

City of Madison

2019 Operating Budget
Executive Budget



CITY OF MADISON, WISCONSIN

Paul R. Soglin, Mayor

FINANCE DEPARTMENT

David Schmiedicke, Finance Director

FINANCE COMMITTEE

Paul R. Soglin, Mayor
Samba Baldeh, Common Council President
Barbara Harrington-McKinney, Common Council Member
Larry Palm, Common Council Member
Paul E. Skidmore, Common Council Member
Michael E. Verveer, Common Council Member
Zach Wood, Common Council Member

COMMON COUNCIL

Barbara Harrington-McKinney, District 1
Ledell Zellers, District 2
Amanda Hall, District 3
Michael E. Verveer, District 4
Shiva Bidar-Sielaff, District 5
Marsha A. Rummel, District 6
Steve King, District 7
Zach Wood, District 8
Paul E. Skidmore, District 9
Maurice S. Cheeks, District 10
Arvina Martin, District 11
Larry Palm, District 12
Allen A. Arntsen, District 13
Sheri Carter, District 14, Vice President
David Ahrens, District 15
Michael J. Tierney, District 16
Samba Baldeh, District 17, President
Rebecca Kemble, District 18
Keith Furman, District 19
Matthew J. Phair, District 20



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Vision & User's Guide

2019 Operating Budget:
Executive Budget

OUR MADISON

INCLUSIVE, INNOVATIVE & THRIVING

OUR MISSION is to provide the highest quality service for the common good of our residents and visitors.



OUR VALUES



Equity

We are committed to fairness, justice, and equal outcomes for all.



Civic Engagement

We believe in transparency, openness, and inclusivity. We will protect freedom of expression and engagement.



Well-Being

We are committed to creating a community where all can thrive and feel safe.



Shared Prosperity

We are dedicated to creating a community where all are able to achieve economic success and social mobility.



Stewardship

We will care for our natural, economic, fiscal, and social resources.



OUR SERVICE PROMISE

I have the highest expectations for myself and my fellow employees. Every day, I will:

- Serve coworkers and members of the public in a kind and friendly manner.
- Listen actively and communicate clearly.
- Involve those who are impacted before making decisions.
- Collaborate with others to learn, improve, and solve problems.
- Treat everyone as they would like to be treated.



CITY OF
MADISON

Executive Budget User's Guide

Agency Budgets

Agencies were instructed to submit 2019 budget requests that were consistent with the cost to continue current service levels. Cost to continue adjustments included: planned salary adjustments (step and longevity increases), a revised fleet rate, increased water rates, and updated insurance and workers' compensation expenses, along with various agency specific items were extra-ordinary inflation is project.

Agency budgets are presented in Section 4 of the document. Budgets are presented in alphabetical order. Agency budgets are presented by service and by fund at the major expenditure level.

- Service-An activity or set of activities performed by an agency that has: identifiable costs for budgetary purposes, and a clear purpose with measurable objectives.
- Major Object: A set of like accounts defining the nature of revenues and expenditures. Major objects within the City of Madison's chart of accounts include:

Revenue

- General Revenues
- Intergovernmental Revenues
- Charges for Services
- Licenses & Permits
- Fine Forfeiture Assessments
- Investments & Contributions
- Miscellaneous Revenue
- Other Finance Source
- Transfer In

Expenditures

- Salaries
- Fringe Benefits
- Supplies
- Purchased Services
- Debt/Other Financing Uses
- Inter Departmental Billings and Charges
- Transfers Out

Agency chapters are organized into 5 sections. Information previously submitted as a supplement now appears within agency sections.

1. Agency Overview
 - a. Includes the agency overview, mission, and key highlights included in the Executive Budget.
2. Budget Overview
 - a. Provides an overview of agency budgets by service and by fund organized by major type of expenditure
3. Service Overview
 - a. Includes a description discussing the scope of work provided by the service. All service budgets are presented at the major object level.
4. Position Detail
 - a. Includes the count and salary of full-time equivalent (FTE) positions funded included in the Executive Budget.
5. Line Item Detail
 - a. Outlines line item expenditures within the agency's primary fund.

Pay Increases

The Executive Budget includes the following wage increases:

- Sworn Police and Fire: Bargaining is ongoing and any wage increases will be depended on the collective bargaining process.
- Teamsters: The annualization of a 2% increase planned for December 2018.
- All Other Civilian Positions: 3.25% increase in January 2019.

Allocation of Fringe Benefits

Fringe benefit amounts reflected in agency budgets are based on anticipated 2019 rates. Benefits that remain centrally budgeted included: sick leave escrow payments, City employee bus subsidy payments, and unemployment benefits. Benefits budgeted centrally within the General Fund are distributed to agencies based on actual expenditures throughout the year.

Enterprise Funds

The operating budget includes revenue and expenditure information pertaining to Madison's enterprise funds including:

- Monona Terrace
- Golf Enterprise
- Transit Utility (Metro Transit)
- Parking Utility
- Sewer Utility
- Stormwater Utility
- Water Utility

All enterprise funds, except Monona Terrace and Transit Utility, do not receive a subsidy from local sources. Monona Terrace receives a subsidy through the Room Tax Fund as authorized by the Room Tax Commission. The Transit Utility also receives a General Fund subsidy outlined in the proposed budget for Metro Transit. Savings resulting from lower than anticipated expenses and revenues generated in excess of budgeted levels are maintained in the individual enterprise operating funds. This policy affords enterprise managers the opportunity to utilize positive budget variances to benefit future year operations. It also builds capacity to respond to future budget shortfalls from enterprise resources, without affecting General Fund expenditure levels.

Cost Allocation

The Executive Budget reflects the City's cost allocation model that was developed in 2018. The goal of this methodology is to accurately and consistently allocate central service costs to enterprise agencies receiving services. Charges associated with cost allocation are reflected in the inter-departmental charges & billing major expenditure categories shown in the Line Item Detail section of the agency's budget. Reference the Executive Summary for a full explanation of the methodology, the allocation basis, and summary of allocated costs.



Summaries

2019 Operating Budget: Executive Budget

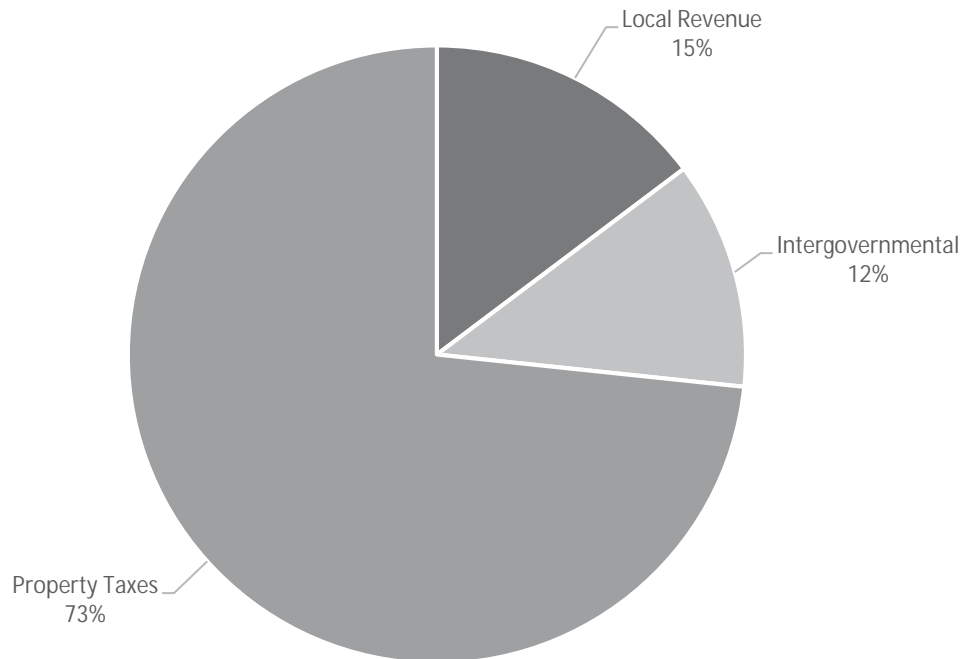
CITY TAX RATE COMPUTATION

	2018 Adopted	2019 Executive	2019 Adopted	\$ Change	Percent Change
ASSESSED VALUE					
Real Property:					
Residential	15,732,153,500	17,266,113,900	-	1,533,960,400	9.75%
Commercial	9,168,733,300	9,362,039,500	-	193,306,200	2.11%
Agricultural	22,299,100	21,296,100	-	(1,003,000)	-4.50%
Manufacturing	271,184,900	272,049,600	-	864,700	0.32%
Total Real Property	\$ 25,194,370,800	\$ 26,921,499,100	\$ -	\$ 1,727,128,300	6.86%
Personal Property:					
Locally Assessed	665,992,300	507,679,000	-	(158,313,300)	-23.77%
Manufacturing	81,412,800	89,529,400	-	8,116,600	9.97%
	747,405,100	597,208,400	-	(150,196,700)	-20.10%
Manufacturing Adjustments	-	(5,000,000)	-	(5,000,000)	
Board of Review Adjustments	-	(15,000,000)	-	(15,000,000)	
Total Assessable Property	25,941,775,900	27,498,707,500	-	1,561,931,600	6.00%
Less TIF Increment Value	(1,147,900,700)	(821,313,400)	-	326,587,300	-28.45%
Net Taxable Property	\$ 24,793,875,200	\$ 26,677,394,100	\$ -	\$ 1,888,518,900	7.60%
BUDGETED REVENUES AND EXPENDITURES					
General Fund Expenditures	297,030,644	314,344,235	-	17,313,590	5.83%
Net Library Fund Expenditures	17,779,030	17,703,565	-	(75,465)	-0.42%
Total Budgeted Expenditures	314,809,674	332,047,800	-	17,238,125	5.48%
Net Expenditures	\$ 314,809,674	\$ 332,047,800	\$ -	\$ 17,238,125	5.48%
Total Revenues	85,168,137	90,221,321	-	5,053,184	5.93%
Fund Balance Applied	(1,400,000.00)	-	-	1,400,000	n/a
Total Revenues and Fund Balance	83,768,137	90,221,321	-	6,453,184	7.70%
PROPERTY TAX LEVY	\$ 231,041,538	\$ 241,826,479	\$ 0	\$ 10,784,941	4.67%
MILL RATE					
	<u>9.3185</u>	<u>9.0649</u>		<u>-0.2536</u>	-2.72%
General Fund Portion	8.6014	8.4012		-0.2002	-2.33%
Library Portion	0.7171	0.6637		-0.0534	-7.45%
Average Home Value	269,377	284,868		15,491	5.75%
Taxes on Average Home	2,510.19	2,582.30		72.11	2.87%

FUNDING SOURCE BY MAJOR CATEGORY

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Payments in Lieu of Tax	13,733,750	14,649,479	14,745,079	14,745,079	15,683,896
Other Local Taxes	2,373,813	1,460,000	1,495,187	1,495,187	1,400,000
Fines And Forfeitures	6,624,484	7,035,000	6,835,000	6,835,000	6,900,000
Licenses And Permits	7,765,190	7,021,620	7,654,120	7,654,120	7,651,620
Ungrouped Revenues	2,635,080	4,675,600	6,073,600	6,073,600	5,755,600
Charges for Services	15,971,482	13,382,000	13,754,000	13,754,000	13,552,101
<i>Local Revenues</i>	<i>\$ 49,103,799</i>	<i>\$ 48,223,699</i>	<i>\$ 50,556,986</i>	<i>\$ 50,556,986</i>	<i>\$ 50,943,217</i>
Intergovernmental	36,596,686	36,944,438	37,280,602	37,280,602	39,278,104
Total Revenues	\$ 85,700,485	\$ 85,168,137	\$ 87,837,588	\$ 87,837,588	\$ 90,221,321
Fund Balance Applied (Gen)	(4,552,231)	(1,400,000)	(1,400,000)	-	-
Total Revenue & Fund Bal	81,148,254	83,768,137	86,437,588	87,837,588	90,221,321
Property Taxes	219,525,186	231,041,538	231,041,538	242,303,996	241,826,479
Total Sources	\$ 300,673,440	\$ 314,809,674	\$ 317,479,126	\$ 330,141,584	\$ 332,047,800

General Fund Budget by Funding Source



GENERAL FUND REVENUES

Payments in Lieu of Tax/Transfer In

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Room Tax	4,644,934	5,426,279	5,336,279	5,336,279	5,643,696
CDA	300,063	250,000	302,000	302,000	302,000
Water Utility	6,923,928	6,900,000	7,143,600	7,143,600	7,500,000
Parking Utility	1,426,806	1,500,000	1,450,000	1,450,000	1,725,000
Monona Terrace	338,200	338,200	338,200	338,200	338,200
Golf Enterprise	99,819	235,000	175,000	175,000	175,000
Total	\$ 13,733,750	\$ 14,649,479	\$ 14,745,079	\$ 14,745,079	\$ 15,683,896

Other Local Taxes

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Penalties on Delinquent Tax	353,255	300,000	357,330	357,330	350,000
Prior Year Taxes	785,953	-	40,857	40,857	25,000
Payment in Lieu of Taxes	1,150,690	1,085,000	1,022,000	1,022,000	950,000
Mobile Home Tax	83,280	75,000	75,000	75,000	75,000
Muni Svc Fee	635	-	-	-	-
Other	-	-	-	-	-
Total	\$ 2,373,813	\$ 1,460,000	\$ 1,495,187	\$ 1,495,187	\$ 1,400,000

Fines And Forfeitures

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Moving Violations	549,407	600,000	550,000	550,000	565,000
Uniform Citations	880,185	950,000	800,000	800,000	850,000
Parking Violations	5,183,531	5,485,000	5,485,000	5,485,000	5,485,000
Other	11,361	-	-	-	-
Total	\$ 6,624,484	\$ 7,035,000	\$ 6,835,000	\$ 6,835,000	\$ 6,900,000

Licenses And Permits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Animal Licenses	109,019	127,000	110,000	110,000	110,000
Bicycle Licenses	18,883	20,000	20,000	20,000	20,000
Clerks Licenses	1,198,748	1,107,500	1,200,000	1,200,000	1,207,500
Other Licenses	28,755	29,000	29,000	29,000	29,000
Building Permits	5,394,662	5,103,000	5,300,000	5,300,000	5,255,000
Street Occupancy Permits	319,297	75,000	320,000	320,000	325,000
Weights and Measures Permits	221,951	225,000	225,000	225,000	225,000
Street Opening Permit	410,281	285,000	400,000	400,000	420,000
Fire Permit	20,971	21,000	21,000	21,000	21,000
Other Permits	42,623	29,120	29,120	29,120	39,120
Total	\$ 7,765,190	\$ 7,021,620	\$ 7,654,120	\$ 7,654,120	\$ 7,651,620

Ungrouped Revenues

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Interest on Investments	1,457,985	1,700,000	3,300,000	3,300,000	4,350,000
Other Interest	(251,448)	285,000	-	-	-
P-Card Rebates	304,482	325,000	393,000	393,000	325,000
Encroachment Revenue	398,174	435,000	400,000	400,000	400,000
Easement Revenue	13,000	15,000	15,000	15,000	15,000
Sale of Surplus Property	106,692	50,000	100,000	100,000	100,000
TIF Reimbursements	-	1,400,000	1,400,000	1,400,000	-
Miscellaneous Revenues	606,195	465,600	465,600	465,600	565,600
Total	\$ 2,635,080	\$ 4,675,600	\$ 6,073,600	\$ 6,073,600	\$ 5,755,600

Intergovernmental Revenues

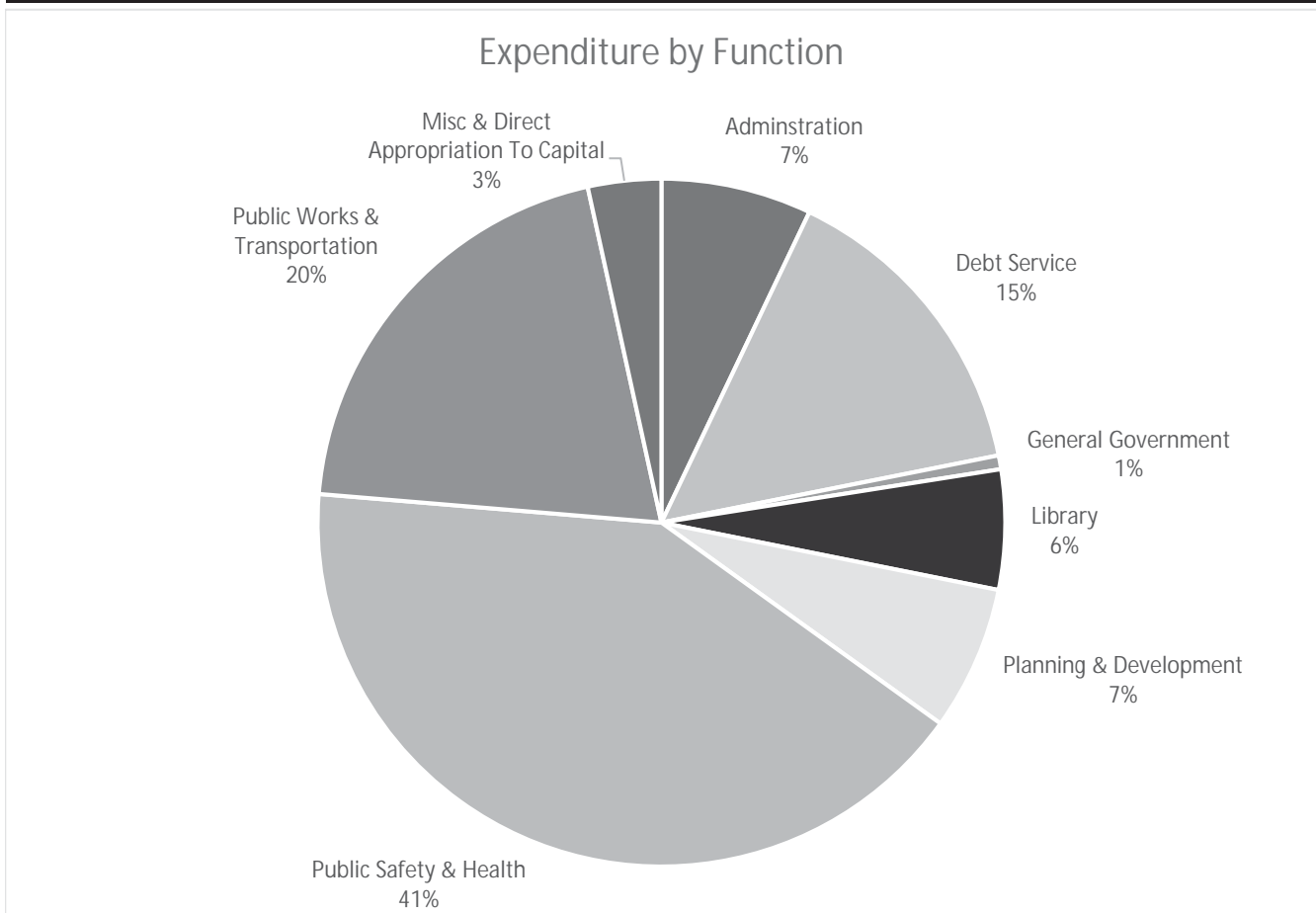
	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
St Municipal Aid Program	4,872,103	4,763,269	4,763,269	4,763,269	4,763,269
St Utility Aid Payment	1,187,597	1,267,457	1,328,118	1,328,118	1,297,877
St Expenditure Restraint	6,783,299	6,932,000	6,932,000	6,932,000	7,042,624
St Pmt for Municipal Services	8,726,095	8,026,000	7,959,629	7,959,629	8,266,780
St Gen Transportation Aid	9,497,745	10,303,000	10,315,555	10,315,555	10,400,000
St Connecting Highway Aid	563,120	560,000	560,000	560,000	560,000
St Recycling Aid	802,665	800,000	803,841	803,841	800,000
St Exempt Computer Reimb	3,146,459	3,192,712	3,534,842	3,534,842	3,719,678
St Personal Property Exempt Aid					1,277,876
Fire Insurance Dues Pmt	1,017,603	1,100,000	1,083,348	1,083,348	1,150,000
Total	\$ 36,596,686	\$ 36,944,438	\$ 37,280,602	\$ 37,280,602	\$ 39,278,104

Charges for Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Court Fees	48,358	-	-	-	-
Misc Charges	37,224	180,000	180,000	180,000	50,000
Fire Service	685,578	717,000	717,000	717,000	695,101
Ambulance Conveyance Fee	10,230,039	7,800,000	7,800,000	7,800,000	7,800,000
Police Service Fees	66,148	-	-	-	70,000
Engineering Service Charges	751,209	450,000	750,000	750,000	750,000
Inspection Fees	86,985	75,000	87,000	87,000	87,000
Cemetery Fees	265,633	320,000	270,000	270,000	265,000
Parks Use Charges	628,823	605,000	615,000	615,000	635,000
Reimbursement of Expenses	44,667	-	40,000	40,000	40,000
Application Fees	82,700	75,000	135,000	135,000	135,000
Cable Franchise Fees	2,559,454	2,700,000	2,700,000	2,700,000	2,600,000
Broadband Franchise Fees	126,848	60,000	60,000	60,000	75,000
Rental of City Property	357,816	400,000	400,000	400,000	350,000
Total	\$ 15,971,482	\$ 13,382,000	\$ 13,754,000	\$ 13,754,000	\$ 13,552,101

EXPENDITURE SUMMARY BY FUNCTION

<i>Function</i>	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Adminstration	21,157,894	22,990,888	22,575,005	22,562,400	22,643,777
Debt Service	44,321,038	47,239,110	47,239,110	53,996,985	55,168,545
General Government	2,108,448	2,323,616	2,434,924	2,451,769	2,177,601
Library	16,915,565	17,779,030	17,779,031	18,056,208	17,703,835
Planning & Development	22,031,519	22,145,633	22,704,619	22,852,297	24,103,494
Public Safety & Health	127,800,950	128,936,206	132,273,929	132,736,143	134,773,025
Public Works & Transportation	60,032,080	62,550,310	62,661,891	64,907,101	66,223,480
Misc & Dir Appropriation to Cap	6,305,946	10,844,881	8,778,955	15,024,681	9,254,043
TOTAL EXPENDITURES	\$ 300,673,440	\$ 314,809,673	\$ 316,447,465	\$ 332,587,584	\$ 332,047,800



AGENCY BUDGETS BY FUNCTION

Public Safety And Health

<i>Agency</i>	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Fire Department	51,573,040	51,167,864	52,480,449	52,170,049	52,750,057
Police Department	71,692,539	73,530,279	75,555,417	75,274,900	76,653,285
Public Health	4,535,371	4,238,063	4,238,063	5,291,194	5,369,683
Total	\$ 127,800,950	\$ 128,936,206	\$ 132,273,929	\$ 132,736,143	\$ 134,773,025

General Government

<i>Agency</i>	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Common Council	545,612	801,342	776,936	822,924	831,869
Mayor	1,497,285	1,522,274	1,542,560	1,576,845	1,290,238
Municipal Court	65,551	-	115,428	52,000	55,494
Total	\$ 2,108,448	\$ 2,323,616	\$ 2,434,924	\$ 2,451,769	\$ 2,177,601

Administration

<i>Agency</i>	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Assessor	2,491,810	2,597,181	2,635,397	2,619,868	2,667,024
Attorney	2,983,401	2,959,172	3,059,537	3,040,562	3,123,351
Civil Rights	1,522,794	1,819,463	1,755,046	1,821,171	1,855,926
Clerk	1,281,093	2,299,751	2,146,752	1,682,128	1,736,064
Employee Assistance Program	316,624	357,341	343,717	351,535	413,502
Finance Department	3,691,551	3,783,041	3,696,882	3,805,670	3,420,658
Human Resources	1,861,767	1,921,726	1,686,991	1,936,815	1,613,995
Information Technology	6,319,679	6,557,385	6,532,235	6,585,677	7,048,694
Treasurer	689,176	695,828	718,448	718,974	764,563
Total	\$ 21,157,894	\$ 22,990,888	\$ 22,575,005	\$ 22,562,400	\$ 22,643,777

Public Facilities

<i>Agency</i>	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Monona Terrace Comm Conv	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -

Department of Public Works and Transportation

<i>Agency</i>	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Engineering Division	4,601,510	4,919,991	4,562,651	4,482,303	4,354,460
Fleet Services	-	-	-	-	-
Golf Courses	-	-	-	-	-
Landfill	-	-	-	-	-
Metro Transit	11,880,431	12,369,449	12,369,449	13,496,689	14,211,149
Parking Utility	-	-	-	-	-
Parks Division	13,388,362	13,573,966	13,670,106	14,068,097	14,236,916
Sewer Utility	-	-	-	-	-
Stormwater Utility	-	-	-	-	-
Streets Division	24,130,647	25,385,695	25,857,256	25,978,258	26,387,940
Transportation	-	100,000	108,024	406,572	461,293
Traffic Engineering	6,031,131	6,201,209	6,094,405	6,475,182	6,571,722
Water Utility	-	-	-	-	-
Total	\$ 60,032,080	\$ 62,550,310	\$ 62,661,891	\$ 64,907,101	\$ 66,223,480

Department of Planning and Development

<i>Agency</i>	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Building Inspection Division	4,340,940	4,564,439	4,643,978	4,651,524	4,731,645
CDA Housing Operations	176,512	175,000	175,000	175,000	175,000
CDA Redevelopment	-	-	-	-	-
Community Development Div	12,399,176	11,918,876	12,340,186	12,600,328	13,310,789
Economic Development Divisi	1,384,178	1,583,075	1,529,599	1,780,068	1,834,894
PCED Office Of Director	656,688	738,229	678,643	770,281	822,094
Planning Division	3,074,026	3,166,014	3,337,213	2,875,096	3,229,072
Total	\$ 22,031,519	\$ 22,145,633	\$ 22,704,619	\$ 22,852,297	\$ 24,103,494

Library

<i>Agency</i>	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Library	16,915,565	17,779,030	17,779,031	18,056,208	17,703,835
Total	\$ 16,915,565	\$ 17,779,030	\$ 17,779,031	\$ 18,056,208	\$ 17,703,835

GENERAL OBLIGATION DEBT SERVICE SUMMARY

	2018 ADOPTED			2019 EXECUTIVE		
	Principal	Interest	Total	Principal	Interest	Total
TYPE OF DEBT						
Promissory Notes	58,195,000	11,721,761	69,916,761	52,535,000	10,330,378	62,865,378
General Obligation Bonds	2,415,000	1,438,833	3,853,833	2,415,000	1,372,075	3,787,075
Build America Bonds	9,570,000	882,545	10,452,545	9,575,000	534,808	10,109,808
Recovery Zone ED Bonds	805,000	83,338	888,338	800,000	59,188	859,188
**Predicted New Debt	-	-	-	10,585,500	4,086,379	14,671,879
Paying Agent Fees	-	10,000	10,000	-	10,000	10,000
TOTAL	70,985,000	14,136,477	85,121,477	75,910,500	16,392,827	92,303,327

SOURCE OF FUNDS

Transit Utility	1,780,824	406,085	2,186,909	1,667,571	362,838	2,030,408
Golf Courses	34,908	11,084	45,992	35,919	10,433	46,352
TIF Districts	9,324,786	1,416,479	10,741,264	8,409,720	1,232,523	9,642,243
Impact Fee Funds	266,243	53,291	319,534	266,304	43,204	309,508
Madison Public Library	2,055,352	592,760	2,648,112	1,911,160	537,033	2,448,194
Room Tax	19,998	5,200	25,198	19,998	4,600	24,598
CDBG	8,214	2,827	11,041	9,021	2,580	11,601
Fleet Service	5,312,060	1,096,497	6,408,557	5,067,346	959,382	6,026,728
Stormwater Utility	5,379,583	1,063,906	6,443,489	5,128,734	897,760	6,026,494
Water Utility	97,451	33,538	130,989	107,022	30,614	137,637
Monona Terrace	35,929	12,365	48,294	39,458	11,287	50,745
CDA Housing Operations	39,156	13,475	52,631	43,002	12,301	55,302
*CDA Redevelopment	567,483	132,129	699,611	567,483	130,308	697,791
Madison/Dane Co Health	155,683	27,464	183,146	131,850	24,411	156,261
Special Revenue Fund	100,000	-	100,000	100,000	-	100,000
Special Assessment Fund	199,981	51,995	251,976	199,981	45,996	245,976
*Debt Service Fund Reserves	615,515	12,185	627,700	615,515	(12,544)	602,971
ARRA Interest Credit	-	323,531	323,531	-	213,817	213,817
**Predicted New Debt	-	-	-	3,523,058	1,114,586	4,637,644
**General Debt Reserves	5,218,329	1,066,062	6,284,391	1,604,938	1,066,062	2,671,000
Interest Earnings	-	350,000	350,000	-	1,000,000	1,000,000
TOTAL NON-GENERAL FUND	31,211,494	6,670,872	37,882,366	29,448,078	7,687,192	37,135,270
General Fund Portion	39,773,506	7,465,604	47,239,110	46,462,422	8,705,634	55,168,057

* The Debt Service Fund is paying the Villager debt on the 10 year amortization schedule and CDA Redevelopment is reimbursing the Debt Service Fund on a 20 year amortization schedule. This results in the CDA paying more in interest to the Debt Service Fund than the Debt Service is paying out; thus a revenue is realized for the Debt Service Fund.

**The General Obligation offering will take place on October 2, 2018, after the publication of the Executive Budget. This table will be updated through the amendment process to reflect the actual borrowing in the Adopted Budget.

STATEMENT OF INDEBTEDNESS AND DEBT SERVICE

SUMMARY BY PURPOSE OF ISSUE

Purpose	Principal, 2019			Interest
	Outstanding January 1	Payable	Outstanding December 31	Payable 2019
Promissory Notes				
Streets	\$ 95,208,045	\$ 20,557,280	\$ 74,650,765	\$ 3,377,906
Parks Improvements	21,623,121	3,586,287	18,036,834	727,312
Land Acquisition	517,451	169,983	347,468	12,837
Public Buildings	40,193,060	5,569,494	34,623,566	1,238,812
Equipment Purchase	13,055,637	2,903,268	10,152,369	442,788
Planning & Development	6,812,272	1,574,649	5,237,623	221,639
Refuse Reduction & Landfill	-	-	-	-
Police	11,263,673	1,924,522	9,339,151	377,685
Fire	18,443,460	3,064,436	15,379,024	584,167
*Predicted New Debt	<u>63,651,000</u>	<u>6,562,442</u>	<u>57,088,558</u>	<u>2,593,210</u>
Total General Purposes	<u>\$ 270,767,719</u>	<u>\$ 45,912,361</u>	<u>\$ 224,855,358</u>	<u>\$ 9,576,356</u>
TIF Districts	48,538,094	8,409,720	40,128,374	1,232,523
Impact Fees	1,103,487	266,304	837,183	43,204
Library	5,551,197	1,151,160	4,400,037	162,733
Monona Terrace	301,761	39,458	262,303	11,287
Golf Enterprise	307,990	35,919	272,071	10,433
Fleet Service	29,045,483	5,067,346	23,978,137	959,382
Transit Utility	10,762,200	1,667,571	9,094,629	362,838
Stormwater Utility	25,858,788	5,128,734	20,730,054	897,760
Water Utility	818,474	107,022	711,452	30,614
Public Health of Madison and Dane County	748,899	131,850	617,049	24,411
CDBG	68,988	9,021	59,967	2,580
CDA Housing Operations	328,864	43,002	285,862	12,301
CDA Redevelopment	3,129,003	567,483	2,561,520	130,308
Room Tax	119,988	19,998	99,990	4,600
Brownfield Remediation Revolving Fund	1,200,000	100,000	1,100,000	-
Special Assessments	1,199,884	199,981	999,903	45,996
Debt Service Reserves	1,060,182	615,515	444,667	(12,544)
*Predicted New Debt	37,204,000	3,523,058	33,680,942	1,114,586
ARRA Interest Credit	-	-	-	213,817
Total Non-General Purposes	<u>\$ 167,347,281</u>	<u>\$ 27,083,142</u>	<u>\$ 140,264,139</u>	<u>\$ 5,246,829</u>
General Obligation Bonds				
Library	10,640,000	760,000	9,880,000	374,300
Major Streets	29,760,000	1,655,000	28,105,000	1,020,575
*Predicted New Debt	10,000,000	500,000	9,500,000	378,583
Land Contracts & Mortgages	-	-	-	-
TOTAL G.O. DEBT	<u>\$ 488,515,000</u>	<u>\$ 75,910,503</u>	<u>\$ 412,604,497</u>	<u>\$ 16,596,643</u>
Paying Agent Fees	-	-	-	10,000
TOTAL	<u>\$ 488,515,000</u>	<u>\$ 75,910,503</u>	<u>\$ 412,604,497</u>	<u>\$ 16,606,643</u>
**Revenue Debt	<u>215,375,000</u>	<u>14,560,000</u>	<u>200,815,000</u>	<u>8,348,747</u>
TOTAL	<u>\$ 703,890,000</u>	<u>\$ 90,470,503</u>	<u>\$ 613,419,497</u>	<u>\$ 24,955,390</u>

*The General Obligation offering will take place on October 2, 2018, after the publication of the Executive Budget. This table will be updated through the amendment process to reflect the actual borrowing in the Adopted Budget.

**New revenue debt will be finalized and sold late in 2018 and will be approved by the Common Council through the resolution process. This table will be updated to reflect the actual borrowing in the Adopted Budget.

DIRECT APPROPRIATIONS

Supplemental Compensation

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Prjctd Pay Increase & Health Ins	-	-	-	5,500,000	-
Compensated Absence Escrow	-	1,938,628	-	3,000,000	2,900,000
Flexible Spending	47,904	10,600	50,000	10,600	10,600
Unemployment	118,635	371,474	150,000	150,000	150,000
Health Insurance (Dom Partnerships)	-	250,000	-	250,000	125,000
Life Insurance	42,317	45,316	45,316	45,316	45,316
Bus Pass Subsidy	181,327	150,000	185,000	150,000	150,000
Misc Benefits	130,966	-	(4,509)	-	-
Total Supplemental Comp	\$ 521,149	\$ 2,766,018	\$ 425,807	\$ 9,105,916	\$ 3,380,916

The benefits presented here represent those that are budgeted centrally in the General Fund. All other employee benefits are allocated in agency budgets based on projected 2019 rates. The full benefit breakdown for each agency is displayed in the Line Item Detail section of agency budgets.

Projected Pay Increase & Health Insurance: The General & Library fund impact of potential pay increases and health insurance were budgeted centrally during the agency request phase. These funds have been allocated to agency budgets in the Executive Budget phase on final rates and the anticipated pay increase.

Compensated Absence Escrow: These funds are for the City's contribution for retiree health insurance when employees retire converting sick leave into health insurance coverage. General Fund costs associated with this expense are budgeted centrally and distributed to agencies in the midyear and year end appropriation adjustments based on actual expenditures. Funding in the 2019 Executive Budget is increased by \$900,000 based on prior year trends. Actual expenditures for this benefit appear in agency budgets.

Health Insurance (Domestic Partnerships): Beginning on January 1st 2018 the State of Wisconsin, through Employee Trust Funds, will no longer offer health insurance benefits for domestic partnerships. Starting in 2018 the City will revert to offering this benefit as a reimbursement to employees based on the policy that was in place prior to State offering this benefit in 2010. The 2019 Executive Budget is based on current enrollment levels. Actual expenditures for this benefit appear in agency budgets.

Bus Pass Subsidy: This funding represents the City share of providing bus passes for City employees.

Misc Benefits: This amount represents misc benefit charges that were realized centrally.

Direct Appropriation to Capital

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Direct Appropriation to Capital	4,772,985	6,284,391	6,284,391	3,500,000	2,671,000
Total	\$ 4,772,985	\$ 6,284,391	\$ 6,284,391	\$ 3,500,000	\$ 2,671,000

Direct Appropriations

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
\$15 Min Wage	-	160,000	-	240,000	240,000
City Memberships	88,863	89,033	89,033	89,033	89,033
Clean Air Coalition	-	6,000	6,000	6,000	6,000
Community Gardens Partnership	25,000	25,000	25,000	25,000	35,000
Comm Improvement Initiatives	38,695	-	-	-	-
Cost Allocation Study	-	30,000	12,000	30,000	30,000
Federal Liaison	39,996	40,000	40,000	40,000	40,000
Immigration Assistance Fund	-	50,000	50,000	-	-
Improvement Initiatives	24,386	21,000	21,000	21,000	21,000
Legal Services	30,477	-	25,000	-	-
License Suspension	60,000	55,000	60,000	55,000	55,000
Madison Food Policy Council	-	10,000	10,000	10,000	10,000
MadMarket	25,000	25,000	25,000	25,000	25,000
Martin Luther King Awards	-	600	600	600	600
Martin Luther King Holiday	2,100	7,100	7,100	7,100	7,100
Pathways Program	-	12,500	12,500	12,500	12,500
Police and Fire Commission	19,341	25,000	25,000	25,000	25,000
Police Policy Review	315,839	-	-	-	-
Prior Year Encumbrances	-	400,000	386,000	400,000	400,000
Revenue Sharing Payments	149,181	62,341	62,341	62,341	64,518
SEED Grants	44,100	50,000	50,000	50,000	50,000
State Liaison	32,002	33,000	33,000	33,000	33,000
Governance Task Force	-	30,000	-	30,000	30,000
Taxes and Special Assessments	-	50,000	-	50,000	50,000
THRIVE / MadREP	18,000	18,000	18,000	18,000	50,000
Zoo	86,825	75,000	75,000	75,000	75,000
Contingent Reserve	-	1,500,000	1,600,085	2,000,000	1,930,000
Cost Allocation	-	(850,000)	-	(850,000)	-
Total	\$ 999,805	\$ 1,924,574	\$ 2,632,659	\$ 2,454,574	\$ 3,278,751

Direct Appropriation Notes

\$15 Minimum Wage: These centrally budgeted funds will support the second phase of a \$15 minimum wage for City of Madison employees. The plan, that began in 2016, anticipates reaching \$15 within 4 years. Funds will be distributed to agency budgets based on actual expenditures. Actual expenditures for these costs appear in agency budgets.

City Memberships: Expenditures budgeted here include: Dane County Cities and Villages Association, League of Wisconsin Municipalities, LWM Urban Alliance, Mayor's Innovation Project, National League of Cities, US Conference of Mayors, Wheeler Report, WI Coalition Against Homelessness, and WI Diversity Procurement Network. Funding for all memberships are consistent with the current level. Increased funding for the WI Coalition Against Homelessness will be used to assist the organizations efforts to generate policies, develop community support, and secure State/Local resources for housing and services to end homelessness in Wisconsin.

Clean Air Coalition: These funds provide a direct annual subsidy to the Clean Air Coalition.

DIRECT APPROPRIATIONS

Direct Appropriation Notes (Continued)

Community Gardens Partnership: These funds are for a partnership with Community GroundWorks and Dane County UW-Extension to provide operations and support of community gardens programming. The City contribution supports general operations through a contract with Community GroundWorks is \$25,000 general support, the initiative receiving additional funds through the Community Development Block Grant (budgeted in CDD). The 2019 Executive Budget increases funding for this contract by \$10,000 from \$25,000 to \$35,000

Cost Allocation Study: These funds were added as part of the 2018 budget to examine the City's methodology for allocating costs to central services. The cost allocation model was completed in the Spring of 2018. Ongoing funding will be used to develop a federally compliant plan as well as update the existing plan.

Immigration Assistance Fund: A contribution made by the City to the Madison Community Foundation to support an Immigration Assistance Fund to be used for legal services for immigrants. The City contribution, along with funds from Dane County and private contributions, will be used as a grant match to receive technical assistance from the Vera Institute of Justice. The Executive Budget transfers these funds to the Community Development Division.

Improvement Initiatives: These funds support leadership development training opportunities for City staff. Funding also support customer satisfaction surveys and periodic resident satisfaction surveys administered by the University of Wisconsin Survey Center.

Madison Food Policy Council: These funds are for a grant program providing funding for projects geared towards improving Madison's regional food system through improving food access. The grant program is administered by the Madison Food Policy Council.

MadMarket: These funds are for contractual support to administer Electronic Benefits Transfer (EBT) programming for Supplemental Nutritional Assistance Program (SNAP) participants at farmers' markets and the MadMarket Double Dollars program at participating markets. This service is carried out through a partnership with Dane County. Community Action Coalition is the current vendor.

Martin Luther King Holiday: These funds provide transportation services and child care for the Martin Luther King Jr. Holiday celebration.

Pathways Program: These funds provide the City's commitment to the Pathways Program through the Madison Metropolitan School District. The Pathways program seeks to provide MMSD students with career opportunities in the Greater Madison area. Partners in the program include: Madison Metropolitan School District, Dane County, the City of Madison, Madison Area Technical College, Workforce Development, and the Greater Madison Chamber of Commerce.

Police Policy Committee: These one-time funds were used for an independent study to review policies and procedures pertaining to the Madison Police Department. The 2016 Adopted Budget included \$50,000 for costs associated with the study, an amendment in 2016 increased funding for the study to \$400,000. The study has been completed and no additional expenditures are anticipated in 2019.

Prior Year Encumbrances: Financial reporting standards require that annual budget comparison reports include a carry-over budget to recognize the expenditure of funds encumbered at the end of the previous year but spent in the current year. To achieve conformance with this requirement, the budget includes an appropriation of funds for the payment of prior year encumbrances. This spending authority is later reallocated to the various agencies with prior year encumbrances through a Common Council resolution, and the corresponding expenditures are recorded in the appropriate agencies.

Governance Task Force: These funds are a continuation of one-time funds added in 2018 to support the work of the Governance Task Force. Potential uses for these funds may include, but are not limited to, public engagement, language interpretation and translation, facilities rental and any other research-related costs.

THRIVE/MadREP: These funds are for the City's annual membership costs to MadREP. The Executive Budget increases the City's contribution by \$32,000 from \$18,000 to \$50,000.

Contingent Reserve: It is the City's policy to appropriate 0.5% of budgeted expenditures to the Contingent Reserve. Contingent Reserve spending authority may later be reallocated to various agencies through resolutions of the Common Council. The 2019 Executive Budget increases the Contingent Reserve by \$330,000 to keep pace with growth in the General Fund.

Cost Allocation: In 2018 the City conducted an analysis regarding the allocation of central service costs to enterprise and grant agencies. Actual allocated costs are reflected in agency budgets, reference the Executive Summary for a full breakdown of the plan.



Special Fund Statements

2019 Operating Budget:
Executive Budget

ROOM TAX FUND

	2017 Actual	2018 Budget	2018 Projected	2019 Executive	2019 Adopted
Fund Balance, January 1	923,757	904,537	1,093,102	1,361,621	-
Restricted for Bond Requirements	-	-	-	-	-
Reserved for Monona Terrace Capital Projects	(616,410)	(457,000)	(662,279)	(600,000)	-
Committed for Event Booking Assistance	(305,246)	(305,246)	(345,325)	(400,000)	-
Balance of Unassigned Funds, January 1	\$ 2,101	\$ 142,291	\$ 85,498	\$ 361,621	\$ -

SOURCES

Estimated Total Room Tax Receipts	15,483,106	16,269,346	18,077,051	18,800,133	-
Room Tax Increase to 10%		1,807,705	-	-	-
Transfer In from General Fund (for Monona Terrace Reserves)		-	-	-	-
Interest Revenue	10,763	10,546	10,546	12,186	-
TOTAL SOURCES	\$ 15,493,869	\$ 18,087,597	\$ 18,087,597	\$ 18,812,319	\$ -

USES

Tangible Municipal Development (s. 66.0615 (1) (fm) 3., Wis. Stats.)

Monona Terrace:

Debt Service Payment-Revenue Bond Issue (a)	824,875	797,600	797,600	800,025	-
Debt Service Payment-Gen'l Obligation Bond Issue (a)	22,898	50,000	25,198	24,598	-
Operating Subsidy	4,147,329	4,000,000	4,000,000	4,095,900	-
Capital Purchases	394,735	558,000	558,000	890,000	-
Reserves (b)	(1,019,541)	-	-	(200,000)	-
Subtotal Monona Terrace	\$ 4,370,296	\$ 5,405,600	\$ 5,380,798	\$ 5,610,523	\$ -

<u>Henry Vilas Zoo and Olbrich Gardens (j)</u>	\$ 642,352	\$ 642,352	\$ 642,352	\$ 642,352	\$ -
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<u>Overture Center Subsidy from Room Tax</u>	\$ 1,900,000	\$ 1,900,000	\$ 1,900,000	\$ 2,000,000	\$ -
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Subtotal Tangible Municipal Development	\$ 6,912,648	\$ 7,947,952	\$ 7,923,150	\$ 8,252,875	\$ -
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Share of Room Tax Revenues	45%	44%	44%	44%	
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ROOM TAX FUND

	2017 Actual	2018 Budget	2018 Projected	2019 RTC Approved	2019 Adopted
Tourism Marketing (s. 66.0615 (1) (fm) 1., Wis. Stats.)					
<u>Greater Madison Convention and Visitors Bureau:</u>					
Destination Marketing (c)	3,476,188	4,028,600	4,025,608	4,700,033	-
Estimated Event Booking Assistance Subsidy	125,476	200,000	200,000	200,000	-
Additional Funding (b)	-	-	-	-	-
Subtotal GMCVB	<u>\$ 3,601,664</u>	<u>\$ 4,228,600</u>	<u>\$ 4,225,608</u>	<u>\$ 4,900,033</u>	<u>\$ -</u>
<u>City Tourism Marketing Activities</u>					
Support for Fireworks Events (d)	10,000	15,000	15,000	15,000	-
Sister Cities Program	19,855	30,000	30,000	30,000	-
Civic Conferences / Fairs / Festivals / Summer Concerts	107,080	140,000	140,000	165,000	-
Civic Conferences (e)	17,476	35,000	35,000	35,000	-
Civic Promotion (e)	14,604	15,000	15,000	15,000	-
Dane Dances (g)	20,000	25,000	25,000	25,000	-
Make Music Madison (g)	25,000	25,000	25,000	30,000	-
Songwriting Conference (g)	25,000	25,000	25,000	25,000	-
Fairs / Festivals / Summer Concerts (f)	-	15,000	15,000	15,000	-
Downtown Temporary Art Installations (g)	-	-	-	20,000	-
Bandswap (g)	5,000	-	-	-	-
WIAA Basketball Tournament (h)	-	15,000	30,000	15,000	-
Subtotal City Tourism Marketing	<u>\$ 136,935</u>	<u>\$ 200,000</u>	<u>\$ 215,000</u>	<u>\$ 225,000</u>	<u>\$ -</u>
Subtotal Tourism Marketing	<u>\$ 3,738,599</u>	<u>\$ 4,428,600</u>	<u>\$ 4,440,608</u>	<u>\$ 5,125,033</u>	<u>\$ -</u>
Share of Room Tax Revenues	24%	24%	25%	27%	
Room Tax Commission Administration	<u>15,745</u>	<u>\$ 17,206</u>	<u>\$ 17,206</u>	<u>\$ 18,800</u>	<u>\$ -</u>
Room Tax Commission Enforcement of Transient Tourist I	<u>12,600</u>	<u>\$ 15,000</u>	<u>\$ 15,000</u>	<u>\$ 15,000</u>	<u>\$ -</u>
Share of Room Tax Revenues	0.2%	0.2%	0.2%	0.2%	
Reserves					
Share of Room Tax Revenues					
Room Tax Commission	<u>\$ 10,679,592</u>	<u>\$ 12,408,758</u>	<u>\$ 12,395,964</u>	<u>\$ 13,411,708</u>	<u>\$ -</u>
Tourism-Related Share of Room Tax	69%	68%	68%	71%	
Room Tax Retained for General Purposes					
General Purposes (b)	4,565,932	5,347,270	5,344,115	5,564,696	-
Arts Grants	79,000	79,000	79,000	79,000	-
Subtotal Retained for Other Purposes	<u>\$ 4,644,932</u>	<u>\$ 5,426,270</u>	<u>\$ 5,423,115</u>	<u>\$ 5,643,696</u>	<u>\$ -</u>
Share of Room Tax Revenues	30%	30%	30%	30%	
TOTAL USES	<u>\$ 15,324,524</u>	<u>\$ 17,835,028</u>	<u>\$ 17,819,079</u>	<u>\$ 19,055,404</u>	<u>\$ -</u>
Fund Balance, December 31	<u>\$ 1,093,102</u>	<u>\$ 1,157,106</u>	<u>\$ 1,361,621</u>	<u>\$ 1,118,536</u>	<u>\$ -</u>
Committed for Monona Terrace Capital Projects	(662,279)	(457,000)	(600,000)	(600,000)	-
Committed for Event Booking Assistance	(345,325)	(305,246)	(400,000)	(400,000)	-
Balance of Unassigned Funds, December 31 (b)	<u>\$ 85,498</u>	<u>\$ 394,860</u>	<u>\$ 361,621</u>	<u>\$ 118,536</u>	<u>\$ -</u>

The presentation of the Room Tax Fund has been modified from prior years to reflect changes to state law and to reflect the requirement, first effective in 2017, that 70 percent of room tax revenues be transferred for allocation by a Room Tax Commission created by the City.

(a) The CDA lease revenue bonds were refinanced in late 2012. This refinancing will reduce debt service by an average of \$150,000 annually until the bonds are retired in 2020. In addition, the reserve required by the bond was moved to the CDA. The General Obligation bonds were initially issued as part of the original Monona Terrace financing. They are due to be retired in 2014. It is anticipated that the revenues made available from this reduction in spending will be used to replenish the Monona Terrace reserves beginning in 2015.

(b) Under state law, 70% of room taxes are distributed by the Room Tax Commission and 30% are retained by the City. The Room Tax Commission anticipates allocating sufficient room tax revenues in 2018 on a permanent basis to eliminate the reliance on Monona Terrace reserves, as well as providing additional room tax subsidy to Monona Terrace to help reach the goal that reserves are at least 20% of expenditures. The Monona Terrace Board has stated that the Monona Terrace Reserve Fund is to be used to cover Monona Terrace's unexpected operating and capital shortfalls as well as to help support a future renovation. In 2019, use of reserves reflects Monona Terrace's budget request. The "Balance of Unassigned Funds" represent the unspent portion of the 70% of room taxes allocated to the Room Tax Commission. The Room Tax Commission plans to establish a policy for setting aside room tax revenues in the event of shortfalls in actual room tax revenues compared with estimates. In 2019, the balance of unassigned revenues is 0.9% of 2019 forecast room tax collections allocated to the Room Tax commission.

(c) In 2015, a new contract with Greater Madison Convention and Visitors Bureau (GMCVB) was established. The contract increased the room tax allocation to GMCVB from 20% of prior year revenues in 2014 to 30% by 2020 and 34% by 2022. In 2017, the contract was renewed through 2023 with an allocation of 28% in 2020 and 34% by 2023. Per the contract, the 2019 share of prior year revenues will remain at 26%, the same level as in 2018. Funding increases resulting from the agreement will be invested, for the purpose of increasing conventions and other events in Madison, in additional resources in the following five areas: convention sales, convention services, marketing, sports development and strategic planning.

(d) In 2019, \$15,000 is provided to help support fireworks events, including Shake the Lake and Elver Park.

(e) These funds will be used to promote conferences and/or enterprises that the City helps host or sponsor that are designed to provide education and training for Madisonians and also to promote Madison as a city of distinction and place of topical interest.

(f) This includes funds for events as determined by the Arts Commission that result in tourism and hotel room nights in the City.

(g) This includes funding for Dane Dances (\$25,000); Make Music Madison, a summer solstice festival (\$30,000); a Madison Songwriting Conference and Festival (\$25,000); and Downtown Temporary Art Installations (\$20,000). Funding for Make Music Madison is increased by \$5,000 in 2019. A new program for downtown temporary public art installations is created in 2019 and funded at \$20,000.

(h) In 2019, \$15,000 is continued to support the WIAA Tournament.

(i) Allocation of funding for enforcement of state laws and City ordinances related to tourism rooming houses is subject to approval by the Room Tax Commission.

(j) Allocation of funding to support operating subsidies to the Henry Vilas Zoo, the Olbrich Botanical Gardens, and the Overture Center is authorized by the Room Tax Commission, consistent with state law. In 2017, the Overture Center subsidy was increased by \$150,000 (from \$1,750,000 to \$1,900,000). In 2019, the Overture Center subsidy is increased by \$100,000 (from \$1,900,000 to \$2,000,000).

By the adoption of this budget, the City Council hereby incorporates the decisions of the Room Tax Commission into the 2019 operating budget in accordance with state law. An increase in the room tax rate from 9% to 10% for the Room Tax Fund was first adopted in the 2018 budget.

SPECIAL ASSESSMENT REVOLVING FUND

	2017 <u>Actual</u>	2018 <u>Budget</u>	2018 <u>Projected</u>	2019 <u>Executive</u>	2019 <u>Adopted</u>
Fund Balance Unassigned, January 1	\$ 5,716,296	\$ 5,007,254	\$ 5,007,254	\$ 5,072,562	\$ -
SOURCES					
Special Assessment Repayment					
Principal Repayment	3,603,220	5,397,235	6,093,889	6,100,000	-
General Obligation Borrowing	-	-	-	-	-
Interest on Repayments	652,419	539,725	950,200	570,000	-
Investment Income	-	70,000	-	80,000	-
Other	-	-	-	-	-
TOTAL SOURCES	<u>\$ 4,255,639</u>	<u>\$ 6,006,960</u>	<u>\$ 7,044,089</u>	<u>\$ 6,750,000</u>	<u>\$ -</u>
USES					
Transfer to Capital Projects	4,662,576	6,656,805	6,656,805	11,300,000	-
Other	302,106	321,976	321,976	324,348	-
TOTAL USES	<u>\$ 4,964,681</u>	<u>\$ 6,978,781</u>	<u>\$ 6,978,781</u>	<u>\$ 11,624,348</u>	<u>\$ -</u>
Annual Net Cash Flow	<u>\$ (709,042)</u>	<u>\$ (971,821)</u>	<u>\$ 65,308</u>	<u>\$ (4,874,348)</u>	<u>\$ -</u>
Fund Balance Unassigned, December 31	<u>\$ 5,007,254</u>	<u>\$ 4,035,433</u>	<u>\$ 5,072,562</u>	<u>\$ 198,214</u>	<u>\$ -</u>

The Special Assessment Revolving Fund is used as a financing source for the assessable portion of various capital projects included in the Capital Budget. Agencies that have projects partially financed by this fund include Engineering, Traffic Engineering, Parks, Sewer Utility, Stormwater Utility, and Water Utility. The primary source of revenue for the Special Assessment Revolving Fund is the repayment of past assessments. These assessments can be paid either in full or on an installment basis collected in conjunction with the annual property tax bill.

In 2014, the Council authorized \$2 million in funds from General Obligation borrowing to provide additional working capital for the Fund, as recent economic conditions have deferred principal repayments to the Fund. The funding will be recovered over time, but borrowing is required in the short term.

INSURANCE FUND

	2017 Actual	2018 Budget	2018 Projected	2019 Executive	2019 Adopted
Cash and Other Assets	5,629,385	5,462,724	4,657,193	3,524,907	-
Claims Payable and Other Liabilities	(2,766,661)	(2,600,000)	(3,752,491)	(2,600,000)	-
Net Assets: January 1	<u>\$ 2,862,724</u>	<u>\$ 2,862,724</u>	<u>\$ 904,702</u>	<u>\$ 924,907</u>	<u>\$ -</u>
REVENUES					
Billings to Departments	1,999,630	2,250,000	2,250,000	2,400,000	-
Interest Income	10,324	12,000	10,324	12,000	-
Appropriation from Other Funds	-	1,301	-	2,576	-
Insurance Recoveries	558,510	200,000	330,000	200,000	-
Miscellaneous Revenue	12,997	10,000	12,997	10,000	-
WMMIC Dividend	-	70,000	162,798	100,000	-
Total Revenues	<u>\$ 2,581,461</u>	<u>\$ 2,543,301</u>	<u>\$ 2,766,119</u>	<u>\$ 2,724,576</u>	<u>\$ -</u>
EXPENSES					
Liability Premium	426,480	495,000	546,469	650,000	-
Property Premium	531,537	560,000	576,833	596,000	-
Other Premiums	54,408	65,000	61,000	65,000	-
Claims	1,691,521	850,000	1,057,500	950,000	-
Reserve Adjustment	-	117,438	-	-	-
Interest Expense	-	-	-	-	-
Loss Payments to Departments	1,551,919	200,000	249,134	200,000	-
Emergency Management	-	-	-	-	-
Driver Simulator	-	-	-	-	-
Administrative Expense	283,618	255,863	254,978	263,576	-
Total Expenses	<u>\$ 4,539,483</u>	<u>\$ 2,543,301</u>	<u>\$ 2,745,914</u>	<u>\$ 2,724,576</u>	<u>\$ -</u>
Net Assets: December 31	904,702	2,862,724	924,907	924,907	-
Net Asset Goal	1,500,000	1,550,000	1,550,000	1,550,000	-
Surplus (Deficiency)	<u>\$ (595,298)</u>	<u>\$ 1,312,724</u>	<u>\$ (625,093)</u>	<u>\$ (625,093)</u>	<u>\$ -</u>

Note on Reserve Policy:

The City's Insurance Fund reserve policy is to maintain a net asset balance equal to or greater than the current year aggregate self-insured retention (SIR) contained in the City's liability insurance coverage as established by Wisconsin Municipal Mutual Insurance Company (WMMIC) policy.

On December 3, 2013, the Common Council authorized an additional appropriation of \$1,000,000 to the Insurance Fund from the City General Fund (Legistar #32182, RES-13-00882).

On December 2, 2014, the Common Council authorized an additional appropriation of \$150,000 to the Insurance Fund from the City General Fund (Legistar #36230, RES-14-00873).

On January 5, 2016, the Common Council authorized an additional 2015 appropriation of \$500,000 to the Insurance Fund from the City General Fund (Legistar #40817, RES-16-00012).

The City of Madison aggregate SIR for 2015 is \$1.55 million. Based on the reserve policy, the Insurance Fund is expected to be above its net asset goal by \$278,430 at the end of 2015. Claims are reserved at a 95% confidence level.

In 2017, the confidence level at which claims are reserved is changed to 85%. This means in 85 out of 100 cases, the amount reserved will be sufficient to pay outstanding claims.

In 2016, premiums in the Insurance Fund are increasing for two primary reasons. First, significant rate increases were expected in the Local Government Property Insurance Fund (LGPIF) due to past changes by the Legislature and incurred losses. As an alternative, the City sought a proposal from the newly formed Municipal Property Insurance Corporation (MPIC). This proposal was \$100,000 less than the LGPIF, but still represents an increase of \$50,000. However, MPIC does not cover auto physical damage. The City also worked with the Transit Mutual Insurance to secure that coverage. On the liability side, the City is facing a liability premium increase of approximately \$45,000 for 2016. Second, the fund is also in the midst of defending a larger number of litigated files than in past years resulting in increases in the reserve adjustment. Administrative costs are also increasing due to additional staff support for the program and other salary and benefit adjustments.

In 2017, billings to agencies are increased by \$650,000.

In 2017, \$16,000 was added for Emergency Management. These funds include money for training, plan development, active shooter exercises and supplies. Madison Police Department will supply Risk Management with a report detailing goals and progress of active shooter training and a plan for cost recovery of training to outside entities.

In 2018, WMMIC dividend was reduced by \$300,000 based on projections; billings to agencies increased by \$250,000.

WORKERS COMPENSATION FUND

	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Executive</u>	<u>2019 Adopted</u>
Cash and Other Assets	15,171,187	14,564,984	15,315,228	17,765,340	-
Claims Payable and Other Liabilities	<u>(13,106,203)</u>	<u>(12,500,000)</u>	<u>(11,314,760)</u>	<u>(12,500,000)</u>	-
Net Assets: January 1	<u>\$ 2,064,984</u>	<u>\$ 2,064,984</u>	<u>\$ 4,000,468</u>	<u>\$ 5,265,340</u>	<u>\$ -</u>
REVENUES					
Billings to Departments	4,000,000	4,250,000	4,250,000	4,049,999	-
Appropriation from Other Funds	-	232,602	-	-	-
Misc. Revenue (3rd Party Subrogation)	<u>24,148</u>	<u>75,476</u>	<u>61,018</u>	<u>75,000</u>	-
Total Revenue	<u>\$ 4,024,148</u>	<u>\$ 4,558,078</u>	<u>\$ 4,311,018</u>	<u>\$ 4,124,999</u>	<u>\$ -</u>
EXPENSES					
Workers' Compensation Losses Paid	3,056,829	3,500,045	3,112,173	3,300,000	-
Actuarial Reserve Adjustment	(1,996,875)	404,488	-	-	-
Debt and Other Financing	-	-	-	131,313	-
Legal Services	-	42,000	40,360	60,000	-
Outside Services	146,269	180,000	155,000	165,000	-
Administrative Expense	140,828	101,545	110,786	138,686	-
Insurance	<u>291,613</u>	<u>330,000</u>	<u>290,000</u>	<u>330,000</u>	-
Total Expenses	<u>\$ 1,638,664</u>	<u>\$ 4,558,078</u>	<u>\$ 3,708,319</u>	<u>\$ 4,124,999</u>	<u>\$ -</u>
Net Assets: December 31	4,450,468	2,064,984	4,603,167	5,265,340	-
Net Asset Goal	<u>600,000</u>	<u>650,000</u>	<u>650,000</u>	<u>650,000</u>	-
Surplus (Deficiency)	<u>\$ 3,850,468</u>	<u>\$ 1,414,984</u>	<u>\$ 3,953,167</u>	<u>\$ 4,615,340</u>	<u>\$ -</u>

Note on Workers Compensation Fund Policy:

The City's Workers Compensation Fund policy is to maintain a net asset balance equal to or greater than the current self-insured retention (SIR) contained in the City's excess Workers Compensation insurance policy. In 2015, the SIR is increased to \$650,000. Claims are reserved at a 95% confidence level.

In 2017, the confidence level at which claims are reserved is changed to 85%. This means in 85 out of 100 cases, the amount reserved will be sufficient to pay outstanding claims.

On December 3, 2013, the Common Council authorized an appropriation of \$750,000 to the Workers Compensation Fund from the City General Fund (Legistar #32182, RES-13-00882). In 2015, billings to agencies were increased by \$125,000. Additional appropriations from the General Fund, as well as increased billings to agencies, may be required in the future if fund expenses continue to exceed revenues. Much of these increased expenses can be attributed to the actuarial reserve adjustment associated with medical cost inflation and increases in average claim amounts.

In 2017, billings to agencies increased by \$150,000.

In 2018, billings to agencies increased by \$250,000 to meet budgeted increase in losses paid.

In 2019, billings to agencies decreased by \$200,000 to meet budgeted decrease in losses paid.



Agency Operating Budgets

2019 Operating Budget:
Executive Budget

Assessor

Agency Overview

Agency Mission

The mission of the Assessor is to establish fair and equitable assessments for all taxable real and personal property and to maintain complete and accurate assessment rolls and property records.

Agency Overview

The Agency assesses all taxable real and personal property as well as maintaining complete and accurate assessment rolls and property information/ownership records. The goal of the Assessor's Office is to determine the most accurate and up-to-date property assessments as possible to ensure the fair and equitable distribution of property taxes. The Assessor will advance this goal by continuing commercial property revaluation to provide more equity with the residential class and establish assessments closer to market value.

2019 Budget Highlights

The 2019 Executive Budget includes funding for:

- Consulting for commercial assessments (\$45,000).

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Total Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Expense					
Assessor	2,491,810	2,597,181	2,635,397	2,619,868	2,667,024
Total Expense	\$ 2,491,810	\$ 2,597,181	\$ 2,635,397	\$ 2,619,868	\$ 2,667,024
Net General Fund	\$ 2,491,810	\$ 2,597,181	\$ 2,635,397	\$ 2,619,868	\$ 2,667,024

Budget by Fund & Major

Fund: General

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Expense					
Salaries	1,703,250	1,763,882	1,751,860	1,788,650	1,846,885
Benefits	570,655	580,042	630,035	577,091	563,528
Supplies	51,104	48,000	50,030	48,000	48,000
Purchased Services	147,426	186,915	185,131	186,915	189,399
Inter Departmental Charges	19,375	18,342	18,342	19,212	19,212
Total Expense	\$ 2,491,810	\$ 2,597,181	\$ 2,635,397	\$ 2,619,868	\$ 2,667,024
Net General Fund	\$ 2,491,810	\$ 2,597,181	\$ 2,635,397	\$ 2,619,868	\$ 2,667,024

Assessor

Function: Administration

Service Overview

Service: Assessor

Service Description

This service discovers, lists, and values all taxable property within the City of Madison. Subservices include assessing residential, personal, and commercial properties, listing real property, preparing tax rolls, conducting Boards of Review and Boards of Assessment, and property tax litigation. The goal of this service is to provide accurate, up-to-date property assessments to ensure the fair and equitable distribution of property taxes.

2019 Planned Activities

- Continue commercial property revaluation to provide more equity with the residential class and establish assessments closer to market value.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	-	-	-	-	-
Expense	2,491,810	2,597,181	2,635,397	2,619,868	2,667,024
Net Service Budget	\$ 2,491,810	\$ 2,597,181	\$ 2,635,397	\$ 2,619,868	\$ 2,667,024

Line Item Detail

Agency Primary Fund: General

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	1,682,709	1,767,038	1,716,057	1,791,806	1,850,041
Salary Savings	-	(19,305)	-	(19,305)	(19,305)
Compensated Absence	14,293	15,149	30,000	15,149	15,149
Hourly Wages	1,831	-	834	-	-
Overtime Wages Permanent	4,290	1,000	4,969	1,000	1,000
Election Officials Wages	127	-	-	-	-
TOTAL	\$ 1,703,250	\$ 1,763,882	\$ 1,751,860	\$ 1,788,650	\$ 1,846,885

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Comp Absence Escrow	-	-	65,525	-	-
Health Insurance Benefit	307,005	307,284	300,833	300,371	281,964
Wage Insurance Benefit	6,026	6,321	5,933	5,824	5,824
WRS	115,798	118,393	115,127	120,050	121,179
FICA Medicare Benefits	126,567	132,900	127,543	135,702	138,926
Tuition	40	-	-	-	-
Post Employment Health Plans	15,220	15,144	15,073	15,144	15,635
TOTAL	\$ 570,655	\$ 580,042	\$ 630,035	\$ 577,091	\$ 563,528

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Purchasing Card Unallocated	-	-	50	-	-
Office Supplies	3,370	6,000	3,610	6,000	6,000
Copy Printing Supplies	6,120	5,000	6,000	5,000	5,000
Furniture	4,664	-	-	-	-
Hardware Supplies	13	-	23	-	-
Software Lic & Supplies	-	-	846	-	-
Postage	25,373	27,000	30,000	27,000	27,000
Books & Subscriptions	1,028	1,000	500	1,000	1,000
Work Supplies	10,229	9,000	9,000	9,000	9,000
Equipment Supplies	307	-	-	-	-
TOTAL	\$ 51,104	\$ 48,000	\$ 50,030	\$ 48,000	\$ 48,000

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Telephone	3,104	4,700	980	4,700	4,700
Cellular Telephone	2,496	2,796	2,496	2,796	2,796
Systems Comm Internet	125	-	315	-	-
Custodial Bldg Use Charges	44,447	53,043	53,043	53,043	55,527
Equipment Mntc	1,019	100	96	100	100
System & Software Mntc	-	-	2,068	-	-
Mileage	39,082	40,000	40,000	40,000	40,000
Conferences & Training	11,374	10,000	10,000	10,000	10,000
Memberships	250	400	400	400	400
Storage Services	1,086	1,000	1,052	1,000	1,000
Transcription Services	-	500	473	500	500
Other Services & Expenses	20,207	49,990	49,990	49,990	49,990
Taxes & Special Assessments	24,236	24,386	24,217	24,386	24,386
TOTAL	\$ 147,426	\$ 186,915	\$ 185,131	\$ 186,915	\$ 189,399

Assessor

Function: Administration

Line Item Detail

Agency Primary Fund: General

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From Insurance	3,989	3,683	3,683	4,648	4,648
ID Charge From Workers Comp	15,386	14,659	14,659	14,564	14,564
TOTAL	\$ 19,375	\$ 18,342	\$ 18,342	\$ 19,212	\$ 19,212

Assessor

Function: Administration

Position Summary

	CG	2018 Budget		Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN CLERK	20	2.00	109,894	2.00	110,816	2.00	114,417
ASSESS SERVS SUPV	18	1.00	82,268	1.00	82,585	1.00	85,269
ASSESS TECH	16	1.00	57,365	1.00	58,043	1.00	59,930
ASST CITY ASSESS	18	2.00	193,052	2.00	192,813	2.00	199,079
CITY ASSESSOR	21	1.00	121,551	1.00	124,459	1.00	128,504
PROG ASST	20	1.00	54,094	1.00	54,302	1.00	56,067
PROP LISTER	20	2.00	105,363	2.00	107,528	2.00	111,022
PROPERTY APPRAISER	16	14.00	1,043,451	14.00	1,061,259	14.00	1,095,750
TOTAL		24.00	\$ 1,767,036	24.00	\$ 1,791,804	24.00	\$ 1,850,038

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

Attorney

Agency Overview

Agency Mission

The mission of the Attorney's Office is to provide legal representation to the City of Madison as an entity, including ordinance enforcement, legislative counsel services, and general counsel services.

Agency Overview

The Agency is responsible for drafting and revising the City's ordinances, enforcing ordinances, providing legislative counsel to the City, Common Council, City Boards, Committees and Commissions, and representation to the City in legal matters. The goal of the Attorney's Office is to enhance existing services and improve accessibility to online ordinances. The Attorney's Office will advance this goal through continuous training and application of the City's Performance Excellence System.

2019 Budget Highlights

The 2019 Executive Budget includes funding for:

- System maintenance of MUNICODE, the City's online tracking system for the General Ordinances (\$25,000).
- Continuation of the summer law clerk programs (\$25,000).
- The Executive Budget reflects the City's cost allocation model that was developed in 2018. The goal of this methodology is to accurately and consistently allocate central service costs to enterprise agencies receiving services. Charges associated with cost allocation are reflected in the inter-departmental charges & billing major expenditure categories shown in the Line Item Detail section of the agency's budget. Reference the Executive Summary for a full explanation of the methodology, the allocation basis, and summary of allocated costs.

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Ordinance Enforcement	(5,684)	-	(39,469)	-	-
Total Revenue	\$ (5,684)	\$ -	\$ (39,469)	\$ -	\$ -
Expense					
Ordinance Enforcement	810,304	911,331	849,869	943,856	991,891
Legislative Services	212,679	175,287	146,126	175,909	178,553
Counsel And Representation	1,966,101	1,872,554	2,103,011	1,920,797	1,952,907
Total Expense	\$ 2,989,084	\$ 2,959,172	\$ 3,099,006	\$ 3,040,562	\$ 3,123,351
Net General Fund	\$ 2,983,401	\$ 2,959,172	\$ 3,059,537	\$ 3,040,562	\$ 3,123,351

Budget by Fund & Major

Fund: General

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Misc Revenue	(5,684)	-	(39,469)	-	-
Total Revenue	\$ (5,684)	\$ -	\$ (39,469)	\$ -	\$ -
Expense					
Salaries	2,194,512	2,104,393	2,208,123	2,176,438	2,379,406
Benefits	628,280	632,175	624,226	642,943	629,556
Supplies	35,654	44,501	49,072	44,501	44,501
Purchased Services	121,785	170,665	210,147	170,665	173,183
Inter Departmental Charges	8,853	7,438	7,438	6,015	6,015
Inter Departmental Billing	-	-	-	-	(109,310)
Total Expense	\$ 2,989,084	\$ 2,959,172	\$ 3,099,006	\$ 3,040,562	\$ 3,123,351
Net General Fund	\$ 2,983,401	\$ 2,959,172	\$ 3,059,537	\$ 3,040,562	\$ 3,123,351

Service Overview

Service: Counsel And Representation

Service Description

This service assists City officials and agencies with implementing their policies in compliance with legal requirements by preparing, publishing, and distributing formal opinions and reports on legal issues affecting City policy. This service informs officials and agencies of current legal developments, prepares and presents formal and informal training sessions for City officials and staff, answers informal legal questions from City officials, staff, and committees, and attends meetings of staff teams and public bodies to provide legal advice. Additionally, this service assures courts uphold the decisions of the Mayor and the Council and of authorized policy decisions made by City agencies that may result in potential liability. The goal of this service is to reduce the City's risk of legal liabilities.

2019 Planned Activities

- Continuation of training for Attorney staff and other City agencies on key issues related to the service.
- Apply the City's Performance Excellence and Results Madison to find measures for client satisfaction with the agency's services.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	-	-	-	-	-
Expense	1,966,101	1,872,554	2,103,011	1,920,797	1,952,907
Net Service Budget	\$ 1,966,101	\$ 1,872,554	\$ 2,103,011	\$ 1,920,797	\$ 1,952,907

Service: Legislative Services

Service Description

This service ensures that Madison ordinances accurately express the policies chosen by the Mayor and Common Council, ensures that current ordinances are easily available to the public, advises City officials on legal issues with existing or proposed legislation, and provides parliamentary and procedural advice to the Common Council and other City bodies. The goal of this service is to reduce the City's risk of legal liabilities and improve accessibility to online ordinances.

2019 Planned Activities

- Continuation of training for Attorney staff and other City agencies on key issues related to the service.
- Apply the City's Performance Excellence and Results Madison to find measures for client satisfaction with our services.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	-	-	-	-	-
Expense	212,679	175,287	146,126	175,909	178,553
Net Service Budget	\$ 212,679	\$ 175,287	\$ 146,126	\$ 175,909	\$ 178,553

Service Overview

Service: Ordinance Enforcement

Service Description

This service seeks to improve the quality of life for residents by helping enforcement agencies deter conduct that is dangerous or interferes with public health and welfare. This is done through prosecuting civil enforcement actions, including nuisance and injunctive actions, providing advice and training to enforcement staff, researching legal issues raised by new enforcement techniques, reviewing recent case law developments and changes in state law, identifying legal solutions to enforcement problems and drafting appropriate ordinance amendments, and conducting appellate proceedings. The goal of this service is reduce the City's risk of legal liabilities and to maintain City services.

2019 Planned Activities

- Continuation of training for Attorney staff and other City agencies on key issues related to the service.
- Apply the City's Performance Excellence and Results Madison to find measures for client satisfaction with our services.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(5,684)	-	(39,469)	-	-
Expense	810,304	911,331	849,869	943,856	991,891
Net Service Budget	\$ 804,620	\$ 911,331	\$ 810,400	\$ 943,856	\$ 991,891

Attorney

Function: Administration

Line Item Detail

Agency Primary Fund: General

Misc Revenue

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Miscellaneous Revenue	(5,684)	-	(39,469)	-	-
TOTAL	\$ (5,684)	\$ -	\$ (39,469)	\$ -	\$ -

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	2,158,058	2,234,702	2,168,320	2,306,747	2,381,715
Salary Savings	-	(44,126)	-	(44,126)	(44,126)
Salary Reimbursed	-	(128,000)	-	(128,000)	-
Premium Pay	303	-	-	-	-
Compensated Absence	9,548	16,034	16,034	16,034	16,034
Hourly Wages	25,868	25,783	23,554	25,783	25,783
Overtime Wages Hourly	37	-	-	-	-
Election Officials Wages	698	-	214	-	-
TOTAL	\$ 2,194,512	\$ 2,104,393	\$ 2,208,123	\$ 2,176,438	\$ 2,379,406

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Health Insurance Benefit	294,223	295,033	285,716	292,748	274,808
Wage Insurance Benefit	4,706	4,129	5,624	5,766	5,766
WRS	147,357	148,149	145,322	154,550	156,001
FICA Medicare Benefits	157,311	160,802	163,613	165,817	168,136
Home Purchase Assistance	500	-	-	-	-
Post Employment Health Plans	24,182	24,062	23,950	24,062	24,845
TOTAL	\$ 628,280	\$ 632,175	\$ 624,226	\$ 642,943	\$ 629,556

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	4,582	5,000	5,000	5,000	5,000
Copy Printing Supplies	6,008	10,000	18,451	10,000	10,000
Furniture	5,285	6,411	6,411	6,411	6,411
Hardware Supplies	2,685	3,000	1,600	3,000	3,000
Software Lic & Supplies	247	-	518	-	-
Postage	1,475	3,000	2,092	3,000	3,000
Books & Subscriptions	15,110	17,090	15,000	17,090	17,090
Machinery And Equipment	262	-	-	-	-
TOTAL	\$ 35,654	\$ 44,501	\$ 49,072	\$ 44,501	\$ 44,501

Attorney

Function: Administration

Line Item Detail

Agency Primary Fund: General

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Telephone	3,785	5,000	1,038	5,000	5,000
Cellular Telephone	176	-	192	-	-
Systems Comm Internet	15,953	22,662	17,964	22,662	22,662
Custodial Bldg Use Charges	43,663	53,737	54,041	53,737	56,255
Comm Device Mntc	-	200	-	200	200
System & Software Mntc	1,576	26,200	39,954	26,200	26,200
Mileage	43	-	-	-	-
Conferences & Training	20,593	24,740	22,974	24,740	24,740
Memberships	10,369	14,226	11,661	14,226	14,226
Legal Services	14,350	8,300	50,599	8,300	8,300
Delivery Freight Charges	148	500	124	500	500
Storage Services	3,120	4,200	2,540	4,200	4,200
Advertising Services	439	500	500	500	500
Printing Services	1,587	4,400	2,561	4,400	4,400
Transcription Services	1,849	3,000	3,000	3,000	3,000
Other Services & Expenses	4,134	3,000	3,000	3,000	3,000
TOTAL	\$ 121,785	\$ 170,665	\$ 210,147	\$ 170,665	\$ 173,183

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From Insurance	7,109	5,556	5,556	4,283	4,283
ID Charge From Workers Comp	1,744	1,882	1,882	1,732	1,732
TOTAL	\$ 8,853	\$ 7,438	\$ 7,438	\$ 6,015	\$ 6,015

Inter-Departmental Billings

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Billing To Monona Terrace	-	-	-	-	(32,437)
ID Billing To Parking	-	-	-	-	(23,143)
ID Billing To Sewer	-	-	-	-	(5,962)
ID Billing To Stormwater	-	-	-	-	(6,092)
ID Billing To Transit	-	-	-	-	(27,128)
ID Billing To Water	-	-	-	-	(14,548)
TOTAL	\$ -	\$ -	\$ -	\$ -	(109,310)

Attorney

Function: Administration

Position Summary

	CG	2018 Budget		Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ASST CITY ATTY	23	14.00	1,626,077	14.00	1,711,202	14.00	1,766,816
ATTY CITY	21	1.00	160,114	1.00	163,944	1.00	169,272
CLERK	20	1.00	50,373	1.00	50,567	1.00	52,210
DEPUTY CITY ATTY	18	1.00	144,405	1.00	146,367	1.00	151,124
LEGAL OFFICE ASST	20	1.00	49,517	1.00	49,707	1.00	51,323
LITIGATION ASST	17	1.00	69,262	1.00	69,529	1.00	71,788
ORD REVISIONS SPEC	20	1.00	62,764	1.00	63,147	1.00	65,199
SECRETARY	17	1.00	61,973	1.00	62,211	1.00	64,233
SECRETARY	20	4.50	247,418	4.50	249,527	4.50	257,637
TOTAL		25.50	\$ 2,471,902	25.50	\$ 2,566,201	25.50	\$ 2,649,602

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

Building Inspection

Agency Overview

Agency Mission

The mission of Building Inspection is to ensure the well-being of people through the safety of property. The agency seeks to maintain public trust and confidence by improving the construction and maintenance of structures and property, administering codes and ordinances, continually improving codes, procedures, and regulations, providing information to its customers, and providing quality services.

