



# CITY OF MADISON, WISCONSIN

Satya Rhodes-Conway, Mayor

## FINANCE DEPARTMENT

David Schmiedicke, Finance Director

## FINANCE COMMITTEE

Satya Rhodes-Conway, Mayor

Jael Currie, Common Council President

Tag Evers, Common Council Member

Sabrina Madison, Common Council Member

Marsha Rummel, Common Council Member

Michael Verveer, Common Council Member

Regina Vidaver, Common Council Member

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# *Introduction & Summaries*

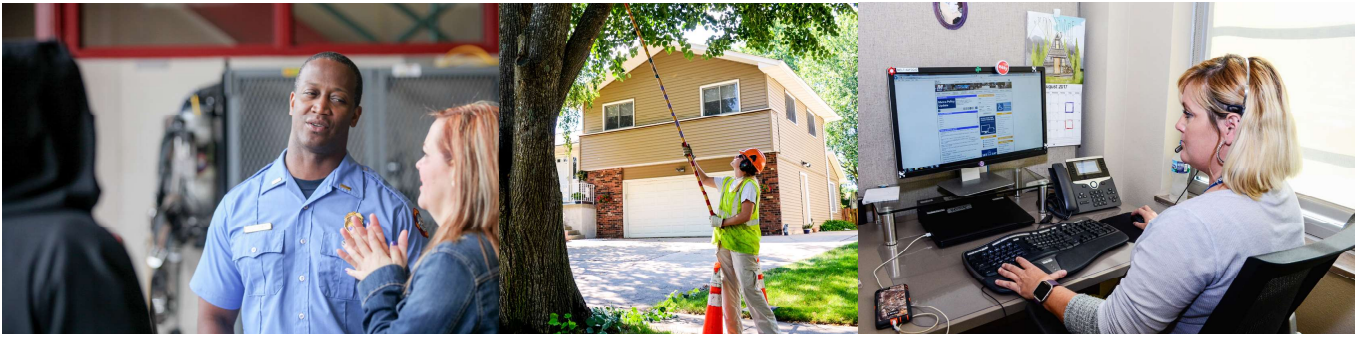
2024 Executive Operating Budget



# 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.



#### Shared Prosperity

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



#### Civic Engagement

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



#### Stewardship

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



#### Well-Being

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



### 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

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## Operating Budget Overview and Policies

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### What is included in the Operating Budget?

The City of Madison's Operating Budget is a planning and financial document that pays for daily services for City residents. The Operating Budget appropriates funding to City Agencies to pay for expenses, including but not limited to staff salaries, funding community-based organizations that deliver services on behalf of the City, and other costs such as supplies and equipment. Services included in the operating budget include library and park programs, job training and childcare services, garbage and recycling collection, and public health and public safety.

### Financial and Budget Management Policies

To maintain a long-term balanced budget, the City of Madison will avoid using one-time revenue sources to fund ongoing operating expenses.

Consistent with recommended financial and budget management practices, the City of Madison has a goal of maintaining an unassigned general fund balance on December 31<sup>st</sup> equal to or greater than 15 percent of subsequent year's budgeted general fund appropriations. Excess balances will be used for one-time expenditures and actions will be taken to increase the balance if it falls below the 15 percent goal.

The city will also seek to avoid appropriations outside of its regular budget process other than to respond to emergency situations (as expressed by the Mayor and Common Council through resolution) or to address mid-year and year-end budget sufficiency and expenditure restraint program requirements.

The expenditures within each department for the various major objects of expenditure and capital projects shall not exceed the amounts specified in the budget. The Finance Director is authorized to approve all intradepartmental transfers of unencumbered balances of up to \$50,000, and the Mayor is authorized to approve interdepartmental transfers of up to \$50,000.

### Guidelines for Agency Operating Budgets

**Base Budget:** Agency operating budgets start with a "cost to continue" projection, which is the cost to provide the same level of services in the upcoming year. This projection accounts for factors such as planned salary adjustments (step and longevity increases), changes to interdepartmental billings and cost allocations, updated insurance and workers' compensation expenses, and other agency specific adjustments. From this base budget, agencies were allowed to reallocate funding across services so long as the overall amount was consistent with the budget target.

**Reduction Scenarios:** As part of the budget request process, all General and Library Fund agencies were required to take a 1% reduction in their base budget. An analysis of actual spending between 2019 and 2022 showed that agencies have consistently underspent their budget by 2%-4%. The 1% reduction allows the city to recognize savings from these expenditure trends, and results in a total expenditure decrease of \$3.0 million.

In addition, the budget increases savings by assuming a higher personnel vacancy rate. Historically, the city budget has included a 2% "salary savings" rate to reflect turnover and vacancies, with a flat rate for all agencies. The 2024 budget introduces a tiered structure for salary savings, with variable rates based on the number of full time equivalent (FTE) positions in an agency. The average salary savings for the City has increased to 3% of permanent wages, resulting in a savings of \$2.4 million. As with the 1% reduction, the new salary savings rates were based on an analysis of historic trends, and agencies should be able to manage the reduction by slight delays in hiring without affecting agency operations.

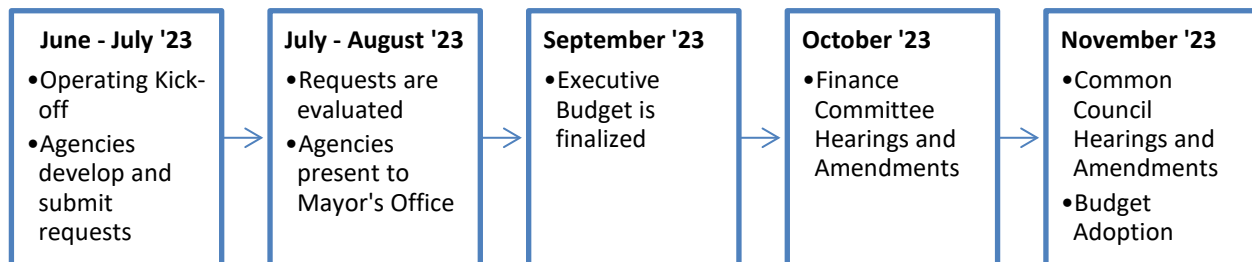


## Operating Budget Overview and Policies

**Supplemental Requests:** Agencies were permitted to submit one supplemental request to address citywide priorities or urgent needs. Before submitting a supplemental request, agencies were asked to examine whether the needs could be addressed through reallocations within the base budget or by implementing operational efficiencies. As with reduction scenarios, supplemental proposals were carefully considered for impact. Proposed supplemental requests are described in the highlights for each impacted agency, and additional details are available in the Executive Summary.

**Racial Equity and Social Justice:** As part of their operating request, agencies were required to articulate: (1) how proposed changes in their budget would align with their 2023-2024 Department Equity Action Plan, (2) whether the changes would address specific inequities or advance other equity goals, and (3) if the changes were related to a Neighborhood Resource Team (NRT) recommendation. Agency requests were submitted to the Finance Department on July 21, 2023, and can be found here: <https://www.cityofmadison.com/finance/budget/2024-budget/2024-operating-budget>

### Operating Budget Development Timeline



### How to Read Agency Budgets

The “Agency Operating Budgets” section includes all agency budgets. Budgets are organized by “Functional Area,” or, groupings of agencies that perform similar work. Within the Functional area, budgets are organized in alphabetical order by agency name. The presentation of each agency’s budget includes 2022 actuals, 2023 adopted budget and projected amounts (based on the 2<sup>nd</sup> quarter projections), 2024 agency request, and the 2024 executive budget.

Each agency section includes the following components:

1. **Agency Overview:** High level summary of the agency including mission, overview, and highlights/ major changes for the 2024 budget.
2. **Budget Overview:** A summary of the agency’s budget by fund, service, and major category of expenditure. Revenues presented for General Fund agencies only include revenue budgeted within the General Fund; expenditure amounts represent all funds.
3. **Service Overview:** Presentation of the agency’s budget by service. Each service includes the following:
  - a. **Service Description:** High level overview of the service and its objectives
  - b. **Activities Performed by Service:** Description of activities that make of the service’s body of work
  - c. **Service Budget:** Presentation of the service’s budget by fund and expenditure type. In cases where services are funded by multiple sources, only revenues from the General Fund are presented.

## Operating Budget Overview and Policies

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4. **Position Detail:** Includes the count and salary of full-time equivalent (FTE) positions funded in the Executive Budget.
  - a. The 2024 Executive Operating Budget includes the following adjustments for general municipal employees: i) a 4% cost of living adjustment effective January 1, 2024, and ii) a 2% pay increase effective July 7, 2024.
5. **Line Item Detail**
  - a. Outlines line item expenditures within the agency's primary fund.

TIP: Refer to the Glossary at the end of the budget book for definitions of key budget terms. Common words like "fund," "major," and "service" have specific meanings in the budget book.

### Internal Service Funds

The Adopted Budget includes three Internal Service Funds: Fleet Service, Insurance, and Workers Compensation. An Internal Service Fund is used to account for enterprise-like operations that provide services, on a user fee basis, primarily or exclusively to City agencies. Budgets for the internal service funds are presented in the Agency Operating Budgets section, and fund statements for Insurance and Workers Compensation are included in the Special Fund Statement section.

### Enterprise Funds

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

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

With the exception of Monona Terrace and Transit Utility, enterprise funds 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.

## American Rescue Plan Act (ARPA)

### American Rescue Plan Act (ARPA)

The City of Madison received \$47.2 million of federal funding through the State and Local Recovery Funds component of the American Rescue Plan Act (ARPA) to recover from the negative public health and economic impacts caused by the COVID-19 pandemic. The City adopted a plan in July 2021 ([Legistar 65935](#)) to use ARPA funds to address critical community issues, support an equitable recovery, and continue to provide government services. Funding for projects was appropriated in 2021 and 2022. Information on the original allocations and proposed changes for the 2024 budget are detailed below.

For more information on ARPA, go to [www.cityofmadison.com/arpa](http://www.cityofmadison.com/arpa).

### ORIGINAL ARPA ALLOCATIONS – OPERATING BUDGET (RES-21-00487)

Agency	Project	Amount
<b>2021 Appropriations</b>		
COMMUNITY DEVELOPMENT	Connection to Basic Needs	\$ 150,000
COMMUNITY DEVELOPMENT	Emergency Rental Assistance program operations	\$ 400,000
COMMUNITY DEVELOPMENT	Services to Residents who are Undocumented	\$ 700,000
COMMUNITY DEVELOPMENT	Summer Youth Employment - 2021 Youth Reengagement	\$ 120,000
COMMUNITY DEVELOPMENT	Summer Youth Employment - Summer 2021/ Fall Expansion	\$ 465,000
COMMUNITY DEVELOPMENT	Unsheltered Homeless Support	\$ 2,000,000
ECONOMIC DEVELOPMENT	Public Market Foundation Operating Support	\$ 400,000
ECONOMIC DEVELOPMENT	Downtown Vacant Storefront Art Program	\$ 100,000
ECONOMIC DEVELOPMENT	Neighborhood Business District Support	\$ 300,000
PUBLIC HEALTH	PFAS Education, Outreach and Coordination	\$ 50,000
PUBLIC HEALTH	PHMDC Violence Prevention Initiatives	\$ 160,000
PUBLIC HEALTH	CARES Support and Evaluation	\$ 150,000
<b>2022 Appropriations</b>		
COMMUNITY DEVELOPMENT	Healthy Aging Education and Engagement	\$ 50,000
COMMUNITY DEVELOPMENT	Endowment for Homelessness Operating Funds	\$ 2,000,000
COMMUNITY DEVELOPMENT	Renter's Choice	\$ 1,000,000
COMMUNITY DEVELOPMENT	Summer Youth Employment - Summer 2022	\$ 650,000
COMMUNITY DEVELOPMENT	Unsheltered Homeless Support	\$ 1,500,000
PUBLIC HEALTH	PFAS Education, Outreach and Coordination	\$ 50,000
PUBLIC HEALTH	Violence Prevention Initiatives	\$ 1,040,000

### 2022 ADOPTED BUDGET

The 2022 Adopted Budget transferred funding across two projects:

- Hotels Converted to Housing (Capital): Reduced by \$1.5 million, bringing the total to \$1 million. This change is reflected in the capital budget.
- Unsheltered Homeless Support (Operating): Increased by \$1.5 million, bringing the total budget to \$3.5 million.

## American Rescue Plan Act (ARPA)

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### 2023 ADOPTED BUDGET

Many projects are ongoing, multi-year efforts that have not fully expended their original ARPA allocation. The 2023 Adopted Budget carried forward unspent funding, with the following changes:

- Reallocated \$2 million designated for an Endowment for Homelessness Operating Funds to Unsheltered Homeless Support. The City had received additional information on eligible uses of ARPA funds that suggested an endowment is not an allowable expense. The 2023 adopted budget shifted ARPA funds to Unsheltered Homeless Support, and added \$2.0 million in general fund monies to seed the endowment.
- The City's original local ARPA allocation included 3 projects for expanding youth employment and engagement opportunities. The 2023 budget made a technical adjustment to consolidate unspent funds from three separate youth employment and engagement projects into one project, and extend youth employment funding into 2023 and 2024.

### 2024 EXECUTIVE BUDGET

The 2024 Executive Budget carries forward unspent ARPA funds for all projects and proposes additional reallocations to ensure the City expends all operating project funds by the end of 2024.

#### ***Community Development Division (CDD)***

- Reallocates funding from 4 projects that will not be completed as planned to 1 ongoing and 1 new project.
- The projects that will have funding reduced include:
  - Hotels to Housing (-\$1.0 million): The City and Dane County issued developer RFPs for a hotel conversion project and received no responses, indicating this project is not be feasible in 2024.
  - Renter's Choice (-\$1.0 million): This program was initially proposed to help low-income individuals with various barriers to rental. CDD completed initial research and planning for this program and determined that State law would prohibit the implementation of the program. CDD will continue to use Emergency Rental Assistance (ERA) funding to support individuals with rental support.
  - Emergency Rental Assistance (ERA) Program Operations (\$329,200) and Consumer Lending (-\$500,000): CDD was able to use other federal funds to meet the demands for ERA staffing and consumer lending.
- The projects that will have funding added include:
  - Unsheltered Homeless Support (\$1.6 million): Operating the temporary shelters at Dairy Drive and Zeier Road costs approximately \$3.5 million annually. Additional ARPA funds will support operations through 2024. This allocation will bring the project total to \$7.1 million.
  - Nonprofit Support (\$1.2 million): The executive budget creates a new ARPA project to fund contracts for Neighborhood Center Support (\$921,000) and Southwest Madison Employment Center Operations (\$279,000). CDD has existing contracts with these non-profits, which provide critical services in the community. Utilizing ARPA in 2024 allows the City to preserve General Fund resources for community services in future years.

#### ***Economic Development Division (EDD)***

- Reallocates \$100,000 from the Downtown Vacant Storefront Art program to the Small Business Equity and Recovery (SBER) program. After outreach by the Economic Development and Planning divisions for the Downtown Vacant Storefront Art program, it was determined there was not sufficient property owner interest to implement the project as planned. Reallocating funds to SBER would allow EDD to continue providing financial assistance, resources, and opportunities for small businesses.



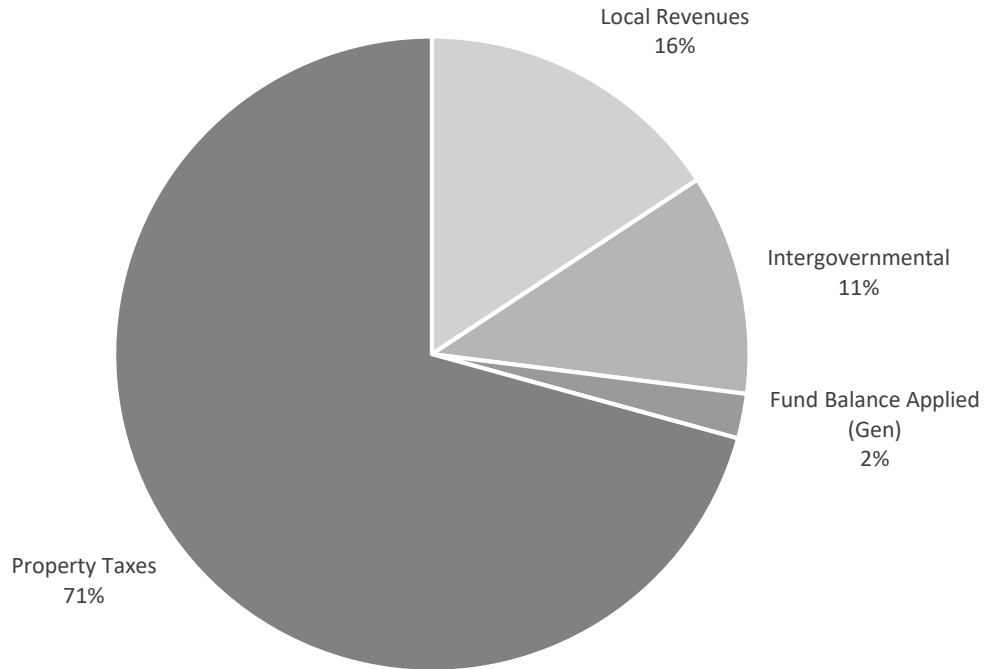
## CITY TAX RATE COMPUTATION

	2023 Adopted	2024 Executive	2024 Adopted	\$ Change	Percent Change
<b>ASSESSED VALUE</b>					
Real Property:					
Residential	22,693,088,300	25,820,054,100	-	3,126,965,800	13.78%
Commercial	13,234,201,300	15,578,681,000	-	2,344,479,700	17.72%
Agricultural	12,473,700	27,535,500	-	15,061,800	120.75%
Manufacturing	378,560,900	449,500,800	-	70,939,900	18.74%
Total Real Property	\$ 36,318,324,200	\$ 41,875,771,400	\$ -	\$ 5,557,447,200	15.30%
Personal Property:					
Locally Assessed	584,250,400	457,870,400	-	(126,380,000)	-21.63%
Manufacturing	71,939,100	85,559,100	-	13,620,000	18.93%
	656,189,500	543,429,500	-	(112,760,000)	-17.18%
Town of Madison Assessed Value in City	400,452,900	-	-	(400,452,900)	-100.00%
Manufacturing Adjustments	-	-	-	-	n/a
Board of Review Adjustments	-	(25,000,000)	-	(25,000,000)	n/a
Total Assessable Property	37,374,966,600	42,394,200,900	-	5,019,234,300	13.43%
Less TIF Increment Value	(1,894,740,800)	(2,111,689,500)	-	(216,948,700)	11.45%
Net Taxable Property	\$ 35,480,225,800	\$ 40,282,511,400	\$ -	\$ 4,802,285,600	13.54%
<b>BUDGETED REVENUES AND EXPENDITURES</b>					
General Fund Expenditures	362,559,105	384,028,322	-	21,469,217	5.92%
Net Library Fund Expenditures	19,770,825	20,748,476	-	977,651	4.94%
Total Budgeted Expenditures	382,329,930	404,776,799	-	22,446,869	5.87%
Net Expenditures	\$ 382,329,930	\$ 404,776,799	\$ -	\$ 22,446,869	5.87%
Total Revenues	105,250,580	109,303,343	-	4,052,763	3.85%
Fund Balance Applied	3,400,000	9,200,000	-	5,800,000	170.59%
Total Revenues and Fund Balance	108,650,580	118,503,343	-	9,852,763	9.07%
<b>PROPERTY TAX LEVY</b>	\$ 273,679,350	\$ 286,273,456	\$ -	\$ 12,594,106	4.60%
<b>MILL RATE</b>					
	<u>7.7136</u>	<u>7.1067</u>		<u>-0.6069</u>	-7.87%
General Fund Portion	7.1563	6.5916		-0.5647	-7.89%
Library Portion	0.5573	0.5151		-0.0422	-7.57%
Average Home Value	376,900	424,400		47,500	12.60%
Taxes on Average Home	2,907.26	3,016.08		108.82	3.74%

## GENERAL FUND FUNDING SOURCE BY MAJOR CATEGORY

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Payments in Lieu of Tax/Transfer In	31,499,945	24,557,600	22,954,100	15,457,600	23,707,600
Other Local Taxes	1,796,728	1,762,000	1,931,609	1,762,000	1,907,000
Fines And Forfeitures	5,419,349	5,650,000	5,331,246	5,650,000	5,250,000
Licenses And Permits	9,182,203	8,664,120	8,704,516	8,164,120	8,382,120
Ungrouped Revenues	(6,071,782)	5,100,000	7,500,000	6,100,000	7,100,000
Charges for Services	18,271,256	17,286,455	16,904,604	17,286,455	17,391,455
<i>Local Revenues</i>	\$ 60,097,699	\$ 63,020,175	\$ 63,326,075	\$ 54,420,175	\$ 63,738,175
Intergovernmental	40,718,931	42,230,406	42,119,246	45,030,406	45,565,168
<b>Total Revenues</b>	<b>\$ 100,816,630</b>	<b>\$ 105,250,580</b>	<b>\$ 105,445,321</b>	<b>\$ 99,450,580</b>	<b>\$ 109,303,343</b>
Fund Balance Applied (Gen)	(11,999,706)	3,400,000	3,205,259	-	9,200,000
Total Revenue & Fund Bal	88,816,924	108,650,580	108,650,580	99,450,580	118,503,343
Property Taxes	259,140,742	273,679,349	273,679,350	283,031,698	286,273,456
<b>Total Sources</b>	<b>\$ 347,957,666</b>	<b>\$ 382,329,929</b>	<b>\$ 382,329,930</b>	<b>\$ 382,482,278</b>	<b>\$ 404,776,799</b>

### General Fund Budget by Funding Source



## GENERAL FUND REVENUES

### Payments in Lieu of Tax/Transfer In

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Room Tax	5,667,799	5,700,000	5,546,500	6,000,000	6,350,000
CDA	204,337	219,400	219,400	219,400	219,400
Water Utility	6,849,831	7,900,000	6,600,000	7,150,000	6,400,000
Parking Utility	1,550,030	1,300,000	1,150,000	1,550,000	1,500,000
Monona Terrace	338,200	338,200	338,200	338,200	338,200
Capital (Finance)	-	-	-	-	-
Grants Fund (ARPA)	15,686,990	2,000,000	2,000,000	-	5,600,000
Tax Increment Districts	1,000,000	6,900,000	6,900,000	-	3,100,000
Golf Enterprise	202,758	200,000	200,000	200,000	200,000
<b>Total</b>	<b>\$ 31,499,945</b>	<b>\$ 24,557,600</b>	<b>\$ 22,954,100</b>	<b>\$ 15,457,600</b>	<b>\$ 23,707,600</b>

### Other Local Taxes

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Penalties on Delinquent Taxes	564,171	500,000	725,000	500,000	700,000
Prior Year Taxes	54,740	80,000	54,740	80,000	55,000
Payment in Lieu of Taxes	1,047,704	1,000,000	1,000,000	1,000,000	1,000,000
Mobile Home Tax	130,113	142,000	143,556	142,000	142,000
Muni Svc Fee	-	40,000	8,313	40,000	10,000
Other	-	-	-	-	-
<b>Total</b>	<b>\$ 1,796,728</b>	<b>\$ 1,762,000</b>	<b>\$ 1,931,609</b>	<b>\$ 1,762,000</b>	<b>\$ 1,907,000</b>

### Fines And Forfeitures

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Moving Violations	408,491	500,000	465,000	500,000	400,000
Uniform Citations	798,870	900,000	865,000	900,000	850,000
Parking Violations	4,211,838	4,250,000	4,001,246	4,250,000	4,000,000
Other	150	-	-	-	-
<b>Total</b>	<b>\$ 5,419,349</b>	<b>\$ 5,650,000</b>	<b>\$ 5,331,246</b>	<b>\$ 5,650,000</b>	<b>\$ 5,250,000</b>

### Licenses And Permits

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Animal Licenses	107,171	130,000	125,000	130,000	130,000
Bicycle Licenses	350	-	350	-	-
Clerks Licenses	1,140,179	1,000,000	1,150,000	1,000,000	1,150,000
Other Licenses	3,610	29,000	29,000	29,000	20,000
Building Permits	6,494,484	6,200,000	5,900,000	5,700,000	5,700,000
Street Occupancy Permits	857,789	600,000	789,166	600,000	750,000
Weights and Measures Permits	171,679	225,000	225,000	225,000	225,000
Street Opening Permit	344,295	420,000	420,000	420,000	350,000
Fire Permit	17,793	21,000	21,000	21,000	18,000
Other Permits	44,853	39,120	45,000	39,120	39,120
<b>Total</b>	<b>\$ 9,182,203</b>	<b>\$ 8,664,120</b>	<b>\$ 8,704,516</b>	<b>\$ 8,164,120</b>	<b>\$ 8,382,120</b>

## Ungrouped Revenues

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Interest on Investments	3,364,351	4,000,000	6,400,000	5,000,000	6,000,000
Other Interest	(14,429,161)	-	-	-	-
P-Card Rebates	365,695	325,000	325,000	325,000	325,000
Encroachment Revenue	442,000	460,000	460,000	460,000	460,000
Easement Revenue	18,700	15,000	15,000	15,000	15,000
Lease Revenues	338,862	-	-	-	-
Sale of Surplus Property	1,560,481	50,000	50,000	50,000	50,000
TIF Reimbursements	553,000	-	-	-	-
TOM Balance	1,337,875	-	-	-	-
Miscellaneous Revenues	376,415	250,000	250,000	250,000	250,000
<b>Total</b>	<b>\$ (6,071,782)</b>	<b>\$ 5,100,000</b>	<b>\$ 7,500,000</b>	<b>\$ 6,100,000</b>	<b>\$ 7,100,000</b>

## Intergovernmental Revenues

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
St Municipal Aid Program	4,763,152	5,013,149	4,996,731	7,813,149	8,104,976
St Utility Aid Payment	1,432,011	1,397,615	1,397,615	1,397,615	1,488,349
St Video Service Provider Aid	492,901	492,901	-	492,901	492,901
St Expenditure Restraint	6,568,366	7,468,562	7,468,562	7,468,562	6,904,080
St Pmt for Municipal Services	7,932,549	7,950,257	8,393,702	7,950,257	7,950,257
St Gen Transportation Aid	11,991,576	12,318,373	12,146,058	12,318,373	12,628,476
St Connecting Highway Aid	567,808	567,806	568,528	567,806	683,008
St Recycling Aid	806,834	805,000	811,225	805,000	810,000
St Exempt Computer Reimb	3,729,459	3,729,459	3,748,572	3,729,459	3,748,459
St Personal Property Exempt Aid	1,093,295	987,284	1,038,253	987,284	1,054,662
Fire Insurance Dues Pmt	1,340,980	1,500,000	1,550,000	1,500,000	1,700,000
Other	-	-	-	-	-
<b>Total</b>	<b>\$ 40,718,931</b>	<b>\$ 42,230,406</b>	<b>\$ 42,119,246</b>	<b>\$ 45,030,406</b>	<b>\$ 45,565,168</b>

## Charges for Services

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Court Fees	(28,691)	-	-	-	-
Misc Charges	49,472	50,000	50,000	50,000	50,000
Fire Service	1,723,884	900,000	900,000	900,000	900,000
Ambulance Conveyance Fees	11,429,299	11,745,000	11,400,000	11,745,000	11,400,000
Police Service Fees	32,042	25,000	25,000	25,000	25,000
Engineering Service Charges	1,534,199	1,000,000	1,000,000	1,000,000	1,500,000
Inspection Fees	19,450	10,000	10,000	10,000	10,000
Cemetery Fees	284,435	300,000	300,000	300,000	300,000
Parks Use Charges	654,751	600,000	540,000	600,000	600,000
Program Principal/Appreciation	1,541	-	87,541	-	-
Reimbursement of Expenses	3,465	20,000	20,000	20,000	20,000
Application Fees	112,000	120,000	135,000	120,000	120,000
Cable Franchise Fees	1,799,494	1,801,455	1,787,063	1,801,455	1,801,455
Broadband Franchise Fees	98,209	90,000	90,000	90,000	105,000
Rental of City Property	557,706	625,000	560,000	625,000	560,000
<b>Total</b>	<b>\$ 18,271,256</b>	<b>\$ 17,286,455</b>	<b>\$ 16,904,604</b>	<b>\$ 17,286,455</b>	<b>\$ 17,391,455</b>



## Operating Budget by Function

### *General & Library Funds*

#### Budget by Function-General & Library Funds

	2023 Adopted	2024 Executive	Change	% Change
Administration	27,742,871	30,563,249	2,820,378	10.17%
Debt Service	61,587,222	63,879,900	2,292,678	3.72%
General Government	2,717,556	3,068,032	350,476	12.90%
Misc & Dir Approp to Cap	15,834,346	10,072,592	(5,761,754)	-36.39%
Planning & Development	30,474,418	28,268,278	(2,206,140)	-7.24%
Public Facilities	19,770,825	20,748,477	977,652	4.94%
Public Safety & Health	165,144,960	172,028,937	6,883,978	4.17%
Public Works	47,808,168	50,110,608	2,302,440	4.82%
Transportation	11,249,564	26,036,725	14,787,162	131.45%
<b>TOTAL</b>	<b>382,329,929</b>	<b>404,776,799</b>	<b>22,446,870</b>	<b>5.87%</b>

# Operating Budget by Function

## General & Library Funds

### Budget by Function & Agency-General & Library Funds

	2023 Adopted	2024 Agency Request			2024 Executive			Overall Change	
	Amount	Amount	Δ from Adopted	% Δ	Amount	Δ from Request	% Δ	Δ (2023 to 2024)	% Δ
<b>Administration</b>	<b>27,742,871</b>	<b>30,254,538</b>	<b>2,511,667</b>	<b>9%</b>	<b>30,563,249</b>	<b>308,712</b>	<b>1%</b>	<b>2,820,378</b>	<b>10%</b>
Assessor	3,079,070	3,358,467	279,397	9%	3,406,749	48,282	1%	327,679	11%
Attorney	3,209,248	3,383,599	174,351	5%	3,260,760	(122,839)	-4%	51,512	2%
Civil Rights	2,399,743	2,498,276	98,533	4%	2,601,856	103,580	4%	202,113	8%
Clerk	2,279,693	3,788,862	1,509,169	66%	3,810,472	21,609	1%	1,530,779	67%
Employee Assistance Program	479,113	497,899	18,786	4%	502,281	4,382	1%	23,168	5%
Finance	4,645,472	5,125,449	479,977	10%	5,333,063	207,614	4%	687,591	15%
Human Resources	2,081,158	2,088,879	7,721	0%	2,095,920	7,040	0%	14,762	1%
Information Technology	9,569,373	9,513,105	(56,268)	-1%	9,552,148	39,043	0%	(17,225)	0%
<b>Debt Service</b>	<b>61,587,222</b>	<b>65,587,222</b>	<b>4,000,000</b>	<b>6%</b>	<b>63,879,900</b>	<b>(1,707,322)</b>	<b>-3%</b>	<b>2,292,678</b>	<b>4%</b>
Gen Fund Debt Service	61,587,222	65,587,222	4,000,000	6%	63,879,900	(1,707,322)	-3%	2,292,678	4%
<b>General Government</b>	<b>2,717,556</b>	<b>2,855,926</b>	<b>138,369</b>	<b>5%</b>	<b>3,068,032</b>	<b>212,107</b>	<b>7%</b>	<b>350,476</b>	<b>13%</b>
Common Council	1,196,631	1,121,584	(75,047)	-6%	1,133,870	12,287	1%	(62,760)	-5%
Mayor	1,259,001	1,429,687	170,686	14%	1,622,566	192,880	13%	363,565	29%
Municipal Court	261,925	304,655	42,730	16%	311,596	6,940	2%	49,671	19%
<b>Misc &amp; Dir Approp to Cap</b>	<b>15,834,346</b>	<b>13,338,517</b>	<b>(2,495,829)</b>	<b>-16%</b>	<b>10,072,592</b>	<b>(3,265,925)</b>	<b>-24%</b>	<b>(5,761,754)</b>	<b>-36%</b>
Capital Projects	1,110,000	1,110,000	-	0%	1,233,000	123,000	11%	123,000	11%
Citywide Miscellaneous	14,724,346	12,228,517	(2,495,829)	-17%	8,839,592	(3,388,925)	-28%	(5,884,754)	-40%
<b>Planning &amp; Development</b>	<b>30,474,418</b>	<b>27,431,072</b>	<b>(3,043,346)</b>	<b>-10%</b>	<b>28,268,278</b>	<b>837,206</b>	<b>3%</b>	<b>(2,206,140)</b>	<b>-7%</b>
Building Inspection	5,116,290	5,541,611	425,321	8%	5,630,509	88,898	2%	514,220	10%
Community Development	18,850,950	14,963,445	(3,887,505)	-21%	15,511,407	547,962	4%	(3,339,543)	-18%
Economic Development	2,324,802	2,466,210	141,408	6%	2,500,710	34,499	1%	175,908	8%
PCED Office of Director	620,344	693,543	73,200	12%	703,296	9,752	1%	82,952	13%
Planning	3,562,032	3,766,262	204,230	6%	3,922,356	156,094	4%	360,324	10%
<b>Public Facilities</b>	<b>19,770,825</b>	<b>20,604,069</b>	<b>833,244</b>	<b>4%</b>	<b>20,748,477</b>	<b>144,408</b>	<b>1%</b>	<b>977,652</b>	<b>5%</b>
Library	19,770,825	20,604,069	833,244	4%	20,748,477	144,408	1%	977,652	5%
<b>Public Safety &amp; Health</b>	<b>165,144,960</b>	<b>169,580,779</b>	<b>4,435,820</b>	<b>3%</b>	<b>172,028,937</b>	<b>2,448,158</b>	<b>1%</b>	<b>6,883,978</b>	<b>4%</b>
Fire	68,098,376	69,425,293	1,326,917	2%	70,292,692	867,399	1%	2,194,316	3%
Police	86,917,117	89,783,807	2,866,690	3%	91,033,353	1,249,546	1%	4,116,236	5%
Office of Independent Monitor	473,168	505,061	31,893	7%	509,420	4,359	1%	36,252	8%
Public Health	9,656,299	9,866,618	210,319	2%	10,193,472	326,854	3%	537,173	6%
<b>Public Works</b>	<b>47,808,168</b>	<b>50,331,331</b>	<b>2,523,163</b>	<b>5%</b>	<b>50,110,608</b>	<b>(220,723)</b>	<b>0%</b>	<b>2,302,440</b>	<b>5%</b>
Engineering	5,066,401	5,897,330	830,929	16%	5,926,844	29,514	1%	860,443	17%
Parks	16,007,257	16,900,794	893,537	6%	16,616,412	(284,381)	-2%	609,156	4%
Streets	26,734,510	27,533,207	798,697	3%	27,567,351	34,144	0%	832,841	3%
<b>Transportation</b>	<b>11,249,564</b>	<b>23,694,390</b>	<b>12,444,826</b>	<b>111%</b>	<b>26,036,725</b>	<b>2,342,336</b>	<b>10%</b>	<b>14,787,162</b>	<b>131%</b>
Metro Transit	2,009,664	14,000,000	11,990,336	597%	15,725,000	1,725,000	12%	13,715,336	682%
Traffic Engineering	8,671,580	9,129,581	458,001	5%	9,705,678	576,097	6%	1,034,098	12%
Transportation	568,320	564,809	(3,511)	-1%	606,048	41,239	7%	37,728	7%

## GENERAL OBLIGATION DEBT SERVICE SUMMARY

	2023 ADOPTED			2024 EXECUTIVE		
	Principal	Interest	Total	Principal	Interest	Total
<b>TYPE OF DEBT</b>						
Promissory Notes	67,705,000	14,192,318	81,897,318	78,779,000	17,285,285	96,064,285
General Obligation Bonds	22,215,000	3,864,295	26,079,295	16,525,000	3,600,440	20,125,440
State Trust Fund Loans***				100,169	25,027	125,196
Paying Agent Fees	-	10,000	10,000	-	10,000	10,000
<b>TOTAL</b>	<b>89,920,000</b>	<b>18,066,613</b>	<b>107,986,613</b>	<b>95,404,169</b>	<b>20,920,752</b>	<b>116,324,921</b>
<b>SOURCE OF FUNDS</b>						
Transit Utility	3,170,503	655,022	3,825,525	3,207,876	582,930	3,790,806
Golf Courses	40,727	3,633	44,361	41,610	2,604	44,214
TIF Districts	7,074,266	993,454	8,067,720	8,533,684	1,714,297	10,247,981
Impact Fee Funds	114,528	617	115,144	62,956	296	63,252
Madison Public Library	2,275,805	391,509	2,667,314	2,190,966	348,661	2,539,627
Room Tax	163,966	43,755	207,721	373,560	136,208	509,768
CDBG	12,938	100	13,038	13,647	64	13,711
Fleet Service	8,706,643	2,009,696	10,716,340	9,464,459	2,292,275	11,756,734
Stormwater Utility	7,169,599	1,319,086	8,488,685	7,335,079	1,599,116	8,934,195
Water Utility	1,843,138	1,048,635	2,891,773	1,891,533	978,460	2,869,993
Monona Terrace	56,503	438	56,941	59,600	280	59,880
**Affordable Housing	504,972	46,100	551,072	504,972	41,751	546,723
CDA Housing Operations	61,519	477	61,997	64,892	305	65,197
*CDA Redevelopment	527,486	97,283	624,769	512,482	82,157	594,639
Madison/Dane Co Health	257,073	45,749	302,822	247,031	36,171	283,202
Special Revenue Fund	200,000	-	200,000	200,000	-	200,000
Special Assessment Fund	200,448	1,468	201,916	192,909	907	193,816
*Debt Service Fund Reserves	162,000	(50,744)	111,256	(165,046)	(48,050)	(213,096)
General Debt Reserves	5,210,223	940,774	6,150,997	6,259,814	1,584,564	7,844,378
Interest Earnings	-	1,100,000	1,100,000	-	2,100,000	2,100,000
<b>TOTAL NON-GENERAL FUND</b>	<b>37,752,338</b>	<b>8,647,053</b>	<b>46,399,391</b>	<b>40,992,026</b>	<b>11,452,994</b>	<b>52,445,020</b>
<b>General Fund Portion</b>	<b>52,167,662</b>	<b>9,419,560</b>	<b>61,587,222</b>	<b>54,412,143</b>	<b>9,467,758</b>	<b>63,879,900</b>

\* 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.

