

AGENDA
of the
Executive Committee
of the Capital Area Regional Planning Commission

Tuesday, September 08, 2026

Zoom Webinar

5:15 pm

Participant Information

How to Attend: This meeting will take place via Zoom Webinar. You may participate in the meeting from your computer, tablet, or smartphone at this URL:

<https://us02web.zoom.us/j/83989722178?pwd=RjJQc6tY4f6aW279SN3rt3TkXi21af.1>

Phone: 1-312-626-6799

Meeting ID: 839 8972 2178

Passcode: 282772

If you need other accommodation to attend the meeting, please call Matt Kozlowski at 608-474-6017 or email at MatthewKoz@CapitalAreaRPC.org.

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 Committee may alter the order of the agenda items at the meeting.

Written Communications: Written communications intended to be provided to the Committee as part of the packet should be sent to info@capitalarearpc.org and will be provided to Commissioners at or before the meeting if received at least 24 hours before the meeting.

Quorum may be Present: CARPC Commissioners who are not members of the Executive Committee may attend Executive Committee meetings, which may constitute a quorum of the Commission.

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

VISION: A region where communities create an 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. **Minutes of the August 10, 2026 Executive Committee Meeting (*actionable item*)**
4. **Acknowledgement of Receipt – June 2026 Financial Management Report (*actionable item*)**
5. **Acknowledgement of Receipt – July 2026 Financial Management Report (*actionable item*)**
6. **2027 CARPC Budget – Recommendation to Commission (*actionable item*)**
7. Future Agenda Items (next meeting is **Monday, October 5, 2026, via Zoom, at 5:15 pm**)
 - a. Recommendations on Resolutions for MadREP/USDA funds (October/November)
 - b. 2027 USGS Monitoring Agreements (October)

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 hnub ua hauj lwm ua ntej yuav tuaj sib tham.

CARPC staff 608 474 6017 / TDD 608 474 6017

- c. Agreement for Boundary Planning Assistance to Village and Town of Oregon (October)
- d. Commission Insurance Draft RFP (October)
- e. Agreement with City of Madison (the MPO) for 2027 Transportation Planning Services (Oct/Nov)

8. Adjournment

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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.

DRAFT MINUTES
of the
Executive Committee
of the
Capital Area Regional Planning Commission

August 10, 2026

Zoom Webinar

5:15 pm

Commissioners Present: Heidi Murphy, Peter McKeever, Cynthia Richson, David Pfeiffer, Maureen Crombie, and Bill Tishler

Commissioners Absent: None

Staff Present: Matt Kozlowski, Caitlin Shanahan

Others Present:

1. Establish Quorum

The meeting was called to order by Chair Pfeiffer at 5:15 pm. Quorum was established.

2. Public Comment on Matters not on the agenda

None

3. **Minutes of July 6, 2026 Executive Committee Meeting (*actionable item*) (5:16 pm)**

Motion: Commissioner Crombie moved to approve minutes of the July 6, 2026 meeting. Commissioner Richson seconded.

The motion carried unanimously.

4. **Acknowledgement of Receipt – June 2026 Financial Management Report (*actionable item*) (5:17 pm)**

Commissioner McKeever noted that he had not yet received the Treasurer Packet from the Executive Director.

Motion: Commissioner McKeever moved to table June 2026 Financial Management Report to the next meeting. Commissioner Crombie seconded.

The motion carried unanimously.

5. Draft 2025 CARPC Annual Report – Staff Presentation and Discussion (5:18 pm)

Caitlin Shanahan provided an overview of the 2025 Annual Report.

6. Future Agenda Items (next meeting is **Tuesday, September 8, 2026**, via Zoom at 5:15 pm)

- a. Recommendation on 2027 CARPC Budget (September)
- b. Recommendations on Resolutions for MadREP/USDA (September)

7. Adjournment

Motion: Commissioner McKeever moved to adjourn. Commissioner Crombie seconded.

The motion carried unanimously. Meeting was adjourned at 5:31 pm.

Re: Acknowledgement of Receipt – June 2026 Financial Management Report (*actionable item*)**Requested Action:**

Motion to Acknowledge Receipt of June 2026 Financial Management Report

Background:

Continuous process improvement is the goal of the Agency regarding its financial systems, policies and procedures.

Each month the Administrative Services Manager prepares a full financial packet for review by the Executive Director and Commission Treasurer, who each sign off on the packet when they are satisfied that it is an acceptable representation of the Commission's fiscal condition.

The Executive Committee and Commission then receive copies of the Management Report supplied by Berndt CPAs for review at the monthly meetings.

Staff Comments:

Requests for additional financial information or reports may be directed to the ASM.

Attachments:

1. June 2026 Financial Management Report

Staff Contact:

Matt Kozlowski
Administrative Services Manager
MatthewKoz@CapitalAreaRPC.org
(608) 474-6017

Next Steps:

Ongoing discussions about improvements to the CARPC financial systems, policies, and procedures.

Management Report

Capital Area Regional Planning Commission
For the period ended June 30, 2026



Prepared by
Berndt CPA

Prepared on
July 27, 2026

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Notes to the Monthly Financial Statements

To Capital Area Regional Planning Commission,

Provided is some additional context regarding the deferred revenue and related activity for the month of June 2026.

Deferred revenue represents funds that have been invoiced or received in advance for services that have not yet been performed. It also includes contracts or related grants established at the beginning of the year, or early in the year, that relate to work performed throughout the year and are invoiced periodically. These amounts are recognized as revenue over time to more accurately align associated expenses with the related revenue.

For June, \$136,055 was recognized from deferred revenue related to contracts established at the beginning of the year. An additional \$37,643 represents new invoiced revenue generated from current work not associated with deferred revenue contracts.

As of June month-end, the balance in account 3600 – Deferred Revenue is at \$530,815 per knowledge of remaining balances of current contracts for 2026-2028 and received donations and taxes.

