0		
8	Retirement Fund	\$44,007	\$45,001	\$995		
9	Social Security / Medicare	\$49,966	\$51,053	\$1,087		
10	Unemployment Insurance Reimbursements	10,000	10,000	\$0		
11	Employee/Retiree Insurance	213,759	213,982	\$223		
12	Furloughs/Salary Reduction/Salary Savings	0	0	\$0		
13	<b>Total Personnel Services</b>	<b>\$ 970,878</b>	<b>\$ 987,393</b>	<b>\$ 16,515</b>		
14	<b>Operating Expenses</b>					
15	Commissioner Per Diem & Travel	\$11,000	\$11,000	\$0		
16	Employee Travel & Meeting Expenses	\$4,500	\$4,500	\$0		
17	Training & Conferences	\$5,500	\$5,500	\$0		
18	Office Supplies & Expenses	\$8,000	\$8,000	\$0		
19	Equipment/Furniture	\$10,000	\$10,000	\$0		
20	Dues / Membership Fees / Subscriptions	\$5,900	\$5,900	\$0		
21	GIS and Other Software	\$19,500	\$19,500	\$0		
22	Recruitment	\$500	\$500	\$0		
23	Office Space/Rent	\$47,103	\$47,103	\$0		
24	Legal Services	\$9,500	\$9,500	\$0		
25	Audit Services	\$8,800	\$8,800	\$0		
26	Financial Services	\$35,087	\$35,087	\$0		
27	Technology Services (was in Contractual in 2020)	\$19,000	\$19,000	\$0		
28	Insurance (Commercial, D&O)	\$7,500	\$7,500	\$0		
29	Moving Expenses	\$0	\$0	\$0		
30	Communications	\$500	\$500	\$0		
31	Contractual	\$500	\$500	\$0		
32	Contributions & Donations	\$0	\$5,000	\$5,000		Salt Wise Contribution - new line item
33	Depreciation & Amortization	\$2,042	\$2,042	\$0		
34	<b>Total Operating Expenses</b>	<b>\$ 194,933</b>	<b>\$ 199,933</b>	<b>\$ 5,000</b>		
35	<b>Pass-Thru Contracts</b>					
36	Cooperative Water Resources Monitoring	\$114,400	\$119,736	\$5,336		Updated to reflect contract cost increase in 2021
37	WDOT Rural Work Program (Pass-thru to MPO)	\$5,457	\$5,457	\$0		
38	<b>Total Pass-Thru</b>	<b>\$ 119,857</b>	<b>\$ 125,193</b>	<b>\$ 5,336</b>		
39						
40	<b>Gross Total Expenditures</b>	<b>\$ 1,285,668</b>	<b>\$ 1,312,519</b>	<b>\$ 26,851</b>		
41	<b>LESS pass-thru</b>	<b>\$ (119,857)</b>	<b>\$ (125,193)</b>	<b>-\$5,336</b>		
42	<b>NET TOTAL Expenditures (Gross less pass-thru)</b>	<b>\$ 1,165,811</b>	<b>\$ 1,187,326</b>	<b>\$ 21,515</b>		

CARPC 2021 Budget Proposed Amendments

	A	C	D	E	F	G
44	<b>REVENUES</b>					
45	<b>Operating Revenues</b>					
46	Fees: Sewer Extensions	\$42,000	\$42,000	\$0		
47	Fees: USA/LSA Application Review	\$39,000	\$51,000	\$12,000		2020 Actual as of 10-31: \$70,462
48	Fees: Planning Conference Registration			\$0		
49	Local & Regional Planning Assistance	\$15,000	\$15,000	\$0		
50	MMSD			\$0		
51	EPA/DNR Water Quality Planning	\$80,400	\$90,000	\$9,600		based on recent communications
52	Grants and Donations			\$0		
53	Product Sales			\$0		
54	WDOT Rural Transportation Work Program	\$5,357	\$5,357	\$0		
55	Other			\$0		
56	Pass-Thru (WDOT Rural Trans Work Pgm)	\$5,457	\$5,457	\$0		
57	Pass-Thru (Coop. Water Resources Monitoring)	\$114,400	\$119,736	\$5,336		Updated to reflect contract cost increase in 2021
58	<b>Total Operating Revenues</b>	<b>\$301,614</b>	<b>\$328,550</b>	<b>\$26,936</b>		
59	<b>Nonoperating Revenues</b>					
60	Total Dane County Property Tax	\$983,137	\$983,137	\$0		
61	Property Tax Billing		-\$24,578	-\$24,578		2.5% reduction = County Adopted budget-small depts
62	Interest Income (Less Bank Fees)	\$1,000	\$1,000	\$0		
63	<b>Total Nonoperating Revenues</b>	<b>\$984,137</b>	<b>\$959,559</b>	<b>-\$24,578</b>		
64						
65	<b>Gross Revenues</b>	<b>\$ 1,285,751</b>	<b>\$ 1,288,109</b>	<b>\$ 2,358</b>		
66	LESS pass-thru	\$ (119,857)	\$ (125,193)	-\$5,336		
67	<b>Net Revenues (Gross less pass-thru)</b>	<b>\$ 1,165,894</b>	<b>\$ 1,162,916</b>	<b>\$ (2,978)</b>		
68	CARPC Operating Reserves Applied	\$0	\$24,578	\$24,578		Draw from "rainy day fund" for COVID based shortfall
69	<b>Net Revenue + Reserves</b>	<b>\$1,165,894</b>	<b>\$1,187,494</b>	<b>\$21,600</b>		
70						
71	<b>Surplus/(Deficit)</b>	<b>\$ 83</b>	<b>\$ 168</b>	<b>\$85</b>		
72	<b>CARPC Staff Accrued Leave Liability</b>	<b>\$ (25,000)</b>	<b>\$ (25,000)</b>	<b>\$0</b>		
73	<b>Previous Year End Net Assets</b>					
74	<b>Operating Reserves / Net Assets</b>					
75	Unbilled Accounts Receivable	\$ 51,146	\$ 51,146	\$0		
76	EAV	\$70,070,629,900	\$70,070,629,900	\$0		
77	Certified budget rate (CBR)	0.001403%	0.001403%			