\*\* The General Fund is paying the debt for the Affordable Housing Fund.

\*\*\* State Trust Fund Loans is debt assumed by the City as part of the attachment of former Town of Madison area to the City of Madison.

# STATEMENT OF INDEBTEDNESS AND DEBT SERVICE

## SUMMARY BY PURPOSE OF ISSUE

Purpose	Principal, 2024		Interest	
	Outstanding January 1	Payable	Outstanding December 31	Payable 2024
<b>General Fund G.O. Promissory Notes, G.O. Bonds, G.O. Refunding Bonds, &amp; State Trust Fund Loan</b>				
Streets	\$ 211,258,092	\$ 31,934,417	\$ 179,323,675	\$ 7,201,779
Parks Improvements	30,915,331	5,954,307	24,961,024	930,742
Land Acquisition	2,444	2,444	-	11
Public Buildings	26,472,481	5,715,745	20,756,736	878,282
Equipment Purchase	39,765,884	4,786,829	34,979,055	1,196,509
Planning & Development	31,614,899	4,474,331	27,140,568	1,196,135
Refuse Reduction & Landfill	1,985,533	397,107	1,588,426	67,508
Transportation	24,487,394	2,613,468	21,873,926	1,082,354
Police	9,606,134	2,183,698	7,422,435	292,618
Fire	9,614,103	2,609,612	7,004,490	296,384
<b>Total General Purposes</b>	<b>\$ 385,722,294</b>	<b>\$ 60,671,958</b>	<b>\$ 325,050,336</b>	<b>\$ 13,142,322</b>
<b>Other Funds G.O. Promissory Notes</b>				
TIF Districts	45,300,282	7,802,820	37,497,462	1,710,862
Library	3,768,827	874,218	2,894,609	111,092
Golf Enterprise	98,485	24,621	73,864	2,524
Fleet Service	45,529,220	7,302,659	38,226,562	1,660,725
Transit Utility	8,891,665	1,818,547	7,073,118	282,251
Stormwater Utility	44,604,598	6,885,639	37,718,959	1,597,003
Public Health of Madison and Dane County	1,144,888	238,903	905,985	36,133
Affordable Housing	3,399,945	504,972	2,894,972	41,751
CDA Redevelopment	399,907	79,981	319,925	13,597
Room Tax	3,111,067	354,269	2,756,798	136,117
Brownfield Remediation Revolving Fund	600,000	200,000	400,000	-
Debt Service Reserves	798,769	199,692	599,077	20,192
General Debt Reserves	-	5,886,520	-	1,490,071
Interest Earnings	-	-	-	2,100,000
<b>Total Other Funds G.O. Promissory Notes</b>	<b>\$ 157,647,652</b>	<b>\$ 32,172,842</b>	<b>\$ 131,361,330</b>	<b>\$ 9,202,318</b>
<b>Other Funds G.O. Bonds</b>				
Library	5,458,168	341,136	5,117,033	167,156
Fleet Service	23,980,975	1,454,748	22,526,226	628,227
Transit Utility	11,060,857	674,116	10,386,741	297,317
Water Utility	20,345,000	1,730,000	18,615,000	977,700
<b>Total Other Funds G.O. Bonds</b>	<b>\$ 60,845,000</b>	<b>\$ 4,200,000</b>	<b>\$ 56,645,000</b>	<b>\$ 2,070,400</b>



# STATEMENT OF INDEBTEDNESS AND DEBT SERVICE

## SUMMARY BY PURPOSE OF ISSUE

Purpose	Principal, 2024		Interest	
	Outstanding January 1	Payable	Outstanding December 31	Payable 2024
<b>Other Funds G.O. Refunding Bonds</b>				
TIF Districts	730,864	730,864	-	3,435
Impact Fees	62,956	62,956	-	296
Library	7,023,826	975,613	6,048,213	70,412
Monona Terrace	59,600	59,600	-	280
Golf Enterprise	16,989	16,989	-	80
Fleet Service	707,052	707,052	-	3,323
Transit Utility	715,213	715,213	-	3,362
Stormwater Utility	449,440	449,440	-	2,112
Water Utility	161,533	161,533	-	760
Public Health of Madison and Dane County	8,128	8,128	-	38
CDBG	13,647	13,647	-	64
CDA Housing Operations	64,892	64,892	-	305
Room Tax	19,291	19,291	-	91
Debt Service Reserve	67,761	67,761	-	318
Special Assessments	192,909	192,909	-	907
<b>Total Other Funds G.O. Refunding Bonds</b>	<b>\$ 10,294,102</b>	<b>\$ 4,245,889</b>	<b>\$ 6,048,213</b>	<b>\$ 85,783</b>
<b>Total Non-General Purposes</b>	<b>\$ 228,786,755</b>	<b>\$ 40,618,731</b>	<b>\$ 194,054,543</b>	<b>\$ 11,358,502</b>
<b>TOTAL G.O. Debt</b>	<b>\$ 614,509,048</b>	<b>\$ 101,290,689</b>	<b>\$ 519,104,879</b>	<b>\$ 24,500,823</b>
<b>Paying Agent Fees</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,000</b>
	<b>\$ 614,509,048</b>	<b>\$ 101,290,689</b>	<b>\$ 519,104,879</b>	<b>\$ 24,510,823</b>
<b>Revenue Debt</b>	<b>191,835,000</b>	<b>31,660,000</b>	<b>160,175,000</b>	<b>6,595,844</b>
<b>TOTAL</b>	<b>\$ 806,344,048</b>	<b>\$ 132,950,689</b>	<b>\$ 679,279,879</b>	<b>\$ 31,106,667</b>



# *Special Fund Statements*

2024 Executive Operating Budget

## ROOM TAX FUND

	<u>2022 Actual</u>	<u>2023 Budget</u>	<u>2023 Projected</u>	<u>2024 Executive</u>
<b>Fund Balance, January 1</b>	\$ 1,547,643	3,491,755	4,552,920	3,669,451
Reserved for Monona Terrace Capital Projects	(165,490)	(165,490)	(94,505)	(94,505)
Committed for Event Booking Assistance	(398,025)	(398,025)	(470,145)	(470,145)
<b>Balance of Unassigned Funds, January 1</b>	<u>\$ 984,128</u>	<u>\$ 2,928,240</u>	<u>\$ 3,988,270</u>	<u>\$ 3,104,801</u>

### SOURCES

Estimated Total Room Tax Receipts	18,488,410	19,000,000	19,967,000	21,165,000
Interest Revenue	<u>156,678</u>	<u>40,247</u>	<u>52,025</u>	<u>41,930</u>
<b>TOTAL SOURCES</b>	<u>\$ 18,645,088</u>	<u>\$ 19,040,247</u>	<u>\$ 20,019,025</u>	<u>\$ 21,206,930</u>

### USES

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

##### Monona Terrace:

Debt Service Payment-Gen'l Obligation Bond Issue (a)	115,479	207,721	207,721	416,700
Capital Purchases	72,995	1,655,000	1,655,000	399,000
Operating Subsidy	3,962,100	4,825,725	4,825,725	5,392,000
Reserves (b)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Operating Subsidy	<u>3,962,100</u>	<u>4,825,725</u>	<u>4,825,725</u>	<u>5,392,000</u>

Subtotal Monona Terrace	<u>\$ 4,150,574</u>	<u>\$ 6,688,446</u>	<u>\$ 6,688,446</u>	<u>\$ 6,207,700</u>
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Monona Terrace Share of Room Tax Revenues	22%	35%	33%	29%
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Alliant Energy Center, Henry Vilas Zoo and Olbrich Gardens (j)	<u>\$ -</u>	<u>\$ 738,152</u>	<u>\$ 738,152</u>	<u>\$ 1,386,000</u>
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Overture Center Subsidy from Room Tax (j)	<u>\$ 1,600,000</u>	<u>\$ 2,095,000</u>	<u>\$ 2,095,000</u>	<u>\$ 2,180,000</u>
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Subtotal Tangible Municipal Development	<u>\$ 5,750,574</u>	<u>\$ 9,521,598</u>	<u>\$ 9,521,598</u>	<u>\$ 9,773,700</u>
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Tangible Municipal Development Share of Room Tax Revenues	31%	50%	48%	46%
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## ROOM TAX FUND

	<u>2022 Actual</u>	<u>2023 Budget</u>	<u>2023 Projected</u>	<u>2024 Executive</u>
<b>Tourism Marketing (s. 66.0615 (1) (fm) 1., Wis. Stats.)</b>				
<u>Greater Madison Convention and Visitors Bureau:</u>				
Destination Marketing (c)	3,900,000	5,264,037	5,264,037	5,591,000
Estimated Event Booking Assistance Subsidy	197,080	275,000	275,000	275,000
Subtotal GMCVB	<u>\$ 4,097,080</u>	<u>\$ 5,539,037</u>	<u>\$ 5,539,037</u>	<u>\$ 5,866,000</u>
<u>City Tourism Marketing Activities</u>				
Support for Fireworks Events (d)	-	-		
Sister Cities Program	19,977	30,000	30,000	30,000
Civic Conferences / Fairs / Festivals / Summer Concerts	73,152	177,500	202,500	252,500
Civic Conferences (e)	4,500	35,000	35,000	35,000
Civic Promotion (e)	7,227	15,000	15,000	15,000
Dane Dances (g)	15,000	25,000	25,000	25,000
Make Music Madison (g)	15,000	30,000	30,000	30,000
Music Tourism Study / Implementation (f)	1,000	25,000	50,000	25,000
Arts Worker Grants (f)				75,000
Fairs / Festivals / Summer Concerts (f)	15,000	17,500	17,500	17,500
Downtown Temporary Art Installations (g)	15,425	30,000	30,000	30,000
WIAA Basketball Tournament (h)	15,000	15,000	15,000	15,000
Subtotal City Tourism Marketing	<u>\$ 108,129</u>	<u>\$ 222,500</u>	<u>\$ 247,500</u>	<u>\$ 297,500</u>
Subtotal Tourism Marketing	<u>\$ 4,205,209</u>	<u>\$ 5,761,537</u>	<u>\$ 5,786,537</u>	<u>\$ 6,163,500</u>
Share of Room Tax Revenues	23%	30%	29%	29%
<b>Room Tax Commission Administration</b>	<u>\$ 2,165</u>	<u>\$ 20,000</u>	<u>\$ 32,835</u>	<u>\$ 20,000</u>
<b>Room Tax Commission Enforcement of Transient Tourist Rooming Hou</b>	<u>\$ 14,064</u>	<u>\$ 15,000</u>	<u>\$ 15,000</u>	<u>\$ 15,000</u>
Share of Room Tax Revenues	0.1%	0.2%	0.2%	0.2%
<b>Reserves</b>				
Share of Room Tax Revenues				
<b>Room Tax Commission</b>	<u>\$ 9,972,012</u>	<u>\$ 15,318,136</u>	<u>\$ 15,355,971</u>	<u>\$ 15,972,200</u>
<b>Tourism-Related Share of Room Tax</b>	54%	80%	77%	75%
<b>Room Tax Retained for General Purposes</b>				
General Purposes (b)	5,667,799	5,700,000	5,546,523	6,350,000
Share of Room Tax Revenues	31%	30%	28%	30%
<b>TOTAL USES</b>	<u>\$ 15,639,811</u>	<u>\$ 21,018,136</u>	<u>\$ 20,902,494</u>	<u>\$ 22,322,200</u>
<b>Fund Balance, December 31</b>	<u>\$ 4,552,920</u>	<u>\$ 1,513,867</u>	<u>\$ 3,669,451</u>	<u>\$ 2,554,181</u>
Committed for Monona Terrace Capital Projects	(94,505)	(165,490)	(94,505)	(94,505)
Committed for Event Booking Assistance	(470,145)	(398,025)	(470,145)	(470,145)
<b>Balance of Unassigned Funds, December 31 (b)</b>	<u>\$ 3,988,270</u>	<u>\$ 950,352</u>	<u>\$ 3,104,801</u>	<u>\$ 1,989,531</u>

### Background on Room Tax Fund and Role of Room Tax Commission

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.

The City of Madison Room Tax Commission is created and defined by state law, as reflected in city ordinance, with members appointed by the Mayor and approved by the Common Council.

The Room Tax Commission is responsible for allocating at least 70 percent of room taxes collected by the City of Madison and allocated to it in the adopted City budget. Funds allocated by the Commission must adhere to state law which requires that the funds be used for tourism marketing and tangible municipal development that is reasonably expected to result in overnight stays at transient occupancy facilities in the city. The remaining 30 percent of room taxes are deposited in the City's General Fund for appropriation by the Common Council to support general city programs and services.

The City of Madison has entered into a contract with Destination Madison (i.e., the Greater Madison Convention and Visitors Bureau) to provide tourism destination marketing services to the Monona Terrace Convention and Community Center. That contract provides 28% of all room taxes collected in the prior year to Destination Madison to fund these services. Monona Terrace administers this contract, including evaluation of performance measures. The Room Tax Commission budget allocations reflect estimates of this payment calculation.

The City of Madison has entered into a Structural Agreement and Annual Performance Contract with the Overture Center Foundation, operating entity of the Overture Center for the Performing Arts. The Structural Agreement and Annual Performance Contract include an expected amount of City subsidy provided annually, subject to appropriation. The Room Tax Commission allocates room tax funding to the Overture Center annually based on its review of overall priorities, available funding, and Commission policies. The Madison Arts Commission and Common Council review the various performance provisions included in the Structural Agreement and the Annual Performance Contract.

### Notes to Room Tax Fund Condition Statement

(a) The CDA lease revenue bonds issued to finance the construction of Monona Terrace were retired in 2020. The General Obligation bonds initially issued as part of the original Monona Terrace financing were retired in 2014. New GO bonds have been issued for renovation projects at Monona Terrace.

(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 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. Due to economic impacts brought on by the global pandemic, Monona Terrace reserves were exhausted by the end of 2020. In July 2020, the Room Tax Commission amended its 2020 adopted budget to reduce allocations by 50% in response to the impact of the global pandemic on City room tax collections. The Room Tax Fund retained 100% of room tax revenues that were budgeted for general purposes in 2020 and 2021, resulting in \$0 transferred to the City's General Fund for 2020 and 2021. The "Balance of Unassigned Funds" represent the unspent portion of the 70% of room taxes allocated to the Room Tax Commission.

Effective with its adopted 2024 budget, the Room Tax Commission has established a policy that it shall by its 2029 budget establish a reserve at least equal to 10% of budgeted appropriations for Room Tax Commission programs. The reserve amount for the 2024 budget will be at least 5% of budgeted appropriations for Room Tax Commission programs. Reserves will only be used to respond to declining revenue of more than 10% compared to the prior year. Use of reserve levels requires an affirmative vote of at least two-thirds of commission members (4 of 6). Reserve levels will be replenished to policy target within 5 years of an event.

(c) In 2020, the contract with Destination Madison, Inc., was amended to provide a fixed amount of funding based on much lower room tax revenues brought on by the impacts of the global pandemic. A new contract allocating 28% of prior year room tax revenues is expected to go into effect in 2024.

(d) In 2024, no funding is provided to help support fireworks events.

(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. In 2023, \$25,000 was allocated for implementing recommendations from a study to support and expand the diversity of music tourism in Madison. Unspent funding of \$25,000 from 2022 was allocated through an amendment to the 2023 budget allocations which was adopted by the Room Tax Commission. In 2024, \$75,000 was allocated for grants to organizations to support employment of arts workers.

(g) This includes funding for Dane Dances (\$25,000); Make Music Madison, a summer solstice festival (\$30,000); and Downtown Temporary Art Installations (\$30,000).

(h) In 2023, \$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 an operating subsidy to the Overture Center (\$2,180,000) is authorized by the Room Tax Commission, consistent with state law. In 2024, funding of \$1,287,000, is provided for city costs related to the Henry Vilas Zoo and Olbrich Gardens. In 2024, \$99,000 is provided to the Alliant Energy Center (AEC) to reflect a previous agreement between AEC and the former Town of Madison regarding sharing of room taxes; the AEC was attached to the City of Madison on October 31, 2022, pursuant to the final attachment agreement dissolving the Town of Madison.

By the adoption of this budget, the City Council hereby incorporates the decisions of the Room Tax Commission into the 2024 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

	<u>2022 Actual</u>	<u>2023 Budget</u>	<u>2023 Projected</u>	<u>2024 Executive</u>
<b>Fund Balance, January 1</b>	\$ 6,274,125	\$ 5,624,192	\$ 8,735,332	\$ 11,558,416
<b>SOURCES</b>				
Special Assessment Repayment				
Principal Repayment	4,859,037	5,000,000	4,750,000	5,000,000
General Obligation Borrowing	-	-	-	-
Interest on Repayments	416,138	550,000	550,000	550,000
Investment Income	-	250,000	325,000	325,000
Other	50,428	-	-	-
<b>TOTAL SOURCES</b>	<u>\$ 5,325,604</u>	<u>\$ 5,800,000</u>	<u>\$ 5,625,000</u>	<u>\$ 5,875,000</u>
<b>USES</b>				
Transfer to Capital Projects	2,534,276	6,808,000	2,500,000	4,866,000
Transfer out to Debt Service	209,933	201,916	201,916	193,816
Other	120,188	125,000	100,000	125,000
<b>TOTAL USES</b>	<u>\$ 2,864,397</u>	<u>\$ 7,134,916</u>	<u>\$ 2,801,916</u>	<u>\$ 5,184,816</u>
Annual Net Cash Flow	<u>\$ 2,461,207</u>	<u>\$ (1,334,916)</u>	<u>\$ 2,823,084</u>	<u>\$ 690,184</u>
<b>Fund Balance, December 31</b>	<u>\$ 8,735,332</u>	<u>\$ 4,289,276</u>	<u>\$ 11,558,416</u>	<u>\$ 12,248,600</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

	<u>2022 Actual</u>	<u>2023 Budget</u>	<u>2023 Projected</u>	<u>2024 Executive</u>
Cash and Other Assets	5,645,918	4,651,063	5,645,918	7,251,460
Claims Payable and Other Liabilities	(3,802,209)	(3,618,360)	(3,925,204)	(3,925,204)
Net Assets: January 1	<u>\$ 1,843,709</u>	<u>\$ 1,032,702</u>	<u>\$ 1,720,714</u>	<u>\$ 3,326,256</u>
<b>REVENUES</b>				
Billings to Departments	2,750,000	2,750,000	2,750,000	3,150,000
Interest Income	7,267	8,000	8,000	8,000
Appropriation from Other Funds	-	1,500,000	2,000,000	-
Insurance Recoveries	76,581	200,000	200,000	200,000
Miscellaneous Revenue	436	-	-	-
WMMIC Dividend	142,120	120,000	120,000	80,000
Total Revenues	<u>\$ 2,976,405</u>	<u>\$ 4,578,000</u>	<u>\$ 5,078,000</u>	<u>\$ 3,438,000</u>
<b>EXPENSES</b>				
Liability Premium	922,722	1,150,000	1,011,811	1,265,000
Property Premium	769,119	850,000	848,854	1,047,500
Other Premiums	6,826	120,000	141,425	120,000
Claims	1,090,362	950,000	950,000	950,000
Reserve Adjustment	-	-	-	-
Interest Expense	-	-	-	-
Loss Payments to Departments	47,043	200,000	200,000	200,000
Emergency Management	-	16,000	16,000	-
Administrative Expense	263,327	304,368	304,368	348,136
Total Expenses	<u>\$ 3,099,400</u>	<u>\$ 3,590,368</u>	<u>\$ 3,472,458</u>	<u>\$ 3,930,636</u>
Net Assets: December 31	1,720,714	2,020,334	3,326,256	2,833,620
Net Asset Goal	<u>1,550,000</u>	<u>1,550,000</u>	<u>1,550,000</u>	<u>1,875,000</u>
Surplus (Deficiency)	<u>\$ 170,714</u>	<u>\$ 470,334</u>	<u>\$ 1,776,256</u>	<u>\$ 958,620</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 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, 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 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.

In 2019, premiums and insurance claims increased by \$291,000; billings to agencies increased by \$150,000.

In 2020, billings to agencies for Workers Compensation decreased by \$900,000 and increased by \$950,000 for Insurance in order to improve the Insurance fund balance without affecting agency budgets. Budgeted Insurance premiums increased by \$129,000.

In 2021, billings to agencies for the Insurance Fund decreased by \$500,000, and increased by \$500,000 in the Worker's Compensation Fund. This modification restores a portion of a change in billings between the two funds in the 2020 budget that addressed a deficit in the Insurance Fund.

In 2022, billings to agencies for the Insurance Fund decreased by \$100,000 and increased by \$100,000 in the Worker's Compensation Fund. This modification restores a portion of a change in billings between the two funds in the 2020 budget that addressed a deficit in the Insurance Fund.

In 2023, billings to agencies for the Insurance Fund did not change from 2022. The 2023 budget increases funding added \$1.5 million to reserves from a transfer from the General Fund. The City is experiencing high levels of claim payouts in 2022 due primarily to various legal settlements and associated legal counsel costs; this supplement will help address the cash balance in the fund.

In 2024, billings to agencies increased \$400,000. The Executive Budget assumes using \$492,636 in fund balance in 2024. The net asset goal is increased from \$1,550,000 to \$1,875,000 to reflect a higher annual aggregate deductible for the City from its insurer.

## WORKERS COMPENSATION FUND

	<u>2022 Actual</u>	<u>2023 Budget</u>	<u>2023 Projected</u>	<u>2024 Executive</u>
Cash and Other Assets	15,855,491	15,858,240	15,938,067	15,361,515
Claims Payable and Other Liabilities	<u>(11,193,588)</u>	<u>(11,442,663)</u>	<u>(10,338,557)</u>	<u>(10,338,557)</u>
Net Assets: January 1	<u>\$ 4,661,903</u>	<u>\$ 4,415,577</u>	<u>\$ 5,599,510</u>	<u>\$ 5,022,958</u>
<b>REVENUES</b>				
Billings to Departments	3,750,000	3,750,000	3,750,000	4,000,000
Appropriation from Other Funds	-	-	-	-
Misc. Revenue (3rd Party Subrogation)	<u>39,581</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>
Total Revenue	<u>\$ 3,789,581</u>	<u>\$ 3,790,000</u>	<u>\$ 3,790,000</u>	<u>\$ 4,040,000</u>
<b>EXPENSES</b>				
Workers' Compensation Losses Paid	1,892,157	3,500,000	3,500,000	3,250,000
Actuarial Reserve Adjustment	-	-	-	-
Debt and Other Financing	-	-	-	-
Legal Services	118,691	115,500	115,500	123,000
Outside Services	277,195	187,200	187,200	154,500
Administrative Expense	141,075	163,852	163,852	179,696
Insurance	<u>433,017</u>	<u>400,000</u>	<u>400,000</u>	<u>460,000</u>
Total Expenses	<u>\$ 2,862,136</u>	<u>\$ 4,366,552</u>	<u>\$ 4,366,552</u>	<u>\$ 4,167,196</u>
Net Assets: December 31	5,589,348	3,839,025	5,022,958	4,895,762
Net Asset Goal	<u>650,000</u>	<u>650,000</u>	<u>650,000</u>	<u>650,000</u>
Surplus (Deficiency)	<u>\$ 4,939,348</u>	<u>\$ 3,189,025</u>	<u>\$ 4,372,958</u>	<u>\$ 4,245,762</u>

Notes 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 was 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.

In 2020, billings to agencies for Workers Compensation decreased by \$900,000 and increased by \$950,000 for Insurance in order to improve the Insurance fund balance without affecting agency budgets. Budgeted Workers Compensation losses increased by \$50,000.

In 2021, billings to agencies for the Insurance Fund decreased by \$500,000, and increased by \$500,000 in the Worker's Compensation Fund. This modification restores a portion of a change in billings between the two funds in the 2020 budget that addressed a deficit in the Insurance Fund.

In 2022, billings to agencies for the Insurance Fund decreased by \$100,000, and increased by \$100,000 in the Worker's Compensation Fund. This modification restores a portion of a change in billings between the two funds in the 2020 budget that addressed a deficit in the Insurance Fund.

In 2023, billings to agencies for the Workers Compensation Fund did not change from 2022. The Adopted Budget assumes using \$576,552 in fund balance in 2023.

In 2024, billings to agencies increased \$250,000. The Executive Budget assumes using \$127,196 in fund balance in 2024.



# *Agency Operating Budgets*

2024 Executive Operating Budget



# *Administration*

Assessor  
Attorney  
Civil Rights  
Clerk  
Employee Assistance Program  
Finance  
Human Resources  
Information Technology

# Assessor

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## *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 and maintains 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's Office advances this goal by maintaining maps with accurate parcel and improvement data, maintaining accurate ownership records, and valuing all taxable property on an annual basis.

### 2024 Budget Highlights

#### Service: Assessor

- o Reclassifies a vacant Property Appraiser 3 as a Data Analyst 3 to support the agency's needs with a new software system. (Increase: \$2,971)

**Assessor****Function:****Administration***Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	2,860,300	3,079,070	3,079,007	3,358,467	3,406,749
<b>Total</b>	<b>\$ 2,860,300</b>	<b>\$ 3,079,070</b>	<b>\$ 3,079,007</b>	<b>\$ 3,358,467</b>	<b>\$ 3,406,749</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Assessor	2,860,300	3,079,070	3,079,007	3,358,467	3,406,749
<b>Total</b>	<b>\$ 2,860,300</b>	<b>\$ 3,079,070</b>	<b>\$ 3,079,007</b>	<b>\$ 3,358,467</b>	<b>\$ 3,406,749</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
	-	-	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	1,917,991	2,108,128	2,060,581	2,295,901	2,321,593
Benefits	677,419	671,088	722,851	771,367	806,005
Supplies	50,134	52,000	46,907	52,000	52,000
Purchased Services	178,766	216,355	217,168	221,155	209,107
Inter Depart Charges	35,990	31,499	31,499	18,044	18,044
<b>Total</b>	<b>\$ 2,860,300</b>	<b>\$ 3,079,070</b>	<b>\$ 3,079,007</b>	<b>\$ 3,358,467</b>	<b>\$ 3,406,749</b>

*Service Overview*

**Service:** Assessor

Service Description

This service discovers, lists, and values all taxable property within the City of Madison. Activities performed by the service include (1) assessing residential, personal, and commercial properties, (2) listing real property and preparing tax rolls, (3) conducting Boards of Review and Boards of Assessment, and (4) 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.

Activities Performed by this Service

- **Discover Property:** Maintain accurate maps identifying each parcel of land in the city, ensure that the data is accurate and up-to-date, and monitor businesses that sell, move, or are created in the City to ensure all property receives an equitable assessment.
- **List Property:** Maintain accurate records of ownership, including contact information, property description, legal description, and the correct classification—Residential, Commercial, Agricultural, Agricultural Forest, Undeveloped, Forest, and Other.
- **Value Property:** Value all taxable property in the City on an annual basis including personal property (e.g., office equipment and fixtures). There are over 75,000 parcels in the City that require accurate valuation each year.
- **Communications and Required Reporting:** Provide effective communications to the public and through required state reporting that includes the Municipal Assessment Report and the Statement of Assessment.

Service Budget by Fund

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	2,860,300	3,079,070	3,079,007	3,358,467	3,406,749
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 2,860,300</b>	<b>\$ 3,079,070</b>	<b>\$ 3,079,007</b>	<b>\$ 3,358,467</b>	<b>\$ 3,406,749</b>

Service Budget by Account Type

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	-	-	-	-	-
Personnel	2,595,410	2,779,216	2,783,432	3,067,268	3,127,598
Non-Personnel	228,900	268,355	264,076	273,155	261,107
Agency Charges	35,990	31,499	31,499	18,044	18,044
<b>Total</b>	<b>\$ 2,860,300</b>	<b>\$ 3,079,070</b>	<b>\$ 3,079,007</b>	<b>\$ 3,358,467</b>	<b>\$ 3,406,749</b>



Line Item Detail

Agency Primary Fund: General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Salaries</b>					
Permanent Wages	1,889,450	2,115,006	2,044,735	2,326,308	2,348,861
Salary Savings	-	(37,889)	-	(11,632)	(11,632)
Pending Personnel	-	15,862	-	-	3,139
Premium Pay	686	-	-	-	-
Compensated Absence	13,881	15,149	-	15,149	15,149
Hourly Wages	7,150	-	11,000	-	-
Overtime Wages Permanent	5,339	-	4,346	-	-
Election Officials Wages	1,485	-	500	-	-
Budget Efficiencies	-	-	-	(33,924)	(33,924)
<b>Salaries Total</b>	<b>\$ 1,917,991</b>	<b>\$ 2,108,128</b>	<b>\$ 2,060,581</b>	<b>\$ 2,295,901</b>	<b>\$ 2,321,593</b>
<b>Benefits</b>					
Comp Absence Escrow	61,381	-	-	-	-
Health Insurance Benefit	323,420	341,535	407,271	415,371	446,103
Wage Insurance Benefit	7,881	8,696	6,095	6,114	6,114
WRS	124,300	143,821	139,407	158,189	162,072
FICA Medicare Benefits	141,959	158,281	153,222	173,995	174,019
Post Employment Health Plans	18,478	18,755	16,856	17,698	17,698
<b>Benefits Total</b>	<b>\$ 677,419</b>	<b>\$ 671,088</b>	<b>\$ 722,851</b>	<b>\$ 771,367</b>	<b>\$ 806,005</b>
<b>Supplies</b>					
Office Supplies	3,994	6,000	5,000	6,000	6,000
Copy Printing Supplies	3,639	5,000	4,000	5,000	5,000
Furniture	744	-	2,000	-	-
Hardware Supplies	6,380	-	-	-	-
Postage	30,761	31,000	27,607	31,000	31,000
Books & Subscriptions	118	1,000	300	1,000	1,000
Work Supplies	1,624	9,000	2,000	9,000	9,000
Equipment Supplies	2,875	-	6,000	-	-
<b>Supplies Total</b>	<b>\$ 50,134</b>	<b>\$ 52,000</b>	<b>\$ 46,907</b>	<b>\$ 52,000</b>	<b>\$ 52,000</b>
<b>Purchased Services</b>					
Telephone	1,001	1,415	1,100	1,415	1,415
Cellular Telephone	4,464	-	2,880	-	-
Systems Comm Internet	904	-	900	-	-
Custodial Bldg Use Charges	49,624	55,842	55,842	55,842	43,794
Equipment Mntc	2,531	100	-	100	100
System & Software Mntc	35,979	74,108	25,000	63,908	63,908
Recruitment	399	-	600	-	-
Mileage	7,113	20,000	5,000	5,000	5,000
Conferences & Training	23,746	20,000	20,000	20,000	20,000
Memberships	7,640	400	7,500	400	400
Legal Services	-	-	10,000	-	-
Storage Services	1,360	1,000	2,629	1,000	1,000
Consulting Services	5,300	-	15,000	30,000	30,000
Transcription Services	-	500	500	500	500
Other Services & Expenses	10,747	14,990	42,637	14,990	14,990
Taxes & Special Assessments	27,958	28,000	27,580	28,000	28,000
<b>Purchased Services Total</b>	<b>\$ 178,766</b>	<b>\$ 216,355</b>	<b>\$ 217,168</b>	<b>\$ 221,155</b>	<b>\$ 209,107</b>

Line Item Detail

Agency Primary Fund: General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Inter Depart Charges					
ID Charge From Insurance	23,669	18,694	18,694	5,099	5,099
ID Charge From Workers Comp	12,321	12,805	12,805	12,945	12,945
<b>Inter Depart Charges Total</b>	<b>\$ 35,990</b>	<b>\$ 31,499</b>	<b>\$ 31,499</b>	<b>\$ 18,044</b>	<b>\$ 18,044</b>

**Assessor**

**Function: Administration**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
				FTEs	Amount	FTEs	Amount
ADMIN ANAL 1-18	18	1.00	53,428	-	-	-	-
ADMIN ANAL 3-18	18	-	-	1.00	81,679	1.00	82,471
ADMIN CLK 1-20	20	1.00	63,420	1.00	67,701	1.00	68,357
ASSESS TECH 2-16	16	1.00	67,172	1.00	71,707	1.00	72,402
ASSESSMENT BUSINESS SYS MGR-18	18	1.00	110,702	1.00	118,175	1.00	119,320
ASSESSMENT OPERATIONS MGR-18	18	1.00	123,986	1.00	132,356	1.00	133,639
CITY ASSESSOR-21	21	1.00	136,649	1.00	145,874	1.00	147,288
DATA ANALYST 2	18	2.00	148,216	2.00	168,259	2.00	169,890
DATA ANALYST 3	18	-	-	-	-	1.00	80,846
PROPERTY APPRAISER 2-16	16	2.00	118,196	1.00	55,482	1.00	56,020
PROPERTY APPRAISER 3-16	16	9.00	717,842	9.00	775,611	8.00	694,398
PROPERTY APPRAISER 4-16	16	5.00	443,720	6.00	565,135	6.00	570,614
PROPERTY LISTER 2-20	20	1.00	62,854	1.00	70,864	1.00	71,551
PROPERTY LISTER 3-20	20	1.00	68,820	1.00	73,466	1.00	74,178
		<b>26.00</b>	<b>\$2,115,006</b>	<b>26.00</b>	<b>\$2,326,308</b>	<b>26.00</b>	<b>\$2,340,975</b>

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

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## *Agency Overview*

### Agency Mission

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

### Agency Overview

The Agency is responsible for drafting, revising, and enforcing City ordinances; providing legislative counsel to the City, Common Council, City Boards, Committees and Commissions; and providing representation to the City in legal matters. The goal of the Attorney's Office is to increase City-wide efficiency through its legal services. The Attorney's Office will advance this goal through the application of the City's Performance Excellence and Results Madison initiatives.