Sincerely,
Berndt CPA, LLC

Capital Area Regional Planning Commission
Statement of Financial Position
As of June 30, 2026

	Total	
	As of Jun 30, 2026	As of May 31, 2026 (PP)
ASSETS		
Current Assets		
Bank Accounts		
1000 OPERATING ACCOUNT	73,847	38,505
1001 MONEY MARKET ACCOUNT	20,051	15,071
1002 INVESTMENT ACCOUNT	598,062	696,184
1050 SUMMIT OPERATING ACCOUNT	33,908	33,908
1051 SUMMIT SAVINGS ACCOUNT	1	1
1055 SUMMIT MONEY MARKET	1	1
Total Bank Accounts	\$ 725,870	\$ 783,671
Accounts Receivable		
1105 PROJECT AND GRANTS REC	54,984	119,404
Total Accounts Receivable	\$ 54,984	\$ 119,404
Other Current Assets		
1110 UNBILLED ACCOUNTS RECEIVABLE	661,073	635,736
1150 PREPAID EXPENSES	0	0
1153 PREPAID HEALTH INSURANCE	23,557	29,869
1156 PREPAID LIFE INSURANCE	65	63
1157 PREPAID PARKING	0	171
1165 PREPAID LICENSES	3,758	4,384
Total 1150 PREPAID EXPENSES	\$ 27,379	\$ 34,486
1170 UNDEPOSITED FUNDS	4,000	600
Total Other Current Assets	\$ 692,452	\$ 670,823
Total Current Assets	\$ 1,473,306	\$ 1,573,898
Fixed Assets		
1200 FURNITURE AND EQUIPMENT	7,172	7,172
1201 ACCUMULATED DEPRECIATION-FURNITURE/EQUIPMENT	(7,172)	(7,172)
Total 1200 FURNITURE AND EQUIPMENT	\$ -	\$ -
1210 RIGHT OF USE ASSET	6,077	6,077
1211 ACCUMULATED AMORTIZATION	(3,899)	(3,865)
Total Fixed Assets	\$ 2,177	\$ 2,211
TOTAL ASSETS	\$ 1,475,484	\$ 1,576,109
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
3000 ACCOUNTS PAYABLE	1,873	1,161
Total Accounts Payable	\$ 1,873	\$ 1,161
Credit Cards		
3002 PARK BANK CREDIT CARD	0	0
3003 CREDIT CARD	6,588	3,551
Total 3002 PARK BANK CREDIT CARD	\$ 6,588	\$ 3,551
Total Credit Cards	\$ 6,588	\$ 3,551
Other Current Liabilities		
3005 ACCRUED PAYROLL	29,989	21,407

3010 ACCRUED COOP WATER RESOURCE MONITORING	51,150	34,100
3015 ACCRUED PREPAID LIABILITIES	24,800	54,876
3202 WRS PENSION PLAN	12,110	11,777
3300 UNUSED VACATION, WELLNESS	68,806	66,832
3500 SICK LEAVE ACCRUAL PAY	107,672	109,805
3600 DEFERRED/UNEARNED REVENUE	530,815	634,680
3655 INVEST IN RIGHT OF USE	2,379	2,379
Total Other Current Liabilities	\$ 827,721	\$ 935,857
Total Current Liabilities	\$ 836,182	\$ 940,568
Total Liabilities	\$ 836,182	\$ 940,568
Equity		
3700 PRIOR YEAR BALANCE	(146,830)	(146,830)
3701 PRIOR YEAR FUND BALANCE	909,003	909,003
3702 CURRENT FUND BALANCE	200	200
Net Revenue	(123,072)	(126,833)
Total Equity	\$ 639,302	\$ 635,540
TOTAL LIABILITIES AND EQUITY	\$ 1,475,484	\$ 1,576,109

Capital Area Regional Planning Commission
Budget vs. Actuals: Statement of Activity
For the month of June - Budget Vs Actuals 6 Months Ended

	Total			
	Monthly Actual	Actual Year to Date	Annual Budget	% of Annual Budget
Revenue				
5000 PROPERTY TAX REVENUE	-	-	-	
5001 DANE COUNTY PROP TAX-OTH	96,747	580,480	1,160,959	50.00%
Total 5000 PROPERTY TAX REVENUE	96,747	580,480	1,160,959	50.00%
5100 STATE/FEDERAL GRANTS	-	-	-	
5101 EPA/DNR WATER PLANNING	9,917	59,500	134,000	44.40%
5102 EPA/DNR GRANT FUNDS	-	2,877	-	
5103 WEM/FEMA/HMGP GRANT FUNDS	7,813	46,881	125,000	37.50%
5104 WisDOT PLAN INTEGRATION	1,046	7,530	5,457	137.99%
Total 5100 STATE/FEDERAL GRANTS	18,775	116,788	264,457	44.16%
5150 OTHER GRANTS	-	15,000	-	
5200 PASS THROUGH REVENUE	-	-	-	
5201 WisDOT RURAL WORK PROGRAM	629	2,639	7,093	37.20%
5220 COOP WATER RESOURCE MONITORING	31,563	69,125	68,200	101.36%
Total 5200 PASS THROUGH REVENUE	32,192	71,764	75,293	95.31%
5300 FEES REVENUE	-	-	-	
5301 FEES - SEWER EXTENSIONS	2,800	17,200	45,000	38.22%
5302 FEES - USA/LSA APP REVIEW	6,000	8,378	65,000	12.89%
Total 5300 FEES REVENUE	8,800	25,578	110,000	23.25%
5400 SERVICES REVENUE	-	-	-	
5401 LOCAL & REGIONAL PLAN ASSISTANCE	9,046	34,818	140,000	24.87%
Total 5400 SERVICES REVENUE	9,046	34,818	140,000	24.87%
5500 OTHER REVENUE	-	-	-	
5208 LAND USE CODE ASSESSMENT	-	-	-	
5501 INTEREST INCOME	1,883	11,651	32,000	36.41%
5502 MISCELLANEOUS REVENUES	6	39	3,123	1.25%
5505 WI SALT WISE	6,250	44,665	140,000	31.90%
Total 5500 OTHER REVENUE	8,139	56,355	175,123	32.18%
7000 REVENUE REFUNDS	-	-	-	
Total Revenue	173,698	900,782	1,925,832	46.77%
Gross Profit	173,698	900,782	1,925,832	46.77%
Expenditures	-	-	-	
6000 SALARIES AND LEAVE TIME	-	-	-	
6001 DIRECT SALARIES & WAGES	75,956	441,236	903,822	48.82%
6002 COMPENSATED LEAVE TIME	21,882	142,798	198,400	71.97%
Total 6000 SALARIES AND LEAVE TIME	97,838	584,034	1,102,222	52.99%
6050 FRINGE BENEFITS	-	-	-	
6051 FICA BENEFITS	6,755	40,850	82,115	49.75%
6052 LIFE INSURANCE	26	(36)	309	-11.63%
6053 HEALTH INSURANCE	22,480	143,305	329,364	43.51%
6054 DENTAL INSURANCE	1,074	6,442	15,369	41.91%
6055 WRS-ER CONTRIBUTION	6,055	37,588	73,440	51.18%
6056 DISABILITY INSURANCE	(9)	14	534	2.58%
6057 COMMUTE CARDS	171	1,105	200	552.58%
6058 UNEMPLOYMENT	10	514	1,000	51.42%

