

## Revenue

Agency Number: **30**  
Budget Function: **Administration**

The Department of Revenue consists of the Offices of the Assessor, Treasurer and Clerk. The Assessor annually assesses all taxable real and personal property at market value; the Treasurer invests all City revenues; and the Clerk supports the City Council, processes licenses, and conducts elections. The Department of Revenue mission is to be widely recognized as a model operation with a reputation for satisfying customers with prompt, courteous and professional service. Programs will be administered in a manner that assures public confidence in accuracy, productivity, and fairness. The agency serves the informational needs of governing bodies and agencies, elected officials, news media, and the general public. Work will be performed in accordance with Wisconsin State Statutes, Madison General Ordinances, Department of Revenue mandates, and related case law.

<u>Major Service</u>	<u>2003 Actual</u>	<u>2004 Budget</u>	<u>2004 Projected</u>	<u>2005 Request</u>	<u>2005 Executive</u>	<u>2005 Adopted</u>
Assessor	\$ 1,689,252	\$ 1,840,782	\$ 1,840,782	\$ 1,828,390	\$ 1,828,390	\$ 1,866,628
Treasury	411,483	473,627	473,627	440,304	440,304	447,943
Clerk	708,563	1,102,439	1,102,439	891,328	891,328	902,541
<b>Agency Total</b>	<b>\$ 2,809,298</b>	<b>\$ 3,416,848</b>	<b>\$ 3,416,848</b>	<b>\$ 3,160,022</b>	<b>\$ 3,160,022</b>	<b>\$ 3,217,112</b>

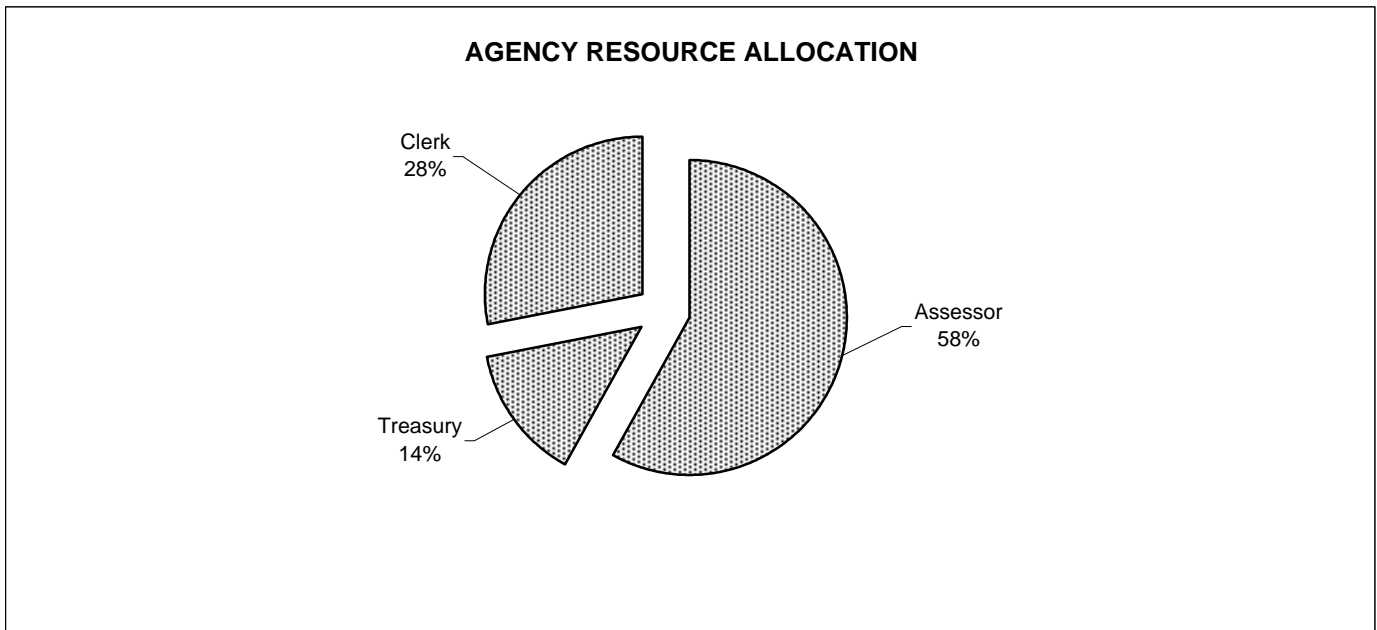
### **Adopted Budget Highlights**

The Budget includes:

1. Savings of \$222,650 from reduced expenses associated with two elections in 2005 (as opposed to four elections budgeted for 2004).
2. Savings of \$30,344 related to increasing the salary savings rate from 2% to 3.2% .

The agency submitted \$76,836 in supplemental requests, of which \$0 is included in the Adopted Budget.

## Revenue



### Budget Service Descriptions:

#### **Assessor**

The mission of the City Assessor is to annually assess all taxable real and personal property at market value, and to maintain complete and accurate assessment rolls and property information/ownership records.

<b>Service Summary</b>			
	<b>2003 Actual</b>	<b>2004 Budget</b>	<b>2005 Adopted</b>
Total Expenditures	\$ 1,689,252	\$ 1,840,782	\$ 1,866,628
Less Inter-Agency Billings	0	0	0
Net Total	<u>\$ 1,689,252</u>	<u>\$ 1,840,782</u>	<u>\$ 1,866,628</u>

## Treasury

The mission of the City Treasury is to promptly receipt, safeguard and invest all City revenues accurately and efficiently, and to maintain complete and accurate tax assessment/payment records.

<b>Service Summary</b>			
	<b>2003 Actual</b>	<b>2004 Budget</b>	<b>2005 Adopted</b>
Total Expenditures	\$ 619,756	\$ 696,126	\$ 695,293
Less Inter-Agency Billings	208,274	222,499	247,350
Net Total	<u>\$ 411,483</u>	<u>\$ 473,627</u>	<u>\$ 447,943</u>

## Clerk

The mission of the City Clerk is to provide administrative support to the Madison Common Council, to process City licenses and permits, to conduct and coordinate elections, and to act as the custodian of all City records.

<b>Service Summary</b>			
	<b>2003 Actual</b>	<b>2004 Budget</b>	<b>2005 Adopted</b>
Total Expenditures	\$ 769,507	\$ 1,102,439	\$ 902,541
Less Inter-Agency Billings	60,944	0	0
Net Total	<u>\$ 708,563</u>	<u>\$ 1,102,439</u>	<u>\$ 902,541</u>

**Revenue**  
**Summary by Major Object of Expenditure**

	<b>2003 Actual</b>	<b>2004 Budget</b>	<b>2004 Projected</b>	<b>2005 Request</b>	<b>2005 Executive</b>	<b>2005 Adopted</b>
Permanent Salaries	\$ 1,649,872	\$ 1,799,690	\$ 1,799,690	\$ 1,818,526	\$ 1,818,526	\$ 1,838,165
Hourly Employee Pay	5,890	34,316	34,316	25,000	25,000	25,270
Overtime Pay	5,219	10,324	10,324	7,825	7,825	7,910
Fringe Benefits	545,368	628,549	628,549	633,529	633,529	670,625
Purchased Services	640,299	914,210	914,210	686,395	686,395	686,395
Supplies	222,506	242,775	242,775	227,775	227,775	227,775
Inter-Departmental Charges	9,361	9,483	9,483	8,322	8,322	8,322
Debt/Other Financing Uses	0	0	0	0	0	0
Capital Assets	0	0	0	0	0	0
Total Expenditures	\$ 3,078,515	\$ 3,639,347	\$ 3,639,347	\$ 3,407,372	\$ 3,407,372	\$ 3,464,462
Inter-Agency Billings	269,217	222,499	222,499	247,350	247,350	247,350
Net Budget	\$ 2,809,298	\$ 3,416,848	\$ 3,416,848	\$ 3,160,022	\$ 3,160,022	\$ 3,217,112