### 2024 Budget Highlights

#### Service: Counsel and Representation

- Budget maintains current level of service.

#### Service: Legislative Services

- Budget maintains current level of service.

#### Service: Ordinance Enforcement

- Budget maintains current level of service.

**Attorney**Function: **Administration****Budget Overview**

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	3,014,190	3,209,248	3,240,426	3,383,599	3,260,760
<b>Total</b>	<b>\$ 3,014,190</b>	<b>\$ 3,209,248</b>	<b>\$ 3,240,426</b>	<b>\$ 3,383,599</b>	<b>\$ 3,260,760</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Counsel And Representation	1,977,729	2,069,915	2,168,747	2,234,999	2,487,469
Legislative Services	151,189	125,896	133,954	170,006	229,139
Ordinance Enforcement	885,272	1,013,437	937,725	978,594	544,152
<b>Total</b>	<b>\$ 3,014,190</b>	<b>\$ 3,209,248</b>	<b>\$ 3,240,426</b>	<b>\$ 3,383,599</b>	<b>\$ 3,260,760</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Misc Revenue	(13,145)	-	-	-	-
<b>Total</b>	<b>\$ (13,145)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	2,303,537	2,434,849	2,400,988	2,588,755	2,492,117
Benefits	685,561	670,102	763,484	705,119	691,931
Supplies	13,126	18,539	14,994	17,883	17,883
Purchased Services	152,632	177,896	153,099	182,552	176,838
Inter Depart Charges	6,097	6,082	6,082	6,913	6,914
Inter Depart Billing	(133,618)	(98,221)	(98,221)	(117,624)	(124,923)
<b>Total</b>	<b>\$ 3,027,335</b>	<b>\$ 3,209,248</b>	<b>\$ 3,240,426</b>	<b>\$ 3,383,599</b>	<b>\$ 3,260,760</b>

*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. Specific functions of the service include (1) informing officials and agencies of current legal developments, (2) preparing and presenting formal and informal training sessions for City officials and staff, (3) answering informal legal questions from City officials, staff, and committees, (4) attending meetings of staff teams and public bodies to provide legal advice, and (5) assuring 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.

Activities Performed by this Service

- Legal Advice: Provide legal advice to City staff regarding service delivery.
- City Training: Provide training to employees on various topics such as public records, open meetings, and how to conduct employee investigations.
- Contract Development and Review: Assist agencies in drafting of contracts and continuous review of City contracting.
- Labor Law/Equal Employment Opportunity/Affirmative Action: Attend to all aspects of any complaint filed against the City with the Equal Opportunities Commission, Equal Rights Division or Affirmative Action and advise departments regarding the discipline process.
- Public Records: Work with agency records coordinators regarding open records requests.
- Common Council and Mayor's Office Liaison: Attend Common Council, Board, committee and subcommittee meetings as needed
- City Litigator: Attend to all aspects of lawsuits involving the City of Madison.
- Oversee Outside Counsel: Review documents filed by outside counsel, attend meetings and depositions regarding litigation matters, and assist with strategy.

Service Budget by Fund

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	1,977,729	2,069,915	2,168,747	2,234,999	2,487,469
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 1,977,729</b>	<b>\$ 2,069,915</b>	<b>\$ 2,168,747</b>	<b>\$ 2,234,999</b>	<b>\$ 2,487,469</b>

Service Budget by Account Type

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Personnel	2,008,133	2,059,101	2,200,786	2,266,967	2,535,240
Non-Personnel	101,182	107,013	64,160	83,357	74,852
Agency Charges	(131,586)	(96,199)	(96,199)	(115,325)	(122,624)
<b>Total</b>	<b>\$ 1,977,729</b>	<b>\$ 2,069,915</b>	<b>\$ 2,168,747</b>	<b>\$ 2,234,999</b>	<b>\$ 2,487,469</b>

*Service Overview***Service:** Legislative Services*Service Description*

This service ensures that Madison ordinances accurately express Mayoral and Common Council policies, ensures public access to ordinances, 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.

*Activities Performed by this Service*

- Write and Review Ordinances: Assist City departments with drafting ordinances.
- Maintain the Code of Ordinances: Provide ordinances for the online tracking system service.
- Legistar Data Entry: Enter legislative data in Legistar for committee and Common Council approval.
- Procedures: Train and advise City staff on proper procedures.
- Research and Analysis: Research ordinance history and provide drafter's analysis on proposed ordinance changes.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	151,189	125,896	133,954	170,006	229,139
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 151,189</b>	<b>\$ 125,896</b>	<b>\$ 133,954</b>	<b>\$ 170,006</b>	<b>\$ 229,139</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Personnel	130,220	96,668	103,626	111,001	165,061
Non-Personnel	18,936	27,206	28,305	56,706	61,778
Agency Charges	2,033	2,022	2,022	2,299	2,300
<b>Total</b>	<b>\$ 151,189</b>	<b>\$ 125,896</b>	<b>\$ 133,954</b>	<b>\$ 170,006</b>	<b>\$ 229,139</b>

*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. Specific functions of this service include (1) prosecuting civil enforcement actions, including nuisance and injunctive actions, (2) providing advice and training to enforcement staff, (3) researching legal issues raised by new enforcement techniques, (4) reviewing recent case law developments and changes in state law, (5) identifying legal solutions to enforcement problems and drafting appropriate ordinance amendments, and (6) conducting appellate proceedings. The goal of this service is to reduce the City's risk of legal liabilities and to maintain City services.

*Activities Performed by this Service*

- Alcohol Enforcement: Advise Alcohol License Review Committee and appear in Municipal and Circuit Court on alcohol related matters.
- Prosecution of Ordinance Violations: Attend to all aspects of prosecuting City of Madison ordinance violations in Municipal and Circuit Court.
- Diversion Programs: Appear in Homeless and Juvenile Courts and attend diversion program meetings.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	885,272	1,013,437	937,725	978,594	544,152
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 885,272</b>	<b>\$ 1,013,437</b>	<b>\$ 937,725</b>	<b>\$ 978,594</b>	<b>\$ 544,152</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(13,145)	-	-	-	-
Personnel	850,745	949,183	860,060	915,907	483,746
Non-Personnel	45,639	62,216	75,628	60,372	58,091
Agency Charges	2,033	2,038	2,038	2,315	2,315
<b>Total</b>	<b>\$ 885,272</b>	<b>\$ 1,013,437</b>	<b>\$ 937,725</b>	<b>\$ 978,594</b>	<b>\$ 544,152</b>



**Attorney**

**Function: Administration**

*Line Item Detail*

**Agency Primary Fund:** General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Misc Revenue					
Miscellaneous Revenue	(13,145)	-	-	-	-
<b>Misc Revenue Total</b>	<b>\$ (13,145)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Salaries					
Permanent Wages	2,253,110	2,371,741	2,348,309	2,595,913	2,499,274
Salary Savings	-	(45,392)	-	(12,980)	(12,980)
Pending Personnel	-	64,500	-	-	-
Compensated Absence	36,076	20,000	27,987	20,000	20,000
Hourly Wages	14,138	24,000	24,000	20,000	20,000
Election Officials Wages	213	-	691	-	-
Budget Efficiencies	-	-	-	(34,178)	(34,178)
<b>Salaries Total</b>	<b>\$ 2,303,537</b>	<b>\$ 2,434,849</b>	<b>\$ 2,400,988</b>	<b>\$ 2,588,755</b>	<b>\$ 2,492,117</b>
Benefits					
Comp Absence Escrow	49,433	-	99,519	-	-
Health Insurance Benefit	286,474	303,606	299,616	306,341	306,133
Wage Insurance Benefit	9,848	10,054	8,885	8,929	8,968
WRS	148,237	161,278	158,239	176,522	172,450
FICA Medicare Benefits	165,125	168,323	171,972	186,811	177,864
Post Employment Health Plans	26,444	26,841	25,253	26,516	26,516
<b>Benefits Total</b>	<b>\$ 685,561</b>	<b>\$ 670,102</b>	<b>\$ 763,484</b>	<b>\$ 705,119</b>	<b>\$ 691,931</b>
Supplies					
Office Supplies	1,841	3,611	2,000	3,611	3,611
Copy Printing Supplies	2,993	5,611	3,489	3,611	3,611
Furniture	1,275	2,317	2,317	3,661	3,661
Hardware Supplies	3,052	3,000	3,000	3,000	3,000
Postage	3,050	3,000	3,000	3,000	3,000
Books & Subscriptions	915	1,000	1,188	1,000	1,000
<b>Supplies Total</b>	<b>\$ 13,126</b>	<b>\$ 18,539</b>	<b>\$ 14,994</b>	<b>\$ 17,883</b>	<b>\$ 17,883</b>
Purchased Services					
Telephone	1,409	1,175	1,409	1,175	1,175
Cellular Telephone	2,735	-	428	-	-
Systems Comm Internet	25,686	28,350	25,686	28,350	28,350
Custodial Bldg Use Charges	50,273	56,573	56,573	56,573	50,859
Comm Device Mntc	-	200	-	200	200
System & Software Mntc	33,308	38,000	26,742	38,000	38,000
Mileage	-	-	168	-	-
Conferences & Training	11,079	16,528	16,528	16,528	16,528
Memberships	12,919	14,226	14,226	14,226	14,226
Legal Services	2,311	8,300	3,000	6,300	6,300
Delivery Freight Charges	66	500	73	500	500
Storage Services	2,295	4,200	2,295	4,200	4,200
Advertising Services	86	500	645	2,500	2,500
Printing Services	-	1,344	-	-	-
Transcription Services	8,139	3,000	3,000	9,000	9,000
Other Services & Expenses	2,325	5,000	2,325	5,000	5,000
<b>Purchased Services Total</b>	<b>\$ 152,632</b>	<b>\$ 177,896</b>	<b>\$ 153,099</b>	<b>\$ 182,552</b>	<b>\$ 176,838</b>

**Attorney**

Function:

Administration

*Line Item Detail*

Agency Primary Fund: General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Inter Depart Charges					
ID Charge From Insurance	4,599	4,488	4,488	5,315	5,315
ID Charge From Workers Comp	1,498	1,594	1,594	1,599	1,599
<b>Inter Depart Charges Total</b>	<b>\$ 6,097</b>	<b>\$ 6,082</b>	<b>\$ 6,082</b>	<b>\$ 6,913</b>	<b>\$ 6,914</b>
Inter Depart Billing					
ID Billing To Monona Terrace	(64,192)	(48,256)	(48,256)	(31,211)	(33,147)
ID Billing to Golf Courses	-	(10,804)	(10,804)	-	-
ID Billing To Parking	(16,541)	(10,669)	(10,669)	(22,188)	(23,565)
ID Billing To Sewer	(4,193)	-	-	(2,376)	(2,524)
ID Billing To Stormwater	(4,892)	(341)	(341)	(6,454)	(6,855)
ID Billing To Transit	(32,671)	(23,710)	(23,710)	(46,726)	(49,625)
ID Billing To Water	(11,129)	(4,441)	(4,441)	(8,669)	(9,207)
<b>Inter Depart Billing Total</b>	<b>\$ (133,618)</b>	<b>\$ (98,221)</b>	<b>\$ (98,221)</b>	<b>\$ (117,624)</b>	<b>\$ (124,923)</b>

**Attorney**

**Function: Administration**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
				FTEs	Amount	FTEs	Amount
ADMIN SUPV-18	18	1.00	74,919	1.00	80,697	1.00	81,479
ASST CITY ATTY-23	23	15.00	1,993,216	15.00	2,071,658	15.00	2,091,742
ATTY CITY-21	21	1.00	165,568	1.00	176,745	1.00	178,458
CLERK-TYP 2-20	20	1.00	57,879	1.00	61,785	1.00	62,384
DEPUTY CITY ATTY-18	18	1.00	169,229	1.00	180,652	1.00	182,403
LEGAL ADMIN ASST 2-20	20	3.00	186,794	3.00	201,101	3.00	203,051
LEGAL OFFICE ASST-20	20	1.00	48,901	1.00	53,761	1.00	54,282
ORD REVISIONS SPEC-20	20	1.00	58,214	1.00	63,842	1.00	64,461
PARALEGAL-18	18	1.00	80,661	1.00	86,889	1.00	87,731
		<b>25.00</b>	<b>\$2,835,380</b>	<b>25.00</b>	<b>\$2,977,129</b>	<b>25.00</b>	<b>\$3,005,991</b>

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

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## *Agency Overview*

### Agency Mission

The Department of Civil Rights is responsible for ensuring that the rights of all people are respected and that all persons are given equal opportunities to succeed based upon their personal merits. To this end, the Department of Civil Rights vigorously pursues the policies and principles of affirmative action, equal opportunities, disability rights, racial equity, social justice, and environmental justice as an employer and as a community of people who respect the rights and the contributions of every community member.

### Agency Overview

The goals of the Department of Civil Rights are to assist City agencies and contractors to further diversify their workforces 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; and reduce case processing time and increase the number of contracted cases from the Equal Employment Opportunity Commission (EEOC). The department will advance these goals by creating inclusion and meaningful access to resources for all; addressing discrimination by education, investigating, and taking corrective action; and advancing shared prosperity by leveraging resources equitably.

### 2024 Budget Highlights

#### Service: Civil Rights

- Includes \$85,000 to support a contract and other costs related to the Associates in Commercial Real Estate (ACRE), a program designed to expand and support diversity in commercial real estate. These costs are supported through fund balance amounts set aside for payments Civil Rights received from contractors who failed to meet affirmative action plan requirements.

**Civil Rights**

Function: Administration

*Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	2,006,074	2,399,743	2,166,025	2,498,276	2,601,856
Other Grants	-	28,760	49,404	40,840	40,840
<b>Total</b>	<b>\$ 2,006,074</b>	<b>\$ 2,428,503</b>	<b>\$ 2,215,429</b>	<b>\$ 2,539,116</b>	<b>\$ 2,642,696</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Civil Rights	2,006,074	2,428,503	2,215,429	2,539,116	2,642,696
	<b>\$ 2,006,074</b>	<b>\$ 2,428,503</b>	<b>\$ 2,215,429</b>	<b>\$ 2,539,116</b>	<b>\$ 2,642,696</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Invest Other Contrib	(100,500)	(85,000)	(85,000)	(85,000)	-
<b>Total</b>	<b>\$ (100,500)</b>	<b>\$ (85,000)</b>	<b>\$ (85,000)</b>	<b>\$ (85,000)</b>	<b>\$ -</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	1,551,996	1,830,937	1,623,533	1,922,365	1,937,067
Benefits	437,115	489,301	453,614	518,175	537,780
Supplies	18,093	12,552	30,267	9,465	9,465
Purchased Services	304,101	379,789	392,090	382,956	380,659
Inter Depart Charges	9,147	8,209	8,209	8,094	8,094
Inter Depart Billing	(213,878)	(207,284)	(207,284)	(216,939)	(230,369)
<b>Total</b>	<b>\$ 2,106,574</b>	<b>\$ 2,513,503</b>	<b>\$ 2,300,429</b>	<b>\$ 2,624,116</b>	<b>\$ 2,642,696</b>

**Civil Rights**

Function:

Administration

*Service Overview***Service:** Civil Rights*Service Description*

This service is responsible for Affirmative Action, Disability Rights, and Equal Opportunities. The goals of this service are to (1) assist City agencies to further diversify workforce and reduce under-representation among women, people of color, and individuals with disabilities, (2) assist City contractors to further diversify workforce and reduce under-representation among women, people of color, and individuals with disabilities, (3) provide additional training venues, subjects and opportunities, (4) provide more direct contact with under-served segments of the community, and (5) reduce case processing time and increase the number of contracted cases from the Equal Employment Opportunities Commission.

*Activities Performed by this Service*

- Administration: Manage Civil Rights personnel, initiatives, and budget.
- Language Access: Implement city-wide language access program and coordinate all language requests.
- Disability Rights Compliance: Ensure Americans with Disabilities Act compliance for City assets including playgrounds, polling places, and Metro Transit.
- Employment Opportunities: Operate internship programs and Job Skills Bank, and report on City employee demographics.
- Contractor Responsibilities: Review Affirmative Action Plans, audit contractor affirmative action compliance, and provide technical assistance on affirmative action contract requirements.
- Racial Equity and Social Justice: Provide equity training to City employees, and develop and maintain tools and policy to advance equity in the City.
- Discrimination Complaints: Investigate and process complaints and appeals, and conduct mediation and hearings.

*Service Budget by Fund*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	2,006,074	2,399,743	2,166,025	2,498,276	2,601,856
Other-Expenditures	-	28,760	49,404	40,840	40,840
<b>Total</b>	<b>\$ 2,006,074</b>	<b>\$ 2,428,503</b>	<b>\$ 2,215,429</b>	<b>\$ 2,539,116</b>	<b>\$ 2,642,696</b>

*Service Budget by Account Type*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(100,500)	(85,000)	(85,000)	(85,000)	-
Personnel	1,989,111	2,320,237	2,077,147	2,440,540	2,474,847
Non-Personnel	322,194	392,341	422,357	392,421	390,124
Agency Charges	(204,731)	(199,075)	(199,075)	(208,845)	(222,275)
<b>Total</b>	<b>\$ 2,006,074</b>	<b>\$ 2,428,503</b>	<b>\$ 2,215,429</b>	<b>\$ 2,539,116</b>	<b>\$ 2,642,696</b>

**Civil Rights**

Function: Administration

Line Item Detail

Agency Primary Fund: General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Invest Other Contrib					
Contributions & Donations	(100,500)	(85,000)	(85,000)	(85,000)	-
<b>Invest Other Contrib Total</b>	<b>\$ (100,500)</b>	<b>\$ (85,000)</b>	<b>\$ (85,000)</b>	<b>\$ (85,000)</b>	<b>-</b>
Salaries					
Permanent Wages	1,495,668	1,815,786	1,557,769	1,899,073	1,906,832
Salary Savings	-	(30,872)	-	(9,495)	(9,495)
Pending Personnel	-	-	-	-	7,358
Premium Pay	2,719	-	500	-	-
Compensated Absence	11,506	7,533	11,600	7,533	7,533
Hourly Wages	41,565	38,489	41,500	38,489	38,489
Overtime Wages Permanent	84	-	12,065	-	-
Overtime Wages Hourly	34	-	100	-	-
Election Officials Wages	420	-	-	-	-
Budget Efficiencies	-	-	-	(25,235)	(25,235)
<b>Salaries Total</b>	<b>\$ 1,551,996</b>	<b>\$ 1,830,937</b>	<b>\$ 1,623,533</b>	<b>\$ 1,910,365</b>	<b>\$ 1,925,482</b>
Benefits					
Health Insurance Benefit	207,600	230,808	216,490	237,179	253,759
Wage Insurance Benefit	7,076	7,446	6,818	6,788	6,720
WRS	98,283	118,270	107,846	129,137	131,571
FICA Medicare Benefits	114,026	128,643	118,440	140,851	140,483
Moving Expenses	6,057	-	-	-	-
Post Employment Health Plans	4,073	4,134	4,019	4,220	4,220
<b>Benefits Total</b>	<b>\$ 437,115</b>	<b>\$ 489,301</b>	<b>\$ 453,614</b>	<b>\$ 518,175</b>	<b>\$ 536,754</b>
Supplies					
Office Supplies	1,374	1,700	1,700	1,700	1,700
Copy Printing Supplies	1,231	2,157	2,200	2,157	2,157
Hardware Supplies	9,074	600	4,000	600	600
Software Lic & Supplies	787	400	400	400	400
Postage	3,848	3,800	3,800	3,800	3,800
Books & Subscriptions	-	308	350	308	308
Work Supplies	651	500	1,000	500	500
Food And Beverage	1,130	-	2,000	-	-
<b>Supplies Total</b>	<b>\$ 18,093</b>	<b>\$ 9,465</b>	<b>\$ 15,450</b>	<b>\$ 9,465</b>	<b>\$ 9,465</b>

**Civil Rights**

**Function: Administration**

*Line Item Detail*

**Agency Primary Fund:** General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Purchased Services</b>					
Telephone	959	820	1,000	820	820
Cellular Telephone	1,478	-	1,500	-	-
Custodial Bldg Use Charges	34,109	38,383	38,383	38,383	36,698
Comm Device Mntc	637	2,070	2,070	2,070	2,070
System & Software Mntc	16,033	7,000	7,000	7,000	7,000
Recruitment	14	-	100	-	-
Mileage	-	50	100	50	50
Conferences & Training	28,449	51,000	51,000	51,000	51,000
Memberships	8,834	4,450	6,000	4,450	4,450
Legal Services	11,186	-	-	-	-
Storage Services	4	150	150	150	150
Advertising Services	899	1,193	1,200	1,193	1,193
Interpreters Signing Services	130,327	132,000	132,000	132,000	132,000
Program Services	-	85,000	-	85,000	85,000
Other Services & Expenses	21,173	32,000	32,000	32,000	32,000
Grants	50,000	-	85,000	-	-
<b>Purchased Services Total</b>	<b>\$ 304,101</b>	<b>\$ 354,116</b>	<b>\$ 357,503</b>	<b>\$ 354,116</b>	<b>\$ 352,431</b>
<b>Inter Depart Charges</b>					
ID Charge From Insurance	8,195	7,107	7,107	7,101	7,101
ID Charge From Workers Comp	952	1,102	1,102	993	993
<b>Inter Depart Charges Total</b>	<b>\$ 9,147</b>	<b>\$ 8,209</b>	<b>\$ 8,209</b>	<b>\$ 8,094</b>	<b>\$ 8,094</b>
<b>Inter Depart Billing</b>					
ID Billing To Landfill	(757)	(754)	(754)	(510)	(542)
ID Billing To Monona Terrace	(16,589)	(16,527)	(16,527)	(18,432)	(19,573)
ID Billing To Golf Courses	(2,271)	(2,262)	(2,262)	(2,676)	(2,841)
ID Billing To Parking	(20,096)	(27,851)	(27,851)	(27,948)	(29,679)
ID Billing To Sewer	(14,381)	(4,273)	(4,273)	(6,885)	(7,311)
ID Billing To Stormwater	(7,569)	(3,016)	(3,016)	(6,403)	(6,799)
ID Billing To Transit	(117,145)	(117,662)	(117,662)	(120,649)	(128,118)
ID Billing To Water	(35,070)	(34,939)	(34,939)	(33,436)	(35,506)
<b>Inter Depart Billing Total</b>	<b>\$ (213,878)</b>	<b>\$ (207,284)</b>	<b>\$ (207,284)</b>	<b>\$ (216,939)</b>	<b>\$ (230,369)</b>



**Civil Rights**

**Function: Administration**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
				FTEs	Amount	FTEs	Amount
AA MGR-18	18	1.00	122,966	1.00	118,175	1.00	119,320
ADMIN CLK 1-20	20	1.00	53,428	1.00	53,761	1.00	54,282
ADMIN SUPV-18	18	1.00	69,520	1.00	74,212	1.00	74,932
AFF ACTION SPEC-18	18	1.00	91,956	1.00	109,943	1.00	111,009
CIVIL RIGHTS DIR-21	21	1.00	149,012	1.00	159,070	1.00	160,612
COMM RELATIONS SPEC-18 PT	18	-	-	1.80	151,712	1.80	153,182
CONTRACT COMP SPEC 3	18	3.00	222,010	3.00	234,620	3.00	236,895
DIS RGTS & SVS PRG COORD-18	18	1.00	76,514	1.00	93,729	1.00	94,638
EO INVESTIGATOR 3	18	3.00	235,097	3.00	229,270	3.00	231,492
EQT SOC JUSTICE MGR-18	18	1.00	105,624	1.00	118,175	1.00	119,320
EQUAL OPPT MGR-18	18	1.00	119,486	1.00	127,551	1.00	128,788
EQUITY COORD-18	18	1.00	97,474	1.00	104,053	1.00	105,062
HEARING EXAM-EOC-23	23	1.00	171,557	1.00	183,137	1.00	184,913
MKTG/COMMUN SPEC PT-18	18	1.80	183,372	-	-	-	-
PARALEGAL-MEDIATOR 2-18	18	1.00	79,954	1.00	87,912	1.00	88,764
PROGRAM ASST 1-20	20	2.00	113,136	2.00	128,430	2.00	129,676
		<b>20.80</b>	<b>\$1,891,107</b>	<b>20.80</b>	<b>\$1,973,751</b>	<b>20.80</b>	<b>\$1,992,886</b>

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

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## *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.

### 2024 Budget Highlights

#### Service: Clerk

- Annualizes the 1.0 FTE Bilingual (Spanish) Municipal Clerk position created in the 2023 Adopted Operating Budget. (Increase: \$37,000 based on mid-year hire in 2023)
- Salaries increased in 2024 due staffing the polls and absentee voting sites for four elections instead of two elections in 2023. (Net increase: \$1.45 million)
- Supplies increased by \$70,000 (elections supplies) and Purchased Services decreased by \$35,000 (advertising for voter outreach) in 2024.

**Clerk**

Function:

Administration

*Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	2,957,859	2,279,693	2,272,081	3,788,862	3,810,472
<b>Total</b>	<b>\$ 2,957,859</b>	<b>\$ 2,279,693</b>	<b>\$ 2,272,081</b>	<b>\$ 3,788,862</b>	<b>\$ 3,810,472</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Clerk	2,957,859	2,279,693	2,272,081	3,788,862	3,810,472
<b>Total</b>	<b>\$ 2,957,859</b>	<b>\$ 2,279,693</b>	<b>\$ 2,272,081</b>	<b>\$ 3,788,862</b>	<b>\$ 3,810,472</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Charges For Services	(27,397)	-	-	-	-
<b>Total</b>	<b>\$ (27,397)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	1,896,946	1,353,490	1,441,190	2,792,762	2,805,232
Benefits	292,055	244,365	299,407	277,258	289,024
Supplies	579,897	404,000	291,367	474,333	474,333
Purchased Services	164,371	265,755	228,034	233,421	230,794
Debt Othr Financing	39,347	-	-	-	-
Inter Depart Charges	12,641	12,083	12,083	11,088	11,088
<b>Total</b>	<b>\$ 2,985,256</b>	<b>\$ 2,279,693</b>	<b>\$ 2,272,081</b>	<b>\$ 3,788,862</b>	<b>\$ 3,810,472</b>

**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.

*Activities Performed by this Service*

- **Election Administration:** Administer elections for the City of Madison, including voter registration, issuing absentee ballots, hiring and training poll workers, setting up polling locations, testing election equipment to ensure accurate vote counts, certifying local nomination papers, auditing campaign finance reports, certifying local election results, and managing the quality of data within the state's voter registration system.
- **Council and Committee Support:** Provide impartial staff support to the Common Council, Alcohol License Review Committee, and Police & Fire Commission; post City meeting agendas to comply with the open meetings law; and train committee staff on how use the legislative software.
- **Licensing Administration:** Act as the filing officer for many types of city licenses, including alcohol sales, secondhand stores, door-to-door salespersons, taxicab companies, theaters, tobacco sales, and transient merchants; and process license applications for Public Health for Madison and Dane County, including restaurants, hotels, swimming pools, campground sites, temporary food establishments, and tattoo and body piercing establishments.
- **Public Records Retention:** Act as records custodian for City records, including contracts, Council proceedings, and the minutes of committee, board, and commission meetings.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	2,957,859	2,279,693	2,272,081	3,788,862	3,810,472
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 2,957,859</b>	<b>\$ 2,279,693</b>	<b>\$ 2,272,081</b>	<b>\$ 3,788,862</b>	<b>\$ 3,810,472</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(27,397)	-	-	-	-
Personnel	2,189,000	1,597,855	1,740,597	3,070,020	3,094,257
Non-Personnel	783,615	669,755	519,401	707,754	705,127
Agency Charges	12,641	12,083	12,083	11,088	11,088
<b>Total</b>	<b>\$ 2,957,859</b>	<b>\$ 2,279,693</b>	<b>\$ 2,272,081</b>	<b>\$ 3,788,862</b>	<b>\$ 3,810,472</b>

**Clerk**

**Function:**

**Administration**

*Line Item Detail*

**Agency Primary Fund:** General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Charges For Services					
Reimbursement Of Expense	(27,397)	-	-	-	-
<b>Charges For Services Total</b>	<b>\$ (27,397)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Salaries					
Permanent Wages	702,074	696,300	666,393	851,033	859,284
Salary Savings	-	(12,814)	-	-	-
Pending Personnel	-	35,004	-	-	4,220
Premium Pay	2,543	-	1,500	-	-
Compensated Absence	14,060	-	-	-	-
Hourly Wages	298,690	100,000	184,290	350,000	350,000
Overtime Wages Permanent	107,415	30,000	47,000	30,000	30,000
Overtime Wages Hourly	34,334	5,000	18,010	-	-
Election Officials Wages	737,828	500,000	523,997	1,600,000	1,600,000
Budget Efficiencies	-	-	-	(38,271)	(38,271)
<b>Salaries Total</b>	<b>\$ 1,896,946</b>	<b>\$ 1,353,490</b>	<b>\$ 1,441,190</b>	<b>\$ 2,792,762</b>	<b>\$ 2,805,232</b>
Benefits					
Health Insurance Benefit	123,723	129,524	121,384	137,479	147,670
Wage Insurance Benefit	3,672	3,693	3,514	3,499	3,499
IATSE Health Benefit	8,884	5,000	5,860	5,000	5,000
WRS	56,506	47,349	57,344	57,871	59,291
FICA Medicare Benefits	92,412	51,838	101,885	63,518	63,673
Post Employment Health Plans	6,859	6,962	9,421	9,892	9,892
<b>Benefits Total</b>	<b>\$ 292,055</b>	<b>\$ 244,365</b>	<b>\$ 299,407</b>	<b>\$ 277,258</b>	<b>\$ 289,024</b>
Supplies					
Office Supplies	4,102	2,500	2,500	4,000	4,000
Copy Printing Supplies	93,912	50,000	40,000	85,830	85,830
Election Supplies	145,175	200,000	135,000	50,000	50,000
Hardware Supplies	12,578	1,500	1,500	1,500	1,500
Postage	323,961	150,000	112,000	333,003	333,003
Work Supplies	169	-	107	-	-
Equipment Supplies	-	-	260	-	-
<b>Supplies Total</b>	<b>\$ 579,897</b>	<b>\$ 404,000</b>	<b>\$ 291,367</b>	<b>\$ 474,333</b>	<b>\$ 474,333</b>

**Clerk**

**Function: Administration**

*Line Item Detail*

**Agency Primary Fund:** General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Purchased Services					
Telephone	683	978	978	978	978
Cellular Telephone	11,798	13,310	8,000	13,310	13,310
Facility Rental	90	41,775	41,775	39,192	39,192
Custodial Bldg Use Charges	43,527	48,981	48,981	48,981	46,354
Equipment Mntc	15,885	19,566	18,390	20,015	20,015
System & Software Mntc	32,945	32,945	32,945	32,945	32,945
Rental Of Equipment	-	30,000	33,000	30,000	30,000
Mileage	1,418	-	1,620	-	-
Conferences & Training	7,215	8,500	8,500	12,000	12,000
Memberships	1,381	1,700	782	1,000	1,000
Delivery Freight Charges	21,453	-	3	-	-
Storage Services	4,117	3,000	3,000	3,000	3,000
Advertising Services	21,993	45,000	30,000	30,000	30,000
Other Services & Expenses	1,866	20,000	60	2,000	2,000
<b>Purchased Services Total</b>	<b>\$ 164,371</b>	<b>\$ 265,755</b>	<b>\$ 228,034</b>	<b>\$ 233,421</b>	<b>\$ 230,794</b>
Debt Othr Financing					
Principal Leases	34,768	-	-	-	-
Interest Leases	4,578	-	-	-	-
<b>Debt Othr Financing Total</b>	<b>\$ 39,347</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Inter Depart Charges					
ID Charge From Traffic Eng	1,237	1,000	1,000	1,000	1,000
ID Charge From Insurance	9,793	10,237	10,237	8,754	8,754
ID Charge From Workers Comp	1,611	846	846	1,334	1,334
<b>Inter Depart Charges Total</b>	<b>\$ 12,641</b>	<b>\$ 12,083</b>	<b>\$ 12,083</b>	<b>\$ 11,088</b>	<b>\$ 11,088</b>

**Clerk**

**Function: Administration**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
CERT MUNI CLK-20	20	4.00	251,778	4.00	300,173	4.00	303,083
CITY CLERK-21	21	1.00	136,326	1.00	145,528	1.00	146,939
DEPUTY CITY CLERK-18	18	1.00	78,810	1.00	87,912	1.00	88,764
MUNI CLK 1-20	20	1.00	47,857	-	-	-	-
MUNI CLK 2-20	20	4.00	229,386	5.00	317,421	5.00	320,498
		<b>11.00</b>	<b>\$744,157</b>	<b>11.00</b>	<b>\$851,033</b>	<b>11.00</b>	<b>\$859,284</b>

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

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## *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 wellbeing 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.

### 2024 Budget Highlights

#### Service: EAP Services

- Budget maintains current level of service.



**Employee Assistance Program**

Function: Administration

*Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	463,180	479,113	564,483	497,899	502,281
<b>Total</b>	<b>\$ 463,180</b>	<b>\$ 479,113</b>	<b>\$ 564,483</b>	<b>\$ 497,899</b>	<b>\$ 502,281</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
EAP Services	463,180	479,113	564,483	497,899	502,281
<b>Total</b>	<b>\$ 463,180</b>	<b>\$ 479,113</b>	<b>\$ 564,483</b>	<b>\$ 497,899</b>	<b>\$ 502,281</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
	-	-	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	326,934	352,767	344,731	374,748	378,401
Benefits	111,683	118,997	213,284	114,438	119,298
Supplies	3,746	3,250	2,929	3,250	3,250
Purchased Services	57,169	66,445	65,884	71,045	71,045
Debt Othr Financing	6,560	-	-	-	-
Inter Depart Charges	924	932	932	1,008	1,008
Inter Depart Billing	(43,836)	(63,277)	(63,277)	(66,589)	(70,720)
<b>Total</b>	<b>\$ 463,180</b>	<b>\$ 479,113</b>	<b>\$ 564,483</b>	<b>\$ 497,899</b>	<b>\$ 502,281</b>

**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. Key activities performed by the service include, but are 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.

*Activities Performed by this Service*

- Employee Assistance Program (EAP): Provides 24-hour professional and confidential assistance, information, resource referral, and support to employees and their families. The purpose is to ensure a productive workforce that can do their best work for stakeholders and community members.
- Critical Incident Stress Management (CISM): Helps employees prepare for, and recover from, traumatic events at work. Activities include pre-incident education and training, defusing, debriefing, follow up, management consultation, and policy and procedure development.