6059 WORKER'S COMPENSATION	-	-	2,771	0.00%
Total 6050 FRINGE BENEFITS	36,562	229,782	505,102	45.49%
6100 OCCUPANCY	-	-	-	
6101 RENT	4,382	26,295	51,833	50.73%
Total 6100 OCCUPANCY	4,382	26,295	51,833	50.73%
6200 CONTRACTED SERVICES	-	-	-	
6201 EXTERNAL PROGRAMS	-	2,150	-	
6202 LEGAL SERVICES	-	3,186	6,000	53.09%
6203 COMMISSION OPERATIONS	-	-	21,000	0.00%
6204 MARKETING AND COMMUNICATIONS	-	2,991	-	
Total 6200 CONTRACTED SERVICES	-	8,326	27,000	30.84%
6300 FINANCIAL SERVICES	-	-	-	
6301 AUDIT	-	5,350	15,435	34.66%
6302 PAYROLL FEES	682	4,252	5,250	80.99%
6303 FINANCIAL SERVICES	1,995	11,935	42,000	28.42%
Total 6300 FINANCIAL SERVICES	2,677	21,537	62,685	34.36%
6400 TRAVEL AND TRAINING	-	-	-	
6401 EMPLOYEE TRAVEL	542	4,034	13,349	30.22%
6402 MEALS	-	99	907	10.94%
6403 CONFERENCES & MEETINGS	1,446	2,912	9,638	30.21%
6404 TRAINING	-	-	3,000	0.00%
Total 6400 TRAVEL AND TRAINING	1,988	7,045	26,894	26.20%
6500 OFFICE EXPENSES	-	-	-	
6501 SUPPLIES	174	4,321	3,860	111.94%
6502 PRINTING	33	373	1,558	23.95%
6503 POSTAGE	-	28	105	26.55%
6504 EQUIPMENT	-	3,442	8,925	38.57%
6505 TELEPHONE	174	1,016	1,500	67.72%
6506 ADMINISTRATIVE FEES	209	363	442	82.16%
6902 CONTRIBUTIONS & DONATIONS	-	-	2,500	0.00%
Total 6500 OFFICE EXPENSES	591	9,543	18,890	50.52%
6600 INFORMATION TECHNOLOGY	-	-	-	
6601 WEBHOSTING	-	321	368	87.28%
6602 SOFTWARE	1,655	8,260	17,220	47.97%
6603 IT SERVICES	6,248	8,989	8,000	112.36%
Total 6600 INFORMATION TECHNOLOGY	7,902	17,570	25,588	68.67%
6700 COMMISSION	-	-	-	
6701 COMMISSION PER DIEMS	250	2,200	8,000	27.50%
6702 COMMISSION TRAVEL	-	149	840	17.72%
Total 6700 COMMISSION	250	2,349	8,840	26.57%
6800 PASS THROUGH EXPENSES	-	-	-	
6801 WATER RESOURCE MONITORING	17,050	102,300	68,200	150.00%
6802 WisDOT PLANNING SERVICES	629	2,639	5,457	48.35%
Total 6800 PASS THROUGH EXPENSES	17,679	104,939	73,657	142.47%
6900 OTHER	-	-	-	
6901 DUES/MEMBERSHIPS/SUBSCRIPTIONS	34	2,834	7,186	39.44%
6903 EDUCATION/INFO/OUTREACH	-	1,881	1,500	125.42%
6904 RECRUITMENT	-	150	1,050	14.29%
6905 INSURANCE	-	7,366	4,709	156.42%
6906 DEPRECIATION	-	-	-	
6907 AMORITIZATION EXPENSE	34	203	608	33.32%
Total 6900 OTHER	68	12,434	15,053	82.60%
Uncategorized Expense	-	-	-	

Total Expenditures	169,937	1,023,854	1,917,764	53.39%
Net Operating Revenue	3,761	(123,072)	8,068	-1525.43%
Net Revenue	3,761	(123,072)	8,068	-1525.43%

Capital Area Regional Planning Commission
A/R Aging Summary
As of June 30, 2026

	Current	1 - 30	31 - 60	61 - 90	91 and over	Total
Ayers Associates, Inc.					1,000	1,000
City of Altoona					1,000	1,000
City of Fitchburg						0
255104 - Fitchburg Oregon Joint Planning	3,955					3,955
Total City of Fitchburg	\$ 3,955	\$ -	\$ -	\$ -	\$ -	\$ 3,955
City of Madison Engineering Division	800					800
City of Middleton	2,000					2,000
City of Sun Prairie	3,500					3,500
D'Onofrio Kottke and Associates	400					400
Department of Planning, Community and Economic Development					2,869	2,869
Dodge County Highway Department					1,500	1,500
Homburg Contractors, Inc.					400	400
Jewell Associates Engineers, Inc.					400	400
JSD PROFESSIONAL SER					800	800
MSA Professional Services, Inc.	400				2,000	2,400
Outagamie County Highway					500	500
PINNACLE ENGINEERING					400	400
State of Wisconsin						0
WI Department of Natural Resources					2,190	2,190
Total State of Wisconsin	\$ -	\$ -	\$ -	\$ -	\$ 2,190	\$ 2,190
Strand Associates, Inc			400			400
Town of Middleton	1,000					1,000
VANDE HEY					800	800
Vierbicher		400			800	1,200
Village of Black Earth	8,000				8,000	16,000
Village Of Cross Plains	8,000					8,000
Village of Deforest					3,070	3,070
Wyser Engineering, LLC					400	400
TOTAL	\$ 28,055	\$ 400	\$ 400	\$ -	\$ 26,129	\$ 54,984

Re: Acknowledgement of Receipt – July 2026 Financial Management Report (*actionable item*)**Requested Action:**

Motion to Acknowledge Receipt of July 2026 Financial Management Report

Background:

Continuous process improvement is the goal of the Agency regarding its financial systems, policies and procedures.

Each month the Administrative Services Manager prepares a full financial packet for review by the Executive Director and Commission Treasurer, who each sign off on the packet when they are satisfied that it is an acceptable representation of the Commission's fiscal condition.

The Executive Committee and Commission then receive copies of the Management Report supplied by Berndt CPAs for review at the monthly meetings.

Staff Comments:

Requests for additional financial information or reports may be directed to the ASM.

Attachments:

1. July 2026 Financial Management Report

Staff Contact:

Matt Kozlowski
Administrative Services Manager
MatthewKoz@CapitalAreaRPC.org
(608) 474-6017

Next Steps:

Ongoing discussions about improvements to the CARPC financial systems, policies, and procedures.

Management Report

Capital Area Regional Planning Commission
For the period ended July 31, 2026



DRAFT

Prepared by
Berndt CPA

Prepared on
August 18, 2026

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DRAFT

Notes to the Monthly Financial Statements

To Capital Area Regional Planning Commission,

Provided is some additional context regarding the deferred revenue and related activity for the month of July 2026.

Deferred revenue represents funds that have been invoiced or received in advance for services that have not yet been performed. It also includes contracts or related grants established at the beginning of the year, or early in the year, that relate to work performed throughout the year and are invoiced periodically. These amounts are recognized as revenue over time to more accurately align associated expenses with the related revenue.

For July, \$147,402 was recognized from deferred revenue related to contracts established at the beginning of the year. An additional \$3,630 represents new invoiced revenue generated from current work not associated with deferred revenue contracts.

