

OUR CITY OF MADISON



City Clerk's Office Introduction

Lydia McComas, Clerk

Our Agency's Vision and Mission

Vision

- *Our Madison, Your Clerk's Office: a trusted civic hub.*

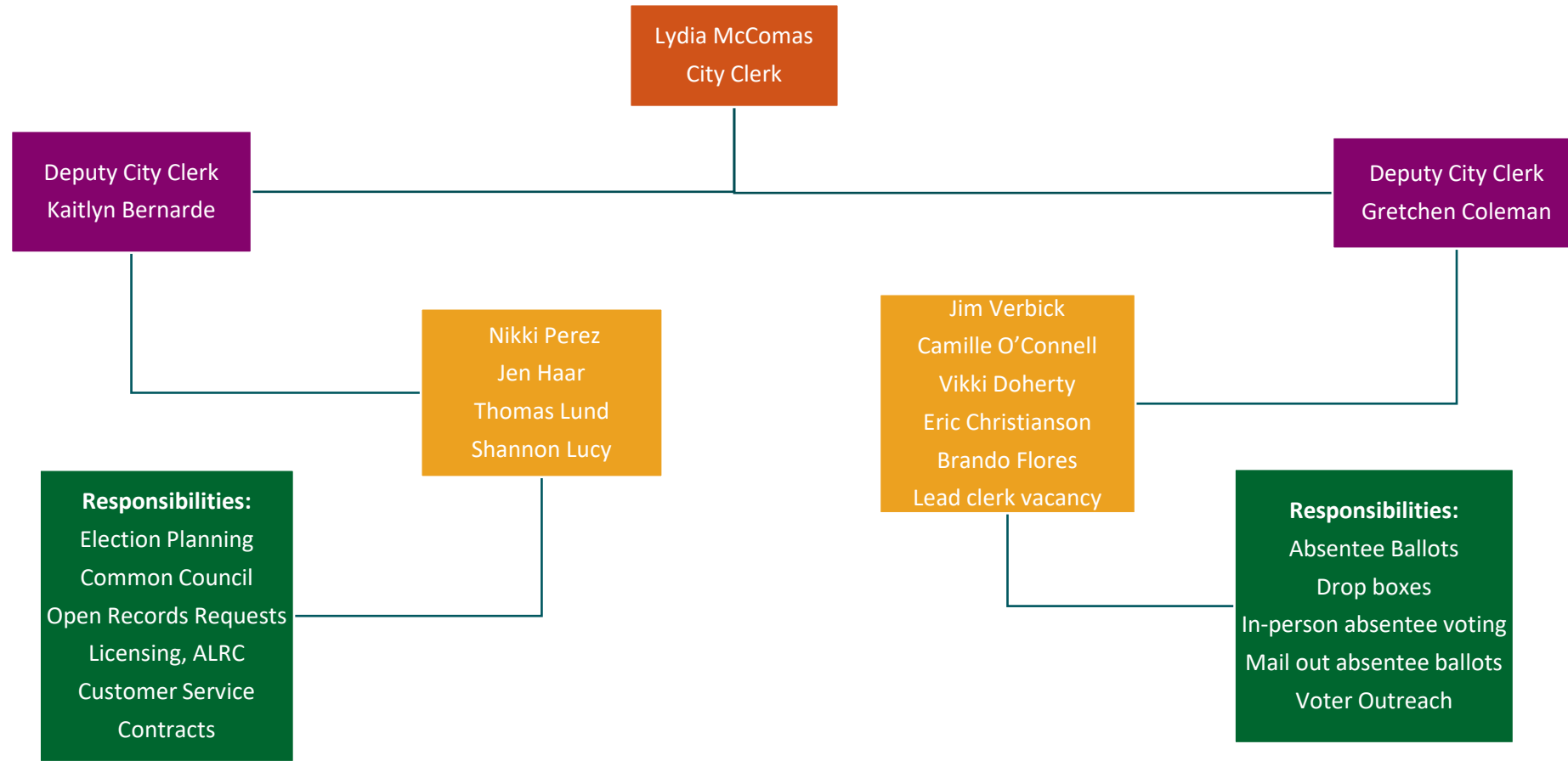


Mission

Our mission is to administer essential local government services to the public, including:

- Free, fair, accessible elections
- Impartial licensing
- Open meetings and open records
- Legislative process support

Structure



Services

- *Alcohol licensing*
- *Secondhand dealer licensing*
- *Pawnbroker licensing*
- *Waste hauler licensing*
- *Solicitor permitting*
- *Paratransit licensing*
- *Theater licensing*
- *Transient merchant permitting*
- *Health licensing for entire county*
- *Fire license renewals*
- *Notary Services*
- *Claims against the City*
- *Contract routing*
- *Common Council agendas*
- *Common Council proceedings*
- *Elections*
- *Lobbyist Filings*
- *Weekly meetings schedule*
- *Receipts of honoraria, fees, or expenses*
- *Statement of Interests*

Common Citywide Collaborations

Staff in our agency most often collaborate with these agencies across TeamCity:

Agency	Topic(s)
Common Council Office	Council Agenda
Civil Rights	Neighborhood Resource Teams
Public Health	Licensing
Fire	Licensing
Madison Police Department	Background Checks for Licensing
Building Inspection	Licensing
Zoning	Licensing
City Treasurer	License Payments
City Attorney	Litigation, Licensing, Contracts, Records Requests
All Agencies	Council Agenda and Contract Routing

Boards, Committees, Commissions

Our agency staffs the following City of Madison Boards, Committees and Commissions:

Board, Committee, Commission	Key Staff
Alcohol License Review Committee	Jim Verbick
Common Council	All

Our Agency's Key Links

- Agency Website(s): www.cityofmadison.com/clerk
- Key Report(s):
 - Election Results, found on County Clerk's website
- [Wisconsin State Statutes](#)
 - Too many to list
- [Madison General Ordinances](#)
 - All Ordinances can be found in our office
- [Council Resolutions](#)
 - All Resolutions can be found in our office

OUR CITY OF MADISON



Let's Connect!

City Clerk's Office

clerk@cityofmadison.com

608-266-4601

CITY OF MADISON