*Service Budget by Fund*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	463,180	479,113	564,483	497,899	502,281
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 463,180</b>	<b>\$ 479,113</b>	<b>\$ 564,483</b>	<b>\$ 497,899</b>	<b>\$ 502,281</b>

*Service Budget by Account Type*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Personnel	438,617	471,763	558,015	489,185	497,698
Non-Personnel	67,476	69,695	68,813	74,295	74,295
Agency Charges	(42,912)	(62,345)	(62,345)	(65,581)	(69,712)
<b>Total</b>	<b>\$ 463,180</b>	<b>\$ 479,113</b>	<b>\$ 564,483</b>	<b>\$ 497,899</b>	<b>\$ 502,281</b>

**Employee Assistance Program**

**Function: Administration**

*Line Item Detail*

**Agency Primary Fund:** General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Salaries</b>					
Permanent Wages	325,643	349,767	322,088	376,777	380,430
Compensated Absence	817	3,000	22,643	3,000	3,000
Overtime Wages Permanent	474	-	-	-	-
Budget Efficiencies	-	-	-	(5,029)	(5,029)
<b>Salaries Total</b>	<b>\$ 326,934</b>	<b>\$ 352,767</b>	<b>\$ 344,731</b>	<b>\$ 374,748</b>	<b>\$ 378,401</b>
<b>Benefits</b>					
Comp Absence Escrow	-	-	95,816	-	-
Health Insurance Benefit	63,511	66,577	65,251	58,621	62,950
Wage Insurance Benefit	1,438	1,182	2,006	1,265	1,265
WRS	21,352	23,784	21,945	25,621	26,250
FICA Medicare Benefits	23,757	25,805	27,507	28,134	28,037
Post Employment Health Plans	1,625	1,649	759	797	797
<b>Benefits Total</b>	<b>\$ 111,683</b>	<b>\$ 118,997</b>	<b>\$ 213,284</b>	<b>\$ 114,438</b>	<b>\$ 119,298</b>
<b>Supplies</b>					
Office Supplies	147	350	350	350	350
Copy Printing Supplies	96	500	179	500	500
Hardware Supplies	317	-	-	-	-
Postage	2,400	2,400	2,400	2,400	2,400
Work Supplies	786	-	-	-	-
<b>Supplies Total</b>	<b>\$ 3,746</b>	<b>\$ 3,250</b>	<b>\$ 2,929</b>	<b>\$ 3,250</b>	<b>\$ 3,250</b>
<b>Purchased Services</b>					
Telephone	239	-	239	-	-
Cellular Telephone	700	720	720	720	720
Systems Comm Internet	1,485	-	-	-	-
Facility Rental	-	6,757	6,757	6,757	6,757
Custodial Bldg Use Charges	2,100	2,280	2,285	2,280	2,280
System & Software Mntc	7,840	-	-	-	-
Recruitment	-	-	7	-	-
Mileage	-	250	80	250	250
Conferences & Training	1,712	8,335	8,335	8,335	8,335
Memberships	723	1,365	723	1,365	1,365
Consulting Services	40,688	46,000	46,000	50,600	50,600
Security Services	1,682	558	558	558	558
Permits & Licenses	-	180	180	180	180
<b>Purchased Services Total</b>	<b>\$ 57,169</b>	<b>\$ 66,445</b>	<b>\$ 65,884</b>	<b>\$ 71,045</b>	<b>\$ 71,045</b>
<b>Debt Othr Financing</b>					
Principal Leases	5,982	-	-	-	-
Interest Leases	579	-	-	-	-
<b>Debt Othr Financing Total</b>	<b>\$ 6,560</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Employee Assistance Program**

Function: Administration

Line Item Detail

Agency Primary Fund: General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Inter Depart Charges					
ID Charge From Insurance	759	757	757	807	807
ID Charge From Workers Comp	165	175	175	201	201
<b>Inter Depart Charges Total</b>	<b>\$ 924</b>	<b>\$ 932</b>	<b>\$ 932</b>	<b>\$ 1,008</b>	<b>\$ 1,008</b>
Inter Depart Billing					
ID Billing To Landfill	(159)	(190)	(190)	(134)	(143)
ID Billing To Monona Terrace	(6,121)	(11,391)	(11,391)	(10,820)	(11,491)
ID Billing To Golf Courses	(476)	(571)	(571)	(706)	(749)
ID Billing To Parking	(3,680)	(7,744)	(7,744)	(8,014)	(8,511)
ID Billing To Sewer	(3,013)	(1,079)	(1,079)	(1,815)	(1,928)
ID Billing To Stormwater	(1,586)	(762)	(762)	(1,688)	(1,793)
ID Billing To Transit	(21,453)	(32,715)	(32,715)	(34,595)	(36,741)
ID Billing To Water	(7,348)	(8,825)	(8,825)	(8,817)	(9,364)
<b>Inter Depart Billing Total</b>	<b>\$ (43,836)</b>	<b>\$ (63,277)</b>	<b>\$ (63,277)</b>	<b>\$ (66,589)</b>	<b>\$ (70,720)</b>

# Employee Assistance Program

Function: Administration

Position Summary

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
EAP PROG MGR-18	18	1.00	127,606	1.00	136,220	1.00	137,540
EMP ASST SPEC 2-18	18	2.00	156,973	2.00	170,970	2.00	172,627
PROGRAM ASST 1-20	20	1.00	65,187	1.00	69,587	1.00	70,262
		<b>4.00</b>	<b>\$349,767</b>	<b>4.00</b>	<b>\$376,777</b>	<b>4.00</b>	<b>\$380,430</b>

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.

# Finance

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## *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, treasury services, investment management, and debt management. The goal of the Finance Department is to provide quality services to City agencies and facilitate processes that contribute to the quality of financial information for internal and external stakeholders. The Finance Department will advance this goal by continuing to support full implementation of enterprise resources planning system modules, fulfilling the reporting requirements of updated Governmental Accounting Standards Board (GASB) standards, continuing transition to more transparency and equity in budget decision-making and resource allocation, strengthening internal audit and grants management procedures, mitigating citywide risk and ensuring employee safety, and assisting agencies with administrative support and document services needs.

### 2023 Budget Highlights

#### Service: Accounting

- Increases the ambulance billing provider's transaction fee by \$68,000 based on estimated ambulance revenues.

#### Service: Administrative Support

- Budget maintains current level of service.

#### Service: Budget & Program Management

- Budget maintains current level of service.

#### Service: Internal Audit and Grants

- Removes the transfer in from the Grants Special Revenue fund (-\$178,200). Indirect costs for audit and grant staff will be covered through the Cost Allocation Plan (no general fund impact).

#### Service: Risk Management

- Budget maintains current level of service.

#### Service: Treasury

- Adds \$45,000 in purchased services for credit card processing fees to address higher usage of credit card payment options across multiple City agencies.

**Finance****Function: Administration***Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	4,222,539	4,645,472	4,182,186	5,125,449	5,333,063
Other Grants	-	178,200	178,200	-	-
<b>Total</b>	<b>\$ 4,222,539</b>	<b>\$ 4,823,672</b>	<b>\$ 4,360,386</b>	<b>\$ 5,125,449</b>	<b>\$ 5,333,063</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Accounting	2,501,190	2,450,113	2,281,254	2,607,231	2,616,111
Administrative Support	357,000	414,787	386,977	465,731	472,611
Budget & Prgm Mgmt	557,266	723,036	538,866	811,356	807,525
Internal Audit & Grants	3,310	424,410	274,121	294,730	479,819
Risk Mgmt	3,006	0	3,409	1,885	-
Treasury	800,768	811,326	875,759	944,516	956,997
<b>Total</b>	<b>\$ 4,222,539</b>	<b>\$ 4,823,672</b>	<b>\$ 4,360,386</b>	<b>\$ 5,125,449</b>	<b>\$ 5,333,063</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Misc Revenue	(16,500)	(38,000)	(38,000)	(36,500)	(36,500)
Transfer In	-	(178,200)	(178,200)	(178,200)	-
<b>Total</b>	<b>\$ (16,500)</b>	<b>\$ (216,200)</b>	<b>\$ (216,200)</b>	<b>\$ (214,700)</b>	<b>\$ (36,500)</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	3,296,019	3,890,208	3,450,796	4,148,686	4,173,463
Benefits	1,044,721	1,076,988	963,630	1,104,626	1,167,182
Supplies	140,315	141,610	139,909	125,610	125,610
Purchased Services	1,147,599	1,178,996	1,270,180	1,256,243	1,279,221
Inter Depart Charges	9,900	10,211	10,211	10,459	10,459
Inter Depart Billing	(1,399,515)	(1,436,341)	(1,436,341)	(1,305,475)	(1,386,372)
Transfer Out	-	178,200	178,200	-	-
<b>Total</b>	<b>\$ 4,239,039</b>	<b>\$ 5,039,872</b>	<b>\$ 4,576,586</b>	<b>\$ 5,340,149</b>	<b>\$ 5,369,563</b>

*Service Overview*

**Service:** Accounting

Service Description

This service is responsible for the accounting, payroll, and procurement operations of the City of Madison. The service develops and maintains accounting-related internal controls, oversees the annual financial statement and audit preparation, and develops, coordinates and implements the City’s accounting and financial reporting systems. The goal of the service is to mitigate risk for financial losses and to ensure adherence to Generally Accepted Accounting Principles (GAAP) and Governmental Accounting Standards Board Statements (GASB).

Activities Performed by this Service

- **Accounting:** Responsible for overseeing, approving, and processing financial transactions according to GAAP and GASB reporting standards. Prepares the Annual Comprehensive Financial Report and liaisons to external audit teams. Ensure debit and arbitrage compliance for the governmental funds including payments for debt service principal and interest. Administer Tyler MUNIS city-wide.
- **Payroll Accounting:** Process bi-weekly payroll, approve time entry batches for agency staff. Assist HR staff to administer benefits and annual enrollments. Administer the Tyler MUNIS Employee Self Service portal.
- **Procurement and Contracting:** Assist city staff to procure and contract for goods and services. Administer the Vendor Self Service portal of the financial system.

Service Budget by Fund

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	2,501,190	2,450,113	2,281,254	2,607,231	2,616,111
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 2,501,190</b>	<b>\$ 2,450,113</b>	<b>\$ 2,281,254</b>	<b>\$ 2,607,231</b>	<b>\$ 2,616,111</b>

Service Budget by Account Type

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(16,500)	(38,000)	(38,000)	(36,500)	(36,500)
Personnel	2,430,209	2,412,318	2,236,115	2,583,148	2,637,520
Non-Personnel	752,375	772,444	779,788	808,691	810,203
Agency Charges	(664,894)	(696,649)	(696,649)	(748,107)	(795,112)
<b>Total</b>	<b>\$ 2,501,190</b>	<b>\$ 2,450,113</b>	<b>\$ 2,281,254</b>	<b>\$ 2,607,231</b>	<b>\$ 2,616,111</b>



Service Overview

Service: Administrative Support

Service Description

This service provides clerical and office services to City agencies. In addition to the 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.

Activities Performed by this Service

- Administrative Support Team: Centralized team that provides administrative support to City agencies upon request.
- Document Services: Provides assistance to City agencies in document presentation, database management, and website administration.

Service Budget by Fund

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	357,000	414,787	386,977	465,731	472,611
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 357,000</b>	<b>\$ 414,787</b>	<b>\$ 386,977</b>	<b>\$ 465,731</b>	<b>\$ 472,611</b>

Service Budget by Account Type

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Personnel	329,627	413,338	377,243	444,941	451,568
Non-Personnel	30,962	23,367	31,652	23,367	23,779
Agency Charges	(3,589)	(21,918)	(21,918)	(2,577)	(2,736)
<b>Total</b>	<b>\$ 357,000</b>	<b>\$ 414,787</b>	<b>\$ 386,977</b>	<b>\$ 465,731</b>	<b>\$ 472,611</b>

*Service Overview*

**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, and supports city-wide efforts to coordinate, manage and use data effectively in support of racial equity, social justice, and performance goals. The goal of the service is to continue to expand data management, analysis and visualization tools allowing staff, policymakers and residents to understand and interact with data, implement a new service structure for budget development, and execute projects as part of the Data Governance work plan and an annual data research agenda.

Activities Performed by this Service

- Operating & Capital Budget Development: Facilitate all phases of the budget planning and development process including: forecasting budget trends for the upcoming year, establishing processes for agency proposals, analyzing budget data to develop finance recommendations, and facilitating the legislative amendment process.
- Budget Monitoring: Conduct mid-year and year-end projections to monitor actual expenditures and revenues against the adopted budget. This work effort allows City policymakers and Managers to make necessary adjustments throughout the year based on actual budgetary trends. In addition to projections, review and approve budget amendments and transfers throughout the year to ensure agency compliance with the adopted budget and the State Expenditure Restraint program.
- Fiscal Analysis: Perform fiscal analysis on all legislation introduced to the Common Council.
- Data Governance: Serve as staff to the City's Data Governance Team, lead efforts around citywide data collection and quality, and convene data users from City departments.
- Ad Hoc Data Projects: Perform ad hoc research at the request of policy makers and agencies. Examples of projects include analyzing the City CARES program, eviction trends, and housing data.

Service Budget by Fund

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	557,266	723,036	538,866	811,356	807,525
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 557,266</b>	<b>\$ 723,036</b>	<b>\$ 538,866</b>	<b>\$ 811,356</b>	<b>\$ 807,525</b>

Service Budget by Account Type

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Personnel	916,395	1,052,647	876,814	1,056,578	1,071,062
Non-Personnel	57,717	59,459	51,122	59,459	60,009
Agency Charges	(416,846)	(389,070)	(389,070)	(304,681)	(323,546)
<b>Total</b>	<b>\$ 557,266</b>	<b>\$ 723,036</b>	<b>\$ 538,866</b>	<b>\$ 811,356</b>	<b>\$ 807,525</b>

*Service Overview*

**Service:** Internal Audit & Grants

Service Description

This service is responsible for developing and administering the City’s comprehensive internal audit and grant programs. This includes assessing the internal control systems, the efficiency and effectiveness of the City’s agencies programs as directed or approved by the Common Council, facilitating grants for programs, identifying ways to improve services and operations, making recommendations that strengthen and promotes city government accountability; and overseeing the single audit preparation activities.

Activities Performed by this Service

- Plan, supervise and perform internal audit activities to assess the efficiency and effectiveness of the city’s internal controls.
- Perform the internal audits in accordance with the Generally Accepted Government Auditing Standards (GAGAS) and the annual audit work plan approved by the Finance Committee.
- Prepare audit risk assessment to identify and assess City’s inherent risks, ensure that legal and procedural requirements are met to promote the financial accountability of city departments, manage grants applications to support funding of City operations, and confirm that programs are functioning as intended by the Common Council.

Service Budget by Fund

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	3,310	246,210	95,921	294,730	479,819
Other-Expenditures	-	178,200	178,200	-	-
<b>Total</b>	<b>\$ 3,310</b>	<b>\$ 424,410</b>	<b>\$ 274,121</b>	<b>\$ 294,730</b>	<b>\$ 479,819</b>

Service Budget by Account Type

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	-	(178,200)	(178,200)	(178,200)	-
Personnel	1,656	409,410	261,335	457,930	464,819
Non-Personnel	1,654	193,200	190,985	15,000	15,000
<b>Total</b>	<b>\$ 3,310</b>	<b>\$ 424,410</b>	<b>\$ 274,121</b>	<b>\$ 294,730</b>	<b>\$ 479,819</b>

*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.

Activities Performed by this Service

- Claim payment: Payment of City liability property and subrogation claims.
- Safety Program: Administer the City's Safety program focused on ensuring the City is providing a safe workspace for all employees.
- Workers Compensation & Insurance Fund Administration: Administer funds including setting annual rates billed to agencies, and coordinate with insurers, agents, and outside providers.
- Risk Management Services: Contract review, employee trainings, policy development and other risk services.

Service Budget by Fund

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	3,006	-	3,409	1,885	-
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 3,006</b>	<b>\$ -</b>	<b>\$ 3,409</b>	<b>\$ 1,885</b>	<b>\$ -</b>

Service Budget by Account Type

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Personnel	541	-	3,409	1,885	-
Non-Personnel	2,465	-	-	-	-
<b>Total</b>	<b>\$ 3,006</b>	<b>\$ -</b>	<b>\$ 3,409</b>	<b>\$ 1,885</b>	<b>\$ -</b>

*Service Overview*

**Service:** Treasury

Service Description

This service processes over one million payments per year with an increasing number of payments received through electronic payment channels which requires the development of new processes and procedures. The primary customers of this service are the general public and City agencies that rely on the service. The goals of this service are to enhance the ability of the taxpayer to avoid delinquency, while at the same time maximizing the collection of delinquent taxes by July 31st; and to meet or exceed the budget goal for interest earnings. The major initiatives planned for this service include the continued development and expansion of electronic payments.

Activities Performed by this Service

- Revenue Processing: Calculate and receipt all revenue including personal and real estate tax bills.
- Citywide Investments and Reconciliation: Oversee citywide investments, reconciliation of bank accounts and report of investment holdings and revenue earnings.
- Parking Revenue Processing: Receive and count all Parking Utility receipts.

Service Budget by Fund

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	800,768	811,326	875,759	944,516	956,997
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 800,768</b>	<b>\$ 811,326</b>	<b>\$ 875,759</b>	<b>\$ 944,516</b>	<b>\$ 956,997</b>

Service Budget by Account Type

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Personnel	662,312	679,483	659,510	708,831	715,676
Non-Personnel	442,742	450,336	534,741	475,336	495,840
Agency Charges	(304,286)	(318,493)	(318,493)	(239,651)	(254,519)
<b>Total</b>	<b>\$ 800,768</b>	<b>\$ 811,326</b>	<b>\$ 875,759</b>	<b>\$ 944,516</b>	<b>\$ 956,997</b>

**Finance**

Function:

Administration

Line Item Detail

Agency Primary Fund: General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Misc Revenue					
Miscellaneous Revenue	(16,500)	(38,000)	(38,000)	(36,500)	(36,500)
<b>Misc Revenue Total</b>	<b>\$ (16,500)</b>	<b>\$ (38,000)</b>	<b>\$ (38,000)</b>	<b>\$ (36,500)</b>	<b>\$ (36,500)</b>
Transfer In					
Transfer In From Grants	-	(178,200)	(178,200)	(178,200)	-
<b>Transfer In Total</b>	<b>\$ -</b>	<b>\$ (178,200)</b>	<b>\$ (178,200)</b>	<b>\$ (178,200)</b>	<b>\$ -</b>
Salaries					
Permanent Wages	3,208,563	3,725,331	3,404,363	4,072,694	4,200,703
Salary Savings	-	(71,260)	-	(40,727)	(40,727)
Pending Personnel	-	180,137	-	111,452	8,220
Premium Pay	96	-	40	-	-
Compensated Absence	40,639	22,500	20,646	22,500	22,500
Hourly Wages	19,140	25,000	22,347	31,000	31,000
Overtime Wages Permanent	27,581	8,500	2,700	2,500	2,500
Election Officials Wages	-	-	700	-	-
Budget Efficiencies	-	-	-	(50,732)	(50,732)
<b>Salaries Total</b>	<b>\$ 3,296,019</b>	<b>\$ 3,890,208</b>	<b>\$ 3,450,796</b>	<b>\$ 4,148,686</b>	<b>\$ 4,173,463</b>
Benefits					
Comp Absence Escrow	87,738	-	-	-	-
Health Insurance Benefit	476,693	519,764	470,260	497,210	539,110
Wage Insurance Benefit	14,616	15,163	14,126	13,261	13,401
IATSE Health Benefit	33	-	-	-	-
WRS	212,203	253,323	222,468	276,945	289,848
FICA Medicare Benefits	241,412	276,532	244,106	303,906	311,519
Post Employment Health Plans	12,026	12,207	12,670	13,304	13,304
<b>Benefits Total</b>	<b>\$ 1,044,721</b>	<b>\$ 1,076,988</b>	<b>\$ 963,630</b>	<b>\$ 1,104,626</b>	<b>\$ 1,167,182</b>
Supplies					
Office Supplies	5,699	7,400	4,900	7,400	7,400
Copy Printing Supplies	17,127	19,375	18,175	19,375	19,375
Furniture	11,641	5,300	2,800	5,300	5,300
Hardware Supplies	5,693	16,845	12,228	1,845	1,845
Software Lic & Supplies	567	1,100	1,050	1,100	1,100
Postage	97,121	86,105	97,505	86,105	86,105
Books & Subscriptions	1,282	1,950	1,200	950	950
Work Supplies	1,185	3,535	2,051	3,535	3,535
<b>Supplies Total</b>	<b>\$ 140,315</b>	<b>\$ 141,610</b>	<b>\$ 139,909</b>	<b>\$ 125,610</b>	<b>\$ 125,610</b>

**Finance**

Function:

Administration

Line Item Detail

Agency Primary Fund: General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Purchased Services</b>					
Telephone	2,728	1,600	5,285	1,600	1,600
Custodial Bldg Use Charges	105,020	118,180	115,379	118,180	116,158
Comm Device Mntc	-	555	-	555	555
Equipment Mntc	-	1,200	-	1,200	1,200
System & Software Mntc	81,163	85,210	91,994	54,550	54,550
Recruitment	343	1,500	100	1,000	1,000
Mileage	69	100	100	100	100
Conferences & Training	35,659	33,621	36,172	48,621	48,621
Memberships	6,855	3,533	6,468	3,033	3,033
Financial Actuary Services	4,150	10,000	9,250	4,300	4,300
Audit Services	85,039	104,570	94,039	103,455	103,455
Bank Services	99,125	95,000	99,000	95,000	95,000
Credit Card Services	172,813	155,000	190,000	175,000	200,000
Collection Services	80,460	90,000	90,000	92,400	92,400
Armored Car Services	12,628	8,000	16,000	13,000	13,000
Storage Services	6,572	6,135	800	6,135	6,135
Management Services	417,777	404,678	430,000	473,000	473,000
Consulting Services	20,122	20,000	64,592	25,000	25,000
Advertising Services	1,654	200	-	200	200
Printing Services	14,153	38,520	20,000	38,520	38,520
Other Services & Expenses	1,269	1,244	1,002	1,244	1,244
Permits & Licenses	-	150	-	150	150
<b>Purchased Services Total</b>	<b>\$ 1,147,599</b>	<b>\$ 1,178,996</b>	<b>\$ 1,270,180</b>	<b>\$ 1,256,243</b>	<b>\$ 1,279,221</b>
<b>Inter Depart Charges</b>					
ID Charge From Insurance	7,865	8,060	8,060	8,051	8,051
ID Charge From Workers Comp	2,035	2,151	2,151	2,408	2,408
<b>Inter Depart Charges Total</b>	<b>\$ 9,900</b>	<b>\$ 10,211</b>	<b>\$ 10,211</b>	<b>\$ 10,459</b>	<b>\$ 10,459</b>
<b>Inter Depart Billing</b>					
ID Billing to Capital	(370,000)	(370,000)	(370,000)	(418,017)	(443,911)
ID Billing To Landfill	(10,240)	(9,994)	(9,994)	(14,417)	(15,311)
ID Billing To Monona Terrace	(59,417)	(63,664)	(63,664)	(48,546)	(51,555)
ID Billing To Golf Courses	(42,994)	(40,676)	(40,676)	(37,180)	(39,485)
ID Billing To Parking	(215,903)	(257,150)	(257,150)	(150,747)	(160,094)
ID Billing To Sewer	(136,686)	(116,633)	(116,633)	(93,350)	(99,135)
ID Billing To Stormwater	(128,296)	(99,533)	(99,533)	(78,743)	(83,623)
ID Billing To Transit	(210,024)	(248,889)	(248,889)	(219,576)	(233,178)
ID Billing To Water	(225,955)	(229,802)	(229,802)	(244,899)	(260,080)
<b>Inter Depart Billing Total</b>	<b>\$ (1,399,515)</b>	<b>\$ (1,436,341)</b>	<b>\$ (1,436,341)</b>	<b>\$ (1,305,475)</b>	<b>\$ (1,386,372)</b>

**Finance**

**Function: Administration**

*Position Summary*

Classification	CG	2023 Budget		2024 Budget			
		Adopted		Request		Executive	
ACCOUNTANT 2-18	18	3.00	223,623	2.00	161,341	2.00	162,905
ACCOUNTANT 3-18	18	5.00	416,214	5.00	444,492	4.00	346,713
ACCOUNTANT 4-18	18	6.00	572,803	6.00	651,202	7.00	759,604
ACCT CLERK 3-20	20	2.00	111,369	2.00	122,591	2.00	123,779
ACCT SERVICES MGR-18	18	1.00	141,395	1.00	150,939	1.00	152,402
ACCT TECH 3-20	20	5.00	336,862	5.00	364,556	5.00	368,090
ADMIN ANAL 3-18	18	1.00	83,645	2.00	173,409	2.00	174,360
ADMIN ANAL 4-18	18	2.00	201,016	2.00	186,870	2.00	188,682
ADMIN ASST-20	20	1.00	69,736	1.00	74,443	1.00	75,165
ADMIN CLK 1-20	20	2.00	103,790	2.00	112,201	2.00	113,288
ADMIN SUPPORT CLK 2-20	20	2.00	109,035	2.00	103,624	2.00	104,628
BUDGET/PROG EVAL MGR-18	18	1.00	121,693	1.00	135,981	1.00	137,299
BUYER 2-16	16	2.00	143,766	2.00	155,672	2.00	157,181
BUYER 3-16	16	1.00	85,849	1.00	91,644	1.00	92,533
DATA ANALYST 3	18	2.00	136,575	2.00	144,616	2.00	146,018
DATA ANALYST 4	18	1.00	100,981	1.00	107,797	1.00	108,843
DOC SERVS LDWKR-20	20	1.00	70,714	1.00	75,488	1.00	76,219
DOC SERVS SPEC 2-20	20	1.00	55,034	1.00	64,008	1.00	64,628
FIN OPER LDWKR-20	20	1.00	68,759	1.00	58,440	1.00	59,006
FINANCE DIR-21	21	1.00	187,834	1.00	200,513	1.00	202,457
GRANT WRITER-18	18	1.00	66,981	1.00	75,245	1.00	75,975
INTERNAL AUDIT MGR-18	18	1.00	96,348	1.00	112,754	1.00	113,847
PRINCIPAL ACCOUNTANT-18	18	3.00	344,741	3.00	373,433	3.00	377,053
PROGRAM ASST 1-20	20	2.00	118,018	2.00	130,035	2.00	131,295
RISK MANAGER-18	18	1.00	125,286	1.00	134,982	1.00	136,290
SAFETY COORDINATOR-18	18	1.00	76,514	1.00	87,912	1.00	88,764
TREASURY REV MGR-18	18	1.00	136,297	1.00	145,497	1.00	146,907
		<b>51.00</b>	<b>\$4,304,878</b>	<b>51.00</b>	<b>\$4,639,682</b>	<b>51.00</b>	<b>\$4,683,933</b>

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

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## *Agency Overview*

### Agency Mission

The mission of Human Resources is to move Our Madison forward by hiring, developing, and sustaining a diverse and engaged workforce.

### Agency Overview

The Agency supports other City agencies in recruiting, hiring, training, and retaining the City's active workforce. Human Resources' goal is to support agencies in organizational development to ensure quality City services, oversee compliance with Madison's personnel rules, and support agencies in recruitment efforts. Human Resources works to advance this goal by continuing to build programs and cultivate relationships in order to develop city staff as well as make investments to reward and retain personnel.

### 2024 Budget Highlights

#### Agency-Wide Changes

- Inter-Departmental Billings for Human Resources are determined through an external cost allocation plan. The methodology for allocating ID Billings was updated in 2024. As a result, the Service-level budgets show significant variances compared to the 2023 Adopted Budget. These variances are technical adjustments to ID Billings and do not reflect major changes in the activities performed by Service.

#### Service: Employee & Labor Relations

- Recreates one HR Analyst 1 to an HR analyst 4 to address needs related to research, design, development, and implementation of the City's employee Benefits Program. The position upgrade will be cost neutral in 2024, with the cost of the higher classification offset by savings from an anticipated retirement.
- Net budget is \$293,700 higher than the 2023 adopted budget. This reflects a change in Inter-Departmental Billings and does not reflect a significant change in the service budget.

#### Service: HR Services

- Budget maintains current level of service. Net budget is \$479,900 lower than the 2023 adopted budget. This reflects a change in Inter-Departmental Billings and does not reflect a significant change in the service budget.

#### Service: Organizational and Health Development

- Reclassifies one Leading and Development Specialist to an HR Analyst 3.
- Reclassifies one Program Assistant to an HR Analyst Trainee.
- These position changes are intended to balance the programmatic work in the section as the department shifts to a learning management platform.
- Net budget is \$201,000 lower than the 2023 adopted budget. This reflects a change in Inter-Departmental Billings and does not reflect a significant change in the service budget.

**Human Resources**Function: **Administration***Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	1,921,041	2,081,158	1,785,920	2,088,879	2,095,920
<b>Total</b>	<b>\$ 1,921,041</b>	<b>\$ 2,081,158</b>	<b>\$ 1,785,920</b>	<b>\$ 2,088,879</b>	<b>\$ 2,095,920</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Employee & Labor Relations	763,704	700,304	550,096	877,183	993,978
HR Services	538,487	680,376	603,612	321,080	200,462
Organizational & Health Devel	618,850	700,478	632,213	890,617	901,480
	<b>\$ 1,921,041</b>	<b>\$ 2,081,158</b>	<b>\$ 1,785,920</b>	<b>\$ 2,088,879</b>	<b>\$ 2,095,920</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Charges For Services	(25)	-	-	-	-
<b>Total</b>	<b>\$ (25)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	1,707,128	1,874,395	1,647,877	1,915,541	1,943,994
Benefits	571,256	503,864	430,989	507,605	528,221
Supplies	29,194	18,950	23,950	18,950	18,950
Purchased Services	175,837	242,951	242,107	253,151	253,151
Debt Othr Financing	7,212	-	-	-	-
Inter Depart Charges	108,464	71,253	71,253	70,599	70,599
Inter Depart Billing	(678,025)	(630,255)	(630,255)	(676,967)	(718,995)
<b>Total</b>	<b>\$ 1,921,066</b>	<b>\$ 2,081,158</b>	<b>\$ 1,785,920</b>	<b>\$ 2,088,879</b>	<b>\$ 2,095,920</b>

*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.

*Activities Performed by this Service*

- **Employee Benefits Planning and Implementation:** Research, develop, and maintain the employee benefits package for City staff, including insurance, retirement, and wellness programs.
- **Occupational Accommodations and Disability Leave:** Administration of the occupational accommodations program and tracking employee leave and layoff processes due to disabilities.
- **Administration of Family Medical Leave Act (FMLA) Requests:** Consult with employees on the FMLA process, review FMLA requests for eligibility, contact medical providers for required information, and coordinate with employees and departments as staff resume their duties.
- **Meet and Confer with Employee Groups:** Negotiate with employee unions and work with employee associations to develop and implement employee handbooks and contracts.
- **Coordinating Grievance Investigations:** Review complaints and coordinate investigation of grievances filed against City employees and work with Attorney’s Office to negotiate separation agreements, when necessary.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	763,704	700,304	550,096	877,183	993,978
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 763,704</b>	<b>\$ 700,304</b>	<b>\$ 550,096</b>	<b>\$ 877,183</b>	<b>\$ 993,978</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Personnel	931,619	815,000	670,775	870,903	885,396
Non-Personnel	60,827	104,616	98,632	104,616	104,616
Agency Charges	(228,742)	(219,312)	(219,312)	(98,336)	3,966
<b>Total</b>	<b>\$ 763,704</b>	<b>\$ 700,304</b>	<b>\$ 550,096</b>	<b>\$ 877,183</b>	<b>\$ 993,978</b>

**Human Resources****Function:****Administration***Service Overview***Service:** HR Services*Service Description*

This service provides Human Resources support to all City departments, helping 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.

*Activities Performed by this Service*

- **Workforce Recruitment:** Developing and implementing strategies to recruit and select diverse and appropriately skilled new staff members.
- **Workforce Modification:** Assist City departments with modifications to their staffing structure through reclassifications, internal promotions, and development of new employment exams and position descriptions.
- **Maintain Position Control:** Assist the Personnel Board and Finance Committee with answers to inquiries and maintain control of positions allocated throughout the year, ensuring departments do not recruit for positions which have not been approved by the Personnel Board and Finance Committee.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	538,487	680,376	603,612	321,080	200,462
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 538,487</b>	<b>\$ 680,376</b>	<b>\$ 603,612</b>	<b>\$ 321,080</b>	<b>\$ 200,462</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Personnel	721,008	887,601	798,477	826,214	849,927
Non-Personnel	69,039	54,835	67,195	65,035	65,035
Agency Charges	(251,560)	(262,060)	(262,060)	(570,170)	(714,500)
<b>Total</b>	<b>\$ 538,487</b>	<b>\$ 680,376</b>	<b>\$ 603,612</b>	<b>\$ 321,080</b>	<b>\$ 200,462</b>

**Human Resources****Function:****Administration***Service Overview***Service:** Organizational & Health Devel*Service Description*

This service works with key stakeholders to develop a healthy, high-performing, self-renewing organization that successfully manages change by integrating results oriented capacity building. This includes: systems decision making, continuous improvement, employee learning and development and growth and asset based best practices.