Agency Overview

The Agency is responsible for inspection, zoning and code enforcement, and consumer protection. The goal of Building Inspection is to ensure services are efficiently delivered and accessible to residents. Building Inspection will advance this goal by reviewing and updating Madison General Ordinances, proactively completing field observations of blighted areas, maximizing capacity by utilizing inspectors for less traditional roles, and standardizing processes.

2019 Budget Highlights

The 2019 Executive Budget:

- Increases assumed revenue from State seals and inspector training to be consistent with recent trends (\$9,500).
- Increases hardware supplies and system and software maintenance, paid for by increase in assumed revenue (\$9,500).

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Inspection	(66,126)	(45,000)	(65,000)	(55,000)	(55,000)
Health & Welfare	(900)	(1,500)	(1,000)	(1,000)	(1,000)
Total Revenue	\$ (67,026)	\$ (46,500)	\$ (66,000)	\$ (56,000)	\$ (56,000)
Expense					
Inspection	2,141,924	2,023,011	2,393,096	2,068,245	2,105,735
Health & Welfare	414,962	460,038	456,265	460,798	467,835
Zoning & Signs	680,466	770,937	679,834	820,109	833,066
Consumer Protection	286,074	295,248	269,211	273,838	279,293
Systematic Code Enforcement	884,540	1,061,705	911,572	1,084,534	1,101,716
Total Expense	\$ 4,407,966	\$ 4,610,939	\$ 4,709,978	\$ 4,707,524	\$ 4,787,645
Net General Fund	\$ 4,340,940	\$ 4,564,439	\$ 4,643,978	\$ 4,651,524	\$ 4,731,645

Budget by Fund & Major

Fund: General

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Charges for Services	(55,245)	(41,500)	(56,000)	(46,000)	(46,000)
Licenses & Permits	(11,781)	(5,000)	(10,000)	(10,000)	(10,000)
Total Revenue	\$ (67,026)	\$ (46,500)	\$ (66,000)	\$ (56,000)	\$ (56,000)
Expense					
Salaries	3,003,974	3,189,531	3,145,732	3,175,479	3,282,045
Benefits	1,052,089	1,036,904	1,184,413	1,088,774	1,062,330
Supplies	54,542	60,723	63,727	68,273	68,273
Purchased Services	192,457	205,696	198,122	207,646	207,646
Inter Departmental Charges	110,904	118,085	117,984	167,352	167,351
Inter Departmental Billing	(6,000)	-	-	-	-
Total Expense	\$ 4,407,966	\$ 4,610,939	\$ 4,709,978	\$ 4,707,524	\$ 4,787,645
Net General Fund	\$ 4,340,940	\$ 4,564,439	\$ 4,643,978	\$ 4,651,524	\$ 4,731,645

Service Overview

Service: Consumer Protection

Service Description

This service is responsible for inspecting packaging, weighing and measuring devices in gas stations, grocery stores, pharmacies, bakeries, taxis, fuel trucks, etc. The goal of this service is to complete full inspection and licensure of every business and commerce operation under the City’s authority in order to ensure Madison consumers receive the correct amount of product for which they pay.

2019 Planned Activities

- Review and update Madison General Ordinances, Chapter 22, governing Weights and Measures to provide greater clarity and ease of use by the businesses and public.
- Update the fee schedule for annual licensure to eliminate obsolete categories more accurately reflect costs associated with completing the required work and changes in the retail business environment.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	-	-	-	-	-
Expense	286,074	295,248	269,211	273,838	279,293
Net Service Budget	\$ 286,074	\$ 295,248	\$ 269,211	\$ 273,838	\$ 279,293

Service: Health & Welfare

Service Description

This service provides assistance to residents requiring help with property maintenance to ensure a pleasant setting for City residents and visitors. Responsibilities include enforcement and education efforts regarding sidewalk snow removal, trash, junk, and debris removal, tall grass and weed mitigation, and graffiti removal. This service provides property maintenance inspection services for all buildings, including owner-occupied, rental, and commercial properties. The goal of this service is to enhance the public and private benefits resulting from safe and sanitary maintenance of properties.

2019 Planned Activities

- Identify and review major thoroughfares and blighted areas for property maintenance violations.
- Proactively complete field observations of violations in blighted areas during traditionally slower periods between seasons.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(900)	(1,500)	(1,000)	(1,000)	(1,000)
Expense	414,962	460,038	456,265	460,798	467,835
Net Service Budget	\$ 414,062	\$ 458,538	\$ 455,265	\$ 459,798	\$ 466,835

Service Overview

Service: Inspection

Service Description

This service ensures compliance with Madison's building and mechanical system ordinances by reviewing and inspecting construction projects, contractor licensing, permit records, sales surveys, preoccupancy inspections, and underground utilities. The process ensures buildings are constructed according to all applicable codes (zoning, building, plumbing, heating, and electrical) and the building is safe to occupy when the project is completed. This service also ensures digital copies of all building floor and elevation plans are attached to the building archives and provides access to digital plans for external customers, including home and building owners, builders, and realtors.

2019 Planned Activities

- Utilize Housing Inspectors to conduct minor inspections such as foot and foundations, decks, garages, and other minor projects.
- Utilize Housing Inspectors to conduct simple, but required, inspections. This will allow New Construction Inspectors to conduct more in depth, complicated inspections and lesson the use of overtime or the need to expand staff.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(66,126)	(45,000)	(65,000)	(55,000)	(55,000)
Expense	2,141,924	2,023,011	2,393,096	2,068,245	2,105,735
Net Service Budget	\$ 2,075,798	\$ 1,978,011	\$ 2,328,096	\$ 2,013,245	\$ 2,050,735

Service: Systematic Code Enforcement

Service Description

This service inspects commercial and residential properties and provides routine building services, ensuring properties and buildings are in compliance with the City's Minimum Housing and Property Maintenance Code. Inspection activities are scheduled through the Community Development Authority (CDA) using data gathered by Building Inspection staff and input from the Neighborhood Resource Teams. This service is also responsible for heating and water leakage corrections, infestation eradication, repair of broken railings, windows, and doors, and dozens of other problems associated with keeping the City's housing stock habitable. The goal of this service is to preserve public health, safety, and general welfare of all residents and to help maintain property values by eliminating blighting influences.

2019 Planned Activities

- Review and re-coordinate the way systematic inspection areas are identified and completed to reflect and comply with recent changes in state law.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	-	-	-	-	-
Expense	884,540	1,061,705	911,572	1,084,534	1,101,716
Net Service Budget	\$ 884,540	\$ 1,061,705	\$ 911,572	\$ 1,084,534	\$ 1,101,716

Service Overview

Service: Zoning & Signs

Service Description

This service reviews and regulates Madison's Zoning code and street sign ordinances. The goal of the service is to provide timely resolution of land use issues for developers and the general public. This service provides inspections, investigation, and maintenance for records, zoning changes, and street sign ordinances. The process provides review and approvals prior to issuance of a permit as well as post-construction inspection services to ensure the project was completed in accordance with the approvals.

2019 Planned Activities

- Establish a formalized pre-application and scheduled application submittal process for the Land Use Application process (e.g., Conditional Uses, Demolitions, Rezoning requests).

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	-	-	-	-	-
Expense	680,466	770,937	679,834	820,109	833,066
Net Service Budget	\$ 680,466	\$ 770,937	\$ 679,834	\$ 820,109	\$ 833,066

Building Inspection Division

Function: Planning & Development

Line Item Detail

Agency Primary Fund: General

Charges for Service

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Misc Charges for Service	(54,345)	(40,000)	(55,000)	(45,000)	(45,000)
Graffiti Removal	(900)	(1,500)	(1,000)	(1,000)	(1,000)
TOTAL	\$ (55,245)	\$ (41,500)	\$ (56,000)	\$ (46,000)	\$ (46,000)

Licenses & Permits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Other Permits	(11,781)	(5,000)	(10,000)	(10,000)	(10,000)
TOTAL	\$ (11,781)	\$ (5,000)	\$ (10,000)	\$ (10,000)	\$ (10,000)

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	2,953,285	3,230,880	3,046,524	3,278,828	3,385,394
Salary Savings	-	(130,000)	-	(130,000)	(130,000)
Pending Personnel	-	62,000	46,500	-	-
Premium Pay	437	23,096	442	23,096	23,096
Compensated Absence	29,507	-	29,000	-	-
Overtime Wages Permanent	19,941	3,555	22,718	3,555	3,555
Election Officials Wages	805	-	547	-	-
TOTAL	\$ 3,003,974	\$ 3,189,531	\$ 3,145,732	\$ 3,175,479	\$ 3,282,045

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Comp Absence Escrow	50,212	-	150,000	-	-
Health Insurance Benefit	527,307	531,612	550,778	575,855	540,810
Wage Insurance Benefit	13,587	13,690	13,439	13,510	13,510
WRS	204,254	216,470	206,450	219,683	221,748
FICA Medicare Benefits	225,145	243,703	232,466	248,297	253,811
Post Employment Health Plans	31,584	31,429	31,281	31,429	32,451
TOTAL	\$ 1,052,089	\$ 1,036,904	\$ 1,184,413	\$ 1,088,774	\$ 1,062,330

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	10,063	11,863	9,100	11,863	11,863
Copy Printing Supplies	9,806	13,960	8,100	13,960	13,960
Furniture	259	2,500	500	2,500	2,500
Hardware Supplies	3,273	1,000	4,055	3,000	3,000
Postage	20,163	20,000	20,000	20,000	20,000
Books & Subscriptions	204	900	5,801	1,450	1,450
Work Supplies	2,227	3,500	5,237	3,500	3,500
Safety Supplies	601	2,000	934	2,000	2,000
Inventory	7,947	5,000	10,000	10,000	10,000
TOTAL	\$ 54,542	\$ 60,723	\$ 63,727	\$ 68,273	\$ 68,273

Building Inspection Division

Function: Planning & Development

Line Item Detail

Agency Primary Fund: General

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Telephone	5,065	8,000	1,322	8,000	8,000
Cellular Telephone	6,328	7,362	6,054	7,362	7,362
Graffiti Removal	4,341	6,500	6,500	6,500	6,500
Comm Device Mntc	-	3,400	753	3,400	3,400
System & Software Mntc	1,800	4,183	6,281	7,183	7,183
Recruitment	107	-	-	-	-
Mileage	132,290	128,860	128,860	128,860	128,860
Conferences & Training	4,917	7,750	4,264	6,750	6,750
Memberships	1,927	1,200	1,200	1,200	1,200
Legal Services	2,572	7,500	4,893	6,500	6,500
Storage Services	1,748	1,500	1,458	1,500	1,500
Consulting Services	-	1,221	-	1,221	1,221
Advertising Services	6,309	7,808	7,614	7,808	7,808
Interpreters Signing Services	-	500	-	500	500
Other Services & Expenses	24,848	19,912	27,554	19,912	19,912
Permits & Licenses	204	-	1,369	950	950
TOTAL	\$ 192,457	\$ 205,696	\$ 198,122	\$ 207,646	\$ 207,646

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From Engineering	62,598	62,598	62,598	113,620	113,620
ID Charge From Fleet Services	8,812	12,134	12,134	9,862	9,862
ID Charge From Traffic Eng	840	915	814	915	914
ID Charge From Insurance	8,026	8,350	8,350	11,639	11,639
ID Charge From Workers Comp	30,628	34,088	34,088	31,316	31,316
TOTAL	\$ 110,904	\$ 118,085	\$ 117,984	\$ 167,352	\$ 167,351

Inter-Departmental Billings

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Billing To Community Dev	(6,000)	-	-	-	-
TOTAL	\$ (6,000)	\$ -	\$ -	\$ -	\$ -

Building Inspection

Function: Planning & Development

Position Summary

	CG	2018 Budget		Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN CLERK	20	3.00	165,090	3.00	164,441	3.00	169,786
BLDG INSPECT DIV DIR	21	1.00	126,442	1.00	129,467	1.00	133,675
CODE ENFC OFF	16	13.00	928,436	13.00	948,023	13.00	978,834
ELEC/HEAT INSPECTOR	16	4.00	298,091	4.00	305,756	4.00	315,693
HSG INSPECTION SUPV	18	1.00	91,338	1.00	91,690	1.00	94,669
INFORMATION CLERK	20	2.00	98,066	2.00	89,310	2.00	92,213
PLAN REV & INSP SUPV	18	1.00	114,097	1.00	114,535	1.00	118,258
PLAN REVIEW SPEC	16	3.00	236,089	3.00	219,714	3.00	226,855
PLUMB/HEAT INSPECTOR	16	3.00	221,894	3.00	226,319	3.00	233,675
PROG ASST	17	1.00	51,106	1.00	52,546	1.00	54,254
PROPERTY CODE INSP	16	3.00	186,662	3.00	167,462	3.00	172,904
WGTS MEASURES INSP	16	2.80	200,254	2.80	193,012	2.80	199,285
ZONING ADMIN ASST	16	2.00	125,373	2.00	142,327	2.00	146,953
ZONING ADMINISTRATOR	18	1.00	103,047	1.00	105,395	1.00	108,821
ZONING CODE OFF	16	5.00	331,899	5.00	328,829	5.00	339,516
TOTAL		45.80	\$ 3,277,884	45.80	\$ 3,278,828	45.80	\$ 3,385,390

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

CDA Housing Operations

Agency Overview

Agency Mission

The mission of the Community Development Authority (CDA) Housing Operations is to provide affordable and well-maintained housing for eligible families and individuals in an environment that promotes personal safety, independence, and a sense of community.

Agency Overview

Housing Operations provides management, maintenance, and other resident services to CDA owned and operated public housing units and administers the Section 8 Housing Choice Voucher program. The goal of the Agency is to provide rental assistance to low-income families. CDA Housing Operations will advance this goal by opening the regular waiting list for the first time in several years and increasing the number households assisted each month from approximately 1,700 to 1,800.

2019 Budget Highlights

The 2019 Executive Budget:

- Increases assumed revenue due to changes in HUD's funding formula (\$1.98m).
- Adds 5.5 FTE positions funded by an increase in operational revenues (\$344,000), the newly created positions are:
 - Clerk Typist 1
 - Community Resource Officer
 - CDA Hearing Examiner and Accommodation Specialist
 - Clerk-Receptionist
 - Laborer
 - Tenant Services Aide
- Includes Capital improvements to CDA sites funded through the HUD capital fund grant (\$1.58m).
 - Planned projects in 2019 include:
 - All Public Housing Sites: In-unit flooring replacements
 - All Public Housing Sites: Heating equipment replacements
 - All Public Housing Sites: Accessibility improvements as needed (e.g., handrails, grab bars, visual fire alarms for the deaf, accessible showers, etc.)
 - Stein – South Thompson: Siding replacement with insulation improvements
 - Webb-Rethke: Drain tile addition
 - Turbot: Siding repair and painting
 - Tenney Park Apartments: Enlarge and level parking lots with enhanced handicap access and lighting
 - Romnes Apartments: Trash lift replacement

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Public Housing	(8,399,942)	(7,406,359)	(8,111,303)	(8,180,883)	(8,166,599)
Housing Vouchers	(14,268,423)	(14,060,839)	(13,243,030)	(15,336,008)	(15,281,798)
Total Revenue	\$ (22,668,365)	\$ (21,467,198)	\$ (21,354,333)	\$ (23,516,891)	\$ (23,448,397)
Expense					
Public Housing	8,523,249	7,587,222	8,286,302	8,355,883	8,342,418
Housing Vouchers	14,321,628	14,054,976	13,243,030	15,336,008	15,280,979
Total Expense	\$ 22,844,877	\$ 21,642,198	\$ 21,529,333	\$ 23,691,891	\$ 23,623,397
Net General Fund	\$ 176,512	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000

Budget by Fund & Major

Fund: CDA

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Intergovernmental Revenues	(17,571,744)	(17,639,649)	(16,545,661)	(19,143,081)	(19,088,871)
Charges for Services	(3,412,817)	(3,417,546)	(3,407,497)	(3,516,868)	(3,516,868)
Investments & Contributions	(48,087)	(39,327)	(32,297)	(44,116)	(44,116)
Misc Revenue	(275,804)	(75,300)	(62,909)	(76,990)	(76,990)
Other Finance Source	(744,461)	(24,332)	(970,966)	-	-
Transfer In	(615,452)	(271,045)	(335,003)	(735,836)	(721,552)
Total Revenue	\$ (22,668,365)	\$ (21,467,198)	\$ (21,354,333)	\$ (23,516,891)	\$ (23,448,397)
Expense					
Salaries	2,407,307	2,732,681	2,560,428	3,159,642	3,162,279
Benefits	1,025,950	852,145	989,166	856,749	912,540
Supplies	524,740	508,446	584,575	572,234	572,234
Purchased Services	15,636,447	16,202,567	15,082,701	17,709,086	17,709,086
Debt & Other Financing	2,295,488	410,104	1,646,909	291,104	291,104
Inter Departmental Charges	861,089	903,210	843,593	940,452	813,530
Inter Departmental Billing	(521,596)	(510,358)	(513,042)	(573,213)	(573,213)
Transfer Out	615,452	543,404	335,003	735,836	735,836
Total Expense	\$ 22,844,877	\$ 21,642,198	\$ 21,529,333	\$ 23,691,891	\$ 23,623,397
Net General Fund	\$ 176,512	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000

Service Overview

Service: Housing Vouchers

Service Description

This service provides Section 8 housing vouchers across the City of Madison. The housing vouchers provide rental assistance to fill the gap between what low-income tenants can afford to pay and the actual cost of decent, safe, and sanitary housing. The voucher program serves households with incomes below 50 percent of area median income: Priority is given to the elderly, disabled, families with minor children, chronically homeless veterans, and other targeted groups. This service also administers Housing Choice Vouchers, which covers the billing for voucher recipients who are new to Madison or move to another housing authority. The goal of this service is to help chronically homeless individuals and families to become housed in permanently supported housing.

2019 Planned Activities

- Open the regular waiting list for the first time since 2014, increasing the pool of applicants who qualify for preference on the waiting list.
- Increase the number of households assisted each month from approximately 1,700 to 1,800.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(14,268,423)	(14,060,839)	(13,243,030)	(15,336,008)	(15,281,798)
Expense	14,321,628	14,054,976	13,243,030	15,336,008	15,280,979
Net Service Budget	\$ 53,205	\$ (5,863)	\$ -	\$ -	(819)

Service: Public Housing

Service Description

This service provides public housing assistance across the City of Madison through Community Development Authority (CDA) owned and operated developments. The CDA owns, manages, and maintains 766 units of Low Rent Public Housing on 37 sites throughout the City with funding from the federal Department of Housing and Urban Development (HUD). It also owns, manages, and maintains 114 multi-family units with funding from Wisconsin Housing and Economic Development Authority (WHEDA). This service is available to residents with income below 80 percent of area median income, with priority given to the elderly, disabled, and families with minor children. Residents in CDA housing pay 30 percent of adjusted gross income for rent and utilities.

2019 Planned Activities

- Provide CDA services assisting residents to maintain housing stability as well as support residents in their efforts toward self-sufficiency.
- Engage community partners to provide services to residents to help them maintain their housing, move toward self-sufficiency, and generally support their quality of life.
- Add 5.5 FTE positions to help increase occupancy, shorten apartment turnaround time, and improve the response to routing work orders for residents.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(8,399,942)	(7,406,359)	(8,111,303)	(8,180,883)	(8,166,599)
Expense	8,523,249	7,587,222	8,286,302	8,355,883	8,342,418
Net Service Budget	\$ 123,307	\$ 180,863	\$ 175,000	\$ 175,000	\$ 175,819

CDA Housing Operations

Function: Planning & Development

Line Item Detail

Agency Primary Fund: CDA

Intergovernmental Revenues

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Federal Revenues Operating	(15,463,140)	(15,182,998)	(14,272,018)	(17,559,143)	(17,504,933)
Federal Revenues Capital	(1,247,618)	(1,533,201)	(1,370,643)	(1,583,938)	(1,583,938)
Local Revenues Operating	(63,571)	(59,450)	(39,000)	-	-
Other Unit of Gov Rev Op	(797,416)	(864,000)	(864,000)	-	-
TOTAL	\$ (17,571,744)	\$ (17,639,649)	\$ (16,545,661)	\$ (19,143,081)	\$ (19,088,871)

Charges for Service

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Misc Charges for Service	(186,645)	(198,107)	(186,645)	(148,832)	(148,832)
Reimbursement Of Expense	(5,659)	(5,000)	(6,414)	(3,000)	(3,000)
Dwelling Rent	(3,103,407)	(3,099,285)	(3,099,285)	(3,242,100)	(3,242,100)
Non Dwelling Rent	(117,107)	(115,154)	(115,154)	(122,937)	(122,937)
TOTAL	\$ (3,412,817)	\$ (3,417,546)	\$ (3,407,497)	\$ (3,516,868)	\$ (3,516,868)

Investments & Contributions

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Interest	(48,087)	(39,327)	(32,297)	(44,116)	(44,116)
TOTAL	\$ (48,087)	\$ (39,327)	\$ (32,297)	\$ (44,116)	\$ (44,116)

Misc Revenue

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Insurance Recoveries	(119,913)	-	-	-	-
Miscellaneous Revenue	(155,891)	(75,300)	(62,909)	(76,990)	(76,990)
TOTAL	\$ (275,804)	\$ (75,300)	\$ (62,909)	\$ (76,990)	\$ (76,990)

Other Finance Sources

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Sale Of Assets	(4,397)	-	-	-	-
(Gain) Loss On Sale Of Asset	8,605	-	-	-	-
Tax Credit Funding	(25,394)	-	-	-	-
Fund Balance Applied	(723,275)	(24,332)	(970,966)	-	-
TOTAL	\$ (744,461)	\$ (24,332)	\$ (970,966)	\$ -	\$ -

Transfer In

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer In From CDA	(615,452)	(271,045)	(335,003)	(735,836)	(721,552)
TOTAL	\$ (615,452)	\$ (271,045)	\$ (335,003)	\$ (735,836)	\$ (721,552)

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	2,228,137	2,469,996	2,295,275	2,562,898	2,908,954
Salary Savings	-	(46,888)	-	(46,950)	(46,950)
Pending Personnel	-	17,735	-	394,174	50,755
Premium Pay	7,578	11,880	10,457	9,067	9,067
Workers Compensation Wages	2,558	2,500	2,500	2,500	2,500
Compensated Absence	23,287	33,700	33,700	13,500	13,500
Hourly Wages	30,593	135,307	90,999	131,253	131,253
Overtime Wages Permanent	115,151	108,450	127,497	93,200	93,200
Election Officials Wages	3	1	-	-	-
TOTAL	\$ 2,407,307	\$ 2,732,681	\$ 2,560,428	\$ 3,159,642	\$ 3,162,279

CDA Housing Operations

Function: Planning & Development

Line Item Detail

Agency Primary Fund: CDA

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Comp Absence Escrow	54,522	32,760	45,000	32,760	32,760
Flexible Spending Benefits	29	-	-	-	-
Health Insurance Benefit	431,728	443,369	397,661	432,319	444,444
Wage Insurance Benefit	6,131	5,628	6,798	6,641	6,589
WRS	161,082	165,491	164,629	171,714	190,538
FICA Medicare Benefits	182,256	185,743	189,825	194,161	218,432
Tuition	-	-	1,190	-	-
Post Employment Health Plans	19,248	19,154	19,063	19,154	19,777
Other Post Employmnt Benefit	29,767	-	21,000	-	-
Pension Expense	141,187	-	144,000	-	-
TOTAL	\$ 1,025,950	\$ 852,145	\$ 989,166	\$ 856,749	\$ 912,540

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	16,223	22,240	22,240	27,739	27,739
Copy Printing Supplies	12,310	11,942	11,942	12,862	12,862
Furniture	474	-	-	-	-
Hardware Supplies	47,752	65,690	61,388	62,445	62,445
Software Lic & Supplies	240	-	973	-	-
Postage	28,551	25,785	24,769	35,655	35,655
Books & Subscriptions	504	200	-	230	230
Work Supplies	35,342	30,750	34,776	27,311	27,311
Janitorial Supplies	40,099	20,300	58,615	23,332	23,332
Safety Supplies	19,873	8,700	13,749	15,594	15,594
Snow Removal Supplies	-	1,500	-	1,500	1,500
Uniform Clothing Supplies	2,149	4,150	2,632	3,555	3,555
Food And Beverage	224	500	166	400	400
Building	1,900	2,500	3,610	100	100
Building Supplies	100,352	76,000	163,300	105,100	105,100
Electrical Supplies	42,277	42,400	30,978	45,205	45,205
HVAC Supplies	45,670	19,150	20,352	23,254	23,254
Plumbing Supplies	69,957	61,839	69,012	64,266	64,266
Landscaping Supplies	1,816	-	1,046	1,100	1,100
Machinery And Equipment	(85,547)	7,000	2,695	1,500	1,500
Equipment Supplies	144,572	107,800	62,332	121,086	121,086
TOTAL	\$ 524,740	\$ 508,446	\$ 584,575	\$ 572,234	\$ 572,234

CDA Housing Operations

Function: Planning & Development

Line Item Detail

Agency Primary Fund: CDA

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Natural Gas	177,554	188,500	160,000	208,862	208,862
Electricity	373,936	365,500	369,000	369,619	369,619
Water	165,221	188,180	159,000	214,868	214,868
Sewer	144,995	153,955	142,000	151,200	151,200
Stormwater	53,655	51,662	45,000	56,310	56,310
Telephone	32,340	34,700	30,000	31,518	31,518
Cellular Telephone	15,020	21,782	14,000	17,256	17,256
Systems Comm Internet	6,575	3,935	5,370	4,592	4,592
Building Improv Repair Maint	695,363	949,991	856,109	1,100,166	1,100,166
Waste Disposal	118,528	108,284	100,477	130,000	130,000
Fire Protection	411	-	2,500	-	-
Pest Control	82,616	75,900	75,900	57,512	57,512
Elevator Repair	27,239	36,200	36,200	61,923	61,923
Grounds Improv Repair Maint	110,750	7,500	13,860	-	-
Landscaping	84,961	63,000	82,646	60,295	60,295
Snow Removal	-	6,500	15,827	2,900	2,900
Comm Device Mntc	250	-	-	-	-
Equipment Mntc	14,395	18,000	14,377	10,181	10,181
System & Software Mntc	27,725	64,856	64,856	56,476	56,476
Rental Of Equipment	3,226	3,500	1,105	2,850	2,850
Street Mntc	1,290	-	-	-	-
Recruitment	21	-	800	813	813
Mileage	2,267	3,044	3,044	1,829	1,829
Conferences & Training	14,786	40,055	17,000	32,935	32,935
Memberships	5,761	5,861	5,926	7,815	7,815
Audit Services	40,300	49,100	32,880	40,475	40,475
Bank Services	135	200	98	200	200
Legal Services	5,403	10,735	7,912	7,435	7,435
Credit Card Services	-	3,757	-	3,800	3,800
Collection Services	12	-	33	-	-
Storage Services	2,693	2,200	2,224	3,200	3,200
Consulting Services	18,116	3,750	16,000	4,324	4,324
Advertising Services	1,171	6,200	381	650	650
Printing Services	-	100	-	-	-
Engineering Services	-	40,000	18,000	40,000	40,000
Inspection Services	32,554	27,200	32,000	19,312	19,312
Architectural Services	3,075	-	-	-	-
Investigative Services	8,135	9,450	6,929	7,637	7,637
Security Services	192,008	230,359	246,371	143,606	143,606
Interpreters Signing Services	271	1,550	-	1,550	1,550
Other Services & Expenses	49,948	61,429	65,944	25,821	25,821
Grants	-	254,583	162	544,789	544,789
Port Housing Assistance Pmts	663,258	700,000	672,468	175,314	175,314
Housing Assistance Payments	12,165,300	12,164,000	11,498,452	13,841,384	13,841,384
Portable Voucher Adm Fees	48,241	30,400	44,759	24,000	24,000
Bad Debt Expense	44,329	10,000	19,842	11,000	11,000
Property Insurance	143,468	142,249	142,249	153,569	153,569
Taxes & Special Assessments	59,756	61,000	61,000	81,100	81,100
Permits & Licenses	(610)	3,400	-	-	-
TOTAL	\$ 15,636,447	\$ 16,202,567	\$ 15,082,701	\$ 17,709,086	\$ 17,709,086

CDA Housing Operations

Function: Planning & Development

Line Item Detail

Agency Primary Fund: CDA

Debt & Other Financing

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Principal	-	13,950	-	-	-
Interest	189,185	78,964	189,185	67,139	67,139
Paying Agent Services	28,704	23,426	27,000	13,300	13,300
PILOT	190,063	188,506	188,506	190,063	190,063
Depreciation	1,495,084	-	1,242,218	-	-
Fund Balance Generated	392,453	781	-	-	-
Contingent Reserve	-	104,477	-	20,602	20,602
TOTAL	\$ 2,295,488	\$ 410,104	\$ 1,646,909	\$ 291,104	\$ 291,104

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From Attorney	-	10,000	-	25,000	-
ID Charge From Information Tec	103,487	108,312	108,312	110,644	-
ID Charge From Treasurer	-	8,216	-	-	-
ID Charge From Engineering	51,209	51,209	51,209	80,430	80,430
ID Charge From Fleet Services	52,685	106,329	62,244	65,886	65,886
ID Charge From Traffic Eng	81	-	-	-	-
ID Charge From Insurance	40,914	40,585	40,585	41,367	44,264
ID Charge From Workers Comp	91,116	68,201	68,201	43,912	50,655
ID Charge From CDA Manageme	450,046	441,042	441,042	503,722	502,804
ID Charge From CDA Bookkeepin	71,550	69,316	72,000	69,491	69,491
TOTAL	\$ 861,089	\$ 903,210	\$ 843,593	\$ 940,452	\$ 813,530

Inter-Departmental Billings

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Billing To CDA Management	(450,046)	(441,042)	(441,042)	(503,722)	(503,722)
ID Billing To CDA Bookkeeping	(71,550)	(69,316)	(72,000)	(69,491)	(69,491)
TOTAL	\$ (521,596)	\$ (510,358)	\$ (513,042)	\$ (573,213)	\$ (573,213)

Transfer Out

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer Out To CDA	615,452	543,404	335,003	735,836	735,836
TOTAL	\$ 615,452	\$ 543,404	\$ 335,003	\$ 735,836	\$ 735,836

CDA Housing Operations

Function: **Planning & Development**

Position Summary

	CG	2018 Budget		Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCT TECH	20	1.00	54,774	1.00	57,746	1.00	59,623
ADMIN CLERK	20	1.00	48,823	1.00	46,336	1.00	47,842
CDA ACCOM SPECIALIST	18	-	-	-	-	1.00	53,677
CLERK	20	-	-	-	-	1.00	36,161
COMM RES OFFICER	20	-	-	-	-	0.50	48,075
CUSTODIAL WKR	16	3.00	133,453	3.00	143,784	3.00	148,457
HSG ASST CLERK	20	4.00	219,933	4.00	235,066	4.00	242,706
HSG ASST CLK	20	1.00	59,843	1.00	63,373	1.00	65,432
HSG ASST OUTREACH COORD	20	0.50	29,247	0.50	29,859	0.50	30,830
HSG ASST PROGRAM SUPV	18	1.00	61,900	1.00	62,138	1.00	64,157
HSG MAINT WKR	16	6.00	335,778	6.00	328,916	6.00	339,605
HSG MOD GRTS MGR	18	1.00	82,268	1.00	82,585	1.00	85,269
HSG OPER ANALYST	18	1.00	72,175	1.00	79,635	1.00	82,223
HSG OPER PROG MGR	18	1.00	108,786	1.00	114,102	1.00	117,810
HSG SITE MGR	18	3.00	236,817	3.00	240,380	3.00	248,192
INFORMATION CLERK	20	0.60	26,194	0.60	25,325	1.60	68,194
LABORER	16	-	-	-	-	1.00	48,350
MAINT MECH	16	3.00	199,453	3.00	192,629	3.00	198,890
PAINTER	71	1.00	59,091	1.00	59,319	1.00	61,246
PROG ASST	17	3.00	163,146	3.00	171,704	3.00	177,284
PROG ASST	20	4.85	266,089	4.85	261,023	4.85	269,506
SECTION 8 INSPECTOR	16	2.00	114,916	2.00	115,358	2.00	119,107
TENANT SVS AIDE	20	3.00	153,508	3.00	154,563	4.00	207,660
TOTAL		40.95	\$ 2,426,193	40.95	\$ 2,463,838	46.45	\$ 2,820,296

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

CDA Redevelopment

Agency Overview

Agency Mission

The mission of the Community Development Authority (CDA) Redevelopment is to carry out various housing and redevelopment initiatives of the City, with powers and duties provided by State Statutes.

Agency Overview

The Agency provides assisted housing development and management, neighborhood revitalization, housing finance and rehabilitation, and urban renewal and redevelopment. As the City's housing authority, the CDA is charged with planning the redevelopment of areas where unsafe housing exists and with providing safe and sanitary dwelling accommodations for persons of low income. Acting as the redevelopment authority, the CDA provides for the elimination and prevention of substandard, deteriorated, and blighted areas through redevelopment activities. In addition, the Common Council has designated, by ordinance, the CDA as the administrative entity for the City's various housing rehabilitation and home buyers' assistance loan programs.

2019 Budget Highlights

The 2019 Executive Budget:

- Increases assumed revenue from sale of assets at Mosaic Ridge (\$90,000).
- Increases assumed revenue from Monona Shores payments (\$200,000).
- Increases salary savings to be realized by keeping the Executive Director position vacant throughout 2019 (\$83,000).

CDA Redevelopment

Function: Planning & Development

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Redevelopment	(2,528,602)	(2,361,895)	(2,544,626)	(2,646,059)	(2,352,564)
Total Revenue	\$ (2,528,602)	\$ (2,361,895)	\$ (2,544,626)	\$ (2,646,059)	\$ (2,352,564)
Expense					
Redevelopment	2,528,602	2,361,895	2,544,626	2,646,059	2,352,564
Total Expense	\$ 2,528,602	\$ 2,361,895	\$ 2,544,626	\$ 2,646,059	\$ 2,352,564
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Budget by Fund & Major

Fund: CDA

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Charges for Services	(1,620,419)	(1,640,000)	(1,557,299)	(1,779,450)	(1,779,450)
Investments & Contributions	(593,956)	(495,495)	(499,877)	(571,609)	(278,114)
Misc Revenue	(220,766)	(166,400)	(122,000)	(205,000)	(205,000)
Other Finance Source	48,064	(60,000)	(365,450)	(90,000)	(90,000)
Transfer In	(141,525)	-	-	-	-
Total Revenue	\$ (2,528,602)	\$ (2,361,895)	\$ (2,544,626)	\$ (2,646,059)	\$ (2,352,564)
Expense					
Salaries	124,868	142,505	140,429	136,563	116,779
Benefits	63,027	59,131	17,077	47,174	40,306
Supplies	2,205	1,400	1,430	1,300	1,300
Purchased Services	1,048,182	672,122	684,960	684,562	684,562
Debt & Other Financing	1,290,321	1,486,737	1,700,730	1,776,460	1,509,617
Total Expense	\$ 2,528,602	\$ 2,361,895	\$ 2,544,626	\$ 2,646,059	\$ 2,352,564
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Service Overview

Service: Redevelopment

Service Description

This service oversees the Community Development Authority's (CDA) efforts to carry out various economic and redevelopment initiatives of the City. Active CDA redevelopment work includes: The Village on Park, public housing redevelopment in the Triangle, and the Allied Drive Neighborhood redevelopment. The CDA also operates more than 200 affordable apartments with long-term rent restrictions but no federally funded operating subsidy. The goals of this service are to redevelop aging public housing to improve living conditions for existing residents, ensure quality housing for low-income households continues, and undertake redevelopment activities that strengthen low and moderate-income neighborhoods by removing blight and constructing high-quality affordable housing.

2019 Planned Activities

- Continue to work on the redevelopment of the Triangle neighborhood, the sale of single family homes at Mosaic Ridge on Allied Drive, and the redevelopment efforts at The Village on Park.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(2,528,602)	(2,361,895)	(2,544,626)	(2,646,059)	(2,352,564)
Expense	2,528,602	2,361,895	2,544,626	2,646,059	2,352,564
Net Service Budget	\$ -	\$ -	\$ 0	\$ -	-

CDA Redevelopment

Function: Planning & Development

Line Item Detail

Agency Primary Fund: CDA

Charges for Service

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Development Fees	(8,445)	(100,000)	(8,699)	(28,000)	(28,000)
Reimbursement Of Expense	(15,007)	-	(8,600)	(60,450)	(60,450)
Non Dwelling Rent	(1,596,968)	(1,540,000)	(1,540,000)	(1,691,000)	(1,691,000)
TOTAL	\$ (1,620,419)	\$ (1,640,000)	\$ (1,557,299)	\$ (1,779,450)	\$ (1,779,450)

Investments & Contributions

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Interest	(593,956)	(495,495)	(499,877)	(571,609)	(278,114)
TOTAL	\$ (593,956)	\$ (495,495)	\$ (499,877)	\$ (571,609)	\$ (278,114)

Misc Revenue

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Insurance Recoveries	(16,327)	-	-	-	-
Miscellaneous Revenue	(204,439)	(166,400)	(122,000)	(205,000)	(205,000)
TOTAL	\$ (220,766)	\$ (166,400)	\$ (122,000)	\$ (205,000)	\$ (205,000)

Other Finance Sources

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Sale Of Assets	-	-	(365,450)	(90,000)	(90,000)
(Gain) Loss On Sale Of Asset	551,938	(50,000)	-	-	-
Capital Contributions	(200,000)	-	-	-	-
Fund Balance Applied	(303,873)	(10,000)	-	-	-
TOTAL	\$ 48,064	\$ (60,000)	\$ (365,450)	\$ (90,000)	\$ (90,000)

Transfer In

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer In From Insurance	(141,525)	-	-	-	-
TOTAL	\$ (141,525)	\$ -	\$ -	\$ -	\$ -

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	126,705	205,301	122,161	195,959	176,175
Salary Savings	-	(83,196)	-	(103,196)	(103,196)
Pending Personnel	-	20,000	-	25,600	25,600
Premium Pay	-	-	9	-	-
Compensated Absence	(11,932)	-	-	-	-
Hourly Wages	8,528	-	17,348	18,000	18,000
Overtime Wages Permanent	1,409	400	742	200	200
Overtime Wages Hourly	155	-	169	-	-
Election Officials Wages	3	-	-	-	-
TOTAL	\$ 124,868	\$ 142,505	\$ 140,429	\$ 136,563	\$ 116,779

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Comp Absence Escrow	3,137	2,000	-	-	-
Flexible Spending Benefits	5	-	-	-	-
Health Insurance Benefit	20,350	26,952	6,783	18,901	15,344
Wage Insurance Benefit	811	806	301	193	72
WRS	8,711	13,757	4,029	13,128	11,539
FICA Medicare Benefits	10,078	15,616	5,964	14,952	13,351
Other Post Emplmnt Benefit	(142)	-	-	-	-
Pension Expense	20,077	-	-	-	-
TOTAL	\$ 63,027	\$ 59,131	\$ 17,077	\$ 47,174	\$ 40,306

CDA Redevelopment

Function: Planning & Development

Line Item Detail

Agency Primary Fund: CDA

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Postage	52	200	230	100	100
Work Supplies	2,153	1,000	1,000	1,000	1,000
Equipment Supplies	-	200	200	200	200
TOTAL	\$ 2,205	\$ 1,400	\$ 1,430	\$ 1,300	\$ 1,300

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Electricity	593	1,000	1,000	1,000	1,000
Water	2,728	2,500	3,297	4,300	4,300
Stormwater	413	500	500	500	500
Cellular Telephone	-	240	-	-	-
Building Improv Repair Maint	127,911	-	12,021	-	-
Landscaping	146,737	14,000	28,099	8,000	8,000
Conferences & Training	670	3,000	50	3,000	3,000
Appraisal Services	-	2,000	1,200	2,000	2,000
Audit Services	8,700	20,000	13,000	10,000	10,000
Legal Services	353	-	-	-	-
Management Services	720,068	572,100	572,100	610,000	610,000
Advertising Services	120	5,000	168	500	500
Other Services & Expenses	1,333	15,000	15,000	5,288	5,288
Property Insurance	38,557	36,782	38,525	39,974	39,974
TOTAL	\$ 1,048,182	\$ 672,122	\$ 684,960	\$ 684,562	\$ 684,562

Debt & Other Financing

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Principal	-	797,480	-	669,611	669,611
Interest	599,329	613,025	572,191	602,395	308,900
Bond Notes Issuance Services	-	-	68,997	-	-
Paying Agent Services	3,425	2,425	3,425	21,860	21,860
PILOT	70,000	70,000	70,000	110,000	110,000
Depreciation	617,567	-	615,000	-	-
Fund Balance Generated	-	3,807	371,117	372,594	399,246
TOTAL	\$ 1,290,321	\$ 1,486,737	\$ 1,700,730	\$ 1,776,460	\$ 1,509,617

CDA Redevelopment

Function: Planning & Development

Position Summary

	CG	2018 Budget		Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
CDA EXECUTIVE DIR	18	1.00	102,527	1.00	84,935	1.00	87,695
HSG INIT SPEC	18	1.00	67,192	1.00	67,192	1.00	69,376
TOTAL		2.00	\$ 169,719	2.00	\$ 152,127	2.00	\$ 157,071

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

Civil Rights

Agency Overview

Agency Mission

The mission of the Department of Civil Rights is to provide management and coordination of the City's affirmative action and disability rights and equal opportunity responsibilities (including oversight of the Divisions of Affirmative Action, Equal Opportunities, and the Disability Rights and Services Program).

Agency Overview

The Agency is responsible for the management, development, and implementation of Chapter 39 of the Madison General Ordinances. The goals of Civil Rights are to assist City agencies and contractors to further diversify workforce and reduce underrepresentation among women, people of color, and individuals with disabilities; provide additional training venues, subjects, and opportunities for City employees, community members, contractors and their employees; provide more direct contact with under-served segments of the community; reduce case processing time and increase the amount of contracted cases from the Equal Employment Opportunity Commission (EEOC).

2019 Budget Highlights

The 2019 Executive Budget includes funding for:

- Continuation of the Language Access Plan (LAP) implementation (\$100,000).
- The continuation of the Racial Equity and Social Justice Initiative (RESJ) training program (\$50,000).

The 2019 Executive Budget includes anticipated grant revenues and expenditures:

- The 2019 Equal Employment Opportunity Commission (EEOC) federal grant (\$38,550).

Civil Rights

Function: Administration

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Civil Rights	40,150	(46,500)	(450)	(38,550)	(39,227)
Total Revenue	\$ 40,150	\$ (46,500)	\$ (450)	\$ (38,550)	\$ (39,227)
Expense					
Civil Rights	1,482,644	1,865,963	1,755,496	1,859,721	1,895,153
Room Tax Commission	-	-	-	-	-
Total Expense	\$ 1,482,644	\$ 1,865,963	\$ 1,755,496	\$ 1,859,721	\$ 1,895,153
Net General Fund	\$ 1,522,794	\$ 1,819,463	\$ 1,755,046	\$ 1,821,171	\$ 1,855,926

Budget by Fund & Major

Fund: General

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Intergovernmental Revenues	40,500	-	-	-	-
Investments & Contributions	(350)	-	(450)	-	-
Total Revenue	\$ 40,150	\$ -	\$ (450)	\$ -	\$ -
Expense					
Salaries	1,069,464	1,268,145	1,208,570	1,238,926	1,278,535
Benefits	275,709	310,822	309,323	345,090	338,528
Supplies	16,066	12,658	15,413	9,465	9,465
Purchased Services	117,039	224,539	218,891	224,029	225,737
Inter Departmental Charges	4,366	3,299	3,299	3,661	3,661
Total Expense	\$ 1,482,644	\$ 1,819,463	\$ 1,755,496	\$ 1,821,171	\$ 1,855,926
Net General Fund	\$ 1,522,794	\$ 1,819,463	\$ 1,755,046	\$ 1,821,171	\$ 1,855,926

Fund: Other Grants

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Intergovernmental Revenues	-	(46,500)	-	(38,550)	(39,227)
Total Revenue	\$ -	\$ (46,500)	\$ -	\$ (38,550)	\$ (39,227)
Expense					
Salaries	-	26,000	-	20,825	21,502
Supplies	-	3,500	-	6,957	6,957
Purchased Services	-	17,000	-	10,768	10,768
Total Expense	\$ -	\$ 46,500	\$ -	\$ 38,550	\$ 39,227
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Service Overview

Service: Civil Rights

Service Description

This service includes three components: Affirmative Action, Disability Rights and Equal Opportunities. The goals of this service are to assist City agencies to further diversify workforce and reduce under-representation among women, people of color, and individuals with disabilities; assist City contractors to further diversify workforce and reduce under-representation among women, people of color, and individuals with disabilities; provide additional training venues, subjects and opportunities; provide more direct contact with under-served segments of the community; and reduce case processing time and increase amount of contracted cases from the Equal Employment Opportunity Commission (EEOC).

2019 Planned Activities

- Develop a Section 8 housing discrimination training program.
- Develop a tavern league public accommodation training program.
- Develop a targeted equitable relief program.
- Develop a real estate development program targeting historically marginalized communities.
- Implement the Language Access Plan (LAP).
- Create an online intake portal for complaint processing.
- Increase the number of trainings for Racial Equity and Social Justice to meet the demands of the entire City workforce.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	40,150	(46,500)	(450)	(38,550)	(39,227)
Expense	1,482,644	1,865,963	1,755,496	1,859,721	1,895,153
Net Service Budget	\$ 1,522,794	\$ 1,819,463	\$ 1,755,046	\$ 1,821,171	\$ 1,855,926

Civil Rights

Function: Administration

Line Item Detail

Agency Primary Fund: General

Intergovernmental Revenues

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Federal Revenues Operating	40,500	-	-	-	-
TOTAL	\$ 40,500	\$ -	\$ -	\$ -	\$ -

Investments & Contributions

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Contributions & Donations	(350)	-	(450)	-	-
TOTAL	\$ (350)	\$ -	\$ (450)	\$ -	\$ -

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	987,109	1,118,742	1,060,070	1,218,820	1,258,429
Salary Savings	-	(21,916)	-	(21,916)	(21,916)
Pending Personnel	-	133,000	70,000	-	-
Compensated Absence	18,482	7,215	18,500	7,533	7,533
Hourly Wages	63,336	31,104	60,000	34,489	34,489
Election Officials Wages	537	-	-	-	-
TOTAL	\$ 1,069,464	\$ 1,268,145	\$ 1,208,570	\$ 1,238,926	\$ 1,278,535

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Health Insurance Benefit	125,897	150,827	150,752	167,205	157,390
Wage Insurance Benefit	1,587	1,344	2,688	2,108	2,108
WRS	66,319	72,471	71,291	81,661	82,426
FICA Medicare Benefits	78,594	82,884	81,312	90,820	93,201
Post Employment Health Plans	3,312	3,296	3,280	3,296	3,403
TOTAL	\$ 275,709	\$ 310,822	\$ 309,323	\$ 345,090	\$ 338,528

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	1,244	3,000	1,455	1,700	1,700
Artwork	12	-	-	-	-
Copy Printing Supplies	2,622	3,500	3,774	2,157	2,157
Hardware Supplies	1,142	600	1,468	600	600
Software Lic & Supplies	1,210	400	915	400	400
Postage	5,306	3,800	3,500	3,800	3,800
Books & Subscriptions	1,090	858	1,000	308	308
Work Supplies	3,440	500	3,300	500	500
TOTAL	\$ 16,066	\$ 12,658	\$ 15,413	\$ 9,465	\$ 9,465

Civil Rights

Function: Administration

Line Item Detail

Agency Primary Fund: General

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Telephone	2,486	1,902	2,400	600	3,100
Facility Rental	1,026	100	1,000	-	-
Custodial Bldg Use Charges	30,552	36,459	31,973	36,459	38,167
Comm Device Mntc	2,841	2,857	2,507	2,070	2,070
System & Software Mntc	-	-	1,643	2,500	-
Recruitment	-	-	588	-	-
Mileage	5	100	-	50	50
Conferences & Training	25,164	51,000	49,130	51,000	51,000
Memberships	4,324	4,475	4,300	4,450	4,450
Storage Services	31	100	24	150	150
Advertising Services	1,326	950	1,000	250	250
Interpreters Signing Services	48,457	122,000	120,649	122,000	122,000
Other Services & Expenses	826	4,596	3,678	4,500	4,500
TOTAL	\$ 117,039	\$ 224,539	\$ 218,891	\$ 224,029	\$ 225,737

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From Insurance	3,666	2,438	2,438	2,857	2,857
ID Charge From Workers Comp	700	861	861	804	804
TOTAL	\$ 4,366	\$ 3,299	\$ 3,299	\$ 3,661	\$ 3,661

Civil Rights

Function: Administration

Position Summary

	CG	2018 Budget		2019 Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
AA MGR	18	1.00	82,487	1.00	86,437	1.00	89,246
ADMIN CLERK	20	2.00	79,671	2.00	94,832	2.00	97,914
AFF ACTION SPEC	18	1.00	72,920	1.00	76,504	1.00	78,990
CIVIL RIGHTS DIR	21	1.00	116,565	1.00	119,354	1.00	123,233
CONTRACT COMP SPEC	18	3.00	188,174	3.00	195,119	3.00	201,461
DR & PS COORD	18	1.00	63,756	1.00	75,948	1.00	78,416
EO INV/CONC	18	3.00	197,650	3.00	180,644	3.00	186,515
EQ OPPT MGR	18	1.00	89,442	1.00	93,112	1.00	96,138
EQUILTY COORD	18	1.00	79,886	1.00	77,402	1.00	79,917
HEARING EXAM	23	1.00	149,163	1.00	151,234	1.00	156,149
PARALEGAL/MEDIATOR	18	1.00	57,000	1.00	59,499	1.00	61,433
PROG ASST	17	1.00	54,191	1.00	46,194	1.00	47,695
PROG ASST	20	1.00	50,000	1.00	47,099	1.00	48,630
TOTAL		18.00	\$ 1,280,906	18.00	\$ 1,303,378	18.00	\$ 1,345,738

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

Clerk

Agency Overview

Agency Mission

The mission of the Clerk's Office is to provide equitable access to open government by promoting inclusion and full participation of all residents in the democratic process.

Agency Overview

The Agency facilitates the right to vote, provides access to open meetings and open records, offers impartial license administration, and supports the legislative process. The goal of the Clerk's Office is to increase access to open government. The Clerk's Office will advance this goal by remaining engaged in the Racial Equity and Social Justice Initiative (RESJI) and Neighborhood Resource Teams; streamlining City agency approvals of license applications; continuing computer-free voter registration at community centers, food pantries, and community events; developing informative materials to increase compliance with the city's lobbying ordinance; and posting committee meeting agendas more than 48 hours in advance.

2019 Budget Highlights

The 2019 Executive Budget includes funding for:

- The 2019 election cycle, which includes February and April elections. In-person absentee voting will be offered two weeks prior to both elections (\$866,000).
- The Executive Budget reflects the City's cost allocation model that was developed in 2018. The goal of this methodology is to accurately and consistently allocate central service costs to enterprise agencies receiving services. Charges associated with cost allocation are reflected in the inter-departmental charges & billing major expenditure categories shown in the Line Item Detail section of the agency's budget. Reference the Executive Summary for a full explanation of the methodology, the allocation basis, and summary of allocated costs.

Clerk

Function: Administration

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Clerk	(985,080)	-	-	-	-
Total Revenue	\$ (985,080)	\$ -	\$ -	\$ -	\$ -
Expense					
Clerk	2,266,173	2,299,751	2,146,752	1,682,128	1,736,064
Total Expense	\$ 2,266,173	\$ 2,299,751	\$ 2,146,752	\$ 1,682,128	\$ 1,736,064
Net General Fund	\$ 1,281,093	\$ 2,299,751	\$ 2,146,752	\$ 1,682,128	\$ 1,736,064

Budget by Fund & Major

Fund: General

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Charges for Services	(2,647)	-	-	-	-
Transfer In	(982,433)	-	-	-	-
Total Revenue	\$ (985,080)	\$ -	\$ -	\$ -	\$ -
Expense					
Salaries	1,006,443	1,857,159	1,665,198	1,089,787	1,106,651
Benefits	189,124	189,568	215,090	213,139	206,026
Supplies	935,485	89,000	101,520	225,500	225,500
Purchased Services	130,278	158,943	159,863	147,966	196,671
Inter Departmental Charges	4,843	5,081	5,081	5,736	5,736
Inter Departmental Billing	-	-	-	-	(4,520)
Total Expense	\$ 2,266,173	\$ 2,299,751	\$ 2,146,752	\$ 1,682,128	\$ 1,736,064
Net General Fund	\$ 1,281,093	\$ 2,299,751	\$ 2,146,752	\$ 1,682,128	\$ 1,736,064

Clerk

Function: Administration

Service Overview

Service: Clerk

Service Description

This service administers elections for the City of Madison and processes license applications for alcohol sales, bartenders, health licenses, and other City licenses. Campaign finance reports, lobbyist filings, and any claims or lawsuits filed against the City are filed with the Clerk's Office. The goal of this service is to improve access to the democratic process, open government, and licensed business establishments.

2019 Planned Activities

- Offer in-person absentee voting for two weeks leading up to the two elections in 2019; in-person voting will be offered at various locations throughout the City.
- Maintain 15 minute wait times during the 2019 elections at all polling locations.
- Continue to provide support to the Alcohol License Review Committee (ALRC).
- Continue the Clerk's Office two-year work plan focused on employee wellness.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(985,080)	-	-	-	-
Expense	2,266,173	2,299,751	2,146,752	1,682,128	1,736,064
Net Service Budget	\$ 1,281,093	\$ 2,299,751	\$ 2,146,752	\$ 1,682,128	\$ 1,736,064

Clerk

Function: Administration

Line Item Detail

Agency Primary Fund: General

Charges for Service

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Reimbursement Of Expense	(2,647)	-	-	-	-
TOTAL	\$ (2,647)	\$ -	\$ -	\$ -	\$ -

Transfer In

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer In From Insurance	(982,433)	-	-	-	-
TOTAL	\$ (982,433)	\$ -	\$ -	\$ -	\$ -

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	457,947	505,921	489,257	518,849	535,713
Salary Savings	-	(18,179)	-	(18,179)	(18,179)
Premium Pay	376	-	505	-	-
Compensated Absence	6,369	-	-	-	-
Hourly Wages	13,337	36,987	100,000	38,271	38,271
Overtime Wages Permanent	31,947	27,560	50,000	30,846	30,846
Overtime Wages Hourly	59	-	-	-	-
Election Officials Wages	496,409	1,304,870	1,025,436	520,000	520,000
TOTAL	\$ 1,006,443	\$ 1,857,159	\$ 1,665,198	\$ 1,089,787	\$ 1,106,651

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Health Insurance Benefit	106,573	112,707	126,390	132,819	124,702
Wage Insurance Benefit	2,191	2,177	2,060	2,057	2,057
IATSE Health Benefit	677	-	928	-	-
WRS	33,797	32,317	36,428	34,762	35,092
FICA Medicare Benefits	41,777	38,279	45,215	39,413	39,954
Post Employment Health Plans	4,108	4,088	4,068	4,088	4,221
TOTAL	\$ 189,124	\$ 189,568	\$ 215,090	\$ 213,139	\$ 206,026

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	5,552	3,000	5,177	5,500	5,500
Copy Printing Supplies	30,359	36,000	36,000	28,000	28,000
Election Supplies	861,584	10,000	20,000	157,000	157,000
Hardware Supplies	55	-	343	-	-
Postage	37,714	40,000	40,000	35,000	35,000
Equipment Supplies	221	-	-	-	-
TOTAL	\$ 935,485	\$ 89,000	\$ 101,520	\$ 225,500	\$ 225,500

Clerk

Function: Administration

Line Item Detail

Agency Primary Fund: General

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Telephone	3,238	1,850	1,850	3,595	3,595
Cellular Telephone	341	2,100	722	4,750	4,750
Facility Rental	23,088	23,088	23,665	24,206	24,206
Custodial Bldg Use Charges	37,800	46,526	46,526	-	48,705
Equipment Mntc	3,127	16,118	11,000	62,685	62,685
System & Software Mntc	-	-	780	-	-
Mileage	1,047	-	2,313	-	-
Conferences & Training	6,710	8,641	8,075	7,500	7,500
Memberships	757	520	640	520	520
Delivery Freight Charges	26,191	38,100	38,100	18,000	18,000
Storage Services	2,827	2,000	2,347	2,400	2,400
Advertising Services	23,941	20,000	23,000	24,310	24,310
Transcription Services	811	-	-	-	-
Other Services & Expenses	320	-	845	-	-
Permits & Licenses	80	-	-	-	-
TOTAL	\$ 130,278	\$ 158,943	\$ 159,863	\$ 147,966	\$ 196,671

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From Traffic Eng	1,098	950	950	900	900
ID Charge From Insurance	3,130	2,839	2,839	4,112	4,112
ID Charge From Workers Comp	615	1,292	1,292	724	724
TOTAL	\$ 4,843	\$ 5,081	\$ 5,081	\$ 5,736	\$ 5,736

Inter-Departmental Billings

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Billing To Landfill	-	-	-	-	(565)
ID Billing To Monona Terrace	-	-	-	-	(565)
ID Billing To Golf Courses	-	-	-	-	(565)
ID Billing To Parking	-	-	-	-	(565)
ID Billing To Sewer	-	-	-	-	(565)
ID Billing To Stormwater	-	-	-	-	(565)
ID Billing To Transit	-	-	-	-	(565)
ID Billing To Water	-	-	-	-	(565)
TOTAL	\$ -	\$ -	\$ -	\$ -	(4,520)

Clerk

Function: Administration

Position Summary

	2018 Budget			Request		2019 Executive	
	CG	FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN ASST	17	1.00	51,106	1.00	54,585	1.00	56,359
CERT MUNI CLK	20	6.50	343,941	6.50	350,739	6.50	362,138
CITY CLERK	21	1.00	110,874	1.00	113,526	1.00	117,216
TOTAL		8.50	\$ 505,921	8.50	\$ 518,851	8.50	\$ 535,714

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

Common Council

Agency Overview

Agency Mission

The agency's mission is to represent the residents of Madison by promoting the safety, health, and general well-being of the community.

Agency Overview

Alders represent the City's 20 aldermanic districts and are led by a Council President and President Pro Tem that are elected annually in the spring.

2019 Budget Highlights

The 2019 Executive Budget includes funding for:

- Continuation of individual Alder budgets at the current level (\$2,425 per Alder).
- Continuation of benefits for Alders including WRS and health insurance (\$52,000).
- Full funding for four full-time staff members in the Common Council office.

Common Council

Function: General Government

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Common Council	(19,720)	(14,000)	(14,000)	(14,000)	(14,000)
Total Revenue	\$ (19,720)	\$ (14,000)	\$ (14,000)	\$ (14,000)	\$ (14,000)
Expense					
Common Council	565,332	815,342	790,936	836,924	845,869
Total Expense	\$ 565,332	\$ 815,342	\$ 790,936	\$ 836,924	\$ 845,869
Net General Fund	\$ 545,612	\$ 801,342	\$ 776,936	\$ 822,924	\$ 831,869

Budget by Fund & Major

Fund: General

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Misc Revenue	(19,720)	(14,000)	(14,000)	(14,000)	(14,000)
Total Revenue	\$ (19,720)	\$ (14,000)	\$ (14,000)	\$ (14,000)	\$ (14,000)
Expense					
Salaries	391,337	563,510	566,642	580,764	590,652
Benefits	70,290	150,289	130,113	154,689	153,179
Supplies	68,893	59,265	55,565	59,265	59,265
Purchased Services	23,456	38,593	34,932	38,593	39,160
Inter Departmental Charges	11,356	3,685	3,685	3,613	3,613
Total Expense	\$ 565,332	\$ 815,342	\$ 790,936	\$ 836,924	\$ 845,869
Net General Fund	\$ 545,612	\$ 801,342	\$ 776,936	\$ 822,924	\$ 831,869

Common Council

Function: General Government

Service Overview

Service: Common Council

Service Description

This service, established by State Statute, is responsible for policy determination for the City of Madison. The Council is comprised of 20 elected members, meets generally on the first and third Tuesdays of each month, and acts on proposed legislation, policy matters, and other City business. Council members also meet many times throughout the month in board, commission, and committee meetings. Information is received from and disseminated to constituents through meetings, newsletters, correspondence, phone calls, surveys, and questionnaires.

2019 Planned Activities

- Continue mailing efforts for outreach associated with neighborhood meetings; when appropriate these costs are offset by payments from developers.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(19,720)	(14,000)	(14,000)	(14,000)	(14,000)
Expense	565,332	815,342	790,936	836,924	845,869
Net Service Budget	\$ 545,612	\$ 801,342	\$ 776,936	\$ 822,924	\$ 831,869

Common Council

Function: General Government

Line Item Detail

Agency Primary Fund: General

Misc Revenue

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Miscellaneous Revenue	(19,720)	(14,000)	(14,000)	(14,000)	(14,000)
TOTAL	\$ (19,720)	\$ (14,000)	\$ (14,000)	\$ (14,000)	\$ (14,000)

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	117,676	290,966	304,815	304,263	314,151
Premium Pay	191	25	19	25	25
Workers Compensation Wages	-	232	-	232	232
Compensated Absence	5,964	5,700	5,700	5,700	5,700
Hourly Wages	261,477	265,387	253,774	269,344	269,344
Overtime Wages Permanent	6,029	1,200	2,334	1,200	1,200
TOTAL	\$ 391,337	\$ 563,510	\$ 566,642	\$ 580,764	\$ 590,652

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Health Insurance Benefit	23,674	87,750	33,801	87,750	85,490
Wage Insurance Benefit	572	823	920	889	889
WRS	16,595	19,495	43,434	22,357	22,503
FICA Medicare Benefits	29,449	42,221	43,458	43,693	44,297
Moving Expenses	-	-	8,500	-	-
TOTAL	\$ 70,290	\$ 150,289	\$ 130,113	\$ 154,689	\$ 153,179

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Purchasing Card Unallocated	-	-	2,912	-	-
Office Supplies	12,295	26,500	15,042	26,500	26,500
Copy Printing Supplies	10,352	5,800	7,575	5,800	5,800
Furniture	1,040	-	6,529	-	-
Hardware Supplies	4,510	-	986	-	-
Software Lic & Supplies	-	-	414	-	-
Postage	39,706	26,765	21,777	26,765	26,765
Books & Subscriptions	260	200	142	200	200
Food And Beverage	730	-	188	-	-
TOTAL	\$ 68,893	\$ 59,265	\$ 55,565	\$ 59,265	\$ 59,265

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Telephone	1,687	650	1,311	650	650
Cellular Telephone	-	-	1,423	-	-
Systems Comm Internet	1,087	-	675	-	-
Facility Rental	1,089	-	582	-	-
Custodial Bldg Use Charges	9,826	12,093	12,161	12,093	12,660
System & Software Mntc	-	-	804	-	-
Rental Of Equipment	39	-	-	-	-
Recruitment	1,048	-	-	-	-
Conferences & Training	8,097	25,500	17,288	25,500	25,500
Delivery Freight Charges	538	250	652	250	250
Storage Services	45	100	35	100	100
TOTAL	\$ 23,456	\$ 38,593	\$ 34,932	\$ 38,593	\$ 39,160

Common Council

Function: General Government

Line Item Detail

Agency Primary Fund: General

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From Insurance	11,079	3,379	3,379	3,329	3,329
ID Charge From Workers Comp	277	306	306	284	284
TOTAL	\$ 11,356	\$ 3,685	\$ 3,685	\$ 3,613	\$ 3,613

Position Summary

	2018 Budget			Request		2019 Executive	
	CG	FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN ASST	17	1.00	64,092	1.00	64,338	1.00	66,429
CC CHIEF OF STAFF	21	1.00	95,000	1.00	107,412	1.00	110,903
COMM CO LEG ANAL	18	1.00	75,657	1.00	75,948	1.00	78,416
PROG ASST	17	1.00	56,217	1.00	56,565	1.00	58,403
TOTAL		4.00	\$ 290,965	4.00	\$ 304,263	4.00	\$ 314,151

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

Community Development Division

Agency Overview

Agency Mission

The mission of the Community Development Division is to collaborate with residents, neighborhoods, and other community stakeholders to remove barriers to opportunity in order to support a more vibrant community, shared prosperity, and resident and community wellbeing.

Agency Overview

The Agency accomplishes this mission by helping to expand access to affordable housing, improve economic opportunities, promote and support healthy, thriving neighborhoods, expand access to quality child care for all children, support programming designed to enhance the quality of life for children and families, and promote successful aging of Madison's older adults.

2019 Budget Highlights

The 2019 Executive Budget:

- Reduces legacy revenues from previous budgets to more accurately reflect recent trends in realized revenue (\$405,000).
- Reclassifies 5.5 FTE positions from Grants Administrators positions to Community Development Specialists positions (\$0).
- Repurposes funding from Children Savings Accounts and Planning Councils to Neighborhood Centers and Housing Assistance (\$41,000).
- Contracts previously funded by Municipal Court will continue in 2019 and funded by the General Fund (\$90,000).
- Increases funding to Community Agency Contracts by \$664,000 to \$9.2m. The list below shows contracts by service, for full contract detail reference the CDD website. Items with an asterisk (*) are Mayoral additions to the 2019 Executive Budget.

- Community Support Services

- Youth Services (\$829,152)
 - Continuation of contracts awarded in 2012
 - Restorative Justice added by Council in 2017 Budget (\$122,000)
- Crisis Support (\$1,825,228)
 - Continuation of contracts awarded in 2016
 - Peer Support program funding increased by \$300,000 to current Violence Prevention contracts, resulting in a combined total of \$700,000*
- Community Outreach (\$536,146)
 - Continuation of contracts awarded in 2012
 - Community Engagement Initiatives (\$100,000)
 - Immigration Assistance funding increased by \$50,000 to \$100,000; funding will be given to the current provider *
- Children & Families (\$927,664)
 - Continuation of contracts awarded in 2012
- Senior Services (\$804,745)
 - Continuation of Senior Services contracts awarded in 2016
 - Continued funding for mental health case management at Kajsiab House (\$15k) along with additional funding (\$100,000) to support community programming. Allocation of the funds will be available upon approval of a plan that specifies services and a provider agency.*
- Childcare Services (\$959,051)
 - Continuation of Stabilization Funding Program and Tuition Assistance for accredited childcare centers (\$823,051)
 - Continuation of grants to childcare centers (\$136,000)

- Affordable Housing

- Housing Assistance (\$1,212,938)
 - Day Shelter (\$150,000)
 - Homeless Street Teams (\$170,000)
 - TRC Homeless Prevention (\$50,000)
 - Continuation of contracts awarded in 2018 for Homeless Services (\$792,938)
 - Coordinated Entry (\$30,000)
 - Homebuyer Readiness Course/Financial Literacy (\$20,000)*
- Strong Healthy Neighborhoods
 - Neighborhood Centers (\$1,256,444)
 - Continuation of contracts awarded in 2014
 - Increase for Park Edge Park Ridge Center (\$20,000)
 - Increased funding by \$30,000 for Theresa Terrace, totaling \$122,293*
 - Increased funding by \$19,000 for Elver Park, totaling \$50,946*
 - Increased funding by \$3,600 for Kennedy Heights, totaling \$38,161*
 - Funding for Bayview (\$50,000)*
 - Planning Councils (\$84,833)
 - Northside Planning Council (\$55,162)
 - South Metropolitan Planning Council (\$29,671)

- Economic Development & Employment Opportunities
 - Adult Workforce (\$779,080)
 - Adult Employment RFP (\$729,080)
 - Continuation of Big Step contract (\$50,000)
 - Youth Employment (\$821,508)
 - Wanda Fullmore Internship Program (\$120,000)
 - Youth Employment RFP (\$654,508)
 - Operation Fresh Start Invasive Species (\$47,000)

- Overall Program Administration
 - Emerging Opportunities (\$150,000)
 - Allocations will be based on RFP process that will occur in 1st quarter of 2019

The 2019 Executive Budget includes \$4.6 million in anticipated grant revenues and expenditures:

- Federal Revenue (\$3,640,854)
 - 2019 Community Development Block Grant (\$1,876,219)
 - 2019 Home Investment Partnerships Program (\$1,499,232)
 - 2019 Emergency Solutions Grant (\$154,219)
 - 2016 HUD Continuum of Care Grant (\$95,493)
 - 2019 Energy Efficiency and Conservation Block Grant (\$15,691)
- State Revenue (\$925,149)
 - 2019 Housing Cost Reduction Initiative (\$315,148)
 - 2019 WI Emergency Solutions Grant (\$466,001)
 - 2019 Homeless Prevention Program (\$104,000)
 - 2019 Wisconsin Housing Program (\$40,000)

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Affordable Housing	(7,976,972)	(4,268,571)	(2,791,826)	(4,704,918)	(4,704,918)
Econ Dev & Emp Opportunities	(897,982)	(1,250,000)	(784,148)	(1,299,723)	(1,299,723)
Strong Healthy Neighborhoods	(822,108)	(745,000)	(964,962)	(839,224)	(839,224)
Community Support Services	(236,000)	(861,333)	(109,589)	(244,430)	(246,314)
Overall Program Administration	(1,526,129)	(1,375,521)	(981,944)	(773,166)	(771,830)
Total Revenue	\$ (11,459,190)	\$ (8,500,425)	\$ (5,632,469)	\$ (7,861,461)	\$ (7,862,009)
Expense					
Affordable Housing	9,403,629	5,796,473	4,960,654	6,510,810	6,544,013
Econ Dev & Emp Opportunities	2,607,428	3,203,054	2,799,566	3,096,035	3,100,937
Strong Healthy Neighborhoods	2,438,799	2,382,673	1,772,648	2,356,288	2,464,434
Community Support Services	7,285,388	7,592,251	7,274,362	7,298,606	7,829,803
Overall Program Administration	2,123,123	1,444,849	1,165,424	1,200,050	1,233,611
Total Expense	\$ 23,858,366	\$ 20,419,300	\$ 17,972,655	\$ 20,461,789	\$ 21,172,798
Net General Fund	\$ 12,399,176	\$ 11,918,876	\$ 12,340,186	\$ 12,600,328	\$ 13,310,789

Budget by Fund & Major

Fund: General

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Intergovernmental Revenues	(22,500)	(50,000)	(45,000)	(75,000)	(75,000)
Charges for Services	(29,149)	(63,000)	(28,548)	(48,000)	(48,000)
Investments & Contributions	(66,562)	(48,700)	(47,886)	(53,050)	(53,050)
Misc Revenue	(92,423)	(276,843)	(65,540)	(84,100)	(84,100)
Transfer In	-	(226,850)	-	-	-
Total Revenue	\$ (210,633)	\$ (665,393)	\$ (186,975)	\$ (260,150)	\$ (260,150)
Expense					
Salaries	1,842,675	2,137,854	2,103,892	2,237,136	2,308,615
Benefits	599,180	674,172	678,644	711,304	693,258
Supplies	41,713	39,950	33,584	35,737	35,737
Purchased Services	10,093,124	9,780,128	9,717,643	9,809,556	10,432,179
Debt & Other Financing	-	11,500	11,500	11,500	11,500
Inter Departmental Charges	78,116	76,898	76,898	102,245	136,650
Inter Departmental Billing	(45,000)	(136,233)	(95,000)	(47,000)	(47,000)
Total Expense	\$ 12,609,809	\$ 12,584,269	\$ 12,527,160	\$ 12,860,478	\$ 13,570,939
Net General Fund	\$ 12,399,176	\$ 11,918,876	\$ 12,340,186	\$ 12,600,328	\$ 13,310,789

Community Development Division

Function: Planning & Development

Fund: Community Development Grants

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Intergovernmental Revenues	(3,562,756)	(4,056,615)	(3,778,171)	(4,566,003)	(4,566,003)
Charges for Services	(1,815,358)	(3,086,104)	(1,442,323)	(2,906,992)	(2,906,992)
Fine Forfeiture Assessments	(137)	-	-	-	-
Investments & Contributions	(227,177)	-	(225,000)	(30,500)	(30,500)
Misc Revenue	-	-	-	(15,000)	(15,000)
Other Finance Source	(533,868)	-	-	-	-
Transfer In	-	-	-	(1,336)	-
Total Revenue	\$ (6,139,296)	\$ (7,142,719)	\$ (5,445,494)	\$ (7,519,831)	\$ (7,518,495)
Expense					
Salaries	692,331	544,419	532,338	634,735	631,755
Benefits	208,477	160,761	169,395	193,310	182,268
Supplies	5,350	-	4,916	7,550	7,550
Purchased Services	3,959,023	6,396,039	4,642,167	6,640,032	6,640,032
Debt & Other Financing	1,215,891	-	-	-	15,390
Inter Departmental Charges	49,154	41,500	83,203	124,997	122,293
Inter Departmental Billing	(1,451)	-	-	(80,793)	(80,793)
Transfer Out	10,520	-	13,475	-	-
Total Expense	\$ 6,139,296	\$ 7,142,719	\$ 5,445,494	\$ 7,519,831	\$ 7,518,495
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Service Overview

Service: Affordable Housing

Service Description

This service contracts with non-profit partners to preserve, improve, and expand the supply of affordable housing for homeowners and renters through owner-occupied housing rehabilitation activities and the development of owner-occupied and rental housing. This service also improves housing stability for homebuyers, renters, homeless, and special needs populations through the provision of homebuyer assistance, homeless services, and other housing resources. The goal of this service is to provide decent, safe, sanitary, and affordable housing opportunities for low and moderate-income households in order to enhance household, neighborhood, and community stability.

2019 Planned Activities

- Continue to support service contracts and direct lending programs that support the rehabilitation of existing housing stock and ensure homeownership opportunities for people living with lower incomes.
- Pursue and support quality housing development projects through competitive Request for Proposals processes.
- Develop a course on homebuyer readiness and financial literacy (\$20,000); private funding at least matching the City's contribution will be pursued.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(7,976,972)	(4,268,571)	(2,791,826)	(4,704,918)	(4,704,918)
Expense	9,403,629	5,796,473	4,960,654	6,510,810	6,544,013
Net Service Budget	\$ 1,426,657	\$ 1,527,902	\$ 2,168,828	\$ 1,805,892	\$ 1,839,095

Service: Community Support Services

Service Description

This service supports Madison's strong and diverse network of community resources and opportunities that are accessible to all residents, so that they may reach their full potential. This service is comprised of several discrete program areas, including Child Care Services and Support, Madison Senior Center, Family Support and Services for Children and Youth, Services for Older Adults, and Safety and Support Services. In addition, agencies funded by the service are provided with contract administration, technical assistance, grant writing, and collaborative planning and consultation by CDD staff, as needed. Goals for this service include supporting a continuum of services that promote youth development, promoting strategies for individual and household stability, and equitable access to resources.

2019 Planned Activities

- Conduct Request for Proposal processes for childcare services and support and services for children and youth.
- Madison-area Out-of-School Time (MOST) will create and begin to implement a professional development system for out-of-school (OST) providers and move into the second phase of implementation of the Management Information System.
- Peer Support program funding increased by \$300,000 to current Violence Prevention contracts.
- Administer the City's contribution to Immigration Assistance; total funding for the current contract is \$100,000.
- Continued funding for mental health case management at Kajsab House (\$15k) along with additional funding (\$100,000) to support community programming. Allocation of the funds will be available upon approval of a plan that specifies services and a provider agency.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(236,000)	(861,333)	(109,589)	(244,430)	(246,314)
Expense	7,285,388	7,592,251	7,274,362	7,298,606	7,829,803
Net Service Budget	\$ 7,049,388	\$ 6,730,919	\$ 7,164,774	\$ 7,054,176	\$ 7,583,489

Service Overview

Service: Econ Dev & Emp Opportunities

Service Description

This service offers support to small businesses and entrepreneurs through the provision of technical assistance and loans. This service also supports youth and adults who face barriers to employment by supporting a network of local partners offering job and career training, skill development, and other related assistance. The goal of this service is to improve economic opportunities for job seekers, entrepreneurs, and small business owners.

2019 Planned Activities

- Continue supporting small business, adult workforce, and youth employment services that received financial support in CDD's 2018 budget.
- Conduct competitive Request for Proposals processes to select partner agencies and allocate funds for 2020 to advance objectives around economic development, small business assistance, and job creation.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(897,982)	(1,250,000)	(784,148)	(1,299,723)	(1,299,723)
Expense	2,607,428	3,203,054	2,799,566	3,096,035	3,100,937
Net Service Budget	\$ 1,709,446	\$ 1,953,054	\$ 2,015,418	\$ 1,796,312	\$ 1,801,214

Service: Overall Program Administration

Service Description

This service provides general day-to-day management and administrative aspects for the Community Development Division, including staff's participation in citywide efforts and initiatives not specifically tied to one of the other four services. The goal of this service is to be responsive to community needs by strengthening collaboration among community partners and providing effective and efficient coordination of City funding and resources.

2019 Planned Activities

- Administer the Emerging Opportunities Program consistent with the current level of funding (\$150,000).
- Participate in collaborative initiatives designed to cultivate community engagement.
- Utilize funding opportunities as a means of encouraging collaboration, aligning efforts across program areas, and better defining priorities and performance expectations.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(1,526,129)	(1,375,521)	(981,944)	(773,166)	(771,830)
Expense	2,123,123	1,444,849	1,165,424	1,200,050	1,233,611
Net Service Budget	\$ 596,994	\$ 69,328	\$ 183,480	\$ 426,884	\$ 461,781

Service Overview

Service: Strong Healthy Neighborhoods

Service Description

This service focuses on strengthening neighborhoods through strategic investments in physical assets and amenities, including neighborhood centers, community gardens, or other community facilities, as well as other planning and revitalization efforts. The two components of this service include (1) planning councils and capacity building and (2) neighborhood center and community garden support. The goal of planning councils and capacity building is to assist residents in becoming engaged in decisions affecting their neighborhood through leadership training, problem identification and solving, and advocacy. The goal of neighborhood centers and community gardens is to create, enhance, or sustain the development and operation of physical assets that help bring people of diverse backgrounds together.

