

## Mayor

Agency Number: **08**  
Budget Function: **General Government**

The Mayor's Office ensures and directs the provision of municipal services by proposing, promoting and reviewing policies to be adopted by the City; establishing administrative procedures; and evaluating and implementing existing City procedures and policies.

<u>Major Service</u>	<u>1998 Actual</u>	<u>1999 Budget</u>	<u>1999 Projected</u>	<u>2000 Request</u>	<u>2000 Executive</u>	<u>2000 Adopted</u>
Mayor	<u>713,052</u>	<u>751,384</u>	<u>751,384</u>	<u>751,384</u>	<u>769,320</u>	<u>792,684</u>
<b>Agency Total</b>	<u>\$ 713,052</u>	<u>\$ 751,384</u>	<u>\$ 751,384</u>	<u>\$ 751,384</u>	<u>\$ 769,320</u>	<u>\$ 792,684</u>

### **Adopted Budget Highlights**

The Budget includes:

1. A continuation of existing services.

In addition to the Requested Budget amount shown above, the agency submitted supplemental budget requests totaling \$17,526.

## Mayor

### **Budget Service Descriptions:**

#### **Mayor**

The Mayor's Office directs City officers in the performance of their duties and responsibilities and supervises the development and implementation of operational goals for City agencies. It appoints and evaluates agency heads as provided by ordinance, reviews agency plans, policies and procedures for soundness and proper coordination, and provides direct guidance to agencies experiencing significant policy or organizational difficulties. It directs inter-agency staff teams in the identification and resolution of management problems that affect more than one City agency. The Mayor's Office submits an annual Executive Budget to the Common Council after establishing guidelines and considering the capital and operating budget requests of City agencies.

The Mayor's Office is responsible for encouraging citizen participation in City government by making citizen appointments to City committees, maintaining a data base of citizen candidates interested in appointment to City committees, responding to concerns and initiatives presented by citizens and assisting them in their relations with City agencies. The Mayor's Office monitors State and national issues that affect the welfare of City residents. This includes representing the City's interests in the State budget process, State legislation and administration, acting as liaison with the City's State legislative delegation, staffing the Common Council's Legislative Committee and maintaining contact with State and federal legislators and administrators. The Mayor's Office provides public information through preparing and distributing press releases, position papers and correspondence, scheduling and conducting press conferences and interviews, representing the City at civic meetings and official functions and responding to inquiries from the press, organizations and individuals.

<b>Service Summary</b>			
	<b>1998 Actual</b>	<b>1999 Budget</b>	<b>2000 Adopted</b>
Total Expenditures	\$ 732,847	\$ 771,474	\$ 812,929
Less Inter-Agency Billings	<u>19,795</u>	<u>20,090</u>	<u>20,245</u>
Net Total	<u>\$ 713,052</u>	<u>\$ 751,384</u>	<u>\$ 792,684</u>

**Mayor**  
**Summary by Major Object of Expenditure**

	<u>1998 Actual</u>	<u>1999 Budget</u>	<u>1999 Projected</u>	<u>2000 Request</u>	<u>2000 Executive</u>	<u>2000 Adopted</u>
Permanent Salaries	\$ 516,238	\$ 525,662	\$ 525,662	\$ 539,211	\$ 536,460	\$ 549,871
Hourly Employee Pay	9,578	11,140	11,140	11,140	11,140	11,419
Overtime Pay	0	0	0	0	0	0
Fringe Benefits	145,784	161,441	161,441	165,573	164,734	174,408
Purchased Services	43,517	47,519	47,519	31,533	50,059	50,059
Supplies	11,922	9,470	9,470	7,930	10,930	10,930
Inter-Departmental Charges	4,989	14,590	14,590	14,590	14,950	14,590
Debt/Other Financing Uses	0	0	0	0	0	0
Fixed Assets	<u>820</u>	<u>1,652</u>	<u>1,652</u>	<u>1,652</u>	<u>1,652</u>	<u>1,652</u>
Total Expenditures	\$ 732,847	\$ 771,474	\$ 771,474	\$ 771,629	\$ 789,925	\$ 812,929
Inter-Agency Billings	<u>19,795</u>	<u>20,090</u>	<u>20,090</u>	<u>20,245</u>	<u>20,605</u>	<u>20,245</u>
Net Budget	<u>\$ 713,052</u>	<u>\$ 751,384</u>	<u>\$ 751,384</u>	<u>\$ 751,384</u>	<u>\$ 769,320</u>	<u>\$ 792,684</u>