*Activities Performed by this Service*

- **Organizational Capacity:** Build and support organizational capacity through a focus on the organization's: health; effectiveness; ability to create a positive employee experience; ability to adapt, change and self-renew; and capacity to solve problems.
- **Employee & Leadership Development:** Build leadership through five key components: communicating and sharing a vision and framework for what good leadership (and followership) looks like within the City; build key management and supervisory skills; orienting and connecting leaders to the City's vision, mission, values, and service promise; cultivating leader identity and capacity; and creating support and growth networks for current and emerging leaders.
- **Employee Learning & Development:** Help employees become better at their job and improve confidence and performance throughout the entire employee lifecycle.
- **Performance Excellence:** Support Performance Excellence to collaboratively design the City of Madison's integrated approach to organizational performance management to deliver standardized processes that lead to organizational sustainability, improvement of overall organizational effectiveness, and improved organizational capacity for meeting its vision.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	618,850	700,478	632,213	890,617	901,480
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 618,850</b>	<b>\$ 700,478</b>	<b>\$ 632,213</b>	<b>\$ 890,617</b>	<b>\$ 901,480</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(25)	-	-	-	-
Personnel	625,756	675,658	609,614	726,029	736,892
Non-Personnel	82,377	102,450	100,230	102,450	102,450
Agency Charges	(89,259)	(77,630)	(77,630)	62,138	62,138
<b>Total</b>	<b>\$ 618,850</b>	<b>\$ 700,478</b>	<b>\$ 632,213</b>	<b>\$ 890,617</b>	<b>\$ 901,480</b>

**Human Resources**

**Function: Administration**

*Line Item Detail*

**Agency Primary Fund:** General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Charges For Services					
Miscellaneous Chrgs For Servic	(25)	-	-	-	-
<b>Charges For Services Total</b>	<b>\$ (25)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Salaries					
Permanent Wages	1,547,420	1,720,306	1,504,207	1,905,994	1,924,472
Salary Savings	-	(32,088)	-	(9,530)	(9,530)
Pending Personnel	-	146,000	73,000	-	9,975
Premium Pay	-	8,661	3,832	8,661	8,661
Workers Compensation Wages	-	-	134	-	-
Compensated Absence	107,970	13,000	12,634	13,000	13,000
Hourly Wages	43,224	18,516	47,786	18,516	18,516
Overtime Wages Permanent	6,218	-	5,194	-	-
Election Officials Wages	2,297	-	1,090	-	-
Budget Efficiencies	-	-	-	(21,100)	(21,100)
<b>Salaries Total</b>	<b>\$ 1,707,128</b>	<b>\$ 1,874,395</b>	<b>\$ 1,647,877</b>	<b>\$ 1,915,541</b>	<b>\$ 1,943,994</b>
Benefits					
Comp Absence Escrow	113,669	-	-	-	-
Health Insurance Benefit	224,565	247,463	200,433	227,922	244,822
Wage Insurance Benefit	7,342	9,079	5,456	5,498	5,498
WRS	97,702	116,981	103,058	129,608	132,789
FICA Medicare Benefits	124,195	128,228	120,036	142,470	143,005
Moving Expenses	1,699	-	-	-	-
Post Employment Health Plans	2,084	2,115	2,006	2,107	2,107
<b>Benefits Total</b>	<b>\$ 571,256</b>	<b>\$ 503,864</b>	<b>\$ 430,989</b>	<b>\$ 507,605</b>	<b>\$ 528,221</b>
Supplies					
Office Supplies	9,302	5,200	7,400	5,200	5,200
Copy Printing Supplies	3,690	5,500	5,040	5,500	5,500
Hardware Supplies	6,217	-	1,360	-	-
Software Lic & Supplies	685	-	140	-	-
Postage	2,499	1,000	2,460	1,000	1,000
Books & Subscriptions	238	1,750	880	1,750	1,750
Work Supplies	6,032	5,500	4,320	5,500	5,500
Food And Beverage	530	-	2,350	-	-
<b>Supplies Total</b>	<b>\$ 29,194</b>	<b>\$ 18,950</b>	<b>\$ 23,950</b>	<b>\$ 18,950</b>	<b>\$ 18,950</b>

**Human Resources**

Function:

Administration

Line Item Detail

Agency Primary Fund: General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Purchased Services</b>					
Telephone	2,161	2,700	1,970	2,700	2,700
Cellular Telephone	38	-	900	-	-
Facility Rental	135	10,456	8,600	10,456	10,456
Comm Device Mntc	1,074	6,500	1,200	6,500	6,500
System & Software Mntc	26,319	64,100	68,203	74,300	74,300
Recruitment	1,211	1,000	5,000	1,000	1,000
Mileage	-	-	480	-	-
Conferences & Training	60,400	60,160	84,770	60,160	60,160
Memberships	3,997	4,200	3,240	4,200	4,200
Medical Services	29,617	36,000	28,488	36,000	36,000
Arbitrator	-	1,000	-	1,000	1,000
Storage Services	1,426	2,500	2,256	2,500	2,500
Consulting Services	46,959	50,835	37,000	50,835	50,835
Advertising Services	2,500	3,500	-	3,500	3,500
<b>Purchased Services Total</b>	<b>\$ 175,837</b>	<b>\$ 242,951</b>	<b>\$ 242,107</b>	<b>\$ 253,151</b>	<b>\$ 253,151</b>
<b>Debt Othr Financing</b>					
Principal Leases	7,112	-	-	-	-
Interest Leases	100	-	-	-	-
<b>Debt Othr Financing Total</b>	<b>\$ 7,212</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Inter Depart Charges</b>					
ID Charge From Engineering	66,104	66,104	66,104	66,104	66,104
ID Charge From Insurance	41,428	4,118	4,118	3,453	3,453
ID Charge From Workers Comp	932	1,031	1,031	1,042	1,042
<b>Inter Depart Charges Total</b>	<b>\$ 108,464</b>	<b>\$ 71,253</b>	<b>\$ 71,253</b>	<b>\$ 70,599</b>	<b>\$ 70,599</b>
<b>Inter Depart Billing</b>					
ID Billing To Landfill	(1,335)	(904)	(904)	(1,351)	(1,435)
ID Billing To Monona Terrace	(93,770)	(98,265)	(98,265)	(49,884)	(52,981)
ID Billing To Golf Courses	(20,485)	(4,287)	(4,287)	(7,088)	(7,528)
ID Billing To Parking	(63,936)	(62,373)	(62,373)	(80,384)	(85,375)
ID Billing To Sewer	(26,623)	(5,124)	(5,124)	(18,238)	(19,370)
ID Billing To Stormwater	(12,544)	(3,617)	(3,617)	(16,961)	(18,014)
ID Billing To Transit	(376,982)	(374,019)	(374,019)	(408,139)	(433,477)
ID Billing To Water	(82,350)	(81,666)	(81,666)	(94,922)	(100,815)
<b>Inter Depart Billing Total</b>	<b>\$ (678,025)</b>	<b>\$ (630,255)</b>	<b>\$ (630,255)</b>	<b>\$ (676,967)</b>	<b>\$ (718,995)</b>

**Human Resources**

**Function: Administration**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN CLK 1-20	20	1.00	50,362	1.00	64,079	1.00	64,700
COMM RELATIONS SPEC-18	18	-	-	1.00	65,251	1.00	65,883
DATA ANALYST 2	18	1.00	79,954	-	-	-	-
DATA ANALYST 3	18	-	-	1.00	101,108	1.00	102,089
EE & LABOR MGR-18	18	1.00	135,026	1.00	119,519	1.00	120,678
HR SERVS MGR-18	18	1.00	122,966	1.00	140,300	1.00	141,660
HRA 2-18	18	1.00	82,636	1.00	89,030	-	-
HRA 3-18	18	4.00	358,445	4.00	350,816	6.00	503,380
*HRA 4-18	18	-	-	-	-	1.00	89,893
HUMAN RESOURCE DIR-21	21	1.00	156,008	1.00	174,766	1.00	176,460
LABOR RELATIONS SPEC-18	18	1.00	113,099	1.00	105,937	1.00	106,964
NEW POSITION	18	2.00	112,523	-	-	-	-
OCC/ACC SPEC 3-18	18	1.00	102,991	1.00	75,245	1.00	75,975
ORG HEALTH/DEV MGR-18	18	1.00	110,702	1.00	123,836	1.00	125,037
ORGAN DEV/TRAIN OFF-18	18	3.00	298,063	3.00	316,744	2.00	229,658
PROGRAM ASST 1-20	20	2.00	110,053	3.00	179,362	2.00	122,095
		<b>20.00</b>	<b>\$1,832,829</b>	<b>20.00</b>	<b>\$1,905,994</b>	<b>20.00</b>	<b>\$1,924,472</b>

\*The classification of the 1.0 FTE HR Analyst (HRA) 4 is pending a position study. This position is budgeted in Compensation Group 18, Range 12. The final classification is subject to change contingent on the result of the position study.

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

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## *Agency Overview*

### Agency Mission

The mission of the Information Technology (IT) Department is to provide IT services to all City agencies and connect the public to City of Madison services and information through people-focused technology solutions.

### Agency Overview

The Agency supports the City's hardware, software, and telecommunications network. The goal of the agency is to provide a forum for residents and IT customers to engage with the City in an efficient, equitable manner with positive outcomes. Information Technology will advance this goal by supporting the City's network operations, security, risk and compliance, fiber and wireless, workstation equipment, and database infrastructure and provide more opportunities for digital engagement and access to City services, creating a more connected, equitable Madison.

### 2024 Budget Highlights

#### Agency-wide Changes

- The Parking Division's budget recreates a vacant 1.0 FTE Parking GIS Coordinator position to a 1.0 FTE IT Specialist 2 position within Information Technology. The position will be located in Information Technology and will be funded by Parking, Traffic Engineering, and the Transportation Department.
- Increases budget for system and software maintenance costs by \$132,000. Increases include contracts in both IT Services.

#### Service: Application Development and Support

- Adds \$180,000 in funding for Microsoft Unified support to assist with the implementation of Microsoft 365.

#### Service: Technical Services

- Budget maintains current level of service.

**Information Technology**

Function: Administration

*Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	7,769,179	9,569,373	9,308,362	9,513,105	9,552,148
<b>Total</b>	<b>\$ 7,769,179</b>	<b>\$ 9,569,373</b>	<b>\$ 9,308,362</b>	<b>\$ 9,513,105</b>	<b>\$ 9,552,148</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Application Dev And Support	4,000,187	4,397,855	4,353,693	4,240,016	4,256,739
Technical Services	3,768,993	5,171,518	4,954,669	5,273,089	5,295,408
<b>Total</b>	<b>\$ 7,769,179</b>	<b>\$ 9,569,373</b>	<b>\$ 9,308,362</b>	<b>\$ 9,513,105</b>	<b>\$ 9,552,148</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Intergov Revenues	(5,675)	(5,000)	(5,000)	(5,000)	(5,000)
Charges For Services	-	(5,000)	(5,000)	(5,000)	(5,000)
Other Finance Source	(16,000)	(8,000)	(8,000)	(8,000)	(8,000)
Transfer In	(493)	-	-	-	-
<b>Total</b>	<b>\$ (22,168)</b>	<b>\$ (18,000)</b>	<b>\$ (18,000)</b>	<b>\$ (18,000)</b>	<b>\$ (18,000)</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	4,322,894	4,746,427	4,571,787	4,893,824	4,937,797
Benefits	1,251,656	1,311,884	1,242,615	1,352,169	1,416,986
Supplies	17,381	23,850	23,850	18,850	18,850
Purchased Services	3,128,437	4,727,290	4,710,188	5,024,815	5,025,768
Debt Othr Financing	20,965	-	-	-	-
Inter Depart Charges	26,180	27,954	27,954	28,299	28,317
Inter Depart Billing	(976,166)	(1,250,032)	(1,250,032)	(1,786,852)	(1,857,571)
<b>Total</b>	<b>\$ 7,791,347</b>	<b>\$ 9,587,373</b>	<b>\$ 9,326,362</b>	<b>\$ 9,531,105</b>	<b>\$ 9,570,148</b>

*Service Overview*

**Service:** Application Dev And Support

*Service Description*

This service provides management, support and maintenance of critical enterprise and department software application systems. These range from large enterprise-wide systems such as City’s financial system (MUNIS), property management system (CAMA), the centralized Geographic Information System (GIS), licensing, asset management, and land/planning system (Accela), workforce management (Kronos and Telestaff), to the City’s website and ePayment system, and collaboration tools such as Microsoft 365, Sharepoint and Zoom. The goal of this service is increase focus on the use of new application and data analysis to integrate systems and provide new, online services and digital information for residents and customers to engage with the City in an efficient, equitable manner with positive outcomes.

*Activities Performed by this Service*

- **Application Development and Support:** This service is responsible for maintaining database management, developing and supporting enterprise applications, and maintaining enterprise web application infrastructure.
- **Project Management:** This service provides the project management and process and business analysis for Information Technology related projects.
- **Security:** This service protects the City’s information technology assets and systems by training employees, establishing secure practices and processes, and overseeing technologies to detect, analyze, respond, report, and prevent Cyber security incidents.
- **Administration:** This service provides all administrative functions to the Information Technology department, such as legal and contract compliance, purchasing, payroll, budget, records management, and implementation of Racial Equity and Social Justice Initiative (RESJI) analysis.
- **IT Infrastructure:** This service delivers, maintains, and supports the City's network infrastructure, servers, backup, recovery, storage, firewalls, data center operations, user directory and Exchange, domain name system (DNS), fiber and wireless, telephony, upgrades/patching, and system administration and configuration.
- **Customer Service and Communication:** This service manages the IT Help Desk that provides onsite and remote support for staff, oversees the Workstation Lifecycle Management Program, supports hybrid and virtual meetings, camera management program, Madison City Channel, and the AV lifecycle management program.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	4,000,187	4,397,855	4,353,693	4,240,016	4,256,739
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 4,000,187</b>	<b>\$ 4,397,855</b>	<b>\$ 4,353,693</b>	<b>\$ 4,240,016</b>	<b>\$ 4,256,739</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Personnel	2,889,370	2,975,658	2,932,432	3,254,765	3,311,450
Non-Personnel	1,487,074	1,843,825	1,842,889	2,072,027	2,060,071
Agency Charges	(376,258)	(421,628)	(421,628)	(1,086,776)	(1,114,782)
<b>Total</b>	<b>\$ 4,000,187</b>	<b>\$ 4,397,855</b>	<b>\$ 4,353,693</b>	<b>\$ 4,240,016</b>	<b>\$ 4,256,739</b>

*Service Overview*

**Service:** Technical Services

Service Description

This service delivers, maintains and supports the City’s network and fiber and wireless network infrastructure, provides the overall architecture and standards for network security, manages data center operations, system administration and configuration, and is responsible for managing the Help Desk that provides both onsite and remote support and oversees the Workstation Lifecycle Management Program. These funds also support the delivery of hybrid and virtual meetings, the camera management program, Madison City Channel, and the management of the AV Lifecycle Management Program. The goal of this service is to provide a secure digital workplace, for continual improvement of processes, tools, and operational efficiencies to meet our employees’ and residents needs, as well as, support the City’s strategic priorities through technology.

Activities Performed by this Service

- **IT Infrastructure:** This service delivers, maintains, and supports the City's network infrastructure, servers, backup, recovery, storage, firewalls, data center operations, user directory and Exchange, domain name system (DNS), fiber and wireless, telephony, upgrades/patching, and system administration and configuration.
- **Customer Service and Communication:** This service manages the IT Help Desk that provides onsite and remote support for staff, oversees the Workstation Lifecycle Management Program, supports hybrid and virtual meetings, camera management program, Madison City Channel, and the AV lifecycle management program.
- **Security:** This service protects the City’s information technology assets and systems by training employees, establishing secure practices and processes, and overseeing technologies to detect, analyze, respond, report, and prevent Cyber security incidents.
- **Administration:** This service provides all administrative functions to the Information Technology department, such as legal and contract compliance, purchasing, payroll, budget, records management, and implementation of Racial Equity and Social Justice Initiative (RESJI) analysis.
- **Application Development and Support:** This service is responsible for maintaining database management, developing and supporting enterprise applications, and maintaining enterprise web application infrastructure.
- **Project Management:** This service provides the project management and process and business analysis for Information Technology related projects.

Service Budget by Fund

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	3,768,993	5,171,518	4,954,669	5,273,089	5,295,408
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 3,768,993</b>	<b>\$ 5,171,518</b>	<b>\$ 4,954,669</b>	<b>\$ 5,273,089</b>	<b>\$ 5,295,408</b>

Service Budget by Account Type

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(22,168)	(18,000)	(18,000)	(18,000)	(18,000)
Personnel	2,685,180	3,082,653	2,881,970	2,991,228	3,043,334
Non-Personnel	1,679,708	2,907,315	2,891,149	2,971,638	2,984,547
Agency Charges	(573,728)	(800,450)	(800,450)	(671,777)	(714,472)
<b>Total</b>	<b>\$ 3,768,993</b>	<b>\$ 5,171,518</b>	<b>\$ 4,954,669</b>	<b>\$ 5,273,089</b>	<b>\$ 5,295,408</b>

**Information Technology**

Function: Administration

Line Item Detail

Agency Primary Fund: General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Intergov Revenues					
Other Unit Of Gov Revenues Of	(5,675)	(5,000)	(5,000)	(5,000)	(5,000)
<b>Intergov Revenues Total</b>	<b>\$ (5,675)</b>	<b>\$ (5,000)</b>	<b>\$ (5,000)</b>	<b>\$ (5,000)</b>	<b>\$ (5,000)</b>
Charges For Services					
Miscellaneous Chrgs For Servic	-	(5,000)	(5,000)	(5,000)	(5,000)
<b>Charges For Services Total</b>	<b>\$ -</b>	<b>\$ (5,000)</b>	<b>\$ (5,000)</b>	<b>\$ (5,000)</b>	<b>\$ (5,000)</b>
Other Finance Source					
Sale Of Assets	(16,000)	(8,000)	(8,000)	(8,000)	(8,000)
<b>Other Finance Source Total</b>	<b>\$ (16,000)</b>	<b>\$ (8,000)</b>	<b>\$ (8,000)</b>	<b>\$ (8,000)</b>	<b>\$ (8,000)</b>
Transfer In					
Transfer In From Insurance	(493)	-	-	-	-
<b>Transfer In Total</b>	<b>\$ (493)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Salaries					
Permanent Wages	4,207,215	4,568,925	4,440,419	4,874,123	4,916,081
Salary Savings	-	(88,579)	-	(48,742)	(48,742)
Pending Personnel	-	143,681	-	19,110	21,125
Premium Pay	13,347	14,000	12,056	14,000	14,000
Compensated Absence	36,862	43,400	43,400	43,400	43,400
Hourly Wages	40,913	30,000	40,913	53,025	53,025
Overtime Wages Permanent	22,915	35,000	35,000	35,000	35,000
Election Officials Wages	1,643	-	-	-	-
Budget Efficiencies	-	-	-	(96,092)	(96,092)
<b>Salaries Total</b>	<b>\$ 4,322,894</b>	<b>\$ 4,746,427</b>	<b>\$ 4,571,787</b>	<b>\$ 4,893,824</b>	<b>\$ 4,937,797</b>
Benefits					
Comp Absence Escrow	34,335	-	-	-	-
Health Insurance Benefit	603,826	643,390	615,972	635,860	692,289
Wage Insurance Benefit	17,111	17,400	16,022	15,613	15,238
WRS	275,724	306,497	289,432	331,442	339,211
FICA Medicare Benefits	316,483	340,356	316,453	364,281	365,275
Post Employment Health Plans	4,178	4,241	4,736	4,973	4,973
<b>Benefits Total</b>	<b>\$ 1,251,656</b>	<b>\$ 1,311,884</b>	<b>\$ 1,242,615</b>	<b>\$ 1,352,169</b>	<b>\$ 1,416,986</b>

**Information Technology**

Function: Administration

Line Item Detail

Agency Primary Fund: General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Supplies</b>					
Office Supplies	2,429	10,000	10,000	5,000	5,000
Copy Printing Supplies	140	1,050	1,050	1,050	1,050
Hardware Supplies	12,123	4,500	4,500	4,500	4,500
Software Lic & Supplies	430	2,700	2,700	2,700	2,700
Postage	2,205	900	900	900	900
Books & Subscriptions	53	500	500	500	500
Work Supplies	-	4,200	4,200	4,200	4,200
<b>Supplies Total</b>	<b>\$ 17,381</b>	<b>\$ 23,850</b>	<b>\$ 23,850</b>	<b>\$ 18,850</b>	<b>\$ 18,850</b>
<b>Purchased Services</b>					
Telephone	11,089	15,625	11,225	17,625	17,625
Cellular Telephone	4,282	5,100	3,461	5,500	5,500
Television	1,018	1,500	509	1,500	1,500
Systems Comm Internet	7,270	7,500	14,540	8,500	8,500
Custodial Bldg Use Charges	145,918	164,203	164,203	164,203	165,156
Comm Device Mntc	-	-	1,767	-	-
System & Software Mntc	2,909,300	4,485,507	4,485,507	4,797,533	4,797,533
Recruitment	42	1,000	279	1,000	1,000
Conferences & Training	21,824	30,000	22,413	21,000	21,000
Memberships	5,738	2,955	2,772	3,080	3,080
Storage Services	53	500	48	500	500
Consulting Services	898	-	-	-	-
Other Services & Expenses	21,007	13,400	3,463	4,375	4,375
<b>Purchased Services Total</b>	<b>\$ 3,128,437</b>	<b>\$ 4,727,290</b>	<b>\$ 4,710,188</b>	<b>\$ 5,024,815</b>	<b>\$ 5,025,768</b>
<b>Debt Othr Financing</b>					
Principal Leases	20,591	-	-	-	-
Interest Leases	374	-	-	-	-
<b>Debt Othr Financing Total</b>	<b>\$ 20,965</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Inter Depart Charges</b>					
ID Charge From Engineering	969	969	969	969	969
ID Charge From Fleet Services	5,224	7,173	7,173	6,260	6,278
ID Charge From Insurance	15,557	15,261	15,261	16,065	16,065
ID Charge From Workers Comp	4,430	4,551	4,551	5,005	5,005
<b>Inter Depart Charges Total</b>	<b>\$ 26,180</b>	<b>\$ 27,954</b>	<b>\$ 27,954</b>	<b>\$ 28,299</b>	<b>\$ 28,317</b>
<b>Inter Depart Billing</b>					
ID Billing To Landfill	(1,460)	(2,514)	(2,514)	(4,019)	(4,173)
ID Billing To Monona Terrace	(65,215)	(92,449)	(92,449)	(147,822)	(153,582)
ID Billing To Golf Courses	(14,420)	(18,328)	(18,328)	(24,748)	(25,789)
ID Billing To Parking	(193,249)	(227,229)	(227,229)	(253,359)	(263,911)
ID Billing To Sewer	(39,156)	(28,374)	(28,374)	(58,199)	(60,534)
ID Billing To Stormwater	(28,423)	(25,796)	(25,796)	(49,120)	(50,983)
ID Billing To Transit	(347,279)	(534,871)	(534,871)	(930,427)	(965,825)
ID Billing To Water	(286,964)	(320,471)	(320,471)	(319,158)	(332,774)
<b>Inter Depart Billing Total</b>	<b>\$ (976,166)</b>	<b>\$ (1,250,032)</b>	<b>\$ (1,250,032)</b>	<b>\$ (1,786,852)</b>	<b>\$ (1,857,571)</b>

**Information Technology**

**Function: Administration**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ASSISTANT IT DIRECTOR-18	18	-	-	1.00	152,299	1.00	153,775
CC ENGR-16	16	1.00	69,367	1.00	76,271	1.00	77,011
DIGITAL MEDIA SPECIALIST-16	16	4.00	280,827	5.00	353,650	5.00	357,078
DIGITAL MEDIA SPECIALIST-16 PT	16	1.00	61,626	-	-	-	-
DIGITAL MEDIA SUPERVISOR-18	18	1.00	102,072	1.00	108,961	1.00	110,018
IT ADMIN SERVS MGR-18	18	1.00	90,437	1.00	69,371	1.00	112,108
IT APP DEV MGR-18	18	1.00	136,297	-	-	-	-
IT DIRECTOR-21	21	1.00	153,731	1.00	164,108	1.00	165,699
IT PROJ & REC COORD	18	-	-	-	-	1.00	92,367
IT SPEC 2-18	18	9.00	716,214	9.00	803,587	10.00	887,352
IT SPEC 3-18	18	16.00	1,433,260	16.00	1,538,492	16.00	1,553,407
IT SPEC 4-18	18	15.00	1,439,343	15.00	1,579,423	15.00	1,557,479
IT TECH SERVS MGR-18	18	1.00	100,981	1.00	111,032	1.00	133,639
PRINCIPAL IT SPEC-18	18	4.00	488,197	4.00	521,151	4.00	526,203
PROGRAM ASST 2-20	20	1.00	59,805	1.00	65,536	1.00	66,172
RECORDS MGT COORD 2-18	18	1.00	84,931	1.00	91,481	-	-
		<b>57.00</b>	<b>\$5,217,087</b>	<b>57.00</b>	<b>\$5,635,360</b>	<b>58.00</b>	<b>\$5,792,308</b>

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.



# *General Government*

Common Council  
Mayor  
Municipal Court



# Common Council

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## *Agency Overview*

### Agency Mission

The mission of the Common Council is to represent the residents of Madison by promoting the safety, health, and general well-being of the community by incorporating the City's core values into their work with currently available resources. The Council Office staff supports the alders in these efforts.

### Agency Overview

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

### 2024 Budget Highlights

#### Service: Common Council

- Removes funding for an alder pay increase effective April 18, 2023, added in the 2023 adopted budget. While the budget included funding for the pay increase, per Wisconsin Statutes, the increase must also be codified in an ordinance passed by a three-fourths vote of all members of the Council. Passage of the ordinance failed, therefore, alder pay rates were not increased. (Ongoing decrease: \$91,078)
- Removes one-time funding for a University of Wisconsin UniverCity Alliance student affordable housing study. (One-time decrease: \$9,300)

**Common Council**

Function: General Government

*Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	769,109	1,196,631	933,680	1,121,584	1,133,870
<b>Total</b>	<b>\$ 769,109</b>	<b>\$ 1,196,631</b>	<b>\$ 933,680</b>	<b>\$ 1,121,584</b>	<b>\$ 1,133,870</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Common Council	769,109	1,196,631	933,680	1,121,584	1,133,870
	<b>\$ 769,109</b>	<b>\$ 1,196,631</b>	<b>\$ 933,680</b>	<b>\$ 1,121,584</b>	<b>\$ 1,133,870</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Misc Revenue	(21,804)	(14,000)	(22,000)	(20,000)	(20,000)
<b>Total</b>	<b>\$ (21,804)</b>	<b>\$ (14,000)</b>	<b>\$ (22,000)</b>	<b>\$ (20,000)</b>	<b>\$ (20,000)</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	568,870	887,101	683,067	831,680	835,861
Benefits	113,670	146,668	137,172	113,073	117,196
Supplies	65,700	62,065	42,490	75,300	75,300
Purchased Services	31,003	68,452	46,606	59,152	63,135
Inter Depart Charges	11,670	46,345	46,345	62,378	62,378
<b>Total</b>	<b>\$ 790,914</b>	<b>\$ 1,210,631</b>	<b>\$ 955,680</b>	<b>\$ 1,141,584</b>	<b>\$ 1,153,870</b>

*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. The Council Office includes administrative staff who perform various administrative, management, and clerical functions for Council members.

*Activities Performed by this Service*

- **Policy and Budget Authorization:** Adopt policies and budgets that support the Imagine Madison - Comprehensive Plan.
- **Staff Committee and Work Group Meetings:** Disseminate agendas and meeting information, schedule and mail notices for neighborhood meetings.
- **Legislative Research and Analysis:** Conducted by Council Chief of Staff and Council Legislative Analyst per the request of Council Members.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	769,109	1,196,631	933,680	1,121,584	1,133,870
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 769,109</b>	<b>\$ 1,196,631</b>	<b>\$ 933,680</b>	<b>\$ 1,121,584</b>	<b>\$ 1,133,870</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(21,804)	(14,000)	(22,000)	(20,000)	(20,000)
Personnel	682,540	1,033,769	820,239	944,753	953,057
Non-Personnel	96,703	130,517	89,096	134,452	138,435
Agency Charges	11,670	46,345	46,345	62,378	62,378
<b>Total</b>	<b>\$ 769,109</b>	<b>\$ 1,196,631</b>	<b>\$ 933,680</b>	<b>\$ 1,121,584</b>	<b>\$ 1,133,870</b>

**Common Council**

**Function:**

**General Government**

*Line Item Detail*

**Agency Primary Fund:** General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Misc Revenue					
Miscellaneous Revenue	(21,804)	(14,000)	(22,000)	(20,000)	(20,000)
<b>Misc Revenue Total</b>	<b>\$ (21,804)</b>	<b>\$ (14,000)</b>	<b>\$ (22,000)</b>	<b>\$ (20,000)</b>	<b>\$ (20,000)</b>
Salaries					
Permanent Wages	250,890	405,004	367,000	431,235	435,416
Salary Savings	-	(6,723)	-	-	-
Pending Personnel	-	172,678	-	80,000	80,000
Premium Pay	-	25	-	25	25
Workers Compensation Wages	-	232	-	-	-
Compensated Absence	9,336	5,700	7,082	5,700	5,700
Hourly Wages	307,144	308,985	308,985	313,520	313,520
Overtime Wages Permanent	1,500	1,200	-	1,200	1,200
<b>Salaries Total</b>	<b>\$ 568,870</b>	<b>\$ 887,101</b>	<b>\$ 683,067</b>	<b>\$ 831,680</b>	<b>\$ 835,861</b>
Benefits					
Health Insurance Benefit	43,814	81,362	42,530	43,407	46,635
Wage Insurance Benefit	903	907	1,080	1,080	1,080
WRS	25,524	27,540	32,078	29,324	30,044
FICA Medicare Benefits	41,869	30,274	52,255	32,446	32,621
Moving Expenses	-	-	2,500	-	-
Tuition	-	5,000	5,000	5,000	5,000
Post Employment Health Plans	1,561	1,584	1,729	1,816	1,816
<b>Benefits Total</b>	<b>\$ 113,670</b>	<b>\$ 146,668</b>	<b>\$ 137,172</b>	<b>\$ 113,073</b>	<b>\$ 117,196</b>
Supplies					
Office Supplies	8,293	26,500	8,000	26,500	26,500
Copy Printing Supplies	4,941	5,800	4,000	5,800	5,800
Furniture	445	-	-	-	-
Hardware Supplies	6,092	2,800	500	2,800	2,800
Software Lic & Supplies	653	-	2,500	-	-
Postage	45,097	26,765	26,765	40,000	40,000
Books & Subscriptions	11	200	225	200	200
Food And Beverage	169	-	500	-	-
<b>Supplies Total</b>	<b>\$ 65,700</b>	<b>\$ 62,065</b>	<b>\$ 42,490</b>	<b>\$ 75,300</b>	<b>\$ 75,300</b>

**Common Council**

**Function:**

**General Government**

*Line Item Detail*

**Agency Primary Fund:** General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Purchased Services					
Telephone	416	820	315	820	820
Cellular Telephone	638	-	1,697	-	-
Facility Rental	-	-	500	-	-
Custodial Bldg Use Charges	11,314	12,732	12,732	12,732	16,715
System & Software Mntc	2,320	-	-	-	-
Recruitment	2,776	-	-	-	-
Mileage	36	-	200	-	-
Conferences & Training	11,849	19,500	10,000	19,500	19,500
Memberships	507	750	750	750	750
Delivery Freight Charges	773	250	350	250	250
Storage Services	44	100	100	100	100
Consulting Services	130	25,000	10,000	25,000	25,000
Advertising Services	-	-	165	-	-
Other Services & Expenses	201	9,300	9,797	-	-
<b>Purchased Services Total</b>	<b>\$ 31,003</b>	<b>\$ 68,452</b>	<b>\$ 46,606</b>	<b>\$ 59,152</b>	<b>\$ 63,135</b>
Inter Depart Charges					
ID Charge From Insurance	11,296	46,058	46,058	62,008	62,008
ID Charge From Workers Comp	374	287	287	370	370
<b>Inter Depart Charges Total</b>	<b>\$ 11,670</b>	<b>\$ 46,345</b>	<b>\$ 46,345</b>	<b>\$ 62,378</b>	<b>\$ 62,378</b>

**Common Council**

**Function: General Government**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
CC CHIEF OF STAFF-21	21	1.00	128,951	1.00	141,125	1.00	142,493
COMM CO LEG ANAL-18	18	1.00	83,645	1.00	75,245	1.00	75,975
LEGIS MGMT SYSTEM SPEC-20	20	1.00	63,138	1.00	63,842	1.00	64,461
PROGRAM ASST 2-20	20	1.00	68,145	1.00	72,745	1.00	73,450
PUBLIC INFORMATION OFF 1-18	18	1.00	61,125	1.00	78,278	1.00	79,037
		<b>5.00</b>	<b>\$405,004</b>	<b>5.00</b>	<b>\$431,235</b>	<b>5.00</b>	<b>\$435,416</b>

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

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## *Agency Overview*

### Agency Mission

The mission of the Mayor's Office is to provide leadership for the organization to deliver the highest quality services and provide a fair and orderly system of governance for residents 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, establishing administrative procedures, and providing direction for existing City procedures and policies.

### 2024 Budget Highlights

#### Service: Mayor

- Adds a 1.0 FTE Public Information Officer (PIO) position to act as a city-wide PIO and coordinate other public information positions throughout the city and adds \$75,000 in consulting services to augment the capacity of the city-wide PIO and PIO team. (Increase: \$194,850)
- Includes a pay raise for the Mayor in accordance with Madison General Ordinances Subchapter 3C, Section 3.50. (Increase: \$5,260)

#### Service: Sustainability

- Budget maintains current level of service.

**Mayor**

Function: General Government

*Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	1,162,542	1,259,001	1,318,892	1,429,687	1,622,566
<b>Total</b>	<b>\$ 1,162,542</b>	<b>\$ 1,259,001</b>	<b>\$ 1,318,892</b>	<b>\$ 1,429,687</b>	<b>\$ 1,622,566</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Mayor	1,001,592	1,088,519	1,172,817	1,147,956	1,337,135
Sustainability	160,950	170,481	146,075	281,731	285,431
<b>Total</b>	<b>\$ 1,162,542</b>	<b>\$ 1,259,001</b>	<b>\$ 1,318,892</b>	<b>\$ 1,429,687</b>	<b>\$ 1,622,566</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
	-	-	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	1,172,643	1,204,858	1,265,613	1,379,807	1,511,533
Benefits	294,872	313,796	318,264	342,896	355,931
Supplies	6,423	8,818	5,900	8,818	8,818
Purchased Services	56,847	75,892	73,479	75,892	147,654
Inter Depart Charges	2,956	30,038	30,038	3,163	3,163
Inter Depart Billing	(371,198)	(374,402)	(374,402)	(380,890)	(404,533)
<b>Total</b>	<b>\$ 1,162,542</b>	<b>\$ 1,259,001</b>	<b>\$ 1,318,892</b>	<b>\$ 1,429,687</b>	<b>\$ 1,622,566</b>



*Service Overview*

**Service:** Mayor

Service Description

This service provides overall administrative guidance for City officers and agencies. The service submits an annual Executive Budget to the Common Council, encourages citizen participation in City government, monitors State and national issues that affect the welfare of City residents, and provides public information for various organizations and individuals.

Activities Performed by this Service

- **Administration:** Specific functions of this service include: (1) direct City officers in the performance of their duties and responsibilities, (2) supervise the development and implementation of operational goals, (3) appoint and evaluate agency heads as provided by ordinance, (4) review agency plans, policies and procedures for soundness and proper coordination, and (5) provide direct guidance to agencies experiencing significant policy or organizational difficulties.
- **Inter-Agency Staff Teams:** Direct inter-agency staff teams in the identification and resolution of management problems that affect more than one City agency.
- **Budget Development:** Submit an annual Executive Budget to the Common Council after establishing guidelines and considering the capital and operating budget requests of City agencies.
- **Resident Participation:** Specific functions include: (1) encouraging resident participation in City government by making resident appointments to City committees, (2) training committee members on "open meetings" requirements, parliamentary procedure, and ethics requirements, (3) maintaining a database of resident candidates interested in appointment to City committees, and (4) responding to concerns and initiatives presented by residents and assisting them in their relations with City agencies.
- **State and Federal Monitoring:** Monitor State and national issues that affect the welfare of City residents including representing the City's interests in the State budget process, legislation, and administration, acting as liaison with the City's State legislative delegation, and maintaining contact with State and Federal legislators and administrators.
- **Public Information:** Provide public information through the preparation and distribution of 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.

Service Budget by Fund

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	1,001,592	1,088,519	1,172,817	1,147,956	1,337,135
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 1,001,592</b>	<b>\$ 1,088,519</b>	<b>\$ 1,172,817</b>	<b>\$ 1,147,956</b>	<b>\$ 1,337,135</b>

Service Budget by Account Type

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Personnel	1,313,314	1,358,579	1,448,208	1,451,379	1,592,439
Non-Personnel	56,520	74,304	68,973	74,304	146,066
Agency Charges	(368,242)	(344,364)	(344,364)	(377,727)	(401,370)
<b>Total</b>	<b>\$ 1,001,592</b>	<b>\$ 1,088,519</b>	<b>\$ 1,172,817</b>	<b>\$ 1,147,956</b>	<b>\$ 1,337,135</b>

*Service Overview*

**Service:** Sustainability

*Service Description*

This service is for implementation of the City of Madison's sustainability and climate resilience projects. This program's goals include: (1) reaching the City's goal of 100% renewable energy and net zero carbon emissions for City operations by 2030 and communitywide by 2050; (2) improving the City's resilience to the direct and indirect impacts of climate change; (3) and reducing the City's overall environmental impact, all while centering equity and environmental justice. Projects funded in this program are included in the City's Sustainability Plan, recommendations of the 100% Renewable Madison Report, and the Climate Forward agenda.