As of July month-end, the balance in account 3600 – Deferred Revenue is at \$963,892 per knowledge of remaining balances of current contracts for 2026-2028, second semi-annual portion of State Tax Levy, and received donations and taxes.

Sincerely,
Berndt CPA, LLC

Capital Area Regional Planning Commission
Statement of Financial Position
As of July 31, 2026

	Total	
	As of Jul 31, 2026	As of Jun 30, 2026 (PP)
ASSETS		
Current Assets		
Bank Accounts		
1000 OPERATING ACCOUNT	583,907	73,847
1001 MONEY MARKET ACCOUNT	40,029	20,051
1002 INVESTMENT ACCOUNT	499,829	598,062
1050 SUMMIT OPERATING ACCOUNT	33,908	33,908
1051 SUMMIT SAVINGS ACCOUNT	1	1
1055 SUMMIT MONEY MARKET	1	1
Total Bank Accounts	1,157,675	725,870
Accounts Receivable		
1105 PROJECT AND GRANTS REC	75,629	54,984
Total Accounts Receivable	75,629	54,984
Other Current Assets		
1110 UNBILLED ACCOUNTS RECEIVABLE	604,127	661,073
1150 PREPAID EXPENSES	0	0
1153 PREPAID HEALTH INSURANCE	23,557	23,557
1156 PREPAID LIFE INSURANCE	0	65
1157 PREPAID PARKING	171	0
1165 PREPAID LICENSES	3,131	3,758
Total 1150 PREPAID EXPENSES	26,859	27,379
1170 UNDEPOSITED FUNDS	3,200	4,000
Total Other Current Assets	634,186	692,452
Total Current Assets	1,867,491	1,473,306
Fixed Assets		
1200 FURNITURE AND EQUIPMENT	7,172	7,172
1201 ACCUMULATED DEPRECIATION-FURNITURE/EQUIPMENT	(7,172)	(7,172)
Total 1200 FURNITURE AND EQUIPMENT	0	0
1210 RIGHT OF USE ASSET	6,077	6,077
1211 ACCUMULATED AMORTIZATION	(3,933)	(3,899)
Total Fixed Assets	2,143	2,177
TOTAL ASSETS	1,869,634	1,475,484
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
3000 ACCOUNTS PAYABLE	72,621	1,873
Total Accounts Payable	72,621	1,873
Credit Cards		
3002 PARK BANK CREDIT CARD	0	0
3003 CREDIT CARD	1,513	6,588
Total 3002 PARK BANK CREDIT CARD	1,513	6,588
Total Credit Cards	1,513	6,588
Other Current Liabilities		
3005 ACCRUED PAYROLL	43,433	29,989

3010 ACCRUED COOP WATER RESOURCE MONITORING	30,967	51,150
3015 ACCRUED PREPAID LIABILITIES	1,036	24,800
3202 WRS PENSION PLAN	12,169	12,110
3300 UNUSED VACATION, WELLNESS	62,452	68,806
3500 SICK LEAVE ACCRUAL PAY	111,212	107,672
3600 DEFERRED/UNEARNED REVENUE	963,892	530,815
3655 INVEST IN RIGHT OF USE	2,379	2,379
Total Other Current Liabilities	1,227,539	827,721
Total Current Liabilities	1,301,672	836,182
Total Liabilities	1,301,672	836,182
Equity		
3700 PRIOR YEAR BALANCE	(146,830)	(146,830)
3701 PRIOR YEAR FUND BALANCE	909,003	909,003
3702 CURRENT FUND BALANCE	200	200
Net Revenue	(194,411)	(123,072)
Total Equity	567,962	639,302
TOTAL LIABILITIES AND EQUITY	1,869,634	1,475,484

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Capital Area Regional Planning Commission
Budget vs. Actuals: Statement of Activity
For the month of July - Budget Vs Actuals 7 Months Ended

	Total			
	Monthly Actual	Actual Year to Date	Annual Budget	% of Annual Budget
Revenue				
5000 PROPERTY TAX REVENUE	-	-	-	
5001 DANE COUNTY PROP TAX-OTH	96,747	677,226	1,160,959	58.33%
Total 5000 PROPERTY TAX REVENUE	96,747	677,226	1,160,959	58.33%
5100 STATE/FEDERAL GRANTS	-	-	-	
5101 EPA/DNR WATER PLANNING	9,917	69,417	134,000	51.80%
5102 EPA/DNR GRANT FUNDS	5,787	8,664	-	
5103 WEM/FEMA/HMGP GRANT FUNDS	7,813	54,693	125,000	43.75%
5104 WisDOT PLAN INTEGRATION	1,046	8,576	5,457	157.15%
Total 5100 STATE/FEDERAL GRANTS	24,562	141,350	264,457	53.45%
5150 OTHER GRANTS	-	15,000	-	
5200 PASS THROUGH REVENUE	-	-	-	
5201 WisDOT RURAL WORK PROGRAM	-	2,639	7,093	37.20%
5220 COOP WATER RESOURCE MONITORING	8,563	77,687	68,200	113.91%
Total 5200 PASS THROUGH REVENUE	8,563	80,326	75,293	106.68%
5300 FEES REVENUE	-	-	-	
5301 FEES - SEWER EXTENSIONS	2,000	19,200	45,000	42.67%
5302 FEES - USA/LSA APP REVIEW	3,500	11,878	65,000	18.27%
Total 5300 FEES REVENUE	5,500	31,078	110,000	28.25%
5400 SERVICES REVENUE	-	-	-	
5401 LOCAL & REGIONAL PLAN ASSISTANCE	7,536	42,354	140,000	30.25%
Total 5400 SERVICES REVENUE	7,536	42,354	140,000	30.25%
5500 OTHER REVENUE	-	-	-	
5208 LAND USE CODE ASSESSMENT	-	-	-	
5501 INTEREST INCOME	1,769	13,420	32,000	41.94%
5502 MISCELLANEOUS REVENUES	106	145	3,123	4.64%
5505 WI SALT WISE	6,250	50,915	140,000	36.37%
Total 5500 OTHER REVENUE	8,125	64,480	175,123	36.82%
7000 REVENUE REFUNDS	-	-	-	
Total Revenue	151,032	1,051,814	1,925,832	54.62%
Gross Profit	151,032	1,051,814	1,925,832	54.62%
Expenditures	-	-	-	
6000 SALARIES AND LEAVE TIME	-	-	-	
6001 DIRECT SALARIES & WAGES	87,842	529,078	903,822	58.54%
6002 COMPENSATED LEAVE TIME	12,223	155,020	198,400	78.14%
Total 6000 SALARIES AND LEAVE TIME	100,064	684,098	1,102,222	62.07%
6050 FRINGE BENEFITS	-	-	-	
6051 FICA BENEFITS	6,757	47,607	82,115	57.98%
6052 LIFE INSURANCE	27	(9)	309	-2.75%
6053 HEALTH INSURANCE	22,480	165,785	329,364	50.33%
6054 DENTAL INSURANCE	1,074	7,515	15,369	48.90%
6055 WRS-ER CONTRIBUTION	6,084	43,672	73,440	59.47%
6056 DISABILITY INSURANCE	37	51	534	9.54%
6057 COMMUTE CARDS	31	229	200	114.25%
6058 UNEMPLOYMENT	12	526	1,000	52.60%