2019 Planned Activities

- Conduct a Request for Proposals process in 2019 to allocate 2020 funds to support the operations and programming at community centers; these contracts were previously bid out in 2012.
- The Park Edge/Park Ridge Neighborhood Employment Center is anticipated to open in the first half of 2019 and design plans for a new Bridge Lake Point Neighborhood Center are expected to be finalized.
- Increase baseline funding for neighborhood centers, including Theresa Terrace, Bayview, Elver Park, and Kennedy Heights (\$103,000).

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(822,108)	(745,000)	(964,962)	(839,224)	(839,224)
Expense	2,438,799	2,382,673	1,772,648	2,356,288	2,464,434
Net Service Budget	\$ 1,616,692	\$ 1,637,673	\$ 807,687	\$ 1,517,064	\$ 1,625,210

Community Development Division

Function: Planning & Development

Line Item Detail

Agency Primary Fund: General

Intergovernmental Revenues

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
State Revenues Operating	-	(50,000)	-	-	-
Other Unit of Gov Rev Op	(22,500)	-	(45,000)	(75,000)	(75,000)
TOTAL	\$ (22,500)	\$ (50,000)	\$ (45,000)	\$ (75,000)	\$ (75,000)

Charges for Service

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Facility Rental	(25,844)	(43,000)	(24,862)	(43,000)	(43,000)
Program Income Principal	-	(15,000)	-	-	-
Reimbursement Of Expense	(914)	(2,800)	(487)	(2,800)	(2,800)
Application Fees	(2,390)	(2,200)	(3,200)	(2,200)	(2,200)
TOTAL	\$ (29,149)	\$ (63,000)	\$ (28,548)	\$ (48,000)	\$ (48,000)

Investments & Contributions

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Contributions & Donations	(66,562)	(48,700)	(47,886)	(53,050)	(53,050)
TOTAL	\$ (66,562)	\$ (48,700)	\$ (47,886)	\$ (53,050)	\$ (53,050)

Misc Revenue

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Miscellaneous Revenue	(92,423)	(276,843)	(65,540)	(84,100)	(84,100)
TOTAL	\$ (92,423)	\$ (276,843)	\$ (65,540)	\$ (84,100)	\$ (84,100)

Transfer In

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer In From CDBG	-	(100,000)	-	-	-
Transfer In From Other Restric	-	(53,000)	-	-	-
Transfer In From Capital	-	(73,850)	-	-	-
TOTAL	\$ -	\$ (226,850)	\$ -	\$ -	\$ -

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	1,777,052	2,224,629	2,032,121	2,199,201	2,270,680
Salary Savings	-	(119,292)	-	(38,561)	(38,561)
Pending Personnel	-	(46,500)	-	-	-
Premium Pay	421	-	279	-	-
Workers Compensation Wages	1,205	-	-	-	-
Compensated Absence	4,577	-	13,468	-	-
Hourly Wages	58,446	71,399	53,520	68,878	68,878
Overtime Wages Permanent	975	7,618	4,503	7,618	7,618
TOTAL	\$ 1,842,675	\$ 2,137,854	\$ 2,103,892	\$ 2,237,136	\$ 2,308,615

Community Development Division

Function: Planning & Development

Line Item Detail

Agency Primary Fund: General

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Comp Absence Escrow	-	-	7,448	-	-
Benefit Savings	-	(17,708)	-	-	-
Health Insurance Benefit	322,570	373,246	366,324	384,953	361,528
Wage Insurance Benefit	4,527	5,371	5,015	5,083	5,083
WRS	122,718	144,129	137,749	147,348	148,730
FICA Medicare Benefits	136,866	161,890	154,899	166,676	170,438
Moving Expenses	500	-	-	-	-
Tuition	4,000	-	-	-	-
Grant	720	-	-	-	-
Post Employment Health Plans	7,279	7,244	7,209	7,244	7,479
TOTAL	\$ 599,180	\$ 674,172	\$ 678,644	\$ 711,304	\$ 693,258

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	8,215	6,000	6,000	5,500	5,500
Copy Printing Supplies	4,307	4,500	4,538	4,100	4,100
Furniture	4,517	100	65	100	100
Hardware Supplies	5,527	7,000	6,622	7,000	7,000
Software Lic & Supplies	885	-	622	-	-
Postage	3,436	3,450	3,450	3,250	3,250
Program Supplies	3,125	2,500	2,500	2,490	2,490
Books & Subscriptions	3,986	8,600	3,000	6,150	6,150
Work Supplies	695	550	550	1,050	1,050
Janitorial Supplies	3,485	3,700	3,700	3,200	3,200
Food And Beverage	1,950	3,400	2,000	2,747	2,747
Building Supplies	240	150	119	150	150
Inventory	1,346	-	419	-	-
TOTAL	\$ 41,713	\$ 39,950	\$ 33,584	\$ 35,737	\$ 35,737

Community Development Division

Function: Planning & Development

Line Item Detail

Agency Primary Fund: General

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Natural Gas	1,741	1,700	1,786	1,700	1,700
Electricity	27,930	27,055	29,802	26,000	26,000
Water	3,160	4,200	3,024	3,000	3,000
Telephone	5,009	5,000	478	5,000	5,000
Cellular Telephone	1,888	730	2,392	730	730
Building Improv Repair Maint	17,208	16,200	16,200	13,200	13,200
Fire Protection	-	550	-	-	-
Pest Control	198	250	218	250	250
Elevator Repair	952	1,750	1,213	1,750	1,750
Facility Rental	74,889	80,874	81,298	82,442	82,442
Custodial Bldg Use Charges	8,140	9,600	10,920	11,880	11,880
Grounds Improv Repair Maint	-	2,200	-	2,200	2,200
Snow Removal	-	700	-	1,200	1,200
Equipment Mntc	2,984	2,870	6,815	2,870	2,870
System & Software Mntc	3,132	4,000	8,832	4,000	4,000
Rental Of Equipment	37	-	30	-	-
Recruitment	1,964	-	1,964	23,410	23,410
Mileage	139	860	780	821	821
Conferences & Training	18,820	18,650	20,230	18,050	18,050
Memberships	14,019	1,125	14,019	1,125	1,125
Credit Card Services	30	-	75	180	180
Delivery Freight Charges	102	-	57	-	-
Storage Services	4,554	175	4,000	175	175
Mortgage & Title Services	-	-	100	-	-
Consulting Services	18,469	31,750	31,750	6,979	6,979
Advertising Services	22,854	9,850	22,854	7,574	7,574
Printing Services	1,175	700	1,277	200	200
Parking Towing Services	-	300	-	-	-
Transportation Services	-	-	200	-	-
Catering Vending Services	-	2,350	2,350	2,350	2,350
Program Services	681,633	841,851	816,595	832,651	832,651
Other Services & Expenses	45,354	12,965	12,965	10,650	10,650
Grants	236,503	127,000	152,256	136,000	136,000
Comm Agency Contracts	8,895,399	8,563,319	8,467,642	8,605,115	9,227,738
Property Insurance	-	6,034	-	6,034	6,034
Taxes & Special Assessments	4,132	-	-	-	-
Permits & Licenses	709	5,520	5,520	2,020	2,020

TOTAL \$ 10,093,124 \$ 9,780,128 \$ 9,717,643 \$ 9,809,556 \$ 10,432,179

Debt & Other Financing

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Interest	-	11,500	11,500	11,500	11,500
TOTAL	\$ -	\$ 11,500	\$ 11,500	\$ 11,500	\$ 11,500

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From Engineering	38,090	38,090	38,090	63,272	97,677
ID Charge From Insurance	31,949	30,487	30,487	31,496	31,496
ID Charge From Workers Comp	8,077	8,321	8,321	7,477	7,477
TOTAL	\$ 78,116	\$ 76,898	\$ 76,898	\$ 102,245	\$ 136,650

Community Development Division

Function: **Planning & Development**

Line Item Detail

Agency Primary Fund: **General**

Inter-Departmental Billings

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Billing To Municipal Court	-	(91,233)	(50,000)	-	-
ID Billing To Stormwater	(45,000)	(45,000)	(45,000)	(47,000)	(47,000)
TOTAL	\$ (45,000)	\$ (136,233)	\$ (95,000)	\$ (47,000)	\$ (47,000)

Community Development Division

Function: **Planning & Development**

Position Summary

	CG	2018 Budget		Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCT TECH	20	1.00	67,560	1.00	67,820	1.00	70,024
ADMIN CLERK	20	1.00	54,698	1.00	55,037	1.00	56,826
CHILD CARE ASST COOR	20	1.00	53,889	1.00	55,405	1.00	57,206
CHILD CARE PROG SPEC	18	6.00	445,132	6.00	449,032	6.00	463,626
CLERK	20	1.00	48,104	1.00	48,289	1.00	49,858
COM DEV PROG MGR	18	2.00	177,732	2.00	197,739	2.00	204,165
COM DEV TECH	20	2.00	119,180	2.00	125,578	2.00	129,659
COMM DEV DIV DIR	21	1.00	117,096	1.00	125,892	1.00	129,984
COMM DEV GRTS SUPV	18	1.00	104,568	1.00	95,958	1.00	99,077
COMM DEV SPEC	18	4.00	279,933	9.50	688,227	9.50	710,595
COMM SERV SPEC	18	4.00	270,281	4.00	271,381	4.00	280,200
CUSTODIAL WKR	16	1.00	54,825	1.00	55,115	1.00	56,906
GRANTS ADMIN	18	5.50	392,613	-	-	-	-
HSG INIT SPEC	18	1.00	67,192	1.00	66,923	1.00	69,098
HSG REHAB SPEC	18	2.00	163,802	2.00	164,432	2.00	169,776
PLANNER	18	1.00	73,454	1.00	62,138	1.00	64,157
PROG ASST	20	3.00	176,349	3.00	177,977	3.00	183,762
S.C. VOLUNTEER COORD	20	1.00	54,193	1.00	55,743	1.00	57,555
SENIOR CTR DIR	18	1.00	99,319	1.00	99,701	1.00	102,942
SR CTR PROG COORD	18	1.00	59,661	1.00	63,080	1.00	65,130
TOTAL		40.50	\$ 2,879,580	40.50	\$ 2,925,468	40.50	\$ 3,020,545

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

Debt Service

Agency Overview

Agency Overview

The agency accounts for Citywide appropriations that support general obligation loan authorization principal and interest payments for the City other than TID or enterprise debt. All general obligation notes and bonds payable are backed by the full faith and credit of the City. Notes and bonds in the governmental funds will be retired by future property tax levies or tax increments accumulated by the debt service fund. General obligation long-term debt comprises the largest share of outstanding debt to the City.

The 2019 appropriation for all general obligation borrowing of \$177.5 million is \$19.4 million less than the 2018 appropriation. The General Fund general obligation debt service for 2019 is \$46,462,422 in principal and \$8,705,634 in interest for a total of \$55,168,057. The General Fund general obligation debt service for 2018 was \$39,773,506 in principal and \$7,465,604 in interest for a total of \$47,239,110.

As a result of the annual debt review by rating agencies, the City has a Aaa bond rating, the highest quality rating available with Moody's Investors Services.

The debt service fund has advanced amounts to various enterprise funds and component units to fund the repayment of long-term liabilities. Repayment schedules have been established and interest is being charged based on the repayment schedules.

The City of Madison has established a policy to remove from the Capital Budget those items with a useful life of less than the repayment term of General Obligation debt (usually ten years). Those items should be considered in the Operating Budget under MGO 4.02(6)(c)(3).

In December 2012, the Common Council created MGO 4.17 to prohibit the use of unused balances in the debt service fund for operating expenses. The Ordinance states: "In any year when general debt reserves are applied to reduce general fund debt service, an amount at least equal to the general debt reserves applied must be directly appropriated from the general fund for capital projects, unless the Common Council, by a separate vote of two-thirds (2/3) of all members during approval of the budget, votes to do otherwise."

Under Wisconsin State Statutes, the outstanding general obligation long-term debt of a municipality may not exceed 5% of the equalized property value of all taxable property within the city's jurisdiction. At the end of 2017, applicable debt of the City totaled \$447.7 million or 33.4% of the maximum legal limit of \$1,338 million.

Revenue bonds are payable only from revenues derived from the operation of the responsible fund. This agency does not include revenue obligations for the enterprise operations of the Water Utility or the Sewer Utility. Revenue obligations of the City's enterprise operations are provided in the respective budgets for these funds.

2019 Budget Highlights

The 2019 Executive Budget includes funding for:

- The General Fund general obligation debt service of \$46,462,422 in principal and \$8,705,634 in interest for a total of \$55,168,057.
- A \$3.6 million decrease from 2018 levels in Direct Appropriation to Capital Projects (see Direct Appropriations).

Debt Service

Function: Debt Service

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Debt Service	(66,370,130)	(85,121,477)	(85,121,477)	(92,303,327)	(92,303,327)
Total Revenue	\$ (66,370,130)	\$ (85,121,477)	\$ (85,121,477)	\$ (92,303,327)	\$ (92,303,327)
Expense					
Debt Service	66,370,130	85,121,477	85,121,477	92,303,327	92,303,327
Total Expense	\$ 66,370,130	\$ 85,121,477	\$ 85,121,477	\$ 92,303,327	\$ 92,303,327

Budget by Fund & Major

Fund: Debt Service

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Intergovernmental Revenues	(323,430)	(323,531)	(323,531)	(213,817)	(213,817)
Investments & Contributions	(635,934)	(350,000)	(350,000)	(1,000,000)	(1,000,000)
Other Finance Source	(7,850,055)	-	-	-	-
Transfer In	(57,560,711)	(84,447,946)	(84,447,946)	(91,089,510)	(91,089,510)
Total Revenue	\$ (66,370,130)	\$ (85,121,477)	\$ (85,121,477)	\$ (92,303,327)	\$ (92,303,327)
Expense					
Purchased Services	135,358	-	-	-	-
Debt & Other Financing	66,234,772	85,121,477	85,121,477	92,303,327	92,303,327
Total Expense	\$ 66,370,130	\$ 85,121,477	\$ 85,121,477	\$ 92,303,327	\$ 92,303,327
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Debt Service

Function: Debt Service

Service Overview

Service: Debt Service

Service Description

This service accounts for the interest and principal costs and payments of the general obligation notes and bonds issued by the City to fund capital projects other than TID or enterprise debt.

2019 Planned Activities

- Details of the projects funded by the Debt Service Fund are included in the 2019 Executive Capital Budget.

Debt Service

Function: Debt Service

Line Item Detail

Agency Primary Fund: Debt Service

Intergovernmental Revenues

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Federal Revenues Operating	(323,430)	(323,531)	(323,531)	(213,817)	(213,817)
TOTAL	\$ (323,430)	\$ (323,531)	\$ (323,531)	\$ (213,817)	\$ (213,817)

Investments & Contributions

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Interest	(635,934)	(350,000)	(350,000)	(1,000,000)	(1,000,000)
TOTAL	\$ (635,934)	\$ (350,000)	\$ (350,000)	\$ (1,000,000)	\$ (1,000,000)

Other Finance Sources

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
General Obligation Bond Alloc	(1,247,194)	-	-	-	-
Premium On Bonds Sold	(6,602,862)	-	-	-	-
TOTAL	\$ (7,850,055)	\$ -	\$ -	\$ -	\$ -

Transfer In

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer In From General	(44,321,038)	(47,239,110)	(47,239,110)	(55,168,057)	(55,168,057)
Transfer In From Library	(2,745,463)	(2,648,112)	(2,648,112)	(2,448,194)	(2,448,194)
Transfer In From CDBG	(10,520)	(11,041)	(11,041)	(11,601)	(11,601)
Transfer In From Loans	(100,000)	-	-	-	-
Transfer In From Other Restrict	(133,413)	(23,053,763)	(23,053,763)	(23,107,670)	(23,107,670)
Transfer In From Impact Fees	(509,945)	(319,534)	(319,534)	(309,508)	(309,508)
Transfer In From Capital	(246,408)	-	-	-	-
Transfer In From Special Asses	(257,975)	(251,976)	(251,976)	(245,976)	(245,976)
Transfer In From Tax Increment	(9,235,950)	(10,741,264)	(10,741,264)	(9,642,243)	(9,642,243)
Transfer In From Public Health	-	(183,146)	(183,146)	(156,261)	(156,261)
TOTAL	\$ (57,560,711)	\$ (84,447,946)	\$ (84,447,946)	\$ (91,089,510)	\$ (91,089,510)

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Financial Actuary Services	68,500	-	-	-	-
Audit Services	2,000	-	-	-	-
Legal Services	64,858	-	-	-	-
TOTAL	\$ 135,358	\$ -	\$ -	\$ -	\$ -

Debt & Other Financing

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Principal	53,804,739	70,985,000	70,985,000	75,910,500	75,910,500
Interest	10,445,359	14,126,477	14,126,477	16,382,827	16,382,827
Bond Notes Issuance Services	295,466	-	-	-	-
Paying Agent Services	12,200	10,000	10,000	10,000	10,000
Fund Balance Generated	1,677,008	-	-	-	-
TOTAL	\$ 66,234,772	\$ 85,121,477	\$ 85,121,477	\$ 92,303,327	\$ 92,303,327

Economic Development Division

Agency Overview

Agency Mission

The mission of the Economic Development Division is to promote the economic growth and competitiveness of the City of Madison to maintain and enhance the City's fiscal sustainability, job base, and business environment, fostering prosperity and ensuring it is broadly shared.

Agency Overview

The Agency is responsible for real estate transactions and financial and technical assistance to businesses. The goal of the Economic Development Division is to manage City real estate projects and the expansion of economic development initiatives. The Economic Development Division will advance this goal by improving business assistance programs and increasing the number of real estate projects.

2019 Budget Highlights

The 2019 Executive Budget:

- Introduces a Kiva Program as a platform to crowd-fund small, zero percent rate loans, providing early-stage funding to small businesses currently not available through private and public programs in the City of Madison (\$50,000).
- Increases funding for Business Walks Program (\$7,000).
- The Executive Budget reflects the City's cost allocation model that was developed in 2018. The goal of this methodology is to accurately and consistently allocate central service costs to enterprise agencies receiving services. Charges associated with cost allocation are reflected in the inter-departmental charges & billing major expenditure categories shown in the Line Item Detail section of the agency's budget. Reference the Executive Summary for a full explanation of the methodology, the allocation basis, and summary of allocated costs.

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Office of Real Estate Services	-	(30,000)	-	-	-
Total Revenue	\$ -	\$ (30,000)	\$ -	\$ -	\$ -
Expense					
Office of Business Resources	676,255	665,312	730,212	725,049	774,819
Office of Real Estate Services	707,923	947,763	799,388	1,055,019	1,060,075
Total Expense	\$ 1,384,178	\$ 1,613,075	\$ 1,529,599	\$ 1,780,068	\$ 1,834,894
Net General Fund	\$ 1,384,178	\$ 1,583,075	\$ 1,529,599	\$ 1,780,068	\$ 1,834,894

Budget by Fund & Major

Fund: General

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Transfer In	-	(30,000)	-	-	-
Total Revenue	\$ -	\$ (30,000)	\$ -	\$ -	\$ -
Expense					
Salaries	950,437	1,171,033	1,099,473	1,258,545	1,300,447
Benefits	281,366	260,027	284,724	338,388	332,941
Supplies	21,992	10,500	11,636	10,500	10,500
Purchased Services	63,649	106,100	68,351	76,100	133,100
Inter Departmental Charges	66,734	65,415	65,415	96,535	62,130
Inter Departmental Billing	-	-	-	-	(4,224)
Total Expense	\$ 1,384,178	\$ 1,613,075	\$ 1,529,599	\$ 1,780,068	\$ 1,834,894
Net General Fund	\$ 1,384,178	\$ 1,583,075	\$ 1,529,599	\$ 1,780,068	\$ 1,834,894

Service Overview

Service: Office of Business Resources

Service Description

This service helps businesses locate, open, or expand within the City of Madison by directing businesses toward financial and technical assistance programs available through the City and other sources. This service also guides businesses through City permitting and approval processes, facilitates appropriate space for business development through participation in City land use planning efforts, and maintains and provides demographic/community information to businesses. The goal of this service is to be a point of contact for all businesses, assist in economic development programs and initiatives, and to grow the local economy.

2019 Planned Activities

- Respond to business inquiries, organize multiple Business Walks, manage the City's street vending and sidewalk cafe programs, and work towards a Kiva City designation.
- Manage business support programs through the Capital Budget (i.e., Façade Improvement Grant Program, Cooperative Enterprise Development Fund, and Healthy Retail Access Program).
- Apply for and manage State grant funds and leveraging the new Opportunity Zone Program.
- Construct the Madison Public Market and continue Oscar Mayer redevelopment planning.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	-	-	-	-	-
Expense	676,255	665,312	730,212	725,049	774,819
Net Service Budget	\$ 676,255	\$ 665,312	\$ 730,212	\$ 725,049	\$ 774,819

Service: Office of Real Estate Services

Service Description

This service acquires all real estate needed by City agencies, including real estate for road construction projects. This service also leases property needed for City services, provides relocation assistance to individuals and businesses displaced by acquisitions, manages private use of public property (often street right of way) through leases, easements, and encroachment agreements, maintains and sells property within City business parks, manages and sells surplus City property, and administers the City's Tax Increment Financing (TIF) program. The goals of this service are transparent and efficient acquisition and management of property for City purposes, maximizing return on investment of public dollars (e.g., tax base, jobs, and infrastructure), and balancing the needs and wants of businesses, developers, residents, and policy makers.

2019 Planned Activities

- Continue acquisition and lease of property required for road construction projects and other City needs.
- Manage private use of public property through encroachment agreements, leases, etc.
- Maintain and sell property within City business parks.
- Underwrite Tax Increment Financing (TIF) requests and implementation of new TIF Districts.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	-	(30,000)	-	-	-
Expense	707,923	947,763	799,388	1,055,019	1,060,075
Net Service Budget	\$ 707,923	\$ 917,763	\$ 799,388	\$ 1,055,019	\$ 1,060,075

Economic Development Division

Function: Planning & Development

Line Item Detail

Agency Primary Fund: General

Transfer In

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer In From Capital	-	(30,000)	-	-	-
TOTAL	\$ -	\$ (30,000)	\$ -	\$ -	\$ -

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	918,338	1,201,835	1,085,470	1,289,347	1,331,249
Salary Savings	-	(50,000)	-	(50,000)	(50,000)
Premium Pay	71	17,090	223	17,090	17,090
Compensated Absence	13,800	-	11,000	-	-
Hourly Wages	6,970	-	673	-	-
Overtime Wages Permanent	11,258	2,108	2,108	2,108	2,108
TOTAL	\$ 950,437	\$ 1,171,033	\$ 1,099,473	\$ 1,258,545	\$ 1,300,447

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Comp Absence Escrow	56,595	-	-	-	-
Health Insurance Benefit	83,911	85,795	124,913	147,291	138,501
Wage Insurance Benefit	2,466	2,250	3,942	4,741	4,741
WRS	63,187	78,875	72,791	86,387	87,196
FICA Medicare Benefits	71,090	91,285	81,265	98,147	100,622
Moving Expenses	2,286	-	-	-	-
Tuition	0	-	-	-	-
Post Employment Health Plans	1,831	1,822	1,813	1,822	1,881
TOTAL	\$ 281,366	\$ 260,027	\$ 284,724	\$ 338,388	\$ 332,941

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	6,306	3,500	3,500	3,500	3,500
Copy Printing Supplies	4,467	2,500	2,500	2,500	2,500
Furniture	-	1,000	1,000	1,000	1,000
Hardware Supplies	4,813	1,000	1,000	1,000	1,000
Software Lic & Supplies	1,419	-	-	-	-
Postage	4,988	2,500	3,636	2,500	2,500
TOTAL	\$ 21,992	\$ 10,500	\$ 11,636	\$ 10,500	\$ 10,500

Economic Development Division

Function: Planning & Development

Line Item Detail

Agency Primary Fund: General

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Stormwater	17,705	500	243	500	500
Telephone	2,840	2,500	-	2,500	2,500
Cellular Telephone	249	300	240	300	300
Facility Rental	-	-	204	-	-
System & Software Mntc	-	-	1,867	-	-
Recruitment	1,795	500	-	500	500
Mileage	1,358	500	500	500	500
Conferences & Training	14,805	22,500	21,079	22,500	22,500
Memberships	2,160	2,500	2,500	2,500	2,500
Storage Services	-	2,500	2,298	2,500	2,500
Mortgage & Title Services	8,500	12,000	11,220	12,000	12,000
Management Services	136	4,300	200	4,300	4,300
Consulting Services	-	10,000	10,000	10,000	17,000
Advertising Services	11,030	10,000	10,000	10,000	10,000
Other Services & Expenses	2,815	38,000	8,000	8,000	58,000
Permits & Licenses	255	-	-	-	-
TOTAL	\$ 63,649	\$ 106,100	\$ 68,351	\$ 76,100	\$ 133,100

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From Engineering	59,539	59,539	59,539	89,800	55,395
ID Charge From Insurance	5,957	4,639	4,639	5,439	5,439
ID Charge From Workers Comp	1,238	1,237	1,237	1,296	1,296
TOTAL	\$ 66,734	\$ 65,415	\$ 65,415	\$ 96,535	\$ 62,130

Inter-Departmental Billings

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Billing To Parking	-	-	-	-	(515)
ID Billing To Sewer	-	-	-	-	(1,178)
ID Billing To Stormwater	-	-	-	-	(1,619)
ID Billing To Transit	-	-	-	-	(113)
ID Billing To Water	-	-	-	-	(799)
TOTAL	\$ -	\$ -	\$ -	\$ -	(4,224)

Economic Development Division

Function: **Planning & Development**

Position Summary

	CG	2018 Budget		Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
BUSINESS DEV SPEC	18	2.00	166,995	2.00	169,494	2.00	175,002
CLERK	20	0.60	24,611	0.60	23,371	0.60	24,130
COM DEV PROJ MGR	18	1.00	95,991	1.00	96,141	1.00	99,265
ECON DEV DIV DIR	21	1.00	117,201	1.00	120,004	1.00	123,905
ECON DEV SPEC	18	1.00	78,889	1.00	82,636	1.00	85,321
PLANNER	18	1.00	104,928	1.00	105,332	1.00	108,755
PROG ASST	17	1.00	57,376	1.00	58,055	1.00	59,942
REAL ESTATE AGENT	18	6.00	486,242	6.00	482,438	6.00	498,118
REAL ESTATE DEV SPEC	18	1.00	98,443	1.00	98,811	1.00	102,023
REAL ESTATE SUPERV	18	1.00	84,609	1.00	105,332	1.00	108,755
ST VENDING MONITOR	16	0.50	27,148	0.50	27,787	0.50	28,691
STR VENDING COORD	16	1.00	56,705	1.00	58,193	1.00	60,085
TOTAL		17.10	\$ 1,399,137	17.10	\$ 1,427,593	17.10	\$ 1,473,990

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

Employee Assistance Program

Agency Overview

Agency Mission

The mission of the Employee Assistance Program is to provide free, confidential services to help prevent or resolve personal, family, and workplace problems affecting employee well-being and job performance.

Agency Overview

The Agency offers confidential assistance through external and internal staff to provide coverage and resources for current and retired City of Madison employees, families of employees, and significant others of employees at no charge for use of services. Services provided by the agency include, but are not limited to, critical incident stress management services, consultation services for managers and union stewards, and ongoing education and training. The goal of the agency is to collaborate with other City agencies, insurance providers, and the external EAP provider to improve service delivery. The Employee Assistance Program will advance this goal by improving technological tools and data, continuing support of First Responder Peer Support Teams, and expanding training.

2019 Budget Highlights

The 2019 Executive Budget:

- Increases the EAP service provider contract to reflect current utilization trends (\$6,000).
- Increases EAP software hosting costs (\$1,600).
- Creates an EAP Specialist position (1.0 FTE) starting in July (\$53,000).
- The Executive Budget reflects the City's cost allocation model that was developed in 2018. The goal of this methodology is to accurately and consistently allocate central service costs to enterprise agencies receiving services. Charges associated with cost allocation are reflected in the inter-departmental charges & billing major expenditure categories shown in the Line Item Detail section of the agency's budget. Reference the Executive Summary for a full explanation of the methodology, the allocation basis, and summary of allocated costs.

Employee Assistance Program

Function: Administration

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Total Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Expense					
EAP Services	316,624	357,341	343,717	351,535	413,502
Total Expense	\$ 316,624	\$ 357,341	\$ 343,717	\$ 351,535	\$ 413,502
Net General Fund	\$ 316,624	\$ 357,341	\$ 343,717	\$ 351,535	\$ 413,502

Budget by Fund & Major

Fund: General

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Expense					
Salaries	191,531	222,025	211,170	215,863	293,277
Benefits	67,658	71,658	70,713	71,975	85,254
Supplies	6,977	8,029	6,742	2,950	2,950
Purchased Services	49,959	54,979	54,442	60,058	61,658
Inter Departmental Charges	499	650	650	689	689
Inter Departmental Billing	-	-	-	-	(30,326)
Total Expense	\$ 316,624	\$ 357,341	\$ 343,717	\$ 351,535	\$ 413,502
Net General Fund	\$ 316,624	\$ 357,341	\$ 343,717	\$ 351,535	\$ 413,502

Employee Assistance Program

Function: Administration

Service Overview

Service: EAP Services

Service Description

This service provides 24-hour professional and confidential assistance, information, resource referral, and support. EAP provides a variety of services, including but not limited to critical incident stress management services (CISM), consultation services for supervisors and union stewards, ongoing education and training, and supervision of Madison Police and Fire Peer Support Teams and the EAP Facilitator Network. The goals of this service are to increase employee productivity, attendance, and overall well-being, encourage a culture of wellness and prevention among Madison's First Responders, and provide equitable access to EAP service for city staff.

2019 Planned Activities

- Increase use of electronic means for prevention focused education by adding content to the EAP website and improving the EAP Newsletter with a focus on inclusivity.
- Explore options for program assessment and sharing of utilization data with industry specific EAP software.
- Continued support and development of First Responder Peer Support Teams.
- Expand supervisor training and increase outreach to managers and supervisors around skill building related to addressing mental health and substance abuse issues in the workplace.
- Expand training offerings in the areas of trauma in the workplace, suicide prevention, and caregiver stress.
- Fill a new EAP specialist position midway through 2019 (\$53,000).

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	-	-	-	-	-
Expense	316,624	357,341	343,717	351,535	413,502
Net Service Budget	\$ 316,624	\$ 357,341	\$ 343,717	\$ 351,535	\$ 413,502

Employee Assistance Program

Function: Administration

Line Item Detail

Agency Primary Fund: General

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	191,032	213,433	211,170	215,863	284,777
Pending Personnel	-	8,592	-	-	8,500
Overtime Wages Permanent	498	-	-	-	-
TOTAL	\$ 191,531	\$ 222,025	\$ 211,170	\$ 215,863	\$ 293,277

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Health Insurance Benefit	40,457	40,935	40,936	40,935	44,932
Wage Insurance Benefit	350	408	275	275	275
WRS	13,045	14,299	14,183	14,462	18,652
FICA Medicare Benefits	13,806	16,016	15,319	16,303	21,395
TOTAL	\$ 67,658	\$ 71,658	\$ 70,713	\$ 71,975	\$ 85,254

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	804	429	40	250	250
Copy Printing Supplies	852	1,700	1,128	1,700	1,700
Furniture	14	-	-	-	-
Hardware Supplies	-	1,400	-	-	-
Software Lic & Supplies	161	-	-	-	-
Postage	919	2,300	750	900	900
Program Supplies	2,522	1,300	-	-	-
Books & Subscriptions	1,340	100	83	-	-
Work Supplies	266	700	4,741	-	-
Food And Beverage	100	100	-	100	100
TOTAL	\$ 6,977	\$ 8,029	\$ 6,742	\$ 2,950	\$ 2,950

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Telephone	323	400	33	50	552
Cellular Telephone	420	650	480	240	240
Facility Rental	7,459	5,829	5,888	5,829	5,829
Custodial Bldg Use Charges	-	1,800	1,740	1,800	1,800
System & Software Mntc	2,955	3,100	3,100	3,760	4,858
Mileage	277	400	400	-	-
Conferences & Training	9,425	5,000	5,000	5,314	5,314
Memberships	910	600	600	340	340
Consulting Services	28,120	36,500	36,500	42,500	42,500
Other Services & Expenses	70	-	-	-	-
Permits & Licenses	-	700	700	225	225
TOTAL	\$ 49,959	\$ 54,979	\$ 54,442	\$ 60,058	\$ 61,658

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From Insurance	499	515	515	553	553
ID Charge From Workers Comp	-	135	135	136	136
TOTAL	\$ 499	\$ 650	\$ 650	\$ 689	\$ 689

Inter-Departmental Billings

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Billing To Monona Terrace	-	-	-	-	(2,454)
ID Billing To Transit	-	-	-	-	(23,271)
ID Billing To Water	-	-	-	-	(4,601)
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ (30,326)

Employee Assistance Program

Function: Administration

Position Summary

	CG	2018 Budget		Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
EAP PROG ADMIN	18	1.00	95,991	1.00	95,991	1.00	99,110
EMP ASST SPEC	18	1.00	61,673	1.00	63,884	2.00	127,860
PROG ASST	17	1.00	55,769	1.00	55,988	1.00	57,807
TOTAL		3.00	\$ 213,432	3.00	\$ 215,862	4.00	\$ 284,777

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

Engineering Division

Agency Overview

Agency Mission

The mission of the Engineering Division is to provide Public Works services to the City's residents and visitors in a fair and consistent manner that encourages public input.

Agency Overview

The Agency is responsible for: (1) the design, supervision, inspection, and construction of the City's transportation system infrastructure; (2) the construction, maintenance, repair, and energy efficient retrofits to City-owned facilities; and (3) the City surveying and mapping operations.

2019 Budget Highlights

The 2019 Executive Budget includes funding for:

- o Decreased facility lease costs and increased inter-agency maintenance costs billings due to the reopening of the Madison Municipal Building offices (\$40,000).
- o Decreased City County Building (CCB) facility maintenance and custodial charges (\$50,000).
- o Software maintenance costs for CAD licensing upgrades to ensure the existing service level for Engineering design work is maintained (\$62,000).
- o Increased charges from Fleet for in-house vehicle maintenance instead of contracted maintenance for assets owned by the Engineering Division because it is more cost effective. An existing Fleet service technician will be stationed at the Engineering facility on Emil Street to provide service on the vehicles (\$2,700).
- o Reclassification of position #4100 from a Custodial Worker 3 to a Program Assistant 1 (\$0).
- o Creating two new positions in 2019. Newly created positions include:
 - Public Information Officer for communication and education to the public regarding public works construction projects. The position will be split funded between the Engineering Division, Stormwater Utility, Sewer Utility, and Capital Projects fund (Total cost \$67,200, General Fund \$4,700).
 - Surveyor to improve turnaround time and quality of project site surveying for public works projects. The position will be split funded between the Engineering Division, Stormwater Utility, Sewer Utility, and Capital Projects fund (Total cost \$62,000, General Fund \$4,400).
- o Reflects the City's cost allocation model that was developed in 2018. The goal of this methodology is to accurately and consistently allocate central service costs to enterprise agencies receiving services. Charges associated with cost allocation are reflected in the inter-departmental charges & billing major expenditure categories shown in the Line Item Detail section of the agency's budget. Reference the Executive Summary for a full explanation of the methodology, the allocation basis, and summary of allocated costs.

Engineering Division

Function: Public Works & Transportation

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Engineering & Administration	(132,309)	(130,530)	(130,530)	(151,870)	(151,870)
Facilities Management	(18)	-	-	-	-
Facilities Operations & Maintenance	(304,264)	(252,000)	(152,000)	(252,000)	(252,000)
Total Revenue	\$ (436,591)	\$ (382,530)	\$ (282,530)	\$ (403,870)	\$ (403,870)
Expense					
Engineering & Administration	3,125,654	3,181,550	3,161,066	3,170,216	2,993,508
Mapping & Records	447,987	457,174	465,954	440,801	447,132
Facilities Management	593,647	632,886	462,005	576,618	586,863
Facilities Operations & Maintenance	870,813	1,030,911	756,156	698,538	730,827
Total Expense	\$ 5,038,101	\$ 5,302,521	\$ 4,845,181	\$ 4,886,173	\$ 4,758,330
Net General Fund	\$ 4,601,510	\$ 4,919,991	\$ 4,562,651	\$ 4,482,303	\$ 4,354,460

Budget by Fund & Major

Fund: General

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Charges for Services	(307,883)	(252,000)	(152,000)	(252,000)	(252,000)
Misc Revenue	(124,732)	(130,530)	(130,530)	(151,870)	(151,870)
Other Finance Source	(1,785)	-	-	-	-
Transfer In	(2,192)	-	-	-	-
Total Revenue	\$ (436,591)	\$ (382,530)	\$ (282,530)	\$ (403,870)	\$ (403,870)
Expense					
Salaries	3,758,136	3,750,052	3,677,048	3,907,214	4,034,004
Benefits	1,306,284	1,584,848	1,235,414	1,341,217	1,314,429
Supplies	302,129	321,480	298,981	346,580	346,580
Purchased Services	775,984	875,726	863,323	709,899	773,073
Inter Departmental Charges	410,539	369,169	369,169	387,495	392,263
Inter Departmental Billing	(1,514,971)	(1,598,754)	(1,598,754)	(1,806,232)	(2,102,019)
Total Expense	\$ 5,038,101	\$ 5,302,521	\$ 4,845,181	\$ 4,886,173	\$ 4,758,330
Net General Fund	\$ 4,601,510	\$ 4,919,991	\$ 4,562,651	\$ 4,482,303	\$ 4,354,460

Service Overview

Service: Engineering & Administration

Service Description

This service is responsible for design, management, contract administration, and administrative support to the Engineering Division's transportation and pedestrian infrastructure projects. This service oversees projects pertaining to: 1) Streets and Bridges, 2) Sidewalks, 3) Bike Paths, and 4) Environmental improvements for remediating soil and groundwater contamination.

2019 Planned Activities

- Continue to plan, design, construct and inspect transportation infrastructure to support future project prioritization.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(132,309)	(130,530)	(130,530)	(151,870)	(151,870)
Expense	3,125,654	3,181,550	3,161,066	3,170,216	2,993,508
Net Service Budget	\$ 2,993,345	\$ 3,051,020	\$ 3,030,536	\$ 3,018,346	\$ 2,841,638

Service: Mapping & Records

Service Description

This service provides oversight for new subdivisions, land divisions, conditional use permits, parking lot plans, applications for building permits, legal land descriptions, mapping and surveying services for land acquisitions, land disposals, street rights-of-way issues, street vacations, and other requested land record services required to support the maintenance, acquisition or disposal of City of Madison real estate. The service also maintains the City's Official Map, Assessors' Parcel Maps, Fire Department Run Maps, Police Sector Maps, storm sewer records, storm water utility records and billings, sanitary sewer records, public land survey monument records and assigns street names and addresses, and conducts aerial imagery projects to provide digital imagery and electronic mapping to both internal and external customers. The goal of this service is to protect the land interests of the City of Madison and to accurately maintain the City's official maps.

2019 Planned Activities

- Complete a full conversion to AutoCAD/ArcGIS software.
- Develop a GIS framework in cooperation with Information Technology and the Assessor's Office for the future Town of Madison annexation.
- Implement an automated process for creating GIS features from CAD data.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	-	-	-	-	-
Expense	447,987	457,174	465,954	440,801	447,132
Net Service Budget	\$ 447,987	\$ 457,174	\$ 465,954	\$ 440,801	\$ 447,132

Service Overview

Service: Facilities Operations & Maintenance

Service Description

This service is responsible for the maintenance and operational oversight of City-owned facilities including: the Madison Municipal Building (MMB), the Fairchild Building, 6 district police stations, the police training center, 14 fire stations, 7 Public Works facilities, the Madison Senior Center, 6 parking ramps, 3 leased facilities, and various storage buildings. The goals of this service are to: 1) improve the operational efficiency of the facilities by implementing energy savings components to the scheduled facility improvements, and 2) optimize municipal investment by increasing the useful life of the City's facilities.

2019 Planned Activities

- Continue the Green Power program to achieve the goal of self-generating 1 Megawatt of energy by 2020.
- Continue preventative maintenance practices and in-house installation of mechanical systems in City facilities.
- Enhance the reporting functionality of the Computerized Maintenance Management System (CMMS).
- Continue the mentorship program for a youth apprentice and HVAC/R Technician trainee.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(304,264)	(252,000)	(152,000)	(252,000)	(252,000)
Expense	870,813	1,030,911	756,156	698,538	730,827
Net Service Budget	\$ 566,548	\$ 778,911	\$ 604,156	\$ 446,538	\$ 478,827

Service: Facilities Management

Service Description

This service is responsible for the design, project management, and construction supervision of remodeling and construction projects for City-owned facilities. The goal of this service is to implement projects that decrease energy use, conserve water, use renewable sources of energy, and provide high quality facilities.

2019 Planned Activities

- Maintain the existing level of service to provide for the development of 25 capital budget facilities projects and programs.
- Implement the 100% Renewable/Zero Net Carbon plan.
- Evaluate facility projects to accurately identify scope and cost estimates for out-year capital projects in the CIP.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(18)	-	-	-	-
Expense	593,647	632,886	462,005	576,618	586,863
Net Service Budget	\$ 593,629	\$ 632,886	\$ 462,005	\$ 576,618	\$ 586,863

Engineering Division

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: General

Charges for Service

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Sale Of Recyclables	(3,867)	(2,000)	(2,000)	(2,000)	(2,000)
Facility Rental	(4,965)	-	-	-	-
Reimbursement Of Expense	(299,050)	(250,000)	(150,000)	(250,000)	(250,000)
TOTAL	\$ (307,883)	\$ (252,000)	\$ (152,000)	\$ (252,000)	\$ (252,000)

Misc Revenue

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Miscellaneous Revenue	(124,732)	(130,530)	(130,530)	(151,870)	(151,870)
TOTAL	\$ (124,732)	\$ (130,530)	\$ (130,530)	\$ (151,870)	\$ (151,870)

Other Finance Sources

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Sale Of Assets	(1,785)	-	-	-	-
TOTAL	\$ (1,785)	\$ -	\$ -	\$ -	\$ -

Transfer In

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer In From Insurance	(2,192)	-	-	-	-
TOTAL	\$ (2,192)	\$ -	\$ -	\$ -	\$ -

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	3,288,431	3,580,452	3,243,510	3,623,261	3,750,051
Salary Savings	-	(200,000)	-	(50,000)	(50,000)
Pending Personnel	-	13,335	-	(22,312)	(22,312)
Premium Pay	15,009	15,500	17,447	15,500	15,500
Workers Compensation Wages	350	-	-	-	-
Compensated Absence	73,562	45,000	66,586	45,000	45,000
Hourly Wages	236,521	144,865	208,192	144,865	144,865
Overtime Wages Permanent	136,313	143,200	136,036	143,200	143,200
Overtime Wages Hourly	7,609	7,700	5,277	7,700	7,700
Election Officials Wages	341	-	-	-	-
TOTAL	\$ 3,758,136	\$ 3,750,052	\$ 3,677,048	\$ 3,907,214	\$ 4,034,004

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Comp Absence Escrow	121,768	65,000	103,928	65,000	65,000
Health Insurance Benefit	611,393	682,511	591,913	675,496	637,654
Wage Insurance Benefit	13,490	19,918	13,301	20,606	20,606
WRS	240,932	366,215	226,524	248,859	251,720
FICA Medicare Benefits	279,161	411,096	260,130	291,148	298,070
Licenses & Certifications	240	1,000	240	1,000	1,000
Post Employment Health Plans	39,300	39,108	39,378	39,108	40,379
TOTAL	\$ 1,306,284	\$ 1,584,848	\$ 1,235,414	\$ 1,341,217	\$ 1,314,429

Engineering Division

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: General

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	6,556	8,000	7,000	7,000	7,000
Copy Printing Supplies	7,423	8,800	8,000	8,500	8,500
Furniture	3,612	2,500	2,482	2,500	2,500
Hardware Supplies	10,641	15,000	20,000	10,000	10,000
Software Lic & Supplies	17,179	19,220	19,000	12,670	12,670
Postage	14,905	15,000	15,000	15,000	15,000
Books & Subscriptions	1,071	1,500	1,400	1,500	1,500
Work Supplies	31,847	52,100	39,041	53,500	53,500
Janitorial Supplies	58,969	30,000	30,000	40,000	40,000
Safety Supplies	4,082	8,000	5,417	8,000	8,000
Snow Removal Supplies	1,679	-	1,000	1,500	1,500
Uniform Clothing Supplies	1,922	750	1,741	2,000	2,000
Food And Beverage	234	-	223	-	-
Building	408	-	-	-	-
Building Supplies	13,002	25,000	16,907	20,000	20,000
Electrical Supplies	32,036	25,000	27,515	35,000	35,000
HVAC Supplies	30,734	50,000	48,800	55,000	55,000
Plumbing Supplies	23,058	25,000	27,538	35,000	35,000
Landscaping Supplies	7,433	12,000	9,249	10,000	10,000
Machinery And Equipment	24,702	7,110	3,683	17,410	17,410
Equipment Supplies	10,635	16,500	14,986	12,000	12,000
TOTAL	\$ 302,129	\$ 321,480	\$ 298,981	\$ 346,580	\$ 346,580

Engineering Division

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: General

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Natural Gas	10,768	21,730	16,410	19,800	19,800
Electricity	9,880	30,050	30,056	128,370	128,370
Water	5,621	12,150	10,363	11,110	11,110
Sewer	969	390	956	1,470	1,470
Stormwater	17,662	19,590	16,937	19,910	19,910
Telephone	5,054	5,412	4,251	2,340	8,266
Cellular Telephone	9,647	10,270	10,722	10,274	10,274
Building Improv Repair Maint	15,793	25,000	27,454	27,500	27,500
Waste Disposal	794	-	-	8,500	8,500
Pest Control	4,469	6,500	6,569	8,825	8,825
Elevator Repair	2,632	1,550	3,710	7,500	7,500
Facility Rental	291,444	242,870	242,870	-	-
Custodial Bldg Use Charges	35,827	97,307	97,307	43,483	44,494
Process Fees Recyclables	426	750	346	750	750
Grounds Improv Repair Maint	9,780	6,500	5,880	6,500	6,500
Landscaping	128,704	145,000	140,000	145,000	145,000
Office Equipment Repair	-	200	-	200	200
Equipment Mntc	24,821	8,000	14,537	15,000	15,000
System & Software Mntc	42,375	43,275	46,874	52,208	108,445
Vehicle Repair & Mntc	2,997	7,500	4,000	4,800	4,800
Rental Of Equipment	8,507	3,350	6,203	3,350	3,350
Street Mntc	(116)	-	-	-	-
Plant In Service Mntc	2	-	-	-	-
Recruitment	977	1,000	1,874	1,000	1,000
Mileage	22,529	18,000	20,298	22,000	22,000
Conferences & Training	9,945	15,000	14,641	10,000	10,000
Memberships	9,110	10,911	5,309	11,539	11,539
Medical Services	59	850	236	500	500
Delivery Freight Charges	902	750	1,005	1,000	1,000
Storage Services	860	891	798	890	890
Mortgage & Title Services	1,500	-	-	-	-
Consulting Services	59,453	64,040	61,238	64,040	64,040
Advertising Services	2,649	2,500	2,774	2,700	2,700
Inspection Services	2,130	5,000	2,200	5,000	5,000
Parking Towing Services	10	-	152	100	100
Security Services	1,531	1,750	1,600	6,500	6,500
Other Services & Expenses	15,556	45,700	47,828	45,800	45,800
Taxes & Special Assessments	19,450	20,450	16,645	20,450	20,450
Permits & Licenses	1,269	1,490	1,279	1,490	1,490
TOTAL	\$ 775,984	\$ 875,726	\$ 863,323	\$ 709,899	\$ 773,073

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From Engineering	13,080	13,080	13,080	18,865	18,865
ID Charge From Fleet Services	37,597	31,299	31,299	34,325	34,325
ID Charge From Landfill	5,923	8,400	8,400	8,400	8,400
ID Charge From Traffic Eng	4,003	4,698	4,698	4,698	9,466
ID Charge From Insurance	38,999	54,002	54,002	63,130	63,130
ID Charge From Workers Comp	156,659	102,690	102,690	103,077	103,077
ID Charge From Sewer	88,826	75,000	75,000	85,000	85,000
ID Charge From Stormwater	65,451	80,000	80,000	70,000	70,000
TOTAL	\$ 410,539	\$ 369,169	\$ 369,169	\$ 387,495	\$ 392,263

Engineering Division

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: General

Inter-Departmental Billings

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Billing To Human Resources	(33,767)	(33,767)	(33,767)	(66,104)	(66,104)
ID Billing To Information Tec	(969)	(969)	(969)	(969)	(969)
ID Billing To Fire	(278,163)	(278,163)	(278,163)	(290,883)	(290,883)
ID Billing To Police	(536,303)	(611,303)	(611,303)	(644,424)	(644,424)
ID Billing To Public Health	(13,130)	(13,130)	(13,130)	(13,130)	(13,130)
ID Billing To Engineering	(13,080)	(13,080)	(13,080)	(18,865)	(18,865)
ID Billing To Fleet Services	(27,065)	(27,065)	(27,065)	(27,065)	(27,065)
ID Billing To Landfill	(11,889)	(12,468)	(12,468)	(14,686)	(28,562)
ID Billing To Streets	(55,152)	(55,152)	(55,152)	(55,153)	(55,153)
ID Billing To Traffic Eng	(54,539)	(54,539)	(54,539)	(62,060)	(62,060)
ID Billing To Library	(3,537)	(3,537)	(3,537)	(3,537)	(3,537)
ID Billing To Parks	(14,111)	(14,111)	(14,111)	(14,111)	(14,111)
ID Billing To Bldg Inspection	(62,598)	(62,598)	(62,598)	(113,620)	(113,620)
ID Billing To CDBG	(41,703)	(41,703)	(41,703)	-	-
ID Billing To Community Dev	(38,090)	(38,090)	(38,090)	(97,677)	(97,677)
ID Billing To Economic Dev	(59,539)	(59,539)	(59,539)	(55,395)	(55,395)
ID Billing To Office Of Dir Pl	(16,245)	(16,245)	(16,245)	(15,388)	(15,388)
ID Billing To Planning	(79,364)	(79,364)	(79,364)	(80,304)	(80,304)
ID Billing To Monona Terrace	-	-	-	-	(690)
ID Billing To Parking	(37,269)	(37,269)	(37,269)	(41,970)	(64,127)
ID Billing To Sewer	(53,506)	(56,917)	(56,917)	(66,249)	(187,062)
ID Billing To Stormwater	(33,742)	(38,536)	(38,536)	(44,212)	(172,665)
ID Billing To Transit	-	-	-	-	(3,888)
ID Billing To Water	-	-	-	-	(5,910)
ID Billing To CDA	(51,209)	(51,209)	(51,209)	(80,430)	(80,430)
TOTAL	\$ (1,514,971)	\$ (1,598,754)	\$ (1,598,754)	\$ (1,806,232)	\$ (2,102,019)

Engineering Division

Function: Public Works & Transportation

Position Summary

	CG	2018 Budget		2019 Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCOUNTANT	18	2.00	119,511	2.00	148,898	2.00	153,737
ADMIN ASST	20	1.00	55,530	1.00	55,743	1.00	57,555
ARCHITECT	18	4.00	354,262	4.00	360,108	4.00	371,811
ARCHITECT AIDE	16	1.00	50,000	1.00	51,509	1.00	53,183
ASST CITY ENGINEER	18	2.00	238,364	2.00	249,291	2.00	257,392
CCTV INSPEC TECH	15	3.00	189,511	3.00	190,848	3.00	197,051
CIVIL TECH	16	1.00	62,743	1.00	62,985	1.00	65,032
COMP MAP/GIS COORD	18	1.00	103,886	1.00	104,285	1.00	107,674
CONSTRUCT INSP	15	12.00	805,749	12.00	801,525	12.00	827,575
CONSTRUCTION MGR	18	3.00	239,441	3.00	241,279	3.00	249,120
CUSTODIAL SERV COORD	16	1.00	49,912	1.00	50,104	1.00	51,733
CUSTODIAL WKR	16	12.50	609,518	12.50	595,661	12.50	615,020
ELECTRICIAN	71	2.00	140,411	2.00	143,172	2.00	147,825
ELECTRICIAN FOREPERS	71	1.00	75,297	1.00	76,018	1.00	78,488
ENGINEER	18	20.00	1,632,529	20.00	1,691,138	20.00	1,746,100
ENGINEERING FINANCIAL MAN	18	1.00	105,078	1.00	105,395	1.00	108,821
ENGR CITY	21	1.00	146,585	1.00	165,150	1.00	170,517
ENGR FIELD AIDE	15	2.00	118,805	2.00	120,672	2.00	124,594
ENGR OPER LDWKR	15	2.00	127,846	2.00	123,737	2.00	127,759
ENGR PROG SPEC	16	3.00	208,855	3.00	210,111	3.00	216,939
SUSTAIN PROG COORD	18	1.00	66,527	1.00	67,450	1.00	69,643
FAC/SUS MGR	18	1.00	116,583	1.00	116,933	1.00	120,733
HYDROGEOLOGIST	18	0.60	51,081	0.60	51,556	0.60	53,232
IT SPEC	18	1.00	83,175	1.00	83,495	1.00	86,209
LANDSCAPE ARCHITECT	18	1.00	63,193	1.00	66,679	1.00	68,846
MAINT MECH	15	1.00	64,758	1.00	65,007	1.00	67,119
MAINT MECH	16	4.00	255,352	4.00	258,488	4.00	266,889
PLUMBER	71	1.00	70,428	1.00	71,386	1.00	73,706
PRINCIPAL ARCHITECT	18	1.00	91,338	1.00	105,590	1.00	109,022
PRINCIPAL ENGR	18	2.00	216,987	2.00	224,856	2.00	232,163
PRINICPAL ENGR	18	3.00	344,929	3.00	322,897	3.00	333,391
PROG ASST	17	1.00	49,644	1.00	48,739	1.00	50,323
PROG ASST	20	4.00	217,272	4.00	219,261	4.00	226,387
PUBLIC INFO OFFICER	18	-	-	-	-	1.00	67,192
PW DEV MGR	18	2.00	160,520	2.00	177,045	2.00	182,799
S/D MAINT TECH	15	2.00	121,895	2.00	122,364	2.00	126,340
SIDEWALK PROG SUPERV	18	1.00	80,960	1.00	82,316	1.00	84,991
SSMO	15	11.00	544,766	11.00	529,820	11.00	547,039
SURVEYOR	18	2.00	155,606	2.00	157,439	3.00	224,456
TOTAL		115.10	\$ 8,188,848	115.10	\$ 8,318,948	117.10	\$ 8,718,405

Finance

Agency Overview

Agency Mission

The agency's mission is to enhance the financial health of Madison and serve as the steward of the City's resources through financial information, advice and support to the public, employees, City agencies and policymakers.

Agency Overview

The agency is responsible for citywide financial services including: general accounting, financial reporting, budgeting, internal audit, risk management, purchasing, payroll, and debt management. The goal of the Finance Department is to provide quality service to City agencies and facilitate processes that contribute to quality financial information for internal and external stakeholders. Major initiatives planned for 2017 include implementing a training program for City staff around recently launched financial software and supporting the implementation of strategic management.

2019 Budget Highlights

The 2019 Executive Budget includes funding for:

- The continuation of professional services contracts that support various aspects of financial management within the City:
 - Audit Services: (\$96,130)
 - Ambulance Billing: (\$65,000)
 - Collection Services: (\$295,000)
 - Actuarial Services: (\$13,500)
- Continued funding for implementation of data management efforts as part of the City's strategic management initiative. Funds in the 2019 budget will be used for a performance management internship program, data visualization tools, and a resident survey (\$75,000).
- Funding for partnership with the Center on Wisconsin Strategy (COWS) to support a partnership with the University of Wisconsin. The goal of the partnership is to leverage resources through the University to complete projects utilizing data to help solve problems ultimately improving City service delivery (\$25,000).
- Anticipates the Treasurer becoming a service within the Finance Department in July of 2019. The current Treasurer position will be reclassified to a Treasury and Revenue Manager that will oversee the service. This position will be double filled for up to 4 months in 2019. Funding for the double fill will be realized by managing salary savings. This consolidation will result in increased efficiency in providing Treasurer service.
- The Executive Budget reflects the City's cost allocation model that was developed in 2018. The goal of this methodology is to accurately and consistently allocate central service costs to enterprise agencies receiving services. Charges associated with cost allocation are reflected in the inter-departmental charges & billing major expenditure categories shown in the Line Item Detail section of the agency's budget. Reference the Executive Summary for a full explanation of the methodology, the allocation basis, and summary of allocated costs.

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Accounting	(30,745)	(15,000)	(30,745)	(15,000)	(137,016)
Budget & Prgm Mgmt	-	-	-	-	(277,984)
Administrative Support	(808)	-	(242)	-	-
Total Revenue	\$ (31,553)	\$ (15,000)	\$ (30,987)	\$ (15,000)	\$ (415,000)
Expense					
Accounting	2,304,963	2,289,939	2,277,780	2,315,000	2,209,233
Budget & Prgm Mgmt	792,207	856,534	822,072	860,046	951,580
Risk Mgmt	45,095	8,586	19,706	-	-
Administrative Support	580,839	642,982	608,312	645,624	674,845
Total Expense	\$ 3,723,104	\$ 3,798,041	\$ 3,727,869	\$ 3,820,670	\$ 3,835,658
Net General Fund	\$ 3,691,551	\$ 3,783,041	\$ 3,696,882	\$ 3,805,670	\$ 3,420,658

Budget by Fund & Major

Fund: General

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Intergovernmental Revenues	(808)	-	(242)	-	-
Misc Revenue	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)
Transfer In	(15,745)	-	(15,745)	-	(400,000)
Total Revenue	\$ (31,553)	\$ (15,000)	\$ (30,987)	\$ (15,000)	\$ (415,000)
Expense					
Salaries	2,238,185	2,362,100	2,306,230	2,402,594	2,832,061
Benefits	809,550	736,179	723,874	704,142	785,248
Supplies	49,754	41,798	81,906	34,982	34,982
Purchased Services	609,998	650,123	608,018	671,233	691,265
Debt & Other Financing	168	-	-	-	-
Inter Departmental Charges	15,450	7,841	7,841	7,719	7,719
Inter Departmental Billing	-	-	-	-	(515,617)
Total Expense	\$ 3,723,104	\$ 3,798,041	\$ 3,727,869	\$ 3,820,670	\$ 3,835,658
Net General Fund	\$ 3,691,551	\$ 3,783,041	\$ 3,696,882	\$ 3,805,670	\$ 3,420,658

Service Overview

Service: Accounting

Service Description

This service is responsible for overseeing and processing all financial transactions within the City of Madison. Specific functions performed by the service include procuring goods for City departments, processing the biweekly payroll, and preparing the Comprehensive Annual Financial Report. The goal of the service is to provide high quality service to City departments while ensuring financial activity is compliant with Generally Accepted Account Principles.

2019 Planned Activities

- Assist the Madison Water Utility in completing phase 1 of the migration to the City's enterprise wide financial system.
- Lead implementation on new functionality of the enterprise wide financial systems, which may include: approvals through web-based applications, vendor self service, migrating the special assessments system, and electronic bidding.
- Administer the open-enrollement period for City employees.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(30,745)	(15,000)	(30,745)	(15,000)	(137,016)
Expense	2,304,963	2,289,939	2,277,780	2,315,000	2,209,233
Net Service Budget	\$ 2,274,218	\$ 2,274,939	\$ 2,247,035	\$ 2,300,000	\$ 2,072,217

Service: Budget & Prgm Mgmt

Service Description

This service is responsible for preparing the City's annual capital and operating budgets, as well as providing assistance to City agencies with budget development and analysis. The service performs financial, compliance and performance reviews of City agencies; supports city-wide efforts to coordinate, manage and use data effectively in support of racial equity, social justice and performance goals; and coordinates the City's efforts to identify and secure outside grant funding.

2019 Planned Activities

- As part of the City's performance excellence system, work to implement an outcomes-based approach to the City's budget process.
- Develop and execute the annual audit workplan.
- Assist agencies in implementing data action plans to begin collecting and analyzing data regarding performance measures developed during the first phase of Results Madison.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	-	-	-	-	(277,984)
Expense	792,207	856,534	822,072	860,046	951,580
Net Service Budget	\$ 792,207	\$ 856,534	\$ 822,072	\$ 860,046	\$ 673,596

Service Overview

Service: Risk Mgmt

Service Description

This service is responsible for administration of the City's general liability, auto liability, property and other miscellaneous insurance programs and acts as the liaison between the City and the Wisconsin Municipal Mutual Insurance Company (WMMIC). Risk Management also monitors the insurance requirements of City contracts and investigates the appropriateness of claims against the City. Risk Management is also responsible for the implementation, administration and continued enhancement of the City Safety and Worker's Compensation programs.

2019 Planned Activities

- In 2019, all Risk Management functions are funded through the Insurance and Worker's Compensation funds. Reference the Insurance and Worker's Compensation sections of the budget document for planned activities in these areas.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	-	-	-	-	-
Expense	45,095	8,586	19,706	-	-
Net Service Budget	\$ 45,095	\$ 8,586	\$ 19,706	\$ -	-

Service: Administrative Support

Service Description

This service provides clerical and office services to City agencies. In addition to Administrative Support Team staff who are assigned to various City agencies to assist with both special projects and day-to-day operations, a centralized Document Services Unit provides confidential word processing services, as well as software support to City agencies, application conversion, website administration and assistance with agency budget preparation. This Unit develops and prepares newsletters and brochures, complex financial schedules, database management, routine documents, and can provide Braille output of a variety of documents upon request.

2019 Planned Activities

- Continue to administer the Administrative Support Team assisting City departments with special projects and day-to-day operations.
- Document Services will provide assistance to City departments in document presentation, database management, and website administration.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(808)	-	(242)	-	-
Expense	580,839	642,982	608,312	645,624	674,845
Net Service Budget	\$ 580,031	\$ 642,982	\$ 608,069	\$ 645,624	\$ 674,845

Finance Department

Function: Administration

Line Item Detail

Agency Primary Fund: General

Intergovernmental Revenues

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Other Unit of Gov Rev Op	(808)	-	(242)	-	-
TOTAL	\$ (808)	\$ -	\$ (242)	\$ -	\$ -

Misc Revenue

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Miscellaneous Revenue	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)
TOTAL	\$ (15,000)	\$ (15,000)	\$ (15,000)	\$ (15,000)	\$ (15,000)

Transfer In

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer In From Other Restric	(15,745)	-	(15,745)	-	-
Transfer In From Capital	-	-	-	-	(400,000)
TOTAL	\$ (15,745)	\$ -	\$ (15,745)	\$ -	\$ (400,000)

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	2,171,283	2,331,023	2,247,671	2,385,811	2,815,278
Salary Savings	-	(67,850)	-	(67,850)	(67,850)
Premium Pay	-	14,927	479	5,133	5,133
Compensated Absence	22,306	-	22,306	-	-
Hourly Wages	34,090	79,000	27,918	77,000	77,000
Overtime Wages Permanent	10,044	5,000	7,857	2,500	2,500
Election Officials Wages	462	-	-	-	-
TOTAL	\$ 2,238,185	\$ 2,362,100	\$ 2,306,230	\$ 2,402,594	\$ 2,832,061

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Comp Absence Escrow	106,755	-	51,402	-	-
Health Insurance Benefit	368,905	387,216	333,264	345,410	370,092
Wage Insurance Benefit	9,407	9,200	10,084	10,144	11,638
WRS	149,228	156,180	150,812	159,852	184,394
FICA Medicare Benefits	166,292	174,663	169,435	179,816	210,204
Post Employment Health Plans	8,963	8,920	8,877	8,920	8,920
TOTAL	\$ 809,550	\$ 736,179	\$ 723,874	\$ 704,142	\$ 785,248

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Purchasing Card Unallocated	-	-	45,078	-	-
Office Supplies	5,521	5,400	3,579	4,700	4,700
Copy Printing Supplies	17,787	8,500	15,082	10,500	10,500
Furniture	3,697	5,100	1,330	4,900	4,900
Hardware Supplies	5,071	3,312	1,023	3,295	3,295
Software Lic & Supplies	1,989	5,600	322	5,600	5,600
Postage	11,440	8,700	11,522	600	600
Books & Subscriptions	3,621	3,100	3,920	3,100	3,100
Work Supplies	537	2,086	50	2,287	2,287
Safety Supplies	93	-	-	-	-
TOTAL	\$ 49,754	\$ 41,798	\$ 81,906	\$ 34,982	\$ 34,982

Finance Department

Function: Administration

Line Item Detail

Agency Primary Fund: General

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Telephone	5,487	3,712	3,914	4,697	4,697
Facility Rental	3,443	-	-	-	-
Custodial Bldg Use Charges	69,767	85,864	86,348	85,864	80,896
Comm Device Mntc	55	3,330	-	1,295	1,295
System & Software Mntc	-	-	6,389	7,925	7,925
Recruitment	2,906	750	2,265	1,250	1,250
Mileage	246	550	-	550	550
Conferences & Training	24,117	28,500	23,211	34,000	34,000
Memberships	5,364	5,402	4,374	4,733	4,733
Financial Actuary Services	1,500	16,500	12,000	13,500	13,500
Audit Services	87,131	96,130	91,033	96,130	96,130
Bank Services	-	100	-	-	-
Collection Services	53,237	60,000	55,283	65,000	65,000
Delivery Freight Charges	154	625	313	150	150
Storage Services	4,689	1,710	4,007	9,525	9,525
Management Services	339,564	295,000	300,000	295,000	295,000
Advertising Services	-	500	-	700	700
Printing Services	-	900	-	320	320
Other Services & Expenses	12,339	50,000	18,860	50,444	75,444
Circuit Court Fee	-	50	-	-	-
Permits & Licenses	-	500	20	150	150
TOTAL	\$ 609,998	\$ 650,123	\$ 608,018	\$ 671,233	\$ 691,265

Debt & Other Financing

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Interest	168	-	-	-	-
TOTAL	\$ 168	\$ -	\$ -	\$ -	\$ -

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From Insurance	12,900	5,175	5,175	5,497	5,497
ID Charge From Workers Comp	2,550	2,666	2,666	2,222	2,222
TOTAL	\$ 15,450	\$ 7,841	\$ 7,841	\$ 7,719	\$ 7,719

Inter-Departmental Billings

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Billing To Landfill	-	-	-	-	(18,446)
ID Billing To Monona Terrace	-	-	-	-	(75,901)
ID Billing To Golf Courses	-	-	-	-	(45,256)
ID Billing To Parking	-	-	-	-	(59,938)
ID Billing To Sewer	-	-	-	-	(41,919)
ID Billing To Stormwater	-	-	-	-	(75,998)
ID Billing To Transit	-	-	-	-	(51,314)
ID Billing To Water	-	-	-	-	(146,845)
TOTAL	\$ -	\$ -	\$ -	\$ -	(515,617)

Finance

Function: Administration

Position Summary

	CG	2018 Budget		Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCOUNTANT	18	12.00	793,073	12.00	863,529	12.00	891,593
ACCT CLERK	20	2.00	113,463	2.00	113,988	2.00	117,693
ACCT SERVICES MGR	18	1.00	121,930	1.00	121,565	1.00	125,515
ACCT TECH	20	3.00	163,629	3.00	194,902	3.00	201,236
ADMIN ANAL	18	4.00	326,795	4.00	336,974	3.00	264,549
ADMIN SUPPORT CLK	20	4.00	209,077	4.00	212,753	4.00	219,668
BUDGET/PROG EVAL MGR	18	1.00	111,863	1.00	114,565	1.00	118,288
BUYER	16	2.00	130,375	2.00	135,186	2.00	139,579
DATA ANALYST	18	-	-	-	-	2.00	142,350
DOC SERVS LDWKR	17	1.00	62,531	1.00	62,772	1.00	64,812
DOC SERVS SPEC	17	2.00	113,456	2.00	114,063	1.00	58,797
FINANCE DIR	21	1.00	159,276	1.00	163,086	1.00	168,386
GRANT WRITER	18	1.00	75,657	1.00	75,948	1.00	78,416
PRINCIPAL ACCOUNTANT	18	3.00	314,003	3.00	317,263	3.00	327,574
PROG ASST	20	2.00	105,656	2.00	107,271	2.00	110,758
RISK MANAGER	18	1.00	106,966	1.00	107,377	1.00	110,867
SAFETY COORDINATOR	18	1.00	78,638	1.00	70,483	1.00	72,773
TOTAL		41.00	\$ 2,986,387	41.00	\$ 3,111,724	41.00	\$ 3,212,855

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

Fire Department

Agency Overview

Agency Mission

The mission of the Madison Fire Department is to protect life and property from the dangers of fire and major disaster through education, prevention, and emergency service delivery to all members of the community.

Agency Overview

The Department is responsible for emergency responses to fires and other disasters, emergency medical services, fire safety education, fire and elevator inspection, and fire investigation. The Department's goal is to ensure quality emergency response services across the City of Madison. To achieve this goal, the Department will seek to: (1) meet the standards established by the National Fire Protection Association Standard 1710, "For Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations"; (2) ensure buildings comply with local and state regulations to confine fires, reduce losses, ensure proper exiting, and provide early warning for occupants; and (3) change unsafe behaviors through education and by providing individuals with the information to make safe decisions.

2019 Budget Highlights

The 2019 Executive Budget includes funding for:

- Maintaining a minimum daily staffing level of 86. The staffing level assumes both the continuation of creative staffing methods developed by labor and management to optimize personnel resources and an absence level based on future projections and past experience.
- A Firefighter recruit class in October 2019 for 10 recruits to fill anticipated vacancies (\$109,000). In addition, the recruit class will include recruits for additional commissioned positions vacant at that time.
- The opening of Station 14 located near the intersection of Dairy Drive and Femrite Drive in late 2018.
- A reduction in Elevator Permit revenue to reflect actual trends (\$130,000).
- An increase in Fire Prevention Miscellaneous revenue to reflect actual trends (\$100,000).
- An increase in Overtime to reflect actual trends (\$70,000).
- An increase in the Inter-Departmental Charge from Fleet Service to reflect costs for additions to the fleet (\$397,000).

The Executive Budget includes \$1,755,000 in anticipated grant and restricted revenues and expenditures:

- The second year of a SAFER grant awarded in 2018. Funding from the grant is for 18 firefighters to cover staffing at Fire Station 14. The local match in 2019 is \$368,000; up from \$365,000 in 2018.
- The Community Paramedicine program focusing on educating frequent users of emergency medical services to reduce the number of emergency room visits through proactive care. 2019 is the fourth year of this program (\$78,000).
- The Dane County and the State of Wisconsin Emergency Management Division HAZMAT Team that provides specialized response to incidents involving hazardous materials (\$209,000).
- The Department of Homeland Security Metropolitan Medical Response System program to support and enhance the integration of local emergency management, health, and medical systems into a coordinated, sustained local capability to respond effectively to a mass casualty incident (\$30,000).

Fire Department

Function: Public Safety & Health

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Fire Operations	(778,605)	(1,938,535)	(2,021,182)	(2,218,480)	(2,252,887)
Fire Prevention	(1,114,477)	(1,437,319)	(1,255,124)	(1,406,843)	(1,406,843)
Total Revenue	\$ (1,893,082)	\$ (3,375,854)	\$ (3,276,306)	\$ (3,625,323)	\$ (3,659,730)
Expense					
Fire Operations	50,866,797	51,896,694	53,332,592	53,178,826	53,744,612
Fire Prevention	2,599,325	2,647,024	2,424,164	2,616,546	2,665,175
Total Expense	\$ 53,466,122	\$ 54,543,718	\$ 55,756,756	\$ 55,795,372	\$ 56,409,787
Net General Fund	\$ 51,573,040	\$ 51,167,864	\$ 52,480,449	\$ 52,170,049	\$ 52,750,057

Budget by Fund & Major

Fund: General

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Intergovernmental Revenues	(223,972)	(168,340)	(244,347)	(240,416)	(240,416)
Charges for Services	(273,128)	(247,100)	(234,838)	(276,100)	(276,100)
Licenses & Permits	(944,630)	(1,379,619)	(1,075,392)	(1,248,543)	(1,248,543)
Investments & Contributions	(22,790)	(5,000)	(7,232)	(5,000)	(5,000)
Misc Revenue	(94,081)	(100)	(130,019)	(100,100)	(100,100)
Other Finance Source	(1,629)	-	-	-	-
Transfer In	(10,783)	-	-	-	-
Total Revenue	\$ (1,571,013)	\$ (1,800,159)	\$ (1,691,828)	\$ (1,870,159)	\$ (1,870,159)
Expense					
Salaries	33,954,808	34,124,587	34,017,137	34,597,038	35,604,301
Benefits	13,121,995	11,951,845	13,338,111	12,060,983	11,644,318
Supplies	1,023,122	1,231,404	1,215,572	1,230,864	1,230,864
Purchased Services	1,069,429	1,448,526	1,399,797	1,463,733	1,463,733
Inter Departmental Charges	3,961,409	3,831,036	3,819,536	4,267,849	4,252,022
Inter Departmental Billing	-	(1,500)	-	(1,500)	-
Transfer Out	13,290	382,125	382,125	421,241	424,978
Total Expense	\$ 53,144,053	\$ 52,968,023	\$ 54,172,277	\$ 54,040,208	\$ 54,620,216
Net General Fund	\$ 51,573,040	\$ 51,167,864	\$ 52,480,449	\$ 52,170,049	\$ 52,750,057

Fund: Other Grants

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Intergovernmental Revenues	(204,720)	(1,129,591)	(1,131,780)	(1,260,794)	(1,285,255)
Investments & Contributions	(3,381)	-	(4,085)	-	-
Other Finance Source	(100,678)	(13,658)	(55,659)	(78,752)	(79,339)
Transfer In	(13,290)	(432,446)	(392,954)	(415,618)	(424,978)
Total Revenue	\$ (322,069)	\$ (1,575,695)	\$ (1,584,478)	\$ (1,755,164)	\$ (1,789,571)
Expense					
Salaries	186,547	1,491,982	1,458,404	1,352,129	1,386,805
Benefits	50,272	15,206	50,225	306,848	306,579
Supplies	22,382	29,567	19,552	27,567	27,567
Purchased Services	62,868	38,940	56,297	68,620	68,620
Total Expense	\$ 322,069	\$ 1,575,695	\$ 1,584,478	\$ 1,755,164	\$ 1,789,571
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Service Overview

Service: Fire Operations

Service Description

This service is responsible for emergency responses to: fires, emergency medical care, lake rescue, hazardous materials, and other disaster responses. Specific non-emergency functions include: semi-annual inspections, fire safety education, and participating in community events. The goal of this service to ensure quality emergency response services across the City of Madison.

2019 Planned Activities

- Collaborate with other public and private organizations in the community to prevent injury and save lives.
- Provide early, pre-hospital intervention of basic and advanced life support to save lives and reduce hospitalization times.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(778,605)	(1,938,535)	(2,021,182)	(2,218,480)	(2,252,887)
Expense	50,866,797	51,896,694	53,332,592	53,178,826	53,744,612
Net Service Budget	\$ 50,088,192	\$ 49,958,159	\$ 51,311,409	\$ 50,960,346	\$ 51,491,725

Service: Fire Prevention

Service Description

This service provides fire safety education, fire inspection, fire protection engineering, public information, elevator inspection, and fire/arson investigation services. The goal of this service is to proactively prevent fires through education and inspections.