*Activities Performed by this Service*

- Sustainability Policy and Plan Development and Implementation: Plan and direct the programs, services, and staff to implement City sustainability, climate, and resilience goals. Oversee implementation of the Sustainability Plan and the 100% Renewable Energy Plan.
- Outreach, Engagement, and Citywide Programs: Coordinate with City staff and community partners to develop sustainability initiatives.
- Sustainable Madison Committee Administration: Provide staff support, including meeting minutes and agendas, for this Committee.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	160,950	170,481	146,075	281,731	285,431
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 160,950</b>	<b>\$ 170,481</b>	<b>\$ 146,075</b>	<b>\$ 281,731</b>	<b>\$ 285,431</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Personnel	154,200	160,075	135,669	271,325	275,025
Non-Personnel	6,750	10,406	10,406	10,406	10,406
<b>Total</b>	<b>\$ 160,950</b>	<b>\$ 170,481</b>	<b>\$ 146,075</b>	<b>\$ 281,731</b>	<b>\$ 285,431</b>

**Mayor**

**Function: General Government**

Line Item Detail

**Agency Primary Fund:** General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Salaries</b>					
Permanent Wages	1,169,202	1,234,717	1,262,691	1,394,248	1,406,124
Salary Savings	-	(29,859)	-	-	-
Pending Personnel	-	-	-	-	119,850
Compensated Absence	3,338	-	-	-	-
Overtime Wages Permanent	102	-	2,922	-	-
Budget Efficiencies	-	-	-	(14,441)	(14,441)
<b>Salaries Total</b>	<b>\$ 1,172,643</b>	<b>\$ 1,204,858</b>	<b>\$ 1,265,613</b>	<b>\$ 1,379,807</b>	<b>\$ 1,511,533</b>
<b>Benefits</b>					
Health Insurance Benefit	124,528	131,065	130,345	139,021	149,346
Wage Insurance Benefit	6,124	6,847	4,438	4,353	4,353
WRS	76,193	83,961	86,062	94,809	97,023
FICA Medicare Benefits	87,368	91,254	96,819	104,085	104,581
Post Employment Health Plans	660	669	600	629	629
<b>Benefits Total</b>	<b>\$ 294,872</b>	<b>\$ 313,796</b>	<b>\$ 318,264</b>	<b>\$ 342,896</b>	<b>\$ 355,931</b>
<b>Supplies</b>					
Office Supplies	1,151	1,736	1,200	1,736	1,736
Copy Printing Supplies	1,084	3,082	700	3,082	3,082
Postage	3,205	3,000	3,000	3,000	3,000
Books & Subscriptions	867	1,000	1,000	1,000	1,000
Work Supplies	0	-	-	-	-
Food And Beverage	115	-	-	-	-
<b>Supplies Total</b>	<b>\$ 6,423</b>	<b>\$ 8,818</b>	<b>\$ 5,900</b>	<b>\$ 8,818</b>	<b>\$ 8,818</b>
<b>Purchased Services</b>					
Telephone	730	1,300	750	1,300	1,300
Custodial Bldg Use Charges	33,072	37,216	37,216	37,216	33,978
Office Equipment Repair	-	144	-	144	144
Comm Device Mntc	-	226	-	226	226
Mileage	-	-	7	-	-
Conferences & Training	12,459	24,156	24,156	24,156	24,156
Memberships	7,250	6,250	6,250	6,250	6,250
Storage Services	55	500	100	500	500
Consulting Services	-	-	-	-	75,000
Advertising Services	1,264	-	-	-	-
Security Services	-	600	-	600	600
Other Services & Expenses	2,016	5,500	5,000	5,500	5,500
<b>Purchased Services Total</b>	<b>\$ 56,847</b>	<b>\$ 75,892</b>	<b>\$ 73,479</b>	<b>\$ 75,892</b>	<b>\$ 147,654</b>

Line Item Detail

Agency Primary Fund: General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Inter Depart Charges					
ID Charge From Insurance	2,264	29,355	29,355	2,413	2,413
ID Charge From Workers Comp	692	683	683	750	750
<b>Inter Depart Charges Total</b>	<b>\$ 2,956</b>	<b>\$ 30,038</b>	<b>\$ 30,038</b>	<b>\$ 3,163</b>	<b>\$ 3,163</b>
Inter Depart Billing					
ID Billing To Landfill	(1,314)	(1,362)	(1,362)	(895)	(951)
ID Billing To Monona Terrace	(28,791)	(29,851)	(29,851)	(32,362)	(34,371)
ID Billing To Golf Courses	(3,941)	(4,086)	(4,086)	(4,698)	(4,989)
ID Billing To Parking	(34,878)	(50,305)	(50,305)	(49,070)	(52,116)
ID Billing To Sewer	(24,960)	(7,718)	(7,718)	(12,088)	(12,838)
ID Billing To Stormwater	(13,137)	(5,448)	(5,448)	(11,242)	(11,940)
ID Billing To Transit	(203,311)	(212,524)	(212,524)	(211,829)	(224,978)
ID Billing To Water	(60,866)	(63,108)	(63,108)	(58,706)	(62,350)
<b>Inter Depart Billing Total</b>	<b>\$ (371,198)</b>	<b>\$ (374,402)</b>	<b>\$ (374,402)</b>	<b>\$ (380,890)</b>	<b>\$ (404,533)</b>

**Mayor**

**Function: General Government**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
DEPUTY MAYOR 2-19	19	5.00	661,051	5.00	711,788	5.00	718,689
FAC/SUS MGR-18	18	1.00	110,702	1.00	123,836	1.00	125,037
MAYOR'S OFF ADMIN COORD-18	18	1.00	88,663	1.00	94,648	1.00	95,566
MAYOR-19	19	1.00	162,669	1.00	169,247	1.00	167,926
MAYORAL OFF CLK-17	17	1.00	59,942	1.00	63,989	1.00	64,609
MAYORAL OFF CLK-20	20	1.00	51,677	1.00	57,035	1.00	57,588
*PUBLIC INFORMATION OFFICER	18	-	-	-	-	1.00	97,161
SECY TO MAYOR-19	19	1.00	65,474	1.00	69,893	1.00	70,571
SUSTAIN PROG COORD-18	18	2.00	160,510	2.00	163,358	2.00	164,942
		<b>13.00</b>	<b>\$1,360,688</b>	<b>13.00</b>	<b>\$1,453,795</b>	<b>14.00</b>	<b>\$1,562,088</b>

\* The classification of the 1.0 FTE Citywide PIO is pending a position study. This position is budgeted in Compensation Group 18, Range 12. The final classification is subject to change contingent on the result of the position study.

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

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## *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 will advance this goal by using restorative practices to effect positive change with the individuals charged with violations and the community as a whole.

### 2024 Budget Highlights

#### Service: Court Services

- Budget maintains current level of service.

**Municipal Court**

Function: General Government

*Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	207,778	261,925	297,869	304,655	311,596
<b>Total</b>	<b>\$ 207,778</b>	<b>\$ 261,925</b>	<b>\$ 297,869</b>	<b>\$ 304,655</b>	<b>\$ 311,596</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Court Services	207,778	261,925	297,869	304,655	311,596
<b>Total</b>	<b>\$ 207,778</b>	<b>\$ 261,925</b>	<b>\$ 297,869</b>	<b>\$ 304,655</b>	<b>\$ 311,596</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Charges For Services	(422,004)	(430,000)	(385,000)	(430,000)	(430,000)
Fine Forfeiture Asmt	9,702	6,500	9,000	11,500	11,500
Misc Revenue	130	-	36	-	-
<b>Total</b>	<b>\$ (412,172)</b>	<b>\$ (423,500)</b>	<b>\$ (375,964)</b>	<b>\$ (418,500)</b>	<b>\$ (418,500)</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	376,923	391,021	398,646	424,533	427,336
Benefits	150,063	157,187	159,045	161,214	168,890
Supplies	23,148	23,000	21,268	30,000	30,000
Purchased Services	68,628	113,042	93,699	106,042	102,503
Inter Depart Charges	1,189	1,175	1,175	1,366	1,366
<b>Total</b>	<b>\$ 619,950</b>	<b>\$ 685,425</b>	<b>\$ 673,833</b>	<b>\$ 723,155</b>	<b>\$ 730,096</b>

**Municipal Court**

Function: General Government

*Service Overview***Service:** Court Services*Service Description*

This service adjudicates, processes and maintains cases involving traffic and non-traffic violations including parking, first offense Operating While Intoxicated, disorderly conduct, trespass, retail theft, battery, building and health code violations and juvenile violations.

*Activities Performed by this Service*

- Court Appearances, Motions, and Trials: Provide a neutral forum for hearing ordinance violation cases.
- Court Administration: Respond to and manage communications relating to case dispositions and the tasks involved in the day-to-day operation of the court.

*Service Budget by Fund*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	207,778	261,925	297,869	304,655	311,596
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 207,778</b>	<b>\$ 261,925</b>	<b>\$ 297,869</b>	<b>\$ 304,655</b>	<b>\$ 311,596</b>

*Service Budget by Account Type*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(412,172)	(423,500)	(375,964)	(418,500)	(418,500)
Personnel	526,986	548,208	557,691	585,747	596,227
Non-Personnel	91,776	136,042	114,967	136,042	132,503
Agency Charges	1,189	1,175	1,175	1,366	1,366
<b>Total</b>	<b>\$ 207,778</b>	<b>\$ 261,925</b>	<b>\$ 297,869</b>	<b>\$ 304,655</b>	<b>\$ 311,596</b>



**Municipal Court**

Function: General Government

Line Item Detail

Agency Primary Fund: General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Charges For Services					
Court Fees	(422,004)	(430,000)	(385,000)	(430,000)	(430,000)
<b>Charges For Services Total</b>	<b>\$ (422,004)</b>	<b>\$ (430,000)</b>	<b>\$ (385,000)</b>	<b>\$ (430,000)</b>	<b>\$ (430,000)</b>
Fine Forfeiture Asmt					
Moving Violations	640	1,500	2,000	1,500	1,500
Uniform Citations	8,868	5,000	7,000	10,000	10,000
Parking Violations	194	-	-	-	-
<b>Fine Forfeiture Asmt Total</b>	<b>\$ 9,702</b>	<b>\$ 6,500</b>	<b>\$ 9,000</b>	<b>\$ 11,500</b>	<b>\$ 11,500</b>
Misc Revenue					
Miscellaneous Revenue	130	-	36	-	-
<b>Misc Revenue Total</b>	<b>\$ 130</b>	<b>\$ -</b>	<b>\$ 36</b>	<b>\$ -</b>	<b>\$ -</b>
Salaries					
Permanent Wages	365,409	383,831	384,691	411,095	413,899
Salary Savings	-	(7,325)	-	-	-
Pending Personnel	-	-	-	2,000	2,000
Premium Pay	1,723	2,015	1,741	2,015	2,015
Compensated Absence	9,143	11,000	11,000	11,000	11,000
Hourly Wages	648	1,000	714	1,000	1,000
Overtime Wages Permanent	-	500	500	500	500
Budget Efficiencies	-	-	-	(3,077)	(3,077)
<b>Salaries Total</b>	<b>\$ 376,923</b>	<b>\$ 391,021</b>	<b>\$ 398,646</b>	<b>\$ 424,533</b>	<b>\$ 427,336</b>
Benefits					
Health Insurance Benefit	93,179	97,702	97,702	97,702	104,916
Wage Insurance Benefit	2,035	2,048	2,005	2,004	2,004
WRS	24,522	26,101	25,866	27,955	28,559
FICA Medicare Benefits	27,182	28,143	30,420	30,348	30,206
Post Employment Health Plans	3,146	3,193	3,052	3,205	3,205
<b>Benefits Total</b>	<b>\$ 150,063</b>	<b>\$ 157,187</b>	<b>\$ 159,045</b>	<b>\$ 161,214</b>	<b>\$ 168,890</b>
Supplies					
Office Supplies	2,038	4,000	2,500	4,000	4,000
Copy Printing Supplies	2,069	4,000	2,500	4,000	4,000
Furniture	414	1,000	-	1,000	1,000
Postage	17,582	13,000	15,268	20,000	20,000
Books & Subscriptions	1,045	1,000	1,000	1,000	1,000
<b>Supplies Total</b>	<b>\$ 23,148</b>	<b>\$ 23,000</b>	<b>\$ 21,268</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>

**Municipal Court**

**Function: General Government**

*Line Item Detail*

**Agency Primary Fund:** General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Purchased Services					
Telephone	676	850	850	850	850
Custodial Bldg Use Charges	23,172	26,076	26,076	26,076	22,537
System & Software Mntc	24,826	27,000	25,573	27,000	27,000
Conferences & Training	1,224	1,500	1,500	1,500	1,500
Memberships	664	1,300	1,300	1,300	1,300
Legal Services	-	-	150	-	-
Collection Services	9,772	20,000	20,000	20,000	20,000
Storage Services	937	1,000	1,000	1,000	1,000
Security Services	7,207	33,216	15,000	26,216	26,216
Interpreters Signing Services	-	2,000	2,000	2,000	2,000
Transcription Services	-	100	100	100	100
Other Services & Expenses	150	-	150	-	-
<b>Purchased Services Total</b>	<b>\$ 68,628</b>	<b>\$ 113,042</b>	<b>\$ 93,699</b>	<b>\$ 106,042</b>	<b>\$ 102,503</b>
Inter Depart Charges					
ID Charge From Insurance	981	952	952	1,135	1,135
ID Charge From Workers Comp	208	223	223	231	231
<b>Inter Depart Charges Total</b>	<b>\$ 1,189</b>	<b>\$ 1,175</b>	<b>\$ 1,175</b>	<b>\$ 1,366</b>	<b>\$ 1,366</b>

**Municipal Court**

**Function: General Government**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN ASST-20	20	-	-	1.00	77,201	1.00	77,949
JUD SUPPORT CLK 1-20	20	2.00	124,009	-	-	-	-
JUD SUPPORT CLK 2-20	20	1.00	66,383	3.00	211,954	3.00	214,009
JUD SUPPORT CLK 3-20	20	1.00	70,714	-	-	-	-
MUNI JUDGE-19	19	1.00	122,725	1.00	124,920	1.00	124,920
		<b>5.00</b>	<b>\$383,831</b>	<b>5.00</b>	<b>\$414,075</b>	<b>5.00</b>	<b>\$416,878</b>

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.



# *Other*

Debt Service  
Direct Appropriations  
Insurance  
Room Tax Commission  
Workers Compensation

# Debt Service

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## *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 Tax Increment District (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 2024 Executive Budget appropriation for general obligation borrowing for new projects is \$149.2 million, \$38.2 million less than the 2023 appropriation. The General Fund general obligation debt service for 2024 is \$54,412,143 in principal and \$9,467,758 in interest for a total of \$63,879,900, a \$2,292,678 increase from 2023, or 3.7 %. The General Fund general obligation debt service for 2023 was \$52,167,662 in principal and \$9,419,560 in interest for a total of \$61,587,222.

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 2022, applicable debt of the City totaled \$588.1 million or 30.5% of the maximum legal limit of \$1.9 billion.

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.

## 2024 Budget Highlights

### Service: Debt Service

- Includes General Fund general obligation debt service of \$54,412,143 in principal and \$9,467,758 in interest for a total of \$63,879,900.
- Under the General Obligation Debt Service Schedule, general debt reserves reflect \$7.8 million of reoffering premium received from the 2023 debt issuance. Under Wisconsin Statutes, reoffering premium amounts must be used to pay debt service. The \$7.8 million of 2023 premium is allocated in the Debt Service Schedule to pay General Fund debt service in 2024.
- Under MGO 4.17, whenever an amount is applied in general debt reserves to reduce general fund debt service, an equal amount must be directly appropriated in the general fund for capital projects, unless the Common Council, by a separate vote of two-thirds of all members during approval of the budget, votes to do otherwise. The 2024 Executive Operating Budget appropriates \$1,233,000 from the general fund for capital projects (see Direct Appropriations). This is \$6.61 million less than the amount applied in general debt reserves to reduce general fund debt service. As such, approval of the lower direct appropriation amount for capital projects will need to be adopted by a separate two-thirds vote of the Council during adoption of the 2024 operating budget.

**Debt Service**

Function: Debt Service

*Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Debt Service	85,864,626	107,986,613	107,986,613	107,986,613	116,324,921
<b>Total</b>	<b>\$ 85,864,626</b>	<b>\$ 107,986,613</b>	<b>\$ 107,986,613</b>	<b>\$ 107,986,613</b>	<b>\$ 116,324,921</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Debt Service	85,864,626	107,986,613	107,986,613	107,986,613	116,324,921
	<b>\$ 85,864,626</b>	<b>\$ 107,986,613</b>	<b>\$ 107,986,613</b>	<b>\$ 107,986,613</b>	<b>\$ 116,324,921</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Invest Other Contrib	(651,842)	(1,100,000)	(1,100,000)	(1,100,000)	(2,100,000)
Other Finance Source	(12,854,059)	(6,262,253)	(6,262,253)	(6,262,253)	(7,631,282)
Transfer In	(72,358,726)	(100,624,360)	(100,624,360)	(100,624,360)	(106,593,639)
<b>Total</b>	<b>\$ (85,864,626)</b>	<b>\$ (107,986,613)</b>	<b>\$ (107,986,613)</b>	<b>\$ (107,986,613)</b>	<b>\$ (116,324,921)</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Purchased Services	160,475	-	-	-	-
Debt Othr Financing	85,704,151	107,986,613	107,986,613	107,986,613	116,324,921
<b>Total</b>	<b>\$ 85,864,626</b>	<b>\$ 107,986,613</b>	<b>\$ 107,986,613</b>	<b>\$ 107,986,613</b>	<b>\$ 116,324,921</b>

**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.

## Activities Performed by this Service

- Details of the projects funded by the Debt Service Fund are included in the 2024 Executive Capital Budget.

## Service Budget by Fund

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	-	-	-	-	-
Other-Expenditures	85,864,626	107,986,613	107,986,613	107,986,613	116,324,921
<b>Total</b>	<b>\$ 85,864,626</b>	<b>\$ 107,986,613</b>	<b>\$ 107,986,613</b>	<b>\$ 107,986,613</b>	<b>\$ 116,324,921</b>

## Service Budget by Account Type

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(85,864,626)	(107,986,613)	(107,986,613)	(107,986,613)	(116,324,921)
Non-Personnel	85,864,626	107,986,613	107,986,613	107,986,613	116,324,921
<b>Total</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



**Debt Service**

Function:

Debt Service

Line Item Detail

Agency Primary Fund: Debt Service

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Invest Other Contrib					
Interest	(651,842)	(1,100,000)	(1,100,000)	(1,100,000)	(2,100,000)
<b>Invest Other Contrib Total</b>	<b>\$ (651,842)</b>	<b>\$ (1,100,000)</b>	<b>\$ (1,100,000)</b>	<b>\$ (1,100,000)</b>	<b>\$ (2,100,000)</b>
Other Finance Source					
General Obligation Bond Alloc	(290,087)	-	-	-	-
Premium On Bonds Sold	(6,310,064)	-	-	-	-
Fund Balance Applied	(6,253,908)	(6,262,253)	(6,262,253)	(6,262,253)	(7,631,282)
<b>Other Finance Source Total</b>	<b>\$ (12,854,059)</b>	<b>\$ (6,262,253)</b>	<b>\$ (6,262,253)</b>	<b>\$ (6,262,253)</b>	<b>\$ (7,631,282)</b>
Transfer In					
Transfer In From General	(56,108,323)	(61,587,222)	(61,587,222)	(61,587,222)	(63,879,900)
Transfer In From Library	(2,804,419)	(2,667,314)	(2,667,314)	(2,667,314)	(2,539,627)
Transfer In From CDBG	(12,406)	(13,038)	(13,038)	(13,038)	(13,711)
Transfer In From Loans	(100,000)	(200,000)	(200,000)	(200,000)	(200,000)
Transfer In From Other Restrict	(567,296)	(758,793)	(758,793)	(758,793)	(1,056,491)
Transfer In From Impact Fees	(140,789)	(115,144)	(115,144)	(115,144)	(63,252)
Transfer In From Capital Proj	(190,760)	-	-	-	-
Transfer In From Special Asses	(209,933)	(201,916)	(201,916)	(201,916)	(193,816)
Transfer In From Tax Incremen	(12,224,800)	(8,067,720)	(8,067,720)	(8,067,720)	(10,247,982)
Transfer In From Water Utility	-	(2,891,773)	(2,891,773)	(2,891,773)	(2,869,993)
Transfer In From Stormwater	-	(8,488,685)	(8,488,685)	(8,488,685)	(8,934,195)
Transfer In From Cnvt Center	-	(56,941)	(56,941)	(56,941)	(59,880)
Transfer In From Transit	-	(3,825,525)	(3,825,525)	(3,825,525)	(3,790,806)
Transfer In From Golf Courses	-	(44,361)	(44,361)	(44,361)	(44,214)
Transfer In From Fleet Service	-	(10,716,340)	(10,716,340)	(10,716,340)	(11,756,734)
Transfer In From CDA	-	(686,766)	(686,766)	(686,766)	(659,836)
Transfer In From Public Health	-	(302,822)	(302,822)	(302,822)	(283,202)
<b>Transfer In Total</b>	<b>\$ (72,358,726)</b>	<b>\$ (100,624,360)</b>	<b>\$ (100,624,360)</b>	<b>\$ (100,624,360)</b>	<b>\$ (106,593,639)</b>
Purchased Services					
Financial Actuary Services	84,500	-	-	-	-
Audit Services	2,000	-	-	-	-
Legal Services	73,975	-	-	-	-
<b>Purchased Services Total</b>	<b>\$ 160,475</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Debt Othr Financing					
Principal	73,808,452	89,920,000	89,920,000	89,920,000	95,404,169
Interest	11,686,883	18,056,613	18,056,613	18,056,613	20,910,752
Bond Notes Issuance Services	194,067	-	-	-	-
Paying Agent Services	14,750	10,000	10,000	10,000	10,000
<b>Debt Othr Financing Total</b>	<b>\$ 85,704,151</b>	<b>\$ 107,986,613</b>	<b>\$ 107,986,613</b>	<b>\$ 107,986,613</b>	<b>\$ 116,324,921</b>

# Direct Appropriations

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## *Agency Overview*

### Agency Overview

This Agency includes funding for various benefits that are not included in the individual agency budgets. These include Compensated Absence Escrow (sick leave payouts), Flexible Spending, Unemployment Insurance, Life Insurance, and the Bus Pass Subsidy. The Agency also includes funding for various costs that are not readily identifiable with a single agency, including the Contingent Reserve.

### 2024 Budget Highlights

#### *Benefits*

- Increases Compensated Absence Escrow to reflect current trends. (Increase: \$300,000)

#### *Purchased Services*

- Increases funding for prior year encumbrances to reflect current trends. (Increase: \$166,400)
- Removes funding for transition costs associated with the Town of Madison attachment. (Reduction: \$60,000)
- Reduces revenue sharing payments to other municipalities, based on current agreements. (Reduction: \$185,200)
- Continues funding for a compensation study to evaluate the city's compensation policies and procedures, including market and peer government comparisons, position reclassification, benefit structure, and administrative review processes. Funding was included in the 2023 Adopted Budget. As of September 2023, the Human Resources department has completed preliminary planning work and is in the process of selecting a vendor. Additional funding is needed to complete the study in 2024. The study will be conducted with input and consultation with labor unions and associations. (\$350,000)
- Decreases the General Fund contribution for Henry Vilas Zoo due to an increase in the use of Room Tax funding (Decrease: \$97,200)

#### *Contingent Reserve*

- Increases the Contingent Reserve to maintain 0.5% of budgeted expenditures in accordance with City policy. Funding budgeted here may be reallocated to various agencies throughout the year to fund unanticipated expenses or revenue shortfalls. Use of this funds requires Common Council approval. (Increase: \$168,000)

#### *Transfers Out to Other Funds*

- Increases the transfer to Debt Service to reflect projected 2024 General Fund debt service payments (Increase: \$2.3 million).
- Includes a \$551,000 transfer to the Affordable Housing Fund to cover debt service payments in 2024. The 2023 Adopted budget included a \$1.1 million transfer for debt service payments in 2022 and 2023. GO debt issued for the Affordable Housing fund in 2021 does not have an on-going revenue source to support the debt service. Debt service for GO debt issued after 2021 has been General Fund-supported. (Decrease: \$551,000)
- Includes \$1.2 million for capital projects funded by a Direct Appropriation from the General Fund. These projects are outlined in the Executive Capital Budget. (Increase \$123,000)
- Includes a \$15.7 million General Fund subsidy to Metro Transit. In 2023, the transfer to Metro was reduced from \$9.7 million to \$2.0 million to allow Metro to utilize its remaining federal economic recovery funds in 2023. The 2024 budget restores Metro's subsidy, includes the first year of a three-year repayment of the 2024 reduction, and increases the base amount for the subsidy to account for increasing expenses. (Increase: \$13.7 million)
- Removes a one-time transfer to the Insurance Fund included in the 2023 Adopted Budget to help with the cash balance in the fund. (Decrease: \$1.5 million)
- Increases the transfer to the Public Health for a total City contribution of \$10.2 million. City levy support reflects the City's share of expenses based on equalized values and fully funding City priorities, including funding for a Violence Prevention Team and community contracts for violence prevention programming. (Increase: City Share \$537,200)

**Direct Appropriations**

Function: Administration

*Budget Overview*

## Agency Budget by Fund

Fund	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	58,393,086	77,421,568	70,930,523	78,925,739	73,952,492
<b>Total</b>	<b>\$ 58,393,086</b>	<b>\$ 77,421,568</b>	<b>\$ 70,930,523</b>	<b>\$ 78,925,739</b>	<b>\$ 73,952,492</b>

## Agency Budget by Service

Service	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Direct Appropriations	58,393,086	77,421,568	70,930,523	78,925,739	73,952,492
<b>Total</b>	<b>\$ 58,393,086</b>	<b>\$ 77,421,568</b>	<b>\$ 70,930,523</b>	<b>\$ 78,925,739</b>	<b>\$ 73,952,492</b>

## Agency Budget by Major-Revenue

Major Revenue	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Fine Forfeiture Asmt	(346,038)	-	-	-	-
<b>Total</b>	<b>\$ (346,038)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Agency Budget by Major-Expense

Major Expense	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Salaries	28,010	4,118,024	2,892,628	-	-
Benefits	292,733	4,381,226	846,387	7,948,172	4,681,226
Supplies	12,448	-	237	-	-
Purchased Services	1,531,650	1,793,596	1,962,548	1,900,028	1,617,592
Debt Othr Financing	-	1,900,000	-	1,900,000	2,068,000
Inter Depart Billing	(124,041)	(120,500)	(120,500)	(120,683)	(128,226)
Transfer Out	56,998,323	65,349,222	65,349,222	67,298,222	65,713,900
<b>Total</b>	<b>\$ 58,739,123</b>	<b>\$ 77,421,568</b>	<b>\$ 70,930,523</b>	<b>\$ 78,925,739</b>	<b>\$ 73,952,492</b>

**Direct Appropriations****Function:****Administration***Service Overview***Service:** Direct Appropriations*Service Description*

This service provides funding for activities that do not relate to any specific agency or service. Highlights of what is included here are outlined below.

	2023 Adopted	2024 Executive	\$ Change
Misc Employee Compensation			
Compensation	4,118,024	-	(4,118,024)
Compensated Absence Escrow	4,000,000	4,300,000	300,000
Flexible Spending	35,600	35,600	-
Unemployment	150,000	150,000	-
Life Insurance	45,626	45,626	-
Bus Pass Subsidy	150,000	150,000	-
Citywide Expenses			
City Memberships	103,157	53,237	(49,920)
Compensation Study	350,000	350,000	-
Cost Allocation Charges	(120,500)	(128,226)	(7,726)
Federal Liaison	36,000	36,000	-
Henry Vilas Zoo	588,548	491,352	(97,196)
Legal Services	100,000	100,000	-
License Suspension	55,000	55,000	-
Martin Luther King Awards	600	600	-
Martin Luther King Holiday	7,100	7,100	-
Prior Year Encumbrances	233,568	400,000	166,432
Revenue Sharing Payments	222,623	37,383	(185,240)
Special Assessments	50,000	50,000	-
State Liaison	37,000	86,920	49,920
Town of Madison Final Attachment	60,000	-	(60,000)
Debt Service, Capital, & Contingent Reserve			
Debt Service	61,587,222	64,195,181	2,607,959
Transfer to Affordable Housing	1,102,000	551,000	(551,000)
Transfer to Capital	1,110,000	1,233,000	123,000
Transfer to Insurance	1,500,000	-	(1,500,000)
Contingent Reserve	1,900,000	2,068,000	168,000
<b>TOTAL</b>	<b>\$ 77,421,568</b>	<b>\$ 74,267,773</b>	<b>\$ (3,153,795)</b>

**Employee Benefits & Compensation**

- **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 mid-year and year-end appropriation adjustments based on actual expenditures. Actual expenditures for this benefit appear in agency budgets. This amount was increased to reflect current trends.
- **Bus Pass Subsidy:** This funding represents the City share of providing bus passes for City employees.
- **Miscellaneous Benefits:** Flexible Spending, Unemployment and Life Insurance. This amount represents miscellaneous benefit charges that are budgeted centrally. This amount was increased to reflect current trends.
- **Salaries:** The 2023 Adopted budget included funding for cost-of-living adjustments (COLAs) and retroactive pay for Police and Fire supervisor bargaining groups for 2022-2024 contracts not settled by the time the budget was adopted, COLAs for overtime, premium pay, and hourly wages that will be allocated to agencies as needed, and funding for a one-time \$1,000 bonus per employee. The 2024 executive budget includes COLA adjustments for general municipal employees and protective service within agency budgets.

#### Citywide Expenses

- **City Memberships:** Specific memberships include: Dane County Cities and Villages Association, Mayor's Innovation Project, National League of Cities, US Conference of Mayors, Wheeler Report, WI Coalition Against Homelessness, and the WI Diversity Procurement Network.
- **Compensation Study:** The 2024 Executive Budget continues funding for a compensation study to evaluate the city's compensation policies and procedures, including market and peer government comparisons, position reclassification, benefit structure, and administrative review processes. Funding was included in the 2023 Adopted Budget. As of September 2023, the Human Resources department has completed preliminary planning work and is in the process of selecting a vendor. Additional funding is needed to complete the study in 2024. The study will be conducted with input and consultation with labor unions and associations.
- **Cost Allocation:** This represents interdepartmental billings charged to enterprise agencies for building and equipment depreciation. The 2024 amounts are based on the update to the cost allocation plan that was performed in 2023.
- **Federal & State Liaisons:** These funds support contracts with firms that represent the City's legislative interests at the state and federal levels. These funds also include the City's contribution to the League of Wisconsin Municipalities, to help support flexible and effective allocation of City resources toward productive representation of the City's legislative interests at the state level.
- **Henry Vilas Zoo:** These funds are for the City's share of costs at the Henry Vilas Zoo. The annual amount is driven by a formula that shares costs between the City and Dane County. The change in 2024 is driven by an increase in 2024 operating costs and a reduction in City cost due to Room Tax funding .
- **Legal Services:** These funds are for legal services for the Police and Fire Commission and for appraisal consulting services for the Assessor's Office.
- **License Suspension:** The City pays fees to the Wisconsin Department of Transportation to suspend licenses as a method to collect on delinquent accounts.
- **Martin Luther King Awards:** The Rev. Dr. Martin Luther King Jr. Humanitarian Award is presented annually to the person or persons who have demonstrated leadership and volunteerism while making significant contributions in the areas of: promoting peace, understanding, and improving communication and cooperation between diverse populations in Dane County. The award process is overseen by the Department of Civil Rights.
- **Martin Luther King Holiday:** These funds provide transportation services and child care for the Martin Luther King Jr Holiday celebration.
- **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.
- **Revenue Sharing Payments:** When municipalities are annexed to the City the agreements include revenue sharing for a period of time (usually five years) during which the City pays a portion of the city taxes to the annexed municipality. The amount was decreased based on estimates for 2024 including the end of Town of Madison revenue sharing agreements due to its dissolution and attachment to the City of Madison.
- **Special Assessments:** Funding is for assessments levied on city-owned property. Funding is consistent with the 2023 Adopted Budget.

#### Debt Service, Contingent Reserve, & Capital

- **Debt Service:** This amount represents the estimated General Fund portion of debt service payments for 2024.
- **Transfer to Affordable Housing:** Funding for the Affordable Housing fund's 2024 debt service.
- **Transfer to Capital:** The 2023 Executive Budget includes \$1,233,000 for projects funded by a Direct Appropriation from the General Fund. These projects are outlined in the Executive Capital Budget.
- **Contingent Reserve:** It is the City's policy to appropriate 0.5% of budget expenditures in the Contingent Reserve. Funding budgeted here may be reallocated to various agencies throughout the year to fund unanticipated expenses or revenue shortfalls. Use of these funds requires Common Council approval.