6059 WORKER'S COMPENSATION	4,375	4,375	2,771	157.89%
Total 6050 FRINGE BENEFITS	40,877	269,751	505,102	53.41%
6100 OCCUPANCY	-	-	-	
6101 RENT	4,319	30,614	51,833	59.06%
Total 6100 OCCUPANCY	4,319	30,614	51,833	59.06%
6200 CONTRACTED SERVICES	-	-	-	
6201 EXTERNAL PROGRAMS	16,942	19,092	-	
6202 LEGAL SERVICES	-	3,186	6,000	53.09%
6203 COMMISSION OPERATIONS	-	-	21,000	0.00%
6204 MARKETING AND COMMUNICATIONS	10,000	12,991	-	
Total 6200 CONTRACTED SERVICES	26,942	35,268	27,000	130.62%
6300 FINANCIAL SERVICES	-	-	-	
6301 AUDIT	6,500	11,850	15,435	76.77%
6302 PAYROLL FEES	682	4,934	5,250	93.98%
6303 FINANCIAL SERVICES	4,010	15,945	42,000	37.96%
Total 6300 FINANCIAL SERVICES	11,192	32,729	62,685	52.21%
6400 TRAVEL AND TRAINING	-	-	-	
6401 EMPLOYEE TRAVEL	783	5,724	13,349	42.88%
6402 MEALS	-	99	907	10.94%
6403 CONFERENCES & MEETINGS	-	2,912	9,638	30.21%
6404 TRAINING	-	-	3,000	0.00%
Total 6400 TRAVEL AND TRAINING	783	8,736	26,894	32.48%
6500 OFFICE EXPENSES	-	-	-	
6501 SUPPLIES	107	4,428	3,860	114.71%
6502 PRINTING	61	434	1,558	27.83%
6503 POSTAGE	133	161	105	153.22%
6504 EQUIPMENT	261	3,703	8,925	41.50%
6505 TELEPHONE	182	1,197	1,500	79.82%
6506 ADMINISTRATIVE FEES	25	388	442	87.82%
6902 CONTRIBUTIONS & DONATIONS	1,000	1,000	2,500	40.00%
Total 6500 OFFICE EXPENSES	1,768	11,311	18,890	59.88%
6600 INFORMATION TECHNOLOGY	-	-	-	
6601 WEBHOSTING	-	321	368	87.28%
6602 SOFTWARE	1,769	10,029	17,220	58.24%
6603 IT SERVICES	1,508	10,497	8,000	131.21%
Total 6600 INFORMATION TECHNOLOGY	3,277	20,847	25,588	81.47%
6700 COMMISSION	-	-	-	
6701 COMMISSION PER DIEMS	450	2,650	8,000	33.13%
6702 COMMISSION TRAVEL	171	320	840	38.07%
Total 6700 COMMISSION	621	2,970	8,840	33.59%
6800 PASS THROUGH EXPENSES	-	-	-	
6801 WATER RESOURCE MONITORING	30,967	133,267	68,200	195.41%
6802 WisDOT PLANNING SERVICES	367	3,005	5,457	55.07%
Total 6800 PASS THROUGH EXPENSES	31,333	136,272	73,657	185.01%
6900 OTHER	-	-	-	
6901 DUES/MEMBERSHIPS/SUBSCRIPTIONS	636	3,470	7,186	48.29%
6903 EDUCATION/INFO/OUTREACH	525	2,406	1,500	160.42%
6904 RECRUITMENT	-	150	1,050	14.29%
6905 INSURANCE	-	7,366	4,709	156.42%
6906 DEPRECIATION	-	-	-	
6907 AMORITIZATION EXPENSE	34	236	608	38.87%
Total 6900 OTHER	1,195	13,629	15,053	90.54%
Uncategorized Expense	-	-	-	

Total Expenditures	222,371	1,246,225	1,917,764	64.98%
Net Operating Revenue	(71,339)	(194,411)	8,068	-2409.66%
Net Revenue	(71,339)	(194,411)	8,068	-2409.66%

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Capital Area Regional Planning Commission
A/R Aging Summary
As of July 31, 2026

	Current	1 - 30	31 - 60	61 - 90	91 and over	Total
Ayers Associates, Inc.					1,000	1,000
City of Altoona					1,000	1,000
City of Evansville						0
245402 - Evansville Bike-Ped Plan	2,357					2,357
Total City of Evansville	\$ 2,357	\$ -	\$ -	\$ -	\$ -	\$ 2,357
City of Fitchburg						0
255104 - Fitchburg Oregon Intergovernmental Agreement	955					955
Total City of Fitchburg	\$ 955	\$ -	\$ -	\$ -	\$ -	\$ 955
D'Onofrio Kottke and Associates	400					400
Department of Planning, Community and Economic Development					2,869	2,869
Dodge County Highway Department					1,500	1,500
Homburg Contractors, Inc.					400	400
Jewell Associates Engineers, Inc.					400	400
JSD PROFESSIONAL SER					800	800
MSA Professional Services, Inc.		400			2,000	2,400
Outagamie County Highway					500	500
PINNACLE ENGINEERING					400	400
Rock County Planning, Economic & Community Development Agency						0
245401 - Rock County Comp Plan	1,413					1,413
Total Rock County Planning, Economic & Community Development Agency	\$ 1,413	\$ -	\$ -	\$ -	\$ -	\$ 1,413
State of Wisconsin						0
WI Department of Natural Resources					2,190	2,190
100 - Water Quality Management Planning	23,900					23,900
231403 - Starkweather Creek Water Quality Monitoring	5,787					5,787
251402 - Update to DCWQP Summary Plan Update	10,110					10,110
Total WI Department of Natural Resources	\$ 39,797	\$ -	\$ -	\$ -	\$ 2,190	\$ 41,987
Total State of Wisconsin	\$ 39,797	\$ -	\$ -	\$ -	\$ 2,190	\$ 41,987
Town of Berry						0
255101 - T-Berry Comp Plan Update	7,189					7,189
255102 - T-Berry - Opt Out Town Billing	280					280
Total Town of Berry	\$ 7,468	\$ -	\$ -	\$ -	\$ -	\$ 7,468
Town of Blue Mounds	17					17
Town of Bristol	197					197
Town of Springfield	978					978
Town of Sun Prairie	17					17
VANDE HEY					800	800
Vierbicher					800	800
Village of Deforest					3,070	3,070
Village of Oregon	3,500					3,500
Wyser Engineering, LLC					400	400
TOTAL	\$ 57,100	\$ 400	\$ -	\$ -	\$ 18,129	\$ 75,629

Re: 2027 CARPC Budget – Recommendation to Commission (*actionable item*)**Requested Action:**

Motion to Recommend Adoption of Resolution 2026-15, Adopting the CARPC 2027 Budget

Background:

CARPC Bylaws state that the Executive Committee has the duty to “present a proposed annual budget to the Commission” and the budget “shall be adopted by the Commission prior to October 1 of each year, per Wis. Stats. § 66.0309.14(a).” Adoption of the annual budget and any amendments by the Commission requires a 30-day public notice.