2019 Planned Activities

- Apply the principles of education, engineering, and enforcement to save lives, minimize injury and illness, prevent unwanted fires, and reduce losses to property and the environment.
- Strive to educate and inform over 18,000 residents annually on fire safety.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(1,114,477)	(1,437,319)	(1,255,124)	(1,406,843)	(1,406,843)
Expense	2,599,325	2,647,024	2,424,164	2,616,546	2,665,175
Net Service Budget	\$ 1,484,848	\$ 1,209,705	\$ 1,169,040	\$ 1,209,703	\$ 1,258,332

Fire Department

Function: Public Safety & Health

Line Item Detail

Agency Primary Fund: General

Intergovernmental Revenues

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Federal Revenues Operating	(36,615)	(49,140)	(49,140)	(50,616)	(50,616)
State Revenues Operating	(53,867)	(57,700)	(57,700)	(58,300)	(58,300)
Payment for Muni Service	(13,575)	(14,000)	(14,000)	(14,000)	(14,000)
Local Revenues Operating	(63,000)	-	(70,000)	(70,000)	(70,000)
Other Unit of Gov Rev Op	(56,914)	(47,500)	(53,507)	(47,500)	(47,500)
TOTAL	\$ (223,972)	\$ (168,340)	\$ (244,347)	\$ (240,416)	\$ (240,416)

Charges for Service

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Reproduction Services	(2,118)	(2,100)	(1,198)	(2,100)	(2,100)
Special Duty	(128,038)	(98,000)	(98,000)	(127,000)	(127,000)
Inspect & Reinspect Fees	(19,275)	(10,000)	(9,800)	(10,000)	(10,000)
Reimbursement Of Expense	(123,698)	(137,000)	(125,840)	(137,000)	(137,000)
TOTAL	\$ (273,128)	\$ (247,100)	\$ (234,838)	\$ (276,100)	\$ (276,100)

Licenses & Permits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Elevator Permits & Inspects	(534,775)	(863,904)	(594,872)	(732,828)	(732,828)
Fire Permits	(409,855)	(515,715)	(480,520)	(515,715)	(515,715)
TOTAL	\$ (944,630)	\$ (1,379,619)	\$ (1,075,392)	\$ (1,248,543)	\$ (1,248,543)

Investments & Contributions

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Contributions & Donations	(22,790)	(5,000)	(7,232)	(5,000)	(5,000)
TOTAL	\$ (22,790)	\$ (5,000)	\$ (7,232)	\$ (5,000)	\$ (5,000)

Misc Revenue

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Miscellaneous Revenue	(94,081)	(100)	(130,019)	(100,100)	(100,100)
TOTAL	\$ (94,081)	\$ (100)	\$ (130,019)	\$ (100,100)	\$ (100,100)

Other Finance Sources

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Sale Of Assets	(1,629)	-	-	-	-
TOTAL	\$ (1,629)	\$ -	\$ -	\$ -	\$ -

Transfer In

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer In From Insurance	(10,783)	-	-	-	-
TOTAL	\$ (10,783)	\$ -	\$ -	\$ -	\$ -

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	29,670,754	30,879,532	30,863,491	31,055,979	32,063,242
Salary Savings	-	(581,000)	-	(581,000)	(581,000)
Pending Personnel	-	85,310	-	311,104	311,104
Premium Pay	1,091,067	1,522,857	1,097,120	1,522,857	1,522,857
Workers Compensation Wages	153,982	-	176,394	-	-
Compensated Absence	1,061,549	1,252,810	921,622	1,252,810	1,252,810
Hourly Wages	9,899	10,000	1,961	10,000	10,000
Overtime Wages Permanent	1,967,360	955,078	956,347	1,025,288	1,025,288
Election Officials Wages	197	-	202	-	-
TOTAL	\$ 33,954,808	\$ 34,124,587	\$ 34,017,137	\$ 34,597,038	\$ 35,604,301

Fire Department

Function: Public Safety & Health

Line Item Detail

Agency Primary Fund: General

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Comp Absence Escrow	613,027	-	549,224	-	-
Health Insurance Benefit	5,593,421	5,672,005	5,848,602	5,573,700	5,096,609
Wage Insurance Benefit	140,354	132,532	143,444	137,374	137,374
Health Insurance Retiree	396,467	350,975	408,506	357,540	365,184
Health Ins Police Fire Retiree	109,833	-	110,551	110,000	110,000
Accident Death Insurance	409,683	365,331	433,250	365,331	365,331
WRS	5,134,041	4,724,513	5,132,656	4,793,782	4,840,016
WRS-Prior Service	35,221	53,022	25,419	53,022	53,022
FICA Medicare Benefits	591,638	556,653	589,725	573,420	579,422
Tuition	81,413	80,000	80,000	80,000	80,000
Post Employment Health Plans	16,897	16,814	16,735	16,814	17,360
TOTAL	\$ 13,121,995	\$ 11,951,845	\$ 13,338,111	\$ 12,060,983	\$ 11,644,318

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	4,046	13,850	11,100	13,850	13,850
Copy Printing Supplies	8,040	12,000	8,103	12,000	12,000
Furniture	11,953	22,000	21,000	22,000	22,000
Hardware Supplies	9,144	13,000	12,560	13,000	13,000
Software Lic & Supplies	4,980	9,700	8,180	9,700	9,700
Postage	11,529	11,500	11,718	11,500	11,500
Books & Subscriptions	15,388	16,200	15,226	16,200	16,200
Work Supplies	102,915	148,604	148,240	148,064	148,064
Medical Supplies	348,934	350,500	352,135	350,500	350,500
Safety Supplies	200,508	254,545	254,311	254,545	254,545
Uniform Clothing Supplies	223,615	240,441	245,121	240,441	240,441
Food And Beverage	13,108	19,320	18,134	19,320	19,320
Building Supplies	218	-	-	-	-
Machinery And Equipment	-	10,000	-	10,000	10,000
Equipment Supplies	68,743	109,744	109,744	109,744	109,744
TOTAL	\$ 1,023,122	\$ 1,231,404	\$ 1,215,572	\$ 1,230,864	\$ 1,230,864

Fire Department

Function: Public Safety & Health

Line Item Detail

Agency Primary Fund: General

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Natural Gas	4,745	98,700	91,408	98,700	98,700
Electricity	112,564	180,000	166,059	180,000	180,000
Water	50,415	46,896	51,766	61,903	61,903
Telephone	22,513	25,000	8,315	25,000	25,000
Cellular Telephone	32,574	63,047	57,320	63,047	63,047
Building Improv Repair Maint	120,458	145,632	134,350	136,632	136,632
Facility Rental	74,546	79,200	84,538	88,200	88,200
Comm Device Mntc	57,968	65,000	59,214	65,000	65,000
Equipment Mntc	55,958	48,000	56,640	48,000	48,000
System & Software Mntc	66,982	60,000	78,244	63,000	63,000
Rental Of Equipment	11,330	30,000	27,722	30,000	30,000
Recruitment	600	-	-	-	-
Mileage	29,934	55,000	29,705	52,000	52,000
Conferences & Training	20,296	42,151	27,291	42,151	42,151
In Service Training	89,229	104,618	100,018	104,618	104,618
Memberships	6,380	6,160	6,054	6,160	6,160
Uniform Laundry	56,917	72,000	58,653	72,000	72,000
Medical Services	59,113	103,000	102,024	103,000	103,000
Armored Car Services	1,013	-	2,196	1,500	1,500
Storage Services	1,716	1,500	1,692	1,500	1,500
Consulting Services	146,044	174,300	212,348	174,300	174,300
Advertising Services	745	3,602	1,500	3,602	3,602
Parking Towing Services	2,750	5,000	4,725	5,000	5,000
Other Services & Expenses	44,225	39,220	37,518	37,920	37,920
Permits & Licenses	415	500	500	500	500
TOTAL	\$ 1,069,429	\$ 1,448,526	\$ 1,399,797	\$ 1,463,733	\$ 1,463,733

Fire Department

Function: Public Safety & Health

Line Item Detail

Agency Primary Fund: General

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From Human Resource	-	11,500	-	11,500	-
ID Charge From Engineering	278,163	278,213	278,213	290,883	290,883
ID Charge From Fleet Services	2,702,266	2,472,168	2,472,168	2,869,131	2,869,131
ID Charge From Traffic Eng	107,012	108,231	108,231	108,231	103,904
ID Charge From Insurance	112,480	101,277	101,277	124,529	124,529
ID Charge From Workers Comp	761,487	859,647	859,647	863,575	863,575
TOTAL	\$ 3,961,409	\$ 3,831,036	\$ 3,819,536	\$ 4,267,849	\$ 4,252,022

Inter-Departmental Billings

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Billing To Water	-	(1,500)	-	(1,500)	-
TOTAL	\$ -	\$ (1,500)	\$ -	\$ (1,500)	\$ -

Transfer Out

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer Out To Grants	13,290	382,125	382,125	421,241	424,978
TOTAL	\$ 13,290	\$ 382,125	\$ 382,125	\$ 421,241	\$ 424,978

Fire Department

Function: Public Safety & Health

Position Summary

Civilian Positions	2018 Budget			2019 Request		Executive	
	CG	FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCT TECH	20	1.00	54,167	1.00	54,249	1.00	56,012
ADMIN ASST	17	1.00	55,030	1.00	61,986	1.00	64,000
ADMIN CLERK	20	4.00	221,119	4.00	215,086	4.00	222,076
CLERK	20	1.00	41,337	1.00	38,069	1.00	39,306
COMM PARA	16	1.00	63,344	1.00	33,855	1.00	34,955
ELEVATOR CODE ENFC OFF	16	3.00	225,352	3.00	230,050	3.00	237,526
FIRE ADM SERV MGR	18	1.00	82,368	1.00	88,434	1.00	91,308
FIRE CODE ENFORCE	16	10.00	732,685	10.00	735,016	10.00	758,904
FIRE ED/ENFC OFF	16	1.00	72,840	1.00	73,120	1.00	75,497
FIRE MARSHAL	18	1.00	119,691	1.00	120,151	1.00	124,056
FIRE PROTECTION ENGR	18	1.00	97,393	1.00	97,767	1.00	100,945
FIRE PUB INFO SPEC	18	1.00	73,454	1.00	82,489	1.00	85,170
IT SPEC	18	1.00	85,598	1.00	85,116	1.00	87,883
TOTAL		27.00	\$ 1,924,378	27.00	\$ 1,915,388	27.00	\$ 1,977,639

Sworn Positions

Sworn

	CG	FTEs	Amount	FTEs	Amount	FTEs	Amount
DIVISION FIRE CHIEF	14	6.00	695,257	6.00	847,155	6.00	874,688
FIRE APPARATUS ENGR	13	69.00	5,406,775	69.00	5,362,562	69.00	5,536,845
FIRE CAPT	13	6.00	562,648	6.00	563,146	6.00	581,448
ASST FIRE CHIEF	14	4.00	522,060	4.00	661,766	4.00	683,273
FIRE CHIEF	21	1.00	147,652	1.00	151,185	1.00	156,098
FIRE LIEUTENANT	13	71.00	6,058,084	71.00	6,112,286	71.00	6,310,935
FIREFIGHTER	13	143.00	9,805,879	143.00	9,859,551	143.00	10,179,987
FIREFIGHTER PARAMEDIC	13	84.00	6,511,913	84.00	6,531,570	84.00	6,743,846
TOTAL		384.00	\$ 29,710,268	384.00	\$ 30,089,220	384.00	\$ 31,067,120

TOTAL AUTHORIZED FTEs

411.00

411.00

411.00

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

Fleet Services

Agency Overview

Agency Mission

The mission of the Fleet Services Division is to provide a safe and reliable fleet of diverse equipment for all user agencies and to provide a concentrated effort toward a comprehensive preventative maintenance program at a competitive cost.

Agency Overview

The Agency manages and administers the municipal fleet through maintenance, inspection, repair, and replacement of vehicles for City agencies.

2019 Budget Highlights

The 2019 Executive Budget includes funding for:

- o An increased Fleet rate for City agencies based on projected fuel costs (\$500,000) and depreciation costs (\$790,000).
- o Increased hourly wages for three Madison Municipal School District student interns as part of the Fleet Service Outreach Initiative (\$36,000).
- o Increased billings to Stormwater Utility, Sewer Utility, Landfill, and Engineering Division for the transition to in-house Fleet service maintenance of assets belonging to those agencies in 2019 (\$80,000).

Fleet Services

Function: Public Works & Transportation

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Fleet Maintenance Procurement	(1,602,841)	(8,279,614)	(3,146,671)	(8,233,226)	(8,449,245)
Total Revenue	\$ (1,602,841)	\$ (8,279,614)	\$ (3,146,671)	\$ (8,233,226)	\$ (8,449,245)
Expense					
Fleet Maintenance Procurement	1,602,841	8,279,614	3,146,671	8,233,226	8,449,245
Total Expense	\$ 1,602,841	\$ 8,279,614	\$ 3,146,671	\$ 8,233,226	\$ 8,449,245
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Budget by Fund & Major

Fund: Fleet Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Intergovernmental Revenues	(26,881)	(35,500)	(25,000)	(35,500)	(35,500)
Charges for Services	(3,236)	(25,000)	(906)	(25,000)	(25,000)
Investments & Contributions	-	-	(6)	-	-
Misc Revenue	(132,754)	(155,000)	(125,378)	(155,000)	(155,000)
Other Finance Source	(1,278,943)	(6,678,094)	(1,823,464)	(6,631,706)	(6,847,725)
Transfer In	(161,027)	(1,386,021)	(1,171,917)	(1,386,021)	(1,386,021)
Total Revenue	\$ (1,602,841)	\$ (8,279,614)	\$ (3,146,671)	\$ (8,233,226)	\$ (8,449,245)
Expense					
Salaries	2,354,057	2,737,927	2,537,369	2,742,683	2,832,187
Benefits	1,330,420	1,033,153	1,110,873	1,054,728	1,027,778
Supplies	4,566,235	5,173,477	5,475,105	5,720,122	5,720,122
Purchased Services	999,949	1,315,515	1,119,737	1,307,515	1,307,515
Debt & Other Financing	7,698,519	12,312,452	7,196,497	13,167,634	13,167,634
Inter Departmental Charges	237,527	173,690	173,690	117,348	115,447
Inter Departmental Billing	(15,583,867)	(15,868,000)	(15,868,000)	(17,308,214)	(17,152,848)
Transfer Out	-	1,401,400	1,401,400	1,431,410	1,431,410
Total Expense	\$ 1,602,841	\$ 8,279,614	\$ 3,146,671	\$ 8,233,226	\$ 8,449,245
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Fleet Services

Function: Public Works & Transportation

Service Overview

Service: Fleet Maintenance Procurement

Service Description

This service is responsible for purchasing, preparing, and maintaining fleet equipment used by City agencies. The goal of the service is to repair and replace fleet assets to satisfy the needs of user agencies. The service maintains approximately 1,400 active vehicles and equipment.

2019 Planned Activities

- Continue development and maintenance of vehicle and equipment purchasing plans for each user agency.
- Oversee the purchase of approximately 90 new assets.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(1,602,841)	(8,279,614)	(3,146,671)	(8,233,226)	(8,449,245)
Expense	1,602,841	8,279,614	3,146,671	8,233,226	8,449,245
Net Service Budget	\$ -	\$ -	\$ -	\$ -	\$ -

Fleet Services

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: Fleet Services

Intergovernmental Revenues

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Federal Revenues Operating	(26,881)	(35,500)	(25,000)	(35,500)	(35,500)
TOTAL	\$ (26,881)	\$ (35,500)	\$ (25,000)	\$ (35,500)	\$ (35,500)

Charges for Service

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Reimbursement Of Expense	(3,236)	(25,000)	(906)	(25,000)	(25,000)
TOTAL	\$ (3,236)	\$ (25,000)	\$ (906)	\$ (25,000)	\$ (25,000)

Investments & Contributions

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Interest	-	-	(6)	-	-
TOTAL	\$ -	\$ -	\$ (6)	\$ -	\$ -

Misc Revenue

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Fuel Tax Refund	(72,394)	(70,000)	(70,000)	(70,000)	(70,000)
Miscellaneous Revenue	(60,360)	(85,000)	(55,378)	(85,000)	(85,000)
TOTAL	\$ (132,754)	\$ (155,000)	\$ (125,378)	\$ (155,000)	\$ (155,000)

Other Finance Sources

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Sale Of Assets	(852,629)	(510,000)	(510,000)	(520,000)	(520,000)
Trade In Allowance	(426,314)	(435,780)	(435,780)	(435,780)	(435,780)
Fund Balance Applied	-	(5,732,314)	(877,684)	(5,675,926)	(5,891,945)
TOTAL	\$ (1,278,943)	\$ (6,678,094)	\$ (1,823,464)	\$ (6,631,706)	\$ (6,847,725)

Transfer In

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer In From General	-	(928,021)	(1,026,361)	(928,021)	(928,021)
Transfer In From Other Restrict	-	(25,000)	-	(25,000)	(25,000)
Transfer In From Insurance	(161,027)	(433,000)	(145,556)	(433,000)	(433,000)
TOTAL	\$ (161,027)	\$ (1,386,021)	\$ (1,171,917)	\$ (1,386,021)	\$ (1,386,021)

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	2,378,470	2,787,781	2,389,380	2,754,134	2,843,638
Salary Savings	-	(286,656)	-	(244,496)	(244,496)
Pending Personnel	-	18,212	18,000	-	-
Premium Pay	14,583	11,590	18,857	11,690	11,690
Workers Compensation Wages	-	-	10,114	-	-
Compensated Absence	(64,189)	148,140	10,000	125,400	125,400
Hourly Wages	8,579	8,860	30,835	45,955	45,955
Overtime Wages Permanent	16,614	50,000	60,183	50,000	50,000
TOTAL	\$ 2,354,057	\$ 2,737,927	\$ 2,537,369	\$ 2,742,683	\$ 2,832,187

Fleet Services

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: Fleet Services

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Comp Absence Escrow	183,633	148,815	200,000	100,000	100,000
Benefit Savings	-	(75,568)	-	(54,351)	(54,351)
Health Insurance Benefit	477,685	508,231	497,224	555,659	521,926
Wage Insurance Benefit	9,790	9,305	9,225	10,153	10,153
WRS	166,554	186,780	165,061	184,528	186,257
FICA Medicare Benefits	185,476	209,921	192,630	209,019	212,773
Moving Expenses	8,334	-	-	-	-
Licenses & Certifications	417	-	-	-	-
Post Employment Health Plans	39,141	38,949	39,532	40,000	41,300
Tool Allowance	5,720	6,720	7,200	9,720	9,720
Other Post Emplmnt Benefit	79,956	-	-	-	-
Pension Expense	173,714	-	-	-	-
TOTAL	\$ 1,330,420	\$ 1,033,153	\$ 1,110,873	\$ 1,054,728	\$ 1,027,778

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	1,666	2,000	1,715	2,000	2,000
Copy Printing Supplies	2,063	2,000	2,475	2,000	2,000
Hardware Supplies	160	2,500	-	-	-
Software Lic & Supplies	3,701	9,290	8,058	14,388	14,388
Postage	41	50	50	1,550	1,550
Books & Subscriptions	3,470	4,000	4,500	3,000	3,000
Work Supplies	99,572	92,000	120,000	92,000	92,000
Safety Supplies	2,700	3,220	2,500	3,220	3,220
Building	86	-	-	-	-
Building Supplies	6,346	5,900	15,439	5,900	5,900
Machinery And Equipment	13,396	-	50,000	-	-
Equipment Supplies	1,474,203	1,579,968	1,501,505	1,579,968	1,579,968
Tires	409,626	385,689	400,781	385,689	385,689
Gasoline	980,744	1,092,116	1,161,182	1,253,559	1,253,559
Diesel	1,399,850	1,824,744	2,036,900	2,206,848	2,206,848
Oil	1,207	-	-	-	-
Lubricants	167,405	170,000	170,000	170,000	170,000
TOTAL	\$ 4,566,235	\$ 5,173,477	\$ 5,475,105	\$ 5,720,122	\$ 5,720,122

Fleet Services

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: Fleet Services

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Natural Gas	7,497	10,500	8,000	10,500	10,500
Electricity	40,249	40,000	41,728	40,000	40,000
Water	6,087	10,440	5,770	10,440	10,440
Telephone	5,241	5,300	5,688	5,300	5,300
Cellular Telephone	3,529	3,300	3,399	3,300	3,300
Building Improv Repair Maint	11,368	15,000	17,000	15,000	15,000
Process Fees Recyclables	5,455	6,100	5,330	6,100	6,100
Comm Device Mntc	25,971	30,000	26,000	24,500	24,500
Equipment Mntc	22,465	55,500	46,013	55,500	55,500
Vehicle Repair & Mntc	812,905	1,050,000	900,000	1,050,000	1,050,000
Rental Of Equipment	-	5,000	-	5,000	5,000
Recruitment	1,802	-	-	-	-
Conferences & Training	3,732	13,000	6,148	10,000	10,000
Memberships	-	2,000	1,251	2,500	2,500
Uniform Laundry	8,162	11,600	9,101	11,600	11,600
Medical Services	2,200	-	2,200	-	-
Arbitrator	657	200	-	200	200
Audit Services	1,300	1,300	1,300	1,300	1,300
Delivery Freight Charges	1,000	3,000	1,000	3,000	3,000
Consulting Services	1,409	1,375	1,409	1,375	1,375
Advertising Services	369	400	400	400	400
Inspection Services	-	3,500	500	3,500	3,500
Parking Towing Services	36,909	45,000	36,000	45,000	45,000
Permits & Licenses	1,645	3,000	1,500	3,000	3,000
TOTAL	\$ 999,949	\$ 1,315,515	\$ 1,119,737	\$ 1,307,515	\$ 1,307,515

Fleet Services

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: Fleet Services

Debt & Other Financing

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Principal	5,358,492	5,312,060	-	5,312,060	5,312,060
Interest	1,070,323	1,096,497	1,096,497	1,159,382	1,159,382
Depreciation	-	5,903,895	6,100,000	6,696,192	6,696,192
Fund Balance Generated	1,269,705	-	-	-	-
TOTAL	\$ 7,698,519	\$ 12,312,452	\$ 7,196,497	\$ 13,167,634	\$ 13,167,634

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From Engineering	27,065	27,065	27,065	27,065	27,065
ID Charge From Fleet Services	81,089	-	-	-	-
ID Charge From Traffic Eng	3,009	5,500	5,500	5,500	3,599
ID Charge From Insurance	16,435	17,939	17,939	19,242	19,242
ID Charge From Workers Comp	109,929	123,186	123,186	65,541	65,541
TOTAL	\$ 237,527	\$ 173,690	\$ 173,690	\$ 117,348	\$ 115,447

Inter-Departmental Billings

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Billing To Information Tec	(5,940)	-	-	-	-
ID Billing To Fire	(2,702,266)	-	-	-	-
ID Billing To Police	(2,298,501)	-	-	-	-
ID Billing To Public Health	(65,292)	-	-	-	-
ID Billing To Engineering	(237,854)	-	-	-	-
ID Billing To Fleet Services	(81,089)	(15,868,000)	(15,868,000)	(17,308,214)	(17,152,848)
ID Billing To Streets	(7,545,991)	-	-	-	-
ID Billing To Traffic Eng	(413,593)	-	-	-	-
ID Billing To Library	(7,879)	-	-	-	-
ID Billing To Parks	(1,885,788)	-	-	-	-
ID Billing To Bldg Inspection	(8,812)	-	-	-	-
ID Billing To Monona Terrace	(2,841)	-	-	-	-
ID Billing To Golf Courses	(92,086)	-	-	-	-
ID Billing To Parking	(84,293)	-	-	-	-
ID Billing To Water	(100,264)	-	-	-	-
ID Billing To CDA Management	(51,378)	-	-	-	-
TOTAL	\$ (15,583,867)	\$ (15,868,000)	\$ (15,868,000)	\$ (17,308,214)	\$ (17,152,848)

Transfer Out

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer Out To Capital	-	1,401,400	1,401,400	1,431,410	1,431,410
TOTAL	\$ -	\$ 1,401,400	\$ 1,401,400	\$ 1,431,410	\$ 1,431,410

Fleet Services

Function: Public Works & Transportation

Position Summary

	CG	2018 Budget		Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN ASST	17	1.00	64,092	1.00	64,338	1.00	66,429
AUTO MAINT WKR	15	3.00	142,197	3.00	143,275	3.00	147,931
FACILITY MAINT WKR	15	1.00	55,162	1.00	55,375	1.00	57,174
FLEET MAINT PROG ADM	15	1.00	62,914	1.00	71,809	1.00	74,143
FLEET OPER MGR	18	1.00	91,338	1.00	92,375	1.00	95,377
FLEET PARTS TECH	15	3.00	170,360	3.00	172,886	3.00	178,505
FLEET PROG MGR	18	1.00	96,516	1.00	97,031	1.00	100,184
FLEET SERVICE PARTS LDWKR	15	1.00	59,595	1.00	60,322	1.00	62,282
FLEET SERVS SUPT	21	1.00	141,552	1.00	124,460	1.00	128,505
FLEET TECH	15	23.00	1,452,833	23.00	1,419,102	23.00	1,465,223
FLEET TIRE TECH	15	1.00	47,194	1.00	47,375	1.00	48,915
MASTER AUTO BODY TEC	15	1.00	65,549	1.00	66,055	1.00	68,202
OPERATIONS CLERK	15	1.00	61,230	1.00	61,465	1.00	63,463
PARTS ROOM ASST	15	1.00	53,135	1.00	53,291	1.00	55,023
PUB WKS GEN FORE	18	2.00	155,872	2.00	156,472	2.00	161,557
WELDER	15	1.00	68,240	1.00	68,502	1.00	70,728
TOTAL		43.00	\$ 2,787,778	43.00	\$ 2,754,134	43.00	\$ 2,843,643

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

Golf Enterprise

Agency Overview

Agency Mission

The mission of the Golf Enterprise is to provide the Madison area golfing public with the finest possible golfing conditions at reasonable prices and for all levels of play.

Agency Overview

The Agency is responsible for golf course maintenance and operations at Madison's four golf courses. The goal of the agency is a golf enterprise fund that is fully self-sustaining and provides affordable, accessible, and quality golfing opportunities by maintaining a high level of customer service. To achieve this goal, the Agency will continue to work with The First Tee to improve the lives and opportunities for Madison's youth who participate in their programming and will work with stakeholders to develop an actionable plan to ensure the mission of the Golf Enterprise is met.

2019 Budget Highlights

The 2019 Executive Budget includes funding for:

- A 1.4% reduction in budgeted revenue from \$3,218,000 in 2018 to \$3,174,000 in 2019. Projected revenue in 2018 is \$2,837,000.
- The Executive Budget reflects the City's cost allocation model that was developed in 2018. The goal of this methodology is to accurately and consistently allocate central service costs to enterprise agencies receiving services. Charges associated with cost allocation are reflected in the inter-departmental charges & billing major expenditure categories shown in the Line Item Detail section of the agency's budget. Reference the Executive Summary for a full explanation of the methodology, the allocation basis, and summary of allocated costs.

Golf Courses

Function: Public Works & Transportation

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Golf Operations	(3,037,929)	(3,245,313)	(3,244,221)	(3,201,506)	(3,312,981)
Total Revenue	\$ (3,037,929)	\$ (3,245,313)	\$ (3,244,221)	\$ (3,201,506)	\$ (3,312,981)
Expense					
Golf Operations	3,037,929	3,245,313	3,244,221	3,201,506	3,312,981
Total Expense	\$ 3,037,929	\$ 3,245,313	\$ 3,244,221	\$ 3,201,506	\$ 3,312,981

Budget by Fund & Major

Fund: Golf Courses

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Charges for Services	(2,833,805)	(3,218,485)	(2,836,641)	(3,173,640)	(3,173,640)
Investments & Contributions	(83)	(966)	-	(966)	(966)
Misc Revenue	(25,366)	(21,650)	(36,454)	(26,900)	(26,900)
Other Finance Source	(178,675)	(4,212)	(371,126)	-	(111,475)
Total Revenue	\$ (3,037,929)	\$ (3,245,313)	\$ (3,244,221)	\$ (3,201,506)	\$ (3,312,981)
Expense					
Salaries	1,353,639	1,363,534	1,329,254	1,384,460	1,400,934
Benefits	386,857	244,554	392,956	246,559	242,333
Supplies	494,441	588,100	501,212	599,100	599,100
Purchased Services	465,963	496,655	468,330	493,973	493,973
Debt & Other Financing	13,174	285,156	285,156	46,352	46,352
Inter Departmental Charges	224,037	267,314	267,314	221,062	320,289
Transfer Out	99,819	-	-	210,000	210,000
Total Expense	\$ 3,037,929	\$ 3,245,313	\$ 3,244,221	\$ 3,201,506	\$ 3,312,981
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Golf Courses

Function: Public Works & Transportation

Service Overview

Service: Golf Operations

Service Description

This service oversees the operation and maintenance of the Yahara Hills, Odana Hills, Monona and Glenway Golf Courses, which provide a total of 72 holes of play. The goal of the service is a golf enterprise fund that is fully self-sustaining and provides affordable, accessible, and quality golfing opportunities.

2019 Planned Activities

- The service will maintain a high level of customer service.
- The loyalty benefits program will remain as an incentive for repeat business.
- Instructional programs will be offered to golfers of all ages and skill levels.
- The winter golf simulator program, opened in 2017, will be refined and continued.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(3,037,929)	(3,245,313)	(3,244,221)	(3,201,506)	(3,312,981)
Expense	3,037,929	3,245,313	3,244,221	3,201,506	3,312,981
Net Service Budget	\$ -	\$ -	\$ -	\$ -	\$ -

Golf Courses

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: Golf Courses

Charges for Service

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Catering Concessions	(434,731)	(516,750)	(435,753)	(498,400)	(498,400)
Facility Rental	(596,282)	(688,900)	(585,103)	(685,400)	(685,400)
Memberships	(293,809)	(311,000)	(307,010)	(299,200)	(299,200)
Reimbursement Of Expense	(1,654)	(1,885)	(1,528)	(1,885)	(1,885)
Golf Courses	(1,507,330)	(1,699,950)	(1,507,247)	(1,688,755)	(1,688,755)
TOTAL	\$ (2,833,805)	\$ (3,218,485)	\$ (2,836,641)	\$ (3,173,640)	\$ (3,173,640)

Investments & Contributions

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Interest	(83)	(966)	-	(966)	(966)
TOTAL	\$ (83)	\$ (966)	\$ -	\$ (966)	\$ (966)

Misc Revenue

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Miscellaneous Revenue	(25,366)	(21,650)	(36,454)	(26,900)	(26,900)
TOTAL	\$ (25,366)	\$ (21,650)	\$ (36,454)	\$ (26,900)	\$ (26,900)

Other Finance Sources

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Fund Balance Applied	(178,675)	(4,212)	(371,126)	-	(111,475)
TOTAL	\$ (178,675)	\$ (4,212)	\$ (371,126)	\$ -	\$ (111,475)

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	427,928	496,879	444,268	506,929	523,403
Salary Savings	-	(49,314)	-	(49,314)	(49,314)
Pending Personnel	-	-	-	61,258	61,258
Premium Pay	25,954	6,837	26,097	6,837	6,837
Compensated Absence	36,183	28,659	36,183	28,659	28,659
Hourly Wages	808,665	858,159	766,094	800,777	800,777
Overtime Wages Permanent	32,353	2,000	34,916	9,000	9,000
Overtime Wages Hourly	22,556	20,315	21,696	20,315	20,315
TOTAL	\$ 1,353,639	\$ 1,363,534	\$ 1,329,254	\$ 1,384,460	\$ 1,400,934

Golf Courses

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: Golf Courses

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Benefit Savings	-	(13,610)	-	(13,610)	(13,610)
Unemployment Benefits	61,349	70,864	70,352	71,184	71,184
Health Insurance Benefit	91,019	98,881	91,970	98,797	92,794
Wage Insurance Benefit	2,033	1,992	2,168	2,166	2,166
WRS	47,770	33,293	45,199	33,964	34,281
FICA Medicare Benefits	103,564	37,354	101,733	38,278	39,225
Licenses & Certifications	-	-	563	-	-
Post Employment Health Plans	15,856	15,780	15,704	15,780	16,293
Other Post Emplmnt Benefit	5,014	-	5,014	-	-
Pension Expense	60,252	-	60,254	-	-
TOTAL	\$ 386,857	\$ 244,554	\$ 392,956	\$ 246,559	\$ 242,333

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	9,826	3,750	3,243	6,600	6,600
Copy Printing Supplies	14	400	-	400	400
Hardware Supplies	-	200	7,601	100	100
Work Supplies	27,212	32,250	24,688	30,000	30,000
Janitorial Supplies	7,429	7,600	4,765	7,500	7,500
Safety Supplies	2,339	3,500	1,576	3,500	3,500
Building	-	-	464	-	-
Building Supplies	3,303	8,350	1,483	6,650	6,650
HVAC Supplies	469	-	-	-	-
Landscaping Supplies	12,700	10,700	12,740	13,450	13,450
Trees Shrubs Plants	1,390	6,250	693	700	700
Fertilizers And Chemicals	126,558	133,000	126,056	140,000	140,000
Machinery And Equipment	22,098	103,500	22,243	80,000	80,000
Equipment Supplies	83,245	75,600	76,828	79,600	79,600
Oil	84	-	-	100	100
Inventory	197,775	203,000	218,832	230,500	230,500
TOTAL	\$ 494,441	\$ 588,100	\$ 501,212	\$ 599,100	\$ 599,100

Golf Courses

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: Golf Courses

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Natural Gas	10,512	15,500	13,329	12,200	12,200
Electricity	66,181	78,000	71,111	70,500	70,500
Water	114,814	97,000	118,711	112,000	112,000
Stormwater	46,761	46,500	45,417	49,500	49,500
Telephone	2,472	4,500	1,845	2,980	2,980
Cellular Telephone	214	300	199	-	-
Systems Comm Internet	1,925	1,500	1,932	1,500	1,500
Building Improv Repair Maint	3,887	500	1,310	4,400	4,400
Waste Disposal	45	-	-	-	-
Pest Control	43	1,000	-	1,000	1,000
Landscaping	569	-	-	-	-
Comm Device Mntc	-	2,000	-	2,000	2,000
Equipment Mntc	8,852	18,350	11,460	19,820	19,820
System & Software Mntc	4,100	4,100	4,382	10,150	10,150
Rental Of Equipment	126,798	153,300	126,708	129,500	129,500
Uniform Laundry	1,093	700	639	700	700
Audit Services	1,700	1,725	1,700	1,525	1,525
Credit Card Services	42,236	40,700	43,538	43,200	43,200
Management Services	10,408	8,750	4,670	9,850	9,850
Advertising Services	8,412	10,500	8,163	11,500	11,500
Printing Services	110	-	-	-	-
Security Services	1,593	1,530	1,313	1,560	1,560
Other Services & Expenses	10,710	7,000	9,377	7,500	7,500
Permits & Licenses	2,526	3,200	2,526	2,588	2,588
TOTAL	\$ 465,963	\$ 496,655	\$ 468,330	\$ 493,973	\$ 493,973

Golf Courses

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: Golf Courses

Debt & Other Financing

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Principal	9,399	34,908	34,908	35,919	35,919
Interest	3,775	11,084	11,084	10,433	10,433
PILOT	-	239,164	239,164	-	-
TOTAL	\$ 13,174	\$ 285,156	\$ 285,156	\$ 46,352	\$ 46,352

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From GF	-	-	-	-	7,805
ID Charge From Clerk	-	-	-	-	565
ID Charge From Finance	-	-	-	-	45,256
ID Charge From Human Resources	-	-	-	-	40,778
ID Charge From Information Tec	19,392	20,160	20,160	17,742	18,787
ID Charge From Treasurer	-	-	-	-	446
ID Charge From Fleet Services	180,592	220,012	220,012	178,607	178,607
ID Charge From Insurance	7,867	7,996	7,996	8,373	8,373
ID Charge From Workers Comp	16,186	19,146	19,146	16,340	16,340
TOTAL	\$ 224,037	\$ 267,314	\$ 267,314	\$ 221,062	\$ 316,957

Transfer Out

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer Out To General	99,819	-	-	210,000	210,000
TOTAL	\$ 99,819	\$ -	\$ -	\$ 210,000	\$ 210,000

Golf Courses

Function: **Public Works & Transportation**

Position Summary

	CG	2018 Budget		Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
GOLF CLUB OPER SUPV	18	1.00	66,098	1.00	69,474	1.00	71,732
GOLF PROGRAM SUPV	18	1.00	63,307	1.00	65,935	1.00	68,078
GREENSKEEPER	16	4.00	240,919	4.00	243,601	4.00	251,518
MAINT MECH	16	1.00	64,620	1.00	65,408	1.00	67,534
PKS EQUIP MECH	16	1.00	61,933	1.00	62,510	1.00	64,541
TOTAL		8.00	\$ 496,877	8.00	\$ 506,928	8.00	\$ 523,403

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

Human Resources

Agency Overview

Agency Mission

The mission of Human Resources is to serve the City by recruiting, developing, and sustaining a diverse, highly qualified, and productive workforce.

Agency Overview

The Agency supports other City agencies in recruiting, hiring, training, and retaining the City's active workforce. The goal of the agency is to support other City agencies in organizational development to ensure quality City services, ensure compliance with Madison's personnel rules, and support agencies in recruitment efforts. Human Resources will advance this goal by completing an equity analysis of benefit programs, launching a Learning Management System, and coordinating city-wide wellness and training activities.

2019 Budget Highlights

The 2019 Executive Budget includes funding for:

- Annualization of new Administrative Clerk created in 2018 (\$59,000).
- The Executive Budget reflects the City's cost allocation model that was developed in 2018. The goal of this methodology is to accurately and consistently allocate central service costs to enterprise agencies receiving services. Charges associated with cost allocation are reflected in the inter-departmental charges & billing major expenditure categories shown in the Line Item Detail section of the agency's budget. Reference the Executive Summary for a full explanation of the methodology, the allocation basis, and summary of allocated costs.

Human Resources

Function: Administration

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
HR Services	(139,686)	-	-	-	-
Organizational & Health Devel	(36,235)	(25,500)	(32,330)	(25,500)	(25,500)
Total Revenue	\$ (175,921)	\$ (25,500)	\$ (32,330)	\$ (25,500)	\$ (25,500)
Expense					
HR Services	798,348	584,040	593,777	605,714	640,798
Employee & Labor Relations	628,356	700,659	537,512	659,480	330,823
Organizational & Health Devel	610,984	662,527	588,032	697,121	667,874
Total Expense	\$ 2,037,688	\$ 1,947,226	\$ 1,719,321	\$ 1,962,315	\$ 1,639,495
Net General Fund	\$ 1,861,767	\$ 1,921,726	\$ 1,686,991	\$ 1,936,815	\$ 1,613,995

Budget by Fund & Major

Fund: General

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Intergovernmental Revenues	-	(12,750)	-	(12,750)	(12,750)
Charges for Services	(26,970)	(12,750)	(26,000)	(12,750)	(12,750)
Misc Revenue	(9,265)	-	(6,330)	-	-
Total Revenue	\$ (36,235)	\$ (25,500)	\$ (32,330)	\$ (25,500)	\$ (25,500)
Expense					
Salaries	1,468,173	1,464,128	1,292,508	1,474,023	1,522,795
Benefits	445,386	466,805	414,813	464,657	453,105
Supplies	26,706	26,450	23,772	26,450	26,450
Purchased Services	119,758	141,816	128,061	141,816	101,908
Inter Departmental Charges	41,122	69,335	69,335	76,677	76,677
Inter Departmental Billing	(203,142)	(221,308)	(209,167)	(221,308)	(541,440)
Total Expense	\$ 1,898,003	\$ 1,947,226	\$ 1,719,321	\$ 1,962,315	\$ 1,639,495
Net General Fund	\$ 1,861,767	\$ 1,921,726	\$ 1,686,991	\$ 1,936,815	\$ 1,613,995

Service Overview

Service: Employee & Labor Relations

Service Description

This service fulfills the City's obligations for contract negotiation and management, works with Employee Associations in developing and implementing employee handbooks, administers the Family and Medical Leave Act (FMLA), disability leave, layoffs, and occupational accommodations, and develops and implements the employee benefits program. The goals of this service are effective use of the Meet and Confer Process with employee associations, successful negotiation of all outstanding labor contracts, and effective implementation of employee benefits programs.

2019 Planned Activities

- Equity analysis of benefit programs with a thorough review and analysis of related programs and policies.
- Implementation of Government Alliance on Race and Equity (GARE) recommendations based on 2017 analysis.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	-	-	-	-	-
Expense	628,356	700,659	537,512	659,480	330,823
Net Service Budget	\$ 628,356	\$ 700,659	\$ 537,512	\$ 659,480	\$ 330,823

Service: HR Services

Service Description

This service provides Human Resources (HR) support to all City departments to help them achieve their goals by developing and implementing recruitment and selection strategies, assisting in the implementation of organizational changes (including the classification and reclassification of employees and positions) working with the Personnel Board, and providing general human resources support. The goals of this service are to increase diversity of applicants for City jobs across all classifications, identify positions struggling to attract qualified applicants, and implement strategies to increase the number of qualified applicants.

2019 Planned Activities

- Expand community engagement and outreach efforts.
- Implementation of Government Alliance on Race and Equity (GARE) recommendations based on 2017 analysis.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(139,686)	-	-	-	-
Expense	798,348	584,040	593,777	605,714	640,798
Net Service Budget	\$ 658,663	\$ 584,040	\$ 593,777	\$ 605,714	\$ 640,798

Service Overview

Service: Organizational & Health Devel

Service Description

This service ensures the success and engagement of City of Madison employees and agencies through the coordinated work of the Organizational Development and Wellness Programs, oversees the City's employee engagement initiatives, coordinates internal and external training for employees, facilitates planning initiatives, and develops and delivers wellness initiatives for employees. The goals of this service are to improve the on-boarding experience for new employees, enhance opportunities for employee development at various stages in their careers, and improve overall employee engagement citywide.

2019 Planned Activities

- Analyze, review, and expand the coordination of city-wide wellness and training activities.
- Implementation of Government Alliance on Race and Equity (GARE) recommendations based on 2017 analysis.
- Coordinate with the IT Department to identify and implement an effective Learning Management System.
- Provide ongoing staffing and support to the Performance Excellence Leadership Team and develop and organize training and support for Performance Excellence initiatives.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(36,235)	(25,500)	(32,330)	(25,500)	(25,500)
Expense	610,984	662,527	588,032	697,121	667,874
Net Service Budget	\$ 574,749	\$ 637,027	\$ 555,702	\$ 671,621	\$ 642,374

Human Resources

Function: Administration

Line Item Detail

Agency Primary Fund: General

Intergovernmental Revenues

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Payment for Muni Service	-	(3,300)	-	(3,300)	(3,300)
Other Unit of Gov Rev Op	-	(9,450)	-	(9,450)	(9,450)
TOTAL	\$ -	\$ (12,750)	\$ -	\$ (12,750)	\$ (12,750)

Charges for Service

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Misc Charges for Service	(26,970)	(12,750)	(26,000)	(12,750)	(12,750)
TOTAL	\$ (26,970)	\$ (12,750)	\$ (26,000)	\$ (12,750)	\$ (12,750)

Misc Revenue

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Miscellaneous Revenue	(9,265)	-	(6,330)	-	-
TOTAL	\$ (9,265)	\$ -	\$ (6,330)	\$ -	\$ -

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	1,352,218	1,490,800	1,252,492	1,500,695	1,549,467
Salary Savings	-	(53,849)	-	(53,849)	(53,849)
Premium Pay	-	8,661	-	8,661	8,661
Compensated Absence	94,481	-	14,982	-	-
Hourly Wages	18,838	18,516	25,000	18,516	18,516
Overtime Wages Permanent	1,155	-	-	-	-
Overtime Wages Hourly	-	-	35	-	-
Election Officials Wages	1,481	-	-	-	-
TOTAL	\$ 1,468,173	\$ 1,464,128	\$ 1,292,508	\$ 1,474,023	\$ 1,522,795

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Comp Absence Escrow	-	-	20,427	-	-
Health Insurance Benefit	240,465	258,893	209,229	245,274	230,520
Wage Insurance Benefit	4,768	5,151	3,500	3,883	3,883
WRS	92,992	94,962	82,101	100,534	101,491
FICA Medicare Benefits	106,341	106,983	98,744	114,150	116,369
Post Employment Health Plans	820	816	812	816	842
TOTAL	\$ 445,386	\$ 466,805	\$ 414,813	\$ 464,657	\$ 453,105

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Purchasing Card Unallocated	-	-	9	-	-
Office Supplies	1,907	5,500	2,660	5,500	5,500
Copy Printing Supplies	9,499	5,500	5,500	5,500	5,500
Hardware Supplies	-	-	938	-	-
Postage	672	1,000	720	1,000	1,000
Books & Subscriptions	1,477	1,250	1,250	1,250	1,250
Work Supplies	5,406	5,500	3,695	5,500	5,500
Food And Beverage	7,745	7,700	9,000	7,700	7,700
TOTAL	\$ 26,706	\$ 26,450	\$ 23,772	\$ 26,450	\$ 26,450

Human Resources

Function: Administration

Line Item Detail

Agency Primary Fund: General

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Telephone	3,393	7,000	1,984	7,000	7,000
Facility Rental	1,755	3,500	1,992	3,500	3,500
Custodial Bldg Use Charges	33,860	39,908	39,908	39,908	-
Comm Device Mntc	366	6,500	366	6,500	6,500
Equipment Mntc	-	-	222	-	-
System & Software Mntc	11,598	11,598	1,941	11,598	11,598
Recruitment	2,401	1,000	2,950	1,000	1,000
Conferences & Training	39,477	39,275	39,275	39,275	39,275
Memberships	1,582	3,700	2,944	3,700	3,700
Medical Services	21,966	21,500	21,195	21,500	21,500
Arbitrator	-	1,000	-	1,000	1,000
Storage Services	1,236	2,500	1,005	2,500	2,500
Consulting Services	1,000	835	12,008	835	835
Advertising Services	1,125	3,500	2,271	3,500	3,500
TOTAL	\$ 119,758	\$ 141,816	\$ 128,061	\$ 141,816	\$ 101,908

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From Engineering	33,767	33,767	33,767	66,104	66,104
ID Charge From Insurance	6,068	34,249	34,249	9,313	9,313
ID Charge From Workers Comp	1,287	1,319	1,319	1,260	1,260
TOTAL	\$ 41,122	\$ 69,335	\$ 69,335	\$ 76,677	\$ 76,677

Inter-Departmental Billings

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Billing To Human Resources	(203,142)	(221,308)	(209,167)	(221,308)	-
ID Billing To Landfill	-	-	-	-	(1,023)
ID Billing To Monona Terrace	-	-	-	-	(64,351)
ID Billing To Golf Courses	-	-	-	-	(40,778)
ID Billing To Parking	-	-	-	-	(46,038)
ID Billing To Sewer	-	-	-	-	(15,490)
ID Billing To Stormwater	-	-	-	-	(4,840)
ID Billing To Transit	-	-	-	-	(308,624)
ID Billing To Water	-	-	-	-	(60,296)
TOTAL	\$ (203,142)	\$ (221,308)	\$ (209,167)	\$ (221,308)	\$ (541,440)

Human Resources

Function: Administration

Position Summary

	CG	2018 Budget		Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN CLERK CONFIDENTIAL	17	1.00	-	1.00	42,208	1.00	43,580
EE & LABOR MGR	18	1.00	115,218	1.00	115,675	1.00	119,434
HR SERVS MGR	18	1.00	118,574	1.00	119,030	1.00	122,899
HRA	18	6.00	455,246	6.00	449,637	6.00	464,251
HUMAN RESOURCE DIR	21	1.00	133,243	1.00	119,938	1.00	123,836
LABOR RELATIONS SPEC	18	1.00	94,660	1.00	73,736	1.00	76,133
OCCUP/ACCOM SPEC	18	1.00	90,443	1.00	90,791	1.00	93,741
ORG HEALTH/DEV MGR	18	1.00	113,078	1.00	113,513	1.00	117,202
ORGAN DEV/TRAIN OFF	18	3.00	261,451	3.00	265,874	3.00	274,515
PROG ASST	17	1.00	55,769	1.00	55,984	1.00	57,803
PROG ASST	20	1.00	53,118	1.00	54,308	1.00	56,073
TOTAL		18.00	\$ 1,490,800	18.00	\$ 1,500,694	18.00	\$ 1,549,466

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

Information Technology

Agency Overview

Agency Mission

The mission of the Information Technology (IT) Department is to provide services to all City agencies for computer usage, software development, personal computer support, mobile computing, telephones, network communications, computer training, and general IT consulting.

Agency Overview

The Agency supports the City's hardware, software, and telecommunications network. IT also supports a wide variety of software from email to document management systems to enterprise databases, facilitates the dissemination of City information to the public via the City website, and provides the ability for the public to conduct business with the City via the internet. The Agency also includes Madison's Media Team unit, which provides television and internet streaming coverage of public meetings. The goal of the agency is to have residents and IT customers engage with the City in an efficient, equitable manner with positive outcomes. Information Technology will advance this goal by upgrading systems and services where practical, upgrading capabilities of critical systems, and aligning work and programs with the City's strategic vision.

2019 Budget Highlights

The 2019 Executive Budget:

- Annualizes costs associated with reclassifying an IT Specialist to a Citywide Public Information Officer.
- Increases funding for system and software maintenance from \$1.46m to \$1.65m (\$190k). Increased costs are primarily attributable to systems recently purchased with capital funds. The list below summarizes anticipated system and software maintenance costs in IT's purchased services budget:
 - Customer Service and Communications (\$89,600)
 - Inspiron WENS Text Messaging – Text messaging system used to send information, alerts, notifications and updates to the public (\$16,000)
 - Mediasite Maintenance – Video Management Software (\$14,000)
 - Continuation of maintenance (\$59,600)
 - Security (\$155,000)
 - ProofPoint Maintenance – Anti-spam filter (\$80,000)
 - Continuation of maintenance (\$75,000)
 - IT Infrastructure (\$212,800)
 - Solarwinds and DPA (\$39,000)
 - Veritas Maintenance – Backup appliance maintenance (\$137,000)
 - Continuation of maintenance (\$36,800)
 - Applications Development and Support (\$1.17m)
 - Accela – Enterprise Land Management System software which supports licensing, permitting, registrations, inspections and code enforcement (\$326,000)
 - MUNIS – Enterprise financial system (\$438,000)
 - AcrGIS – Enterprise mapping and analytics system (\$78,000)
 - TeleStaff/Kronos - workforce scheduling and timekeeping software (\$66,500)
 - Continuation of maintenance (\$264,000)
 - Administration (\$19,400)
 - Adobe Creative Cloud – Adobe Software (\$10,500)
 - Continuation of maintenance (\$8,900)
- The Executive Budget reflects the City's cost allocation model that was developed in 2018. The goal of this methodology is to accurately and consistently allocate central service costs to enterprise agencies receiving services. Charges associated with cost allocation are reflected in the inter-departmental charges & billing major expenditure categories shown in the Line Item Detail section of the agency's budget. Reference the Executive Summary for a full explanation of the methodology, the allocation basis, and summary of allocated costs.

Information Technology

Function: Administration

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Technical Services	(53,201)	(44,500)	(36,930)	(44,500)	(44,500)
Total Revenue	\$ (53,201)	\$ (44,500)	\$ (36,930)	\$ (44,500)	\$ (44,500)
Expense					
Application Dev And Support	3,822,609	3,416,097	3,687,839	3,530,495	4,303,113
Technical Services	2,550,271	3,185,788	2,881,326	3,099,682	2,790,081
Total Expense	\$ 6,372,880	\$ 6,601,885	\$ 6,569,165	\$ 6,630,177	\$ 7,093,194
Net General Fund	\$ 6,319,679	\$ 6,557,385	\$ 6,532,235	\$ 6,585,677	\$ 7,048,694

Budget by Fund & Major

Fund: General

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Intergovernmental Revenues	(18,120)	(7,200)	(7,200)	(7,200)	(7,200)
Charges for Services	(31,081)	(29,300)	(25,730)	(29,300)	(29,300)
Other Finance Source	(4,000)	(8,000)	(4,000)	(8,000)	(8,000)
Total Revenue	\$ (53,201)	\$ (44,500)	\$ (36,930)	\$ (44,500)	\$ (44,500)
Expense					
Salaries	3,986,887	4,147,304	4,041,912	4,226,830	4,496,498
Benefits	1,218,058	1,231,508	1,243,406	1,185,888	1,192,892
Supplies	37,252	28,950	34,159	28,950	28,950
Purchased Services	1,609,411	1,701,718	1,757,284	1,701,718	1,869,022
Inter Departmental Charges	24,691	26,991	26,991	21,377	21,377
Inter Departmental Billing	(503,417)	(534,586)	(534,586)	(534,586)	(515,545)
Total Expense	\$ 6,372,880	\$ 6,601,885	\$ 6,569,165	\$ 6,630,177	\$ 7,093,194
Net General Fund	\$ 6,319,679	\$ 6,557,385	\$ 6,532,235	\$ 6,585,677	\$ 7,048,694

Service Overview

Service: Application Dev And Support

Service Description

This service administers citywide and agency specific applications, software, and webpages. Supported applications include City databases and database software, the City's website and EmployeeNet, the Electronic Document Management System (EDMS), the centralized Geographic Information System (GIS), support for enterprise applications such as MUNIS, Legistar, report writing tools, and all permitting, licensing, asset management, and land/planning applications. The goal of this service is to have residents and IT customers engage with the City in an efficient, equitable manner with positive outcomes.

2019 Planned Activities

- Upgrading systems and services where practical.
- Reclassify an IT Specialist position to a Public Information Officer and align Application Development & Support work and programs to the City's strategic vision.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	-	-	-	-	-
Expense	3,822,609	3,416,097	3,687,839	3,530,495	4,303,113
Net Service Budget	\$ 3,822,609	\$ 3,416,097	\$ 3,687,839	\$ 3,530,495	\$ 4,303,113

Service: Technical Services

Service Description

This service supports the citywide network of high-speed fiber, City-owned computers and telephones, software upgrades and security patches, a City-owned wireless hotspot network, and digital video surveillance cameras. The service stays current with the latest security, hardware, and software technologies and recommends implementation of these technologies where appropriate. This service also includes the Media Team (Madison City Channel) that provides live coverage of City meetings and maintains taped replays and online archives of those meetings. The goals of this service are to continue to provide technology-based solutions that support customers' missions in all City departments/divisions and to provide data and application communication technology between government agencies and City residents and visitors.

2019 Planned Activities

- Continue refreshing data center hardware and software to support physical and virtual server, networking, and storage environments.
- Upgrade the City's virtual environment and introduce an enterprise solution for computer system security monitoring.
- Upgrade capabilities to increase high availability for critical systems.
- Align Technical Services work and programs to the City's strategic vision.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(53,201)	(44,500)	(36,930)	(44,500)	(44,500)
Expense	2,550,271	3,185,788	2,881,326	3,099,682	2,790,081
Net Service Budget	\$ 2,497,070	\$ 3,141,288	\$ 2,844,396	\$ 3,055,182	\$ 2,745,581

Information Technology

Function: Administration

Line Item Detail

Agency Primary Fund: General

Intergovernmental Revenues

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Other Unit of Gov Rev Op	(18,120)	(7,200)	(7,200)	(7,200)	(7,200)
TOTAL	\$ (18,120)	\$ (7,200)	\$ (7,200)	\$ (7,200)	\$ (7,200)

Charges for Service

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Misc Charges for Service	(25,786)	(29,300)	(20,720)	(29,300)	(29,300)
Reimbursement Of Expense	(5,295)	-	(5,010)	-	-
TOTAL	\$ (31,081)	\$ (29,300)	\$ (25,730)	\$ (29,300)	\$ (29,300)

Other Finance Sources

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Sale Of Assets	(4,000)	(8,000)	(4,000)	(8,000)	(8,000)
TOTAL	\$ (4,000)	\$ (8,000)	\$ (4,000)	\$ (8,000)	\$ (8,000)

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	3,784,649	4,228,008	3,896,493	4,217,534	4,487,202
Salary Savings	-	(98,800)	-	(98,800)	(98,800)
Pending Personnel	-	(90,000)	-	-	-
Premium Pay	14,489	14,000	13,855	14,000	14,000
Workers Compensation Wages	323	-	-	-	-
Compensated Absence	94,360	43,400	57,000	43,400	43,400
Hourly Wages	59,786	21,544	37,382	21,544	21,544
Overtime Wages Permanent	32,960	29,152	35,000	29,152	29,152
Election Officials Wages	320	-	2,181	-	-
TOTAL	\$ 3,986,887	\$ 4,147,304	\$ 4,041,912	\$ 4,226,830	\$ 4,496,498

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Comp Absence Escrow	67,475	-	150,000	-	-
Health Insurance Benefit	570,878	627,461	524,069	564,267	542,114
Wage Insurance Benefit	12,805	12,439	12,390	12,803	12,901
WRS	262,547	275,498	258,378	282,570	293,910
FICA Medicare Benefits	298,603	310,390	292,874	320,528	338,061
Post Employment Health Plans	5,749	5,720	5,693	5,720	5,906
TOTAL	\$ 1,218,058	\$ 1,231,508	\$ 1,243,406	\$ 1,185,888	\$ 1,192,892

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	8,442	12,000	12,000	12,000	12,000
Copy Printing Supplies	2,047	1,050	1,050	1,050	1,050
Furniture	2,139	-	3,000	-	-
Hardware Supplies	19,060	11,900	11,900	11,900	11,900
Software Lic & Supplies	4,597	2,700	4,199	2,700	2,700
Postage	365	500	695	500	500
Books & Subscriptions	412	800	128	800	800
Work Supplies	190	-	1,187	-	-
TOTAL	\$ 37,252	\$ 28,950	\$ 34,159	\$ 28,950	\$ 28,950

Information Technology

Function: Administration

Line Item Detail

Agency Primary Fund: General

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Telephone	15,389	15,000	6,394	15,000	15,000
Cellular Telephone	3,898	2,821	3,420	3,700	3,700
Systems Comm Internet	18,588	19,050	19,050	13,400	13,400
Facility Rental	19,217	19,794	19,795	19,794	19,794
Custodial Bldg Use Charges	126,753	155,971	155,971	155,971	163,275
Comm Device Mntc	44,959	96,500	96,500	96,500	96,500
Equipment Mntc	7,078	-	456	-	-
System & Software Mntc	1,303,441	1,320,242	1,370,666	1,350,653	1,510,653
Recruitment	1,654	1,000	2,206	1,000	1,000
Conferences & Training	49,597	40,200	52,200	40,000	40,000
Memberships	3,703	3,200	3,952	3,900	3,900
Work Study Services	-	1,500	-	-	-
Storage Services	426	140	673	500	500
Consulting Services	8,548	20,000	20,000	-	-
Other Services & Expenses	6,161	6,300	6,000	1,300	1,300
TOTAL	\$ 1,609,411	\$ 1,701,718	\$ 1,757,284	\$ 1,701,718	\$ 1,869,022

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From Engineering	969	969	969	969	969
ID Charge From Fleet Services	5,940	12,336	12,336	5,986	5,986
ID Charge From Insurance	9,202	9,519	9,519	10,622	10,622
ID Charge From Workers Comp	8,580	4,167	4,167	3,800	3,800
TOTAL	\$ 24,691	\$ 26,991	\$ 26,991	\$ 21,377	\$ 21,377

Inter-Departmental Billings

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Billing To Information Tec	-	(534,586)	(534,586)	(534,586)	-
ID Billing To Landfill	-	-	-	-	(842)
ID Billing To Library	(23,028)	-	-	-	-
ID Billing To Monona Terrace	(63,024)	-	-	-	(57,711)
ID Billing To Golf Courses	(19,392)	-	-	-	(18,787)
ID Billing To Parking	(38,784)	-	-	-	(72,366)
ID Billing To Sewer	(15,726)	-	-	-	(26,959)
ID Billing To Stormwater	(18,180)	-	-	-	(28,165)
ID Billing To Transit	(110,292)	-	-	-	(164,954)
ID Billing To Water	(111,504)	-	-	-	(145,761)
ID Billing To CDA	(103,487)	-	-	-	-
TOTAL	\$ (503,417)	\$ (534,586)	\$ (534,586)	\$ (534,586)	\$ (515,545)

Information Technology

Function: Administration

Position Summary

	CG	2018 Budget		Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
CC ENGR	20	1.00	50,014	1.00	44,396	1.00	45,839
CC PROD/DIR	20	3.70	205,939	3.70	197,707	3.70	204,132
CITY PUBLIC INFO OFFCR	18	-	-	-	-	1.00	99,501
IT APP DEV MGR	18	1.00	119,691	1.00	120,151	1.00	124,056
IT DIRECTOR	21	1.00	130,710	1.00	133,837	1.00	138,187
IT SPEC	18	42.00	3,387,928	42.00	3,466,254	41.00	3,479,406
IT TECH SERVS MGR	18	1.00	105,549	1.00	107,278	1.00	110,764
MEDIA TEAM LDWKR	16	1.00	70,889	1.00	71,815	1.00	74,149
PROC IMPROV SPEC	18	1.00	90,560	1.00	81,770	1.00	84,428
PROG ASST	17	1.00	53,261	1.00	48,011	1.00	49,571
RECORDS MGT COORD	18	1.00	62,941	1.00	74,739	1.00	77,168
TOTAL		53.70	\$ 4,277,480	53.70	\$ 4,345,957	53.70	\$ 4,487,201

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

Insurance

Agency Overview

Agency Mission

The mission of the Insurance Fund is to protect the assets of the City through the purchase of insurance and the utilization of other risk management techniques such as loss control, risk transfer, and avoidance.

Agency Overview

The Agency is responsible for the purchase of insurance, including property, liability, crime, equipment breakdown, auto physical damage, and other ancillary coverages for the City. Staff operates as the City liaison with its liability carrier with respect to claims filed against the City and with agencies regarding other risk management issues, including funding the City's emergency management program. The goal of the Insurance Fund is to provide a cost-effective manner of protecting the assets of the City.

2019 Budget Highlights

The 2019 Executive Budget:

- o Anticipates a 13% increase in insurance coverage and claims over 2018, the General Fund impact of this increase is \$150,000.

Insurance

Function: Administration

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Insurance	(2,539,854)	(293,301)	(516,119)	(322,000)	(324,576)
Total Revenue	\$ (2,539,854)	\$ (293,301)	\$ (516,119)	\$ (322,000)	\$ (324,576)
Expense					
Insurance	2,539,854	293,301	516,119	322,000	324,576
Total Expense	\$ 2,539,854	\$ 293,301	\$ 516,119	\$ 322,000	\$ 324,576

Budget by Fund & Major

Fund: Insurance

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Charges for Services	(11,313)	-	(11,313)	-	-
Investments & Contributions	(10,324)	(82,000)	(173,122)	(112,000)	(112,000)
Misc Revenue	(560,194)	(210,000)	(331,683)	(210,000)	(210,000)
Other Finance Source	(1,958,023)	-	-	-	(2,576)
Transfer In	-	(1,301)	-	-	-
Total Revenue	\$ (2,539,854)	\$ (293,301)	\$ (516,119)	\$ (322,000)	\$ (324,576)
Expense					
Salaries	137,440	180,200	175,056	172,190	177,542
Benefits	94,052	259,663	56,791	255,479	253,904
Supplies	9,765	8,000	7,714	10,250	10,250
Purchased Services	2,746,308	1,978,000	2,257,219	2,282,880	2,282,880
Debt & Other Financing	-	117,438	20,205	1,201	-
Inter Departmental Billing	(1,999,630)	(2,250,000)	(2,250,000)	(2,400,000)	(2,400,000)
Transfer Out	1,551,919	-	249,134	-	-
Total Expense	\$ 2,539,854	\$ 293,301	\$ 516,119	\$ 322,000	\$ 324,576
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Insurance

Function: Administration

Service Overview

Service: Insurance

Service Description

This service purchases insurance and implements other risk management techniques to protect the assets of the City. Protection of City assets is accomplished by minimizing the City's exposure/risk by purchasing insurance or through a contract. If neither option is possible or reasonable, risk avoidance and loss control techniques (i.e., training and other programs designed to mitigate risk) may be used.

2019 Planned Activities

- Utilize Wisconsin Municipal Mutual Insurance Company's (WMMIC) new claims system to improve data collection and analysis.
- Hire an intern to assist and improve data analysis.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(2,539,854)	(293,301)	(516,119)	(322,000)	(324,576)
Expense	2,539,854	293,301	516,119	322,000	324,576
Net Service Budget	\$ -	\$ -	\$ -	\$ -	\$ -

Insurance

Function: Administration

Line Item Detail

Agency Primary Fund: Insurance

Charges for Service

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
License Bond	(11,313)	-	(11,313)	-	-
TOTAL	\$ (11,313)	\$ -	\$ (11,313)	\$ -	\$ -

Investments & Contributions

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Interest	(10,324)	(12,000)	(10,324)	(12,000)	(12,000)
Dividend	-	(70,000)	(162,798)	(100,000)	(100,000)
TOTAL	\$ (10,324)	\$ (82,000)	\$ (173,122)	\$ (112,000)	\$ (112,000)

Misc Revenue

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Insurance Recoveries	(558,510)	(200,000)	(330,000)	(200,000)	(200,000)
Miscellaneous Revenue	(1,683)	(10,000)	(1,683)	(10,000)	(10,000)
TOTAL	\$ (560,194)	\$ (210,000)	\$ (331,683)	\$ (210,000)	\$ (210,000)

Other Finance Sources

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Fund Balance Applied	(1,958,023)	-	-	-	(2,576)
TOTAL	\$ (1,958,023)	\$ -	\$ -	\$ -	\$ (2,576)

Transfer In

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer In From Other Restric	-	(1,301)	-	-	-
TOTAL	\$ -	\$ (1,301)	\$ -	\$ -	\$ -

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	160,983	180,200	175,056	164,690	170,042
Pending Personnel	-	-	-	7,500	7,500
Compensated Absence	(23,543)	-	-	-	-
TOTAL	\$ 137,440	\$ 180,200	\$ 175,056	\$ 172,190	\$ 177,542

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Comp Absence Escrow	24,030	-	-	-	-
Health Insurance Benefit	30,958	33,240	31,336	30,993	29,069
Wage Insurance Benefit	213	222	95	380	380
WRS	10,950	12,074	11,738	11,033	11,139
FICA Medicare Benefits	11,874	13,469	12,968	12,415	12,637
Post Employment Health Plans	661	658	655	658	679
Loss Runs	-	200,000	-	200,000	200,000
Pension Expense	15,366	-	-	-	-
TOTAL	\$ 94,052	\$ 259,663	\$ 56,791	\$ 255,479	\$ 253,904

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	-	-	67	2,250	2,250
Hardware Supplies	-	-	521	-	-
Work Supplies	7,452	8,000	7,127	8,000	8,000
Safety Supplies	2,312	-	-	-	-
TOTAL	\$ 9,765	\$ 8,000	\$ 7,714	\$ 10,250	\$ 10,250

Insurance

Function: Administration

Line Item Detail

Agency Primary Fund: Insurance

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Telephone	-	-	132	250	250
Cellular Telephone	130	-	65	130	130
Mileage	-	-	100	-	-
Conferences & Training	-	-	-	1,000	1,000
Memberships	100	-	389	1,000	1,000
Medical Services	3,003	-	2,800	7,500	7,500
Audit Services	600	-	600	-	-
Consulting Services	34,440	8,000	7,331	8,000	8,000
Other Services & Expenses	4,090	-	4,000	4,000	4,000
General Liability Insurance	426,480	495,000	546,469	650,000	650,000
Property Insurance	531,537	560,000	576,833	596,000	596,000
Other Insurance	54,408	65,000	61,000	65,000	65,000
Insurance Claims	1,691,521	850,000	1,057,500	950,000	950,000
TOTAL	\$ 2,746,308	\$ 1,978,000	\$ 2,257,219	\$ 2,282,880	\$ 2,282,880

Debt & Other Financing

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Fund Balance Generated	-	117,438	20,205	1,201	-
TOTAL	\$ -	\$ 117,438	\$ 20,205	\$ 1,201	\$ -

Insurance

Function: Administration

Line Item Detail

Agency Primary Fund: Insurance

Inter-Departmental Billings

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Billing To Assessor	(3,989)	(3,683)	(3,683)	(4,648)	(4,648)
ID Billing To Attorney	(7,109)	(5,556)	(5,556)	(4,283)	(4,283)
ID Billing To Civil Rights	(3,666)	(2,438)	(2,438)	(2,857)	(2,857)
ID Billing To Clerk	(3,130)	(2,839)	(2,839)	(4,112)	(4,112)
ID Billing To Common Council	(11,079)	(3,379)	(3,379)	(3,329)	(3,329)
ID Billing To Finance	(12,900)	(5,175)	(5,175)	(5,497)	(5,497)
ID Billing To Human Resources	(6,068)	(34,249)	(34,249)	(9,313)	(9,313)
ID Billing To Information Tec	(9,202)	(9,519)	(9,519)	(10,622)	(10,622)
ID Billing To Mayor	(2,010)	(1,995)	(1,995)	(2,203)	(2,203)
ID Billing To Municipal Court	(990)	(923)	(923)	(970)	(970)
ID Billing To Treasurer	(778)	(769)	(769)	(1,023)	(1,023)
ID Billing To EAP	(499)	(515)	(515)	(553)	(553)
ID Billing To Fire	(112,480)	(101,277)	(101,277)	(124,529)	(124,529)
ID Billing To Police	(672,914)	(998,518)	(998,518)	(1,143,281)	(1,143,281)
ID Billing To Public Health	(4,295)	-	-	-	-
ID Billing To Engineering	(38,999)	(54,002)	(54,002)	(63,130)	(63,130)
ID Billing To Fleet Services	(16,435)	(17,939)	(17,939)	(19,242)	(19,242)
ID Billing To Landfill	(931)	(735)	(735)	-	-
ID Billing To Streets	(175,437)	(115,286)	(115,286)	(108,639)	(108,639)
ID Billing To Traffic Eng	(39,497)	(28,937)	(28,937)	(26,897)	(26,897)
ID Billing To Library	(73,287)	(78,150)	(78,150)	(84,335)	(84,335)
ID Billing To Parks	(241,792)	(176,555)	(176,555)	(118,213)	(118,213)
ID Billing To Bldg Inspection	(8,026)	(8,350)	(8,350)	(11,638)	(11,638)
ID Billing To Community Dev	(31,949)	(30,487)	(30,487)	(31,496)	(31,496)
ID Billing To Economic Dev	(5,957)	(4,639)	(4,639)	(5,439)	(5,439)
ID Billing To Office Of Dir Pl	(1,130)	(988)	(988)	(1,068)	(1,068)
ID Billing To Planning	(5,484)	(4,705)	(4,705)	(4,813)	(4,813)
ID Billing To Monona Terrace	(88,317)	(98,551)	(98,551)	(104,980)	(104,980)
ID Billing To Golf Courses	(7,867)	(7,996)	(7,996)	(8,374)	(8,374)
ID Billing To Parking	(71,126)	(77,630)	(77,630)	(86,025)	(86,025)
ID Billing To Sewer	(25,285)	(54,485)	(54,485)	(57,795)	(57,795)
ID Billing To Stormwater	(10,478)	(22,713)	(22,713)	(23,514)	(23,514)
ID Billing To Transit	(146,240)	(133,209)	(133,209)	(133,413)	(133,413)
ID Billing To Water	(119,370)	(123,223)	(123,223)	(149,505)	(149,505)
ID Billing To CDA Management	(40,914)	(40,585)	(40,585)	(44,264)	(44,264)
TOTAL	\$ (1,999,630)	\$ (2,250,000)	\$ (2,250,000)	\$ (2,400,000)	\$ (2,400,000)

Transfer Out

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer Out To General	1,195,968	-	46,103	-	-
Transfer Out To Other Restricted	-	-	40	-	-
Transfer Out To Sewer	2,109	-	40	-	-
Transfer Out To Stormwater	-	-	622	-	-
Transfer Out To Parking	9,160	-	329	-	-
Transfer Out To Cnvt Center	41,002	-	19,000	-	-
Transfer Out To Fleet Services	161,027	-	183,000	-	-
Transfer Out To CDA	141,525	-	-	-	-
Transfer Out To Public Health	1,128	-	-	-	-
TOTAL	\$ 1,551,919	\$ -	\$ 249,134	\$ -	\$ -

Landfill

Agency Overview

Agency Mission

The mission of the Landfill is to protect the City's public health and the environment by monitoring the operation and maintenance of Madison's five closed landfills.

Agency Overview

The Agency is responsible for the maintenance of the City's five closed landfill sites at Mineral Point, Greentree, Demetral, Sycamore, and Olin. The Agency's goal is to control and eliminate gas and groundwater contamination to maintain a clean environment in the City.

2019 Budget Highlights

The 2019 Executive Budget:

- Maintains the current level of service with no projected fee increase anticipated in 2019. In 2018 the Landfill rate was increased by 62.5% or approximately \$3/year for an average residential customer.
- Reflects increased charges from Fleet for in-house vehicle maintenance instead of contracted maintenance for assets owned by the Landfill because it is more cost effective. An existing Fleet service technician will be stationed at the Engineering facility on Emil Street to provide service on the vehicles (\$15,000).
- Reflects a net decrease in lab services costs for using a different lab services provider in 2019 instead of contracting with the Public Health department (\$115,000).
- Reflects the City's cost allocation model that was developed in 2018. The goal of this methodology is to accurately and consistently allocate central service costs to enterprise agencies receiving services. Charges associated with cost allocation are reflected in the inter-departmental charges & billing major expenditure categories shown in the Line Item Detail section of the agency's budget. Reference the Executive Summary for a full explanation of the methodology, the allocation basis, and summary of allocated costs.

Landfill

Function: Public Works & Transportation

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Landfill Management Maintenance	(792,377)	(911,327)	(892,702)	(927,408)	(986,860)
Total Revenue	\$ (792,377)	\$ (911,327)	\$ (892,702)	\$ (927,408)	\$ (986,860)
Expense					
Landfill Management Maintenance	792,377	911,327	892,702	927,408	986,860
Room Tax Commission	-	-	-	-	-
Total Expense	\$ 792,377	\$ 911,327	\$ 892,702	\$ 927,408	\$ 986,860
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Budget by Fund & Major

Fund: Other Restricted

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Charges for Services	(498,645)	(490,000)	(813,600)	(813,600)	(813,600)
Fine Forfeiture Assessments	(2,047)	(2,000)	(2,000)	(2,000)	(2,000)
Investments & Contributions	(48,272)	(42,400)	(42,400)	(42,400)	(42,400)
Other Finance Source	(243,413)	(376,927)	(34,702)	(69,408)	(128,860)
Total Revenue	\$ (792,377)	\$ (911,327)	\$ (892,702)	\$ (927,408)	\$ (986,860)
Expense					
Salaries	267,739	284,467	271,216	322,644	331,588
Benefits	95,057	97,753	104,419	112,182	108,623
Supplies	37,226	33,250	35,765	87,700	87,700
Purchased Services	227,156	258,072	238,617	323,944	324,007
Inter Departmental Charges	239,322	277,685	277,685	91,108	145,112
Inter Departmental Billing	(74,124)	(101,900)	(101,900)	(101,900)	(101,900)
Transfer Out	-	62,000	66,900	91,730	91,730
Total Expense	\$ 792,377	\$ 911,327	\$ 892,702	\$ 927,408	\$ 986,860
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Landfill

Function: Public Works & Transportation

Service Overview

Service: Landfill Management Maintenance

Service Description

This service manages the five closed landfills overseen by the City. The goal of this service is to eliminate the migration of landfill contamination and gas to maintain a clean environment.

2019 Planned Activities

- Continue to monitor landfill gas, leachate and groundwater per the DNR approved plan.
- Perform maintenance of the landfill covers to eliminate woody growth and control noxious weeds and invasive species.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(792,377)	(911,327)	(892,702)	(927,408)	(986,860)
Expense	792,377	911,327	892,702	927,408	986,860
Net Service Budget	\$ -	\$ -	\$ -	\$ -	\$ -

Landfill

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: Other Restricted

Charges for Service

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Landfill Remediation	(497,776)	(490,000)	(813,600)	(813,600)	(813,600)
Reimbursement Of Expense	(869)	-	-	-	-
TOTAL	\$ (498,645)	\$ (490,000)	\$ (813,600)	\$ (813,600)	\$ (813,600)

Fine Forefeiture & Assessments

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Late Fees	(2,047)	(2,000)	(2,000)	(2,000)	(2,000)
TOTAL	\$ (2,047)	\$ (2,000)	\$ (2,000)	\$ (2,000)	\$ (2,000)

Investments & Contributions

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Interest	(48,272)	(42,400)	(42,400)	(42,400)	(42,400)
TOTAL	\$ (48,272)	\$ (42,400)	\$ (42,400)	\$ (42,400)	\$ (42,400)

Other Finance Sources

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Sale Of Assets	(2,752)	-	-	-	-
Fund Balance Applied	(240,661)	(376,927)	(34,702)	(69,408)	(128,860)
TOTAL	\$ (243,413)	\$ (376,927)	\$ (34,702)	\$ (69,408)	\$ (128,860)

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	254,413	269,197	256,858	275,348	284,292
Pending Personnel	-	-	-	386	386
Premium Pay	277	400	280	400	400
Compensated Absence	1,583	1,400	1,500	1,500	1,500
Hourly Wages	1,956	2,260	2,123	35,010	35,010
Overtime Wages Permanent	9,510	11,200	10,455	10,000	10,000
Overtime Wages Hourly	0	10	0	-	-
TOTAL	\$ 267,739	\$ 284,467	\$ 271,216	\$ 322,644	\$ 331,588

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Comp Absence Escrow	749	-	800	-	-
Health Insurance Benefit	53,907	57,274	61,758	66,657	62,546
Wage Insurance Benefit	858	904	718	736	736
WRS	18,144	18,031	17,963	19,102	19,280
FICA Medicare Benefits	19,962	20,194	20,109	24,272	24,600
Licenses & Certifications	40	-	-	-	-
Post Employment Health Plans	1,398	1,350	3,071	1,415	1,461
TOTAL	\$ 95,057	\$ 97,753	\$ 104,419	\$ 112,182	\$ 108,623

Landfill

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: Other Restricted

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	386	600	306	600	600
Copy Printing Supplies	461	600	276	600	600
Furniture	31	500	30	500	500
Hardware Supplies	1,416	1,000	0	500	500
Software Lic & Supplies	-	1,000	-	500	500
Postage	898	800	738	1,000	1,000
Books & Subscriptions	3	-	-	-	-
Work Supplies	13,684	6,000	7,408	10,000	10,000
Safety Supplies	629	1,500	276	2,500	2,500
Uniform Clothing Supplies	342	250	-	100	100
Food And Beverage	-	-	14	-	-
Building Supplies	5,673	1,000	1,180	1,000	1,000
Landscaping Supplies	374	-	-	400	400
Machinery And Equipment	-	-	-	25,000	25,000
Equipment Supplies	13,331	20,000	25,537	45,000	45,000
TOTAL	\$ 37,226	\$ 33,250	\$ 35,765	\$ 87,700	\$ 87,700

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Natural Gas	1,419	2,410	2,000	1,700	1,700
Electricity	54,267	66,160	56,284	58,000	58,000
Water	219	380	200	240	240
Sewer	95,569	95,790	95,110	103,020	103,020
Stormwater	9,721	10,220	9,208	10,390	10,390
Telephone	300	326	300	99	99
Cellular Telephone	257	259	258	250	250
Building Improv Repair Maint	377	1,500	349	1,500	1,500
Custodial Bldg Use Charges	2,223	2,326	2,326	2,698	2,761
Landscaping	720	-	700	-	-
Comm Device Mntc	3,860	-	3,000	5,000	5,000
Equipment Mntc	7,132	20,000	16,127	20,000	20,000
System & Software Mntc	401	405	628	650	650
Vehicle Repair & Mntc	11,680	16,000	11,723	8,000	8,000
Rental Of Equipment	5	-	985	50	50
Recruitment	52	-	82	50	50
Conferences & Training	42	500	136	2,500	2,500
Memberships	2	11	1	12	12
Uniform Laundry	657	900	615	900	900
Medical Services	-	500	-	500	500
Delivery Freight Charges	58	350	57	350	350
Storage Services	53	60	61	60	60
Consulting Services	838	5,000	1,000	10,000	10,000
Lab Services	18,489	20,000	18,944	75,000	75,000
Parking Towing Services	60	100	64	100	100
Security Services	-	175	-	175	175
Other Services & Expenses	12,733	3,000	15,605	15,000	15,000
Grants	2,502	10,000	1,636	5,000	5,000
Taxes & Special Assessments	3,465	1,700	1,219	2,700	2,700
Permits & Licenses	56	-	-	-	-
TOTAL	\$ 227,156	\$ 258,072	\$ 238,617	\$ 323,944	\$ 324,007

Landfill

Function: **Public Works & Transportation**

Line Item Detail

Agency Primary Fund: **Other Restricted**

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From Clerk	-	-	-	-	565
ID Charge From Finance	-	-	-	-	36,651
ID Charge From Human Resource	-	-	-	-	1,023
ID Charge From Information Tec	-	-	-	-	842
ID Charge From Treasurer	-	-	-	-	26
ID Charge From Public Health	170,909	191,280	191,280	-	-
ID Charge From Engineering	11,889	12,468	12,468	14,686	28,562
ID Charge From Fleet Services	13,009	20,102	20,102	28,102	28,102
ID Charge From Traffic Eng	237	229	229	229	-
ID Charge From Insurance	931	931	931	-	-
ID Charge From Workers Comp	-	2,637	2,637	2,591	2,591
ID Charge From Sewer	18,935	20,000	20,000	24,000	24,000
ID Charge From Stormwater	9,832	11,500	11,500	11,500	11,500
ID Charge From Water	13,579	18,538	18,538	10,000	10,000
TOTAL	\$ 239,322	\$ 277,685	\$ 277,685	\$ 91,108	\$ 143,862

Inter-Departmental Billings

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Billing To Engineering	(5,923)	(8,400)	(8,400)	(8,400)	(8,400)
ID Billing To Sewer	(47,782)	(65,000)	(65,000)	(65,000)	(65,000)
ID Billing To Stormwater	(20,420)	(28,500)	(28,500)	(28,500)	(28,500)
TOTAL	\$ (74,124)	\$ (101,900)	\$ (101,900)	\$ (101,900)	\$ (101,900)

Transfer Out

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer Out To Capital	-	62,000	66,900	91,730	91,730
TOTAL	\$ -	\$ 62,000	\$ 66,900	\$ 91,730	\$ 91,730

Landfill

Function: **Public Works & Transportation**

Position Summary

	CG	2018 Budget		Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ENGR OPER MAINT WKR	15	2.00	115,387	2.00	117,852	2.00	121,683
PUB WKS GEN FORE	18	1.00	72,319	1.00	72,597	1.00	74,957
TOTAL		3.00	\$ 187,706	3.00	\$ 190,450	3.00	\$ 196,639

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

Library

Agency Overview

Agency Mission

The mission of the Madison Public Library is to provide free and equitable access to cultural and educational experiences.