Service Budget by Fund

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	58,393,086	77,421,568	70,930,523	78,925,739	73,952,492
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 58,393,086</b>	<b>\$ 77,421,568</b>	<b>\$ 70,930,523</b>	<b>\$ 78,925,739</b>	<b>\$ 73,952,492</b>

Service Budget by Account Type

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(346,038)	-	-	-	-
Personnel	320,743	8,499,250	3,739,015	7,948,172	4,681,226
Non-Personnel	58,542,421	69,042,818	67,312,008	71,098,250	69,399,492
Agency Charges	(124,041)	(120,500)	(120,500)	(120,683)	(128,226)
<b>Total</b>	<b>\$ 58,393,086</b>	<b>\$ 77,421,568</b>	<b>\$ 70,930,523</b>	<b>\$ 78,925,739</b>	<b>\$ 73,952,492</b>

**Direct Appropriations**

Function: Administration

Line Item Detail

Agency Primary Fund: General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Fine Forfeiture Asmt					
Spec Assessments Service	(346,038)	-	-	-	-
<b>Fine Forfeiture Asmt Total</b>	<b>\$ (346,038)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Salaries					
Permanent Wages	4,405	-	-	-	-
Pending Personnel	-	4,118,024	2,867,400	-	-
Hourly Wages	23,603	-	25,228	-	-
Overtime Wages Permanent	2	-	-	-	-
<b>Salaries Total</b>	<b>\$ 28,010</b>	<b>\$ 4,118,024</b>	<b>\$ 2,892,628</b>	<b>\$ -</b>	<b>\$ -</b>
Benefits					
Comp Absence Escrow	-	4,000,000	-	4,000,000	4,300,000
Flexible Spending Benefits	32,777	35,600	35,600	35,600	35,600
Unemployment Benefits	30,392	150,000	150,000	150,000	150,000
Health Insurance Benefit	331	-	131	2,610,862	-
Life Insurance Benefit	39,952	45,626	45,626	45,626	45,626
Wage Insurance Benefit	35,556	-	(11,059)	-	-
Health Insurance Retiree	11,891	-	-	-	-
WRS	288	-	271,388	956,084	-
FICA Medicare Benefits	38,015	-	204,701	-	-
Bus Pass Subsidy	103,531	150,000	150,000	150,000	150,000
<b>Benefits Total</b>	<b>\$ 292,733</b>	<b>\$ 4,381,226</b>	<b>\$ 846,387</b>	<b>\$ 7,948,172</b>	<b>\$ 4,681,226</b>
Supplies					
Office Supplies	13	-	-	-	-
Work Supplies	12,135	-	237	-	-
Building Supplies	301	-	-	-	-
<b>Supplies Total</b>	<b>\$ 12,448</b>	<b>\$ -</b>	<b>\$ 237</b>	<b>\$ -</b>	<b>\$ -</b>
Purchased Services					
Building Improv Repair Maint	18,555	-	-	-	-
Conferences & Training	-	-	530	-	-
Memberships	91,001	103,157	103,157	103,157	53,237
Legal Services	77,401	100,000	100,000	100,000	100,000
Collection Services	38,268	55,000	55,000	55,000	55,000
Consulting Services	77,250	423,000	423,000	423,000	472,920
Other Services & Expenses	28,462	293,568	293,568	400,000	400,000
Grants	891,049	596,248	596,248	596,248	499,052
Taxes & Special Assessments	8,671	-	168,422	-	-
Tax Revenue Sharing	300,995	222,623	222,623	222,623	37,383
<b>Purchased Services Total</b>	<b>\$ 1,531,650</b>	<b>\$ 1,793,596</b>	<b>\$ 1,962,548</b>	<b>\$ 1,900,028</b>	<b>\$ 1,617,592</b>
Debt Othr Financing					
Contingent Reserve	-	1,900,000	-	1,900,000	2,068,000
<b>Debt Othr Financing Total</b>	<b>\$ -</b>	<b>\$ 1,900,000</b>	<b>\$ -</b>	<b>\$ 1,900,000</b>	<b>\$ 2,068,000</b>

**Direct Appropriations**

Function: Administration

Line Item Detail

Agency Primary Fund: General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Inter Depart Billing					
ID Billing To Landfill	(25,104)	(14,086)	(14,086)	(15,177)	(16,126)
ID Billing To Golf Courses	(10,724)	(10,724)	(10,724)	(10,724)	(11,394)
ID Billing To Parking	(53,833)	(53,836)	(53,836)	(53,968)	(57,341)
ID Billing To Sewer	(30,665)	(38,138)	(38,138)	(37,098)	(39,417)
ID Billing To Stormwater	(413)	(413)	(413)	(413)	(439)
ID Billing To Water	(3,302)	(3,303)	(3,303)	(3,303)	(3,509)
<b>Inter Depart Billing Total</b>	<b>\$ (124,041)</b>	<b>\$ (120,500)</b>	<b>\$ (120,500)</b>	<b>\$ (120,683)</b>	<b>\$ (128,226)</b>
Transfer Out					
Transfer Out To Other Restrict	-	1,102,000	1,102,000	551,000	551,000
Transfer Out To Debt Service	56,108,323	61,587,222	61,587,222	65,587,222	63,879,900
Transfer Out To Capital	840,000	1,110,000	1,110,000	1,110,000	1,233,000
Transfer Out To Special Assess	50,000	50,000	50,000	50,000	50,000
Transfer Out To Insurance	-	1,500,000	1,500,000	-	-
<b>Transfer Out Total</b>	<b>\$ 56,998,323</b>	<b>\$ 65,349,222</b>	<b>\$ 65,349,222</b>	<b>\$ 67,298,222</b>	<b>\$ 65,713,900</b>



# Insurance

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## *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 Insurance Fund is one of the City's three Internal Service Funds and is overseen by Risk Management in the Finance Department. Through this fund the City purchases insurance and implements other risk management techniques to protect the assets of the City. The goal of the Insurance Fund is to provide a cost-effective manner of protecting the assets of the City. The Insurance Fund advances this goal through risk transfer, where the City shifts exposure/risk to another entity either through purchase of insurance or in a contract. If neither of those techniques are possible or reasonable, risk avoidance or loss control techniques (i.e., training and other programs designed to mitigate risk) may be used.

### 2024 Budget Highlights

#### Service: Insurance

- Increases the rates charged to agencies based on anticipated claims. (Increase: \$400,000)
- Increases funding for general liability insurance, property, and other insurance premiums. (Increase: \$312,500)
- Assumes utilizing \$492,636 in fund balance in 2024.
- The Insurance Fund Cash Flow Statement indicates an increase in the net asset goal from \$1,550,000 to \$1,875,000 to reflect a higher annual aggregate deductible for the City from its insurer.

**Insurance**

Function:

Internal Services

*Budget Overview*

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Invest Other Contrib	(149,387)	(128,000)	(128,000)	(88,000)	(88,000)
Misc Revenue	(77,017)	(200,000)	(200,000)	(200,000)	(200,000)
Other Finance Source	(122,995)	-	-	(483,407)	(492,636)
Transfer In	-	(1,500,000)	(2,000,000)	-	-
<b>Total</b>	<b>\$ (349,399)</b>	<b>\$ (1,828,000)</b>	<b>\$ (2,328,000)</b>	<b>\$ (771,407)</b>	<b>\$ (780,636)</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	199,646	220,750	220,750	220,127	225,215
Benefits	50,774	267,489	267,489	270,649	274,792
Supplies	342	10,250	10,250	10,250	10,250
Purchased Services	2,801,595	3,091,880	2,973,970	3,420,380	3,420,380
Debt Othr Financing	-	987,632	1,605,542	-	-
Transfer Out	47,043	-	-	-	-
<b>Total</b>	<b>\$ 3,099,400</b>	<b>\$ 4,578,000</b>	<b>\$ 5,078,000</b>	<b>\$ 3,921,406</b>	<b>\$ 3,930,636</b>

## Agency Billings

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2023 Request</b>	<b>2024 Executive</b>
Inter Depart Billing	(2,750,000)	(2,750,000)	(2,750,000)	(3,149,999)	(3,150,000)
<b>Total</b>	<b>\$ (2,750,000)</b>	<b>\$ (2,750,000)</b>	<b>\$ (2,750,000)</b>	<b>\$ (3,149,999)</b>	<b>\$ (3,150,000)</b>
<b>NET BUDGET</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Insurance**

Function:

Internal Services

## 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.

## Activities Performed by this Service

- Insurance premiums: Payment of City property and liability premiums.

## Service Budget by Account Type

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(349,399)	(1,828,000)	(2,328,000)	(771,407)	(780,636)
Personnel	250,420	488,238	488,238	490,776	500,006
Non-Personnel	2,848,980	4,089,762	4,589,762	3,430,630	3,430,630
<b>Total</b>	<b>\$ 2,750,000</b>	<b>\$ 2,750,000</b>	<b>\$ 2,750,000</b>	<b>\$ 3,149,999</b>	<b>\$ 3,150,000</b>

## Agency Billings

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Agency Charges	(2,750,000)	(2,750,000)	(2,750,000)	(3,149,999)	(3,150,000)
<b>Total</b>	<b>\$ (2,750,000)</b>	<b>\$ (2,750,000)</b>	<b>\$ (2,750,000)</b>	<b>\$ (3,149,999)</b>	<b>\$ (3,150,000)</b>

**Insurance**

**Function:**

**Internal Services**

*Line Item Detail*

**Agency Primary Fund:** Insurance

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Invest Other Contrib					
Interest	(7,267)	(8,000)	(8,000)	(8,000)	(8,000)
Dividend	(142,120)	(120,000)	(120,000)	(80,000)	(80,000)
<b>Invest Other Contrib Total</b>	<b>\$ (149,387)</b>	<b>\$ (128,000)</b>	<b>\$ (128,000)</b>	<b>\$ (88,000)</b>	<b>\$ (88,000)</b>
Misc Revenue					
Insurance Recoveries	(76,581)	(200,000)	(200,000)	(200,000)	(200,000)
Miscellaneous Revenue	(436)	-	-	-	-
<b>Misc Revenue Total</b>	<b>\$ (77,017)</b>	<b>\$ (200,000)</b>	<b>\$ (200,000)</b>	<b>\$ (200,000)</b>	<b>\$ (200,000)</b>
Other Finance Source					
Fund Balance Applied	(122,995)	-	-	(483,407)	(492,636)
<b>Other Finance Source Total</b>	<b>\$ (122,995)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (483,407)</b>	<b>\$ (492,636)</b>
Transfer In					
Transfer In From General	-	(1,500,000)	(2,000,000)	-	-
<b>Transfer In Total</b>	<b>\$ -</b>	<b>\$ (1,500,000)</b>	<b>\$ (2,000,000)</b>	<b>\$ -</b>	<b>\$ -</b>
Salaries					
Permanent Wages	185,926	194,660	194,660	210,037	215,125
Pending Personnel	-	16,000	16,000	-	-
Compensated Absence	9,934	-	-	-	-
Hourly Wages	3,747	10,090	10,090	10,090	10,090
Overtime Wages Hourly	40	-	-	-	-
<b>Salaries Total</b>	<b>\$ 199,646</b>	<b>\$ 220,750</b>	<b>\$ 220,750</b>	<b>\$ 220,127</b>	<b>\$ 225,215</b>
Benefits					
Health Insurance Benefit	37,652	39,479	39,479	39,479	42,821
Wage Insurance Benefit	625	632	632	609	633
WRS	12,279	13,237	13,237	14,283	14,844
FICA Medicare Benefits	13,779	14,141	14,141	15,442	15,655
Post Employment Health Plans	-	-	-	838	838
Other Post Emplmnt Benefit	6,753	-	-	-	-
Loss Runs	-	200,000	200,000	200,000	200,000
Pension Expense	(20,314)	-	-	-	-
<b>Benefits Total</b>	<b>\$ 50,774</b>	<b>\$ 267,489</b>	<b>\$ 267,489</b>	<b>\$ 270,649</b>	<b>\$ 274,792</b>
Supplies					
Office Supplies	226	2,250	2,250	2,250	2,250
Work Supplies	-	8,000	8,000	8,000	8,000
Safety Supplies	116	-	-	-	-
<b>Supplies Total</b>	<b>\$ 342</b>	<b>\$ 10,250</b>	<b>\$ 10,250</b>	<b>\$ 10,250</b>	<b>\$ 10,250</b>

**Insurance**

Function:

Internal Services

*Line Item Detail***Agency Primary Fund:** Insurance

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Purchased Services					
Telephone	122	250	250	250	250
Cellular Telephone	115	130	130	130	130
Conferences & Training	(184)	1,000	1,000	1,000	1,000
Memberships	(308)	1,000	1,000	1,000	1,000
Medical Services	4,731	7,500	7,500	7,500	7,500
Audit Services	1,000	-	-	-	-
Consulting Services	3,190	8,000	8,000	8,000	8,000
Other Services & Expenses	3,900	4,000	4,000	20,000	20,000
General Liability Insurance	922,722	1,150,000	1,011,811	1,265,000	1,265,000
Property Insurance	769,119	850,000	848,854	1,047,500	1,047,500
Other Insurance	6,826	120,000	141,425	120,000	120,000
Insurance Claims	1,090,362	950,000	950,000	950,000	950,000
<b>Purchased Services Total</b>	<b>\$ 2,801,595</b>	<b>\$ 3,091,880</b>	<b>\$ 2,973,970</b>	<b>\$ 3,420,380</b>	<b>\$ 3,420,380</b>
Debt Othr Financing					
Fund Balance Generated	-	987,632	1,605,542	-	-
<b>Debt Othr Financing Total</b>	<b>\$ -</b>	<b>\$ 987,632</b>	<b>\$ 1,605,542</b>	<b>\$ -</b>	<b>\$ -</b>

**Insurance**

**Function:**

**Internal Services**

*Line Item Detail*

**Agency Primary Fund:** Insurance

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Inter Depart Billing					
ID Billing To Assessor	(23,669)	(18,694)	(18,694)	(5,099)	(5,099)
ID Billing To Attorney	(4,599)	(4,488)	(4,488)	(5,315)	(5,315)
ID Billing To Civil Rights	(8,195)	(7,107)	(7,107)	(7,101)	(7,101)
ID Billing To Clerk	(9,793)	(10,237)	(10,237)	(8,754)	(8,754)
ID Billing To Common Council	(11,296)	(46,058)	(46,058)	(62,008)	(62,008)
ID Billing To Finance	(7,865)	(8,060)	(8,060)	(8,051)	(8,051)
ID Billing To Human Resources	(41,428)	(4,118)	(4,118)	(3,453)	(3,453)
ID Billing To Information Tec	(15,557)	(15,261)	(15,261)	(16,065)	(16,065)
ID Billing To Mayor	(2,264)	(29,355)	(29,355)	(2,413)	(2,413)
ID Billing To Municipal Court	(981)	(952)	(952)	(1,135)	(1,135)
ID Billing To EAP	(759)	(757)	(757)	(807)	(807)
ID Billing To Fire	(223,847)	(197,822)	(197,822)	(205,995)	(205,995)
ID Billing To Police	(611,746)	(859,703)	(859,703)	(1,062,497)	(1,062,497)
ID Billing to OIM	(670)	(666)	(666)	(784)	(784)
ID Billing To Engineering	(142,220)	(123,719)	(123,719)	(124,466)	(124,466)
ID Billing To Fleet Services	(69,534)	(64,768)	(64,768)	(28,021)	(28,021)
ID Billing To Landfill	(2,703)	(5,284)	(5,284)	(4,740)	(4,740)
ID Billing To Public Works	(722)	(769)	(769)	(941)	(941)
ID Billing To Streets	(302,976)	(272,245)	(272,245)	(276,969)	(276,970)
ID Billing To Traffic Eng	(43,346)	(33,140)	(33,140)	(38,717)	(38,717)
ID Billing To Library	(100,082)	(95,900)	(95,900)	(109,530)	(109,530)
ID Billing To Parks	(193,546)	(120,775)	(120,775)	(132,006)	(132,006)
ID Billing To Bldg Inspection	(80,095)	(61,311)	(61,311)	(161,380)	(161,380)
ID Billing To Community Dev	(29,044)	(27,941)	(27,941)	(42,607)	(42,607)
ID Billing To Economic Dev	(4,073)	(4,255)	(4,255)	(9,614)	(9,614)
ID Billing To Office Of Dir Pl	(783)	(898)	(898)	(1,027)	(1,027)
ID Billing To Planning	(6,810)	(6,208)	(6,208)	(6,863)	(6,863)
ID Billing To Monona Terrace	(101,633)	(95,813)	(95,813)	(109,672)	(109,672)
ID Billing To Golf Courses	(10,165)	(9,872)	(9,872)	(11,371)	(11,371)
ID Billing To Parking	(111,584)	(101,073)	(101,073)	(113,693)	(113,693)
ID Billing To Sewer	(81,301)	(75,859)	(75,859)	(96,368)	(96,368)
ID Billing To Stormwater	(41,211)	(35,493)	(35,493)	(38,456)	(38,456)
ID Billing To Transit	(167,149)	(162,476)	(162,476)	(195,574)	(195,574)
ID Billing To Water	(160,779)	(161,740)	(161,740)	(173,978)	(173,978)
ID Billing To CDA Management	(137,575)	(87,183)	(87,183)	(84,529)	(84,529)
<b>Inter Depart Billing Total</b>	<b>\$ (2,750,000)</b>	<b>\$ (2,750,000)</b>	<b>\$ (2,750,000)</b>	<b>\$ (3,149,999)</b>	<b>\$ (3,150,000)</b>
Transfer Out					
Transfer Out To General	38,498	-	-	-	-
Transfer Out To Water	3,916	-	-	-	-
Transfer Out To Parking	80	-	-	-	-
Transfer Out To Fleet Services	4,548	-	-	-	-
<b>Transfer Out Total</b>	<b>\$ 47,043</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Room Tax Commission

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## *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.

### 2024 Budget Highlights

The 2024 Executive Budget reflects funding allocations adopted by the Room Tax Commission. These adjustments reflect an overall \$2.2 million increase in Room Tax revenues when compared to the 2023 Adopted Budget. Budget increases will be implemented by:

- Budgeting \$21.2 million in Room Tax receipts, a \$2.2 million increase from the 2023 Adopted Budget.
- Allocating \$5.9 million to the Greater Madison Convention and Visitors Bureau, a \$327,000 increase from the 2023 Adopted Budget.
- Allocating \$297,500 for City Tourism Marketing Activities, a \$75,000 increase from the 2023 Adopted Budget.
- Allocating \$5.4 million to fund operating costs at Monona Terrace, a \$566,300 increase from the 2023 Adopted Budget.
- Allocating \$2.2 million to the Overture Center, an \$85,000 increase from the 2023 Adopted Budget.
- Allocating \$1.4 million to the Alliant Energy Center, Henry Vilas Zoo and Olbrich Gardens, a \$647,800 increase from the 2023 Adopted Budget.
- Budgeting \$6.4 million of Room Tax revenue to be retained by the General Fund, a \$650,000 increase from the 2023 Adopted Budget.
- See the Room Tax Fund in the Special Fund Statements section for a full breakout of 2024 expenditures authorized by the Room Tax Commission.

**Room Tax Commission**

Function:

**Planning & Development***Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Other Restricted	18,645,087	21,018,135	21,018,135	21,018,135	22,322,200
<b>Total</b>	<b>\$ 18,645,087</b>	<b>\$ 21,018,135</b>	<b>\$ 21,018,135</b>	<b>\$ 21,018,135</b>	<b>\$ 22,322,200</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Room Tax Commission	18,645,087	21,018,135	21,018,135	21,018,135	22,322,200
	<b>\$ 18,645,087</b>	<b>\$ 21,018,135</b>	<b>\$ 21,018,135</b>	<b>\$ 21,018,135</b>	<b>\$ 22,322,200</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General Revenues	(18,600,540)	(19,000,000)	(19,000,000)	(19,000,000)	(21,165,000)
Invest Other Contrib	(44,547)	(40,247)	(40,247)	(40,247)	(41,930)
Other Finance Source	-	(1,977,888)	(1,977,888)	(1,977,888)	(1,115,270)
<b>Total</b>	<b>\$ (18,645,087)</b>	<b>\$ (21,018,135)</b>	<b>\$ (21,018,135)</b>	<b>\$ (21,018,135)</b>	<b>\$ (22,322,200)</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Purchased Services	5,821,438	8,629,689	8,629,689	8,629,689	9,764,500
Debt Othr Financing	3,005,277	-	-	-	-
Transfer Out	9,818,372	12,388,446	12,388,446	12,388,446	12,557,700
<b>Total</b>	<b>\$ 18,645,087</b>	<b>\$ 21,018,135</b>	<b>\$ 21,018,135</b>	<b>\$ 21,018,135</b>	<b>\$ 22,322,200</b>



**Room Tax Commission**

Function:

**Planning & Development***Service Overview***Service:** Room Tax Commission*Service Description*

This service is responsible for administering the Room Tax fund as prescribed by the Room Tax Commission, which 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.

*Activities Performed by this Service*

- Support operations for Monona Terrace.
- Continue current contract with the Greater Madison Visitors Bureau, which was amended in 2020 in wake of reduced Room Tax revenue.
- Provide funding for tourism related efforts, including Sister Cities, firework events, civic conferences and fairs, and arts events.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	-	-	-	-	-
Other-Expenditures	18,645,087	21,018,135	21,018,135	21,018,135	22,322,200
<b>Total</b>	<b>\$ 18,645,087</b>	<b>\$ 21,018,135</b>	<b>\$ 21,018,135</b>	<b>\$ 21,018,135</b>	<b>\$ 22,322,200</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(18,645,087)	(21,018,135)	(21,018,135)	(21,018,135)	(22,322,200)
Personnel	-	-	-	-	-
Non-Personnel	18,645,087	21,018,135	21,018,135	21,018,135	22,322,200
Agency Charges	-	-	-	-	-
<b>Total</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Room Tax Commission**

**Function: Planning & Development**

*Line Item Detail*

<b>Agency Primary Fund:</b>	Other Restricted				
	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General Revenues					
Room Tax	(18,488,410)	(19,000,000)	(19,000,000)	(19,000,000)	(21,165,000)
Pen Int Delinq Other Tax	(112,131)	-	-	-	-
<b>General Revenues Total</b>	<b>\$ (18,600,540)</b>	<b>\$ (19,000,000)</b>	<b>\$ (19,000,000)</b>	<b>\$ (19,000,000)</b>	<b>\$ (21,165,000)</b>
Invest Other Contrib					
Interest	(44,547)	(40,247)	(40,247)	(40,247)	(41,930)
<b>Invest Other Contrib Total</b>	<b>\$ (44,547)</b>	<b>\$ (40,247)</b>	<b>\$ (40,247)</b>	<b>\$ (40,247)</b>	<b>\$ (41,930)</b>
Other Finance Source					
Fund Balance Applied	-	(1,977,888)	(1,977,888)	(1,977,888)	(1,115,270)
<b>Other Finance Source Total</b>	<b>\$ -</b>	<b>\$ (1,977,888)</b>	<b>\$ (1,977,888)</b>	<b>\$ (1,977,888)</b>	<b>\$ (1,115,270)</b>
Purchased Services					
Conferences & Training	2,176	35,000	35,000	35,000	35,000
Memberships	1,000	15,000	15,000	15,000	-
Consulting Services	14,064	-	-	-	-
Program Services	-	20,000	20,000	20,000	20,000
Other Services & Expenses	8,784	15,000	15,000	15,000	30,000
Grants	5,795,414	8,544,689	8,544,689	8,544,689	9,679,500
<b>Purchased Services Total</b>	<b>\$ 5,821,438</b>	<b>\$ 8,629,689</b>	<b>\$ 8,629,689</b>	<b>\$ 8,629,689</b>	<b>\$ 9,764,500</b>
Debt Othr Financing					
Fund Balance Generated	3,005,277	-	-	-	-
<b>Debt Othr Financing Total</b>	<b>\$ 3,005,277</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Transfer Out					
Transfer Out To General	5,667,799	5,700,000	5,700,000	5,700,000	6,350,000
Transfer Out To Debt Service	-	207,721	207,721	207,721	416,700
Transfer Out To Capital	-	1,655,000	1,655,000	1,655,000	399,000
Transfer Out To Cnvt Center	4,150,573	4,825,725	4,825,725	4,825,725	5,392,000
<b>Transfer Out Total</b>	<b>\$ 9,818,372</b>	<b>\$ 12,388,446</b>	<b>\$ 12,388,446</b>	<b>\$ 12,388,446</b>	<b>\$ 12,557,700</b>

# Worker's Compensation

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## *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 Worker's Compensation fund is one of the City's three Internal Service Funds and is overseen by Risk Management in the Finance Department. Staff administering this fund are 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 Worker's Compensation laws of Wisconsin.

### 2024 Budget Highlights

#### Service: Workers Compensation

- Increases the rates charged to agencies based on anticipated claims. (Increase: \$250,000)
- Assumes utilizing \$127,196 in fund balance in 2024.

**Workers Compensation**

Function: Internal Services

*Budget Overview*

## Agency Budget by Major-Revenue

Major Revenue	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Invest Other Contrib	(106)	-	-	-	-
Misc Revenue	(39,475)	(40,000)	(40,000)	(40,000)	(40,000)
Other Finance Source	-	(576,552)	(576,552)	(124,618)	(127,196)
<b>Total</b>	<b>\$ (39,581)</b>	<b>\$ (616,552)</b>	<b>\$ (616,552)</b>	<b>\$ (164,618)</b>	<b>\$ (167,196)</b>

## Agency Budget by Major-Expense

Major Expense	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Salaries	101,626	103,660	103,660	115,351	116,392
Benefits	22,962	33,903	33,903	35,478	37,016
Supplies	480	10,000	10,000	10,000	10,000
Purchased Services	2,726,906	4,218,988	4,218,988	4,003,788	4,003,788
Debt Othr Financing	937,607	-	-	-	-
<b>Total</b>	<b>\$ 3,789,581</b>	<b>\$ 4,366,552</b>	<b>\$ 4,366,552</b>	<b>\$ 4,164,618</b>	<b>\$ 4,167,196</b>

## Agency Billings

Major Expense	2022 Actual	2023 Adopted	2023 Projected	2023 Request	2024 Executive
Inter Depart Billing	(3,750,000)	(3,750,000)	(3,750,000)	(4,000,000)	(4,000,000)
<b>Total</b>	<b>\$ (3,750,000)</b>	<b>\$ (3,750,000)</b>	<b>\$ (3,750,000)</b>	<b>\$ (4,000,000)</b>	<b>\$ (4,000,000)</b>

**NET BUDGET**      \$        -      \$        -      \$        -      \$        -      \$        -

**Workers Compensation**

Function:

Internal Services

*Service Overview***Service:** Workers Comp*Service Description*

This service coordinates citywide programs with safety committees, managers, and employees to provide 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 Worker's Compensation laws established by the State of Wisconsin.

*Activities Performed by this Service*

- Claim payments: Payment of worker's compensation claims.
- Administration: Insurance premiums, third-party administrator (TPA) fees, assessments, and administrative expenses.

*Service Budget by Account Type*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(39,581)	(616,552)	(616,552)	(164,618)	(167,196)
Personnel	124,588	137,564	137,564	150,830	153,408
Non-Personnel	3,664,993	4,228,988	4,228,988	4,013,788	4,013,788
<b>Total</b>	<b>\$ 3,750,000</b>	<b>\$ 3,750,000</b>	<b>\$ 3,750,000</b>	<b>\$ 4,000,000</b>	<b>\$ 4,000,000</b>

*Agency Billings*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Agency Charges	(3,750,000)	(3,750,000)	(3,750,000)	(4,000,000)	(4,000,000)
<b>Total</b>	<b>\$ (3,750,000)</b>	<b>\$ (3,750,000)</b>	<b>\$ (3,750,000)</b>	<b>\$ (4,000,000)</b>	<b>\$ (4,000,000)</b>

**Workers Compensation**

Function:

Internal Services

Line Item Detail

Agency Primary Fund: Worker's Compensation

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Invest Other Contrib					
Interest	(106)	-	-	-	-
<b>Invest Other Contrib Total</b>	<b>\$ (106)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Misc Revenue					
Miscellaneous Revenue	(39,475)	(40,000)	(40,000)	(40,000)	(40,000)
<b>Misc Revenue Total</b>	<b>\$ (39,475)</b>	<b>\$ (40,000)</b>	<b>\$ (40,000)</b>	<b>\$ (40,000)</b>	<b>\$ (40,000)</b>
Other Finance Source					
Fund Balance Applied	-	(576,552)	(576,552)	(124,618)	(127,196)
<b>Other Finance Source Total</b>	<b>\$ -</b>	<b>\$ (576,552)</b>	<b>\$ (576,552)</b>	<b>\$ (124,618)</b>	<b>\$ (127,196)</b>
Salaries					
Permanent Wages	92,153	95,660	95,660	107,351	108,392
Compensated Absence	7,522	-	-	-	-
Hourly Wages	1,950	8,000	8,000	8,000	8,000
<b>Salaries Total</b>	<b>\$ 101,626</b>	<b>\$ 103,660</b>	<b>\$ 103,660</b>	<b>\$ 115,351</b>	<b>\$ 116,392</b>
Benefits					
Health Insurance Benefit	19,016	19,938	19,938	19,938	21,411
Wage Insurance Benefit	537	581	581	431	431
WRS	6,047	6,505	6,505	7,300	7,479
FICA Medicare Benefits	6,817	6,879	6,879	7,809	7,695
Other Post Emplmnt Benefit	707	-	-	-	-
Pension Expense	(10,162)	-	-	-	-
<b>Benefits Total</b>	<b>\$ 22,962</b>	<b>\$ 33,903</b>	<b>\$ 33,903</b>	<b>\$ 35,478</b>	<b>\$ 37,016</b>
Supplies					
Office Supplies	399	1,000	1,000	1,000	1,000
Work Supplies	81	9,000	9,000	9,000	9,000
<b>Supplies Total</b>	<b>\$ 480</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>
Purchased Services					
Telephone	99	250	250	250	250
Cellular Telephone	29	50	50	50	50
Custodial Bldg Use Charges	-	8,988	8,988	8,988	8,988
Conferences & Training	-	1,000	1,000	1,000	1,000
Memberships	348	1,000	1,000	1,000	1,000
Audit Services	1,000	-	-	-	-
Management Services	277,195	187,200	187,200	154,500	154,500
Consulting Services	118,691	115,500	115,500	123,000	123,000
Other Services & Expenses	4,369	5,000	5,000	5,000	5,000
Other Insurance	433,017	400,000	400,000	460,000	460,000
Insurance Claims	1,892,157	3,500,000	3,500,000	3,250,000	3,250,000
<b>Purchased Services Total</b>	<b>\$ 2,726,906</b>	<b>\$ 4,218,988</b>	<b>\$ 4,218,988</b>	<b>\$ 4,003,788</b>	<b>\$ 4,003,788</b>

**Workers Compensation**

Function:

Internal Services

Line Item Detail

Agency Primary Fund: Worker's Compensation

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Debt Othr Financing					
Fund Balance Generated	937,607	-	-	-	-
<b>Debt Othr Financing Total</b>	<b>\$ 937,607</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Inter Depart Billing					
ID Billing To Assessor	(12,321)	(12,805)	(12,805)	(12,945)	(12,945)
ID Billing To Attorney	(1,498)	(1,595)	(1,595)	(1,599)	(1,599)
ID Billing To Civil Rights	(952)	(1,102)	(1,102)	(993)	(993)
ID Billing To Clerk	(1,611)	(846)	(846)	(1,334)	(1,334)
ID Billing To Common Council	(374)	(287)	(287)	(370)	(370)
ID Billing To Finance	(2,035)	(2,151)	(2,151)	(2,408)	(2,408)
ID Billing To Human Resources	(932)	(1,031)	(1,031)	(1,042)	(1,042)
ID Billing To Information Tec	(4,430)	(4,551)	(4,551)	(5,005)	(5,005)
ID Billing To Mayor	(692)	(683)	(683)	(750)	(750)
ID Billing To Municipal Court	(208)	(223)	(223)	(231)	(231)
ID Billing To EAP	(165)	(175)	(175)	(201)	(201)
ID Billing To Fire	(914,933)	(939,136)	(939,136)	(1,002,841)	(1,002,837)
ID Billing To Police	(817,980)	(790,269)	(790,269)	(880,387)	(880,387)
ID Billing to OIM	-	-	-	2	(2)
ID Billing To Engineering	(159,163)	(170,003)	(170,003)	(198,740)	(198,740)
ID Billing To Fleet Services	(32,462)	(29,988)	(29,988)	(31,035)	(31,035)
ID Billing To Landfill	(407)	(691)	(691)	(757)	(757)
ID Billing To Public Works	(218)	(200)	(200)	(217)	(217)
ID Billing To Streets	(422,148)	(417,321)	(417,321)	(380,492)	(380,492)
ID Billing To Traffic Eng	(73,337)	(90,750)	(90,750)	(101,043)	(101,043)
ID Billing To Library	(16,386)	(15,102)	(15,102)	(17,421)	(17,421)
ID Billing To Parks	(235,606)	(194,906)	(194,906)	(208,074)	(208,074)
ID Billing To Bldg Inspection	(26,321)	(24,433)	(24,433)	(26,775)	(26,775)
ID Billing To Community Dev	(2,689)	(3,002)	(3,002)	(2,666)	(2,666)
ID Billing To Economic Dev	(1,412)	(1,566)	(1,566)	(1,653)	(1,653)
ID Billing To Office Of Dir Pl	(247)	(171)	(171)	(196)	(196)
ID Billing To Planning	(2,581)	(2,629)	(2,629)	(2,791)	(2,791)
ID Billing To Monona Terrace	(29,104)	(25,363)	(25,363)	(37,422)	(37,422)
ID Billing To Golf Courses	(20,863)	(24,350)	(24,350)	(27,521)	(27,521)
ID Billing To Parking	(51,334)	(46,678)	(46,678)	(49,459)	(49,459)
ID Billing To Sewer	(37,600)	(35,357)	(35,357)	(37,637)	(37,637)
ID Billing To Stormwater	(17,638)	(14,666)	(14,666)	(14,908)	(14,908)
ID Billing To Transit	(684,003)	(708,686)	(708,686)	(752,959)	(752,959)
ID Billing To Water	(150,088)	(164,054)	(164,054)	(171,103)	(171,103)
ID Billing To CDA Management	(28,262)	(25,230)	(25,230)	(27,027)	(27,027)
<b>Inter Depart Billing Total</b>	<b>\$ (3,750,000)</b>	<b>\$ (3,750,000)</b>	<b>\$ (3,750,000)</b>	<b>\$ (4,000,000)</b>	<b>\$ (4,000,000)</b>



# *Planning & Development*

Building Inspection  
CDA Housing Operations  
CDA Redevelopment  
Community Development Division (CDD)  
Economic Development Division (EDD)  
PCED Office of the Director  
Planning Division



# Building Inspection

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## *Agency Overview*

### Agency Mission

The mission of Building Inspection is to ensure the wellbeing of people through ensuring 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 high 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.

### 2024 Budget Highlights

#### Service: Consumer Protection

- Budget maintains current level of service.

#### Service: Health and Welfare

- Removes \$20,000 in purchased services for blight study in the Allied Drive area completed in 2023.

#### Service: Inspection

- Budget maintains current level of service.

#### Service: Systematic Code Enforcement

- Budget maintains current level of service.

#### Service: Zoning and Signs

- Budget maintains current level of service.

**Building Inspection**Function: **Planning & Development***Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	4,868,278	5,116,290	4,787,509	5,541,611	5,630,509
<b>Total</b>	<b>\$ 4,868,278</b>	<b>\$ 5,116,290</b>	<b>\$ 4,787,509</b>	<b>\$ 5,541,611</b>	<b>\$ 5,630,509</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Consumer Protection	237,995	250,912	240,957	283,172	286,805
Health And Welfare	406,097	466,342	431,383	484,221	492,063
Inspection	2,530,145	2,585,334	2,407,327	2,802,094	2,847,904
Systematic Code Enforcement	1,002,011	1,062,581	963,617	1,138,798	1,157,200
Zoning And Signs	692,030	751,120	744,225	833,326	846,539
<b>Total</b>	<b>\$ 4,868,278</b>	<b>\$ 5,116,290</b>	<b>\$ 4,787,509</b>	<b>\$ 5,541,611</b>	<b>\$ 5,630,509</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Charges For Services	(42,151)	(76,000)	(44,000)	(46,000)	(46,000)
Licenses And Permits	(8,283)	(10,000)	(8,712)	(10,000)	(10,000)
Transfer In	-	(18,000)	(6,000)	(6,000)	(6,000)
<b>Total</b>	<b>\$ (50,434)</b>	<b>\$ (104,000)</b>	<b>\$ (58,712)</b>	<b>\$ (62,000)</b>	<b>\$ (62,000)</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	3,290,406	3,563,617	3,305,782	3,817,273	3,855,084
Benefits	1,194,212	1,152,416	1,090,518	1,198,516	1,249,578
Supplies	50,109	71,273	32,261	71,273	71,273
Purchased Services	169,557	223,502	208,179	203,385	203,385
Inter Depart Charges	232,428	209,481	209,481	313,164	313,190
Inter Depart Billing	(18,000)	-	-	-	-
<b>Total</b>	<b>\$ 4,918,712</b>	<b>\$ 5,220,290</b>	<b>\$ 4,846,221</b>	<b>\$ 5,603,611</b>	<b>\$ 5,692,509</b>

*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.