Staff Comments:

The proposed budget is largely consistent with the preliminary budget considered by the Commission in June. The BPP approved a county levy charge of \$1,137,739, 2% lower than in 2026.

Net revenues (excluding pass-through revenue) are proposed at a 0.5% increase over 2026. The loss of county charge revenue and conclusion of several grants would reduce revenue by about \$176,000 year-over-year. The difference is made up with assumptions about other grants and more fee-for-service planning work.

Net expenditures are proposed at a 0.9% increase. Larger increases in some categories (salaries, primarily) are offset by cuts in other categories. We are expecting a modest savings in health care costs despite substantial increases in premiums based on what we currently know about open enrollment elections.

The budget is balanced, but with larger-than-typical estimated, non-specific grant and fee-for-service revenues. Staff are currently pursuing opportunities on both fronts and we plan to amend the budget with updated information in December.

Attachments:

1. 2027 Summary Budget
2. 2027 Full Budget
3. Resolution 2026-15, Adopting the CARPC 2027 Budget

Staff Contact:

Jason Valerius
Executive Director
JasonV@CapitalAreaRPC.org
(608) 474-6010

Next Steps:

Commission adoption of the budget on September 10th.

**Capital Area Regional Planning Commission
2027 Summary Budget**

Budget Year	2027	2026		2025		Variance	
Budget Type	PROPOSED	BUDGET	ACTUAL YTD	BUDGET	ACTUAL	2027 PROPOSED MINUS 2026 ADOPTED	
Date	SEP 2026	SEP 2025	JAN-JUN	FEB 2025	JAN-DEC	\$	%

REVENUES							
County Charge	\$ 1,137,739	\$ 1,160,959	\$ 1,160,959	\$ 1,209,332	\$ 1,209,332	\$ (23,220)	-2.0%
State & Federal Grants	\$ 112,867	\$ 266,093	\$ 156,585	\$ 284,368	\$ 241,649	\$ (153,226)	-57.6%
Other Grants	\$ 102,500	\$ -	\$ 15,000	\$ -	\$ -	\$ 102,500	0.0%
Pass-Through	\$ 183,898	\$ 73,657	\$ 71,764	\$ 185,172	\$ 165,628	\$ 110,241	149.7%
Water Quality Fees	\$ 115,000	\$ 110,000	\$ 31,078	\$ 110,000	\$ 68,808	\$ 5,000	4.5%
Planning Services	\$ 200,000	\$ 140,000	\$ 48,222	\$ 100,000	\$ 105,595	\$ 60,000	42.9%
WI Salt Wise	\$ 160,000	\$ 140,000	\$ 44,665	\$ 140,000	\$ 146,377	\$ 20,000	14.3%
Other	\$ 33,000	\$ 35,123	\$ 11,799	\$ 38,988	\$ 35,170	\$ (2,123)	-6.0%
TOTAL REVENUES	\$ 2,045,004	\$ 1,925,832	\$ 1,540,071	\$ 2,067,860	\$ 1,972,558	\$ 119,172	6.2%
Net Revenues (Less Pass-Through)	\$ 1,861,106	\$ 1,852,175	\$ 1,468,307	\$ 1,882,688	\$ 1,806,931	\$ 8,931	0.5%

EXPENDITURES							
Salaries and Leave Time	\$ 1,128,073	\$ 1,102,222	\$ 643,479	\$ 1,038,309	\$ 1,052,481	\$ 25,851	2.3%
Fringe Benefits	\$ 495,040	\$ 505,102	\$ 298,274	\$ 458,883	\$ 418,074	\$ (10,062)	-2.0%
Occupancy	\$ 54,033	\$ 51,833	\$ 30,614	\$ 50,987	\$ 51,580	\$ 2,200	4.2%
Contracted Services	\$ 29,000	\$ 27,000	\$ 35,268	\$ 42,970	\$ 121,112	\$ 2,000	7.4%
Financial Services	\$ 62,250	\$ 62,685	\$ 32,729	\$ 59,700	\$ 61,734	\$ (435)	-0.7%
Employee Travel and Training	\$ 25,041	\$ 26,894	\$ 7,677	\$ 28,745	\$ 24,148	\$ (1,853)	-6.9%
Office	\$ 13,915	\$ 16,390	\$ 10,311	\$ 16,374	\$ 11,237	\$ (2,475)	-15.1%
Information Technology (IT)	\$ 30,449	\$ 25,588	\$ 20,221	\$ 27,588	\$ 28,845	\$ 4,861	19.0%
Commissioner Per Diems & Travel	\$ 7,000	\$ 8,840	\$ 2,970	\$ 8,840	\$ 6,143	\$ (1,840)	-20.8%
Pass-Through	\$ 183,899	\$ 73,657	\$ 156,455	\$ 199,872	\$ 197,005	\$ 110,242	149.7%
Other	\$ 16,253	\$ 17,553	\$ 14,629	\$ 52,107	\$ 52,864	\$ (1,300)	-7.4%
TOTAL EXPENDITURES	\$ 2,044,953	\$ 1,917,764	\$ 1,252,628	\$ 1,984,375	\$ 2,025,224	\$ 127,189	6.6%
Net Expenditures (Less Pass-Through)	\$ 1,861,054	\$ 1,844,107	\$ 1,096,173	\$ 1,784,503	\$ 1,828,218	\$ 16,947	0.9%

Total Revenue Minus Total Expenditures	\$ 51	\$ 8,068	\$ 287,442	\$ 83,485	\$ (52,665)
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**Capital Area Regional Planning Commission
2027 Budget**

Budget Year	2027	2026		2025		Variance		Comments on Changes from 2026 ADOPTED
Budget Type	PROPOSED	BUDGET	ACTUAL	BUDGET	ACTUAL	2027 PROPOSED MINUS 2026 ADOPTED		
Budget Date	SEP 2026	SEP 2025	JAN-JUN	FEB 2025	JAN-DEC	\$	%	