Agency Overview

The Agency is responsible for the operation of Madison's nine library branches and the Maintenance Support Center. The Agency's goal is to support literacy and community engagement opportunities. To achieve this goal, specific programming provided by the Library includes: maintaining book collections and reference services, access to technology and training, online branch services, and literacy programming.

2019 Budget Highlights

The 2019 Executive Budget includes funding for:

- A reduction in projected revenue from Cataloging Services (how library materials are recorded and accessed in the LINKcat Catalog) based on services that have been shifted to South Central Library System staff (\$50,000).
- A reduction in projected revenue from Library fines based on prior year trends (\$30,000).
- The transfer of the purchase of Library Materials that are capitalized from the Operating Budget to the Capital Budget (\$700,000).
- An increase in the payment to the Dane County Library Service due to an increase in Madison library card holders using other Dane County libraries (\$136,000).

Library

Function: Library

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Public Service	(1,675,157)	(608,157)	(931,154)	(608,157)	(608,157)
Community Engagement	(611,109)	(34,100)	(37,767)	(4,100)	(4,100)
Collection Resources & Access	(977,772)	(946,957)	(1,011,602)	(866,263)	(866,263)
Facilities	(74,873)	(53,900)	(92,112)	(53,900)	(53,900)
Total Revenue	\$ (3,338,910)	\$ (1,643,114)	\$ (2,072,636)	\$ (1,532,420)	\$ (1,532,420)
Expense					
Public Service	14,278,936	13,688,605	14,011,602	13,851,038	14,167,842
Community Engagement	760,134	486,975	490,642	355,825	355,825
Collection Resources & Access	3,177,129	3,215,926	3,280,571	3,321,377	2,641,970
Facilities	2,038,277	2,030,639	2,068,851	2,060,389	2,070,618
Total Expense	\$ 20,254,475	\$ 19,422,144	\$ 19,851,667	\$ 19,588,628	\$ 19,236,255
Net General Fund	\$ 16,915,565	\$ 17,779,030	\$ 17,779,031	\$ 18,056,208	\$ 17,703,835

Budget by Fund & Major

Fund: Library

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Intergovernmental Revenues	(189,968)	(92,425)	(108,221)	(95,681)	(95,681)
Charges for Services	(930,886)	(906,439)	(907,053)	(852,739)	(852,739)
Fine Forfeiture Assessments	(284,218)	(280,000)	(274,000)	(250,000)	(250,000)
Investments & Contributions	(887,499)	(334,000)	(665,000)	(304,000)	(304,000)
Misc Revenue	(9,487)	(10,250)	(14,619)	(10,000)	(10,000)
Other Finance Source	(996,660)	-	(83,742)	-	-
Transfer In	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)
Total Revenue	\$ (3,318,718)	\$ (1,643,114)	\$ (2,072,636)	\$ (1,532,420)	\$ (1,532,420)
Expense					
Salaries	9,311,666	9,731,658	9,640,158	9,719,135	9,988,908
Benefits	3,041,186	2,931,333	3,016,453	2,939,639	2,868,445
Supplies	818,874	1,471,456	1,610,332	1,501,106	801,106
Purchased Services	2,345,819	2,506,218	2,608,348	2,623,526	2,623,526
Debt & Other Financing	1,097,935	-	174,897	-	-
Inter Departmental Charges	122,326	133,367	133,367	157,110	136,158
Transfer Out	3,496,477	2,648,112	2,668,112	2,648,112	2,818,112
Total Expense	\$ 20,234,283	\$ 19,422,144	\$ 19,851,667	\$ 19,588,628	\$ 19,236,255
Net General Fund	\$ 16,915,565	\$ 17,779,030	\$ 17,779,031	\$ 18,056,208	\$ 17,703,835

Service Overview

Service: Collection Resources & Access

Service Description

This service is responsible for the library materials collection in all formats. It also includes staffing and supply costs for the acquisition, cataloging, and processing of these materials. The goal of the of the service is continued heavy per-capita use of materials by Madisonians, including the number of holds placed and the number of new borrowers added annually.

2019 Planned Activities

- Market the nontraditional library collection, including electronic resources, downloadable, and streaming materials.
- Provide collection support for at-risk populations, such as those who are homebound or in assisted living, nursing home, healthcare, and adult care facilities.
- Use collection analysis reports and tools to ensure that resources are equitably delivered to the community.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(977,772)	(946,957)	(1,011,602)	(866,263)	(866,263)
Expense	3,177,129	3,215,926	3,280,571	3,321,377	2,641,970
Net Service Budget	\$ 2,199,357	\$ 2,268,969	\$ 2,268,969	\$ 2,455,114	\$ 1,775,707

Service: Community Engagement

Service Description

This service is responsible for program providers and performers associated with community engagement activities and collaborative projects for all ages. The goal of the service is a diverse patron and partner base and programs and services that are based directly on residents' needs and wants.

2019 Planned Activities

- Reach out to a diverse audience with library programs and services. Create strategic community engagement plans focused on specific communities beginning with the Latinx community. The importance of equity will be featured through numerous displays, programs, and celebrations highlighting the history and achievements of communities of color in Madison.
- Expand the Making Spaces program to reach more Madison Metropolitan School District (MMSD) schools, supporting the importance of a making culture in the classroom.
- Expand literacy offerings for all ages. As part of the participation with the Northside Early Childhood Zone, the service will continue to provide training for the home visiting partners and home daycare providers. The service will also work with the Literacy Network to expand on existing partnership projects and seek additional ways to address literacy needs in neighborhoods.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(611,109)	(34,100)	(37,767)	(4,100)	(4,100)
Expense	760,134	486,975	490,642	355,825	355,825
Net Service Budget	\$ 149,025	\$ 452,875	\$ 452,875	\$ 351,725	\$ 351,725

Service Overview

Service: Facilities

Service Description

This service is responsible for all activities and services associated with the operation of Madison Public Library’s nine public libraries and the Library Maintenance Support Center. The goal of this service is to provide a safe, pleasant, and welcoming environment at the Central and neighborhood libraries.

2019 Planned Activities

- Continue planning for the Reindahl Park Library project and complete construction of the relocated Pinney Library.
- Implement energy efficient and sustainable approaches, particularly in regards to HVAC controls and operation, achieving a balance of efficiency and reliability of equipment operation.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(74,873)	(53,900)	(92,112)	(53,900)	(53,900)
Expense	2,038,277	2,030,639	2,068,851	2,060,389	2,070,618
Net Service Budget	\$ 1,963,404	\$ 1,976,739	\$ 1,976,739	\$ 2,006,489	\$ 2,016,718

Service: Public Service

Service Description

This service is responsible for the delivery of services to the Library’s patrons and members of the community both in and outside of library facilities. Public Service focuses on direct provision of reference and research assistance, reader’s advisory, literacy support, programming, technology training, collection management, and participatory learning and creation. The goal of the service is to provide individualized library services to meet patrons’ needs.

2019 Planned Activities

- Expand access to library programs and services by providing outreach and mobile services to community centers and apartment complexes. Dane County Library Service has been contracted to provide mobile library services to four underserved neighborhoods within the City of Madison. Additionally, a comprehensive database will be completed to track the number and depth of partnerships the Library has, which will also facilitate better communication for staff who may be working with multiple partners.
- Develop service metrics to evaluate current programs and services. New program evaluation metrics will be put in place and strategic outreach plans for specific communities will be created.
- Focus on educating parents, caregivers, teachers, and the general public about the importance of early literacy.
- Work with other out-of-school-time providers including Madison School and Community Recreation (MSCR) and the Boys and Girls Club to enhance the experience of teens and tweens in libraries. Collaborations with MSCR are underway to increase the out-of-school-time offerings within the Meadowridge Library.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(1,675,157)	(608,157)	(931,154)	(608,157)	(608,157)
Expense	14,278,936	13,688,605	14,011,602	13,851,038	14,167,842
Net Service Budget	\$ 12,603,779	\$ 13,080,448	\$ 13,080,448	\$ 13,242,881	\$ 13,559,685

Library

Function: Library

Line Item Detail

Agency Primary Fund: Library

Intergovernmental Revenues

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Federal Revenues Operating	(32,118)	(27,973)	(31,473)	(27,973)	(27,973)
Other Unit of Gov Rev Op	(157,850)	(64,452)	(76,748)	(67,708)	(67,708)
TOTAL	\$ (189,968)	\$ (92,425)	\$ (108,221)	\$ (95,681)	\$ (95,681)

Charges for Service

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Reproduction Services	(92,631)	(90,000)	(90,000)	(90,000)	(90,000)
Appliance Collection	(13,205)	(9,000)	(9,000)	(9,000)	(9,000)
Catering Concessions	(16,143)	(15,000)	(15,000)	(15,000)	(15,000)
Facility Rental	(43,663)	(38,900)	(38,900)	(38,900)	(38,900)
Southcentral Library Services	(270,284)	(270,284)	(270,284)	(270,284)	(270,284)
Library Collection Fees	(18,572)	(19,000)	(16,000)	(15,300)	(15,300)
Cataloging Services	(454,255)	(454,255)	(454,255)	(404,255)	(404,255)
Reimbursement Of Expense	(22,134)	(10,000)	(13,614)	(10,000)	(10,000)
TOTAL	\$ (930,886)	\$ (906,439)	\$ (907,053)	\$ (852,739)	\$ (852,739)

Fine Forefeiture & Assessments

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Library Fines	(284,218)	(280,000)	(274,000)	(250,000)	(250,000)
TOTAL	\$ (284,218)	\$ (280,000)	\$ (274,000)	\$ (250,000)	\$ (250,000)

Investments & Contributions

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Contributions & Donations	(887,499)	(334,000)	(656,000)	(304,000)	(304,000)
TOTAL	\$ (887,499)	\$ (334,000)	\$ (665,000)	\$ (304,000)	\$ (304,000)

Misc Revenue

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Miscellaneous Revenue	(9,487)	(10,250)	(14,619)	(10,000)	(10,000)
TOTAL	\$ (9,487)	\$ (10,250)	\$ (14,619)	\$ (10,000)	\$ (10,000)

Other Finance Sources

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Fund Balance Applied	(996,660)	-	(83,742)	-	-
TOTAL	\$ (996,660)	\$ -	\$ (83,742)	\$ -	\$ -

Transfer In

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer In From Other Restric	-	(20,000)	(20,000)	(20,000)	(20,000)
Transfer In From Permanent	(20,000)	-	-	-	-
TOTAL	\$ (20,000)	\$ (20,000)	\$ (20,000)	\$ (20,000)	\$ (20,000)

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	7,523,855	8,181,907	7,824,519	8,286,252	8,555,625
Salary Savings	-	(210,582)	-	(210,582)	(249,582)
Pending Personnel	-	113,006	-	113,006	113,006
Premium Pay	45,672	28,483	54,767	26,583	26,583
Compensated Absence	43,659	70,000	50,000	70,000	70,000
Hourly Wages	1,617,569	1,498,500	1,612,587	1,437,932	1,477,332
Overtime Wages Permanent	80,502	50,344	98,213	(4,056)	(4,056)
Overtime Wages Hourly	208	-	72	-	-
Election Officials Wages	201	-	-	-	-
TOTAL	\$ 9,311,666	\$ 9,731,658	\$ 9,640,158	\$ 9,719,135	\$ 9,988,908

Library

Function: Library

Line Item Detail

Agency Primary Fund: Library

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Comp Absence Escrow	175,751	101,338	129,000	101,338	101,338
Unemployment Benefits	6,866	-	7,372	-	-
Health Insurance Benefit	1,482,580	1,550,789	1,473,450	1,536,414	1,443,684
Wage Insurance Benefit	19,623	19,578	20,141	19,958	19,958
Health Insurance Retiree	-	7,330	-	7,330	7,330
WRS	569,044	542,482	582,688	555,311	560,518
FICA Medicare Benefits	695,764	618,707	713,012	628,179	641,547
Post Employment Health Plans	91,558	91,109	90,788	91,109	94,070
TOTAL	\$ 3,041,186	\$ 2,931,333	\$ 3,016,453	\$ 2,939,639	\$ 2,868,445

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	93,887	86,500	86,500	86,500	86,500
Copy Printing Supplies	8,560	8,000	25,000	10,000	10,000
Furniture	19,771	40,000	40,000	40,000	40,000
Hardware Supplies	99,868	115,000	98,524	115,000	115,000
Software Lic & Supplies	23,003	5,000	5,000	5,000	5,000
Postage	39,322	38,000	38,000	38,000	38,000
Program Supplies	99,488	118,500	161,500	118,500	118,500
Work Supplies	8,421	2,700	12,700	10,000	10,000
Janitorial Supplies	44,753	40,000	45,000	45,000	45,000
Library Materials	249,802	951,036	1,016,036	951,036	251,036
Safety Supplies	1,299	550	1,000	1,000	1,000
Uniform Clothing Supplies	53	120	120	120	120
Food And Beverage	3,600	3,500	3,000	3,000	3,000
Building	15,403	1,000	1,000	1,000	1,000
Building Supplies	8,055	2,450	5,000	5,000	5,000
Electrical Supplies	14,690	4,250	8,000	8,000	8,000
HVAC Supplies	66,182	51,450	51,450	51,450	51,450
Plumbing Supplies	9,378	1,300	5,000	5,000	5,000
Machinery And Equipment	581	-	2,000	2,000	2,000
Equipment Supplies	11,628	2,100	5,000	5,000	5,000
Inventory	1,131	-	500	500	500
TOTAL	\$ 818,874	\$ 1,471,456	\$ 1,610,332	\$ 1,501,106	\$ 801,106

Library

Function: Library

Line Item Detail

Agency Primary Fund: Library

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Natural Gas	43,829	47,300	49,100	46,100	46,100
Electricity	284,649	313,700	306,000	293,700	293,700
Water	9,977	9,350	12,342	12,342	12,342
Sewer	8,525	8,150	8,150	8,150	8,150
Stormwater	4,600	4,200	4,200	4,200	4,200
Telephone	17,981	20,470	11,779	20,470	20,470
Cellular Telephone	11,810	10,542	10,542	10,542	10,542
Systems Comm Internet	611,925	594,502	598,032	627,624	627,624
Building Improv Repair Maint	170,933	177,200	185,200	190,160	190,160
Waste Disposal	4,593	4,920	4,920	4,920	4,920
Fire Protection	390	410	410	410	410
Pest Control	3,092	2,892	2,892	3,740	3,740
Elevator Repair	3,610	4,000	4,000	4,000	4,000
Facility Rental	316,515	336,200	320,985	328,601	328,601
Custodial Bldg Use Charges	158,630	162,592	168,347	139,318	139,318
Process Fees Recyclables	6,616	5,160	5,814	7,100	7,100
Office Equipment Repair	6,138	12,000	9,800	10,100	10,100
Comm Device Mntc	10,698	17,450	17,450	10,850	10,850
Equipment Mntc	42,728	37,000	63,301	45,000	45,000
System & Software Mntc	-	-	5,878	5,900	5,900
Rental Of Equipment	832	400	400	400	400
Recruitment	475	500	620	500	500
Mileage	11,465	8,500	8,500	11,690	11,690
Conferences & Training	48,391	45,200	52,198	45,000	45,000
Memberships	13,603	11,000	11,000	11,000	11,000
Uniform Laundry	5,138	4,200	4,200	5,000	5,000
Credit Card Services	3,905	3,000	4,000	4,000	4,000
Collection Services	9,040	10,000	9,000	9,000	9,000
Armored Car Services	16,366	15,100	16,800	16,450	16,450
Consulting Services	200	2,000	1,000	2,000	2,000
Advertising Services	45,562	58,250	40,750	40,750	40,750
Printing Services	20,989	20,000	20,000	20,000	20,000
Investigative Services	52	200	200	200	200
Security Services	12,260	11,122	12,322	13,500	13,500
Interpreters Signing Services	-	1,000	1,000	1,000	1,000
Transportation Services	587	600	-	-	-
Program Services	163,839	134,500	199,183	131,500	131,500
Other Services & Expenses	638	96,600	90,900	91,200	91,200
Grants	10,110	-	34,800	-	-
Comm Agency Contracts	221,099	264,208	264,208	400,000	400,000
Taxes & Special Assessments	43,412	51,300	47,423	46,609	46,609
Permits & Licenses	620	500	500	500	500
TOTAL	\$ 2,345,819	\$ 2,506,218	\$ 2,608,348	\$ 2,623,526	\$ 2,623,526

Library

Function: Library

Line Item Detail

Agency Primary Fund: Library

Debt & Other Financing

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Fund Balance Generated	1,097,935	-	174,897	-	-
TOTAL	\$ 1,097,935	\$ -	\$ 174,897	\$ -	\$ -

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From Information Tec	23,028	23,028	23,028	23,028	-
ID Charge From Engineering	3,537	3,537	3,537	3,537	3,537
ID Charge From Fleet Services	7,879	12,011	12,011	30,123	30,123
ID Charge From Traffic Eng	1,659	1,238	1,238	1,238	3,314
ID Charge From Insurance	73,287	78,150	78,150	84,335	84,335
ID Charge From Workers Comp	12,936	15,403	15,403	14,849	14,849
TOTAL	\$ 122,326	\$ 133,367	\$ 133,367	\$ 157,110	\$ 136,158

Transfer Out

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer Out To Debt Service	2,745,463	2,648,112	2,648,112	2,648,112	2,818,112
Transfer Out To Capital	751,014	-	-	-	-
TOTAL	\$ 3,496,477	\$ 2,648,112	\$ 2,668,112	\$ 2,648,112	\$ 2,818,112

Library

Function: Library

Position Summary

	CG	2018 Budget		2019 Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCOUNTANT	18	1.00	60,793	1.00	63,366	1.00	65,425
ACCT TECH	32	1.00	62,111	1.00	62,350	1.00	64,377
ADMIN CLERK	32	6.70	351,334	6.70	358,012	6.70	369,648
CLERK	32	20.35	964,832	20.35	954,842	20.35	985,874
CUSTODIAL WKR	15	4.00	209,127	4.00	212,826	4.00	219,743
FACILITY MAINT WKR	15	1.00	57,074	1.00	57,464	1.00	59,332
LIB BUS OPER MGR	18	1.00	108,880	1.00	109,299	1.00	112,851
LIB COMP TECH	32	2.00	53,884	2.00	99,195	2.00	102,419
LIB COMPT SPEC	33	2.00	133,220	2.00	137,504	2.00	141,973
LIB FAC MGR	18	1.00	95,772	1.00	96,437	1.00	99,572
LIB MAINT COORD	15	1.00	72,087	1.00	72,361	1.00	74,713
LIB MEDIA COORD	18	1.00	88,828	1.00	89,716	1.00	92,632
LIB PROG SUPV	18	2.00	124,901	2.00	148,767	2.00	153,602
LIBRARIAN	33	36.00	2,345,286	36.00	2,387,529	36.00	2,465,123
LIBRARIAN	18	6.00	463,898	6.00	476,344	6.00	491,825
LIBRARIAN SUPV	18	3.00	253,507	3.00	259,966	3.00	268,415
LIBRARY ASSOCIATE DIRECTOR	18	1.00	103,935	1.00	110,524	1.00	114,116
LIBRARY ASST	32	35.20	1,803,183	35.20	1,821,112	35.20	1,880,298
LIBRARY ASST	33	1.00	53,884	1.00	53,848	1.00	55,598
LIBRARY DIRECTOR	21	1.00	128,249	1.00	140,583	1.00	145,152
LIBRARY PRESS OPR	32	1.00	54,832	1.00	55,209	1.00	57,003
MAINT MECH	15	2.00	119,925	2.00	122,055	2.00	126,022
MKTG/COMMUN SPEC	18	1.00	53,677	1.00	59,702	1.00	61,642
PLANNER	18	1.00	61,900	1.00	62,138	1.00	64,157
PROG ASST	17	1.00	58,926	1.00	59,153	1.00	61,075
PROG ASST	32	4.00	212,693	4.00	217,952	4.00	225,036
TOTAL		137.25	\$ 8,096,739	137.25	\$ 8,288,255	137.25	\$ 8,557,623

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

Mayor

Agency Overview

Agency Mission

The agency's mission is to provide leadership for the organization to deliver the highest quality services and provide a fair and orderly system of governance for citizens and visitors.

Agency Overview

The Agency ensures and directs the provision of municipal services by proposing, promoting, and reviewing policies to be adopted by the City, establishes administrative procedures, and provides direction for existing City procedures and policies.

2019 Budget Highlights

The 2019 Executive Budget includes funding for:

- Continuation of the following programs:
 - Neighborhood Resource Teams (\$27,500): The Mayor's Executive Budget increases funding for NRTs by \$10,000 from \$17,500 to \$27,500
 - My Brother's Keeper (\$25,000)
 - Summer Meals Program (\$15,000)
- The Executive Budget reflects the City's cost allocation model that was developed in 2018. The goal of this methodology is to accurately and consistently allocate central service costs to enterprise agencies receiving services. Charges associated with cost allocation are reflected in the inter-departmental charges & billing major expenditure categories shown in the Line Item Detail section of the agency's budget. Reference the Executive Summary for a full explanation of the methodology, the allocation basis, and summary of allocated costs.

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Mayor	(25,363)	-	(3,508)	-	-
Total Revenue	\$ (25,363)	\$ -	\$ (3,508)	\$ -	\$ -
Expense					
Mayor	1,522,648	1,522,274	1,546,068	1,576,845	1,290,238
Total Expense	\$ 1,522,648	\$ 1,522,274	\$ 1,546,068	\$ 1,576,845	\$ 1,290,238
Net General Fund	\$ 1,497,285	\$ 1,522,274	\$ 1,542,560	\$ 1,576,845	\$ 1,290,238

Budget by Fund & Major

Fund: General

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Charges for Services	(2,243)	-	(3,508)	-	-
Investments & Contributions	(23,120)	-	-	-	-
Total Revenue	\$ (25,363)	\$ -	\$ (3,508)	\$ -	\$ -
Expense					
Salaries	1,033,065	1,032,594	1,072,214	1,087,065	1,123,229
Benefits	311,357	316,234	314,757	316,133	309,283
Supplies	8,827	11,142	4,092	11,142	11,142
Purchased Services	166,663	159,571	152,272	159,571	171,226
Inter Departmental Charges	2,736	2,733	2,733	2,934	2,934
Inter Departmental Billing	-	-	-	-	(327,576)
Total Expense	\$ 1,522,648	\$ 1,522,274	\$ 1,546,068	\$ 1,576,845	\$ 1,290,238
Net General Fund	\$ 1,497,285	\$ 1,522,274	\$ 1,542,560	\$ 1,576,845	\$ 1,290,238

Service Overview

Service: Mayor

Service Description

This service 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; training committee members on "open meetings" requirements, parliamentary procedure, and ethics requirements; maintaining a database of citizen candidates interested in appointment to City committees; and 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, 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.

2019 Planned Activities

- Continue supporting summer food programming offered through the Parks systems.
- Lead efforts associated with the City's performance excellence system.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(25,363)	-	(3,508)	-	-
Expense	1,522,648	1,522,274	1,546,068	1,576,845	1,290,238
Net Service Budget	\$ 1,497,285	\$ 1,522,274	\$ 1,542,560	\$ 1,576,845	\$ 1,290,238

Mayor

Function: General Government

Line Item Detail

Agency Primary Fund: General

Charges for Service

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Reimbursement Of Expense	(2,243)	-	(3,508)	-	-
TOTAL	\$ (2,243)	\$ -	\$ (3,508)	\$ -	\$ -

Investments & Contributions

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Contributions & Donations	(23,120)	-	-	-	-
TOTAL	\$ (23,120)	\$ -	\$ -	\$ -	\$ -

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	1,019,806	1,058,183	1,062,998	1,112,654	1,148,818
Salary Savings	-	(25,589)	-	(25,589)	(25,589)
Hourly Wages	6,587	-	330	-	-
Overtime Wages Permanent	6,672	-	8,887	-	-
TOTAL	\$ 1,033,065	\$ 1,032,594	\$ 1,072,214	\$ 1,087,065	\$ 1,123,229

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Health Insurance Benefit	161,961	163,740	158,735	153,642	144,238
Wage Insurance Benefit	2,782	2,331	4,133	4,132	4,132
WRS	69,789	70,898	71,851	74,545	75,248
FICA Medicare Benefits	76,826	79,265	80,038	83,814	85,665
TOTAL	\$ 311,357	\$ 316,234	\$ 314,757	\$ 316,133	\$ 309,283

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Purchasing Card Unallocated	-	-	(2,610)	-	-
Office Supplies	2,716	3,240	2,009	3,240	3,240
Copy Printing Supplies	3,585	4,082	2,498	4,082	4,082
Postage	887	3,000	1,072	3,000	3,000
Books & Subscriptions	1,525	820	788	820	820
Work Supplies	114	-	335	-	-
TOTAL	\$ 8,827	\$ 11,142	\$ 4,092	\$ 11,142	\$ 11,142

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Telephone	3,487	7,850	4,575	7,850	7,850
Cellular Telephone	1,292	1,000	964	1,000	1,000
Facility Rental	2,357	-	-	-	-
Custodial Bldg Use Charges	29,622	35,351	36,662	35,351	37,006
Office Equipment Repair	385	144	-	144	144
Comm Device Mntc	-	226	-	226	226
System & Software Mntc	-	-	2,206	-	-
Conferences & Training	44,378	57,000	38,205	57,000	57,000
Memberships	2,355	-	2,640	-	-
Storage Services	84	500	49	500	500
Consulting Services	20,000	-	-	-	-
Advertising Services	600	-	-	-	-
Other Services & Expenses	18,328	17,500	11,971	17,500	27,500
Grants	-	15,000	30,000	15,000	15,000
Comm Agency Contracts	43,776	25,000	25,000	25,000	25,000
TOTAL	\$ 166,663	\$ 159,571	\$ 152,272	\$ 159,571	\$ 171,226

Line Item Detail

Agency Primary Fund: General

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From Insurance	2,010	1,995	1,995	2,203	2,203
ID Charge From Workers Comp	726	738	738	731	731
TOTAL	\$ 2,736	\$ 2,733	\$ 2,733	\$ 2,934	\$ 2,934

Inter-Departmental Billings

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Billing To Landfill	-	-	-	-	(1,250)
ID Billing To Monona Terrace	-	-	-	-	(22,806)
ID Billing To Golf Courses	-	-	-	-	(3,332)
ID Billing To Parking	-	-	-	-	(29,013)
ID Billing To Sewer	-	-	-	-	(14,996)
ID Billing To Stormwater	-	-	-	-	(4,999)
ID Billing To Transit	-	-	-	-	(197,028)
ID Billing To Water	-	-	-	-	(54,152)
TOTAL	\$ -	\$ -	\$ -	\$ -	(327,576)

Mayor

Function: General Government

Position Summary

	CG	2018 Budget		Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
DEPUTY MAYOR	19	5.00	560,976	5.00	584,837	5.00	603,844
FOOD POLICY ADMIN	18	1.00	67,192	1.00	76,573	1.00	79,062
MAYOR	19	1.00	137,151	1.00	140,432	1.00	144,996
MAYORAL OFF CLK	17	2.00	96,222	2.00	99,708	2.00	102,949
NH RESOURCES COORD	18	1.00	83,175	1.00	83,495	1.00	86,209
PROG ASST	18	1.00	55,752	1.00	71,276	1.00	73,592
SECY TO MAYOR	19	1.00	54,484	1.00	56,333	1.00	58,164
TOTAL		12.00	\$ 1,054,953	12.00	\$ 1,112,655	12.00	\$ 1,148,816

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

Metro Transit

Agency Overview

Agency Mission

The mission of Metro Transit is to provide safe, reliable, convenient, and efficient public transportation to the residents and visitors of the Metro service area.

Agency Overview

The Agency is responsible for the operation, planning, development, and coordination of the public transit system in the Madison metropolitan area.

2019 Budget Highlights

The 2019 Executive Budget includes funding for:

- Increased diesel costs based on locked contract rates for 2019 (\$1.0m).
- Increased communication equipment and software costs attributable to Metro's system upgrade (\$125,000).
- Increased lease costs for the north transfer point (\$90,000).
- The reassignment of a Transportation Planner position (#2687) from Metro Transit to the Transportation Department (\$80,000).
- Reflects the City's cost allocation model that was developed in 2018. The goal of this methodology is to accurately and consistently allocate central service costs to enterprise agencies receiving services. Charges associated with cost allocation are reflected in the inter-departmental charges & billing major expenditure categories shown in the Line Item Detail section of the agency's budget. Reference the Executive Summary for a full explanation of the methodology, the allocation basis, and summary of allocated costs.

In 2018 Metro Transit's paratransit service changed from an in-house service delivery model to a fully contracted transportation service model. The 2019 Executive Budget reflects that service change including:

- Increased agency fare ticket revenue for senior/disabled paratransit rides based current service trends (\$850,000).
- Elimination of 15 vacant full-time Transit Operator positions due to the change in service from in-house paratransit drivers to a contracted-only service delivery model that occurred in 2018 (\$1.0m).
- Decreased paratransit transportation services costs based on ridership trends in 2019 (\$1.4m).
- Total budgeted expenditures for the paratransit service are down \$2.0m from 2017 actual expenditures.

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Fixed Route	(43,505,373)	(41,992,146)	(41,088,112)	(41,175,000)	(41,175,000)
Paratransit	(5,202,792)	(2,565,345)	(3,530,000)	(1,410,000)	(1,410,000)
Total Revenue	\$ (48,708,165)	\$ (44,557,491)	\$ (44,618,112)	\$ (42,585,000)	\$ (42,585,000)
Expense					
Fixed Route	53,507,449	48,951,628	51,204,766	51,048,462	51,764,250
Paratransit	7,081,148	7,975,312	5,782,795	5,033,227	5,031,899
Total Expense	\$ 60,588,596	\$ 56,926,940	\$ 56,987,561	\$ 56,081,689	\$ 56,796,149
Net General Fund	\$ 11,880,431	\$ 12,369,449	\$ 12,369,449	\$ 13,496,689	\$ 14,211,149

Budget by Fund & Major

Fund: Metro Transit

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Intergovernmental Revenues	(32,112,706)	(29,025,345)	(28,930,000)	(28,120,000)	(28,120,000)
Charges for Services	(13,768,119)	(14,959,000)	(15,047,155)	(14,265,000)	(14,265,000)
Misc Revenue	(497,734)	(145,511)	(640,957)	(200,000)	(200,000)
Other Finance Source	(2,329,606)	(427,635)	-	-	-
Total Revenue	\$ (48,708,165)	\$ (44,557,491)	\$ (44,618,112)	\$ (42,585,000)	\$ (42,585,000)
Expense					
Salaries	29,071,002	27,951,892	29,535,207	28,170,086	28,142,341
Benefits	13,642,871	11,400,100	11,331,801	11,033,788	10,919,919
Supplies	5,479,068	4,560,000	4,518,230	5,464,000	5,464,000
Purchased Services	9,335,457	9,377,865	7,623,167	7,919,020	7,920,320
Debt & Other Financing	1,704,234	2,186,909	2,528,982	2,186,909	2,516,909
Inter Departmental Charges	1,355,964	1,450,174	1,450,174	1,307,886	1,832,660
Total Expense	\$ 60,588,596	\$ 56,926,940	\$ 56,987,561	\$ 56,081,689	\$ 56,796,149
Net General Fund	\$ 11,880,431	\$ 12,369,449	\$ 12,369,449	\$ 13,496,689	\$ 14,211,149

Service Overview

Service: Fixed Route

Service Description

This service is responsible for: (1) planning and coordinating all fixed route transit improvements and programs, and (2) the repair and maintenance of Metro transit bus fleet. The goal of this service is to provide transportation for customers to a comprehensive network of destinations throughout the City.

2019 Planned Activities

- Review school service routes in anticipation of changes in MMSD middle school service.
- Work with Sun Prairie to review implications of potential service expansion to the community.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(43,505,373)	(41,992,146)	(41,088,112)	(41,175,000)	(41,175,000)
Expense	53,507,449	48,951,628	51,204,766	51,048,462	51,764,250
Net Service Budget	\$ 10,002,075	\$ 6,959,482	\$ 10,116,654	\$ 9,873,462	\$ 10,589,250

Service: Paratransit

Service Description

This service provides paratransit services for customers with disabilities in need of transportation services for work, post-secondary education, medical needs, sheltered workshops, and other personal purposes.

2019 Planned Activities

- Coordinate with Family Care agencies for quality and stable service to ensure proper use of various specialized transportation services and that the proper agency fare is applied.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(5,202,792)	(2,565,345)	(3,530,000)	(1,410,000)	(1,410,000)
Expense	7,081,148	7,975,312	5,782,795	5,033,227	5,031,899
Net Service Budget	\$ 1,878,356	\$ 5,409,967	\$ 2,252,795	\$ 3,623,227	\$ 3,621,899

Metro Transit

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: Metro Transit

Intergovernmental Revenues

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Federal Revenues Operating	(6,582,042)	(6,500,000)	(6,450,000)	(6,400,000)	(6,400,000)
State Revenues Operating	(17,414,239)	(17,360,000)	(17,360,000)	(17,360,000)	(17,360,000)
Local Revenues Operating	(8,116,425)	(5,165,345)	(5,120,000)	(4,360,000)	(4,360,000)
TOTAL	\$ (32,112,706)	\$ (29,025,345)	\$ (28,930,000)	\$ (28,120,000)	\$ (28,120,000)

Charges for Service

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Advertising	(968,635)	(850,000)	(1,000,000)	(850,000)	(850,000)
Transit Farebox	(1,525,304)	(2,250,000)	(1,510,000)	(1,525,000)	(1,525,000)
Adult Passes	(2,112,021)	(2,245,000)	(1,960,000)	(2,025,000)	(2,025,000)
Senior/Disabled Passes	(650,021)	(460,000)	(1,910,000)	(1,250,000)	(1,250,000)
Youth Passes	(1,853,449)	(2,400,000)	(2,200,000)	(2,065,000)	(2,065,000)
Easy Rider	-	-	82,845	-	-
Unlimited Ride Pass	(6,658,689)	(6,754,000)	(6,550,000)	(6,550,000)	(6,550,000)
TOTAL	\$ (13,768,119)	\$ (14,959,000)	\$ (15,047,155)	\$ (14,265,000)	\$ (14,265,000)

Misc Revenue

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Miscellaneous Revenue	(497,734)	(145,511)	(640,957)	(200,000)	(200,000)
TOTAL	\$ (497,734)	\$ (145,511)	\$ (640,957)	\$ (200,000)	\$ (200,000)

Other Finance Sources

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Sale Of Assets	(1,437)	-	-	-	-
Fund Balance Applied	(2,328,170)	(427,635)	-	-	-
TOTAL	\$ (2,329,606)	\$ (427,635)	\$ -	\$ -	\$ -

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	25,568,000	28,053,945	25,880,443	27,272,139	27,244,394
Salary Savings	-	(3,300,000)	-	(2,300,000)	(2,300,000)
Premium Pay	543,185	624,831	610,130	624,831	624,831
Workers Compensation Wages	191,388	200,000	109,599	200,000	200,000
Compensated Absence	511,203	465,116	620,000	465,116	465,116
Hourly Wages	25,521	31,000	25,529	31,000	31,000
Overtime Wages Permanent	2,231,123	1,877,000	2,287,528	1,877,000	1,877,000
Overtime Wages Hourly	372	-	-	-	-
Election Officials Wages	209	-	1,979	-	-
TOTAL	\$ 29,071,002	\$ 27,951,892	\$ 29,535,207	\$ 28,170,086	\$ 28,142,341

Metro Transit

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: Metro Transit

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Comp Absence Escrow	128,859	120,000	100,000	120,000	120,000
Flexible Spending Benefits	5,988	-	-	-	-
Unemployment Benefits	12,808	25,000	31,701	25,000	25,000
Health Insurance Benefit	5,807,080	6,094,982	5,898,949	5,829,380	5,762,830
Wage Insurance Benefit	735,584	749,638	721,431	729,433	728,688
Health Insurance Retiree	431,916	463,000	463,000	463,000	463,000
WRS	1,918,887	1,830,839	1,929,753	1,791,555	1,750,332
FICA Medicare Benefits	2,143,330	2,116,641	2,185,766	2,075,420	2,070,069
Licenses & Certifications	1,960	-	1,200	-	-
Other Post Emplmnt Benefit	585,862	-	-	-	-
Pension Expense	1,870,596	-	-	-	-
TOTAL	\$ 13,642,871	\$ 11,400,100	\$ 11,331,801	\$ 11,033,788	\$ 10,919,919

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	21,874	25,000	10,823	25,000	25,000
Copy Printing Supplies	12,094	12,000	11,215	12,000	12,000
Hardware Supplies	112,424	150,000	119,550	150,000	150,000
Software Lic & Supplies	19,489	-	26,969	-	-
Postage	13,239	14,000	12,433	14,000	14,000
Work Supplies	283,576	197,000	239,943	197,000	197,000
Janitorial Supplies	11,353	40,000	17,336	40,000	40,000
Snow Removal Supplies	450	-	-	-	-
Uniform Clothing Supplies	71,685	80,000	75,000	80,000	80,000
Building	28,465	-	-	-	-
Building Supplies	157,058	246,000	149,600	150,000	150,000
Plumbing Supplies	-	-	6,550	-	-
Machinery And Equipment	-	75,000	42,165	75,000	75,000
Equipment Supplies	80,610	10,000	50,935	10,000	10,000
Tires	235,980	240,000	249,856	240,000	240,000
Gasoline	18,248	24,000	29,626	24,000	24,000
Diesel	3,031,357	2,052,000	2,122,770	3,052,000	3,052,000
Oil	-	-	2,823	-	-
Lubricants	161,438	175,000	165,439	175,000	175,000
Inventory	1,219,727	1,220,000	1,185,197	1,220,000	1,220,000
TOTAL	\$ 5,479,068	\$ 4,560,000	\$ 4,518,230	\$ 5,464,000	\$ 5,464,000

Metro Transit

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: Metro Transit

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Natural Gas	175,134	200,000	193,543	200,000	200,000
Electricity	273,903	290,000	270,000	290,000	290,000
Water	7,617	15,000	7,519	15,000	15,000
Sewer	8,113	10,000	8,138	10,000	10,000
Stormwater	21,800	20,000	22,000	20,000	20,000
Telephone	19,074	5,000	19,278	5,000	6,300
Cellular Telephone	4,682	11,000	3,688	11,000	11,000
Systems Comm Internet	48,996	-	-	-	-
Building Improv Repair Maint	13,425	11,000	7,208	11,000	11,000
Waste Disposal	13,646	10,000	13,887	10,000	10,000
Pest Control	7,194	8,000	6,496	8,000	8,000
Elevator Repair	434	-	1,301	-	-
Facility Rental	377,505	460,000	454,030	550,000	550,000
Grounds Improv Repair Maint	72,335	5,000	39,523	5,000	5,000
Snow Removal	43,471	50,000	55,000	50,000	50,000
Office Equipment Repair	6,117	-	-	-	-
Comm Device Mntc	422,657	435,000	428,352	560,000	560,000
Equipment Mntc	16,850	30,000	21,730	30,000	30,000
System & Software Mntc	-	-	5,877	-	-
Vehicle Repair & Mntc	68,331	35,000	58,433	35,000	35,000
Sidewalk Mntc	123,430	100,000	138,919	100,000	100,000
Recruitment	2,453	-	1,826	-	-
Conferences & Training	47,008	42,000	42,019	42,000	42,000
Memberships	61,066	65,000	62,801	65,000	65,000
Uniform Laundry	21,176	22,000	25,000	22,000	22,000
Medical Services	33,013	30,000	34,543	30,000	30,000
Audit Services	18,045	22,000	19,000	22,000	22,000
Bank Services	2,015	2,290	2,200	2,290	2,290
Credit Card Services	21,209	16,900	20,449	16,900	16,900
Armored Car Services	6,304	9,000	6,286	9,000	9,000
Delivery Freight Charges	2,379	2,500	3,000	2,500	2,500
Storage Services	2,237	2,200	1,918	2,200	2,200
Consulting Services	42,178	40,000	18,169	40,000	40,000
Advertising Services	336,926	350,000	325,000	350,000	350,000
Printing Services	99,693	75,000	53,620	75,000	75,000
Inspection Services	2,360	-	6,636	-	-
Parking Towing Services	11,733	20,000	14,365	20,000	20,000
Transportation Services	4,850,062	4,630,345	3,377,478	3,200,000	3,200,000
Other Services & Expenses	422,867	428,500	319,228	315,000	315,000
Comm Agency Contracts	263,405	650,000	259,577	520,000	520,000
General Liability Insurance	1,364,612	1,275,130	1,275,130	1,275,130	1,275,130
TOTAL	\$ 9,335,457	\$ 9,377,865	\$ 7,623,167	\$ 7,919,020	\$ 7,920,320

Metro Transit

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: Metro Transit

Debt & Other Financing

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Principal	1,318,375	1,780,824	1,780,824	1,780,824	2,110,824
Interest	385,859	406,085	406,085	406,085	406,085
Fund Balance Generated	-	-	342,073	-	-
TOTAL	\$ 1,704,234	\$ 2,186,909	\$ 2,528,982	\$ 2,186,909	\$ 2,516,909

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From Attorney	-	-	-	-	27,128
ID Charge From Clerk	-	-	-	-	565
ID Charge From Finance	-	-	-	-	51,315
ID Charge From Human Resources	147,300	150,300	150,300	150,300	308,625
ID Charge From Information Tec	110,292	114,660	114,660	114,660	164,954
ID Charge From Treasurer	-	4,900	4,900	4,900	58,615
ID Charge From Engineering	-	-	-	-	3,888
ID Charge From Fleet Services	1,667	4,269	4,269	4,401	4,401
ID Charge From Traffic Eng	74,311	83,000	83,000	83,000	42,132
ID Charge From Econ Dev	-	-	-	-	113
ID Charge From Insurance	146,240	133,208	133,208	133,413	133,413
ID Charge From Workers Comp	876,154	959,837	959,837	817,212	817,212
TOTAL	\$ 1,355,964	\$ 1,450,174	\$ 1,450,174	\$ 1,307,886	\$ 1,612,361

Metro Transit

Function: Public Works & Transportation

Position Summary

	CG	2018 Budget		2019 Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
PARA PROG MGR	44	1.00	86,457	1.00	88,992	1.00	91,884
PARA SCHEDULING COOR	42	2.00	102,109	2.00	102,920	2.00	106,265
TRANS ACCT	44	2.00	167,909	2.00	170,039	2.00	175,566
TRANS ACCT CLK	42	6.00	288,026	6.00	269,012	6.00	277,755
TRANS ADV/SALES ASSOC	19	1.00	56,077	1.00	57,576	1.00	59,447
TRANS ASST SCHD PLAN	44	1.00	76,100	1.00	59,479	1.00	61,412
TRANS BLD MT	44	1.00	83,315	1.00	83,567	1.00	86,283
TRANS BUS CLEANER	41	3.00	146,960	3.00	142,586	3.00	147,220
TRANS CLASS A MECH	41	13.00	818,427	13.00	798,820	13.00	824,781
TRANS CLASS B MECH	41	15.00	878,830	15.00	880,349	15.00	908,960
TRANS CLASS C MECH	41	17.00	762,272	17.00	801,492	17.00	827,541
TRANS CUS SERV SUPV	44	1.00	60,783	1.00	63,355	1.00	65,414
TRANS CUST SERVS REPR	42	9.50	462,769	9.50	435,955	9.50	450,124
TRANS EMPL REL ASST	43	1.00	58,874	1.00	59,101	1.00	61,021
TRANS FINANCE MGR	44	1.00	103,014	1.00	103,410	1.00	106,771
TRANS GARAGE DISPAT	41	1.00	57,645	1.00	58,264	1.00	60,158
TRANS GENERAL MGR	21	1.00	140,044	1.00	143,394	1.00	148,054
TRANS GRAPHICS TECH	42	1.00	45,627	1.00	49,248	1.00	50,849
TRANS INFO SYS COORD	44	1.00	99,289	1.00	99,671	1.00	102,911
TRANS INFO SYS SPEC	44	2.00	157,876	2.00	158,480	2.00	163,631
TRANS JANITOR	41	2.00	112,779	2.00	113,126	2.00	116,802
TRANS MAINT GEN SUPV	44	2.00	133,651	2.00	129,296	2.00	133,498
TRANS MAINT MGR	44	1.00	103,986	1.00	105,122	1.00	108,539
TRANS MAINT SUPERV	44	7.00	555,124	7.00	543,454	7.00	561,117
TRANS MECH LEADWKR	41	1.00	44,770	1.00	44,943	1.00	46,403
TRANS MK/CU SERV MGR	44	1.00	106,901	1.00	107,313	1.00	110,800
TRANS MKT SPEC	44	2.00	127,338	2.00	123,473	2.00	127,486
TRANS OFF MGR	43	1.00	61,998	1.00	62,238	1.00	64,261
TRANS OPER GEN SUPV	44	3.00	238,773	3.00	242,356	3.00	250,232
TRANS OPER MGR	44	1.00	99,389	1.00	100,977	1.00	104,259
TRANS OPER OFF COOR	42	1.00	44,150	1.00	50,721	1.00	52,370
TRANS OPER SUPER	44	16.00	1,257,823	16.00	1,254,046	16.00	1,294,802
TRANS OPERATOR	41	325.00	18,423,818	310.00	17,719,422	310.00	18,295,303
TRANS PAINT & BODY	41	2.00	128,041	2.00	128,534	2.00	132,711
TRANS PARTS SPEC	42	2.00	105,622	2.00	112,534	2.00	116,192
TRANS PARTS SUPER	44	1.00	72,098	1.00	72,376	1.00	74,728
TRANS PLAN&SCH MGR	44	1.00	108,845	1.00	109,264	1.00	112,815
TRANS PLANNER	44	1.00	89,605	1.00	89,950	1.00	92,873
TRANS PLANNER	44	2.00	153,894	1.00	78,871	1.00	81,435
TRANS SCHED PLANNER	44	1.00	74,863	1.00	88,329	1.00	91,200

Metro Transit

Function: Public Works & Transportation

Position Summary

	CG	2018 Budget		Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
TRANS SERVICE MGR	44	1.00	117,166	1.00	117,967	1.00	121,801
TRANS SERVICE WKR	41	11.50	610,943	11.50	604,954	11.50	624,615
TRANS UTIL WKR	41	7.00	404,601	7.00	406,680	7.00	419,898
TOTAL		473.00	\$ 27,828,581	457.00	\$ 27,031,657	457.00	\$ 27,910,186

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

Monona Terrace

Agency Overview

Agency Mission

The mission of the Monona Terrace Community and Convention Center is to deliver exceptional and inspirational experiences for visitors and event attendees.

Agency Overview

The Agency strives to be a high quality, customer-focused convention and meeting facility that serves as a community gathering place, a tourism destination, and a catalyst for economic activity for the City of Madison, Dane County, and the State of Wisconsin. The goals for Monona Terrace include efficiency in operations, optimization of revenue, and cost management.

2019 Budget Highlights

The 2019 Executive Budget:

- Reflects the City's cost allocation model that was developed in 2018. The goal of this methodology is to accurately and consistently allocate central service costs to enterprise agencies receiving services. Charges associated with cost allocation are reflected in the inter-departmental charges & billing major expenditure categories shown in the Line Item Detail section of the agency's budget. Reference the Executive Summary for a full explanation of the methodology, the allocation basis, and summary of allocated costs.
- Funds one-time expenditures using fund balance:
 - Consulting services for a John Nolen Drive waterfront analysis (\$50,000)
 - Upgrading Kronos, a software system used for scheduling and timekeeping at the Monona Terrace (\$15,000)

Monona Terrace

Function: Public Facilities

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Community Convention Center	(14,634,581)	(14,300,552)	(14,837,137)	(14,424,803)	(14,693,934)
Total Revenue	\$ (14,634,581)	\$ (14,300,552)	\$ (14,837,137)	\$ (14,424,803)	\$ (14,693,934)
Expense					
Community Convention Center	14,634,581	14,300,552	14,837,137	14,424,803	14,693,934
Total Expense	\$ 14,634,581	\$ 14,300,552	\$ 14,837,137	\$ 14,424,803	\$ 14,693,934
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Budget by Fund & Major

Fund: Convention Center

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Charges for Services	(10,152,861)	(10,325,250)	(10,920,750)	(10,265,375)	(10,534,506)
Investments & Contributions	(1)	(23,700)	-	(23,700)	(23,700)
Misc Revenue	(69,865)	(140,800)	(154,556)	(139,800)	(139,800)
Other Finance Source	(556)	(48,971)	-	(200,000)	(200,000)
Transfer In	(4,411,298)	(3,761,831)	(3,761,831)	(3,795,928)	(3,795,928)
Total Revenue	\$ (14,634,581)	\$ (14,300,552)	\$ (14,837,137)	\$ (14,424,803)	\$ (14,693,934)
Expense					
Salaries	4,024,149	3,901,475	3,992,499	3,972,974	4,083,644
Benefits	1,625,523	1,297,760	1,332,760	1,255,193	1,223,208
Supplies	434,926	515,706	558,327	546,902	546,902
Purchased Services	7,879,130	7,977,375	8,226,127	8,037,932	8,037,932
Debt & Other Financing	132,194	386,494	504,009	386,494	386,494
Inter Departmental Charges	200,458	221,742	223,416	225,308	415,754
Transfer Out	338,200	-	-	-	-
Total Expense	\$ 14,634,581	\$ 14,300,552	\$ 14,837,137	\$ 14,424,803	\$ 14,693,934
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Service Overview

Service: Community Convention Center

Service Description

This service is responsible for operating the Monona Terrace Community and Convention Center. Specific activities provided by this service include maintenance, sales and marketing, and event services.

2019 Planned Activities

- Maintain the existing level of service to achieve operational and workplace distinction.
- Continue community engagement efforts with patrons of Monona Terrace including clients, guests, visitors, and tourists to promote the facility. The Monona Terrace anticipates hosting 550 events in 2019.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(14,634,581)	(14,300,552)	(14,837,137)	(14,424,803)	(14,693,934)
Expense	14,634,581	14,300,552	14,837,137	14,424,803	14,693,934
Net Service Budget	\$ -	\$ -	\$ -	\$ -	\$ -

Monona Terrace

Function:

Public Facilities

Line Item Detail

Agency Primary Fund: **Convention Center**

Charges for Service

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Catering Concessions	(5,124,503)	(6,000,000)	(6,000,000)	(6,000,000)	(6,000,000)
Facility Rental	(4,860,152)	(4,162,250)	(4,825,000)	(4,099,375)	(4,368,506)
Reimbursement Of Expense	(120)	-	(71)	-	-
Gift Shop Sales	(157,722)	(153,000)	(85,679)	(153,000)	(153,000)
Building Tours	(10,364)	(10,000)	(10,000)	(13,000)	(13,000)
TOTAL	\$ (10,152,861)	\$ (10,325,250)	\$ (10,920,750)	\$ (10,265,375)	\$ (10,534,506)

Investments & Contributions

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Interest	(1)	-	-	-	-
Contributions & Donations	-	(23,700)	-	(23,700)	(23,700)
TOTAL	\$ (1)	\$ (23,700)	\$ -	\$ (23,700)	\$ (23,700)

Misc Revenue

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Miscellaneous Revenue	(69,865)	(140,800)	(154,556)	(139,800)	(139,800)
TOTAL	\$ (69,865)	\$ (140,800)	\$ (154,556)	\$ (139,800)	\$ (139,800)

Other Finance Sources

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Sale Of Assets	(556)	-	-	-	-
Fund Balance Applied	-	(48,971)	-	(200,000)	(200,000)
TOTAL	\$ (556)	\$ (48,971)	\$ -	\$ (200,000)	\$ (200,000)

Transfer In

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer In From Other Restric	(4,370,296)	(3,761,831)	(3,761,831)	(3,795,928)	(3,795,928)
Transfer In From Insurance	(41,002)	-	-	-	-
TOTAL	\$ (4,411,298)	\$ (3,761,831)	\$ (3,761,831)	\$ (3,795,928)	\$ (3,795,928)

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	3,146,580	3,393,494	3,215,059	3,405,364	3,516,034
Salary Savings	-	(150,276)	-	(150,276)	(150,276)
Pending Personnel	-	28,099	-	28,099	28,099
Premium Pay	22,648	18,607	18,383	18,607	18,607
Workers Compensation Wages	4,088	-	-	-	-
Compensated Absence	127,764	45,201	78,702	45,201	45,201
Hourly Wages	600,606	529,950	569,857	589,849	589,849
Overtime Wages Permanent	33,181	36,400	23,515	36,130	36,130
Overtime Wages Hourly	89,282	-	86,982	-	-
TOTAL	\$ 4,024,149	\$ 3,901,475	\$ 3,992,499	\$ 3,972,974	\$ 4,083,644

Monona Terrace

Function: Public Facilities

Line Item Detail

Agency Primary Fund: Convention Center

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Comp Absence Escrow	-	54,531	-	54,531	54,531
Unemployment Benefits	8,418	-	3,236	-	-
Health Insurance Benefit	660,735	702,265	627,959	654,966	614,720
Wage Insurance Benefit	11,552	11,814	11,597	11,852	11,852
IATSE Health Benefit	39,841	21,780	40,000	21,780	21,780
WRS	244,641	224,006	240,366	226,520	228,648
FICA Medicare Benefits	294,332	255,535	301,471	257,715	262,945
Licenses & Certifications	-	-	1,450	-	-
Post Employment Health Plans	27,966	27,829	27,697	27,829	28,732
Other Post Emplmnt Benefit	62,518	-	60,000	-	-
Pension Expense	275,521	-	18,985	-	-
TOTAL	\$ 1,625,523	\$ 1,297,760	\$ 1,332,760	\$ 1,255,193	\$ 1,223,208

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	9,830	17,289	17,497	22,064	22,064
Copy Printing Supplies	6,457	10,000	5,950	7,500	7,500
Furniture	-	-	311	-	-
Hardware Supplies	7,623	9,500	12,826	9,500	9,500
Software Lic & Supplies	7,009	8,367	7,047	16,568	16,568
Postage	9,734	9,600	9,488	9,600	9,600
Books & Subscriptions	284	955	270	1,105	1,105
Work Supplies	50,392	36,968	59,237	55,368	55,368
Janitorial Supplies	57,887	60,500	59,236	61,000	61,000
Safety Supplies	787	2,400	1,045	2,400	2,400
Uniform Clothing Supplies	2,105	13,250	3,487	14,100	14,100
Food And Beverage	16,871	21,305	25,789	21,725	21,725
Building	6,241	-	-	-	-
Building Supplies	20,624	23,017	25,573	23,017	23,017
Electrical Supplies	20,704	30,103	31,725	30,103	30,103
HVAC Supplies	22,864	20,000	15,373	20,000	20,000
Plumbing Supplies	8,398	8,000	6,665	8,000	8,000
Trees Shrubs Plants	11,156	10,000	11,887	10,000	10,000
Equipment Supplies	80,449	134,112	119,538	134,112	134,112
Inventory	95,512	100,340	145,382	100,740	100,740
TOTAL	\$ 434,926	\$ 515,706	\$ 558,327	\$ 546,902	\$ 546,902

Monona Terrace

Function: Public Facilities

Line Item Detail

Agency Primary Fund: Convention Center

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Natural Gas	5,728	7,000	6,047	7,000	7,000
Fuel Oil	809	2,000	1,352	1,500	1,500
Electricity	352,617	350,000	355,000	350,000	350,000
Water	36,407	50,000	40,000	50,000	50,000
Steam	180,248	200,000	190,000	200,000	200,000
Telephone	14,814	12,000	14,309	10,000	10,000
Cellular Telephone	5,832	6,000	5,722	6,000	6,000
Building Improv Repair Maint	710,176	65,000	112,185	105,000	105,000
Waste Disposal	22,754	25,000	25,000	35,000	35,000
Pest Control	1,410	1,500	1,500	2,000	2,000
Elevator Repair	149,770	100,000	77,080	100,000	100,000
Facility Rental	24,240	24,000	24,725	25,000	25,000
Landscaping	26,213	15,000	20,000	20,000	20,000
Comm Device Mntc	34,564	30,000	56,356	30,000	30,000
Equipment Mntc	46,012	38,208	58,302	36,000	36,000
System & Software Mntc	9,445	2,650	12,664	7,150	7,150
Rental Of Equipment	104,774	65,575	277,292	65,503	65,503
Recruitment	862	1,000	742	1,000	1,000
Mileage	308	625	111	425	425
Conferences & Training	30,287	38,638	43,583	47,638	47,638
Memberships	11,225	10,680	11,610	10,230	10,230
Uniform Laundry	93,272	100,000	94,624	100,000	100,000
Audit Services	4,000	4,000	4,000	4,000	4,000
Credit Card Services	105,525	100,000	100,000	100,000	100,000
Delivery Freight Charges	731	1,200	239	1,200	1,200
Storage Services	370	480	231	360	360
Management Services	122,963	91,000	68,203	90,000	90,000
Consulting Services	41,920	37,500	42,992	87,500	87,500
Advertising Services	340,147	344,834	347,442	290,426	290,426
Printing Services	9,932	14,200	13,321	14,400	14,400
Security Services	80,702	75,000	75,000	75,000	75,000
Catering Vending Services	5,124,503	6,000,000	6,000,000	6,000,000	6,000,000
Other Services & Expenses	179,761	158,785	145,243	160,100	160,100
Permits & Licenses	6,811	5,500	1,252	5,500	5,500
TOTAL	\$ 7,879,130	\$ 7,977,375	\$ 8,226,127	\$ 8,037,932	\$ 8,037,932

Monona Terrace

Function: **Public Facilities**

Line Item Detail

Agency Primary Fund: **Convention Center**

Debt & Other Financing

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Principal	19,998	35,929	35,929	35,929	35,929
Interest	12,835	12,365	12,365	12,365	12,365
PILOT	-	338,200	338,200	338,200	338,200
Fund Balance Generated	99,361	-	117,515	-	-
TOTAL	\$ 132,194	\$ 386,494	\$ 504,009	\$ 386,494	\$ 386,494

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From Attorney	-	-	-	-	32,437
ID Charge From Clerk	-	-	-	-	565
ID Charge From Finance	-	-	-	-	75,901
ID Charge From Human Resource	-	-	-	-	64,351
ID Charge From Information Tec	63,024	65,520	67,194	65,520	57,711
ID Charge From Treasurer	-	-	-	-	9,051
ID Charge From Engineering	-	-	-	-	690
ID Charge From Fleet Services	2,841	2,534	2,534	2,534	2,534
ID Charge From Traffic Eng	117	10,000	10,000	10,000	-
ID Charge From Insurance	88,317	98,551	98,551	104,980	104,980
ID Charge From Workers Comp	46,159	45,137	45,137	42,274	42,274
TOTAL	\$ 200,458	\$ 221,742	\$ 223,416	\$ 225,308	\$ 390,494

Transfer Out

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer Out To General	338,200	-	-	-	-
TOTAL	\$ 338,200	\$ -	\$ -	\$ -	\$ -

Monona Terrace

Function: **Public Facilities**

Position Summary

	CG	2018 Budget		2019 Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCT TECH	20	1.00	63,135	1.00	51,318	1.00	52,986
ADMIN ASST	20	1.00	57,598	1.00	57,992	1.00	59,877
ADMIN CLERK	20	3.00	162,481	3.00	163,816	3.00	169,140
COMM EVENTS COORD	18	1.00	63,344	1.00	63,015	1.00	65,063
CUSTODIAL WKR	16	5.50	265,061	5.50	262,275	5.50	270,799
FACILITY MAINT WKR	16	2.00	115,970	2.00	111,654	2.00	115,282
GARDENER	16	1.00	55,877	1.00	56,092	1.00	57,914
GIFT SHOP SALES LDWKR	20	1.00	57,641	1.00	57,992	1.00	59,877
IT SPEC	18	1.00	80,132	1.00	80,372	1.00	82,984
M.T. ASSOC DIRECTOR	18	2.00	220,043	2.00	219,558	2.00	226,694
M.T. BOOKING COORD	20	1.00	57,770	1.00	58,520	1.00	60,421
M.T. COM.REL.SUPV	18	1.00	77,126	1.00	77,423	1.00	79,939
M.T. COMMAND CTR OPER	16	4.00	218,616	4.00	220,126	4.00	227,280
M.T. DIRECTOR	21	1.00	133,249	1.00	136,436	1.00	140,871
M.T. EVENT COORD	20	3.00	167,824	3.00	169,446	3.00	174,954
M.T. EVENT SERVS MGR	18	1.00	73,911	1.00	73,578	1.00	75,969
M.T. OPER LDWKR	16	4.00	219,707	4.00	224,457	4.00	231,752
M.T. OPERS WKR	16	6.00	294,652	6.00	303,373	6.00	313,232
M.T. SALES ASSOC	19	2.00	115,792	2.00	116,329	2.00	120,110
M.T. SALES MGR	19	1.00	71,537	1.00	83,207	1.00	85,911
M.T. TECH SERVS SPEC	16	2.00	128,212	2.00	129,738	2.00	133,954
M.T. VOL/TOUR COORD	18	1.00	65,199	1.00	65,550	1.00	67,680
M.T.BLDG MAINT SUPV	18	1.00	80,799	1.00	81,110	1.00	83,746
MAINT MECH	16	3.50	220,318	3.50	222,193	3.50	229,414
MKTG/COMMUN SPEC	18	1.00	63,230	1.00	64,002	1.00	66,082
MT ASST OPERATIONS MGR	18	2.00	140,398	2.00	140,725	2.00	145,299
QI & OPER MGR	18	1.00	88,828	1.00	79,889	1.00	82,486
SALES CLERK	20	0.75	35,042	0.75	35,177	0.75	36,320
TOTAL		54.75	\$ 3,393,492	54.75	\$ 3,405,363	54.75	\$ 3,516,037

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

Municipal Court

Agency Overview

Agency Mission

The mission of the Municipal Court is to provide an independent and neutral forum for resolution of alleged ordinance violations where the penalty includes primarily a forfeiture.

Agency Overview

The agency represents the judicial branch of government and provides a neutral setting for resolving alleged City ordinance violations. The goal of the Court is to provide an impartial forum for hearing cases brought by the City for violations of the Madison General Ordinances. The Court uses restorative practices to effect positive change with the individuals charged with violations and the community as a whole.

2019 Budget Highlights

The 2019 Executive Budget includes funding for:

- Reduced Court Fee revenue to reflect prior year trends of approximately 4,000 fewer cases per year (\$90,000).
- The elimination of Benefit Savings based on prior year trends (\$7,000).
- Annual software maintenance costs for the new Municipal Court system (\$28,000).
- Eliminating the transfer of funding to the Community Development Division to provide youth programming. These contracts will continue to be fully funded within the Community Development budget (\$90,000).

Municipal Court

Function: General Government

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Court Services	(507,347)	(671,195)	(500,138)	(580,000)	(580,000)
Total Revenue	\$ (507,347)	\$ (671,195)	\$ (500,138)	\$ (580,000)	\$ (580,000)
Expense					
Court Services	572,898	671,195	615,565	632,000	635,494
Total Expense	\$ 572,898	\$ 671,195	\$ 615,565	\$ 632,000	\$ 635,494
Net General Fund	\$ 65,551	\$ -	\$ 115,428	\$ 52,000	\$ 55,494

Budget by Fund & Major

Fund: General

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Charges for Services	(515,025)	(671,195)	(500,000)	(580,000)	(580,000)
Fine Forfeiture Assessments	8,152	-	-	-	-
Misc Revenue	309	-	(138)	-	-
Transfer In	(782)	-	-	-	-
Total Revenue	\$ (507,347)	\$ (671,195)	\$ (500,138)	\$ (580,000)	\$ (580,000)
Expense					
Salaries	346,135	344,651	354,417	350,095	357,535
Benefits	119,981	111,596	137,869	136,622	131,516
Supplies	21,971	23,000	21,718	23,000	23,000
Purchased Services	83,578	100,768	99,605	121,078	122,238
Inter Departmental Charges	1,233	91,180	1,957	1,205	1,205
Total Expense	\$ 572,898	\$ 671,195	\$ 615,565	\$ 632,000	\$ 635,494
Net General Fund	\$ 65,551	\$ -	\$ 115,428	\$ 52,000	\$ 55,494

Municipal Court

Function: General Government

Service Overview

Service: Court Services

Service Description

This service handles approximately 26,000 cases per year. These cases include: traffic and parking violations, first offense drunk driving, disorderly conduct, trespassing, building code violations, juvenile violations, truancy, hearings for persons held in jail, and warrants for arrest and inspections. The goal of the Court is to provide an impartial forum for hearing cases brought by the City for violations of the Madison General Ordinances.

2019 Planned Activities

- Continue work with juvenile diversion programs and truancy court in the schools.
- Continue to work and support the homeless court program, the municipal defense project, and other innovative programs.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(507,347)	(671,195)	(500,138)	(580,000)	(580,000)
Expense	572,898	671,195	615,565	632,000	635,494
Net Service Budget	\$ 65,551	\$ -	\$ 115,428	\$ 52,000	\$ 55,494

Municipal Court

Function: General Government

Line Item Detail

Agency Primary Fund: General

Charges for Service

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Court Fees	(515,025)	(671,195)	(500,000)	(580,000)	(580,000)
TOTAL	\$ (515,025)	\$ (671,195)	\$ (500,000)	\$ (580,000)	\$ (580,000)

Fine Forefeiture & Assessments

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Moving Violations	838	-	-	-	-
Uniform Citations	7,007	-	-	-	-
Parking Violations	306	-	-	-	-
TOTAL	\$ 8,152	\$ -	\$ -	\$ -	\$ -

Misc Revenue

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Miscellaneous Revenue	309	-	(138)	-	-
TOTAL	\$ 309	\$ -	\$ (138)	\$ -	\$ -

Transfer In

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer In From Insurance	(782)	-	-	-	-
TOTAL	\$ (782)	\$ -	\$ -	\$ -	\$ -

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	325,278	329,383	332,108	333,355	340,795
Salary Savings	-	(6,260)	-	(6,260)	(6,260)
Premium Pay	-	5,028	-	-	-
Compensated Absence	6,688	-	6,700	7,000	7,000
Hourly Wages	982	1,500	609	1,000	1,000
Overtime Wages Permanent	13,188	15,000	15,000	15,000	15,000
TOTAL	\$ 346,135	\$ 344,651	\$ 354,417	\$ 350,095	\$ 357,535

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Benefit Savings	-	(7,136)	-	-	-
Health Insurance Benefit	67,131	68,044	85,057	85,055	79,770
Wage Insurance Benefit	1,125	1,116	1,154	1,154	1,154
WRS	23,457	22,070	23,403	22,334	22,321
FICA Medicare Benefits	25,488	24,736	25,503	25,313	25,415
Post Employment Health Plans	2,779	2,766	2,753	2,766	2,856
TOTAL	\$ 119,981	\$ 111,596	\$ 137,869	\$ 136,622	\$ 131,516

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	3,173	4,000	4,000	4,000	4,000
Copy Printing Supplies	3,715	4,000	4,000	4,000	4,000
Furniture	31	1,000	500	1,000	1,000
Postage	14,146	13,000	12,218	13,000	13,000
Books & Subscriptions	906	1,000	1,000	1,000	1,000
TOTAL	\$ 21,971	\$ 23,000	\$ 21,718	\$ 23,000	\$ 23,000

Municipal Court

Function: General Government

Line Item Detail

Agency Primary Fund: General

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Telephone	1,306	963	1,200	963	963
Custodial Bldg Use Charges	20,126	24,769	24,769	24,769	25,929
System & Software Mntc	-	-	5,300	28,418	28,418
Conferences & Training	587	1,500	1,500	1,500	1,500
Memberships	1,378	1,300	800	1,300	1,300
Collection Services	25,339	27,000	25,000	24,000	24,000
Storage Services	851	1,000	1,000	1,000	1,000
Security Services	30,549	38,000	36,000	34,028	34,028
Interpreters Signing Services	2,994	6,000	3,800	5,000	5,000
Transcription Services	-	186	186	100	100
Other Services & Expenses	449	-	-	-	-
Circuit Court Fee	-	50	50	-	-
TOTAL	\$ 83,578	\$ 100,768	\$ 99,605	\$ 121,078	\$ 122,238

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From Com Dev Blk Gnt	-	90,000	777	-	-
ID Charge From Insurance	990	923	923	971	971
ID Charge From Workers Comp	243	257	257	234	234
TOTAL	\$ 1,233	\$ 91,180	\$ 1,957	\$ 1,205	\$ 1,205

Municipal Court

Function: General Government

Position Summary

	CG	2018 Budget		Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
JUD SUPPORT CLK	20	4.00	227,668	4.00	228,902	4.00	236,341
MUNICIPAL JUDGE	19	1.00	101,716	1.00	104,453	1.00	107,848
TOTAL		5.00	\$ 329,384	5.00	\$ 333,355	5.00	\$ 344,189

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

Parking Utility

Agency Overview

Agency Mission

The mission of the Parking Utility is to provide safe, convenient and affordable parking to the City's residents and visitors, consistent with City transportation policies.

Agency Overview

The Agency provides services across garage parking, lot parking, on street parking and parking operations. The goal of the Agency is to provide continuous improvement for the customer experience and infrastructure improvements and replacements of the City's parking infrastructure.

2019 Budget Highlights

The 2019 Executive Budget includes funding for:

- A full year of the rate increases and a residential parking permit increase effective mid-year 2018 (\$280,000).
- Elimination of a Transfer from General Fund to subsidize residential parking enforcement (\$85,000).
- An increase in Building Improvement Repair Maintenance for projects in the Utility's ten year plan (\$220,000).
- An increase in Credit Card Services to reflect the Capitol East Garage opening in late 2018 (\$55,000).
- Creating four positions in 2019. The new positions include:
 - A Parking Equipment Technician and a Parking Maintenance Worker to maintain increasing quantities of equipment and technology in the garages and on-street (\$132,000).
 - A Parking Revenue Leadworker to provide additional after-hours and weekend coverage (\$66,700).
 - Civil Technician to gather parking related field data and perform day to day maintenance of the Parking Utility Geographic Information System (\$68,300).
- A full year of PILOT (Payment in Lieu of Tax) for the Capitol East Garage and a partial year of PILOT for the Judge Doyle Garage (\$430,000).
- The Executive Budget reflects the City's cost allocation model that was developed in 2018. The goal of this methodology is to accurately and consistently allocate central service costs to enterprise agencies receiving services. Charges associated with cost allocation are reflected in the inter-departmental charges & billing major expenditure categories shown in the Line Item Detail section of the agency's budget. Reference the Executive Summary for a full explanation of the methodology, the allocation basis, and summary of allocated costs.

Parking Utility

Function: Public Works & Transportation

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Garage Parking	(12,111,551)	(11,273,807)	(11,733,564)	(11,481,807)	(11,481,807)
Lot Parking	(1,226,224)	(1,148,800)	(1,384,064)	(1,177,000)	(1,177,000)
On Street Parking	(2,998,494)	(2,895,393)	(3,306,442)	(2,922,888)	(2,837,888)
Parking Operations	(24,321)	(6,000)	(97,624)	(6,000)	(6,000)
Total Revenue	\$ (16,360,589)	\$ (15,324,000)	\$ (16,521,693)	\$ (15,587,695)	\$ (15,502,695)
Expense					
Garage Parking	12,505,965	6,721,237	7,180,994	8,814,369	8,971,440
Lot Parking	230,874	71,514	306,777	259,744	249,253
On Street Parking	1,457,035	1,480,788	1,891,837	1,531,273	1,496,849
Parking Operations	2,166,715	7,050,461	7,142,085	4,982,309	4,785,153
Total Expense	\$ 16,360,589	\$ 15,324,000	\$ 16,521,693	\$ 15,587,695	\$ 15,502,695
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Budget by Fund & Major

Fund: Parking Utility

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Charges for Services	(13,673,822)	(12,915,000)	(12,883,592)	(12,856,695)	(12,856,695)
Licenses & Permits	(2,345,014)	(2,218,000)	(2,678,076)	(2,540,000)	(2,540,000)
Investments & Contributions	(314,157)	(100,000)	(256,833)	(100,000)	(100,000)
Misc Revenue	(9,167)	(6,000)	(27,948)	(6,000)	(6,000)
Other Finance Source	(9,269)	-	(589,586)	-	-
Transfer In	(9,160)	(85,000)	(85,658)	(85,000)	-
Total Revenue	\$ (16,360,589)	\$ (15,324,000)	\$ (16,521,693)	\$ (15,587,695)	\$ (15,502,695)
Expense					
Salaries	4,786,702	4,982,521	4,892,697	5,075,917	5,295,397
Benefits	1,951,400	1,797,451	2,027,272	1,767,183	1,737,772
Supplies	197,467	430,250	236,802	430,250	430,250
Purchased Services	1,834,106	2,896,049	1,769,581	3,180,049	3,180,049
Debt & Other Financing	6,164,766	4,846,230	5,409,853	4,752,901	4,135,991
Inter Departmental Charges	348,604	371,499	369,499	381,395	723,236
Inter Departmental Billing	(349,261)	-	-	-	-
Transfer Out	1,426,806	-	1,815,989	-	-
Total Expense	\$ 16,360,589	\$ 15,324,000	\$ 16,521,693	\$ 15,587,695	\$ 15,502,695
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Parking Utility

Function: Public Works & Transportation

Service Overview

Service: Garage Parking

Service Description

This service operates six city garages including Capitol Square North Garage, Government East Garage, Overture Center Garage, Capitol East Garage, State Street Campus Garage and State Street Capitol Garage. The goal of the service is to provide a high quality user experience, serving and balancing the parking needs of residents, visitors, businesses, and events, and continuously improving operations and efficiency, in addition to ensuring the long-term financial health of the Parking Utility to fund future operating and capital costs.

2019 Planned Activities

- Begin implementing new capabilities improving convenience and operations upon completion of the Parking Access Revenue Control System equipment replacement and software upgrade to the newest version.
- The operation of the Capitol East Garage will begin in the fall of 2018.
- The new Judge Doyle Garage will open to the public in 2019.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(12,111,551)	(11,273,807)	(11,733,564)	(11,481,807)	(11,481,807)
Expense	12,505,965	6,721,237	7,180,994	8,814,369	8,971,440
Net Service Budget	\$ 394,415	\$ (4,552,570)	\$ (4,552,570)	\$ (2,667,438)	\$ (2,510,367)

Service: Lot Parking

Service Description

This service operates six parking lots including Blair Lot, Brayton Lot, Buckeye Lot, Evergreen Lot, Wilson Lot and Wingra Lot. The goals of the service are to continue to meet the unique parking demands that each surface lot serves, increase utilization during off-peak timeframes, and encourage the use of surface lots before using on-street parking to accommodate special event parking needs.

2019 Planned Activities

- Continue to pursue cooperative relationships with event organizers to accommodate parking for vendor vehicles with limited parking options.
- Implement strategies to increase utilization during off-peak timeframes.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(1,226,224)	(1,148,800)	(1,384,064)	(1,177,000)	(1,177,000)
Expense	230,874	71,514	306,777	259,744	249,253
Net Service Budget	\$ (995,351)	\$ (1,077,286)	\$ (1,077,286)	\$ (917,256)	\$ (927,747)

Parking Utility

Function: Public Works & Transportation

Service Overview

Service: On Street Parking

Service Description

This service operates on-street parking through meters in the downtown area and through a residential permit process in the nearby neighborhoods. The goals of the service are to manage on-street parking restrictions, rates, and programs to address the needs of the location and to provide convenient and available parking in accordance with transportation policies.

2019 Planned Activities

- Research and analyze options for replacing aging multi-space machines and begin a competitive selection process for the desired system specifications with installation planned to begin in late 2019 or early 2020.
- Continue to test smart meter sensor capabilities and reliability for potential future expansion of sensor technology for occupancy and wayfinding.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(2,998,494)	(2,895,393)	(3,306,442)	(2,922,888)	(2,837,888)
Expense	1,457,035	1,480,788	1,891,837	1,531,273	1,496,849
Net Service Budget	\$ (1,541,459)	\$ (1,414,605)	\$ (1,414,605)	\$ (1,391,615)	\$ (1,341,039)

Service: Parking Operations

Service Description

This service includes the overall management and supervision of maintenance and revenue staff and the administrative staff in the Parking Utility, as well as all areas of parking not included above. The goals of the service are continuous improvement and flexibility to adapt to changes in transportation demand and behavior, changing technology, and user expectations, maintaining financial sustainability, while balancing strategies to provide affordable access, encourage the use of other forms of transportation, balance parking demand across the system to provide reliable availability, and generate sufficient revenue to fund operating and capital costs.

