

MINUTES

Budget Workgroup of the Capital Area Regional Planning Commission

March 30, 2010

Conference Room B, Middleton City Hall, 7426 Hubbard Ave.

8:30 a.m.

1. Roll Call

The meeting convened at 8:35 a.m., with Commissioners Curt Brink, Kurt Sonnentag, Caryl Terrell, and Phil Van Kampen in attendance; Jeff Miller arrived late. Commission staff Chris Gjestson and Kamran Mesbah were in attendance.

2. Discussion of Capital Area Regional Planning Commission 2011 Budget and 2011 Unified Planning Work Program and 2011-2016 Overall Program Design

Mr. Van Kampen suggested that the workgroup begin the process by identifying a potential 2011 staff work plan which may instruct the development of a draft 2011 budget; there were no objections. Mr. Mesbah described the staffing needs to support an accelerated Future Urban Development Area (FUDA) planning process, which included the addition of a Director for the Community and Regional Development Planning Division. In addition to FUDA support, the position would also provide technical expertise and leadership critical to the update of the *Land Use and Transportation Plan* in 2013. Discussion ensued.

Mr. Mesbah described how a staff Restoration Biologist would provide the missing third element of FUDA planning; current staff provided the engineering and community planning elements. Ms. Terrell suggested that the Restoration Biologist should be considered after consideration of adding the Division Director. Discussion continued.

Members were provided a preliminary rough draft 2011 line item budget. Mr. Miller stated that health insurance increases were more likely to be closer to 9 percent than the 12 percent estimated in the draft budget; he asked that the next revision provide explanations for increases. He asked staff to provide a summary of pros and cons of an accelerated FUDA program. Discussion continued.

Mr. Gjestson asked if staff should provide data on potential fee revenues from sewer service area expansion planning; Mr. Van Kampen answered yes, including acreage and staff time information. Discussion continued.

3. Set future meeting date(s)

Staff was directed to contact members to set the next meeting.

4. Adjournment

Meeting adjourned by unanimous consent at 10:14 a.m.

Recorded by Chris Gjestson