REVENUES									
5001	Dane County Charge	\$ 1,137,739	\$ 1,160,959	\$ 1,160,959	\$ 1,209,332	\$ 1,209,332	\$ (23,220)	-2.0%	
5100	State & Federal Grants	\$ 112,867	\$ 266,093	\$ 156,585	\$ 284,368	\$ 241,649	\$ (153,226)	-135.8%	
5101	EPA/DNR Water Planning	\$ 95,000	\$ 134,000	\$ 93,510	\$ 113,275	\$ 124,897	\$ (39,000)	-41.1%	Special project funding ends in 2026
5102	EPA/DNR Grant Funds	\$ 9,500	\$ -	\$ 8,664	\$ 39,000	\$ 19,600	\$ 9,500	100.0%	Surface water grant that continues
5103	WEM/FEMA/HMGP Grant Funds	\$ -	\$ 125,000	\$ 46,881	\$ 125,000	\$ 90,767	\$ (125,000)	0.0%	End of Stream Crossing Inventory
5104	WisDOT Plan Integration	\$ 8,367	\$ 7,093	\$ 7,530	\$ 7,093	\$ 6,384	\$ 1,274	15.2%	Minor shift of funding from MPO to CARPC
5105	USDA Rural ED Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	No funding assumed
5150	Other Grants	\$ 102,500	\$ -	\$ 15,000	\$ -	\$ -	\$ 102,500	100.0%	Mostly target revenue for unspecified grant awards
5200	Passthrough Revenue	\$ 183,898	\$ 73,657	\$ 71,764	\$ 185,172	\$ 165,628	\$ 110,241	59.9%	
5201	WisDOT Rural Work Program	\$ 4,183	\$ 5,457	\$ 2,639	\$ 5,457	\$ 913	\$ (1,274)	-30.4%	Minor shift of funding from MPO to CARPC
5220	Coop Water Resource Monitoring	\$ 179,715	\$ 68,200	\$ 69,125	\$ 179,715	\$ 164,715	\$ 111,515	62.1%	Water monitoring funding likely to continue
5300	Water Quality Fees Revenue	\$ 115,000	\$ 110,000	\$ 31,078	\$ 110,000	\$ 68,808	\$ 5,000	4.3%	
5301	Fees - Sewer Extensions	\$ 60,000	\$ 45,000	\$ 19,200	\$ 45,000	\$ 43,200	\$ 15,000	25.0%	Expecting to increase fees in 2026
5302	Fees - USA/LSA App Review	\$ 55,000	\$ 65,000	\$ 11,878	\$ 65,000	\$ 25,608	\$ (10,000)	-18.2%	Recent trends suggest fewer amendments
5400	Planning Services Revenue	\$ 200,000	\$ 140,000	\$ 48,222	\$ 100,000	\$ 105,595	\$ 60,000	30.0%	
5401	Local & Regional Plan Assistance	\$ 200,000	\$ 140,000	\$ 48,222	\$ 100,000	\$ 105,595	\$ 60,000	30.0%	More project development needed to meet this goal
5500	Other Revenue	\$ 193,000	\$ 175,123	\$ 56,464	\$ 178,988	\$ 181,547	\$ 17,877	9.3%	
5501	Interest Income	\$ 30,000	\$ 32,000	\$ 11,654	\$ 36,000	\$ 30,783	\$ (2,000)	-6.7%	Rates still dropping
5502	Miscellaneous Revenues	\$ 3,000	\$ 3,123	\$ 145	\$ 2,988	\$ 4,387	\$ (123)	-4.1%	
5505	WI Salt Wise	\$ 160,000	\$ 140,000	\$ 44,665	\$ 140,000	\$ 146,377	\$ 20,000	12.5%	FFLM grant continues through 2027
TOTAL REVENUES		\$ 2,045,004	\$ 1,925,832	\$ 1,540,071	\$ 2,067,860	\$ 1,972,558	\$ (119,172)	-5.8%	

EXPENDITURES									
6000	Salaries and Leave Time	\$ 1,128,073	\$ 1,102,222	\$ 643,479	\$ 1,038,309	\$ 1,052,481	\$ 25,851	2.3%	
6001	Direct Salaries & Wages	\$ 934,831	\$ 903,822	\$ 485,645	\$ 830,647	\$ 882,467	\$ 31,009	3.3%	0% COLA, no LTE or intern time budgeted in 2027
6002	Compensated Leave Time	\$ 193,243	\$ 198,400	\$ 157,834	\$ 207,662	\$ 170,014	\$ (5,157)	-2.7%	Leave time calculated as a % of salaries
6050	Fringe Benefits	\$ 495,040	\$ 505,102	\$ 298,274	\$ 458,883	\$ 418,074	\$ (10,062)	-2.0%	
6051	FICA Benefits	\$ 84,041	\$ 82,115	\$ 47,607	\$ 77,354	\$ 77,082	\$ 1,926	2.3%	
6052	Life Insurance	\$ 500	\$ 309	\$ (36)	\$ 294	\$ 495	\$ 191	38.2%	
6053	Health Insurance	\$ 314,359	\$ 329,364	\$ 193,484	\$ 289,702	\$ 257,094	\$ (15,005)	-4.8%	cost increases offset by enrollment changes
6054	Dental Insurance	\$ 13,798	\$ 15,369	\$ 7,516	\$ 14,707	\$ 13,286	\$ (1,571)	-11.4%	correcting 2026 budget error (included staff premiums)
6055	WRS-ER Contribution	\$ 77,837	\$ 73,440	\$ 43,672	\$ 71,643	\$ 68,803	\$ 4,397	5.6%	Tied to salaries, which are all WRS-eligible in 2027
6056	Disability Insurance	\$ 534	\$ 534	\$ 14	\$ 508	\$ 444	\$ -	0.0%	
6057	Commute Cards	\$ 200	\$ 200	\$ 1,116	\$ 105	\$ 293	\$ -	0.0%	
6058	Unemployment	\$ 1,000	\$ 1,000	\$ 526	\$ 1,000	\$ 579	\$ -	0.0%	
6059	Worker's Compensation	\$ 2,771	\$ 2,771	\$ 4,375	\$ 3,570	\$ -	\$ -	0.0%	
6100	Occupancy	\$ 54,033	\$ 51,833	\$ 30,614	\$ 50,987	\$ 51,580	\$ 2,200	4.1%	
6101	Rent	\$ 54,033	\$ 51,833	\$ 30,614	\$ 50,987	\$ 51,580	\$ 2,200	4.1%	Lease runs to November 2028