2019 Planned Activities

- The Judge Doyle parking garage will open in 2019.
- The Capitol East District Garage will have the first full year of operation in 2019.
- Approximately 650 new single space smart meters expected to be installed in fall 2018 and the operation and development of mobile payment option for these meters will occur in 2019.
- The service will research and analyze options for the replacement of aging multi-space meters.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(24,321)	(6,000)	(97,624)	(6,000)	(6,000)
Expense	2,166,715	7,050,461	7,142,085	4,982,309	4,785,153
Net Service Budget	\$ 2,142,394	\$ 7,044,461	\$ 7,044,461	\$ 4,976,309	\$ 4,779,153

Parking Utility

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: Parking Utility

Charges for Service

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Reimbursement Of Expense	(4,631)	-	(4,631)	-	-
Cashiered Revenue	(10,472,794)	(9,905,524)	(9,857,036)	(9,912,524)	(9,912,524)
Metered Revenue	(3,196,398)	(3,009,476)	(3,021,925)	(2,944,171)	(2,944,171)
TOTAL	\$ (13,673,822)	\$ (12,915,000)	\$ (12,883,592)	\$ (12,856,695)	\$ (12,856,695)

Licenses & Permits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Parking Permits	(2,313,844)	(2,204,000)	(2,645,460)	(2,515,000)	(2,515,000)
Other Permits	(31,171)	(14,000)	(32,616)	(25,000)	(25,000)
TOTAL	\$ (2,345,014)	\$ (2,218,000)	\$ (2,678,076)	\$ (2,540,000)	\$ (2,540,000)

Investments & Contributions

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Interest	(314,157)	(100,000)	(256,833)	(100,000)	(100,000)
TOTAL	\$ (314,157)	\$ (100,000)	\$ (256,833)	\$ (100,000)	\$ (100,000)

Misc Revenue

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Easements	(399)	-	(399)	-	-
Miscellaneous Revenue	(8,768)	(6,000)	(27,549)	(6,000)	(6,000)
TOTAL	\$ (9,167)	\$ (6,000)	\$ (27,948)	\$ (6,000)	\$ (6,000)

Other Finance Sources

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Sale Of Assets	(9,269)	-	-	-	-
Fund Balance Applied	-	-	(589,586)	-	-
TOTAL	\$ (9,269)	\$ -	\$ (589,586)	\$ -	\$ -

Transfer In

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer In From General	-	(85,000)	(85,000)	(85,000)	-
Transfer In From Insurance	(9,160)	-	(658)	-	-
TOTAL	\$ (9,160)	\$ (85,000)	\$ (85,658)	\$ (85,000)	\$ -

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	4,186,858	4,532,017	4,315,576	4,616,913	4,836,393
Salary Savings	-	(235,996)	-	(235,996)	(235,996)
Premium Pay	43,525	60,000	44,215	60,000	60,000
Workers Compensation Wages	8,845	-	8,975	8,500	8,500
Compensated Absence	174,234	238,500	177,500	238,500	238,500
Hourly Wages	331,078	345,000	306,614	345,000	345,000
Overtime Wages Permanent	41,622	40,000	39,314	40,000	40,000
Overtime Wages Hourly	93	3,000	-	3,000	3,000
Election Officials Wages	447	-	503	-	-
TOTAL	\$ 4,786,702	\$ 4,982,521	\$ 4,892,697	\$ 5,075,917	\$ 5,295,397

Parking Utility

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: Parking Utility

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Comp Absence Escrow	-	69,435	73,949	69,435	69,435
Flexible Spending Benefits	(98)	-	-	-	-
Unemployment Benefits	416	-	630	-	-
Health Insurance Benefit	901,253	1,034,002	901,611	978,644	928,359
Wage Insurance Benefit	12,332	12,124	13,540	13,892	13,353
WRS	297,392	297,930	300,170	311,958	319,411
FICA Medicare Benefits	350,311	339,446	348,659	348,740	361,254
Post Employment Health Plans	44,734	44,514	44,305	44,514	45,960
Other Post Emplmnt Benefit	100,653	-	100,000	-	-
Pension Expense	244,407	-	244,407	-	-
TOTAL	\$ 1,951,400	\$ 1,797,451	\$ 2,027,272	\$ 1,767,183	\$ 1,737,772

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	7,908	20,000	8,243	12,000	12,000
Copy Printing Supplies	18,919	18,000	15,062	25,000	25,000
Furniture	2,697	50,000	8,000	20,000	20,000
Hardware Supplies	13,228	32,000	39,796	40,000	40,000
Software Lic & Supplies	13,091	5,000	9,778	58,000	58,000
Postage	6,317	6,000	2,878	6,500	6,500
Books & Subscriptions	-	750	-	750	750
Work Supplies	24,763	25,000	25,116	40,000	40,000
Janitorial Supplies	9,502	11,000	9,658	11,000	11,000
Medical Supplies	76	500	91	500	500
Safety Supplies	3,307	4,000	4,063	5,500	5,500
Snow Removal Supplies	4,085	10,000	1,060	6,000	6,000
Uniform Clothing Supplies	135	1,000	3,013	2,500	2,500
Building	280	25,000	5,138	17,500	17,500
Building Supplies	9,497	30,000	8,231	30,000	30,000
Electrical Supplies	8,666	10,000	4,155	12,000	12,000
HVAC Supplies	35	10,000	68	6,000	6,000
Plumbing Supplies	107	2,000	381	2,000	2,000
Machinery And Equipment	3,745	50,000	20,000	15,000	15,000
Equipment Supplies	71,110	120,000	72,072	120,000	120,000
TOTAL	\$ 197,467	\$ 430,250	\$ 236,802	\$ 430,250	\$ 430,250

Parking Utility

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: Parking Utility

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Natural Gas	11,842	25,800	19,524	25,800	25,800
Electricity	188,171	294,000	215,218	294,000	294,000
Water	15,096	25,100	13,619	25,100	25,100
Stormwater	12,083	12,600	15,470	18,000	18,000
Telephone	4,717	10,000	5,098	7,000	7,000
Cellular Telephone	10,405	10,000	7,686	12,000	12,000
Systems Comm Internet	28,946	43,200	28,946	35,500	35,500
Building Improv Repair Maint	489,218	650,000	89,066	870,000	870,000
Elevator Repair	8,129	30,000	16,103	30,000	30,000
Facility Rental	-	30,000	-	10,000	10,000
Custodial Bldg Use Charges	-	10,000	-	10,000	10,000
Landfill	-	500	-	500	500
Landscaping	137	35,000	4,521	35,000	35,000
Snow Removal	53,448	250,000	256,551	270,000	270,000
Comm Device Mntc	-	50,000	-	20,000	20,000
Equipment Mntc	67,173	55,700	88,181	84,000	84,000
System & Software Mntc	-	-	8,291	5,000	5,000
Rental Of Equipment	1,996	5,000	1,251	5,000	5,000
Sidewalk Mntc	20,397	17,000	17,000	30,000	30,000
Recruitment	463	3,000	42	1,000	1,000
Mileage	5,347	10,000	5,785	10,000	10,000
Conferences & Training	8,276	30,000	4,689	30,000	30,000
Memberships	1,770	2,000	726	2,000	2,000
Uniform Laundry	11,987	15,000	14,668	15,000	15,000
Medical Services	2,000	-	-	-	-
Arbitrator	-	500	-	-	-
Appraisal Services	-	2,500	-	-	-
Audit Services	7,649	7,649	7,649	7,649	7,649
Bank Services	12,189	15,000	10,707	15,000	15,000
Credit Card Services	520,737	555,000	523,723	610,000	610,000
Delivery Freight Charges	1,376	500	-	500	500
Consulting Services	21,631	200,000	5,149	200,000	200,000
Advertising Services	21,841	20,000	10,571	20,000	20,000
Engineering Services	-	94,000	-	94,000	94,000
Parking Towing Services	51,463	50,000	58,723	57,000	57,000
Security Services	222,114	290,000	316,791	290,000	290,000
Other Services & Expenses	14,107	6,000	4,511	10,000	10,000
Taxes & Special Assessments	19,029	40,000	19,029	30,000	30,000
Permits & Licenses	370	1,000	293	1,000	1,000
TOTAL	\$ 1,834,106	\$ 2,896,049	\$ 1,769,581	\$ 3,180,049	\$ 3,180,049

Parking Utility

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: Parking Utility

Debt & Other Financing

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
PILOT	-	1,815,989	-	1,895,000	1,895,000
Fund Balance Generated	6,164,766	3,030,241	5,409,853	2,857,901	2,240,991
TOTAL	\$ 6,164,766	\$ 4,846,230	\$ 5,409,853	\$ 4,752,901	\$ 4,135,991

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From GF	-	-	-	-	1,765
ID Charge From Attorney	-	-	-	-	23,143
ID Charge From Clerk	-	-	-	-	565
ID Charge From Finance	-	-	-	-	59,939
ID Charge From Human Resource	-	-	-	-	46,038
ID Charge From Information Tec	38,784	38,784	38,784	38,784	72,366
ID Charge From Treasurer	-	-	-	-	125,124
ID Charge From Engineering	37,269	37,269	37,269	41,970	64,127
ID Charge From Fleet Services	86,294	81,367	81,367	93,494	93,494
ID Charge From Streets	-	2,000	-	-	-
ID Charge From Traffic Eng	42,052	57,771	57,771	43,034	43,034
ID Charge From Econ Dev	-	-	-	-	515
ID Charge From Insurance	71,126	77,630	77,630	86,025	86,025
ID Charge From Workers Comp	73,079	76,678	76,678	78,088	78,088
TOTAL	\$ 348,604	\$ 371,499	\$ 369,499	\$ 381,395	\$ 694,223

Inter-Departmental Billings

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Billing To Police	(349,261)	-	-	-	-
TOTAL	\$ (349,261)	\$ -	\$ -	\$ -	\$ -

Transfer Out

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer Out To General	1,426,806	-	1,815,989	-	-
TOTAL	\$ 1,426,806	\$ -	\$ 1,815,989	\$ -	\$ -

Parking Utility

Function: Public Works & Transportation

Position Summary

	CG	2018 Budget		2019 Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN CLERK	20	3.00	168,715	3.00	158,851	3.00	164,013
ASST PKG UTIL MGR	18	1.00	102,973	1.00	111,271	1.00	114,887
CIVIL TECH	16	-	-	-	-	1.00	51,312
CUSTODIAL WKR	16	1.00	55,403	1.00	55,994	1.00	57,814
ENGINEER	18	1.00	98,589	1.00	98,811	1.00	102,023
INFORMATION CLERK	20	2.55	118,198	2.55	119,686	2.55	123,576
MAINT ELECTR	16	1.00	64,571	1.00	64,142	1.00	66,227
PKG ANALYST	18	1.00	69,786	1.00	72,988	1.00	75,360
PKG ASSET GIS COORDINATOR	18	1.00	67,894	1.00	69,814	1.00	72,083
PKG CASHIER	16	31.20	1,339,128	31.20	1,333,479	31.20	1,376,817
PKG EQUIP MECH	16	3.00	175,707	3.00	176,604	3.00	182,344
PKG EQUIP TECH	16	1.00	60,338	1.00	60,571	2.00	113,851
PKG MAINT SUPV	18	1.00	75,255	1.00	75,545	1.00	78,000
PKG MAINT WKR	16	7.00	390,559	7.00	388,750	8.00	448,574
PKG OPER ASST	20	1.00	68,169	1.00	68,431	1.00	70,655
PKG OPER SUPV	18	1.00	86,358	1.00	86,690	1.00	89,507
PKG REVENUE CLK	20	1.00	51,144	1.00	51,498	1.00	53,172
PKG REVENUE LDWKR	16	3.90	234,198	3.90	236,961	4.90	294,574
PKG REVENUE SUPV	18	1.00	75,255	1.00	75,545	1.00	78,000
PKG SERVICE WKR	16	4.00	228,901	4.00	229,730	4.00	237,196
PKG TECH AIDE	16	1.00	62,339	1.00	62,579	1.00	64,612
PKG TECH AIDE	18	1.00	51,725	1.00	53,270	1.00	55,001
PROG ASST	17	1.00	51,544	1.00	53,051	1.00	54,776
PROG ASST	20	1.00	57,770	1.00	58,081	1.00	59,969
TOTAL		70.65	\$ 3,754,518	70.65	\$ 3,762,340	74.65	\$ 4,084,341

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

Parks Division

Agency Overview

Agency Mission

The mission of the Parks Division is to provide a quality system of parks, natural resources and recreational opportunities, improving connectivity ensuring equitable access to quality park amenities and while investing in our natural environment.

Agency Overview

The agency is responsible for managing 5,600 acres of parkland and 50 facilities that make up Madison's park system. Specific activities performed by the agency include: providing forestry services, including coordination of the City's response to Emerald Ash Borer and other emerging threats to the urban forest, management and maintenance of park owned facilities, and planning for future park investment. The goal of the Division is a safe, accessible, affordable and equitable park system.

2019 Budget Highlights

The 2019 Executive Budget includes funding for:

- An increase in the transfer from the Urban Forest Special Charge fund (\$35,000).
- Costs associated with operating Olbrich Botanical Gardens offset by funding from Room Tax; as authorized by the Room Tax Commission (\$325,000).
- Transferring the Madison Parks Foundation Coordinator position (#4389) to the Parks Foundation (\$103,600).
- The elimination of Benefit Savings based on prior year trends (\$100,000).
- An increase in Water based on a pending rate increase (\$116,000).
- An increase in the Inter-Departmental Charge from Fleet Service based on the anticipated 2019 rate (\$250,000).
- The Parks Division will work with the BID to review landscaping standards and planting operations for 2019 and recommend any process or operational improvements.

The Executive Budget includes \$4,846,530 in anticipated restricted revenues and expenditures.

- The continuation of the Urban Forestry Special Charge (\$4,415,840). Funds from the special charge, late charges (\$16,800) and interest earnings (\$26,700) offset costs associated with Forestry services within the Parks Division (\$3,610,320), stump grubbing within the Streets Division (\$782,500) and administrative costs (\$66,500). The budgeted Urban Forestry Special Charge in 2018 is \$4,328,680.
- The continuation of the Dog Park (\$226,880) and Disc Golf (\$90,300) programs fully funded through user fees.
- The Madison Ultimate Frisbee Association program fully funded through user fees (\$70,000).

Parks Division

Function: Public Works & Transportation

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Community Recreation Services	(1,018,925)	(1,084,507)	(995,703)	(1,099,815)	(996,838)
Park Maintenance & Forestry	(8,520,586)	(9,420,919)	(9,280,929)	(9,603,935)	(9,706,699)
Planning & Development	(43,318)	-	-	(10,000)	(10,000)
Olbrich Botanical Gardens	(722,418)	(647,337)	(640,000)	(580,000)	(580,000)
Warner Park & Comm Center	(228,419)	(221,000)	(221,000)	(222,000)	(222,000)
Total Revenue	\$ (10,533,666)	\$ (11,373,763)	\$ (11,137,632)	\$ (11,515,750)	\$ (11,515,537)
Expense					
Community Recreation Services	2,194,380	2,187,319	2,118,095	2,220,682	2,139,392
Park Maintenance & Forestry	18,781,274	19,859,160	19,918,000	20,470,207	20,683,247
Planning & Development	682,645	756,722	681,863	778,640	791,679
Olbrich Botanical Gardens	1,712,367	1,560,938	1,502,433	1,527,543	1,545,734
Warner Park & Comm Center	551,361	583,590	587,348	586,775	592,401
Total Expense	\$ 23,922,028	\$ 24,947,729	\$ 24,807,738	\$ 25,583,847	\$ 25,752,453
Net General Fund	\$ 13,388,362	\$ 13,573,966	\$ 13,670,106	\$ 14,068,097	\$ 14,236,916

Budget by Fund & Major

Fund: General

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Intergovernmental Revenues	(77,568)	(65,837)	(85,000)	(80,000)	(80,000)
Charges for Services	(1,473,868)	(1,515,957)	(1,427,153)	(1,504,465)	(1,401,488)
Licenses & Permits	(24,186)	(48,000)	(39,000)	(48,000)	(48,000)
Fine Forfeiture Assessments	(446,180)	(480,000)	(455,000)	(480,000)	(480,000)
Investments & Contributions	(86,133)	(79,000)	(79,000)	(79,000)	(79,000)
Misc Revenue	(57,787)	(50,500)	(50,500)	(52,500)	(52,500)
Other Finance Source	(46,300)	(45,800)	(45,800)	(45,800)	(45,800)
Transfer In	(3,716,453)	(4,061,495)	(4,011,495)	(4,094,733)	(4,136,822)
Total Revenue	\$ (5,928,475)	\$ (6,346,589)	\$ (6,192,948)	\$ (6,384,498)	\$ (6,323,610)
Expense					
Salaries	10,497,242	11,160,961	10,907,195	11,267,483	11,505,441
Benefits	3,665,868	3,399,627	3,641,664	3,505,542	3,382,846
Supplies	1,148,386	1,184,154	1,190,698	1,193,691	1,193,691
Purchased Services	1,702,726	1,731,601	1,693,257	1,876,760	1,880,207
Inter Departmental Charges	2,296,505	2,444,212	2,430,240	2,609,119	2,598,341
Transfer Out	6,110	-	-	-	-
Total Expense	\$ 19,316,837	\$ 19,920,555	\$ 19,863,054	\$ 20,452,595	\$ 20,560,526
Net General Fund	\$ 13,388,362	\$ 13,573,966	\$ 13,670,106	\$ 14,068,097	\$ 14,236,916

Parks Division

Function: Public Works & Transportation

Fund: Other Restricted

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Charges for Services	(3,950,201)	(4,366,678)	(4,107,111)	(4,395,795)	(4,454,042)
Licenses & Permits	(297,151)	(328,757)	(318,658)	(313,757)	(316,185)
Fine Forfeiture Assessments	(16,317)	(16,800)	(16,479)	(16,800)	(16,800)
Investments & Contributions	(28,276)	(17,559)	(28,293)	(27,600)	(27,600)
Misc Revenue	(3,667)	(500)	(3,234)	(500)	(500)
Other Finance Source	(11,012)	-	(201,375)	(31,400)	(31,400)
Total Revenue	\$ (4,306,624)	\$ (4,730,294)	\$ (4,675,150)	\$ (4,785,852)	\$ (4,846,527)
Expense					
Salaries	105,146	130,023	132,844	130,912	134,686
Benefits	30,309	35,424	40,570	43,508	42,162
Supplies	22,326	55,000	39,714	56,000	56,000
Purchased Services	14,856	18,000	13,500	21,000	21,000
Debt & Other Financing	254,124	44,310	50,985	8,337	8,337
Inter Departmental Charges	55,381	63,180	63,180	66,500	66,500
Transfer Out	3,824,481	4,384,357	4,334,357	4,459,595	4,517,842
Total Expense	\$ 4,306,624	\$ 4,730,294	\$ 4,675,150	\$ 4,785,852	\$ 4,846,527
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Fund: Permanent

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Charges for Services	(80,143)	(94,100)	(50,500)	(94,100)	(94,100)
Investments & Contributions	(206,204)	(161,800)	(148,757)	(197,800)	(197,800)
Other Finance Source	-	(53,200)	(70,277)	(53,500)	(53,500)
Total Revenue	\$ (286,347)	\$ (309,100)	\$ (269,534)	\$ (345,400)	\$ (345,400)
Expense					
Purchased Services	37,583	65,000	63,730	65,000	65,000
Debt & Other Financing	60,114	37,600	-	73,900	73,900
Transfer Out	188,650	206,500	205,804	206,500	206,500
Total Expense	\$ 286,347	\$ 309,100	\$ 269,534	\$ 345,400	\$ 345,400
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Service Overview

Service: Community Recreation Services

Service Description

This service is responsible for programming, volunteers, aquatics, rangers, permits, and community events. This service includes City provided services as well as regulating private and non-profit services and events. The goal of the service is a safe, accessible, affordable and equitable park system.

2019 Planned Activities

- Continue to develop tools to ensure equitable access to services for all members of the community.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(1,018,925)	(1,084,507)	(995,703)	(1,099,815)	(996,838)
Expense	2,194,380	2,187,319	2,118,095	2,220,682	2,139,392
Net Service Budget	\$ 1,175,456	\$ 1,102,812	\$ 1,122,392	\$ 1,120,867	\$ 1,142,554

Service: Park Maintenance & Forestry

Service Description

This service is responsible for the maintenance of all park facilities, open spaces and parkland, and dog parks and disc golf courses. This service includes General Park Maintenance, Facilities Maintenance, Conservation Park Maintenance, Mall/Concourse Park Maintenance, Parks Construction and the operation of the Forest Hill Cemetery. The goal of the service is a well-maintained and well-used park system and a high quality, diverse and sustainable urban forest.

2019 Planned Activities

- Communicate land management standards to all employees involved in maintenance of park lands.
- Develop the maps and evaluation tools for the land management plan.
- Continue working with the Emerald Ash Borer (EAB) Task Force to review progress in mitigating the effects of EAB on the urban forest.
- Work with the Urban Forestry Task Force to review best practices to promote a healthy and diverse urban forest.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(8,520,586)	(9,420,919)	(9,280,929)	(9,603,935)	(9,706,699)
Expense	18,781,274	19,859,160	19,918,000	20,470,207	20,683,247
Net Service Budget	\$ 10,260,689	\$ 10,438,241	\$ 10,637,071	\$ 10,866,272	\$ 10,976,548

Service Overview

Service: Planning & Development

Service Description

This service is responsible for all park planning, design and construction of park improvements for over 6,000 acres of parks and open space in the City's park system. This includes developing the Capital Improvement Plan for the parks system, assessing and managing park impact fees on new residential development, maintaining data on park inventory, and preparing the five-year Park and Open Space Plan that is required by the Wisconsin Department of Natural Resources. The goal of the service is a quality and equitably planned and developed park system.

2019 Planned Activities

- Continue improvements to planning process to ensure equitable engagement by utilizing multiple outreach methods.
- Identify improvements to the public works contracting process to standardize plans and specifications to improve project completion consistency.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(43,318)	-	-	(10,000)	(10,000)
Expense	682,645	756,722	681,863	778,640	791,679
Net Service Budget	\$ 639,327	\$ 756,722	\$ 681,863	\$ 768,640	\$ 781,679

Service: Olbrich Botanical Gardens

Service Description

This service oversees all operations at Olbrich Botanical Gardens. The City works in partnership with the Olbrich Botanical Society to provide a well maintained facility that includes 16 acres of gardens and a diverse array of educational programming. The goal of the service is to provide a quality and well-maintained public garden, learning center and conservatory.

2019 Planned Activities

- Continue to partner with Olbrich Botanical Society to market and promote the Gardens to all residents and visitors.
- Continue to maintain standards of the gardens to ensure the enjoyment of all.
- A reduced number of weddings due to the construction of the Olbrich Gardens expansion.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(722,418)	(647,337)	(640,000)	(580,000)	(580,000)
Expense	1,712,367	1,560,938	1,502,433	1,527,543	1,545,734
Net Service Budget	\$ 989,949	\$ 913,601	\$ 862,433	\$ 947,543	\$ 965,734

Service Overview

Service: Warner Park & Comm Center

Service Description

This service oversees operations at Warner Park Community Recreation Center, a 31,750 square foot community recreational facility serving youth, families and senior citizens through a variety of recreation and social services. The goal of the service is to provide an indoor facility for the Northside and provide multi-generational programming to support all members of the community.

2019 Planned Activities

- Continue to partner with North East Senior Coalition and Madison School and Community Recreation to develop and promote community and recreational programming at the Center.
- Participate in Neighborhood Resource Teams (NRT) and develop new programs and initiatives through collaboration with NRT staff and community members.
- Continue working with the community stakeholders on the process to expand the Center to allow for additional services. As a part of this planning, staff will work to develop a deeper understanding of the current users of the facility as well as potential new users.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(228,419)	(221,000)	(221,000)	(222,000)	(222,000)
Expense	551,361	583,590	587,348	586,775	592,401
Net Service Budget	\$ 322,942	\$ 362,590	\$ 366,348	\$ 364,775	\$ 370,401

Parks Division

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: General

Intergovernmental Revenues

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Local Revenues Operating	(77,568)	(65,837)	(85,000)	(80,000)	(80,000)
TOTAL	\$ (77,568)	\$ (65,837)	\$ (85,000)	\$ (80,000)	\$ (80,000)

Charges for Service

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Parks Use Charges	(45,699)	(29,240)	(62,690)	(35,000)	(35,000)
Boat Launch	(198,272)	(244,000)	(200,000)	(238,240)	(238,240)
Catering Concessions	(174,766)	(181,000)	(181,000)	(178,000)	(178,000)
Facility Rental	(463,137)	(440,013)	(440,013)	(408,198)	(408,198)
Admissions	(207,401)	(241,600)	(241,600)	(243,000)	(243,000)
Lessons	(70,675)	(63,000)	(63,000)	(63,000)	(63,000)
Program Revenue	(69,855)	(58,000)	(58,000)	(58,000)	(58,000)
Memberships	(42,420)	(58,000)	(37,000)	(58,000)	(58,000)
Reimbursement Of Expense	(201,249)	(200,254)	(143,000)	(222,177)	(119,200)
Service Charges Commissions	(394)	(850)	(850)	(850)	(850)
TOTAL	\$ (1,473,868)	\$ (1,515,957)	\$ (1,427,153)	\$ (1,504,465)	\$ (1,401,488)

Licenses & Permits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Other Permits	(24,186)	(48,000)	(39,000)	(48,000)	(48,000)
TOTAL	\$ (24,186)	\$ (48,000)	\$ (39,000)	\$ (48,000)	\$ (48,000)

Fine Forfeiture & Assessments

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Spec Assessments Service	(446,180)	(480,000)	(455,000)	(480,000)	(480,000)
TOTAL	\$ (446,180)	\$ (480,000)	\$ (455,000)	\$ (480,000)	\$ (480,000)

Investments & Contributions

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Contributions & Donations	(86,133)	(79,000)	(79,000)	(79,000)	(79,000)
TOTAL	\$ (86,133)	\$ (79,000)	\$ (79,000)	\$ (79,000)	\$ (79,000)

Misc Revenue

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Miscellaneous Revenue	(57,787)	(50,500)	(50,500)	(52,500)	(52,500)
TOTAL	\$ (57,787)	\$ (50,500)	\$ (50,500)	\$ (52,500)	\$ (52,500)

Other Finance Sources

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Trade In Allowance	(46,300)	(45,800)	(45,800)	(45,800)	(45,800)
TOTAL	\$ (46,300)	\$ (45,800)	\$ (45,800)	\$ (45,800)	\$ (45,800)

Transfer In

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer In From Other Restric	(3,417,611)	(3,857,995)	(3,807,995)	(3,893,233)	(3,935,322)
Transfer In From Permanent	(188,650)	(201,500)	(201,500)	(201,500)	(201,500)
Transfer In From Insurance	(110,192)	(2,000)	(2,000)	-	-
TOTAL	\$ (3,716,453)	\$ (4,061,495)	\$ (4,011,495)	\$ (4,094,733)	\$ (4,136,822)

Parks Division

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: General

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	8,787,255	9,604,797	9,147,792	9,711,819	9,949,777
Salary Savings	-	(348,833)	-	(348,833)	(348,833)
Pending Personnel	-	110,394	-	110,394	110,394
Premium Pay	41,258	65,400	55,000	64,900	64,900
Workers Compensation Wages	11,800	-	6,241	-	-
Compensated Absence	107,354	95,000	110,000	95,000	95,000
Hourly Wages	1,438,422	1,448,658	1,448,658	1,448,658	1,448,658
Overtime Wages Permanent	102,292	180,545	133,336	180,545	180,545
Overtime Wages Hourly	7,303	5,000	5,000	5,000	5,000
Election Officials Wages	1,558	-	1,168	-	-
TOTAL	\$ 10,497,242	\$ 11,160,961	\$ 10,907,195	\$ 11,267,483	\$ 11,505,441

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Comp Absence Escrow	288,908	-	95,759	-	-
Benefit Savings	-	(100,000)	-	-	-
Health Insurance Benefit	1,830,435	1,998,993	1,934,865	1,981,744	1,844,531
Wage Insurance Benefit	33,860	34,222	34,273	34,647	34,647
Health Insurance Retiree	101	-	46	-	-
WRS	624,842	641,750	641,750	650,689	651,709
FICA Medicare Benefits	782,297	720,182	830,576	733,482	743,583
Licenses & Certifications	431	-	410	500	500
Post Employment Health Plans	104,994	104,480	103,986	104,480	107,876
TOTAL	\$ 3,665,868	\$ 3,399,627	\$ 3,641,664	\$ 3,505,542	\$ 3,382,846

Parks Division

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: General

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	14,949	20,016	20,016	17,766	17,766
Copy Printing Supplies	33,278	37,870	37,870	35,570	35,570
Furniture	2,661	2,000	4,429	3,000	3,000
Hardware Supplies	15,364	10,500	10,500	10,500	10,500
Software Lic & Supplies	10,264	-	1,516	500	500
Postage	30,254	36,700	36,700	36,700	36,700
Program Supplies	15,242	14,500	14,500	15,500	15,500
Books & Subscriptions	922	250	250	250	250
Work Supplies	142,944	140,460	140,460	144,010	144,010
Janitorial Supplies	56,434	44,860	44,860	56,460	56,460
Medical Supplies	2,925	-	1,567	1,500	1,500
Safety Supplies	23,422	31,200	31,200	30,750	30,750
Snow Removal Supplies	18,056	10,000	10,000	10,000	10,000
Uniform Clothing Supplies	22,122	21,450	21,450	23,287	23,287
Food And Beverage	1,953	1,000	1,274	1,000	1,000
Building	386	-	590	-	-
Building Supplies	107,252	122,280	122,280	119,580	119,580
HVAC Supplies	13,209	8,000	9,839	6,000	6,000
Plumbing Supplies	582	-	711	-	-
Landscaping Supplies	59,690	68,100	60,000	60,500	60,500
Trees Shrubs Plants	6,189	17,000	17,000	23,000	23,000
Fertilizers And Chemicals	221,049	274,473	274,073	274,473	274,473
Machinery And Equipment	109,977	66,630	66,630	68,630	68,630
Equipment Supplies	194,307	204,265	204,265	197,515	197,515
Tires	2,881	3,000	3,000	3,000	3,000
Gasoline	775	500	1,100	900	900
Diesel	1,117	700	1,100	1,400	1,400
Propane Gas	2,410	5,000	5,080	3,000	3,000
Oil	7,804	5,900	5,900	6,900	6,900
Inventory	29,967	37,500	42,540	42,000	42,000
TOTAL	\$ 1,148,386	\$ 1,184,154	\$ 1,190,698	\$ 1,193,691	\$ 1,193,691

Parks Division

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: General

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Natural Gas	109,014	107,700	107,700	107,700	107,700
Electricity	449,352	448,145	448,145	443,095	443,095
Water	341,297	364,960	364,960	480,747	480,747
Stormwater	287,519	288,000	259,200	288,000	288,000
Telephone	24,737	25,230	17,158	26,080	26,080
Cellular Telephone	12,835	14,579	12,416	15,649	15,649
Systems Comm Internet	3,867	4,700	4,700	5,000	5,000
Building Improv Repair Maint	25,826	22,200	22,200	24,200	24,200
Waste Disposal	36,310	35,695	13,500	35,695	35,695
Pest Control	2,491	2,000	3,266	5,000	5,000
Elevator Repair	2,142	4,000	2,427	3,500	3,500
Facility Rental	6,560	-	730	5,600	5,600
Custodial Bldg Use Charges	59,795	73,590	73,590	73,590	77,037
Landfill	33,304	50,000	50,000	50,400	50,400
Grounds Improv Repair Maint	6,848	-	1,045	-	-
Landscaping	537	500	500	500	500
Office Equipment Repair	100	-	-	-	-
Equipment Mntc	31,267	30,850	30,850	41,167	41,167
System & Software Mntc	7,550	12,615	17,951	14,185	14,185
Rental Of Equipment	38,403	45,135	62,453	47,900	47,900
Sidewalk Mntc	7,578	4,000	4,000	6,000	6,000
Recruitment	5,807	3,000	2,753	3,000	3,000
Mileage	2,346	1,400	1,928	1,800	1,800
Conferences & Training	20,848	24,000	24,000	29,100	29,100
Memberships	8,980	8,191	8,191	8,860	8,860
Uniform Laundry	2,917	3,550	3,550	2,700	2,700
Bank Services	169	-	61	170	170
Credit Card Services	1,202	200	975	430	430
Storage Services	618	850	520	850	850
Consulting Services	871	-	530	500	500
Advertising Services	3,091	10,200	10,200	10,600	10,600
Printing Services	6,388	1,000	-	1,000	1,000
Engineering Services	28,919	30,000	28,962	30,000	30,000
Security Services	6,881	5,500	9,485	5,300	5,300
Program Services	2,537	7,500	2,500	1,900	1,900
Other Services & Expenses	88,881	65,811	66,311	69,792	69,792
Comm Agency Contracts	30,450	32,000	32,000	32,000	32,000
Permits & Licenses	4,488	4,500	4,500	4,750	4,750
TOTAL	\$ 1,702,726	\$ 1,731,601	\$ 1,693,257	\$ 1,876,760	\$ 1,880,207

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From Treasurer	-	1,244	-	1,244	-
ID Charge From Engineering	14,111	14,111	14,111	14,111	14,111
ID Charge From Fleet Services	1,787,385	1,939,088	1,939,088	2,191,257	2,191,257
ID Charge From Traffic Eng	24,313	39,908	27,180	39,908	30,374
ID Charge From Insurance	241,792	176,555	176,555	118,213	118,213
ID Charge From Workers Comp	228,904	273,306	273,306	244,386	244,386
TOTAL	\$ 2,296,505	\$ 2,444,212	\$ 2,430,240	\$ 2,609,119	\$ 2,598,341

Parks Division

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: General

Transfer Out

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer Out To Grants	6,110	-	-	-	-
TOTAL	\$ 6,110	\$ -	\$ -	\$ -	\$ -

Parks Division

Function: **Public Works & Transportation**

Position Summary

	CG	2018 Budget		2019 Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCOUNTANT	18	1.00	73,512	1.00	73,736	1.00	76,133
ACCT CLERK	20	1.00	46,919	1.00	49,187	1.00	50,785
ADMIN ASST	20	1.60	90,043	1.60	92,193	1.60	95,189
ADMIN CLERK	20	4.00	201,448	4.00	197,011	4.00	203,414
ARBORIST	16	29.00	1,649,550	29.00	1,658,941	29.00	1,712,856
ASST PKS SUPERINTENDENT	18	2.00	219,077	2.00	223,138	2.00	230,390
BOTANICAL CENTER DIR	18	1.00	98,320	1.00	99,954	1.00	103,203
CARPENTER	71	2.00	131,739	2.00	132,771	2.00	137,086
CEMETERY OPRS LDWKR	16	1.00	59,480	1.00	62,985	1.00	65,032
CITY FORESTER	18	1.00	93,916	1.00	94,277	1.00	97,341
CONS CURATOR ASST	16	1.00	51,175	1.00	52,990	1.00	54,712
CONS RESOURCE SUPV	18	1.00	67,543	1.00	70,583	1.00	72,876
CONSERVATION TECH	16	2.00	117,262	2.00	117,713	2.00	121,538
CUSTODIAL WKR	16	1.00	42,789	1.00	44,662	1.00	46,113
ELECTRICIAN FOREPERS	71	1.00	75,726	1.00	77,511	1.00	80,030
EQPT OPR	16	9.00	544,804	9.00	554,480	9.00	572,500
FACILITY MAINT WKR	16	2.00	112,813	2.00	113,509	2.00	117,198
FORESTRY OPR SUPV	18	1.00	77,709	1.00	62,138	1.00	64,157
FORESTRY SPEC	16	3.00	204,795	3.00	200,008	3.00	206,508
GARDENER	16	7.00	342,202	7.00	336,430	7.00	347,364
HORTICULTURE SUPV	18	1.00	82,034	1.00	82,585	1.00	85,269
HORTICULTURIST	16	1.00	70,261	1.00	58,364	1.00	60,260
LANDSCAPE ARCHITECT	18	5.00	380,531	5.00	384,466	5.00	396,961
LANDSCAPE CONSTR SUP	18	1.00	77,126	1.00	77,423	1.00	79,939
MAD PKS FD COORD	18	1.00	75,657	1.00	75,211	-	-
MAINT MECH	16	2.00	128,268	2.00	120,218	2.00	124,125
OLBR FAC/VOL COORD	18	1.00	65,301	1.00	65,449	1.00	67,577
PARKS SUPT	21	1.00	129,773	1.00	132,878	1.00	137,196
PARKS WORKER	16	3.75	154,840	3.75	161,657	3.75	166,910
PK RANGER	16	2.35	123,097	2.35	120,311	2.35	124,221
PK RANGER LDWKR	16	1.00	51,312	1.00	57,334	1.00	59,198
PKS COM REL COORD	18	1.00	70,213	1.00	72,257	1.00	74,605
PKS COMM SVRS MGR	18	1.00	88,678	1.00	89,019	1.00	91,912
PKS EQUIP MECH	16	3.00	196,193	3.00	196,730	3.00	203,124
PKS FAC/MAINT SUPV	18	1.00	90,443	1.00	90,791	1.00	93,741
PKS GEN SUPV	18	3.00	230,020	3.00	236,796	3.00	244,492
PKS MAINT MECHANIC	16	4.00	265,478	4.00	268,449	4.00	277,174
PKS MAINT WKR	16	41.00	2,291,902	41.00	2,302,483	41.00	2,377,314
PKS OPER MGR	18	1.00	90,451	1.00	94,974	1.00	98,061
PKS OPR LDWKR	16	3.00	195,246	3.00	198,998	3.00	205,465

Parks Division

Function: **Public Works & Transportation**

Position Summary

	CG	2018 Budget		Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
PKS PLAN/DEV MGR	18	1.00	105,964	1.00	106,783	1.00	110,253
PLAYGROUND TECH	16	1.00	57,682	1.00	59,614	1.00	61,551
PLUMBER	71	1.00	71,386	1.00	72,758	1.00	75,123
PROG ASST	17	1.00	59,181	1.00	59,409	1.00	61,340
PROG ASST	20	5.40	286,413	5.40	295,309	5.40	304,907
PUB WKS FORE	18	1.00	67,614	1.00	67,983	1.00	70,193
PUB WKS LEADWKR	16	4.00	243,975	4.00	243,167	4.00	251,070
RECR SERVS COORD	18	2.00	148,981	2.00	152,091	2.00	157,034
STS USE STAFF TEAM COORD	18	1.00	68,708	1.00	68,973	1.00	71,214
SURVEYOR	18	1.00	77,861	1.00	78,160	1.00	80,701
TREE TRIMMER FORE	18	2.00	144,244	2.00	144,152	2.00	148,837
WARNER PK FACILTY MGR	18	1.00	74,974	1.00	66,697	1.00	68,865
WELDER	16	1.00	68,226	1.00	68,488	1.00	70,714
TOTAL		172.10	\$ 10,632,855	172.10	\$ 10,684,191	171.10	\$ 10,953,772

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

PCED Office of the Director

Agency Overview

Agency Mission

The mission of the Office of the Director is to provide leadership to the Department of Planning, Community, and Economic Development.

Agency Overview

The Agency is responsible for the overall leadership and management of PCED Divisions: Community Development, Economic Development, Planning, CDA Housing Operations, CDA Redevelopment, and Building Inspection. The PCED Director serves as the Secretary of the City's Plan Commission. The Office of the Director provides centralized administrative support and coordination of Department initiatives to improve systems and customer service. The goal of the PCED Office of the Director is to enhance the efficiency and effectiveness of its divisions. The Office of the Director will advance this goal by assisting divisions with their data action plans and work relating to the City's Performance Excellence System and Results Madison.

2019 Budget Highlights

The 2019 Executive Budget:

- Increases hourly wages by reducing a Graphics Technician from 0.75 FTE to 0.60 FTE to create a better opportunity to hire and retain a graphics technician by removing the partial receptionist requirement in the position description and using hourly wages to cover any phone or desk responsibilities (\$7,900).
- Adjusts personnel budget to reflect current staff allocations (\$38,500).

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Total Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Expense					
PCED Admin	656,688	738,229	678,643	770,281	822,094
Total Expense	\$ 656,688	\$ 738,229	\$ 678,643	\$ 770,281	\$ 822,094
Net General Fund	\$ 656,688	\$ 738,229	\$ 678,643	\$ 770,281	\$ 822,094

Budget by Fund & Major

Fund: General

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Expense					
Salaries	425,542	480,389	440,876	500,667	556,777
Benefits	162,567	156,325	144,167	169,457	165,160
Supplies	4,052	7,650	4,106	6,650	6,650
Purchased Services	46,333	75,752	71,381	76,752	76,752
Inter Departmental Charges	18,194	18,113	18,113	16,755	16,755
Total Expense	\$ 656,688	\$ 738,229	\$ 678,643	\$ 770,281	\$ 822,094
Net General Fund	\$ 656,688	\$ 738,229	\$ 678,643	\$ 770,281	\$ 822,094

Service Overview

Service: Planning Community & Economic Dev Admin

Service Description

This service provides the overall administration of the Department of Planning, Community and Economic Development (DPCED) and provides centralized administrative support services to other divisions of the department. The administrative service acts as Secretary for the Plan Commission, supervises a clerical pool, provides department-wide systems improvements among units, and provides public information coordination and development. This service improves the efficiency and effectiveness of the department and its divisions, which include Planning, Building Inspection, Community Development, Economic Development, and Community Development Authority, including Housing Operations. The goal is to reduce the time that department heads and professional staff spend on administrative functions such as committee support, document management, budgeting, and financial management.

2019 Planned Activities

- Assist DPCED divisions in implementing data action plans.
- Assist divisions with work relating to the City Performance Excellence Initiative, including but not limited to the Voice of the Customer survey, Results Madison, and process improvement.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	-	-	-	-	-
Expense	656,688	738,229	678,643	770,281	822,094
Net Service Budget	\$ 656,688	\$ 738,229	\$ 678,643	\$ 770,281	\$ 822,094

Line Item Detail

Agency Primary Fund: General

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	409,727	521,602	433,509	541,880	559,490
Salary Savings	-	(15,648)	-	(23,548)	(23,548)
Salary Reimbursed	-	(38,500)	-	(38,500)	-
Compensated Absence	7,935	2,935	585	2,935	2,935
Hourly Wages	6,150	10,000	4,144	17,900	17,900
Overtime Wages Permanent	1,731	-	2,638	-	-
TOTAL	\$ 425,542	\$ 480,389	\$ 440,876	\$ 500,667	\$ 556,777

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Comp Absence Escrow	35,252	-	-	-	-
Health Insurance Benefit	64,240	78,685	77,158	88,699	83,352
Wage Insurance Benefit	1,398	1,372	1,591	1,590	1,590
WRS	27,902	34,948	29,178	36,307	36,647
FICA Medicare Benefits	30,762	38,323	33,256	39,864	40,477
Post Employment Health Plans	3,012	2,997	2,983	2,997	3,094
TOTAL	\$ 162,567	\$ 156,325	\$ 144,167	\$ 169,457	\$ 165,160

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Purchasing Card Unallocated	-	-	426	-	-
Office Supplies	2,615	3,000	2,332	3,000	3,000
Copy Printing Supplies	-	2,000	71	1,000	1,000
Furniture	160	1,000	160	1,000	1,000
Hardware Supplies	7	1,500	166	1,500	1,500
Software Lic & Supplies	622	-	414	-	-
Postage	536	150	536	150	150
Food And Beverage	113	-	-	-	-
TOTAL	\$ 4,052	\$ 7,650	\$ 4,106	\$ 6,650	\$ 6,650

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Telephone	618	1,110	-	1,110	1,110
Cellular Telephone	-	240	-	240	240
Facility Rental	200	-	220	-	-
System & Software Mntc	-	-	644	-	-
Recruitment	-	-	1,041	-	-
Conferences & Training	506	10,000	10,000	10,000	10,000
Storage Services	41	-	35	-	-
Consulting Services	43,953	54,402	54,402	55,402	55,402
Other Services & Expenses	1,016	10,000	5,040	10,000	10,000
TOTAL	\$ 46,333	\$ 75,752	\$ 71,381	\$ 76,752	\$ 76,752

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From Engineering	16,245	16,245	16,245	15,388	15,388
ID Charge From Insurance	1,130	988	988	1,068	1,068
ID Charge From Workers Comp	819	880	880	299	299
TOTAL	\$ 18,194	\$ 18,113	\$ 18,113	\$ 16,755	\$ 16,755

Position Summary

	CG	2018 Budget		Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN ANAL	18	1.00	73,454	1.00	84,935	1.00	87,695
ADMIN CLERK	20	3.00	157,612	3.00	161,689	3.00	166,944
GRAPHICS TECH	20	0.75	39,515	0.75	39,667	0.75	40,956
PLAN DEVELOP DIR OF	21	1.00	148,054	1.00	151,596	1.00	156,523
PROG ASST	17	1.00	49,604	1.00	50,424	1.00	52,063
WORD PROC OPR	20	1.00	53,363	1.00	53,568	1.00	55,309
TOTAL		7.75	\$ 521,600	7.75	\$ 541,878	7.75	\$ 559,489

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Planning Division

Agency Overview

Agency Mission

The mission of the Planning Division is to develop and recommend urban development policies, improve the quality of the downtown and existing neighborhoods, and plan for new neighborhoods and peripheral growth management.

Agency Overview

The Agency compiles and analyzes statistical data relating to urban planning and management and implements adopted City land-use and development policies through maintaining development regulations and reviewing specific development proposals. The goal of the Planning Division is prepare and maintain plan elements as guidance and management for City growth and development and to manage long-range transportation planning and programming for the City and metropolitan area. Planning will advance this goal by monitoring progress on Comprehensive Plan recommendations, initiating a Citywide long-range facilities plan, and continuing with Neighborhood Roundtables.

2019 Budget Highlights

The 2019 Executive Budget includes funding for:

- A two-year Census Complete Count Program to assist Madison residents responding to the 2020 Census (\$75,000).
- Adjustments to the personnel budget to reflect allocation of staff time (\$208,000).
- Transferring a Principal Planner to the Department of Transportation (\$125,000)
- Elimination of three limited term positions that will expire at the end of 2018 (\$250,000).
- Continued funding for the following programs at the current level:
 - Placemaking activities (\$10,000).
 - 2019 Mayor's Neighborhood Roundtable (\$5,000).
 - Neighborhood Grant Program (\$30,000).
 - Annual Municipal Arts Grant Program (\$80,500).
 - BLINK temporary art program (\$10,000).
 - Poet Laureate Program (\$1,500).
 - Business Improvement District, including resources to study, review, and plan for the future of the top of State Street (\$65,000).
 - The City's local match for the Metropolitan Planning Organization (\$147,000).

The 2019 Executive Budget includes \$927,789 in anticipated grant revenues and expenditures:

- MPO Intergovernmental Revenues (\$917,289).
- Wisconsin Arts Grants (\$10,500).

Planning Division

Function: Planning & Development

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Neighborhood Planning Preservation	(21,310)	(92,510)	(109,370)	(42,510)	(23,510)
Comp Planning & Development Revie	(17,163)	(3,000)	-	(3,000)	-
Metropolitan Planning Organization	(1,120,518)	(1,053,001)	(1,089,663)	(1,065,466)	(1,122,309)
Total Revenue	\$ (1,158,991)	\$ (1,148,511)	\$ (1,199,033)	\$ (1,110,976)	\$ (1,145,819)
Expense					
Neighborhood Planning Preservation	1,202,658	1,297,137	1,471,020	1,172,205	1,299,912
Comp Planning & Development Revie	1,768,882	1,826,974	1,837,782	1,610,988	1,803,641
Metropolitan Planning Organization	1,261,477	1,190,414	1,227,444	1,202,879	1,271,338
Total Expense	\$ 4,233,017	\$ 4,314,525	\$ 4,536,246	\$ 3,986,072	\$ 4,374,891
Net General Fund	\$ 3,074,026	\$ 3,166,014	\$ 3,337,213	\$ 2,875,096	\$ 3,229,072

Budget by Fund & Major

Fund: General

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Intergovernmental Revenues	(25,044)	-	-	-	(23,837)
Charges for Services	(5,818)	(6,000)	(4,100)	(6,000)	-
Investments & Contributions	(5,800)	(13,000)	(36,500)	(13,000)	(13,000)
Transfer In	-	(16,000)	-	(16,000)	-
Total Revenue	\$ (36,663)	\$ (35,000)	\$ (40,600)	\$ (35,000)	\$ (36,837)
Expense					
Salaries	1,847,123	1,968,399	2,054,073	1,700,834	1,984,939
Benefits	594,384	643,742	603,038	622,985	612,414
Supplies	73,968	58,300	68,092	63,225	63,225
Purchased Services	363,159	347,920	428,459	338,995	389,357
Inter Departmental Charges	85,002	87,051	87,051	88,455	85,291
Inter Departmental Billing	-	(41,500)	-	(41,500)	(41,500)
Transfer Out	147,053	137,102	137,102	137,102	172,183
Total Expense	\$ 3,110,688	\$ 3,201,014	\$ 3,377,814	\$ 2,910,096	\$ 3,265,909
Net General Fund	\$ 3,074,026	\$ 3,166,014	\$ 3,337,214	\$ 2,875,096	\$ 3,229,072

Planning Division

Function: Planning & Development

Fund: Other Grants

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Intergovernmental Revenues	(39,095)	(935,572)	(970,436)	(901,394)	(927,799)
Charges for Services	(2,987)	(40,837)	(17,000)	(9,000)	(9,000)
Other Finance Source	(933,194)	-	(10,058)	-	-
Transfer In	(147,053)	(137,102)	(160,939)	(165,582)	(172,183)
Total Revenue	\$ (1,122,329)	\$ (1,113,511)	\$ (1,158,433)	\$ (1,075,976)	\$ (1,108,982)
Expense					
Salaries	665,825	618,835	634,215	626,705	650,735
Benefits	182,044	180,581	171,016	167,560	164,559
Supplies	24,399	31,350	26,277	31,900	33,900
Purchased Services	236,732	279,581	323,761	246,647	256,624
Debt & Other Financing	10,510	-	-	-	-
Inter Departmental Charges	2,819	3,164	3,164	3,164	3,164
Total Expense	\$ 1,122,329	\$ 1,113,511	\$ 1,158,433	\$ 1,075,976	\$ 1,108,982
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Service Overview

Service: Comp Planning & Development Review

Service Description

This service maintains the City's urban development and growth management policy through the preparation and maintenance of long-range and Comprehensive Plan elements and neighborhood plans, and maintains the City's land development regulations (primarily zoning and subdivision regulations) through the review and evaluation of specific land development proposals. This service also provides data, information, and mapping services, conducts needs assessments, inventories and analyzes urban development policy issues, and maintains the City's geographic database. The goal of this service is to plan for equitable and sustainable growth, efficient use of land, efficient and equitable transportation systems, and complete neighborhoods.

2019 Planned Activities

- Monitor progress toward Comprehensive Plan recommendations.
- Initiate a Citywide Long Range Facilities Plan.
- Initiate City support for the Census Complete Count Committee (\$75,000).
- Planning for the Town of Madison attachment.
- Completion of two to three new subarea plans with engagement by other City of Madison agencies and the public.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(17,163)	(3,000)	-	(3,000)	-
Expense	1,768,882	1,826,974	1,837,782	1,610,988	1,803,641
Net Service Budget	\$ 1,751,718	\$ 1,823,974	\$ 1,837,782	\$ 1,607,988	\$ 1,803,641

Service: Metropolitan Planning Organization

Service Description

This service provides staff for the Metropolitan Planning Organization (MPO), which is the designated policy body responsible for cooperative and comprehensive regional transportation planning and decision making for the Madison Metropolitan Planning Area. The responsibilities of the MPO include conducting a planning process for making transportation investment decisions in the metropolitan area, preparing and maintaining a long-range multi-modal transportation plan, and preparing a five-year transportation improvement program to provide transportation investments that meet metropolitan transportation needs. The role of the MPO is to facilitate coordinated and comprehensive regional transportation planning and decision-making that is fair and impartial.

2019 Planned Activities

- Implement a data and performance driven approach for planning and project programming activities.
- Implement multi-year strategic plan to improve data and planning analysis tools.
- Implement the MPO Public Participation Plan recommended strategies for stakeholder and general public involvement in planning activities.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(1,120,518)	(1,053,001)	(1,089,663)	(1,065,466)	(1,122,309)
Expense	1,261,477	1,190,414	1,227,444	1,202,879	1,271,338
Net Service Budget	\$ 140,959	\$ 137,413	\$ 137,781	\$ 137,413	\$ 149,029

Service Overview

Service: Neighborhood Planning, Preservation & Design

Service Description

This service maintains and strengthens existing residential and commercial neighborhoods focusing on the downtown, isthmus, and central city, as well as protecting and enhancing the City's natural, cultural, aesthetic, and historic resources. This service provides neighborhood planning services and technical services to neighborhoods, carries out the City's preservation planning program, administers the Madison Arts program, develops and maintains urban design guidelines, prepares development concept plans, and monitors and recommends changes to the City's land development regulations. The goal of this service is planning for efficient and equitable land use and complete neighborhoods in developed, mature parts of the City, balancing the growth and change in Madison with integration of art and cultural/historic preservation, and building leadership and capacity in neighborhoods.

2019 Planned Activities

- Complete the Historic Preservation Plan.
- Organize of the Mayor's Neighborhood Roundtables.
- Administer Arts Grants and Neighborhood Grants.
- Complete three subarea plans with engagement by other City of Madison agencies and the public.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(21,310)	(92,510)	(109,370)	(42,510)	(23,510)
Expense	1,202,658	1,297,137	1,471,020	1,172,205	1,299,912
Net Service Budget	\$ 1,181,348	\$ 1,204,627	\$ 1,361,650	\$ 1,129,695	\$ 1,276,402

Planning Division

Function: Planning & Development

Line Item Detail

Agency Primary Fund: General

Intergovernmental Revenues

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Local Revenues Operating	(22,044)	-	-	-	(23,837)
Other Unit of Gov Rev Op	(3,000)	-	-	-	-
TOTAL	\$ (25,044)	\$ -	\$ -	\$ -	\$ (23,837)

Charges for Service

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Reproduction Services	-	(6,000)	-	(6,000)	-
Reimbursement Of Expense	(5,818)	-	(4,100)	-	-
TOTAL	\$ (5,818)	\$ (6,000)	\$ (4,100)	\$ (6,000)	\$ -
Contributions & Donations	(5,800)	(13,000)	(36,500)	(13,000)	(13,000)
TOTAL	\$ (5,800)	\$ (13,000)	\$ (36,500)	\$ (13,000)	\$ (13,000)

Transfer In

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer In From Capital	-	(16,000)	-	(16,000)	-
TOTAL	\$ -	\$ (16,000)	\$ -	\$ (16,000)	\$ -

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	1,714,387	2,222,922	1,978,965	1,951,357	2,026,938
Salary Savings	-	(80,000)	-	(80,000)	(80,000)
Salary Reimbursed	-	(208,524)	-	(208,524)	-
Premium Pay	-	24,001	-	24,001	-
Compensated Absence	44,133	-	37,000	-	-
Hourly Wages	59,334	10,000	14,000	14,000	14,000
Overtime Wages Permanent	29,054	-	24,001	-	24,001
Overtime Wages Hourly	215	-	107	-	-
TOTAL	\$ 1,847,123	\$ 1,968,399	\$ 2,054,073	\$ 1,700,834	\$ 1,984,939

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Comp Absence Escrow	49,089	-	-	-	-
Health Insurance Benefit	279,648	317,000	311,946	320,511	303,528
Wage Insurance Benefit	6,143	8,033	8,387	8,993	9,063
WRS	120,223	149,021	132,602	136,770	138,797
FICA Medicare Benefits	137,402	167,817	148,241	154,840	159,095
Post Employment Health Plans	1,879	1,871	1,861	1,871	1,931
TOTAL	\$ 594,384	\$ 643,742	\$ 603,038	\$ 622,985	\$ 612,414

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	5,112	3,000	3,333	4,000	4,000
Copy Printing Supplies	33,907	26,000	35,019	28,000	28,000
Furniture	1,435	2,000	-	500	500
Hardware Supplies	5,324	5,000	3,393	3,000	3,000
Software Lic & Supplies	5,315	4,000	4,469	4,000	4,000
Postage	22,321	15,000	21,343	20,000	20,000
Books & Subscriptions	60	600	335	250	250
Food And Beverage	494	200	200	975	975
Building Supplies	-	2,500	-	2,500	2,500
TOTAL	\$ 73,968	\$ 58,300	\$ 68,092	\$ 63,225	\$ 63,225

Planning Division

Function: Planning & Development

Line Item Detail

Agency Primary Fund: General

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Telephone	5,320	4,500	2,785	5,000	5,000
Cellular Telephone	964	1,000	1,013	1,000	1,000
Building Improv Repair Maint	-	-	1,140	-	-
Facility Rental	5,344	500	500	500	500
System & Software Mntc	360	-	4,595	500	500
Recruitment	2,040	1,940	500	1,000	1,000
Mileage	125	400	125	250	250
Conferences & Training	14,432	15,000	11,713	15,000	15,000
Memberships	6,879	6,500	6,806	7,500	7,862
Storage Services	505	500	408	520	520
Consulting Services	88,427	93,500	96,500	104,225	154,225
Advertising Services	3,684	11,000	7,843	6,000	6,000
Printing Services	-	-	475	-	-
Interpreters Signing Services	-	280	-	-	-
Transcription Services	-	300	-	-	-
Program Services	50,000	-	-	-	-
Other Services & Expenses	28,931	90,500	107,441	75,500	75,500
Grants	156,148	122,000	186,615	122,000	122,000
TOTAL	\$ 363,159	\$ 347,920	\$ 428,459	\$ 338,995	\$ 389,357

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From Engineering	79,364	79,364	79,364	80,304	80,304
ID Charge From Insurance	3,656	4,705	4,705	4,813	3,597
ID Charge From Workers Comp	1,982	2,982	2,982	3,338	1,390
TOTAL	\$ 85,002	\$ 87,051	\$ 87,051	\$ 88,455	\$ 85,291

Inter-Departmental Billings

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Billing To Planning	-	(41,500)	-	(41,500)	(41,500)
TOTAL	\$ -	\$ (41,500)	\$ -	\$ (41,500)	\$ (41,500)

Transfer Out

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer Out To Grants	147,053	137,102	137,102	137,102	172,183
TOTAL	\$ 147,053	\$ 137,102	\$ 137,102	\$ 137,102	\$ 172,183

Planning Division

Function: **Planning & Development**

Position Summary

	CG	2018 Budget		Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN ASST	20	0.50	25,642	0.50	25,740	0.50	26,577
MAD ARTS PROG ADMIN	18	1.00	85,598	1.00	86,200	1.00	89,002
PLAN GIS SPECIALIST	18	3.00	237,404	3.00	243,121	3.00	251,023
PLANNER	18	4.00	413,812	3.00	325,195	3.00	335,764
PLANNER	18	24.00	1,816,824	21.00	1,597,712	21.00	1,649,638
PLANNING DIV DIR	21	1.00	115,032	1.00	117,784	1.00	121,612
PROG ASST	20	1.00	58,821	1.00	60,614	1.00	62,584
TRANSP PLANNING MGR	18	1.00	117,554	1.00	118,988	1.00	122,855
TOTAL		35.50	\$ 2,870,685	31.50	\$ 2,575,355	31.50	\$ 2,659,054

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

Police Department

Agency Overview

Agency Mission

The mission of the Madison Police Department is to provide high-quality police services that are accessible to all members of the community.

Agency Overview

The agency ensures the dignity of all people and respects individual and constitutional rights in fulfilling the mission by adopting the Values of Trust-Based Policing including Citizen Involvement, Problem Solving and Quality Focus, Ethical Behavior, Recognition of Trust Challenges, Situational Leadership, and Employee Value. The goal of the Department is to provide excellent police services that are rooted in partnership with the community. To achieve this goal the Agency will provide proactive, preemptive, and collaborative efforts to mitigate violent crime, address mental health episodes, and develop interventions for opiate-related issues.

2019 Budget Highlights

The 2019 Executive Budget includes funding for:

- The 2019 Preservice Academy (\$1,094,000). Each year the Academy will include recruits hired to fill all commissioned positions vacant at that time, as well as an estimated overhire for anticipated vacancies based on an average three-year attrition. In 2019, these will be the vacancies anticipated from June 2018 through May 2019. Currently, the three-year average for attrition is 28.
- Annualized salary and benefits for the additional eight Police Officers added in January 2018.
- An upgrade of a Police Officer position to a Detective Sergeant position, adding a new Detective position, and adding a detective level vehicle (\$100,000). The Detective Sergeant and the Detective will be reassigned to the Special Victims Unit in order to address the emerging issue of human trafficking and other sensitive crimes, particularly crimes against children.
- Three positions that were created using the COPS 2014 grant. In 2019 and beyond these positions will be fully funded by the General Fund (\$300,800).
- Increases in Special Duty and Police Services revenue based on current trends, increased revenue will offset increased overtime (\$175,000).
- An additional increase in Overtime based on current trends (\$299,000).
- The continuation of the transition to smartphones in the Department for field personnel (\$25,000).
- Annualized costs for the Midtown District Station opened in September 2018 (\$128,600).
- The elimination of the transfer to the Parking Utility to subsidize residential parking enforcement (\$85,000).
- An increase in the Inter-Departmental Charge from Fleet Service to reflect costs for additions to the fleet (\$407,600).

The Executive Budget includes \$1,426,000 in anticipated grant and restricted revenues and expenditures:

- The 2015 COPS Hiring grant (\$228,000), which will end in 2019. Funding includes \$172,500 of local match.
- The 2019 Beat Patrol grant (\$258,900). Funding includes \$42,238 that will be paid by the General Fund for non-grant eligible expenses.
- Dane County Narcotics Task Force (\$143,700).
- Federal equitable sharing funds as part of the asset forfeiture program (\$181,700).
- The Department of Justice Officer Recertification program (\$116,000).
- Other Federal and State grants (\$498,000).

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Police Field	(3,471,909)	(3,083,856)	(3,402,654)	(2,774,462)	(2,787,161)
Police Support	(184,152)	(186,026)	(186,026)	(192,606)	(192,606)
Total Revenue	\$ (3,656,062)	\$ (3,269,882)	\$ (3,588,680)	\$ (2,967,068)	\$ (2,979,767)
Expense					
Police Field	67,928,535	68,432,410	70,997,140	70,181,324	71,448,576
Police Support	7,420,065	8,367,751	8,146,956	8,060,644	8,184,476
Total Expense	\$ 75,348,600	\$ 76,800,161	\$ 79,144,097	\$ 78,241,968	\$ 79,633,052
Net General Fund	\$ 71,692,539	\$ 73,530,279	\$ 75,555,417	\$ 75,274,900	\$ 76,653,285

Budget by Fund & Major

Fund: General

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Intergovernmental Revenues	(654,836)	(659,976)	(659,976)	(669,806)	(669,806)
Charges for Services	(853,408)	(636,620)	(756,121)	(768,750)	(768,750)
Investments & Contributions	(33,343)	(142,500)	(142,500)	(80,000)	(80,000)
Misc Revenue	(13,019)	(24,100)	(24,100)	(22,100)	(22,100)
Other Finance Source	(803)	-	-	-	-
Total Revenue	\$ (1,555,409)	\$ (1,463,196)	\$ (1,582,697)	\$ (1,540,656)	\$ (1,540,656)
Expense					
Salaries	46,901,624	48,740,490	48,730,218	50,069,425	51,928,222
Benefits	17,844,091	16,374,458	18,936,831	17,233,981	16,681,845
Supplies	1,318,120	1,345,221	1,481,803	1,346,446	1,346,446
Purchased Services	2,097,888	2,342,490	2,330,106	2,371,898	2,429,926
Inter Departmental Charges	4,811,960	5,022,350	5,022,350	5,579,084	5,580,081
Transfer Out	274,265	1,168,466	636,806	214,722	227,421
Total Expense	\$ 73,247,948	\$ 74,993,475	\$ 77,138,114	\$ 76,815,556	\$ 78,193,941
Net General Fund	\$ 71,692,539	\$ 73,530,279	\$ 75,555,417	\$ 75,274,900	\$ 76,653,285

Police Department

Function: Public Safety & Health

Fund: Other Grants

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Intergovernmental Revenues	(1,251,423)	(911,245)	(1,288,396)	(836,944)	(836,944)
Fine Forfeiture Assessments	(166,189)	(140,000)	(137,910)	(43,000)	(43,000)
Investments & Contributions	(2,235)	(6,500)	(1,965)	(1,200)	(1,200)
Other Finance Source	(193,402)	(113,975)	(57,945)	(137,546)	(137,546)
Transfer In	(274,265)	(418,466)	(293,267)	(214,722)	(227,421)
Total Revenue	\$ (1,887,514)	\$ (1,590,186)	\$ (1,779,483)	\$ (1,233,412)	\$ (1,246,111)
Expense					
Salaries	900,334	865,550	910,451	690,881	710,353
Benefits	273,622	328,661	225,085	202,285	195,512
Supplies	302,617	201,850	216,460	139,050	139,050
Purchased Services	330,140	194,125	372,431	201,196	201,196
Debt & Other Financing	73,910	-	30,056	-	-
Inter Departmental Charges	2,320	-	20,000	-	-
Inter Departmental Billing	4,570	-	5,000	-	-
Total Expense	\$ 1,887,514	\$ 1,590,186	\$ 1,779,483	\$ 1,233,412	\$ 1,246,111
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Fund: Other Restricted

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Intergovernmental Revenues	(117,999)	(198,500)	(198,500)	(112,000)	(112,000)
Charges for Services	(2,431)	(1,500)	(1,500)	(1,000)	(1,000)
Fine Forfeiture Assessments	-	(15,000)	-	(5,000)	(5,000)
Investments & Contributions	(3,280)	(1,500)	(1,500)	(1,500)	(1,500)
Other Finance Source	(89,429)	-	(25,000)	(73,500)	(73,500)
Total Revenue	\$ (213,138)	\$ (216,500)	\$ (226,500)	\$ (193,000)	\$ (193,000)
Expense					
Supplies	31,724	21,000	26,800	-	-
Purchased Services	181,414	195,500	199,700	193,000	193,000
Total Expense	\$ 213,138	\$ 216,500	\$ 226,500	\$ 193,000	\$ 193,000
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Service Overview

Service: Police Field

Service Description

This service is responsible for patrol and specialty operations within the Police Department. Specific functions of the service include: (1) patrol operations across Madison’s six districts, (2) investigative operations and forensics, (3) community policing including Neighborhood Officers, (4) crime prevention and gang units, and (5) traffic and parking enforcement. The goals of the service are timely and efficient response to crime and calls for service and unallocated time for officers to engage in problem-solving efforts and be involved in various community engagement efforts.

2019 Planned Activities

- Proactive, preemptive and collaborative efforts to mitigate violent crime, address mental health episodes, and develop interventions for opiate-related issues.
- Efforts will be made to allocate staffing efficiently to address workload demand, and to implement and evaluate problem-solving initiatives targeted to emerging problems.
- Continue to maintain and enhance specialized investigative units to address serious crimes.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(3,471,909)	(3,083,856)	(3,402,654)	(2,774,462)	(2,787,161)
Expense	67,928,535	68,432,410	70,997,140	70,181,324	71,448,576
Net Service Budget	\$ 64,456,626	\$ 65,348,554	\$ 67,594,487	\$ 67,406,862	\$ 68,661,415

Service: Police Support

Service Description

This service provides planning, financial and grants management, recordkeeping, information access, property processing and storage, transcription of reports, services to municipal courts, technology services, and continuing education and skill development.

2019 Planned Activities

- Continue to align Department processes with state and federal requirements and reasonable community expectations, while developing effective performance excellence strategies for the future implementation of Results Madison efforts.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(184,152)	(186,026)	(186,026)	(192,606)	(192,606)
Expense	7,420,065	8,367,751	8,146,956	8,060,644	8,184,476
Net Service Budget	\$ 7,235,913	\$ 8,181,725	\$ 7,960,930	\$ 7,868,038	\$ 7,991,870

Police Department

Function: Public Safety & Health

Line Item Detail

Agency Primary Fund: General

Intergovernmental Revenues

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Federal Revenues Operating	(272)	-	-	-	-
State Revenues Operating	(130,000)	(140,000)	(140,000)	(140,000)	(140,000)
Local Revenues Operating	(524,564)	(519,976)	(519,976)	(529,806)	(529,806)
TOTAL	\$ (654,836)	\$ (659,976)	\$ (659,976)	\$ (669,806)	\$ (669,806)

Charges for Service

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Police Services	(314,056)	(214,000)	(300,000)	(294,000)	(294,000)
Special Duty	(438,738)	(299,370)	(375,000)	(394,500)	(394,500)
Background Checks	(25)	(250)	(250)	(250)	(250)
Facility Rental	(95,257)	(110,000)	(75,000)	(75,000)	(75,000)
Reimbursement Of Expense	(5,333)	(13,000)	(5,871)	(5,000)	(5,000)
TOTAL	\$ (853,408)	\$ (636,620)	\$ (756,121)	\$ (768,750)	\$ (768,750)

Investments & Contributions

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Contributions & Donations	(33,343)	(142,500)	(142,500)	(80,000)	(80,000)
TOTAL	\$ (33,343)	\$ (142,500)	\$ (142,500)	\$ (80,000)	\$ (80,000)

Misc Revenue

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Miscellaneous Revenue	(13,019)	(24,100)	(24,100)	(22,100)	(22,100)
TOTAL	\$ (13,019)	\$ (24,100)	\$ (24,100)	\$ (22,100)	\$ (22,100)

Other Finance Sources

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Sale Of Assets	(803)	-	-	-	-
TOTAL	\$ (803)	\$ -	\$ -	\$ -	\$ -

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	40,344,008	42,513,547	41,874,415	43,731,476	45,490,273
Salary Savings	-	(815,947)	-	(815,947)	(815,947)
Pending Personnel	-	733,800	-	340,006	440,006
Premium Pay	954,864	950,000	981,236	985,000	985,000
Workers Compensation Wages	62,942	-	46,492	-	-
Compensated Absence	1,681,201	1,737,500	1,737,500	1,733,650	1,733,650
Hourly Wages	488,816	541,590	527,217	541,590	541,590
Overtime Wages Permanent	3,368,712	3,080,000	3,562,234	3,553,650	3,553,650
Election Officials Wages	1,081	-	1,124	-	-
TOTAL	\$ 46,901,624	\$ 48,740,490	\$ 48,730,218	\$ 50,069,425	\$ 51,928,222

Police Department

Function: Public Safety & Health

Line Item Detail

Agency Primary Fund: General

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Comp Absence Escrow	721,303	-	926,194	-	-
Benefit Savings	-	(390,932)	-	-	-
Health Insurance Benefit	7,068,786	7,281,429	7,352,336	7,545,571	6,926,198
Wage Insurance Benefit	166,481	164,165	163,973	163,775	163,775
Health Insurance Retiree	475,853	479,755	508,319	508,475	508,475
Health Ins Police Fire Retiree	138,717	-	237,998	140,000	140,000
Accident Death Insurance	573,177	595,694	661,658	595,694	595,694
WRS	5,030,831	4,637,519	5,218,604	4,770,922	4,799,709
WRS-Prior Service	43,047	67,324	31,068	67,324	67,324
FICA Medicare Benefits	3,516,918	3,447,414	3,727,862	3,333,840	3,370,435
Tuition	51,608	35,000	52,000	51,290	51,290
Post Employment Health Plans	57,370	57,090	56,819	57,090	58,945
TOTAL	\$ 17,844,091	\$ 16,374,458	\$ 18,936,831	\$ 17,233,981	\$ 16,681,845

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	43,807	60,000	59,435	50,000	50,000
Copy Printing Supplies	57,650	61,500	60,380	60,000	60,000
Hardware Supplies	30,531	27,500	32,750	26,500	26,500
Software Lic & Supplies	869	-	-	-	-
Postage	60,637	65,300	62,000	65,000	65,000
Books & Subscriptions	3,105	3,200	3,200	3,200	3,200
Work Supplies	190,134	252,940	271,100	208,016	208,016
Gun Ammunition Supplies	173,604	167,450	160,000	167,950	167,950
Lab And Photo Supplies	25,213	24,775	24,775	24,775	24,775
Medical Supplies	20,025	10,000	10,000	10,000	10,000
Uniform Clothing Supplies	433,714	410,411	456,971	443,190	443,190
Food And Beverage	8,286	8,950	3,647	8,750	8,750
Building Supplies	2,487	800	800	800	800
Trees Shrubs Plants	452	800	800	800	800
Machinery And Equipment	31,359	50,000	-	67,380	67,380
Equipment Supplies	230,180	194,595	329,945	203,085	203,085
Gasoline	6,067	7,000	6,000	7,000	7,000
TOTAL	\$ 1,318,120	\$ 1,345,221	\$ 1,481,803	\$ 1,346,446	\$ 1,346,446

Police Department

Function: Public Safety & Health

Line Item Detail

Agency Primary Fund: General

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Natural Gas	25,365	33,130	46,043	34,000	34,000
Electricity	111,880	145,860	130,998	144,000	144,000
Water	25,639	29,850	27,249	43,000	43,000
Telephone	22,358	25,960	23,456	24,500	32,846
Cellular Telephone	60,221	113,600	112,124	113,600	138,600
Systems Comm Internet	73,312	69,385	70,385	77,385	77,385
Building Improv Repair Maint	46,607	51,440	56,440	51,095	51,095
Pest Control	1,077	1,125	2,155	1,125	1,125
Facility Rental	107,279	119,895	119,895	120,880	120,880
Custodial Bldg Use Charges	428,307	527,126	527,126	527,126	551,808
Comm Device Mntc	21,701	25,320	34,416	20,800	20,800
Equipment Mntc	31,398	22,520	16,969	22,530	22,530
System & Software Mntc	458,231	481,349	447,500	456,327	456,327
Vehicle Repair & Mntc	1,832	2,200	2,200	2,300	2,300
Rental Of Equipment	24,518	25,095	25,095	25,095	25,095
Recruitment	-	-	9,898	-	-
Conferences & Training	69,611	70,290	70,290	68,790	68,790
Memberships	6,676	6,420	6,997	6,730	6,730
Medical Services	43,889	42,680	58,360	47,650	47,650
Arbitrator	-	1,000	1,000	500	500
Delivery Freight Charges	1,406	1,200	594	1,350	1,350
Storage Services	1,603	2,050	1,551	1,800	1,800
Consulting Services	7,694	2,930	3,165	3,300	3,300
Advertising Services	12,687	13,000	4,000	13,000	13,000
Printing Services	23,522	19,500	19,108	20,500	20,500
Parking Towing Services	236,728	224,100	257,000	256,100	256,100
Prisoner Holding Services	16,653	20,500	23,500	20,500	20,500
Investigative Services	20,283	14,000	18,000	17,000	17,000
Security Services	30,205	30,000	30,000	35,000	35,000
Interpreters Signing Services	-	500	500	500	500
Transcription Services	-	500	500	500	500
Other Services & Expenses	106,632	136,165	100,000	131,715	131,715
Comm Agency Contracts	58,635	60,000	60,000	60,000	60,000
Taxes & Special Assessments	18,818	22,000	22,000	20,700	20,700
Permits & Licenses	3,122	1,800	1,591	2,500	2,500
TOTAL	\$ 2,097,888	\$ 2,342,490	\$ 2,330,106	\$ 2,371,898	\$ 2,429,926

Police Department

Function: Public Safety & Health

Line Item Detail

Agency Primary Fund: General

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From Engineering	536,303	611,303	611,303	644,424	644,424
ID Charge From Fleet Services	2,296,181	2,357,437	2,357,437	2,765,041	2,765,041
ID Charge From Traffic Eng	214,518	220,000	220,000	223,750	224,747
ID Charge From Insurance	672,914	998,518	998,518	1,143,281	1,143,281
ID Charge From Workers Comp	742,783	835,092	835,092	802,588	802,588
ID Charge From Parking	349,261	-	-	-	-
TOTAL	\$ 4,811,960	\$ 5,022,350	\$ 5,022,350	\$ 5,579,084	\$ 5,580,081

Transfer Out

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer Out To Grants	274,265	1,168,466	418,466	214,722	227,421
Transfer Out To Capital	-	-	35,000	-	-
Transfer Out To Parking	-	-	85,000	-	-
Transfer Out To Fleet Services	-	-	98,340	-	-
TOTAL	\$ 274,265	\$ 1,168,466	\$ 636,806	\$ 214,722	\$ 227,421

Police Department

Function: **Public Safety & Health**

Position Summary

<i>Civilian Positions</i>	2018			Request		2019	
	CG	FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCOUNTANT	18	1.00	68,624	1.00	72,246	1.00	74,594
ACCT TECH	20	1.00	57,147	1.00	60,337	1.00	62,298
ADMIN ASST	17	1.00	58,941	1.00	51,303	1.00	52,970
ADMIN ASST	20	2.50	112,258	2.50	124,740	2.50	128,794
ADMIN CLERK	20	4.00	205,690	4.00	211,553	4.00	218,428
AUTO SVS WKR	16	1.00	57,469	1.00	57,690	1.00	59,565
CLERK	20	13.00	581,615	13.00	594,481	13.00	613,802
CROSSING GUARD SUPV	18	1.70	96,901	1.70	98,392	1.70	101,590
FORENSIC VIDEO ANALYST	18	1.00	60,669	1.00	60,905	1.00	62,884
GRANTS ADMIN	18	1.00	76,508	1.00	85,927	1.00	88,720
IT SPEC	18	8.00	603,789	8.00	614,604	8.00	634,578
PKG ENFC FIELD SUPV	18	1.00	60,498	1.00	62,846	1.00	64,889
PKG ENFC LDWKR	16	1.00	65,795	1.00	66,048	1.00	68,194
PKG ENFC OFF	16	28.00	1,669,233	28.00	1,678,516	28.00	1,733,068
PKG ENFC SUPV	18	1.00	79,946	1.00	80,372	1.00	82,984
PO PUB INFO SPEC	18	1.00	85,598	1.00	85,927	1.00	88,720
POLICE ADMIN SERVICES MANAGER	18	1.00	107,908	1.00	108,323	1.00	111,844
POLICE COURT SERVS SUPV	18	1.00	67,614	1.00	59,722	1.00	61,663
POLICE INFO SYS COORD	18	1.00	84,790	1.00	95,250	1.00	98,346
POLICE PROPERTY CLK	16	5.00	261,498	5.00	266,028	5.00	274,674
POLICE PROPERTY SUPERVISOR	18	1.00	80,799	1.00	80,805	1.00	83,431
POLICE RECORDS CUSTODIAN	18	1.00	84,609	1.00	67,450	1.00	69,643
POLICE RCDS SVS CLK	20	9.00	436,566	9.00	439,775	9.00	454,067
POLICE RECORDS SEC MGR	18	1.00	106,107	1.00	107,377	1.00	110,867
POLICE RECORDS SERVS SUPV	18	1.00	62,243	1.00	65,296	1.00	67,418
POLICE REPORT SUPV	18	1.00	67,614	1.00	68,850	1.00	71,088
POLICE RPT LEADWKR	20	1.00	54,569	1.00	55,884	1.00	57,700
POLICE RPT TYPIST	20	21.50	1,033,799	21.50	1,049,172	21.50	1,083,270
PROG ASST	20	6.00	345,097	6.00	347,613	6.00	358,911
TRAINING CENTER COORDINATOR	18	1.00	39,500	1.00	67,450	1.00	69,643
TOTAL		118.70	\$ 6,773,394	118.70	\$ 6,884,880	118.70	\$ 7,108,639

Police Department

Function: Public Safety & Health

Position Summary

Sworn Positions

Sworn

	CG	FTEs	Amount	FTEs	Amount	FTEs	Amount
ASST POLICE CHIEF	12	3.00	383,330	3.00	389,755	3.00	402,422
DETECTIVE	11	67.00	5,499,268	67.00	5,472,572	68.00	5,736,212
DETECTIVE SERGEANT	11	3.00	258,762	3.00	260,432	4.00	361,547
POLICE CAPT	12	11.00	1,164,151	11.00	1,208,840	11.00	1,248,127
POLICE CHIEF	21	1.00	152,496	1.00	156,144	1.00	161,218
POLICE INVESTIGATOR	11	13.00	1,064,902	13.00	1,072,973	13.00	1,107,845
POLICE LT.	12	23.00	2,238,160	23.00	2,273,067	23.00	2,346,941
POLICE OFFICER	11	310.00	21,609,759	310.00	22,459,125	309.00	23,136,793
POLICE SGT	11	46.00	3,911,737	46.00	3,906,233	46.00	4,033,186
TOTAL		477.00	\$ 36,282,564	477.00	\$ 37,199,140	478.00	\$ 38,534,291

TOTAL AUTHORIZED FTEs

595.70

595.70

596.70

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

Public Health

Agency Overview

Agency Mission

The mission of Public Health Madison and Dane County (PHMDC) is to work with the community to enhance, protect, and promote the health of the environment and the well-being of all people.

