

Clerk-Treasurer

Agency Number: **36**
Budget Function: **Administration**

The Clerk-Treasurer consisted of the Offices of the Clerk and Treasurer. The Clerk supports the City Council, processes licenses, and conducts elections. The Office of Clerk-Treasurer's 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>2005 Actual</u>	<u>2006 Budget</u>	<u>2006 Projected</u>	<u>2007 Request</u>	<u>2007 Executive</u>	<u>2007 Adopted</u>
Clerk	0	1,159,083	1,159,083	0	0	0
Treasury	0	439,205	439,205	0	0	0
Agency Total	<u>\$ 0</u>	<u>\$ 1,598,288</u>	<u>\$ 1,598,288</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

Executive Budget Highlights

The Budget includes:

1. Dissolution of the Clerk-Treasurer Agency, and replacement with separate Clerk and Treasurer agencies. Information presented for the former Clerk-Treasurer agency is noted in 2006 Budget and Projected columns for historical and reconciliation purposes.

Clerk-Treasurer

Budget Service Descriptions:

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.

Service Summary			
	2005 Actual	2006 Budget	2007 Executive
Total Expenditures	\$ 0	\$ 1,159,083	\$ 0
Less Inter-Agency Billings	0	0	0
Net Total	\$ 0	\$ 1,159,083	\$ 0

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.

Service Summary			
	2005 Actual	2006 Budget	2007 Executive
Total Expenditures	\$ 0	\$ 707,977	\$ 0
Less Inter-Agency Billings	0	268,772	0
Net Total	\$ 0	\$ 439,205	\$ 0

Clerk-Treasurer
Summary by Major Object of Expenditure

	<u>2005 Actual</u>	<u>2006 Budget</u>	<u>2006 Projected</u>	<u>2007 Request</u>	<u>2007 Executive</u>	<u>2007 Adopted</u>
Permanent Salaries	\$ 0	\$ 611,442	\$ 611,442	\$ 0	\$ 0	\$ 0
Hourly Employee Pay	0	4,258	4,258	0	0	0
Overtime Pay	0	6,802	6,802	0	0	0
Fringe Benefits	0	231,613	231,613	0	0	0
Purchased Services	0	792,136	792,136	0	0	0
Supplies	0	208,375	208,375	0	0	0
Inter-Departmental Charges	0	12,434	12,434	0	0	0
Debt/Other Financing Uses	0	0	0	0	0	0
Capital Assets	0	0	0	0	0	0
Total Expenditures	\$ 0	\$ 1,867,060	\$ 1,867,060	\$ 0	\$ 0	\$ 0
Inter-Agency Billings	0	268,772	268,772	0	0	0
Net Budget	\$ 0	\$ 1,598,288	\$ 1,598,288	\$ 0	\$ 0	\$ 0