6200	Contracted Services	\$ 29,000	\$ 27,000	\$ 35,268	\$ 42,970	\$ 121,112	\$ 2,000	6.9%	
6201	External Programs	\$ -	\$ -	\$ 19,092	\$ 28,570	\$ 36,392	\$ -	0.0%	No planned outsourcing for community projects
6202	Legal Services	\$ 9,000	\$ 6,000	\$ 3,186	\$ 4,400	\$ 12,308	\$ 3,000	33.3%	More frequent consultations at commission request
6203	Commission Operations	\$ -	\$ 21,000	\$ -	\$ 10,000	\$ 53,898	\$ (21,000)	0.0%	This moved to 6204
6204	Marketing and Communications	\$ 20,000	\$ -	\$ 12,991	\$ -	\$ 18,514	\$ 20,000	100.0%	This moved from 6203
6300	Financial Services	\$ 62,250	\$ 62,685	\$ 32,729	\$ 59,700	\$ 61,734	\$ (435)	-0.7%	
6301	Audit	\$ 13,000	\$ 15,435	\$ 11,850	\$ 14,700	\$ 11,350	\$ (2,435)	-18.7%	Adjusting toward actual cost
6302	Payroll Fees	\$ 8,250	\$ 5,250	\$ 4,934	\$ 5,000	\$ 8,305	\$ 3,000	36.4%	Reflection of recent costs
6303	Financial Services	\$ 41,000	\$ 42,000	\$ 15,945	\$ 40,000	\$ 42,079	\$ (1,000)	-2.4%	
6400	Travel and Training	\$ 25,041	\$ 26,894	\$ 7,677	\$ 28,745	\$ 24,148	\$ (1,853)	-7.4%	
6401	Employee Travel	\$ 13,616	\$ 13,349	\$ 4,666	\$ 12,713	\$ 14,617	\$ 267	2.0%	Largest portion is SaltWise
6402	Meals	\$ 925	\$ 907	\$ 99	\$ 907	\$ 969	\$ 18	2.0%	
6403	Conferences & Meetings	\$ 8,000	\$ 9,638	\$ 2,912	\$ 10,125	\$ 6,554	\$ (1,638)	-20.5%	Paring back again, to reflect usage
6404	Training	\$ 2,500	\$ 3,000	\$ -	\$ 5,000	\$ 2,008	\$ (500)	-20.0%	Paring back again, to reflect usage
6500	Office Expenses	\$ 13,915	\$ 16,390	\$ 10,311	\$ 16,374	\$ 11,237	\$ (2,475)	-17.8%	
6501	Supplies	\$ 2,500	\$ 3,860	\$ 4,428	\$ 3,860	\$ 2,050	\$ (1,360)	-54.4%	
6502	Printing	\$ 1,558	\$ 1,558	\$ 434	\$ 1,558	\$ 1,301	\$ -	0.0%	
6503	Postage	\$ 105	\$ 105	\$ 161	\$ 105	\$ 39	\$ -	0.0%	
6504	Equipment	\$ 7,500	\$ 8,925	\$ 3,703	\$ 8,925	\$ 5,963	\$ (1,425)	-19.0%	
6505	Telephone	\$ 1,810	\$ 1,500	\$ 1,197	\$ 1,500	\$ 1,771	\$ 310	17.1%	
6506	Administrative Fees	\$ 442	\$ 442	\$ 388	\$ 426	\$ 113	\$ -	0.0%	
6600	Information Technology	\$ 30,449	\$ 25,588	\$ 20,221	\$ 27,588	\$ 28,845	\$ 4,861	16.0%	
6601	Webhosting	\$ 368	\$ 368	\$ 321	\$ 368	\$ 374	\$ -	0.0%	
6602	Software	\$ 18,081	\$ 17,220	\$ 9,403	\$ 17,220	\$ 16,102	\$ 861	4.8%	
6603	IT Services	\$ 12,000	\$ 8,000	\$ 10,497	\$ 10,000	\$ 12,370	\$ 4,000	33.3%	Software costs consolidated here
6700	Commission	\$ 7,000	\$ 8,840	\$ 2,970	\$ 8,840	\$ 6,143	\$ (1,840)	-26.3%	
6701	Commission Per Diems	\$ 6,500	\$ 8,000	\$ 2,650	\$ 8,000	\$ 5,779	\$ (1,500)	-23.1%	reduction to reflect usage
6702	Commission Travel	\$ 500	\$ 840	\$ 320	\$ 840	\$ 363	\$ (340)	-68.0%	reduction to reflect usage
6800	Passthrough Expenses	\$ 183,899	\$ 73,657	\$ 156,455	\$ 199,872	\$ 197,005	\$ 110,242	59.9%	
6801	Water Resource Monitoring	\$ 179,715	\$ 68,200	\$ 153,450	\$ 194,415	\$ 194,415	\$ 111,515	62.1%	Water monitoring funding likely to continue
6802	WisDOT Planning Services	\$ 4,184	\$ 5,457	\$ 3,005	\$ 5,457	\$ 2,590	\$ (1,273)	-30.4%	Adjusting the MPO/CARPC split of DOT funding
6900	Other	\$ 16,253	\$ 17,553	\$ 14,629	\$ 16,583	\$ 17,340	\$ (1,300)	-8.0%	
6901	Dues/Memberships/Subscriptions	\$ 5,686	\$ 7,186	\$ 3,470	\$ 6,843	\$ 2,859	\$ (1,500)	-26.4%	Revised assignment of software costs
6902	Contributions & Donations	\$ -	\$ 2,500	\$ 1,000	\$ 1,000	\$ 651	\$ (2,500)	0.0%	Only costs here were dues/memberships - moved there
6903	Education/Info/Outreach	\$ 1,500	\$ 1,500	\$ 2,406	\$ 2,625	\$ 1,969	\$ -	0.0%	
6904	Recruitment	\$ 1,050	\$ 1,050	\$ 150	\$ 1,050	\$ 7	\$ -	0.0%	
6905	Insurance	\$ 7,409	\$ 4,709	\$ 7,366	\$ 4,457	\$ 11,449	\$ 2,700	36.4%	Review of policies planned for spring 2026
6906	Depreciation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	
6907	Amortization Expense	\$ 608	\$ 608	\$ 236	\$ 608	\$ 405	\$ -	0.0%	
7000	Revenue Refunds	\$ -	\$ -	\$ -	\$ 35,524	\$ 35,524	\$ -	0.0%	
TOTAL EXPENDITURES		\$ 2,044,953	\$ 1,917,764	\$ 1,252,628	\$ 1,984,375	\$ 2,025,224	\$ (127,189)	-6.2%	

\$ 51	\$ 8,068	\$ 287,442	\$ 83,485	\$ (52,665)
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CARPC Resolution No. 2026-15

Adoption of the 2027 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 Budget and Personnel Panel adopted a preliminary 2027 Budget and Dane County Levy Charge on July 02, 2026; and

WHEREAS, the Commission adopted the same Preliminary 2027 Budget and Dane County Levy Charge on July 09, 2026; and

WHEREAS, the CARPC 2027 budget was developed to reflect input from all Commission and BPP members and was recommended for adoption by the Executive Committee on September 07 2026; and

WHEREAS, a notice for public hearing on the proposed budget was duly posted and distributed to local units of government, and a public hearing was held on September 10, 2026;

NOW, THEREFORE, BE IT RESOLVED that the Capital Area Regional Planning Commission hereby adopts the attached 2027 budget.

September 10, 2026

Date Adopted

David Pfeiffer, Chairperson

Cynthia Richson, Secretary