Agency Overview

The Agency is a joint venture between the City of Madison and Dane County with funding divided between the City and County based on equalized value. The Agency is responsible for promoting wellness, preventing disease and fostering a healthful environment. The goal of Public Health is to reduce the incidence and prevalence of death and disease. To achieve this goal the Agency provides services that focus on decreasing the transmission of disease and on engagement with clients and community members increasing their capacity to achieve optimal health and wellbeing.

2019 Budget Highlights

The 2019 Executive Budget:

- Jointly funds \$11.2 million net of revenues received from grants and fees. The City levy support is \$5.026 million (45%); County general purpose revenue is \$6.162 million (55%).
- Assumes utilizing \$750,000 of unassigned fund balance. The current unassigned fund balance exceeds the goal stated in the Intergovernmental Agreement (5% of the annual operating budget). The 2018 Adopted Operating Budget assumes utilizing \$2,000,000 of unassigned fund balance.
- Includes funding for a Sanitarian position and a Public Health Specialist position added in 2018 after the budget was adopted.
- Includes the loss of a Laboratory contract in 2018 (\$199,000). The loss of revenue was mitigated by adjusting staffing levels and supplies and by allocating \$75,617 of fund balance to support the Laboratory.
- Includes the loss of funding in 2018 from:
 - The Wisconsin Department of Health Services Women, Infants and Children (WIC) grant (\$92,400 in 2018 and \$96,000 anticipated in 2019). Supplies and Purchased Services are reduced and \$75,617 of fund balance is allocated to support this program in 2019.
 - The Rennebohm grant (\$100,000). The funding from this grant was used for a Public Health Nurse position which has been reallocated to the Maternal, Infant, and Early Childhood Home Visiting (MIECHV) grant in Public Health's 2019 budget.
 - The Susan B. Komen – Komen Treatment Assistance Fund (KTAF) grant (\$54,000). The grant has been consolidated to one statewide affiliate which will be administered by the WI Women's Health Foundation. The funding from this grant was used for personnel and will be absorbed within Public Health's 2019 budget.
- The expansion of the Sexual and Reproductive Health program by providing contraception services to enable clients to achieve their family planning goals. The service expansion will be funded by billings to Medicaid (\$65,000).
- Fully funds City of Madison contracts that include:
 - Access Community Health Center (\$188,000);
 - Safe Communities Coalition (\$20,000);
 - Heroin/Opiates Poisoning Initiative (\$78,276);
 - Equity tools (\$10,000);
 - Wellness initiatives (\$10,000);
 - Aids Resource Center of Wisconsin (\$27,394);
 - Violence Prevention (\$10,000).

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Administration	(1,970,084)	(2,717,157)	(5,289,020)	(1,609,625)	(1,566,094)
Animal Services	(497,321)	(244,500)	(293,871)	(244,500)	(244,500)
Community Health	(4,710,963)	(4,739,104)	(4,770,331)	(5,087,457)	(5,049,080)
Environmental Protection	(976,096)	(1,919,543)	(1,910,302)	(2,314,101)	(2,293,393)
Emergency Response Planning	(249,668)	(247,648)	(416,397)	(236,845)	(236,845)
Licensed Establishments	(2,689,664)	(2,009,257)	(2,274,686)	(2,038,585)	(2,038,585)
Laboratory	(602,937)	(307,223)	(312,152)	(124,648)	(124,648)
Policy Programming & Evaluation	(604,714)	(781,292)	(1,188,895)	(1,096,312)	(1,087,551)
Total Revenue	\$ (12,301,447)	\$ (12,965,724)	\$ (16,455,654)	\$ (12,752,073)	\$ (12,640,696)
Expense					
Administration	3,831,571	3,065,516	5,637,379	2,923,866	2,902,318
Animal Services	1,062,651	1,060,104	1,109,475	1,058,492	1,056,552
Community Health	6,841,432	7,760,699	7,791,926	7,912,550	7,910,596
Environmental Protection	892,316	1,302,367	1,293,126	1,080,597	1,080,365
Emergency Response Planning	231,657	180,562	349,311	149,582	146,415
Licensed Establishments	1,752,769	1,619,304	1,884,733	1,761,294	1,760,932
Laboratory	847,291	853,011	857,940	636,345	634,391
Policy Programming & Evaluation	1,377,129	1,362,224	1,769,827	2,520,541	2,518,810
Total Expense	\$ 16,836,818	\$ 17,203,787	\$ 20,693,717	\$ 18,043,267	\$ 18,010,379
Net General Fund	\$ 4,535,371	\$ 4,238,063	\$ 4,238,063	\$ 5,291,194	\$ 5,369,683

Budget by Fund & Major

Fund: Public Health Madison Dane

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Intergovernmental Revenues	(8,064,034)	(7,443,340)	(7,754,751)	(8,733,640)	(8,655,029)
Charges for Services	(1,081,304)	(815,426)	(909,463)	(798,413)	(798,413)
Licenses & Permits	(2,416,372)	(2,198,857)	(2,481,932)	(2,465,520)	(2,465,520)
Investments & Contributions	(213,450)	(279,626)	(118,671)	-	-
Misc Revenue	(6,461)	(4,500)	(2,490)	(4,500)	(4,500)
Other Finance Source	(456,406)	(2,000,000)	(5,178,348)	(750,000)	(717,234)
Transfer In	(1,128)	(223,975)	-	-	-
Total Revenue	\$ (12,239,155)	\$ (12,965,724)	\$ (16,445,654)	\$ (12,752,073)	\$ (12,640,696)
Expense					
Salaries	9,442,411	10,090,195	10,104,656	10,252,891	10,236,452
Benefits	3,934,357	4,244,823	4,238,891	4,822,045	4,815,775
Supplies	458,877	432,142	524,873	359,729	359,729
Purchased Services	2,686,100	2,169,797	4,052,134	2,332,030	2,323,840
Debt & Other Financing	166,800	183,147	1,676,408	183,147	183,147
Inter Departmental Charges	85,981	83,683	86,756	93,425	91,436
Total Expense	\$ 16,774,526	\$ 17,203,787	\$ 20,683,717	\$ 18,043,267	\$ 18,010,379
Net General Fund	\$ 4,535,371	\$ 4,238,063	\$ 4,238,063	\$ 5,291,194	\$ 5,369,683

Public Health

Function: Public Safety & Health

Fund: Permanent

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Investments & Contributions	(62,292)	-	(58,000)	-	-
Total Revenue	\$ (62,292)	\$ -	\$ (58,000)	\$ -	\$ -
Expense					
Purchased Services	6,043	-	10,000	-	-
Debt & Other Financing	56,249	-	48,000	-	-
Total Expense	\$ 62,292	\$ -	\$ 58,000	\$ -	\$ -
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Service Overview

Service: Administration

Service Description

This service provides overall leadership and administrative support for Public Health. The goal of this service is clear, accessible, and efficient systems and well-documented processes for all administrative functions.

2019 Planned Activities

- Continue pursuing of accreditation through the Public Health Accreditation Board. The application will be submitted in the first half of 2019 to formally begin the accreditation process. The application will include an updated strategic plan, as well as a Community Health Assessment and Community Health Improvement Plan.
- Further integrate health and racial equity into individual program areas. A working group of the Health and Racial Equity Team has developed a Program Readiness Assessment, which walks program teams through a process to assess current program practices, and establish program benchmarks as it relates to health and racial equity, in order to identify opportunities to advance health and racial equity in both internal and public-facing services.
- Begin implementation of a performance management system, which will include training for management and staff. The performance management system will be used to develop meaningful ways to measure work and use data to guide decision-making across the agency to improve the public's health.
- Continue to create, review, and update internal Public Health policies and procedures; increasing transparency, understanding, and communication of administrative functions.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(1,970,084)	(2,717,157)	(5,289,020)	(1,609,625)	(1,566,094)
Expense	3,831,571	3,065,516	5,637,379	2,923,866	2,902,318
Net Service Budget	\$ 1,861,487	\$ 348,359	\$ 348,359	\$ 1,314,241	\$ 1,336,224

Service: Animal Services

Service Description

This service is responsible for enforcing animal-related laws, educating the public about responsible animal ownership, and providing pickup services for the stray, abandoned, impounded, injured, and orphaned animals of Madison and Dane County. The goals of the service are immediate follow-up on all reported bites, mitigation and prevention of dangerous animal issues, reduced numbers of stray cats and dogs in the community, and prevention of animal neglect and cruelty.

2019 Planned Activities

- A new contract with Dane County Humane Society negotiated in the fall of 2018. The contract was last negotiated in 2014 and expires on December 31, 2018.
- Identify ways to work with multi-sector stakeholders to increase animal licensing throughout Dane County.
- Continue to build relationships with law enforcement officers throughout Dane County to provide a seamless service with all agencies concerned with animal control and welfare.
- Analyze data from the Law Enforcement Records Management System to increase prevention efforts in the areas that are identified as low license areas or areas with a high number animal bites.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(497,321)	(244,500)	(293,871)	(244,500)	(244,500)
Expense	1,062,651	1,060,104	1,109,475	1,058,492	1,056,552
Net Service Budget	\$ 565,330	\$ 815,604	\$ 815,604	\$ 813,992	\$ 812,052

Service Overview

Service: Community Health

Service Description

This service is responsible for the following program areas: (1) Outbreak Management — including investigations of communicable disease; (2) The Women, Infants, and Children Supplemental Nutrition Program (WIC); (3) Health Promotion; and (4) Chronic Disease Prevention. The goals of the service are to contain and/or decrease communicable diseases, minimize low birth-weight births, increase immunization rates, and increase access to family and reproductive health services.

2019 Planned Activities

- Assure Public Health’s compliance with Wisconsin State Statute Chapter 140, Required Services of Local Health Departments.
- Explore the root causes of low breastfeeding initiation and rates in the community.
- Enhance Public Health’s breastfeeding services, as well as community and workplace supports, to ensure breastfeeding access to all people including women of color and those in low-income communities.
- Connect Public Health clients and individuals with breastfeeding resources that are culturally appropriate to all people including women of color and those in low-income communities.
- Through a partnership with the Dane County Human Services Joining Forces for Families Office, Public Health Nurses will assess community strengths and areas for opportunity in order to identify gaps and prioritize areas for action.
- Community Health will expand services beyond that of sexually transmitted infection testing and partner services follow-up to include additional family planning services.
- Translate data related to fetal and infant deaths into action.
- Determine the best fit for Dane County’s nonprofit sector and many partners working on aspects of action around infant mortality.
- Build a better pathway for these families in the areas of empowerment and advocacy.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(4,710,963)	(4,739,104)	(4,770,331)	(5,087,457)	(5,049,080)
Expense	6,841,432	7,760,699	7,791,926	7,912,550	7,910,596
Net Service Budget	\$ 2,130,470	\$ 3,021,595	\$ 3,021,595	\$ 2,825,093	\$ 2,861,516

Service: Emergency Response Planning

Service Description

This service plans for the initiation of response activities during the first 24 hours of an emergency or disaster. This is done in conjunction with existing emergency operations, plans, procedures, guidelines, resources, assets and incident management systems. The goal of the service is formalized and comprehensive emergency preparedness plans and systems which address the three main preparedness capabilities (Community Preparedness, Community Recovery, and Information Management) and strengthened partnerships with emergency response counterparts in the Madison and Dane County.

2019 Planned Activities

- Focus on emergency public information and warning, as well as information sharing.
- Create crisis and risk communication plans and develop risk and information messages for bioterrorism, public health emergencies or other emerging health issues.
- Finalize the Public Health Preparedness Plan clarifying roles and responsibilities for the agency, community, and response partners to improve response coordination.
- Train staff in the implementation of this plan.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(249,668)	(247,648)	(416,397)	(236,845)	(236,845)
Expense	231,657	180,562	349,311	149,582	146,415
Net Service Budget	\$ (18,010)	\$ (67,086)	\$ (67,086)	\$ (87,263)	\$ (90,430)

*Service Overview***Service: Environmental Protection**

Service Description

This service protects environmental health. The goals of the service are the prevention of groundwater contamination by improperly installed, abandoned or neglected wells and private waste water treatment systems in Dane County and clean up and prevention of human health hazards such as household hygiene, mold, lead and radon.

2019 Planned Activities

- Continue to remove steel tanks that fail fast and contaminate ground water.
- Improve the permitting system to allow for online permit application.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(976,096)	(1,919,543)	(1,910,302)	(2,314,101)	(2,293,393)
Expense	892,316	1,302,367	1,293,126	1,080,597	1,080,365
Net Service Budget	\$ (83,779)	\$ (617,176)	\$ (617,176)	\$ (1,233,504)	\$ (1,213,028)

Service: Laboratory

Service Description

This service provides sample collection, analysis, interpretation and advice on environmental sample quality; responds to environmental spills and hazardous materials releases; and collaborates with other municipal, state and federal agencies on environmental projects. The goal of the service is prevention of waterborne illness due to surface water contamination, identifying sources of contamination and trends that will impact human health, and prevention of illegal discharge of harmful substances.

2019 Planned Activities

- Work with Dane County Land and Resources to develop guidelines for inland lake water safety and quality and increase pool sampling for all Dane County pools.
- Adjust staffing levels and supplies to absorb the loss of a Laboratory contract in 2018.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(602,937)	(307,223)	(312,152)	(124,648)	(124,648)
Expense	847,291	853,011	857,940	636,345	634,391
Net Service Budget	\$ 244,354	\$ 545,788	\$ 545,788	\$ 511,697	\$ 509,743

*Service Overview***Service: Licensed Establishments**

Service Description

This service inspects all restaurants, retail food stores, school food programs, public pools, hotels, motels, Bed and Breakfasts, recreational-educational camps, campgrounds, body art establishments and mobile home parks in Madison and Dane County. The goal of this service is prevention of foodborne and other communicable disease outbreaks.

2019 Planned Activities

- Continue working toward the Local and State Food Program Standards.
- Conduct an analysis of retail food establishments in Dane County to assure that Public Health is providing services reflective of the commitment to health and racial equity.
- Identify and collect demographic information that the program does not currently track, specifically the number of establishments owned or operated by individuals of color or those who identify English as their second language.
- Review past inspections compared to demographic data to determine whether there are differences in inspection outcomes in retail food outlets owned by people of color or non-native English speakers.
- Engage operators/owners in exploring different methods to improve training and education to achieve improved compliance with regulatory standards.
- Review the fee schedule for licensed establishment programs to ensure fees charged are appropriate for the work done to complete the activities. The fee schedule has not been changed since 2015, while the volume of licenses has increased by over 100 establishments.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(2,689,664)	(2,009,257)	(2,274,686)	(2,038,585)	(2,038,585)
Expense	1,752,769	1,619,304	1,884,733	1,761,294	1,760,932
Net Service Budget	\$ (936,895)	\$ (389,953)	\$ (389,953)	\$ (277,291)	\$ (277,653)

Service: Policy Programming & Evaluation

Service Description

This service provides program planning, surveillance and analysis, research, and evaluation and is the de facto technical assistance branch of Public Health. The goal of this service is to ensure that Public Health has the information and support needed to guide its work.

2019 Planned Activities

- Participate in the Overdose Fatality Review (OFR), a countywide partnership between Public Health and public safety agencies that leverages inter-agency data sharing and practitioner expertise to review fatal drug overdoses. By identifying missed opportunities for intervention and prevention, the program seeks to develop systems-level recommendations for preventing drug overdose deaths in Dane County.
- The newly hired Violence Prevention Coordinator will begin engagement and outreach efforts to create a County Violence Prevention Plan. Using models from other cities and counties, the Coordinator will also reach out to other jurisdictions and consultants to shape the plan.
- As part of ongoing efforts in the area of violence prevention, the Coordinator will begin creating the foundation for a Coalition. Initial efforts will focus on recruiting a core team of stakeholders to work with the Coordinator to review Coalition models, create a proposed structure, and recruitment plan.
- Complete the Community Health Assessment and the prioritization process to select strategic issues in early 2019. Workgroups for the selected priority areas will be launched in the second half of 2019.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(604,714)	(781,292)	(1,188,895)	(1,096,312)	(1,087,551)
Expense	1,377,129	1,362,224	1,769,827	2,520,541	2,518,810
Net Service Budget	\$ 772,415	\$ 580,932	\$ 580,932	\$ 1,424,229	\$ 1,431,259

Public Health

Function: **Public Safety & Health**

Line Item Detail

Agency Primary Fund: **Public Health Madison Dane**

Intergovernmental Revenues

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Federal Revenues Operating	(2,081,240)	(2,057,993)	(2,547,569)	(2,041,056)	(2,041,056)
State Revenues Operating	(358,223)	(323,389)	(374,979)	(322,732)	(322,732)
Payment for Muni Service	(11,863)	(209,000)	-	(61,863)	(61,863)
Local Revenues Operating	(56,461)	(30,000)	(33,245)	(43,000)	(43,000)
Local Revenues Capital	-	(24,000)	-	(24,000)	(24,000)
Other Unit of Gov Rev Op	(5,556,247)	(4,798,958)	(4,798,958)	(6,240,989)	(6,162,378)
TOTAL	\$ (8,064,034)	\$ (7,443,340)	\$ (7,754,751)	\$ (8,733,640)	\$ (8,655,029)

Charges for Service

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Reproduction Services	(2,626)	-	(786)	-	-
Well & Sanitation Services	-	(576,451)	-	-	-
Lab Fees	(290,816)	(45,248)	(275,000)	(113,898)	(113,898)
Clinic Fees	(257,819)	(66,300)	(252,500)	(250,438)	(250,438)
Inspect & Reinspect Fees	(70,262)	(92,900)	(92,900)	(97,900)	(97,900)
Reimbursement Of Expense	(89,934)	(34,050)	15,200	(37,000)	(37,000)
Application Fees	(369,846)	(477)	(303,564)	(299,177)	(299,177)
Utility Fee	-	-	87	-	-
TOTAL	\$ (1,081,304)	\$ (815,426)	\$ (909,463)	\$ (798,413)	\$ (798,413)

Licenses & Permits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Animal Licenses	(243,000)	(244,500)	(243,000)	(244,500)	(244,500)
Clerks Licenses	(1,915,734)	(1,916,357)	(1,942,932)	(1,940,685)	(1,940,685)
Other Licenses	(22,600)	-	(21,000)	-	-
Other Permits	(235,038)	(38,000)	(275,000)	(280,335)	(280,335)
TOTAL	\$ (2,416,372)	\$ (2,198,857)	\$ (2,481,932)	\$ (2,465,520)	\$ (2,465,520)

Investments & Contributions

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Contributions & Donations	(213,450)	(279,626)	(118,671)	-	-
TOTAL	\$ (213,450)	\$ (279,626)	\$ (118,671)	\$ -	\$ -

Misc Revenue

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Miscellaneous Revenue	(6,461)	(4,500)	(2,490)	(4,500)	(4,500)
TOTAL	\$ (6,461)	\$ (4,500)	\$ (2,490)	\$ (4,500)	\$ (4,500)

Other Finance Sources

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
General Obligation Bond Alloc	-	-	(1,413,298)	-	-
Fund Balance Applied	(456,406)	(2,000,000)	(3,765,050)	(750,000)	(717,234)
TOTAL	\$ (456,406)	\$ (2,000,000)	\$ (5,178,348)	\$ (750,000)	\$ (717,234)

Transfer In

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer In From Other Restrict	-	(199,730)	-	-	-
Transfer In From Water	-	(24,245)	-	-	-
Transfer In From Insurance	(1,128)	-	-	-	-
TOTAL	\$ (1,128)	\$ (223,975)	\$ -	\$ -	\$ -

Public Health

Function: **Public Safety & Health**

Line Item Detail

Agency Primary Fund: **Public Health Madison Dane**

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	9,205,725	10,475,170	9,725,640	10,648,822	10,632,383
Salary Savings	-	(403,175)	-	(414,131)	(414,131)
Compensated Absence	358	-	-	-	-
Hourly Wages	207,113	-	365,720	-	-
Overtime Wages Permanent	29,213	18,200	13,240	18,200	18,200
Overtime Wages Hourly	-	-	57	-	-
TOTAL	\$ 9,442,411	\$ 10,090,195	\$ 10,104,656	\$ 10,252,891	\$ 10,236,452

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Unemployment Benefits	797	3,300	-	1,400	1,400
Health Insurance Benefit	1,883,065	2,344,913	2,054,152	2,492,667	2,488,836
Dental Insurance Benefit	158,306	189,786	166,866	196,920	196,920
Life Insurance Benefit	3,116	2,781	2,972	3,132	3,132
Wage Insurance Benefit	6,709	5,819	5,313	5,434	5,353
Health Insurance Retiree	315,224	-	365,343	357,640	357,640
WRS	749,247	803,818	765,174	841,246	840,139
FICA Medicare Benefits	713,913	770,157	764,796	814,146	812,895
Tuition	80	-	-	-	-
Workers Compensation	103,900	124,249	114,275	109,460	109,460
TOTAL	\$ 3,934,357	\$ 4,244,823	\$ 4,238,891	\$ 4,822,045	\$ 4,815,775

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	15,650	15,300	15,660	19,229	19,229
Copy Printing Supplies	32,580	37,112	31,314	25,569	25,569
Furniture	33,631	50,700	54,301	17,600	17,600
Hardware Supplies	65,994	62,635	83,325	9,000	9,000
Software Lic & Supplies	51,992	33,925	50,631	63,530	63,530
Postage	16,776	16,536	16,077	15,100	15,100
Program Supplies	11,702	-	6,571	23,050	23,050
Books & Subscriptions	2,831	4,050	2,827	1,585	1,585
Work Supplies	59,680	65,749	122,815	25,947	25,947
Janitorial Supplies	2,172	2,400	2,449	-	-
Lab And Photo Supplies	73,738	81,940	81,940	62,000	62,000
Medical Supplies	79,004	53,900	50,232	89,095	89,095
Uniform Clothing Supplies	1,310	800	800	-	-
Food And Beverage	8,114	2,100	5,669	8,024	8,024
Machinery And Equipment	3,702	-	263	-	-
Equipment Supplies	-	4,995	-	-	-
TOTAL	\$ 458,877	\$ 432,142	\$ 524,873	\$ 359,729	\$ 359,729

Public Health

Function: **Public Safety & Health**

Line Item Detail

Agency Primary Fund: **Public Health Madison Dane**

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Natural Gas	7,200	4,900	6,943	5,326	5,326
Electricity	51,902	50,116	47,136	45,587	45,587
Water	773	600	508	460	460
Sewer	859	750	583	519	519
Telephone	25,926	25,002	10,275	6,854	22,315
Cellular Telephone	56,033	52,462	51,815	54,361	54,361
Systems Comm Internet	275	529	-	-	-
Building Improv Repair Maint	102,177	16,318	1,429,987	27,500	27,500
Waste Disposal	2,319	1,450	2,285	2,982	2,982
Fire Protection	3,190	-	1,360	1,632	1,632
Facility Rental	434,235	361,992	334,176	360,403	360,403
Custodial Bldg Use Charges	158,748	137,765	164,677	168,747	160,557
Office Equipment Repair	45	-	-	300	300
Comm Device Mntc	443	-	-	-	-
Equipment Mntc	14,846	5,800	8,070	5,020	5,020
System & Software Mntc	8,691	10,762	37,977	39,795	24,334
Vehicle Repair & Mntc	356	5,000	500	5,000	5,000
Rental Of Equipment	323	700	700	-	-
Recruitment	199	400	1,500	400	400
Mileage	121,808	96,750	101,866	105,730	105,730
Conferences & Training	171,645	132,260	158,633	163,500	163,500
In Service Training	-	130	-	-	-
Memberships	11,618	6,315	6,613	17,830	17,830
Medical Services	95,812	119,000	38,265	8,000	8,000
Audit Services	7,300	9,600	9,600	9,600	9,600
Delivery Freight Charges	2,053	1,700	1,821	1,950	1,950
Storage Services	1,459	1,350	1,302	1,150	1,150
Consulting Services	291,774	163,841	242,085	196,319	196,319
Advertising Services	16,579	4,681	6,811	42,700	42,700
Printing Services	12,492	11,890	12,475	21,900	21,900
Inspection Services	4,247	-	-	680	680
Architecutural Services	-	-	64,253	-	-
Lab Services	2,937	7,250	496	7,250	7,250
Parking Towing Services	653	45	-	45	45
Interpreters Signing Services	52,490	55,850	60,217	31,650	31,650
Transcription Services	-	1,800	7,919	2,000	2,000
Transportation Services	15,469	4,770	13,934	3,850	3,850
Catering Vending Services	534	1,100	1,100	-	-
Program Services	21,165	-	9,671	-	-
Other Services & Expenses	288	12,400	6,917	12,000	12,000
Grants	-	24,000	24,000	24,000	24,000
Comm Agency Contracts	973,886	815,520	1,161,472	945,637	945,637
Housing Assistance Payments	4,477	17,000	17,000	5,000	5,000
General Liability Insurance	8,596	8,000	7,189	6,353	6,353
Permits & Licenses	280	-	-	-	-
TOTAL	\$ 2,686,100	\$ 2,169,797	\$ 4,052,134	\$ 2,332,030	\$ 2,323,840

Public Health

Function: **Public Safety & Health**

Line Item Detail

Agency Primary Fund: **Public Health Madison Dane**

Debt & Other Financing

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Principal	145,238	155,683	155,683	155,683	155,683
Interest	21,562	27,464	27,464	27,464	27,464
Fund Balance Generated	-	-	1,493,261	-	-
TOTAL	\$ 166,800	\$ 183,147	\$ 1,676,408	\$ 183,147	\$ 183,147

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From Engineering	13,130	13,130	13,130	13,130	13,130
ID Charge From Fleet Services	65,292	70,023	70,023	76,720	76,720
ID Charge From Traffic Eng	3,264	530	3,603	3,575	1,586
ID Charge From Insurance	4,295	-	-	-	-
TOTAL	\$ 85,981	\$ 83,683	\$ 86,756	\$ 93,425	\$ 91,436

Position Summary

	2018 Budget			Request		2019 Executive	
	CG	FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCOUNT CLERK	-	1.00	48,631	1.00	55,164	1.00	55,164
ADMINISTRATIVE ASSISTANT	-	1.00	60,819	1.00	62,159	1.00	62,159
CHEMICAL ANALYST	-	2.00	163,973	2.00	87,153	2.00	87,153
CHRONIC DISEASE SPECIALIST	-	1.00	57,179	1.00	60,176	1.00	60,176
CLERK	-	2.25	136,517	1.25	76,302	1.25	76,302
CLERK TYPIST	-	8.80	451,825	7.50	402,112	7.50	402,112
COMMUNICABLE DISEASE OUT	-	2.00	126,056	1.00	76,144	1.00	76,144
COMMUNITY HEALTH ED SPEC	-	1.00	85,257	1.00	72,707	1.00	72,707
DIETETIC SPECIALIST	-	7.30	375,086	5.80	311,418	5.80	311,418
DISEASE INTRVN SPEC	-	-	-	2.00	100,827	2.00	100,827
ENV HEALTH SERVICES SUPER	-	2.00	197,952	2.00	202,327	2.00	202,327
ENV HEALTH TECHNICIAN	-	3.00	163,383	2.00	124,506	2.00	124,506
ENV TECH SERVICES SUPER	-	1.00	96,787	1.00	101,164	1.00	101,164
GRANTS & BILLING SPECIALIST	-	1.00	49,407	1.00	55,244	1.00	55,244
HEALTH EDUCATION COOR	-	0.80	68,205	1.65	236,838	1.65	132,550
HEALTH EQUITY COOR	-	2.00	138,370	2.00	51,703	2.00	155,991
HUMANE OFFICER	-	6.00	348,843	6.00	364,629	6.00	364,629
LEADWORKER	-	8.80	700,996	6.90	574,404	6.90	574,404
MAT CHILD HEALTH NAVG	-	1.00	-	1.00	53,693	1.00	53,693
MEDICAL INTERPRETER	-	2.65	156,751	2.65	161,559	2.65	161,559
MICROBIOLOGIST	-	1.00	77,928	1.00	80,448	1.00	80,448
NURSE FAMILY PRTNRSP COOR	-	1.00	69,141	1.00	87,502	1.00	87,502
PUBLIC HEALTH AIDE	-	7.50	414,891	7.50	427,097	7.50	427,097
PUBLIC HEALTH ANALYST	-	1.00	73,419	2.00	141,907	2.00	141,907
PUBLIC HEALTH DIRECTOR	-	1.00	128,886	1.00	131,732	1.00	131,732
PUBLIC HEALTH DIV DIRECTOR	-	4.00	422,235	4.00	431,321	4.00	431,321
PH EPIDEMIOLOGIST	-	4.00	317,665	4.00	338,089	4.00	338,089
PUBLIC HEALTH INFORMATION	-	1.00	82,423	-	-	-	-
PUBLIC HEALTH NURSE	-	27.45	2,044,485	30.30	2,314,610	30.30	2,314,610
PUBLIC HEALTH PLANNER	-	4.00	288,767	6.00	490,864	6.00	490,864
PH PREPAREDNESS COOR	-	1.00	77,928	1.00	71,180	1.00	71,180
PH PROGRAM COORDINATOR	-	2.00	150,147	2.00	162,516	2.00	162,516
PUBLIC HEALTH SPECIALIST	-	2.00	110,436	3.00	177,575	3.00	177,575
PUBLIC HEALTH SUPERVISOR	-	11.00	975,397	11.00	1,028,584	11.00	1,028,584
QUALITY IMP/PERF MGMT	-	-	-	1.00	78,471	1.00	78,471
SANITARIAN	-	15.00	1,237,031	17.00	1,387,605	17.00	1,387,605
SPECIAL PROJECTS MANAGER	-	1.00	96,058	-	-	-	-
WELL WMN CASE MGMT SPEC	-	1.00	53,972	-	-	-	-
WELL WOMAN PRG SPEC	-	1.00	67,596	1.00	69,092	1.00	69,092
TOTAL		140.55	\$ 10,114,442	142.55	\$ 10,648,822	142.55	\$ 10,648,822

Room Tax Commission

Agency Overview

Agency Mission

The agency's mission is to promote Madison as a destination through marketing and promotional efforts.

Agency Overview

Starting in 2017, room tax revenues are allocated through the Room Tax Commission. Under Wisconsin state law, 70% of total revenue must be utilized for tourism and marketing efforts and tangible municipal development. The budget outlined in the Executive Budget reflects the budget adopted by the Room Tax Commission.

2019 Budget Highlights

The 2019 Executive Budget:

- Anticipates \$2.5 million in additional proceeds from Room Tax receipts.
- Allocates \$4.9m to the Greater Madison Convention and Visitors Bureau.
- Allocates \$5.1 million for City Tourism Marketing Activities.
- Allocates \$5.6 million to fund operating costs and capital improvements at Monona Terrace.
- Allocates \$2.6 million for subsidies to the Henry Vilas Zoo, Olbrich Gardens, and Overture Center.
- See the Room Tax Fund in the Cash Flow section for a full breakout of 2019 expenditures authorized by the Room Tax Commission.

Room Tax Commission

Function: Planning & Development

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Room Tax Commission	(15,493,870)	(16,330,482)	(16,330,482)	(19,055,404)	(19,055,404)
Total Revenue	\$ (15,493,870)	\$ (16,330,482)	\$ (16,330,482)	\$ (19,055,404)	\$ (19,055,404)
Expense					
Room Tax Commission	15,493,870	16,330,482	16,330,482	19,055,404	19,055,404
Total Expense	\$ 15,493,870	\$ 16,330,482	\$ 16,330,482	\$ 19,055,404	\$ 19,055,404

Budget by Fund & Major

Fund: Other Restricted

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
General Revenues	(15,493,290)	(16,269,346)	(16,269,346)	(18,800,133)	(18,800,133)
Investments & Contributions	(580)	(10,546)	(10,546)	(12,186)	(12,186)
Other Finance Source	-	(50,590)	(50,590)	(243,085)	(243,085)
Total Revenue	\$ (15,493,870)	\$ (16,330,482)	\$ (16,330,482)	\$ (19,055,404)	\$ (19,055,404)
Expense					
Purchased Services	5,976,281	6,119,914	6,119,914	7,880,185	7,880,185
Debt & Other Financing	169,347	-	-	-	-
Transfer Out	9,348,242	10,210,568	10,210,568	11,175,219	11,175,219
Total Expense	\$ 15,493,870	\$ 16,330,482	\$ 16,330,482	\$ 19,055,404	\$ 19,055,404
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Room Tax Commission

Function: Planning & Development

Service Overview

Service: Room Tax Commission

Service Description

This service is responsible for administering the room tax funds as prescribed by the Room Tax Commission. This service is fully supported by revenues from room tax receipts. The goal of the service is to promote Madison as a destination through marketing and tourism related activities and tangible municipal development.

2019 Planned Activities

- Support operations for Monona Terrace
- Continue current contract with the Greater Madison Visitors Bureau.
- Provide funding for tourism related efforts including: Sister Cities, firework events, and civic conferences fairs and concerts.
- Continue monitoring transient housing through Public Health.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(15,493,870)	(16,330,482)	(16,330,482)	(19,055,404)	(19,055,404)
Expense	15,493,870	16,330,482	16,330,482	19,055,404	19,055,404
Net Service Budget	\$ -	\$ -	\$ -	\$ -	\$ -

Room Tax Commission

Function: Planning & Development

Line Item Detail

Agency Primary Fund: Other Restricted

General Revenues

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Room Tax	(15,483,107)	(16,269,346)	(16,269,346)	(18,800,133)	(18,800,133)
Pen Int Delinq Other Tax	(10,183)	-	-	-	-
TOTAL	\$ (15,493,290)	\$ (16,269,346)	\$ (16,269,346)	\$ (18,800,133)	\$ (18,800,133)

Investments & Contributions

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Interest	(580)	(10,546)	(10,546)	(12,186)	(12,186)
TOTAL	\$ (580)	\$ (10,546)	\$ (10,546)	\$ (12,186)	\$ (12,186)

Other Finance Sources

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Fund Balance Applied	-	(50,590)	(50,590)	(243,085)	(243,085)
TOTAL	\$ -	\$ (50,590)	\$ (50,590)	\$ (243,085)	\$ (243,085)

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Conferences & Training	18,200	-	-	-	-
Memberships	8,998	-	-	-	-
Consulting Services	27,600	-	-	-	-
Advertising Services	276	-	-	-	-
Program Services	-	17,206	17,206	18,800	18,800
Other Services & Expenses	48,934	15,000	15,000	15,000	15,000
Grants	5,872,273	6,087,708	6,087,708	7,846,385	7,846,385
TOTAL	\$ 5,976,281	\$ 6,119,914	\$ 6,119,914	\$ 7,880,185	\$ 7,880,185

Debt & Other Financing

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Fund Balance Generated	169,347	-	-	-	-
TOTAL	\$ 169,347	\$ -	\$ -	\$ -	\$ -

Transfer Out

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer Out To General	4,977,946	4,804,968	4,804,968	5,564,696	5,564,696
Transfer Out To Cnvt Center	4,370,296	5,405,600	5,405,600	5,610,523	5,610,523
TOTAL	\$ 9,348,242	\$ 10,210,568	\$ 10,210,568	\$ 11,175,219	\$ 11,175,219

Sewer Utility

Agency Overview

Agency Mission

The mission of the Sewer Utility is to provide waste water collection for the City of Madison.

Agency Overview

The Agency oversees the collection, conveyance, and treatment of City waste water. The Sewer Utility transfers the waste water via design, construction, and maintenance of the sewer and lift station system throughout the City.

2019 Budget Highlights

The 2019 Executive Budget:

- Reflects increased funding for software maintenance costs for CAD licensing upgrades to ensure the existing service level for Sewer design work is maintained (\$30,000).
- Reflects increased charges from Fleet for in-house vehicle maintenance instead of contracted maintenance for assets owned by the Sewer Utility because it is more cost effective. An existing Fleet service technician will be stationed at the Engineering facility on Emil Street to provide service on the vehicles (\$45,000).
- Anticipates a 3% rate increase based on increased sewage treatment costs and projected debt service costs (approximately \$9/year for an average residential customer). In 2018 the Sewer Utility rate was increased by 3%.
- Creates two new positions in 2019. Newly created positions include an additional closed-circuit television (CCTV) crew to inspect and assess structural condition of pipes to improve forecasting for future projects:
 - Sewer and Drainage Maintenance Technician fully funded by the Sewer Utility (Total cost \$50,500).
 - Street and Sewer Machine Operator fully funded by the Sewer Utility (Total cost \$43,800).
- Reflects the City's cost allocation model that was developed in 2018. The goal of this methodology is to accurately and consistently allocate central service costs to enterprise agencies receiving services. Charges associated with cost allocation are reflected in the inter-departmental charges & billing major expenditure categories shown in the Line Item Detail section of the agency's budget. Reference the Executive Summary for a full explanation of the methodology, the allocation basis, and summary of allocated costs.

Sewer Utility

Function: Public Works & Transportation

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Sewer Engineering And Admin	(12,288,630)	(11,543,550)	(11,501,629)	(12,823,037)	(12,823,037)
Sewer Operations	(26,321,573)	(26,809,547)	(27,539,141)	(27,861,073)	(27,861,073)
Total Revenue	\$ (38,610,203)	\$ (38,353,097)	\$ (39,040,770)	\$ (40,684,110)	\$ (40,684,110)
Expense					
Sewer Engineering And Admin	13,454,895	11,541,647	11,513,055	12,823,037	12,428,824
Sewer Operations	25,155,308	26,811,450	27,527,715	27,861,073	28,255,286
Total Expense	\$ 38,610,203	\$ 38,353,097	\$ 39,040,770	\$ 40,684,110	\$ 40,684,110
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Budget by Fund & Major

Fund: Sewer Utility

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Intergovernmental Revenues	(124,667)	(123,030)	(123,030)	(111,060)	(111,060)
Charges for Services	(35,926,406)	(37,012,410)	(37,790,050)	(39,341,760)	(39,341,760)
Licenses & Permits	(22,944)	(21,400)	(21,400)	(20,000)	(20,000)
Fine Forfeiture Assessments	(1,761,216)	(620,000)	(620,000)	(620,000)	(620,000)
Investments & Contributions	(665,664)	(380,000)	(380,000)	(480,000)	(480,000)
Misc Revenue	(2,501)	(1,290)	(1,290)	(1,290)	(1,290)
Other Finance Source	(104,696)	(194,967)	(105,000)	(110,000)	(110,000)
Transfer In	(2,109)	-	-	-	-
Total Revenue	\$ (38,610,203)	\$ (38,353,097)	\$ (39,040,770)	\$ (40,684,110)	\$ (40,684,110)
Expense					
Salaries	2,835,461	3,209,060	2,952,082	3,216,593	3,354,024
Benefits	1,287,083	1,592,055	1,345,930	1,288,995	1,250,641
Supplies	479,482	488,000	477,393	481,000	481,000
Purchased Services	22,802,830	23,752,790	24,536,623	25,026,080	25,056,304
Debt & Other Financing	8,708,151	5,878,762	6,296,313	7,779,230	7,406,771
Inter Departmental Charges	2,842,101	3,052,430	3,052,430	3,238,712	3,491,870
Inter Departmental Billing	(344,904)	(380,000)	(380,000)	(384,000)	(394,000)
Transfer Out	-	760,000	760,000	37,500	37,500
Total Expense	\$ 38,610,203	\$ 38,353,097	\$ 39,040,770	\$ 40,684,110	\$ 40,684,110
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Sewer Utility

Function: Public Works & Transportation

Service Overview

Service: Sewer Engineering And Admin

Service Description

This service is responsible for: (1) the inspection, design, evaluation, and construction of sewer collection system, (2) reviewing and inspecting permits related to sanitary sewer system excavation and plugging. The goal of this service is to centrally plan and monitor the City's sewer system.

2019 Planned Activities

- Maintain the existing level of service to rehabilitate and replace system assets based on condition to ensure the assets function as designed.
- Review current construction inspection standards for sanitary sewer installation to enhance guidelines.
- Refine and adopt an asset management plan to reduce the existing infrastructure deficit and evaluate future funding options.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(12,288,630)	(11,543,550)	(11,501,629)	(12,823,037)	(12,823,037)
Expense	13,454,895	11,541,647	11,513,055	12,823,037	12,428,824
Net Service Budget	\$ 1,166,265	\$ (1,903)	\$ 11,426	\$ -	\$ (394,213)

Service: Sewer Operations

Service Description

This service is responsible for the City's sanitary collection system operation and maintenance for the 760 miles of sanitary sewer mains. The goal of the service is to effectively maintain, repair, rehabilitate, and construct the sewer system infrastructure.

2019 Planned Activities

- Maintain the existing level of service for scheduled preventive maintenance and cleaning of existing sewer lines.
- Continue open-cut and trenchless sewer repairs when applicable to maintain system functionality.
- Implement a Closed Circuit Television (CCTV) sewer inspection and condition assessment of the entire system over a 10-year period.
- Conduct a review of Sewer Utility assets to assign criticality ratings and risk assessments.
- Implement a GIS Computerized Maintenance Management System (CMMS) transitioning the field work order system to a paperless model.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(26,321,573)	(26,809,547)	(27,539,141)	(27,861,073)	(27,861,073)
Expense	25,155,308	26,811,450	27,527,715	27,861,073	28,255,286
Net Service Budget	\$ (1,166,265)	\$ 1,903	\$ (11,426)	\$ -	\$ 394,213

Sewer Utility

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: Sewer Utility

Intergovernmental Revenues

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Federal Revenues Operating	(124,667)	(123,030)	(123,030)	(111,060)	(111,060)
TOTAL	\$ (124,667)	\$ (123,030)	\$ (123,030)	\$ (111,060)	\$ (111,060)

Charges for Service

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Misc Charges for Service	(303,997)	(60,000)	(60,000)	(100,000)	(100,000)
Engineering Services	(68,059)	(60,000)	(60,000)	(60,000)	(60,000)
Sale Of Recyclables	(3,778)	(5,000)	(5,000)	(5,000)	(5,000)
Reimbursement Of Expense	(358,457)	(250,000)	(250,000)	(250,000)	(250,000)
Utility Fee	(6,575,897)	(6,758,590)	(6,902,042)	(7,180,910)	(7,180,910)
Residential	(16,854,866)	(17,165,810)	(17,530,158)	(18,238,450)	(18,238,450)
Commercial	(6,013,230)	(6,682,300)	(6,824,139)	(7,099,860)	(7,099,860)
Industrial	(1,427,316)	(1,311,100)	(1,338,926)	(1,393,020)	(1,393,020)
Public Authorities	(4,320,806)	(4,719,610)	(4,819,785)	(5,014,520)	(5,014,520)
TOTAL	\$ (35,926,406)	\$ (37,012,410)	\$ (37,790,050)	\$ (39,341,760)	\$ (39,341,760)

Licenses & Permits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Building Permits	(2,280)	(1,600)	(1,600)	(2,000)	(2,000)
Street Opening Permits	(2,400)	(4,800)	(4,800)	(3,000)	(3,000)
Other Permits	(18,264)	(15,000)	(15,000)	(15,000)	(15,000)
TOTAL	\$ (22,944)	\$ (21,400)	\$ (21,400)	\$ (20,000)	\$ (20,000)

Fine Forfeiture & Assessments

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Spec Assessments Capital	(1,628,057)	(500,000)	(500,000)	(500,000)	(500,000)
Late Fees	(133,160)	(120,000)	(120,000)	(120,000)	(120,000)
TOTAL	\$ (1,761,216)	\$ (620,000)	\$ (620,000)	\$ (620,000)	\$ (620,000)

Investments & Contributions

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Interest	(665,664)	(380,000)	(380,000)	(480,000)	(480,000)
TOTAL	\$ (665,664)	\$ (380,000)	\$ (380,000)	\$ (480,000)	\$ (480,000)

Misc Revenue

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Miscellaneous Revenue	(2,501)	(1,290)	(1,290)	(1,290)	(1,290)
TOTAL	\$ (2,501)	\$ (1,290)	\$ (1,290)	\$ (1,290)	\$ (1,290)

Other Finance Sources

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Sale Of Assets	(19,396)	(25,000)	(25,000)	(25,000)	(25,000)
Trade In Allowance	(85,300)	(80,000)	(80,000)	(85,000)	(85,000)
Fund Balance Applied	-	(89,967)	-	-	-
TOTAL	\$ (104,696)	\$ (194,967)	\$ (105,000)	\$ (110,000)	\$ (110,000)

Transfer In

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer In From Insurance	(2,109)	-	-	-	-
TOTAL	\$ (2,109)	\$ -	\$ -	\$ -	\$ -

Sewer Utility

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: Sewer Utility

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	2,462,792	2,744,200	2,554,725	2,740,085	2,877,516
Salary Savings	-	(51,180)	-	(51,180)	(51,180)
Pending Personnel	-	-	-	11,648	11,648
Premium Pay	7,842	10,500	6,797	10,500	10,500
Workers Compensation Wages	1,501	-	4,923	-	-
Compensated Absence	97,199	155,000	97,147	155,000	155,000
Hourly Wages	36,525	90,490	51,508	90,490	90,490
Overtime Wages Permanent	229,340	258,460	236,331	258,460	258,460
Overtime Wages Hourly	251	1,590	34	1,590	1,590
Election Officials Wages	12	-	616	-	-
TOTAL	\$ 2,835,461	\$ 3,209,060	\$ 2,952,082	\$ 3,216,593	\$ 3,354,024

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Comp Absence Escrow	26,227	40,000	150,000	40,000	40,000
Health Insurance Benefit	526,747	551,988	524,289	507,380	484,478
Wage Insurance Benefit	8,062	14,152	8,374	13,378	13,196
Health Insurance Retiree	-	36,653	-	36,653	36,653
WRS	186,716	321,323	182,104	197,266	190,639
FICA Medicare Benefits	209,001	364,028	208,105	230,407	221,198
Licenses & Certifications	349	1,500	400	1,500	1,500
Post Employment Health Plans	17,497	17,411	17,658	17,411	17,977
Other Post Emplmnt Benefit	98,476	80,000	90,000	80,000	80,000
Pension Expense	214,008	165,000	165,000	165,000	165,000
TOTAL	\$ 1,287,083	\$ 1,592,055	\$ 1,345,930	\$ 1,288,995	\$ 1,250,641

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	4,369	6,000	5,000	6,000	6,000
Copy Printing Supplies	5,370	6,000	5,200	6,000	6,000
Furniture	1,965	1,000	1,000	2,000	2,000
Hardware Supplies	1,843	5,000	4,500	5,000	5,000
Software Lic & Supplies	2,585	7,000	3,000	12,000	12,000
Postage	10,469	10,500	10,000	10,500	10,500
Books & Subscriptions	66	500	100	500	500
Work Supplies	130,927	175,000	178,844	150,000	150,000
Safety Supplies	11,452	10,000	21,928	12,000	12,000
Uniform Clothing Supplies	3,667	5,000	3,700	5,000	5,000
Food And Beverage	69	-	162	-	-
Building Supplies	12,348	1,000	5,000	-	-
Easements & Encroachments	-	-	1,002	-	-
Landscaping Supplies	1,957	800	1,000	2,000	2,000
Trees Shrubs Plants	-	200	-	-	-
Machinery And Equipment	201,374	160,000	147,775	170,000	170,000
Equipment Supplies	91,021	100,000	89,182	100,000	100,000
TOTAL	\$ 479,482	\$ 488,000	\$ 477,393	\$ 481,000	\$ 481,000

Sewer Utility

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: Sewer Utility

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Natural Gas	6,631	11,150	23,945	9,200	9,200
Electricity	84,937	90,000	112,222	97,400	97,400
Water	26,570	36,960	31,249	36,360	36,360
Sewer	1,379	1,450	1,353	1,720	1,720
Stormwater	4,401	4,640	4,708	4,710	4,710
Telephone	3,416	3,805	3,500	1,150	1,150
Cellular Telephone	2,856	3,072	2,895	3,032	3,032
Building Improv Repair Maint	9,860	5,000	2,835	5,000	5,000
Waste Disposal	21,970,951	22,652,000	23,664,359	24,004,000	24,004,000
Custodial Bldg Use Charges	25,919	27,125	27,125	31,458	32,189
Landfill	1,906	4,600	3,395	5,600	5,600
Grounds Improv Repair Maint	918	-	-	-	-
Equipment Mntc	60,915	50,000	55,106	60,000	60,000
System & Software Mntc	30,648	32,865	34,066	30,000	59,493
Vehicle Repair & Mntc	110,968	125,000	115,000	79,800	79,800
Rental Of Equipment	4,180	3,500	2,999	3,500	3,500
Street Mntc	57,509	100,000	112,888	100,000	100,000
Plant In Service Mntc	202,892	425,000	200,001	425,000	425,000
Recruitment	740	500	959	750	750
Mileage	5,539	4,500	5,023	5,500	5,500
Conferences & Training	8,525	15,000	12,100	15,000	15,000
Memberships	595	653	401	750	750
Uniform Laundry	3,612	5,000	3,381	5,000	5,000
Medical Services	734	2,400	1,124	1,000	1,000
Audit Services	3,711	5,300	3,700	5,430	5,430
Delivery Freight Charges	402	1,000	792	1,000	1,000
Storage Services	622	720	481	720	720
Mortgage & Title Services	775	-	210	-	-
Consulting Services	13,405	20,000	20,000	20,000	20,000
Advertising Services	952	1,500	990	1,500	1,500
Locating Marking Services	12,811	12,200	12,811	13,500	13,500
Lab Services	8,423	8,000	8,000	8,500	8,500
Parking Towing Services	1,007	1,500	649	1,500	1,500
Security Services	-	750	-	-	-
Other Services & Expenses	118,739	32,000	51,669	32,000	32,000
Taxes & Special Assessments	3,211	57,500	2,763	3,500	3,500
Permits & Licenses	12,170	8,100	13,924	12,500	12,500

TOTAL \$ 22,802,830 \$ 23,752,790 \$ 24,536,623 \$ 25,026,080 \$ 25,056,304

Debt & Other Financing

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Principal	3,455,000	3,545,000	3,545,000	3,950,000	3,950,000
Interest	1,474,993	1,420,000	1,420,000	1,585,000	1,585,000
Bond Notes Issuance Services	13,000	150,000	150,000	-	-
Paying Agent Services	2,600	2,500	2,500	2,600	2,600
Fund Balance Generated	3,762,558	-	1,178,813	-	-
Contingent Reserve	-	761,262	-	2,241,630	1,869,171

TOTAL \$ 8,708,151 \$ 5,878,762 \$ 6,296,313 \$ 7,779,230 \$ 7,406,771

Sewer Utility

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: Sewer Utility

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From GF	-	-	-	-	41,628
ID Charge From Attorney	-	-	-	-	5,962
ID Charge From Clerk	-	-	-	-	565
ID Charge From Finance	-	-	-	-	41,918
ID Charge From Human Resource	-	-	-	-	15,489
ID Charge From Information Tec	15,726	16,380	16,380	16,380	26,958
ID Charge From Treasurer	-	-	-	-	2,706
ID Charge From Engineering	53,506	56,917	56,917	66,249	187,062
ID Charge From Fleet Services	119,527	142,091	142,091	201,861	201,861
ID Charge From Landfill	47,782	65,000	65,000	65,000	65,000
ID Charge From Traffic Eng	2,882	2,675	2,675	2,675	-
ID Charge From Econ Dev	-	-	-	-	1,178
ID Charge From Insurance	25,285	54,485	54,485	57,795	57,795
ID Charge From Workers Comp	-	58,168	58,168	48,752	48,752
ID Charge From Stormwater	201,082	240,000	240,000	240,000	240,000
ID Charge From Water	2,376,310	2,416,714	2,416,714	2,540,000	2,540,000
TOTAL	\$ 2,842,101	\$ 3,052,430	\$ 3,052,430	\$ 3,238,712	\$ 3,476,874

Inter-Departmental Billings

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Billing To Engineering	(88,826)	(75,000)	(75,000)	(75,000)	(85,000)
ID Billing To Landfill	(18,935)	(20,000)	(20,000)	(24,000)	(24,000)
ID Billing To Stormwater	(237,142)	(285,000)	(285,000)	(285,000)	(285,000)
TOTAL	\$ (344,904)	\$ (380,000)	\$ (380,000)	\$ (384,000)	\$ (394,000)

Transfer Out

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer Out To Capital	-	760,000	760,000	37,500	37,500
TOTAL	\$ -	\$ 760,000	\$ 760,000	\$ 37,500	\$ 37,500

Sewer Utility

Function: Public Works & Transportation

Position Summary

	CG	2018 Budget		Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ENGINEER	18	2.00	158,953	2.00	131,926	2.00	136,214
ENGR FIELD AIDE	15	1.00	62,914	1.00	51,394	1.00	53,064
ENGR OPER CLK	15	1.00	56,173	1.00	62,594	1.00	64,628
ENGR OPER LDWKR	15	1.00	70,991	1.00	54,153	1.00	55,912
IT SPEC	18	1.00	84,796	1.00	86,738	1.00	89,557
PROG ASST	20	1.00	58,993	1.00	59,532	1.00	61,467
PUB WKS GEN FORE	18	2.00	130,705	2.00	136,700	2.00	141,143
PUB WKS GEN SUPV	18	1.00	77,356	1.00	89,170	1.00	92,068
S/D MAINT TECH	15	10.00	610,381	10.00	606,180	11.00	676,372
SSMO	15	15.00	802,402	15.00	782,627	16.00	851,796
SURVEYOR	15	1.00	73,772	1.00	74,056	1.00	76,462
TOTAL		36.00	\$ 2,187,434	36.00	\$ 2,135,068	38.00	\$ 2,298,682

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

Stormwater Utility

Agency Overview

Agency Mission

The mission of the Stormwater Utility is to provide stormwater management services to the City of Madison with an equitable rate structure.

Agency Overview

The Agency is responsible for reducing flooding, improving the water quality of the lakes and waterways, and complying with the Wisconsin Pollutant Discharge Elimination System (WPDES) discharge permit. The goals of the agency include reducing the total suspended solids (TSS) and total phosphorous (TP) within the City's stormwater runoff by working with neighboring municipalities, regulatory agencies, and public watershed organizations.

2019 Budget Highlights

The 2019 Executive Budget:

- Provides funding to add two hourly seasonal positions in the Streets Division to clean street sweeping machines ensuring machine operators can increase sweeping time; funded by the Stormwater Utility (\$28,098).
- Provides funding to reclassify Streets Division positions #3812 and #3814 from Street Machine Operator 1 to Street Machine Operator 3 for street sweeping services funded by the Stormwater Utility (\$37,347).
- Creates three new positions in 2019. Newly created positions include an additional stormwater construction crew to meet the demand for projects pertaining to localized drainage issues:
 - Engineering Operations Leadworker funded 50% from the Capital Projects Fund and 50% from the Stormwater Utility (Total cost \$54,000).
 - Street and Sewer Machine Operator 3 funded 50% from the Capital Projects Fund and 50% from the Stormwater Utility (Total cost \$49,000).
 - Street and Sewer Machine Operator 1 funded 50% from the Capital Projects Fund and 50% from the Stormwater Utility (Total cost \$44,000).
- Provides funding for software maintenance costs for CAD licensing upgrades to ensure the existing service level for Stormwater design work is maintained (\$42,000).
- Reflects increased charges from Fleet for in-house vehicle maintenance instead of contracted maintenance for assets owned by the Stormwater Utility because it is more cost effective. An existing Fleet service technician will be stationed at the Engineering facility on Emil Street to provide service on the vehicles (\$35,000).
- Anticipates a 4% rate increase based on projected debt service costs (approximately \$4/year for an average residential customer). In 2018 the Stormwater Utility rate was increased by 3 %.
- Reflects the City's cost allocation model that was developed in 2018. The goal of this methodology is to accurately and consistently allocate central service costs to enterprise agencies receiving services. Charges associated with cost allocation are reflected in the inter-departmental charges & billing major expenditure categories shown in the Line Item Detail section of the agency's budget. Reference the Executive Summary for a full explanation of the methodology, the allocation basis, and summary of allocated costs.

Stormwater Utility

Function: Public Works & Transportation

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Stormwater Engineering & Administr	(10,158,289)	(10,966,759)	(10,783,122)	(10,852,393)	(10,852,393)
Stormwater Operations	(6,279,655)	(5,731,226)	(5,680,121)	(6,477,717)	(6,477,717)
Total Revenue	\$ (16,437,944)	\$ (16,697,985)	\$ (16,463,243)	\$ (17,330,110)	\$ (17,330,110)
Expense					
Stormwater Engineering & Administr	10,789,473	10,960,636	10,852,598	10,852,393	10,452,446
Stormwater Operations	5,648,471	5,737,349	5,610,644	6,477,717	6,877,664
Total Expense	\$ 16,437,944	\$ 16,697,985	\$ 16,463,243	\$ 17,330,110	\$ 17,330,110
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Budget by Fund & Major

Fund: Stormwater Utility

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Intergovernmental Revenues	(205,972)	(30,640)	(30,640)	(18,440)	(18,440)
Charges for Services	(15,586,607)	(16,119,220)	(15,967,963)	(16,878,030)	(16,878,030)
Licenses & Permits	(7,000)	(5,000)	(5,000)	(5,000)	(5,000)
Fine Forfeiture Assessments	(218,775)	(198,000)	(198,000)	(198,000)	(198,000)
Investments & Contributions	(379,315)	(175,000)	(175,000)	(175,000)	(175,000)
Misc Revenue	(1,231)	(10,640)	(10,640)	(640)	(640)
Other Finance Source	(39,044)	(159,485)	(76,000)	(55,000)	(55,000)
Total Revenue	\$ (16,437,944)	\$ (16,697,985)	\$ (16,463,243)	\$ (17,330,110)	\$ (17,330,110)
Expense					
Salaries	3,970,443	4,725,854	4,076,738	4,881,524	5,066,332
Benefits	1,635,480	1,576,955	1,549,230	1,603,061	1,578,376
Supplies	458,597	448,040	424,659	478,180	478,180
Purchased Services	1,557,814	1,396,317	1,546,071	1,386,422	1,429,275
Debt & Other Financing	7,834,601	7,301,760	7,642,486	7,651,775	7,209,021
Inter Departmental Charges	1,257,375	1,470,559	1,470,559	1,543,148	1,772,926
Inter Departmental Billing	(276,365)	(331,500)	(331,500)	(331,500)	(321,500)
Transfer Out	-	110,000	85,000	117,500	117,500
Total Expense	\$ 16,437,944	\$ 16,697,985	\$ 16,463,243	\$ 17,330,110	\$ 17,330,110
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Service Overview

Service: Stormwater Engineering & Administration

Service Description

This service is responsible for the design and inspection of stormwater infrastructure construction, and the general administration of stormwater utility permits and records. The goal of this program is to centrally monitor the overall operations of the Stormwater Utility.

2019 Planned Activities

- Maintain the existing level of service to rehabilitate and replace system assets based on condition to ensure assets function as designed.
- Implement expanded alternatives for vegetative design of stormwater management areas throughout the City.
- Expand partnerships with neighboring municipalities, regulatory agencies, and public watershed organizations.
- Design and construct solutions to localized drainage issues.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(10,158,289)	(10,966,759)	(10,783,122)	(10,852,393)	(10,852,393)
Expense	10,789,473	10,960,636	10,852,598	10,852,393	10,452,446
Net Service Budget	\$ 631,184	\$ (6,123)	\$ 69,476	\$ -	\$ (399,947)

Service: Stormwater Operations

Service Description

This service is responsible for the operation and maintenance of Stormwater Utility system infrastructure of storm sewer mains, basins, and greenways. The goal of the service is to maintain, repair, rehabilitate, and construct the stormwater system infrastructure in accordance with design and improvements.

2019 Planned Activities

- Maintain the existing level of service to continue scheduled preventive maintenance and cleaning of existing catch basins.
- Implement scheduled mowing of stormwater management areas to eliminate woody growth and to control noxious weeds and invasive species.
- Construct drainage improvements to address local drainage issues throughout the City.
- Implement a GIS Computerized Maintenance Management System (CMMS) transitioning the field work order system to a paperless model.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(6,279,655)	(5,731,226)	(5,680,121)	(6,477,717)	(6,477,717)
Expense	5,648,471	5,737,349	5,610,644	6,477,717	6,877,664
Net Service Budget	\$ (631,184)	\$ 6,123	\$ (69,476)	\$ -	\$ 399,947

Stormwater Utility

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: Stormwater Utility

Intergovernmental Revenues

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Federal Revenues Operating	(38,969)	(30,640)	(30,640)	(18,440)	(18,440)
State Revenues Capital	(167,004)	-	-	-	-
TOTAL	\$ (205,972)	\$ (30,640)	\$ (30,640)	\$ (18,440)	\$ (18,440)

Charges for Service

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Engineering Services	(5,222)	(1,000)	(1,000)	(1,000)	(1,000)
Sale Of Recyclables	(2,249)	(4,500)	(4,500)	(2,500)	(2,500)
Reimbursement Of Expense	(183,849)	(225,000)	(125,000)	(225,000)	(225,000)
Utility Fee	(1,295,348)	(1,200,820)	(1,197,049)	(1,257,510)	(1,257,510)
Erosion Control Fee	(143,870)	(120,000)	(118,800)	(120,000)	(120,000)
Stormwater Mgmt Fee	(93,068)	(75,000)	(74,250)	(95,000)	(95,000)
Stormwater Only	(3,116,877)	(3,415,200)	(3,404,471)	(3,576,410)	(3,576,410)
Residential	(4,868,287)	(5,151,800)	(5,135,622)	(5,395,000)	(5,395,000)
Commercial	(4,242,150)	(4,090,000)	(4,077,147)	(4,283,060)	(4,283,060)
Industrial	(175,744)	(165,100)	(164,578)	(172,890)	(172,890)
Public Authorities	(1,459,943)	(1,670,800)	(1,665,546)	(1,749,660)	(1,749,660)
TOTAL	\$ (15,586,607)	\$ (16,119,220)	\$ (15,967,963)	\$ (16,878,030)	\$ (16,878,030)

Licenses & Permits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Street Opening Permits	(7,000)	(5,000)	(5,000)	(5,000)	(5,000)
TOTAL	\$ (7,000)	\$ (5,000)	\$ (5,000)	\$ (5,000)	\$ (5,000)

Fine Forfeiture & Assessments

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Spec Assessments Capital	(175,367)	(150,000)	(150,000)	(150,000)	(150,000)
Late Fees	(43,408)	(48,000)	(48,000)	(48,000)	(48,000)
TOTAL	\$ (218,775)	\$ (198,000)	\$ (198,000)	\$ (198,000)	\$ (198,000)

Investments & Contributions

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Interest	(378,892)	(175,000)	(175,000)	(175,000)	(175,000)
Contributions & Donations	(423)	-	-	-	-
TOTAL	\$ (379,315)	\$ (175,000)	\$ (175,000)	\$ (175,000)	\$ (175,000)

Misc Revenue

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Miscellaneous Revenue	(1,231)	(10,640)	(10,640)	(640)	(640)
TOTAL	\$ (1,231)	\$ (10,640)	\$ (10,640)	\$ (640)	\$ (640)

Other Finance Sources

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Sale Of Assets	(9,394)	(40,000)	(40,000)	(25,000)	(25,000)
Trade In Allowance	(29,650)	(30,000)	(30,000)	(30,000)	(30,000)
General Obligation Bond Alloc	-	-	(6,000)	-	-
Fund Balance Applied	-	(89,485)	-	-	-
TOTAL	\$ (39,044)	\$ (159,485)	\$ (76,000)	\$ (55,000)	\$ (55,000)

Stormwater Utility

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: Stormwater Utility

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	3,618,913	4,186,656	3,683,471	4,258,833	4,443,641
Salary Savings	-	(46,310)	-	(46,310)	(46,310)
Pending Personnel	-	-	-	75,723	75,723
Premium Pay	7,352	41,474	9,742	16,474	16,474
Workers Compensation Wages	22,283	-	15,067	-	-
Compensated Absence	5,626	190,000	120,000	190,000	190,000
Hourly Wages	71,643	128,622	41,275	128,622	128,622
Overtime Wages Permanent	240,597	224,412	207,011	257,182	257,182
Overtime Wages Hourly	3,656	1,000	9	1,000	1,000
Election Officials Wages	373	-	163	-	-
TOTAL	\$ 3,970,443	\$ 4,725,854	\$ 4,076,738	\$ 4,881,524	\$ 5,066,332

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Comp Absence Escrow	61,689	25,000	50,000	25,000	25,000
Health Insurance Benefit	692,516	800,171	706,495	785,619	744,814
Wage Insurance Benefit	13,544	13,714	12,631	13,698	13,597
Health Insurance Retiree	-	4,887	-	4,887	4,887
WRS	267,729	280,519	255,203	294,823	300,549
FICA Medicare Benefits	300,669	314,780	286,847	340,850	350,933
Licenses & Certifications	229	200	200	500	500
Post Employment Health Plans	12,746	12,684	12,854	12,684	13,096
Other Post Emplmnt Benefit	21,813	25,000	25,000	25,000	25,000
Pension Expense	264,544	100,000	200,000	100,000	100,000
TOTAL	\$ 1,635,480	\$ 1,576,955	\$ 1,549,230	\$ 1,603,061	\$ 1,578,376

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	3,929	5,918	4,509	5,918	5,918
Copy Printing Supplies	11,602	13,458	11,239	13,458	13,458
Furniture	2,729	2,709	2,246	2,709	2,709
Hardware Supplies	6,187	2,709	7,999	6,109	6,109
Software Lic & Supplies	2,800	8,000	2,986	29,040	29,040
Postage	37,355	36,822	36,064	38,922	38,922
Books & Subscriptions	22	1,870	100	1,870	1,870
Work Supplies	217,449	187,558	187,157	192,558	192,558
Janitorial Supplies	1,462	208	1,677	1,608	1,608
Medical Supplies	200	175	236	175	175
Safety Supplies	10,824	9,821	12,503	11,321	11,321
Uniform Clothing Supplies	5,432	5,914	4,238	6,514	6,514
Food And Beverage	1,006	-	113	100	100
Building Supplies	7,656	2,378	2,244	1,378	1,378
Landscaping Supplies	2,881	10,000	3,978	10,000	10,000
Trees Shrubs Plants	1,907	2,000	1,568	2,000	2,000
Fertilizers And Chemicals	-	5,000	2,520	1,000	1,000
Machinery And Equipment	109,398	103,500	107,165	103,500	103,500
Equipment Supplies	35,760	50,000	36,116	50,000	50,000
TOTAL	\$ 458,597	\$ 448,040	\$ 424,659	\$ 478,180	\$ 478,180

Stormwater Utility

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: Stormwater Utility

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Natural Gas	3,633	18,495	15,204	10,525	10,525
Electricity	20,226	36,507	31,808	29,207	29,207
Water	560	7,963	987	4,613	4,613
Sewer	670	460	622	520	520
Stormwater	117,315	124,290	119,946	126,790	126,790
Telephone	2,638	3,500	2,697	1,651	1,651
Cellular Telephone	4,312	5,460	4,201	4,307	4,307
Building Improv Repair Maint	10,666	6,493	6,144	9,993	9,993
Pest Control	329	204	110	204	204
Facility Rental	300	300	600	300	300
Custodial Bldg Use Charges	18,053	18,893	18,893	21,911	22,420
Landfill	73,728	56,594	113,475	91,594	91,594
Grounds Improv Repair Maint	296,316	15,000	50,350	15,000	15,000
Landscaping	41,515	55,000	59,110	55,000	55,000
Equipment Mntc	35,831	42,296	53,028	41,796	41,796
System & Software Mntc	33,702	34,860	36,140	36,350	78,694
Vehicle Repair & Mntc	45,901	70,000	50,000	44,400	44,400
Rental Of Equipment	502	1,000	6,575	5,000	5,000
Street Mntc	-	1,000	1,000	-	-
Plant In Service Mntc	-	25,000	17,965	25,000	25,000
Recruitment	557	656	668	756	756
Mileage	5,539	4,500	4,523	5,500	5,500
Conferences & Training	9,892	13,042	10,609	13,042	13,042
Memberships	18,977	24,176	21,143	25,865	25,865
Uniform Laundry	3,484	3,947	3,076	3,947	3,947
Medical Services	214	750	300	750	750
Audit Services	3,298	4,600	3,000	4,720	4,720
Delivery Freight Charges	313	550	724	550	550
Storage Services	433	480	335	480	480
Mortgage & Title Services	225	-	-	-	-
Consulting Services	65,475	138,000	231,393	28,000	28,000
Advertising Services	935	2,581	2,476	2,581	2,581
Printing Services	160	-	-	-	-
Engineering Services	-	5,000	-	5,000	5,000
Surveying Services	3,100	-	5,585	-	-
Locating Marking Services	6,127	5,800	6,127	6,500	6,500
Lab Services	160	3,500	150	10,000	10,000
Parking Towing Services	292	550	4,779	550	550
Security Services	-	450	-	450	450
Other Services & Expenses	590,006	551,337	552,589	640,087	640,087
Taxes & Special Assessments	115,308	82,500	82,527	82,900	82,900
Permits & Licenses	27,123	30,583	27,211	30,583	30,583
TOTAL	\$ 1,557,814	\$ 1,396,317	\$ 1,546,071	\$ 1,386,422	\$ 1,429,275
Debt & Other Financing					
	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Principal	5,028,158	5,379,583	5,379,583	6,055,280	6,055,280
Interest	1,015,711	1,063,906	1,063,906	1,090,100	1,090,100
Fund Balance Generated	1,790,732	-	1,198,997	-	-
Contingent Reserve	-	858,271	-	506,395	63,641
TOTAL	\$ 7,834,601	\$ 7,301,760	\$ 7,642,486	\$ 7,651,775	\$ 7,209,021

Stormwater Utility

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: Stormwater Utility

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From GF	-	-	-	-	387
ID Charge From Attorney	-	-	-	-	6,092
ID Charge From Clerk	-	-	-	-	565
ID Charge From Finance	-	-	-	-	75,997
ID Charge From Human Resource	-	-	-	-	4,840
ID Charge From Information Tec	18,180	18,900	18,900	18,900	28,166
ID Charge From Treasurer	-	-	-	-	1,825
ID Charge From Public Health	6,920	8,450	8,450	-	-
ID Charge From Engineering	33,742	44,563	44,563	44,212	172,665
ID Charge From Fleet Services	576,426	706,395	706,395	769,327	769,327
ID Charge From Landfill	20,420	28,500	28,500	28,500	28,500
ID Charge From Traffic Eng	7,584	7,265	7,265	7,265	3,000
ID Charge From Community Dev	45,000	45,000	45,000	47,000	47,000
ID Charge From Econ Dev	-	-	-	-	1,619
ID Charge From Insurance	10,478	22,712	22,712	23,514	23,514
ID Charge From Workers Comp	-	23,204	23,204	19,430	19,430
ID Charge From Sewer	237,142	285,000	285,000	285,000	285,000
ID Charge From Water	301,482	280,570	280,570	300,000	300,000
TOTAL	\$ 1,257,375	\$ 1,470,559	\$ 1,470,559	\$ 1,543,148	\$ 1,767,927

Inter-Departmental Billings

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Billing To Engineering	(65,451)	(80,000)	(80,000)	(80,000)	(70,000)
ID Billing To Landfill	(9,832)	(11,500)	(11,500)	(11,500)	(11,500)
ID Billing To Sewer	(201,082)	(240,000)	(240,000)	(240,000)	(240,000)
TOTAL	\$ (276,365)	\$ (331,500)	\$ (331,500)	\$ (331,500)	\$ (321,500)

Transfer Out

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer Out To Capital	-	110,000	85,000	117,500	117,500
TOTAL	\$ -	\$ 110,000	\$ 85,000	\$ 117,500	\$ 117,500

Stormwater Utility

Function: Public Works & Transportation

Position Summary

	CG	2018 Budget		Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
CONSTRUCT INSP	15	1.00	72,746	1.00	73,196	1.00	75,575
ENGINEER	18	4.00	294,490	4.00	303,111	4.00	312,962
ENGR OPER LDWKR	15	2.00	127,854	2.00	129,999	3.00	188,169
ENGR PROG SPEC	16	1.00	81,977	1.00	82,292	1.00	84,966
PW DEV MGR	18	1.00	87,213	1.00	96,516	1.00	99,653
S/D MAINT TECH	15	-	-	-	-	1.00	43,734
SSMO	15	3.00	160,902	3.00	174,760	4.00	229,281
TOTAL		12.00	\$ 825,182	12.00	\$ 859,874	15.00	\$ 1,034,340

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

Streets Division

Agency Overview

Agency Mission

The mission of the Streets Division is to provide a clean, safe, welcoming atmosphere for the City of Madison residents, businesses, and guests by providing high quality, cost-effective, and essential public works services.

Agency Overview

The Agency is responsible for the City's recycling program, roadside clean up, snow and ice control, solid waste management, and street maintenance. The Agency's goal is to effectively provide these services for the City of Madison with an emphasis on customer service and reduced environmental impact.

2019 Budget Highlights

The 2019 Executive Budget includes funding for:

- Reclassifying positions #3812 and #3814 from Street Machine Operator 1 to Street Machine Operator 3 for street sweeping services funded by the Stormwater Utility (\$37,347).
- Adding two hourly seasonal positions to clean street sweeping machines, funded by the Stormwater Utility (\$28,098).
- Increased Fleet charges based on the anticipated 2019 rate (\$188,000).
- Increased landfill and recycling fees based on current refuse and recyclable volume trends (\$248,000).
- Utilizing a portion of the Urban Forestry Special Charge for stump grinding activities. The total cost for this service in 2019 is \$782,520, a \$16,000 increase from 2018. This increase is factored into the 2019 fee.

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Solid Waste Management	(368,474)	(325,000)	(231,786)	(340,000)	(340,000)
Recycling	(1,463,840)	(1,101,000)	(1,218,977)	(1,081,000)	(1,081,000)
Snow & Ice Control	(5,378)	-	(2,101)	-	-
Street Repair & Maintenance	-	-	(777)	-	-
Roadside Cleanup	(671,196)	(771,362)	(771,430)	(771,362)	(787,520)
Total Revenue	\$ (2,508,887)	\$ (2,197,362)	\$ (2,225,071)	\$ (2,192,362)	\$ (2,208,520)
Expense					
Solid Waste Management	10,161,832	9,613,712	10,202,869	9,875,732	10,160,305
Recycling	8,400,341	8,679,436	8,136,310	8,880,982	8,940,301
Snow & Ice Control	5,072,628	6,079,743	6,719,153	6,129,685	6,181,003
Street Sweeping	235,895	97,613	302,417	111,232	111,232
Street Repair & Maintenance	1,711,846	1,900,418	1,891,641	1,939,578	1,958,172
Roadside Cleanup	1,056,992	1,212,135	829,936	1,233,411	1,245,447
Room Tax Commission	-	-	-	-	-
Total Expense	\$ 26,639,534	\$ 27,583,057	\$ 28,082,326	\$ 28,170,620	\$ 28,596,460
Net General Fund	\$ 24,130,647	\$ 25,385,695	\$ 25,857,256	\$ 25,978,258	\$ 26,387,940

Budget by Fund & Major

Fund: General

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Intergovernmental Revenues	(5,435)	(5,000)	(5,000)	(5,000)	(5,000)
Charges for Services	(1,821,461)	(1,401,000)	(1,432,847)	(1,396,000)	(1,396,000)
Misc Revenue	(19,743)	(25,000)	(13,989)	(25,000)	(25,000)
Transfer In	(662,249)	(766,362)	(773,235)	(766,362)	(782,520)
Total Revenue	\$ (2,508,887)	\$ (2,197,362)	\$ (2,225,071)	\$ (2,192,362)	\$ (2,208,520)
Expense					
Salaries	9,312,227	9,876,531	9,954,824	10,037,460	10,327,762
Benefits	3,741,218	3,429,392	3,769,441	3,509,892	3,421,556
Supplies	1,318,860	1,554,275	1,314,169	1,554,275	1,554,275
Purchased Services	4,686,339	4,863,000	5,169,034	4,890,000	5,102,000
Inter Departmental Charges	7,580,890	7,874,859	7,874,859	8,178,993	8,190,867
Inter Departmental Billing	-	(15,000)	-	-	-
Total Expense	\$ 26,639,534	\$ 27,583,057	\$ 28,082,326	\$ 28,170,620	\$ 28,596,460
Net General Fund	\$ 24,130,647	\$ 25,385,695	\$ 25,857,256	\$ 25,978,258	\$ 26,387,940

Service Overview

Service: Solid Waste Management

Service Description

This service is responsible for the collection and disposal of solid waste materials. The goal of this service is to collect all City refuse in accordance with the scheduled pick-up days throughout the City.

2019 Planned Activities

- Maintain the existing level of service to continue a 99% accuracy rate for scheduled collections.
- Conduct analysis using vehicle GPS data to evaluate the number of stops and pick-ups per refuse truck and assist management with service delivery decisions as the City grows.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(368,474)	(325,000)	(231,786)	(340,000)	(340,000)
Expense	10,161,832	9,613,712	10,202,869	9,875,732	10,160,305
Net Service Budget	\$ 9,793,358	\$ 9,288,712	\$ 9,971,083	\$ 9,535,732	\$ 9,820,305

Service: Recycling

Service Description

This service is responsible for the City's recycling program. Specific functions of the service: bi-weekly curbside collection of recyclables; curbside yard waste and leaf collection; operation of three City yard waste drop-off sites; and curbside brush collection. The goal of this service is to collect recyclables and yard waste on a timely basis for City residents and promote processes that work towards achieving zero waste.

2019 Planned Activities

- Maintain the existing level of service to continue a 99% accuracy rate for scheduled collections.
- Conduct analysis using vehicle GPS data to evaluate the number of stops and pick-ups per refuse truck and assist management with service delivery decisions as the City grows.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(1,463,840)	(1,101,000)	(1,218,977)	(1,081,000)	(1,081,000)
Expense	8,400,341	8,679,436	8,136,310	8,880,982	8,940,301
Net Service Budget	\$ 6,936,500	\$ 7,578,436	\$ 6,917,333	\$ 7,799,982	\$ 7,859,301

Service Overview

Service: Snow & Ice Control

Service Description

This service is responsible for the removal of snow and ice from all City streets and bicycle paths. The goal of the service is to maintain the desired response times for salting, sanding, and snow plowing through the Streets Division's use of 90 pieces of equipment and private contractors. This service provides community safety on the City's roadways and paths. The service budget funds staffing, contractors, supplies, and equipment costs for 5.5 general plow snow events of 3 inches or more.

2019 Planned Activities

- Add two additional salt routes to the thirty existing salt routes using existing resources. The addition of two salt routes will improve safety on the City's streets and is a response to a recent audit of the City's salt route lane miles, which has grown from 733 miles to 900 miles.
- Implement a new snow removal contractor call-in software that will improve response times by 50%.
- Continue the use of multi-year agreements with snow contractors with guarantee incentives for each successful season to improve contractor recruitment and retention.
- Install truck scales at all three salt loading facilities to provide salt use data to help inform decisions on the salting process, including equipment, resource allocation, and application rates.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(5,378)	-	(2,101)	-	-
Expense	5,072,628	6,079,743	6,719,153	6,129,685	6,181,003
Net Service Budget	\$ 5,067,250	\$ 6,079,743	\$ 6,717,052	\$ 6,129,685	\$ 6,181,003

Service: Street Sweeping

Service Description

This service is responsible for removing leaves, refuse, and other debris from the City's streets by using the Streets Division's ten street sweepers. The goal of this service is to maintain a healthy environment for City stakeholders by minimizing the amount of pollutants entering the lakes and waterways. The Stormwater Utility funds the majority of the equipment and personnel costs associated with this service.

2019 Planned Activities

- Implement a new schedule for additional operating hours of the 10 street sweepers to increase the sweeping lane miles and service efficiency.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	-	-	-	-	-
Expense	235,895	97,613	302,417	111,232	111,232
Net Service Budget	\$ 235,895	\$ 97,613	\$ 302,417	\$ 111,232	\$ 111,232

Service Overview

Service: Street Repair & Maintenance

Service Description

This service is responsible for routine street maintenance such as filling of potholes, replacing damaged pavement, and sealing cracks. The goal of this service is to provide safe roadways for commuters in the City and to extend the useful lives of the roadways.

2019 Planned Activities

- Maintain the existing level of service to repair and seal roadway hazards to maintain safe travel on the City's streets.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	-	-	(777)	-	-
Expense	1,711,846	1,900,418	1,891,641	1,939,578	1,958,172
Net Service Budget	\$ 1,711,846	\$ 1,900,418	\$ 1,890,864	\$ 1,939,578	\$ 1,958,172

Service: Roadside Cleanup

Service Description

This service is responsible for the removal of noxious weeds and stumps, and the eradication of graffiti. The goal of this service is to improve the aesthetics and community safety in the City.

2019 Planned Activities

- Maintain the existing level of service to maintain aesthetics and safety of the City.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(671,196)	(771,362)	(771,430)	(771,362)	(787,520)
Expense	1,056,992	1,212,135	829,936	1,233,411	1,245,447
Net Service Budget	\$ 385,796	\$ 440,773	\$ 58,505	\$ 462,049	\$ 457,927

Streets Division

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: General

Intergovernmental Revenues

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Local Revenues Operating	(435)	-	-	-	-
Other Unit of Gov Rev Op	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
TOTAL	\$ (5,435)	\$ (5,000)	\$ (5,000)	\$ (5,000)	\$ (5,000)

Charges for Service

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Misc Charges for Service	(5,378)	-	-	-	-
Appliance Collection	(282,498)	(220,000)	(223,215)	(245,000)	(245,000)
Refuse Collection	(302,417)	(270,000)	(270,222)	(260,000)	(260,000)
Sale Of Recyclables	(1,218,608)	(906,000)	(934,730)	(886,000)	(886,000)
Graffiti Removal	(12,560)	(5,000)	(4,680)	(5,000)	(5,000)
TOTAL	\$ (1,821,461)	\$ (1,401,000)	\$ (1,432,847)	\$ (1,396,000)	\$ (1,396,000)

Misc Revenue

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Miscellaneous Revenue	(19,743)	(25,000)	(13,989)	(25,000)	(25,000)
TOTAL	\$ (19,743)	\$ (25,000)	\$ (13,989)	\$ (25,000)	\$ (25,000)

Transfer In

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer In From Other Restrict	(658,636)	(766,362)	(766,362)	(766,362)	(782,520)
Transfer In From Insurance	(3,613)	-	(6,873)	-	-
TOTAL	\$ (662,249)	\$ (766,362)	\$ (773,235)	\$ (766,362)	\$ (782,520)

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	8,288,829	9,144,755	8,718,832	9,328,684	9,618,986
Salary Savings	-	(500,000)	-	(523,000)	(523,000)
Premium Pay	23,335	130,526	21,970	130,526	130,526
Workers Compensation Wages	57,877	-	57,402	-	-
Compensated Absence	206,665	-	223,244	-	-
Hourly Wages	271,698	352,219	269,076	352,219	352,219
Overtime Wages Permanent	451,912	749,031	653,529	749,031	749,031
Overtime Wages Hourly	11,273	-	9,293	-	-
Election Officials Wages	637	-	1,479	-	-
TOTAL	\$ 9,312,227	\$ 9,876,531	\$ 9,954,824	\$ 10,037,460	\$ 10,327,762

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Comp Absence Escrow	322,493	-	243,162	-	-
Benefit Savings	-	(50,259)	-	-	-
Health Insurance Benefit	1,901,280	1,939,686	1,918,192	1,937,740	1,823,509
Wage Insurance Benefit	30,701	30,808	31,330	30,896	30,896
WRS	610,204	625,358	648,433	637,713	643,322
FICA Medicare Benefits	691,125	700,265	741,471	720,009	734,330
Licenses & Certifications	977	-	624	-	-
Post Employment Health Plans	184,438	183,534	186,230	183,534	189,499
TOTAL	\$ 3,741,218	\$ 3,429,392	\$ 3,769,441	\$ 3,509,892	\$ 3,421,556

Streets Division

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: General

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	5,857	7,500	6,466	7,500	7,500
Copy Printing Supplies	18,338	10,000	18,928	10,000	10,000
Furniture	811	2,500	1,032	2,500	2,500
Hardware Supplies	8,007	2,500	10,919	2,500	2,500
Software Lic & Supplies	1,180	-	622	-	-
Postage	3,800	7,500	4,081	7,500	7,500
Work Supplies	365,023	325,000	326,070	325,000	325,000
Asphalt Repair Materials	18,438	-	20,567	-	-
Janitorial Supplies	13,297	5,000	14,929	5,000	5,000
Medical Supplies	1,171	2,275	1,724	2,275	2,275
Safety Supplies	19,915	10,000	12,929	10,000	10,000
Snow Removal Supplies	803,648	1,042,000	800,000	1,042,000	1,042,000
Uniform Clothing Supplies	12,314	25,000	13,495	25,000	25,000
Building	558	-	-	-	-
Building Supplies	8,415	5,000	18,650	5,000	5,000
Machinery And Equipment	(4)	-	757	-	-
Equipment Supplies	38,092	110,000	63,000	110,000	110,000
TOTAL	\$ 1,318,860	\$ 1,554,275	\$ 1,314,169	\$ 1,554,275	\$ 1,554,275

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Natural Gas	43,620	75,000	70,815	75,000	75,000
Electricity	103,894	100,000	107,529	100,000	100,000
Water	56,763	50,000	51,622	66,000	66,000
Stormwater	8,762	10,000	7,242	10,000	10,000
Telephone	6,867	8,000	6,800	8,000	8,000
Cellular Telephone	6,635	6,000	6,722	6,000	6,000
Systems Comm Internet	3,221	5,000	3,581	5,000	5,000
Building Improv Repair Maint	44,748	30,000	43,009	30,000	30,000
Waste Disposal	197,723	175,000	212,135	165,000	165,000
Pest Control	1,849	2,500	1,793	2,500	2,500
Elevator Repair	404	-	1,213	-	-
Landfill	2,605,087	2,438,000	2,650,000	2,446,000	2,658,000
Process Fees Recyclables	894,314	882,000	934,731	910,000	910,000
Resource Recovery	323,672	411,000	310,778	390,000	390,000
Grounds Improv Repair Maint	106,281	100,000	115,483	100,000	100,000
Snow Removal	198,840	475,000	550,000	475,000	475,000
Equipment Mntc	31,408	20,000	42,859	20,000	20,000
System & Software Mntc	-	-	2,802	-	-
Rental Of Equipment	124	-	1,351	-	-
Street Mntc	-	-	1,075	-	-
Recruitment	4,272	1,000	2,286	1,000	1,000
Conferences & Training	1,962	5,000	3,562	11,000	11,000
Uniform Laundry	8,391	7,500	8,204	7,500	7,500
Consulting Services	1,086	6,000	530	6,000	6,000
Advertising Services	22,072	25,000	15,271	25,000	25,000
Printing Services	638	-	-	-	-
Other Services & Expenses	6,632	20,000	11,047	20,000	20,000
Permits & Licenses	7,072	11,000	6,594	11,000	11,000
TOTAL	\$ 4,686,339	\$ 4,863,000	\$ 5,169,034	\$ 4,890,000	\$ 5,102,000

Streets Division

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: General

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From Engineering	55,152	55,152	55,152	55,153	55,153
ID Charge From Fleet Services	6,941,667	7,268,877	7,268,877	7,457,350	7,457,350
ID Charge From Traffic Eng	34,115	36,827	36,827	36,827	48,701
ID Charge From Insurance	175,437	115,286	115,286	108,638	108,638
ID Charge From Workers Comp	374,520	398,717	398,717	521,025	521,025
TOTAL	\$ 7,580,890	\$ 7,874,859	\$ 7,874,859	\$ 8,178,993	\$ 8,190,867

Inter-Departmental Billings

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Billing To Water	-	(15,000)	-	-	-
TOTAL	\$ -	\$ (15,000)	\$ -	\$ -	\$ -

Streets Division

Function: **Public Works & Transportation**

Position Summary

	CG	2018 Budget		Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCT TECH	20	1.00	-	1.00	51,318	1.00	52,986
ADMIN ASST	17	1.00	52,580	1.00	52,782	1.00	54,497
ADMIN CLERK	20	2.00	110,888	2.00	111,315	2.00	114,933
ASST STREETS SUPER	18	1.00	114,097	1.00	84,935	1.00	87,695
MAINT MECH	15	2.00	130,682	2.00	131,185	2.00	135,448
MAINT/REPR COORD	18	2.00	153,766	2.00	154,889	2.00	159,923
OPERATING ASST	15	1.00	68,240	1.00	66,468	1.00	68,628
OPERATING MAINT WKR	15	6.00	371,308	6.00	371,038	6.00	383,097
OPERATIONS CLERK	16	2.00	112,841	2.00	105,758	2.00	109,195
PROCESS PLANT SUPV	18	1.00	82,268	1.00	82,585	1.00	85,269
PUB WKS GEN FORE	18	8.00	620,680	8.00	607,480	8.00	627,223
PUB WKS GEN SUPV	18	2.00	180,886	2.00	180,771	2.00	186,646
SMO	15	147.00	8,073,386	147.00	8,070,464	147.00	8,332,754
SSMW	15	10.00	549,119	10.00	545,860	10.00	563,600
STREETS SUPT	21	1.00	120,443	1.00	122,469	1.00	126,450
STS GEN SUPV	18	2.00	163,802	2.00	161,358	2.00	166,602
STS OPER ANAL	18	1.00	83,175	1.00	83,495	1.00	86,209
STS/PW SIC	18	1.00	76,029	1.00	84,261	1.00	87,000
TOTAL		191.00	\$ 11,064,190	191.00	\$ 11,068,430	191.00	\$ 11,428,154

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

Traffic Engineering

Agency Overview

Agency Mission

The mission of the Traffic Engineering Division is to provide and manage the environmentally sensitive, safe, efficient, affordable, reliable and convenient movement of people and goods through communications; transportation planning; and the design, operation, and maintenance of transportation facilities.

Agency Overview

The Division is responsible for managing Madison's network of traffic and streetlight infrastructure. The Division is also responsible for coordinating pedestrian and traffic safety initiatives. The goal of the Division is to efficiently maintain city infrastructure and facilities while providing a high level of customer service and improved safety to customers.

2019 Budget Highlights

The 2019 Executive Budget includes funding for:

- Savings in charges from Engineering and Fleet Service for costs allocated to capital (\$130,000).
- An increase in Work Supplies to accommodate rising prices and the potential impact of tariffs on steel pole prices (\$112,000).
- An increase in Electricity to reflect current year activity (\$118,000).

The Executive Budget includes \$76,454 in anticipated grant revenues and expenditures:

- The U.S. Department of Transportation Ped/Bike Safety grant (\$76,454).

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Signing	(101,895)	(99,000)	(92,412)	(96,000)	(96,000)
Streetlighting	(187,279)	(245,000)	(157,641)	(213,000)	(231,441)
Pavement Markings	(3,127)	-	(3,000)	-	-
Communications	(155,072)	(133,000)	(124,000)	(113,000)	(113,000)
Signals	(918,767)	(735,000)	(891,318)	(784,960)	(839,580)
Bicycle & Pedestrian Services	(140,094)	(91,800)	-	(75,200)	(76,454)
Total Revenue	\$ (1,506,234)	\$ (1,303,800)	\$ (1,268,371)	\$ (1,282,160)	\$ (1,356,475)
Expense					
Signing	1,065,057	1,345,273	1,433,663	1,177,981	1,194,683
Streetlighting	1,918,342	1,639,093	1,888,997	1,881,517	1,909,704
Pavement Markings	706,674	925,075	706,213	915,090	921,941
Communications	742,499	626,760	535,222	737,964	755,533
Signals	1,346,736	1,529,644	1,210,153	1,477,227	1,555,239
Services	1,248,022	1,252,552	1,335,628	1,196,523	1,215,139
Bicycle & Pedestrian Services	510,035	186,613	252,901	371,040	375,958
Total Expense	\$ 7,537,365	\$ 7,505,009	\$ 7,362,775	\$ 7,757,342	\$ 7,928,197
Net General Fund	\$ 6,031,131	\$ 6,201,209	\$ 6,094,405	\$ 6,475,182	\$ 6,571,722

Budget by Fund & Major

Fund: General

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Intergovernmental Revenues	(715,455)	(550,000)	(633,000)	(530,000)	(530,000)
Charges for Services	(257,104)	(294,000)	(240,339)	(261,960)	(261,960)
Misc Revenue	(307,608)	(303,000)	(340,032)	(350,000)	(350,000)
Transfer In	(85,973)	(65,000)	(55,000)	(65,000)	(138,061)
Total Revenue	\$ (1,366,140)	\$ (1,212,000)	\$ (1,268,371)	\$ (1,206,960)	\$ (1,280,021)
Expense					
Salaries	3,774,441	3,887,253	3,898,959	4,111,701	4,240,625
Benefits	1,564,778	1,503,152	1,367,726	1,328,398	1,296,014
Supplies	300,423	304,800	282,862	407,051	407,051
Purchased Services	1,868,461	1,805,300	1,918,884	1,922,140	1,922,140
Inter Departmental Charges	390,484	452,310	452,310	427,532	500,593
Inter Departmental Billing	(529,250)	(557,966)	(557,966)	(533,180)	(533,180)
Transfer Out	27,934	18,360	-	18,500	18,500
Total Expense	\$ 7,397,271	\$ 7,413,209	\$ 7,362,775	\$ 7,682,142	\$ 7,851,743
Net General Fund	\$ 6,031,131	\$ 6,201,209	\$ 6,094,405	\$ 6,475,182	\$ 6,571,722

Traffic Engineering

Function: Public Works & Transportation

Fund: Other Grants

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Intergovernmental Revenues	(112,160)	(73,440)	-	(75,200)	(76,454)
Transfer In	(27,934)	(18,360)	-	-	-
Total Revenue	\$ (140,094)	\$ (91,800)	\$ -	\$ (75,200)	\$ (76,454)
Expense					
Salaries	75,596	91,800	-	58,524	60,049
Benefits	23,091	-	-	16,676	16,405
Debt & Other Financing	40,404	-	-	-	-
Total Expense	\$ 140,094	\$ 91,800	\$ -	\$ 75,200	\$ 76,454
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Service Overview

Service: Bicycle & Pedestrian Services

Service Description

This service manages bicycle and pedestrian infrastructure improvements and program administration. The goal of this service is a safe, efficient and accessible infrastructure and public awareness of pedestrian and bicycle safety best practices.

2019 Planned Activities

- Continue to maintain pedestrian bicycle infrastructure.
- Review the use of new pedestrian and bicycle traffic control facilities to improve the City's transportation network.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(140,094)	(91,800)	-	(75,200)	(76,454)
Expense	510,035	186,613	252,901	371,040	375,958
Net Service Budget	\$ 369,941	\$ 94,813	\$ 252,901	\$ 295,840	\$ 299,504

Service: Communications

Service Description

This service is responsible for: (1) two-way radios and associated electronic equipment, (2) municipal communications systems, and (3) communications equipment for the City and other public entities. The goal of this service is to maintain and repair the current emergency communication system and radios.

2019 Planned Activities

- Increase repair and installation of emergency communication equipment for other entities (Dane County, other municipalities, state agencies, etc.) which will increase revenue from these entities. Due to a digital upgrade of the Public Safety Radio System, many City agencies have received new radios which are under warranty resulting in total revenue for this service that is lower than previous years.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(155,072)	(133,000)	(124,000)	(113,000)	(113,000)
Expense	742,499	626,760	535,222	737,964	755,533
Net Service Budget	\$ 587,427	\$ 493,760	\$ 411,222	\$ 624,964	\$ 642,533

Traffic Engineering

Function: Public Works & Transportation

Service Overview

Service: Services

Service Description

This service, in conjunction with the Transportation Commission, provides overall leadership for traffic safety programs and assists on the overall transportation and traffic planning, design and transportation engineering for the City. Staff assist neighborhoods and other government entities in planning transportation improvements. The goal of this service is efficient development with minimal negative impacts on traffic safety and efficiency on City streets and neighborhoods.

2019 Planned Activities

- Communicate with residents, alders, and neighborhood groups to find solutions to improve safety and meet the needs of those concerned for traffic issues.
- Work closely with neighborhoods on neighborhood traffic management programs.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	-	-	-	-	-
Expense	1,248,022	1,252,552	1,335,628	1,196,523	1,215,139
Net Service Budget	\$ 1,248,022	\$ 1,252,552	\$ 1,335,628	\$ 1,196,523	\$ 1,215,139

Service: Signals

Service Description

This service is responsible for the installation, operation and upkeep of traffic signals. This includes: (1) studies, planning, and design associated with new installations, (2) review, revision and modernization for existing signalized intersections, and (3) installation and maintenance of fiber optics. The goal of this service is safer intersections through maintenance and repair the City's traffic signals.

2019 Planned Activities

- Continue to add signal corridors on to the centralized Advanced Transportation Management System (ATMS) to improve the flow of vehicle traffic and improve safety. Real-time traffic data from cameras, speed sensors, etc. flows into the Transportation Management Center (TMC) where it is processed and may result in actions taken (e.g. traffic routing, electronic sign messages).

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(918,767)	(735,000)	(891,318)	(784,960)	(839,580)
Expense	1,346,736	1,529,644	1,210,153	1,477,227	1,555,239
Net Service Budget	\$ 427,968	\$ 794,644	\$ 318,835	\$ 692,267	\$ 715,659

Service Overview

Service: Signing

Service Description

This service is responsible for fabricating, installing, replacing, repairing, and maintaining street signs. This includes: (1) an annual inventory of all signs to determine condition and proper location, (2) studies to determine the need for new signs, (3) upkeep and maintenance of signs and guard rails, and (4) installations and removals of barricades and signs for special events and to individuals with street-use permits. The goal of this service is to provide clear, concise and consistent guidance on, over, or adjacent to a street, pedestrian facility or, bikeway by maintaining existing and installing new traffic control signage.

2019 Planned Activities

- Install enhanced path crossing signage at several new locations, additional bike lanes signage, and additional enhanced pedestrian crossing signage.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(101,895)	(99,000)	(92,412)	(96,000)	(96,000)
Expense	1,065,057	1,345,273	1,433,663	1,177,981	1,194,683
Net Service Budget	\$ 963,161	\$ 1,246,273	\$ 1,341,251	\$ 1,081,981	\$ 1,098,683

Service: Streetlighting

Service Description

This service manages all street lights within the City of Madison. Staff repair and maintain light poles, bases and luminaries, and repair all damage resulting from crashes. This includes design of new lighting installations and evaluating the need for changes in the existing systems and lighting units for specific neighborhood needs. The goal of this service is to maintain and repair street lighting and bike path lighting infrastructure.

2019 Planned Activities

- Design and install LED lighting fixtures on all new arterial road and bike path construction projects where new lighting is to be installed.
- Work with MG&E and Alliant Energy to include LED streetlights in new residential areas.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(187,279)	(245,000)	(157,641)	(213,000)	(231,441)
Expense	1,918,342	1,639,093	1,888,997	1,881,517	1,909,704
Net Service Budget	\$ 1,731,063	\$ 1,394,093	\$ 1,731,356	\$ 1,668,517	\$ 1,678,263

Service: Pavement Markings

Service Description

This service performs an annual pavement marking inventory. The service is also responsible for the maintenance of the following: centerline, lane line, crosswalk, bike path, speed hump, and other similar markings. The goal of this service is to provide greater clarity and consistent guidance on, over, or adjacent to a street, pedestrian facility or bikeway by maintaining existing and installing new traffic control pavement markings.

2019 Planned Activities

- Install green pavement marking to highlight the path crossing at several new locations.
- Install additional bike lane and crosswalk markings.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(3,127)	-	(3,000)	-	-
Expense	706,674	925,075	706,213	915,090	921,941
Net Service Budget	\$ 703,547	\$ 925,075	\$ 703,213	\$ 915,090	\$ 921,941

Traffic Engineering

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: General

Intergovernmental Revenues

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Federal Revenues Operating	(110)	(3,000)	-	(3,000)	(3,000)
State Revenues Operating	(132,243)	(90,000)	(133,000)	(90,000)	(90,000)
Payment for Muni Service	(42,956)	(30,000)	(30,000)	(30,000)	(30,000)
Local Revenues Operating	(412,995)	(332,000)	(375,000)	(322,000)	(322,000)
Other Unit of Gov Rev Op	(127,151)	(95,000)	(95,000)	(85,000)	(85,000)
TOTAL	\$ (715,455)	\$ (550,000)	\$ (633,000)	\$ (530,000)	\$ (530,000)

Charges for Service

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Engineering Services	(755)	-	(1,379)	-	-
Traffic Private Entity	(101,553)	(180,000)	(105,000)	(132,960)	(132,960)
Reimbursement Of Expense	(154,795)	(114,000)	(133,960)	(129,000)	(129,000)
TOTAL	\$ (257,104)	\$ (294,000)	\$ (240,339)	\$ (261,960)	\$ (261,960)

Misc Revenue

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Miscellaneous Revenue	(307,608)	(303,000)	(340,032)	(350,000)	(350,000)
TOTAL	\$ (307,608)	\$ (303,000)	\$ (340,032)	\$ (350,000)	\$ (350,000)

Transfer In

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer In From Capital	-	-	-	-	(73,061)
Transfer In From Insurance	(85,973)	(65,000)	(55,000)	(65,000)	(65,000)
TOTAL	\$ (85,973)	\$ (65,000)	\$ (55,000)	\$ (65,000)	\$ (138,061)

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	3,484,784	4,481,660	3,668,536	3,966,900	4,095,824
Salary Savings	-	(100,000)	-	(100,000)	(100,000)
Salary Reimbursed	-	(647,408)	-	-	-
Pending Personnel	-	(91,800)	-	-	-
Premium Pay	17,342	18,000	18,971	18,000	18,000
Workers Compensation Wages	13,301	-	1,751	-	-
Compensated Absence	84,490	49,999	58,812	49,999	49,999
Hourly Wages	124,911	125,000	125,000	125,000	125,000
Overtime Wages Permanent	49,591	51,802	25,890	51,802	51,802
Overtime Wages Hourly	21	-	-	-	-
TOTAL	\$ 3,774,441	\$ 3,887,253	\$ 3,898,959	\$ 4,111,701	\$ 4,240,625

Traffic Engineering

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: General

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Comp Absence Escrow	311,466	-	94,185	-	-
Health Insurance Benefit	676,966	814,718	678,742	714,097	670,668
Wage Insurance Benefit	14,599	16,732	15,249	14,831	14,831
WRS	244,684	300,272	250,452	265,330	268,276
FICA Medicare Benefits	282,255	336,912	294,543	299,622	306,600
Tuition	-	-	100	-	-
Licenses & Certifications	119	-	100	-	-
Post Employment Health Plans	34,688	34,518	34,355	34,518	35,639
TOTAL	\$ 1,564,778	\$ 1,503,152	\$ 1,367,726	\$ 1,328,398	\$ 1,296,014

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Purchasing Card Unallocated	-	-	-	100	100
Office Supplies	6,617	4,700	7,224	4,600	4,600
Copy Printing Supplies	4,875	4,100	3,963	4,100	4,100
Furniture	1,820	3,100	3,100	3,100	3,100
Hardware Supplies	10,300	800	800	800	800
Software Lic & Supplies	6,200	6,300	6,300	6,300	6,300
Postage	3,929	2,100	1,940	2,100	2,100
Books & Subscriptions	615	100	100	100	100
Work Supplies	186,021	173,900	186,000	286,249	286,249
Janitorial Supplies	5,086	4,700	4,700	4,700	4,700
Medical Supplies	157	500	108	500	500
Safety Supplies	4,041	11,100	4,731	11,100	11,100
Snow Removal Supplies	1,350	-	-	-	-
Building	201	200	200	200	200
Building Supplies	4,406	700	1,209	700	700
Electrical Supplies	265	1,500	2,040	1,500	1,500
HVAC Supplies	561	900	1,417	900	900
Plumbing Supplies	609	100	631	100	100
Machinery And Equipment	5,760	-	-	-	-
Equipment Supplies	12,280	39,500	13,000	17,500	17,500
Street Light Supplies	24,028	30,000	30,000	30,000	30,000
Traffic Signal Supplies	21,227	19,100	14,000	31,002	31,002
Inventory	77	1,400	1,400	1,400	1,400
TOTAL	\$ 300,423	\$ 304,800	\$ 282,862	\$ 407,051	\$ 407,051

Traffic Engineering

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: General

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Natural Gas	7,739	6,400	11,755	6,400	6,400
Electricity	1,504,838	1,429,800	1,538,856	1,548,100	1,548,100
Water	1,880	1,500	1,491	1,980	1,980
Telephone	9,941	9,400	4,432	9,400	9,400
Cellular Telephone	13,470	8,800	15,320	14,260	14,260
Systems Comm Internet	79,200	82,600	74,100	74,100	74,100
Building Improv Repair Maint	5,747	7,300	5,000	-	-
Landfill	1,814	2,000	2,000	2,000	2,000
Landscaping	623	600	600	600	600
Comm Device Mntc	10,096	15,400	10,436	15,400	15,400
Equipment Mntc	25,965	22,100	22,100	27,700	27,700
System & Software Mntc	-	-	7,933	-	-
Rental Of Equipment	3,471	4,100	4,833	4,100	4,100
Street Mntc	160,000	170,000	174,272	170,000	170,000
Street Light Mntc	5,426	-	4,294	-	-
Recruitment	428	-	105	-	-
Mileage	109	1,300	100	1,300	1,300
Conferences & Training	11,034	10,200	12,431	13,000	13,000
Memberships	2,300	4,900	2,384	4,900	4,900
Delivery Freight Charges	2,100	600	600	600	600
Storage Services	17	-	4	-	-
Advertising Services	243	2,800	240	2,800	2,800
Printing Services	1,515	4,000	5,076	4,000	4,000
Locating Marking Services	18,381	17,000	18,381	17,000	17,000
Other Services & Expenses	1,933	4,000	1,459	4,000	4,000
Permits & Licenses	192	500	683	500	500
TOTAL	\$ 1,868,461	\$ 1,805,300	\$ 1,918,884	\$ 1,922,140	\$ 1,922,140

Traffic Engineering

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: General

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From Engineering	(28,361)	(28,859)	(28,859)	(21,237)	51,824
ID Charge From Fleet Services	303,013	373,607	373,607	332,841	332,841
ID Charge From Insurance	39,497	28,937	28,937	26,897	26,897
ID Charge From Workers Comp	76,335	78,625	78,625	89,031	89,031
TOTAL	\$ 390,484	\$ 452,310	\$ 452,310	\$ 427,532	\$ 500,593

Inter-Departmental Billings

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Billing To Clerk	(1,098)	(900)	(900)	(900)	(900)
ID Billing To Fire	(107,012)	(99,900)	(99,900)	(103,904)	(103,904)
ID Billing To Police	(214,518)	(221,000)	(221,000)	(224,747)	(224,747)
ID Billing To Public Health	(3,264)	(1,400)	(1,400)	(1,586)	(1,586)
ID Billing To Engineering	(8,922)	(4,698)	(4,698)	(9,466)	(9,466)
ID Billing To Fleet Services	(3,009)	(3,200)	(3,200)	(3,599)	(3,599)
ID Billing To Landfill	-	(229)	(229)	-	-
ID Billing To Streets	(38,238)	(39,800)	(39,800)	(48,702)	(48,702)
ID Billing To Traffic Eng	(201)	-	-	-	-
ID Billing To Library	(1,731)	(3,300)	(3,300)	(3,314)	(3,314)
ID Billing To Parks	(27,662)	(36,700)	(36,700)	(30,374)	(30,374)
ID Billing To Bldg Inspection	(921)	(900)	(900)	(914)	(914)
ID Billing To Monona Terrace	(50)	-	-	-	-
ID Billing To Parking	(40,711)	(46,400)	(46,400)	(43,034)	(43,034)
ID Billing To Sewer	(122)	(2,675)	(2,675)	-	-
ID Billing To Stormwater	(1,590)	(1,864)	(1,864)	(3,000)	(3,000)
ID Billing To Transit	(73,518)	(78,600)	(78,600)	(42,132)	(42,132)
ID Billing To Water	(6,681)	(16,400)	(16,400)	(17,509)	(17,509)
TOTAL	\$ (529,250)	\$ (557,966)	\$ (557,966)	\$ (533,180)	\$ (533,180)

Transfer Out

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer Out To Grants	27,934	18,360	-	18,500	18,500
TOTAL	\$ 27,934	\$ 18,360	\$ -	\$ 18,500	\$ 18,500

Traffic Engineering

Function: Public Works & Transportation

Position Summary

	CG	2018 Budget		2019 Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCT TECH	20	1.00	54,191	1.00	58,629	1.00	60,535
ASST CITY TRAFFIC ENGR	18	1.00	118,574	1.00	121,276	1.00	125,218
BIC REGISTRATION COORD	20	0.60	31,003	0.60	31,845	0.60	32,880
CITY TRAFF ENGR/PKG MGR	21	1.00	145,425	1.00	148,904	1.00	153,743
CIVIL TECH	16	2.00	104,025	2.00	130,876	2.00	135,129
COM OPER LDWKR	16	1.00	65,036	1.00	71,139	1.00	73,451
COMMUNIC OPER SUPV	18	1.00	99,319	1.00	84,228	1.00	86,965
COMMUNIC TECH	16	6.00	409,254	6.00	390,655	6.00	403,352
COMMUNICATION WKR	16	2.00	121,338	2.00	121,805	2.00	125,764
COMP MAP/GIS COORD	18	1.00	89,686	1.00	100,561	1.00	103,829
ENGINEER	18	1.00	63,615	1.00	67,493	1.00	69,687
ENGR PROG SPEC	16	5.00	330,847	5.00	331,056	5.00	341,815
MAINT MECH	16	1.00	58,745	1.00	49,780	1.00	51,398
MAINT PAINTER	16	3.00	186,032	3.00	183,622	3.00	189,590
PED BICYCLE COORD	18	1.00	75,255	1.00	57,286	1.00	59,148
PED BICYCLE SAFETY ASST	20	1.00	57,256	1.00	45,555	1.00	47,036
PROG ASST	20	1.00	54,698	1.00	58,520	1.00	60,421
SECRETARY	20	1.00	54,188	1.00	58,520	1.00	60,421
SIGN PAINTER	16	2.00	118,508	2.00	121,571	2.00	125,523
STOREKEEPER	16	1.00	62,339	1.00	62,579	1.00	64,612
TRAFF CONT MAINT WKR	16	6.00	315,869	6.00	326,234	6.00	336,836
TRAFF ENGR	18	7.00	569,836	7.00	577,377	7.00	596,141
TRAFF OPER LDWKR	16	2.00	134,249	2.00	135,395	2.00	139,796
TRAFF OPER MGR	18	1.00	114,097	1.00	104,754	1.00	108,158
TRAFF OPER SUPV	18	1.00	84,790	1.00	81,063	1.00	83,698
TRAFF SIG ELECTR	16	8.00	551,857	8.00	548,274	8.00	566,093
TRAFF SIG MAINT WKR	16	4.00	229,318	4.00	218,102	4.00	225,190
TRAFF SIGNAL ELECT	16	1.00	76,504	1.00	76,094	1.00	78,567
TRAFF SYS/NET SPEC	16	1.00	92,641	1.00	84,136	1.00	86,871
TRANSP OPNS ANAL	18	1.00	85,471	1.00	86,738	1.00	89,557
TOTAL		65.60	\$ 4,553,969	65.60	\$ 4,534,066	65.60	\$ 4,681,423

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

Transportation

Agency Overview

Agency Mission

The mission of the Department of Transportation is to develop and maintain a safe, efficient, economical, equitable, and sustainable transportation system for Madison's residents and visitors in a way that is consistent with the City's land use system and regional transportation goals.

Agency Overview

The Agency is responsible for planning and maintaining each element of the City's transportation system including bicycle, bus, freight, automobile traffic, parking, pedestrians, street, curb and right-of-way use, and public transit.

2019 Budget Highlights

The 2019 Executive Budget includes funding for:

- Transferring a Transportation Planner position (#2687) from Metro Transit and a Principal Planner position from the Planning Division (#4477) (\$200,000).
- Training and associated membership expenditures for the department (\$34,000).
- Inter-Departmental charges from Engineering for the respective custodial and maintenance costs of the department's space in the Madison Municipal Building (\$10,236).

Transportation

Function: Public Works & Transportation

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Total Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Expense					
Transportation Management	-	100,000	108,024	406,572	461,293
Total Expense	\$ -	\$ 100,000	\$ 108,024	\$ 406,572	\$ 461,293
Net General Fund	\$ -	\$ 100,000	\$ 108,024	\$ 406,572	\$ 461,293

Budget by Fund & Major

Fund: General

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Expense					
Salaries	-	100,000	100,750	344,436	355,631
Benefits	-	-	-	62,136	60,426
Supplies	-	-	-	-	1,000
Purchased Services	-	-	7,274	-	34,000
Inter Departmental Charges	-	-	-	-	10,236
Total Expense	\$ -	\$ 100,000	\$ 108,024	\$ 406,572	\$ 461,293
Net General Fund	\$ -	\$ 100,000	\$ 108,024	\$ 406,572	\$ 461,293

Service Overview

Service: Transportation Management

Service Description

This service is responsible for planning and maintaining each element of the City’s transportation system including bicycle, bus, freight, automobile traffic, parking, pedestrians, street, curb and right-of-way use, and public transit. Organizationally, leadership within this department is responsible for the oversight of Metro Transit, Parking Utility, and Traffic Engineering.

2019 Planned Activities

- Continue project planning and strategy surrounding Bus Rapid Transit (BRT) and Metro Transit’s facilities needs.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	-	-	-	-	-
Expense	-	100,000	108,024	406,572	461,293
Net Service Budget	\$ -	\$ 100,000	\$ 108,024	\$ 406,572	\$ 461,293

Transportation

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: General

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	-	-	-	344,436	355,631
Pending Personnel	-	100,000	100,750	-	-
TOTAL	\$ -	\$ 100,000	\$ 100,750	\$ 344,436	\$ 355,631

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Health Insurance Benefit	-	-	-	34,022	31,908
Wage Insurance Benefit	-	-	-	1,005	1,005
WRS	-	-	-	12,692	12,812
FICA Medicare Benefits	-	-	-	14,417	14,701
TOTAL	\$ -	\$ -	\$ -	\$ 62,136	\$ 60,426

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	-	-	-	-	500
Software Lic & Supplies	-	-	-	-	500
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 1,000

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Recruitment	-	-	7,274	-	-
Conferences & Training	-	-	-	-	17,000
Memberships	-	-	-	-	17,000
TOTAL	\$ -	\$ -	\$ 7,274	\$ -	\$ 34,000

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From Engineering	-	-	-	-	10,236
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 10,236

Transportation

Function: Public Works & Transportation

Position Summary

	2018 Budget			Request		2019 Executive	
	CG	FTEs	Amount	FTEs	Amount	FTEs	Amount
PLANNER	18	-	-	1.00	113,513	1.00	117,202
TRANS PLANNER	44	-	-	1.00	75,923	1.00	78,391
TRANSPORTATION DIR	21	1.00	100,000	1.00	155,000	1.00	160,038
TOTAL		1.00	\$ 100,000	3.00	\$ 344,436	3.00	\$ 355,630

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

Treasurer

Agency Overview

Agency Mission

The mission of the City Treasurer's Office is to receipt, safeguard, and invest all City revenues and to maintain tax assessment and payment records.

Agency Overview

The Agency is responsible for the receipt and investment of all City revenues. The agency's goals are to provide a user friendly process for taxpayers to avoid the likelihood of delinquency and to maximize the City's investment earnings.

2019 Budget Highlights

The 2019 Executive Budget:

- o Anticipates the Treasurer becoming a service within the Finance Department in July of 2019. The current Treasurer position will be reclassified to a Treasury and Revenue Manager that will oversee the service. This consolidation will result in increased efficiency in providing treasury and revenue services.
- o Reflects the City's cost allocation model that was developed in 2018. The goal of this methodology is to accurately and consistently allocate central service costs to enterprise agencies receiving services. Charges associated with cost allocation are reflected in the inter-departmental charges & billing major expenditure categories shown in the Line Item Detail section of the agency's budget. Reference the Executive Summary for a full explanation of the methodology, the allocation basis, and summary of allocated costs.

Treasurer

Function: Administration

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Treasurer	-	(11,000)	-	-	-
Total Revenue	\$ -	\$ (11,000)	\$ -	\$ -	\$ -
Expense					
Treasurer	689,176	706,828	718,448	718,974	764,563
Total Expense	\$ 689,176	\$ 706,828	\$ 718,448	\$ 718,974	\$ 764,563
Net General Fund	\$ 689,176	\$ 695,828	\$ 718,448	\$ 718,974	\$ 764,563

Budget by Fund & Major

Fund: General

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Intergovernmental Revenues	-	(10,000)	-	-	-
Charges for Services	-	(1,000)	-	-	-
Total Revenue	\$ -	\$ (11,000)	\$ -	\$ -	\$ -
Expense					
Salaries	225,244	206,854	226,765	217,171	427,931
Benefits	75,344	69,664	76,377	71,256	126,104
Supplies	65,338	66,350	67,752	66,350	66,350
Purchased Services	322,217	362,906	346,501	362,906	364,142
Inter Departmental Charges	1,033	1,054	1,054	1,291	1,291
Inter Departmental Billing	-	-	-	-	(221,255)
Total Expense	\$ 689,176	\$ 706,828	\$ 718,448	\$ 718,974	\$ 764,563
Net General Fund	\$ 689,176	\$ 695,828	\$ 718,448	\$ 718,974	\$ 764,563

Treasurer

Function: Administration

Service Overview

Service: Treasurer

Service Description

This service processes over one million payments annually through both physical and electronic payment channels. The service seeks to continue to utilize new forms of technology to improve efficiency for City taxpayers.

2019 Planned Activities

- Continue to review and refine service processes to reduce redundancy and improve efficiency as part of the consolidation with the Finance Department.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	-	(11,000)	-	-	-
Expense	689,176	706,828	718,448	718,974	764,563
Net Service Budget	\$ 689,176	\$ 695,828	\$ 718,448	\$ 718,974	\$ 764,563

Treasurer

Function: Administration

Line Item Detail

Agency Primary Fund: General

Intergovernmental Revenues

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Other Unit of Gov Rev Op	-	(10,000)	-	-	-
TOTAL	\$ -	\$ (10,000)	\$ -	\$ -	\$ -

Charges for Service

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Reimbursement Of Expense	-	(1,000)	-	-	-
TOTAL	\$ -	\$ (1,000)	\$ -	\$ -	\$ -

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	188,857	181,362	191,765	191,679	390,931
Compensated Absence	792	-	-	-	-
Hourly Wages	-	14,492	-	-	-
Overtime Wages Permanent	35,595	11,000	35,000	25,492	37,000
TOTAL	\$ 225,244	\$ 206,854	\$ 226,765	\$ 217,171	\$ 427,931

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Health Insurance Benefit	39,238	39,814	41,121	39,814	66,007
Wage Insurance Benefit	884	811	852	831	1,827
WRS	15,308	12,155	14,764	12,842	25,606
FICA Medicare Benefits	16,707	13,692	16,462	14,577	29,368
Post Employment Health Plans	3,208	3,192	3,177	3,192	3,296
TOTAL	\$ 75,344	\$ 69,664	\$ 76,377	\$ 71,256	\$ 126,104

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	1,765	3,500	1,745	3,500	3,500
Copy Printing Supplies	2,120	10,000	4,857	10,000	10,000
Postage	60,709	50,000	61,000	50,000	50,000
Books & Subscriptions	591	350	150	350	350
Work Supplies	153	2,500	-	2,500	2,500
TOTAL	\$ 65,338	\$ 66,350	\$ 67,752	\$ 66,350	\$ 66,350

Treasurer

Function: Administration

Line Item Detail

Agency Primary Fund: General

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Telephone	889	1,923	1,000	1,923	1,923
Cellular Telephone	561	700	600	700	700
Custodial Bldg Use Charges	22,116	26,393	26,393	26,393	27,629
Equipment Mntc	173	1,200	335	1,200	1,200
System & Software Mntc	17,543	21,300	19,363	21,300	21,300
Conferences & Training	1,154	3,000	3,274	3,000	3,000
Memberships	-	1,000	-	1,000	1,000
Bank Services	126,269	135,000	128,000	135,000	135,000
Credit Card Services	116,385	120,000	118,000	120,000	120,000
Armored Car Services	7,971	6,200	6,922	6,200	6,200
Storage Services	634	800	373	800	800
Printing Services	28,263	42,990	42,090	42,990	42,990
Other Services & Expenses	260	2,400	153	2,400	2,400
TOTAL	\$ 322,217	\$ 362,906	\$ 346,501	\$ 362,906	\$ 364,142

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From Insurance	778	769	769	1,023	1,023
ID Charge From Workers Comp	255	285	285	268	268
TOTAL	\$ 1,033	\$ 1,054	\$ 1,054	\$ 1,291	\$ 1,291

Inter-Departmental Billings

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Billing To Landfill	-	-	-	-	(26)
ID Billing To Monona Terrace	-	-	-	-	(9,051)
ID Billing To Golf Courses	-	-	-	-	(446)
ID Billing To Parking	-	-	-	-	(125,124)
ID Billing To Sewer	-	-	-	-	(2,706)
ID Billing To Stormwater	-	-	-	-	(1,825)
ID Billing To Transit	-	-	-	-	(58,615)
ID Billing To Water	-	-	-	-	(23,462)
TOTAL	\$ -	\$ -	\$ -	\$ -	(221,255)

Treasurer

Function: Administration

Position Summary

	CG	2018 Budget		Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCT CLERK	20	2.00	117,641	2.00	118,094	2.00	121,932
ADMIN CLERK	20	1.00	45,381	1.00	50,200	1.00	51,832
CITY TREASURER	21	1.00	110,872	1.00	113,525	1.00	117,214
CLERK	20	1.00	38,473	1.00	45,331	1.00	46,804
FIN OPER LDWKR	20	1.00	60,382	1.00	60,614	1.00	62,584
TOTAL		6.00	\$ 372,749	6.00	\$ 387,764	6.00	\$ 400,366

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

Water Utility

Agency Overview

Agency Mission

The mission of the Madison Water Utility is to provide the essential supply of water for consumption and fire protection via quality service and price, for present and future generations.

Agency Overview

The Agency seeks to maintain the City's water utility network by replacing and rehabilitating new and existing infrastructure.

2019 Budget Highlights

The 2019 Executive Budget:

- Anticipates a 30% rate increase or \$7 per month for the average residential customer. The most recent water rate increase occurred in 2015. The Water Utility anticipates completing rate increase submissions on an annual basis starting in 2019.
- Reduces machinery and equipment purchases to align with necessary asset replacements in 2019 (\$511,000).
- Reflects the City's cost allocation model that was developed in 2018. The goal of this methodology is to accurately and consistently allocate central service costs to enterprise agencies receiving services. Charges associated with cost allocation are reflected in the inter-departmental charges & billing major expenditure categories shown in the Line Item Detail section of the agency's budget. Reference the Executive Summary for a full explanation of the methodology, the allocation basis, and summary of allocated costs.

Water Utility

Function: Public Works & Transportation

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Water Supply	(39,573,998)	(42,375,000)	(41,896,882)	(45,886,000)	(45,886,000)
Total Revenue	\$ (39,573,998)	\$ (42,375,000)	\$ (41,896,882)	\$ (45,886,000)	\$ (45,886,000)
Expense					
Water Supply	39,573,998	42,375,000	41,896,882	45,886,000	45,886,000
Total Expense	\$ 39,573,998	\$ 42,375,000	\$ 41,896,882	\$ 45,886,000	\$ 45,886,000
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Budget by Fund & Major

Fund: Water Utility

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Intergovernmental Revenues	(33,650,639)	(41,640,000)	(33,139,008)	(44,935,000)	(44,935,000)
Charges for Services	(1,196,840)	(310,000)	(280,000)	(281,000)	(281,000)
Fine Forfeiture Assessments	(844,298)	-	-	-	-
Investments & Contributions	(349,292)	(200,000)	(137,781)	(270,000)	(270,000)
Misc Revenue	(310,398)	(225,000)	(236,727)	(400,000)	(400,000)
Other Finance Source	(3,222,531)	-	(8,103,366)	-	-
Total Revenue	\$ (39,573,998)	\$ (42,375,000)	\$ (41,896,882)	\$ (45,886,000)	\$ (45,886,000)
Expense					
Salaries	8,509,851	8,984,519	8,901,807	9,265,590	9,373,464
Benefits	3,602,148	3,064,013	3,085,375	3,196,365	3,067,867
Supplies	2,615,767	2,912,000	3,051,234	2,516,350	2,516,350
Purchased Services	6,440,234	5,692,500	5,151,931	5,549,950	5,549,950
Debt & Other Financing	13,400,078	23,879,690	23,864,256	27,690,073	27,428,470
Inter Departmental Charges	751,316	605,424	605,424	584,172	866,399
Inter Departmental Billing	(2,669,323)	(2,763,146)	(2,763,146)	(2,916,500)	(2,916,500)
Transfer Out	6,923,928	-	-	-	-
Total Expense	\$ 39,573,998	\$ 42,375,000	\$ 41,896,882	\$ 45,886,000	\$ 45,886,000
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Water Utility

Function: Public Works & Transportation

Service Overview

Service: Water Supply

Service Description

This service provides approximately 10 billion gallons of water per year for more than 68,000 customers throughout Madison through the operation of 23 wells and 875 miles of water mains. The goal of the service is to maintain and upgrade the water supply system to provide the best quality water service for all customers in the City.

2019 Planned Activities

- Maintain the existing level of service by continuing the unidirectional flushing program to improve water quality.
- Continue scheduled maintenance of the main distribution system and assets in accordance with the Water Utility's asset management plan.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(39,573,998)	(42,375,000)	(41,896,882)	(45,886,000)	(45,886,000)
Expense	39,573,998	42,375,000	41,896,882	45,886,000	45,886,000
Net Service Budget	\$ -	\$ -	\$ -	\$ -	\$ -

Water Utility

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: Water Utility

Intergovernmental Revenues

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Federal Revenues Operating	(143,931)	(140,000)	(139,008)	(135,000)	(135,000)
Payment for Muni Service	(33,506,709)	(41,500,000)	(33,000,000)	(44,800,000)	(44,800,000)
TOTAL	\$ (33,650,639)	\$ (41,640,000)	\$ (33,139,008)	\$ (44,935,000)	\$ (44,935,000)

Charges for Service

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Facility Rental	(279,431)	(310,000)	(280,000)	(281,000)	(281,000)
Utility Fee	(917,409)	-	-	-	-
TOTAL	\$ (1,196,840)	\$ (310,000)	\$ (280,000)	\$ (281,000)	\$ (281,000)

Fine Forfeiture & Assessments

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Spec Assessments Service	(844,298)	-	-	-	-
TOTAL	\$ (844,298)	\$ -	\$ -	\$ -	\$ -

Investments & Contributions

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Interest	(379,843)	(200,000)	(137,781)	(270,000)	(270,000)
Net (Increase) Decr Fmv Invest	30,551	-	-	-	-
TOTAL	\$ (349,292)	\$ (200,000)	\$ (137,781)	\$ (270,000)	\$ (270,000)

Misc Revenue

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Insurance Recoveries	(21,947)	-	-	-	-
Miscellaneous Revenue	(288,450)	(225,000)	(236,727)	(400,000)	(400,000)
TOTAL	\$ (310,398)	\$ (225,000)	\$ (236,727)	\$ (400,000)	\$ (400,000)

Other Finance Sources

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Sale Of Assets	(29,817)	-	(37,156)	-	-
Trade In Allowance	(56,900)	-	(15,000)	-	-
Revenue Bond Allocated	(3,259)	-	-	-	-
Fund Balance Applied	(3,132,555)	-	(8,051,210)	-	-
TOTAL	\$ (3,222,531)	\$ -	\$ (8,103,366)	\$ -	\$ -

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	7,712,982	8,709,519	8,306,049	8,793,290	8,901,164
Salary Savings	-	(440,000)	-	(440,000)	(440,000)
Pending Personnel	-	-	-	94,700	94,700
Premium Pay	22,692	30,000	24,578	30,000	30,000
Workers Compensation Wages	4,314	35,000	12,597	35,000	35,000
Compensated Absence	153,407	-	100,000	109,000	109,000
Hourly Wages	185,221	300,000	96,925	242,600	242,600
Overtime Wages Permanent	415,895	340,000	357,166	390,000	390,000
Overtime Wages Hourly	14,803	10,000	4,222	11,000	11,000
Election Officials Wages	536	-	270	-	-
TOTAL	\$ 8,509,851	\$ 8,984,519	\$ 8,901,807	\$ 9,265,590	\$ 9,373,464

Water Utility

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: Water Utility

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Comp Absence Escrow	150,273	90,000	150,000	200,000	200,000
Unemployment Benefits	7,182	-	10,277	-	-
Health Insurance Benefit	1,509,191	1,631,838	1,602,319	1,646,418	1,522,431
Wage Insurance Benefit	25,423	25,123	27,264	26,922	26,194
WRS	560,951	583,544	575,691	589,149	583,035
FICA Medicare Benefits	626,649	655,508	651,555	665,876	665,997
Tuition	-	10,000	-	-	-
Licenses & Certifications	892	-	900	-	-
Post Employment Health Plans	68,023	68,000	67,369	68,000	70,210
Other Post Emplmnt Benefit	136,946	-	-	-	-
Pension Expense	516,618	-	-	-	-
TOTAL	\$ 3,602,148	\$ 3,064,013	\$ 3,085,375	\$ 3,196,365	\$ 3,067,867

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	12,924	10,000	9,346	10,000	10,000
Copy Printing Supplies	3,026	3,500	3,200	2,500	2,500
Furniture	5,259	-	1,618	2,500	2,500
Hardware Supplies	30,203	75,000	35,000	75,000	75,000
Software Lic & Supplies	5,464	63,000	11,915	128,700	128,700
Postage	305,141	340,000	340,000	320,000	320,000
Program Supplies	2,011	-	11,200	10,500	10,500
Books & Subscriptions	356	1,000	636	500	500
Work Supplies	883,953	800,000	800,000	900,000	900,000
Asphalt Repair Materials	49,752	65,000	81,477	65,000	65,000
Janitorial Supplies	22,121	12,000	22,000	22,500	22,500
Lab And Photo Supplies	12,332	21,000	13,641	16,200	16,200
Safety Supplies	27,068	40,000	35,000	31,200	31,200
Snow Removal Supplies	(825)	-	-	-	-
Uniform Clothing Supplies	8,022	10,000	9,000	10,750	10,750
Food And Beverage	156	-	-	-	-
Building	28,754	5,000	25,000	5,000	5,000
Building Supplies	9,037	5,000	10,000	25,000	25,000
Electrical Supplies	13,493	7,500	13,856	15,000	15,000
HVAC Supplies	17,208	10,000	17,000	12,000	12,000
Plumbing Supplies	21,217	10,000	22,000	20,000	20,000
Landscaping Supplies	4,374	3,000	4,500	5,000	5,000
Fertilizers And Chemicals	163,394	165,000	182,517	162,000	162,000
Machinery And Equipment	719,981	859,000	923,746	348,000	348,000
Equipment Supplies	181,010	200,000	185,001	144,000	144,000
Tires	24,766	30,000	30,000	25,000	25,000
Gasoline	33,224	110,000	153,919	75,000	75,000
Diesel	23,298	60,000	100,462	75,000	75,000
Oil	6,409	5,000	6,500	7,000	7,000
Lubricants	2,641	2,000	2,700	3,000	3,000
TOTAL	\$ 2,615,767	\$ 2,912,000	\$ 3,051,234	\$ 2,516,350	\$ 2,516,350

Water Utility

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: Water Utility

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Natural Gas	39,368	63,000	52,993	75,000	75,000
Electricity	2,393,237	2,600,000	2,499,318	2,500,000	2,500,000
Stormwater	45,058	42,000	43,000	45,000	45,000
Steam	107,525	125,000	110,000	-	-
Telephone	18,333	20,000	17,486	20,000	20,000
Cellular Telephone	12,204	18,000	21,911	41,750	41,750
Television	1,148	1,500	1,488	1,500	1,500
Systems Comm Internet	-	-	443	-	-
Building Improv Repair Maint	1,637,126	48,500	79,823	385,000	385,000
Waste Disposal	188	500	275	500	500
Fire Protection	-	-	7,109	4,000	4,000
Pest Control	650	1,500	956	1,400	1,400
Custodial Bldg Use Charges	-	5,000	-	-	-
Landfill	2,250	2,000	2,500	2,500	2,500
Grounds Improv Repair Maint	2,119	5,000	2,500	2,500	2,500
Landscaping	-	2,500	1,500	1,000	1,000
Office Equipment Repair	174	250	600	250	250
Comm Device Mntc	-	-	1,705	-	-
Equipment Mntc	69,680	40,000	60,936	80,000	80,000
System & Software Mntc	291,542	375,000	306,913	284,400	284,400
Vehicle Repair & Mntc	24,907	25,000	28,508	35,000	35,000
Rental Of Equipment	9,249	10,000	14,559	15,000	15,000
Street Mntc	392,098	440,000	539,473	400,000	400,000
Sidewalk Mntc	124,130	120,000	120,000	125,000	125,000
Plant In Service Mntc	-	-	1,618	-	-
Recruitment	843	250	806	-	-
Mileage	1,846	2,500	1,800	2,000	2,000
Conferences & Training	68,084	160,000	65,000	70,000	70,000
Memberships	43,327	40,000	43,631	43,900	43,900
Uniform Laundry	3,156	4,000	3,685	8,000	8,000
Audit Services	11,000	16,000	14,603	14,000	14,000
Bank Services	52,350	61,000	55,000	60,000	60,000
Credit Card Services	135,749	25,000	35,000	5,000	5,000
Delivery Freight Charges	845	1,000	1,860	1,000	1,000
Mortgage & Title Services	300	-	200	-	-
Consulting Services	273,520	650,000	272,440	189,500	189,500
Advertising Services	7,226	20,000	7,500	10,000	10,000
Printing Services	122,334	140,000	132,092	167,500	167,500
Inspection Services	436	1,000	4,942	6,000	6,000
Locating Marking Services	18,381	18,000	18,381	20,000	20,000
Lab Services	82,827	130,000	93,718	114,000	114,000
Parking Towing Services	1,465	1,500	1,500	1,500	1,500
Security Services	5,622	-	8,503	10,000	10,000
Other Services & Expenses	358,749	300,000	385,656	477,750	477,750
Grants	23,180	115,000	30,000	250,000	250,000
Taxes & Special Assessments	-	2,500	-	-	-
Permits & Licenses	58,010	60,000	60,000	80,000	80,000
TOTAL	\$ 6,440,234	\$ 5,692,500	\$ 5,151,931	\$ 5,549,950	\$ 5,549,950

Water Utility

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: Water Utility

Debt & Other Financing

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Principal	6,660,000	9,055,000	9,055,000	11,007,025	11,007,025
Interest	6,736,153	7,300,000	7,300,000	8,036,036	8,036,036
Bond Notes Issuance Services	-	140,000	140,000	-	-
Paying Agent Services	3,925	5,000	5,000	5,000	5,000
PILOT	-	7,364,256	7,364,256	7,502,887	7,502,887
Fund Balance Generated	-	15,434	-	1,139,125	877,522
TOTAL	\$ 13,400,078	\$ 23,879,690	\$ 23,864,256	\$ 27,690,073	\$ 27,428,470

Inter-Departmental Charges

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Charge From GF	-	-	-	-	6,346
ID Charge From Attorney	-	-	-	-	14,548
ID Charge From Clerk	-	-	-	-	565
ID Charge From Finance	-	-	-	-	146,845
ID Charge From Human Resource	55,842	58,867	58,867	58,867	60,296
ID Charge From Information Tec	111,504	119,700	119,700	119,700	145,761
ID Charge From Treasurer	-	-	-	-	23,462
ID Charge From Engineering	-	-	-	-	5,910
ID Charge From Fleet Services	100,264	49,386	49,386	36,000	36,000
ID Charge From Traffic Eng	6,681	20,000	20,000	20,000	17,509
ID Charge From Econ Dev	-	-	-	-	799
ID Charge From Insurance	119,370	123,223	123,223	149,505	149,505
ID Charge From Workers Comp	357,655	234,248	234,248	200,100	200,100
TOTAL	\$ 751,316	\$ 605,424	\$ 605,424	\$ 584,172	\$ 807,646

Inter-Departmental Billings

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Billing To Landfill	(13,579)	-	-	-	(10,000)
ID Billing To Parks	(55,381)	(63,180)	(63,180)	(66,500)	(66,500)
ID Billing To Sewer	(2,318,016)	(2,419,396)	(2,419,396)	(2,550,000)	(2,540,000)
ID Billing To Stormwater	(282,347)	(280,570)	(280,570)	(300,000)	(300,000)
TOTAL	\$ (2,669,323)	\$ (2,763,146)	\$ (2,763,146)	\$ (2,916,500)	\$ (2,916,500)

Transfer Out

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer Out To General	6,923,928	-	-	-	-
TOTAL	\$ 6,923,928	\$ -	\$ -	\$ -	\$ -

Water Utility

Function: Public Works & Transportation

Position Summary

	CG	2018 Budget		2019 Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCOUNTANT	18	2.00	168,008	2.00	170,680	2.00	176,227
ADMIN CLERK	20	7.00	370,151	7.00	376,448	7.00	388,683
ASSET MGR	18	1.00	80,753	1.00	83,495	1.00	86,209
AUTO MECH	16	2.00	108,448	2.00	116,365	2.00	120,147
CIVIL TECH	16	6.00	385,560	6.00	405,193	6.00	418,362
COMP MAP/GIS COORD	18	1.00	94,610	1.00	95,905	1.00	99,022
CROSS CONNECT CTRL INSPEC	16	3.00	217,870	3.00	218,708	3.00	225,816
CTRL SYS PROG	18	1.00	88,678	1.00	89,019	1.00	91,912
CUSTOMER SERVICE MGR	18	1.00	61,900	1.00	62,138	1.00	64,157
DISPATCHER	16	1.00	59,080	1.00	59,215	1.00	61,139
ELECTRICIAN FOREPERS	71	1.00	82,343	1.00	82,660	1.00	85,346
ELECTRONIC MTN TECH	16	1.00	71,572	1.00	71,847	1.00	74,182
ENGINEER	18	4.00	325,402	4.00	337,341	4.00	348,305
ENGR AIDE	16	1.00	59,085	1.00	59,226	1.00	61,151
ENGR PROG SPEC	16	1.00	67,788	1.00	69,814	1.00	72,083
EQPT OPR	16	18.00	1,019,779	18.00	1,021,181	18.00	1,054,369
FIELD SERV LDWKR	16	2.00	122,975	2.00	135,990	2.00	140,409
FIELD SERV REP	16	5.00	302,803	5.00	271,086	5.00	279,896
FIELD SERVICE ANALYST	16	3.00	190,021	3.00	195,221	3.00	201,566
FIN OPER LDWKR	20	1.00	59,843	1.00	60,073	1.00	62,025
MAINT MECH	16	5.00	320,684	5.00	320,269	5.00	330,678
MAINT WORKER	16	2.00	99,824	2.00	112,683	2.00	116,345
MASTER MECHANIC	16	1.00	70,261	1.00	70,532	1.00	72,824
OPERATIONS CLERK	16	1.00	57,365	1.00	57,585	1.00	59,457
PAINTER	71	1.00	59,173	1.00	59,319	1.00	61,246
PRINCIPAL ENGR WATER	18	1.00	117,915	1.00	118,006	1.00	121,841
PROG ASST	20	2.00	110,814	2.00	113,349	2.00	117,033
PUB WKS GEN FORE	18	3.00	227,774	3.00	235,412	3.00	243,063
PUB WKS GEN SUPV	18	1.00	89,636	1.00	89,980	1.00	92,905
PUB WKS LEADWKR	16	1.00	62,046	1.00	51,509	1.00	53,183
PUB WKS MAINT WKR	16	17.00	922,993	17.00	927,005	17.00	957,132
SURVEYOR	18	1.00	73,454	1.00	75,211	1.00	77,655
WATER COMM OUTREACH SPE	18	1.00	65,402	1.00	65,866	1.00	68,007
WATER CONSTR SUPV	18	1.00	78,393	1.00	79,724	1.00	82,315
WATER HYDRANT INSPEC	16	3.00	187,846	3.00	176,083	3.00	181,806
WATER ONE CALL COORD	16	3.00	183,121	3.00	183,825	3.00	189,799
WATER QUAL SAMPLER	16	2.00	113,334	2.00	109,374	2.00	112,929
WATER QUALITY MGR	18	1.00	103,047	1.00	104,588	1.00	107,987
WATER SUPPLY MGR	18	1.00	108,880	1.00	109,299	1.00	112,851
WATER UTIL ACCT/COMP SPEC	20	1.00	57,785	1.00	59,861	1.00	61,806

Water Utility

Function: Public Works & Transportation

Position Summary

	CG	2018 Budget		Request		2019 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
WATER UTIL FIN MGR	18	1.00	114,097	1.00	114,535	1.00	118,258
WATER UTIL GEN MGR	21	1.00	142,241	1.00	145,644	1.00	150,377
WATER UTIL MAINT SUPV	18	1.00	88,434	1.00	93,363	1.00	96,397
WATER UTIL OPR LDWKR	16	5.00	340,068	5.00	344,418	5.00	355,611
WATER UTIL OPR MGR	18	1.00	114,097	1.00	114,535	1.00	118,258
WATER UTIL PUB INFO	18	1.00	75,657	1.00	83,495	1.00	86,209
WATERWKS OPR	16	9.00	572,870	9.00	575,779	9.00	594,491
TOTAL		130.00	\$ 8,493,879	130.00	\$ 8,572,854	130.00	\$ 8,851,472

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.

Worker's Compensation

Agency Overview

Agency Mission

The mission of Worker's Compensation is to protect the interests of City workers who are injured or become ill on the job by making timely, appropriate, and accurate decisions on claims, providing prompt payment of benefits, and assisting injured workers in returning to work as soon as is feasible.

Agency Overview

The Agency is responsible for retaining a third party administrator to handle the City's workers' compensation claims, providing safety services, managing the City's return-to-work program, and purchasing of stop loss coverage. Staff manages the City's safety program and operates as the City liaison with its third party administrator. The goal of Worker's Compensation is to provide injured or ill employees with the provision of appropriate and timely benefits as provided under the Workers' Compensation laws of Wisconsin.

2019 Budget Highlights

The 2019 Executive Budget:

- o Anticipates a five percent decrease in insurance coverage and claims over 2018, the General Fund impact of this decrease is \$200,000.
- o Increases funding to continue Madison Fire Department pilot program on workers compensation injuries (\$3,000).

Workers Compensation

Function: Administration

Budget by Service (All Funds)

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Workers Comp	(24,148)	(308,078)	(61,018)	(75,000)	(75,000)
Total Revenue	\$ (24,148)	\$ (308,078)	\$ (61,018)	\$ (75,000)	\$ (75,000)
Expense					
Workers Comp	24,148	308,078	61,018	75,000	75,000
Total Expense	\$ 24,148	\$ 308,078	\$ 61,018	\$ 75,000	\$ 75,000
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Budget by Fund & Major

Fund: Worker's Compensation

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue					
Investments & Contributions	(50)	-	(18)	-	-
Misc Revenue	(24,098)	(75,000)	(61,000)	(75,000)	(75,000)
Other Finance Source	-	(476)	-	-	-
Transfer In	-	(232,602)	-	-	-
Total Revenue	\$ (24,148)	\$ (308,078)	\$ (61,018)	\$ (75,000)	\$ (75,000)
Expense					
Salaries	59,565	77,640	80,290	93,515	96,310
Benefits	70,289	3,013,950	13,641	16,117	16,118
Supplies	5,646	10,000	10,000	10,000	10,000
Purchased Services	1,953,163	1,052,000	3,604,388	3,871,270	3,871,258
Debt & Other Financing	1,935,485	404,488	602,699	133,825	131,313
Inter Departmental Billing	(4,000,000)	(4,250,000)	(4,250,000)	(4,049,727)	(4,049,999)
Total Expense	\$ 24,148	\$ 308,078	\$ 61,018	\$ 75,000	\$ 75,000
Net General Fund	\$ -	\$ -	\$ -	\$ -	\$ -

Workers Compensation

Function: Administration

Service Overview

Service: Workers Comp

Service Description

Through its work with safety committees, managers, and employees, staff assist in providing a safe working environment for City employees. If an employee becomes injured or ill on the job, staff work with providers to provide appropriate and timely benefits as provided under the Workers' Compensation laws of Wisconsin.

2019 Planned Activities

- Increase funding to continue Madison Fire Department pilot program on workers compensation injuries (\$3,000).
- Hire an intern to assist with data analysis and assist with a safety gap analysis to identify areas for improvement in the current safety program.

Service Budget by Account Type

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Revenue	(24,148)	(308,078)	(61,018)	(75,000)	(75,000)
Expense	24,148	308,078	61,018	75,000	75,000
Net Service Budget	\$ -	\$ -	\$ -	\$ -	\$ -

Workers Compensation

Function: Administration

Line Item Detail

Agency Primary Fund: Worker's Compensation

Investments & Contributions

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Interest	(50)	-	(18)	-	-
TOTAL	\$ (50)	\$ -	\$ (18)	\$ -	\$ -

Misc Revenue

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Miscellaneous Revenue	(24,098)	(75,000)	(61,000)	(75,000)	(75,000)
TOTAL	\$ (24,098)	\$ (75,000)	\$ (61,000)	\$ (75,000)	\$ (75,000)

Other Finance Sources

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Fund Balance Applied	-	(476)	-	-	-
TOTAL	\$ -	\$ (476)	\$ -	\$ -	\$ -

Transfer In

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Transfer In From General	-	(232,602)	-	-	-
TOTAL	\$ -	\$ (232,602)	\$ -	\$ -	\$ -

Salaries

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Permanent Wages	94,399	77,640	75,790	86,015	88,810
Pending Personnel	-	-	-	7,500	7,500
Compensated Absence	(34,835)	-	-	-	-
Hourly Wages	-	-	4,500	-	-
TOTAL	\$ 59,565	\$ 77,640	\$ 80,290	\$ 93,515	\$ 96,310

Benefits

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Comp Absence Escrow	46,096	-	-	-	-
Health Insurance Benefit	4,656	2,552	2,598	3,748	3,517
Wage Insurance Benefit	237	323	35	141	141
WRS	6,417	5,202	5,079	5,763	5,816
FICA Medicare Benefits	7,073	5,828	5,929	6,465	6,644
Loss Runs	-	3,000,045	-	-	-
Pension Expense	5,811	-	-	-	-
TOTAL	\$ 70,289	\$ 3,013,950	\$ 13,641	\$ 16,117	\$ 16,118

Supplies

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Office Supplies	-	-	117	1,000	1,000
Furniture	4,321	-	506	-	-
Hardware Supplies	-	-	521	-	-
Work Supplies	-	10,000	8,857	9,000	9,000
Machinery And Equipment	1,325	-	-	-	-
TOTAL	\$ 5,646	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000

Workers Compensation

Function: Administration

Line Item Detail

Agency Primary Fund: Worker's Compensation

Purchased Services

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Telephone	-	-	108	250	250
Cellular Telephone	14	-	7	20	20
Custodial Bldg Use Charges	-	-	-	9,000	8,988
Mileage	-	-	63	-	-
Conferences & Training	584	-	584	1,000	1,000
Memberships	-	-	493	1,000	1,000
Audit Services	600	-	600	-	-
Management Services	146,269	180,000	155,000	165,000	165,000
Consulting Services	-	42,000	40,360	60,000	60,000
Other Services & Expenses	4,128	-	5,000	5,000	5,000
Other Insurance	291,613	330,000	290,000	330,000	330,000
Insurance Claims	1,509,954	500,000	3,112,173	3,300,000	3,300,000
TOTAL	\$ 1,953,163	\$ 1,052,000	\$ 3,604,388	\$ 3,871,270	\$ 3,871,258

Debt & Other Financing

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
Fund Balance Generated	1,935,485	404,488	602,699	133,825	131,313
TOTAL	\$ 1,935,485	\$ 404,488	\$ 602,699	\$ 133,825	\$ 131,313

Workers Compensation

Function: Administration

Line Item Detail

Agency Primary Fund: Worker's Compensation

Inter-Departmental Billings

	2017 Actual	2018 Adopted	2018 Projected	2019 Request	2019 Executive
ID Billing To Assessor	(15,386)	(14,659)	(14,659)	(14,564)	(14,564)
ID Billing To Attorney	(1,744)	(1,882)	(1,882)	(1,732)	(1,732)
ID Billing To Civil Rights	(700)	(861)	(861)	(804)	(804)
ID Billing To Clerk	(615)	(1,292)	(1,292)	(724)	(724)
ID Billing To Common Council	(277)	(306)	(306)	(284)	(284)
ID Billing To Finance	(2,550)	(2,666)	(2,666)	(2,222)	(2,222)
ID Billing To Human Resources	(1,287)	(1,319)	(1,319)	(1,260)	(1,260)
ID Billing To Information Tec	(8,580)	(4,167)	(4,167)	(3,800)	(3,800)
ID Billing To Mayor	(726)	(738)	(738)	(731)	(731)
ID Billing To Municipal Court	(243)	(257)	(257)	(234)	(234)
ID Billing To Treasurer	(255)	(285)	(285)	(268)	(268)
ID Billing To EAP	-	(135)	(135)	136	(136)
ID Billing To Fire	(761,487)	(859,647)	(859,647)	(863,575)	(863,575)
ID Billing To Police	(742,783)	(835,092)	(835,092)	(802,588)	(802,588)
ID Billing To Engineering	(156,659)	(102,690)	(102,690)	(103,077)	(103,077)
ID Billing To Fleet Services	(109,929)	(123,186)	(123,186)	(65,541)	(65,541)
ID Billing To Landfill	-	(2,637)	(2,637)	(2,591)	(2,591)
ID Billing To Streets	(374,520)	(398,719)	(398,719)	(521,025)	(521,025)
ID Billing To Traffic Eng	(76,335)	(78,625)	(78,625)	(89,031)	(89,031)
ID Billing To Library	(12,936)	(15,403)	(15,403)	(14,849)	(14,849)
ID Billing To Parks	(228,904)	(273,306)	(273,306)	(244,386)	(244,386)
ID Billing To Bldg Inspection	(30,628)	(34,088)	(34,088)	(31,316)	(31,316)
ID Billing To Community Dev	(8,077)	(8,321)	(8,321)	(7,477)	(7,477)
ID Billing To Economic Dev	(1,238)	(1,237)	(1,237)	(1,296)	(1,296)
ID Billing To Office Of Dir Pl	(819)	(880)	(880)	(299)	(299)
ID Billing To Planning	(2,973)	(2,982)	(2,982)	(3,338)	(3,338)
ID Billing To Monona Terrace	(46,159)	(45,137)	(45,137)	(42,274)	(42,274)
ID Billing To Golf Courses	(16,186)	(19,146)	(19,146)	(16,340)	(16,340)
ID Billing To Parking	(73,079)	(76,678)	(76,678)	(78,088)	(78,088)
ID Billing To Sewer	-	(58,168)	(58,168)	(48,752)	(48,752)
ID Billing To Stormwater	-	(23,204)	(23,204)	(19,430)	(19,430)
ID Billing To Transit	(876,154)	(959,837)	(959,837)	(817,212)	(817,212)
ID Billing To Water	(357,655)	(234,248)	(234,248)	(200,100)	(200,100)
ID Billing To CDA Management	(91,116)	(68,202)	(68,202)	(50,655)	(50,655)
TOTAL	\$ (4,000,000)	\$ (4,250,000)	\$ (4,250,000)	\$ (4,049,727)	\$ (4,049,999)



Glossary

2019 Operating Budget: Executive Budget

Glossary

AGENCY: A unit of organization within the City. Agencies include departments, divisions, and utilities. Each agency is responsible for submitting to the Finance Director capital and operating budget requests outlining projected costs of operation for the upcoming fiscal year.

APPROPRIATION: The legislative authority to spend and obligate a specified amount from a designated fund account for a specific purpose.

COMPENSATION GROUP: A grouping of classifications based on shared attributes of classifications, professional/supervisory requirements, and work functions assigned to established salary ranges in the Compensation Plan.

DEBT SERVICE: Principal and interest payments on debt incurred by the City.

DIRECT APPROPRIATION: Budget appropriations made for a specific activity or initiative but not housed within a specific agency. These appropriations fall under the purview of the Mayor.

EXECUTIVE BUDGET: The Mayor's plan for expenditures and funding sources during the fiscal year. The plan reflects potential appropriations and is presented to the Common Council for their amendments and adoption, at which time the funds are legally appropriated.

EXPENDITURE RESTRAINT PROGRAM: A state aid program that provides funding to municipalities that keep growth in spending from funds supported by property taxes to no more than the consumer price index plus 60% of net new construction.

EXPENDITURE TYPE: The category that describes the type of expenditure being made, for example, Building, Machinery and Equipment, or Fiber Network.

FULL TIME EQUIVALENT POSITION (FTE): A term used to express the position count. A person working in a half-time position is considered to be working at 0.5 FTE.

FUNCTION: A grouping of agencies that provide like services. The functions identified within Madison's operating budget include: Administration, General Government, Library, Planning and Development, Public Safety and Health, and Public Works and Transportation.

FUND: A sum of money segregated for specific activities. Use of this money requires adherence to special regulations established for each fund. The funds identified within the City of Madison's Adopted Budget include: Capital Projects Fund, General Fund, Community Development Grants, Convention Center, Debt Service, Fleet Services, Golf Courses, Impact Fees, Insurance, Library, Loans, Metro Transit, Other Grants, Other Restricted, Parking Utility, Public Health Madison & Dane County, Sewer Utility, Stormwater Utility, Water Utility, Worker's Compensation, and Community Development Authority.

GENERAL FUND: A central fund into which most of the City's tax and unrestricted revenues are budgeted to support basic City operations.

HOLDING COSTS: Expenses for upkeep and maintenance of the unoccupied areas of the Tax Increment Financing (TIF) district properties throughout Madison.

LEVY (PROPERTY TAX): Taxes levied on all taxable property within the City of Madison. The annual levy is determined by the amount of funding needed to support ongoing operating functions of the City. The property tax represents 73% of Madison’s total General Fund budget.

LEVY LIMIT: A state law requirement that a municipality’s property tax levy, net of general obligation debt service, does not increase more than the increase in net new construction.

MAJOR: A set of like accounts defining the nature of expenditures. Major objects within the City of Madison’s chart of accounts include:

- Revenue
- Salaries
- Fringe
- Supplies
- Purchased Services
- Debt & Other Financing
- Inter-Departmental Billings
- Inter-Departmental Charges
- Transfer Out

MILL RATE: A figure used to represent the amount per \$1,000 of the assessed property used to determine the amount of property tax.

NET NEW CONSTRUCTION: Used for state levy limits and expenditure restraint program; it’s the percentage calculated from the ratio of new construction value to the total equalized property value in the City.

OPERATING BUDGET: A plan, approved by the Mayor and Common Council, appropriating funds to agencies for operating costs during the upcoming year. This plan establishes legal expenditure authority for agencies to carry out business as authorized in the adopted budget. Amendments to the operating budget that exceed \$5,000 are subject to super majority approval by the Common Council.

PAYMENT IN LIEU OF TAX: A payment made by entities exempt from the property tax to reflect services received from the City.

RACIAL EQUITY AND SOCIAL JUSTICE (RESJI): An initiative within the City of Madison focused on establishing racial equity and social justice as core principles in all decisions, policies, and functions of the City of Madison.

SERVICE: An activity or set of activities performed by an agency that has identifiable costs for budgetary purposes and a clear purpose with measurable objectives.

SPECIAL ASSESSMENTS: Charges designated for improvements and services provided to real property within the City and charged to the property owners. Examples of improvements funded by special assessments include sewer repair and sidewalk replacement.

TAXES ON AVERAGE VALUE HOME (TOAH): A calculation used to reflect the impact of budgetary decisions on the property tax levy by calculating the impact on the average assessed property value of a single family home.

VALUE INCREMENT: The equalized value of all taxable property in a TID in any year minus the tax incremental base. In any year, “value increment” is positive if the tax incremental base is less than the aggregate value of taxable property as equalized by the Wisconsin Department of Revenue; it is negative if that base exceeds the aggregate value.

FINANCE DEPARTMENT

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