*Activities Performed by this Service*

- Scanner Inspection: Annual review of scanners at the point of sale throughout Madison to ensure products are billed at the advertised price and totals calculated represent the correct amount.
- Gas Pump Inspection: Annual review of gas pumps throughout Madison to ensure pumps are delivering correct quantity of fuel and operating in a proper and secure manner.
- Weighing Scale Inspection: Annual review of scales for trade throughout Madison to ensure products weighed for sale are functioning correctly and within appropriate tolerance to be used for trade.
- Packaging Inspection: Continual review of packaging methods throughout establishments in Madison verifying store packaged products on site conform to the appropriate labeling and distribution standards.
- Miscellaneous: Respond to consumer complaints regarding products purchased and method of sale business operations. Interact with state and federal bodies to ensure uniformity in code regulation and enforcement.

*Service Budget by Fund*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	237,995	250,912	240,957	283,172	286,805
<b>Total</b>	<b>\$ 237,995</b>	<b>\$ 250,912</b>	<b>\$ 240,957</b>	<b>\$ 283,172</b>	<b>\$ 286,805</b>

*Service Budget by Account Type*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Personnel	206,772	217,615	211,688	228,122	231,729
Non-Personnel	3,510	8,162	4,134	8,162	8,162
Agency Charges	27,713	25,135	25,135	46,888	46,914
<b>Total</b>	<b>\$ 237,995</b>	<b>\$ 250,912</b>	<b>\$ 240,957</b>	<b>\$ 283,172</b>	<b>\$ 286,805</b>

*Service Overview*

**Service:** Health And Welfare

Service Description

This service addresses community standards in regard to property maintenance, to ensure a pleasant and safe 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 inspections for all buildings, including owner-occupied residential properties, rental residential properties, and commercial properties. The goal of this service is to enhance the public and private benefits resulting from safe and sanitary maintenance of properties.

Activities Performed by this Service

- **Snow Enforcement:** Inspect and issue tickets for violations of the snow removal ordinance, MGO 10.28. Coordinate snow and ice removal when the violation persists, resulting in the billing of the property owner.
- **Tall Grass and Weeds Enforcement:** Inspect and issue an official notice for violations of tall grass and noxious weeds ordinances, MGOs 27.05 (2)(f) and 23.29. Coordinate grass cutting on vacant properties when the violation persists, resulting in the billing of the property owner.
- **Erosion Control Enforcement:** Ensure compliance with MGO Chapter 37 and SPS 321.125 to prevent disturbed soils from leaving a construction site.
- **Junk, Trash, and Debris Enforcement:** Inspect and issue an official notice for violations of junk, trash, and debris ordinance, MGO’s 27.05 (2)(c). Continue with enforcement actions until the violation is corrected.
- **Miscellaneous:** Enforce vision clearance issues, tree concerns, graffiti, inoperable cars, and the abatement of public nuisances.
- Respond to complaints from residents and referrals from the Mayor’s office, Alders, and other agencies regarding inspection and enforcement of the violations listed above; answer questions regarding violations and ordinance enforcement.

Service Budget by Fund

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	406,097	466,342	431,383	484,221	492,063
<b>Total</b>	<b>\$ 406,097</b>	<b>\$ 466,342</b>	<b>\$ 431,383</b>	<b>\$ 484,221</b>	<b>\$ 492,063</b>

Service Budget by Account Type

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(2,000)	(1,000)	(2,000)	(2,000)	(2,000)
Personnel	338,743	372,544	347,725	391,058	398,899
Non-Personnel	23,615	48,906	39,766	28,789	28,789
Agency Charges	45,739	45,892	45,892	66,374	66,375
<b>Total</b>	<b>\$ 406,097</b>	<b>\$ 466,342</b>	<b>\$ 431,383</b>	<b>\$ 484,221</b>	<b>\$ 492,063</b>

**Building Inspection**

Function:

**Planning & Development***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, 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 copies of all building floor and elevation plans are attached to the building archives and provides access to plans for external customers, including home and building owners, builders, and realtors.

*Activities Performed by this Service*

- **Plan Review and Approval:** Review proposed construction projects for compliance with building code and issue permits for work to be completed.
- **Building, Electrical, Plumbing, and HVAC Component Inspection:** Inspect permitted work to verify construction is in accordance with the approved plans and conforms to applicable codes.
- **Contractor Training:** Provide contractors the ability to obtain continuing education credits required for maintaining state issued licenses and create a forum for educating individuals about developing industry practices.
- **Complaint and Public Inquiry Response:** Investigate and answer public questions regarding applicable code and construction practices.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	2,530,145	2,585,334	2,407,327	2,802,094	2,847,904
<b>Total</b>	<b>\$ 2,530,145</b>	<b>\$ 2,585,334</b>	<b>\$ 2,407,327</b>	<b>\$ 2,802,094</b>	<b>\$ 2,847,904</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(48,434)	(103,000)	(56,712)	(60,000)	(60,000)
Personnel	2,379,182	2,504,379	2,261,196	2,657,655	2,703,465
Non-Personnel	157,797	137,552	156,439	137,552	137,552
Agency Charges	41,599	46,403	46,403	66,887	66,887
<b>Total</b>	<b>\$ 2,530,145</b>	<b>\$ 2,585,334</b>	<b>\$ 2,407,327</b>	<b>\$ 2,802,094</b>	<b>\$ 2,847,904</b>

**Building Inspection**

Function:

**Planning & Development***Service Overview***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 (MGO Chapter 27). 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.

*Activities Performed by this Service*

- Tenant Complaint Response: Inspect and issue official notice after verifying violations in tenant's apartment. Follow-up after due date to ensure compliance. Process rent abatement documents when appropriate.
- General Building Condition Complaint Response: Inspect and issue official notice after verifying violations. Follow-up after due date to ensure compliance.
- Systematic Inspection: Perform systematic inspections in a specified blighted area approved by Common Council in compliance with state requirements. Issue official notices when appropriate and follow-up to ensure compliance.
- Community Team and Committee Staffing: Serve as members and leaders on various teams including Neighborhood Resource Teams.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	1,002,011	1,062,581	963,617	1,138,798	1,157,200
<b>Total</b>	<b>\$ 1,002,011</b>	<b>\$ 1,062,581</b>	<b>\$ 963,617</b>	<b>\$ 1,138,798</b>	<b>\$ 1,157,200</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Personnel	919,222	938,668	884,395	994,403	1,012,806
Non-Personnel	29,154	77,595	32,905	77,595	77,595
Agency Charges	53,635	46,318	46,318	66,800	66,799
<b>Total</b>	<b>\$ 1,002,011</b>	<b>\$ 1,062,581</b>	<b>\$ 963,617</b>	<b>\$ 1,138,798</b>	<b>\$ 1,157,200</b>

*Service Overview***Service:** Zoning And Signs*Service Description*

This service reviews and regulates Madison's Zoning and Sign Control ordinances. The goal of the service is to provide timely resolution of land use issues for developers, property owners and the general public. This service provides approvals, inspections, investigation, and maintenance of records, zoning changes, and street sign ordinance administration. The service 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.

*Activities Performed by this Service*

- Zoning Code Review for Proposed Projects: Serve as intake point for Plan Commission and Zoning Board of Appeals requests. Review minor alteration requests for zoning compliance and process director approvals. Review commercial and residential building permit requests along with minor improvements not requiring permits but requiring zoning compliance.
- Citywide Site Plan Review Management: Intake requests, copies, and digital plans for site plan review and process fees. Coordinate plan distribution and approval to other City agencies.
- Zoning and Sign Complaint Response: Investigate complaints, prepare and send notices of violation. Facilitate the process to resolve violations, including re-inspection, citations, and legal intervention when necessary.
- Sign Application Review: Intake and process sign permit requests and review for compliance with sign code. Collect fees, issue permits, and inspect for installation compliance.
- Requests for Information Response, Records Research, and Zoning Letters: Records research for open records and similar requests, prepare zoning letters, process requests, and collect fees.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	692,030	751,120	744,225	833,326	846,539
<b>Total</b>	<b>\$ 692,030</b>	<b>\$ 751,120</b>	<b>\$ 744,225</b>	<b>\$ 833,326</b>	<b>\$ 846,539</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Personnel	640,698	682,827	691,296	744,551	757,764
Non-Personnel	5,590	22,560	7,196	22,560	22,560
Agency Charges	45,741	45,733	45,733	66,215	66,215
<b>Total</b>	<b>\$ 692,030</b>	<b>\$ 751,120</b>	<b>\$ 744,225</b>	<b>\$ 833,326</b>	<b>\$ 846,539</b>

**Building Inspection**Function: **Planning & Development**

Line Item Detail

Agency Primary Fund: General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Charges For Services</b>					
Miscellaneous Chrgs For Servic	(40,151)	(75,000)	(42,000)	(44,000)	(44,000)
Graffiti Removal	(2,000)	(1,000)	(2,000)	(2,000)	(2,000)
<b>Charges For Services Total</b>	<b>\$ (42,151)</b>	<b>\$ (76,000)</b>	<b>\$ (44,000)</b>	<b>\$ (46,000)</b>	<b>\$ (46,000)</b>
<b>Licenses And Permits</b>					
Other Permits	(8,283)	(10,000)	(8,712)	(10,000)	(10,000)
<b>Licenses And Permits Total</b>	<b>\$ (8,283)</b>	<b>\$ (10,000)</b>	<b>\$ (8,712)</b>	<b>\$ (10,000)</b>	<b>\$ (10,000)</b>
<b>Transfer In</b>					
Transfer In From CDBG	-	(18,000)	(6,000)	(6,000)	(6,000)
<b>Transfer In Total</b>	<b>\$ -</b>	<b>\$ (18,000)</b>	<b>\$ (6,000)</b>	<b>\$ (6,000)</b>	<b>\$ (6,000)</b>
<b>Salaries</b>					
Permanent Wages	3,225,862	3,602,155	3,248,840	3,839,093	3,876,312
Salary Savings	-	(68,189)	-	(19,195)	(19,195)
Pending Personnel	-	6,300	-	-	592
Premium Pay	1,988	16,796	2,344	16,796	16,796
Compensated Absence	28,542	-	30,000	30,000	30,000
Overtime Wages Permanent	32,132	6,555	22,873	6,555	6,555
Election Officials Wages	1,881	-	1,725	-	-
Budget Efficiencies	-	-	-	(55,976)	(55,976)
<b>Salaries Total</b>	<b>\$ 3,290,406</b>	<b>\$ 3,563,617</b>	<b>\$ 3,305,782</b>	<b>\$ 3,817,273</b>	<b>\$ 3,855,084</b>
<b>Benefits</b>					
Comp Absence Escrow	141,065	-	-	-	-
Health Insurance Benefit	545,569	588,302	576,020	599,887	644,290
Wage Insurance Benefit	16,464	16,868	15,507	15,450	15,450
WRS	214,029	244,948	223,232	261,059	267,466
FICA Medicare Benefits	242,324	267,097	241,004	285,628	285,879
Licenses & Certifications	82	-	-	-	-
Post Employment Health Plans	34,680	35,201	34,755	36,493	36,493
<b>Benefits Total</b>	<b>\$ 1,194,212</b>	<b>\$ 1,152,416</b>	<b>\$ 1,090,518</b>	<b>\$ 1,198,516</b>	<b>\$ 1,249,578</b>
<b>Supplies</b>					
Office Supplies	8,913	13,363	4,463	13,363	13,363
Copy Printing Supplies	9,072	13,960	5,078	13,960	13,960
Furniture	-	2,500	-	2,500	2,500
Hardware Supplies	4,772	4,500	-	4,500	4,500
Postage	14,738	20,000	15,647	20,000	20,000
Books & Subscriptions	1,377	1,450	607	1,450	1,450
Work Supplies	3,962	3,500	1,000	3,500	3,500
Safety Supplies	670	2,000	700	2,000	2,000
Inventory	6,605	10,000	4,766	10,000	10,000
<b>Supplies Total</b>	<b>\$ 50,109</b>	<b>\$ 71,273</b>	<b>\$ 32,261</b>	<b>\$ 71,273</b>	<b>\$ 71,273</b>



**Building Inspection**Function: **Planning & Development**

Line Item Detail

Agency Primary Fund: General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Purchased Services					
Telephone	1,367	3,856	1,239	3,856	3,856
Cellular Telephone	6,332	7,362	9,377	7,362	7,362
Graffiti Removal	8,733	6,500	4,455	6,500	6,500
Comm Device Mntc	-	3,400	-	3,400	3,400
System & Software Mntc	1,749	7,183	-	7,183	7,183
Recruitment	21	-	118	-	-
Mileage	112,448	128,860	107,077	128,860	128,860
Conferences & Training	3,166	6,750	3,007	6,750	6,750
Memberships	4,038	1,200	1,608	1,200	1,200
Legal Services	5,787	6,500	7,680	6,500	6,500
Storage Services	2,141	1,500	-	1,500	1,500
Consulting Services	-	1,221	1,221	1,221	1,221
Advertising Services	4,860	7,808	5,000	7,808	7,808
Interpreters Signing Services	-	500	-	500	500
Other Services & Expenses	18,916	39,912	66,447	19,795	19,795
Permits & Licenses	-	950	950	950	950
<b>Purchased Services Total</b>	<b>\$ 169,557</b>	<b>\$ 223,502</b>	<b>\$ 208,179</b>	<b>\$ 203,385</b>	<b>\$ 203,385</b>
Inter Depart Charges					
ID Charge From Engineering	113,620	113,620	113,620	113,620	113,620
ID Charge From Fleet Services	10,377	7,901	7,901	9,172	9,199
ID Charge From Traffic Eng	2,016	2,216	2,216	2,216	2,216
ID Charge From Insurance	80,095	61,311	61,311	161,380	161,380
ID Charge From Workers Comp	26,321	24,433	24,433	26,775	26,775
<b>Inter Depart Charges Total</b>	<b>\$ 232,428</b>	<b>\$ 209,481</b>	<b>\$ 209,481</b>	<b>\$ 313,164</b>	<b>\$ 313,190</b>
Inter Depart Billing					
ID Billing To Community Dev	(18,000)	-	-	-	-
<b>Inter Depart Billing Total</b>	<b>\$ (18,000)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Building Inspection**

**Function: Planning & Development**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
				FTEs	Amount	FTEs	Amount
ADMIN CLK 1-20	20	5.00	278,728	5.00	297,172	5.00	300,052
ADMIN SUPV-18	18	1.00	69,520	1.00	74,212	1.00	74,932
BLDG INSPECT DIV DIR-21	21	1.00	136,193	1.00	145,386	1.00	146,796
CODE ENFORCE OFF 3-16	16	12.00	942,414	12.00	1,018,517	12.00	1,028,391
CODE ENFORCE OFF 4-16	16	1.00	85,849	1.00	91,644	1.00	92,533
ELEC/HEAT INSPECTOR-16	16	4.00	342,473	4.00	351,192	4.00	354,596
HSG INSPECTION SUPV-18	18	1.00	107,040	1.00	114,265	1.00	115,373
INFORMATION CLERK-20	20	1.00	56,637	1.00	60,460	1.00	61,047
PLAN REV & INSP SUPV-18	18	1.00	122,966	1.00	131,267	1.00	132,539
PLAN REVIEW SPEC 2-16	16	1.00	73,580	1.00	67,760	1.00	68,416
PLAN REVIEW SPEC 3-16	16	1.00	92,517	1.00	98,762	1.00	99,719
PLAN REVIEW SPEC 4-16	16	1.00	97,177	1.00	83,802	1.00	84,614
PLUMB/HEAT INSPECTOR-16	16	3.00	260,047	3.00	280,270	3.00	282,988
PROPERTY CODE INSP 1-16	16	2.00	131,263	2.00	140,782	2.00	142,147
PROPERTY CODE INSP 3-16	16	1.00	68,902	1.00	73,553	1.00	74,266
WGTS MEASURES INSP 3-16	16	2.00	167,044	2.00	178,319	2.00	180,048
ZONING ADMIN ASST-16	16	2.00	179,199	2.00	192,185	2.00	194,049
ZONING ADMINISTRATOR-18	18	1.00	100,981	1.00	112,754	1.00	113,847
ZONING CODE OFF 2-16	16	4.00	289,624	4.00	326,791	4.00	329,959
		<b>45.00</b>	<b>\$3,602,155</b>	<b>45.00</b>	<b>\$3,839,093</b>	<b>45.00</b>	<b>\$3,876,312</b>

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

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## *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

The Agency provides property management, maintenance, and resident supportive services to CDA Public Housing units. The CDA also administers the Section 8 Housing Choice Voucher program. The goal of Housing Operations is to provide stable and safe housing to low-income families throughout the city. This goal is accomplished by increasing the Section 8 Housing Choice Voucher participation to the maximum level as supported by HUD funding and maintaining high public housing occupancy.

### 2024 Budget Highlights

#### Agency-Wide Changes

- Adds Client Services Manager position (CG18/R14) due to agency-wide reorganization approved by the CDA Board. Salary and benefits will total approximately \$119,850 across both services.

#### Service: Housing Vouchers

- Increases Section 8 Housing Assistance Payments based on HUD's funding formula (\$1.1 million).
- Increases interest income to closer reflect actuals (\$16,000).
- Decreases supply purchases due to large software and furniture purchases being completed in 2023 (\$13,347).

#### Service: Public Housing

- Increases federal government funding based on the Department of Housing and Urban Development's (HUD) funding formula for the Operational Subsidy and Capital Fund grants (\$940,941).
- Increases HUD's Capital Grant Award amount (\$56,701).
- Decreases rent revenues due to higher level of delinquent rent (\$212,941).
- Increases interest income to closer reflect actuals (\$11,676).
- Increases revenue due to the potential sale of single family homes as part of a homeownership program (\$350,925)
- Increases consulting services for Triangle, Parkside, and Karabis redevelopment (\$698,330).
- Increases supplies budget for replacement of service truck in 2024 (\$61,000).
- Increases purchased services due to significant increase in utilities, property insurance, property taxes, construction rates, and contractual services (\$717,307).
- Increases billing to CDA properties due to the HUD-approved increase in Management & Bookkeeping fees (\$70,097).

**CDA Housing Operations**Function: **Planning & Development***Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
CDA	26,500,881	30,113,693	31,290,129	33,593,670	33,687,249
<b>Total</b>	<b>\$ 26,500,881</b>	<b>\$ 30,113,693</b>	<b>\$ 31,290,129</b>	<b>\$ 33,593,670</b>	<b>\$ 33,687,249</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Housing Vouchers	17,995,516	19,753,795	21,924,672	21,708,725	21,735,782
Public Housing	8,505,365	10,359,898	9,365,457	11,884,945	11,951,466
<b>Total</b>	<b>\$ 26,500,881</b>	<b>\$ 30,113,693</b>	<b>\$ 31,290,129</b>	<b>\$ 33,593,670</b>	<b>\$ 33,687,249</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Intergov Revenues	(20,633,736)	(23,808,081)	(26,051,788)	(26,682,485)	(26,682,485)
Charges For Services	(3,666,472)	(4,198,677)	(3,748,983)	(4,023,371)	(4,023,371)
Invest Other Contrib	(126,303)	(39,531)	(43,965)	(58,317)	(58,317)
Misc Revenue	(442,705)	(46,853)	(45,871)	(60,529)	(60,529)
Other Finance Source	(1,069,200)	(1,374,815)	(709,248)	(2,066,530)	(2,160,109)
Transfer In	(562,465)	(645,737)	(690,274)	(702,438)	(702,438)
<b>Total</b>	<b>\$ (26,500,881)</b>	<b>\$ (30,113,693)</b>	<b>\$ (31,290,129)</b>	<b>\$ (33,593,670)</b>	<b>\$ (33,687,249)</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	3,362,724	3,931,795	3,345,288	4,146,130	4,217,458
Benefits	1,254,658	1,304,763	1,459,495	1,393,427	1,414,576
Supplies	584,077	698,798	714,103	710,426	710,426
Purchased Services	20,037,217	22,486,412	24,079,318	25,606,472	25,606,472
Debt Othr Financing	385,228	499,600	499,600	489,345	489,345
Inter Depart Charges	902,290	1,003,118	1,003,118	1,092,103	1,057,112
Inter Depart Billing	(587,777)	(704,216)	(704,216)	(810,405)	(774,312)
Transfer Out	562,465	893,424	893,424	966,172	966,172
<b>Total</b>	<b>\$ 26,500,881</b>	<b>\$ 30,113,693</b>	<b>\$ 31,290,129</b>	<b>\$ 33,593,670</b>	<b>\$ 33,687,249</b>

*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 the area median income: priority is given to the elderly, disabled, families with minor children, chronically homeless veterans, and other targeted groups. The number of households receiving Section 8 housing varies based on the area’s market rate rent and HUD’s available funding. It has been averaging upwards of 1900 households. The goal of this service is to provide individuals and families who are at risk of becoming homeless or are currently rent burdened afford stable housing.

*Activities Performed by this Service*

- Housing Assistance Payments: Direct Payments made to landlords to subsidize the market rent to an affordable level based on the participant's income.
- Voucher Administration: Expenses incurred to administer the Section 8 program.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Other-Expenditures	17,995,516	19,753,795	21,924,672	21,708,725	21,735,782
<b>Total</b>	<b>\$ 17,995,516</b>	<b>\$ 19,753,795</b>	<b>\$ 21,924,672</b>	<b>\$ 21,708,725</b>	<b>\$ 21,735,782</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(18,399,503)	(19,753,795)	(21,924,672)	(21,708,725)	(21,708,725)
Personnel	1,311,038	1,391,453	1,476,190	1,654,370	1,683,856
Non-Personnel	16,604,303	18,294,384	20,380,524	19,985,640	19,985,640
Agency Charges	80,175	67,958	67,958	68,715	66,287
<b>Total</b>	<b>\$ (403,986)</b>	<b>\$ -</b>	<b>\$ (0)</b>	<b>\$ -</b>	<b>\$ 27,057</b>

*Service Overview*

**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 742 units of Low Rent Public Housing 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) and 24 Project-Based Voucher Units. 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 and operates within strict compliance of the Fair Housing Act. Residents in CDA housing pay 30 percent of adjusted gross income for rent and utilities.

*Activities Performed by this Service*

- Central Operating Cost Center (COCC): Provides administrative support to the Public Housing program. The COCC collects and screens all program applications and provides policy, procurement, and financial oversight.
- The East Asset Management Project (AMP) comprises 163 units at 4 different physical locations. This activity includes all expenses to manage and maintain the physical property in accordance with federal regulations.
- The West AMP is made up of 269 units in 15 different physical locations. This activity includes all expenses to manage and maintain these properties in accordance with federal regulations.
- The Triangle AMP comprises 224 units in 7 buildings at 1 physical location. This activity includes all expenses to manage and maintain these properties in accordance with federal regulations.
- Karabis Apartments comprises 20 units in 1 building located at the Triangle Site. All of the units in this building are handicapped accessible. This activity includes all expenses needed to manage and maintain this building in accordance with the contract agreement with the Wisconsin Housing and Economic Development Authority (WHEDA).
- Parkside Apartments is made up of 94 units and 1 commercial space in 5 buildings at the Triangle Site. The commercial space is currently leased to Asian Foods. This activity includes all expenses needed to manage and maintain these buildings in accordance with contract agreements with WHEDA.
- The Truax Phase 1 AMP is made up of 71 units in 6 buildings located on the East site and bordering Wright and Straubel Streets. This property includes 47 public housing units and 24 Project Based Section 8 voucher units, all of which are managed by the East Site Manager. This activity includes all tax credit compliance activities as well as all expenses needed to manage and maintain these properties in accordance with federal regulations.
- The Truax Phase 2 AMP comprises 48 units in 3 buildings located on the East Site. This property includes 40 public housing units and 8 Project Based Section 8 Voucher units. The CDA manages 40 units and Porchlight manages 8 units. This activity includes all tax credit compliance activities as well as all expenses needed to manage and maintain these properties in accordance with federal regulations.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Other-Expenditures	8,505,365	10,359,898	9,365,457	11,884,945	11,951,466
<b>Total</b>	<b>\$ 8,505,365</b>	<b>\$ 10,359,898</b>	<b>\$ 9,365,457</b>	<b>\$ 11,884,945</b>	<b>\$ 11,951,466</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(8,101,378)	(10,359,898)	(9,365,457)	(11,884,945)	(11,978,523)
Personnel	3,306,345	3,845,104	3,328,592	3,885,187	3,948,178
Non-Personnel	4,964,683	6,283,850	5,805,921	7,786,775	7,786,775
Agency Charges	234,338	230,944	230,944	212,983	216,514
<b>Total</b>	<b>\$ 403,987</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>(27,057)</b>

**CDA Housing Operations**

**Function: Planning & Development**

*Line Item Detail*

**Agency Primary Fund:** CDA

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Intergov Revenues</b>					
Federal Revenues Operating	(20,140,190)	(20,524,216)	(22,724,216)	(23,188,024)	(23,188,024)
Federal Revenues Capital	-	(2,713,865)	(2,752,570)	(2,891,461)	(2,891,461)
State Revenues Operating	(468,752)	(570,000)	(570,000)	(598,000)	(598,000)
Local Revenues Operating	(1,064)	-	(1,047)	(1,000)	(1,000)
Other Unit Of Gov Revenues Oj	(23,729)	-	(3,955)	(4,000)	(4,000)
<b>Intergov Revenues Total</b>	<b>\$ (20,633,736)</b>	<b>\$ (23,808,081)</b>	<b>\$ (26,051,788)</b>	<b>\$ (26,682,485)</b>	<b>\$ (26,682,485)</b>
<b>Charges For Services</b>					
Miscellaneous Chrgs For Servic	(60,135)	(70,170)	(70,170)	(105,600)	(105,600)
Reimbursement Of Expense	-	(1,000)	(1,000)	(1,000)	(1,000)
Dwelling Rent	(3,513,809)	(3,977,151)	(3,572,593)	(3,764,210)	(3,764,210)
Non Dwelling Rent	(92,528)	(150,356)	(105,220)	(152,561)	(152,561)
<b>Charges For Services Total</b>	<b>\$ (3,666,472)</b>	<b>\$ (4,198,677)</b>	<b>\$ (3,748,983)</b>	<b>\$ (4,023,371)</b>	<b>\$ (4,023,371)</b>
<b>Invest Other Contrib</b>					
Interest	(106,051)	(39,531)	(43,965)	(58,317)	(58,317)
Interest on Leases	(252)	-	-	-	-
Contributions & Donations	(20,000)	-	-	-	-
<b>Invest Other Contrib Total</b>	<b>\$ (126,303)</b>	<b>\$ (39,531)</b>	<b>\$ (43,965)</b>	<b>\$ (58,317)</b>	<b>\$ (58,317)</b>
<b>Misc Revenue</b>					
Insurance Recoveries	(383,712)	-	(16,457)	-	-
Lease Revenue	(16,623)	-	-	-	-
Miscellaneous Revenue	(42,370)	(46,853)	(29,414)	(60,529)	(60,529)
<b>Misc Revenue Total</b>	<b>\$ (442,705)</b>	<b>\$ (46,853)</b>	<b>\$ (45,871)</b>	<b>\$ (60,529)</b>	<b>\$ (60,529)</b>
<b>Other Finance Source</b>					
Sale Of Assets	-	-	(1,870)	-	-
(Gain) Loss On Sale Of Asset	-	-	-	(350,925)	(350,925)
Tax Credit Funding	(25,394)	(25,394)	(25,394)	(25,394)	(25,394)
Fund Balance Applied	(1,043,806)	(1,349,421)	(681,984)	(1,690,211)	(1,783,790)
<b>Other Finance Source Total</b>	<b>\$ (1,069,200)</b>	<b>\$ (1,374,815)</b>	<b>\$ (709,248)</b>	<b>\$ (2,066,530)</b>	<b>\$ (2,160,109)</b>
<b>Transfer In</b>					
Transfer In From CDA	(562,465)	(645,737)	(690,274)	(702,438)	(702,438)
<b>Transfer In Total</b>	<b>\$ (562,465)</b>	<b>\$ (645,737)</b>	<b>\$ (690,274)</b>	<b>\$ (702,438)</b>	<b>\$ (702,438)</b>

**CDA Housing Operations**

**Function: Planning & Development**

*Line Item Detail*

**Agency Primary Fund:** CDA

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Salaries</b>					
Permanent Wages	3,197,633	3,697,826	3,222,637	4,101,976	3,970,519
Salary Savings	-	(114,432)	-	(240,153)	(41,020)
Pending Personnel	-	233,838	-	172,464	176,115
Premium Pay	15,514	14,184	9,617	12,900	12,900
Workers Compensation					
Wages	338	700	700	700	700
Compensated Absence	36,899	20,000	43,534	20,000	20,000
Hourly Wages	49,708	20,413	9,585	34,493	34,493
Overtime Wages Permanent	59,260	59,215	59,215	43,600	43,600
Overtime Wages Hourly	3,371	-	-	100	100
Election Officials Wages	-	50	-	50	50
<b>Salaries Total</b>	<b>\$ 3,362,724</b>	<b>\$ 3,931,795</b>	<b>\$ 3,345,288</b>	<b>\$ 4,146,130</b>	<b>\$ 4,217,458</b>
<b>Benefits</b>					
Comp Absence Escrow	123,536	-	173,038	-	-
Health Insurance Benefit	632,673	683,192	650,439	713,865	752,891
Wage Insurance Benefit	12,479	11,707	11,529	11,275	11,131
WRS	213,185	251,451	223,426	278,935	273,966
FICA Medicare Benefits	247,304	272,548	241,526	303,485	290,721
Post Employment Health Plans	25,481	25,864	26,886	25,866	25,866
Other Post Emplmnt Benefit	-	60,000	132,650	60,000	60,000
<b>Benefits Total</b>	<b>\$ 1,254,658</b>	<b>\$ 1,304,763</b>	<b>\$ 1,459,495</b>	<b>\$ 1,393,427</b>	<b>\$ 1,414,576</b>
<b>Supplies</b>					
Office Supplies	20,580	22,832	22,832	18,375	18,375
Copy Printing Supplies	18,505	21,255	21,255	23,998	23,998
Furniture	19,214	3,915	8,664	5,900	5,900
Hardware Supplies	60,840	66,799	66,799	77,747	77,747
Software Lic & Supplies	27,193	30,984	30,984	28,115	28,115
Postage	43,596	58,415	45,404	57,206	57,206
Program Supplies	699	750	1,854	1,200	1,200
Books & Subscriptions	-	100	100	125	125
Work Supplies	17,860	22,868	17,383	21,700	21,700
Asphalt Repair Materials	1,221	100	100	400	400
Janitorial Supplies	34,192	31,500	21,402	29,550	29,550
Safety Supplies	14,271	16,450	16,450	17,550	17,550
Snow Removal Supplies	2,955	12,850	3,942	10,500	10,500
Uniform Clothing Supplies	4,248	6,400	6,400	8,200	8,200
Food And Beverage	1,113	1,485	1,485	1,720	1,720
Building Supplies	75,477	74,000	74,000	84,500	84,500
Electrical Supplies	29,379	26,490	26,490	25,490	25,490
HVAC Supplies	34,163	27,750	27,750	26,250	26,250
Plumbing Supplies	97,866	82,600	108,500	94,100	94,100
Landscaping Supplies	5,125	4,585	4,585	3,800	3,800
Machinery And Equipment	14,280	127,270	134,819	53,600	53,600
Equipment Supplies	61,302	59,400	72,904	120,400	120,400
<b>Supplies Total</b>	<b>\$ 584,077</b>	<b>\$ 698,798</b>	<b>\$ 714,103</b>	<b>\$ 710,426</b>	<b>\$ 710,426</b>



**CDA Housing Operations**

**Function: Planning & Development**

*Line Item Detail*

**Agency Primary Fund:** CDA

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Purchased Services					
Natural Gas	270,779	253,584	324,138	368,302	368,302
Electricity	384,321	375,930	291,745	383,693	383,693
Water	212,049	244,760	274,011	283,915	283,915
Sewer	207,970	207,675	234,426	268,483	268,483
Stormwater	62,873	72,124	67,747	82,116	82,116
Telephone	45,736	47,217	47,217	43,713	43,713
Cellular Telephone	31,407	37,146	37,146	33,340	33,340
Systems Comm Internet	2,619	2,220	2,228	3,070	3,070
Building Improv Repair Maint	240,527	1,571,905	733,066	1,880,403	1,880,403
Waste Disposal	165,592	143,900	145,781	187,036	187,036
Fire Protection	29,942	42,700	38,579	35,700	35,700
Pest Control	110,354	102,500	101,393	125,740	125,740
Elevator Repair	49,035	45,000	45,000	60,600	60,600
Grounds Improv Repair Maint	102,139	9,500	9,500	5,500	5,500
Landscaping	16,284	85,940	85,940	69,300	69,300
Comm Device Mntc	(52)	-	-	-	-
Equipment Mntc	35,947	24,000	24,000	20,500	20,500
System & Software Mntc	55,208	81,192	81,192	92,414	92,414
Rental Of Equipment	1,769	-	-	-	-
Street Mntc	4,250	-	-	-	-
Recruitment	254	750	151	450	450
Mileage	907	1,502	1,079	1,864	1,864
Conferences & Training	35,204	63,462	63,462	94,450	94,450
Memberships	14,990	14,433	14,433	17,250	17,250
Audit Services	39,895	41,042	44,382	46,460	46,460
Bank Services	58	60	60	60	60
Legal Services	172	5,500	5,755	4,875	4,875
Credit Card Services	4,728	-	-	-	-
Collection Services	-	100	100	100	100
Storage Services	2,827	7,020	6,040	5,140	5,140
Consulting Services	447,033	307,970	618,386	1,008,100	1,008,100
Advertising Services	61	550	150	500	500
Inspection Services	8,170	4,565	5,055	5,315	5,315
Investigative Services	32,861	16,350	26,099	22,800	22,800
Security Services	154,024	229,830	237,339	226,905	226,905
Interpreters Signing Services	-	650	650	650	650
Transportation Services	-	-	353	350	350
Program Services	3,548	870	870	990	990
Other Services & Expenses	486,553	43,420	42,821	63,210	63,210
Grants	5,278	-	5,300	-	-
Comm Agency Contracts	472,015	525,000	525,260	550,000	550,000
Port Housing Assistance Pmts	528,967	-	663,996	550,000	550,000
Housing Assistance Payments	15,405,939	17,600,000	19,000,000	18,700,000	18,700,000
Portable Voucher Adm Fees	37,511	24,000	24,000	30,000	30,000
Bad Debt Expense	20,929	47,250	47,250	44,500	44,500
Property Insurance	227,303	203,945	202,371	227,329	227,329
Taxes & Special Assessments	77,658	-	-	60,000	60,000
Permits & Licenses	1,581	850	850	1,350	1,350
<b>Purchased Services Total</b>	<b>\$ 20,037,217</b>	<b>\$ 22,486,412</b>	<b>\$ 24,079,318</b>	<b>\$ 25,606,472</b>	<b>\$ 25,606,472</b>

**CDA Housing Operations**

Function: **Planning & Development**

Line Item Detail

Agency Primary Fund: CDA

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Debt Othr Financing					
Principal	-	61,519	61,519	61,519	61,519
Interest	165,743	162,477	162,477	167,482	167,482
Paying Agent Services	15,108	14,400	14,400	14,880	14,880
PILOT	204,377	219,400	219,400	229,400	229,400
Contingent Reserve	-	41,804	41,804	16,064	16,064
<b>Debt Othr Financing Total</b>	<b>\$ 385,228</b>	<b>\$ 499,600</b>	<b>\$ 499,600</b>	<b>\$ 489,345</b>	<b>\$ 489,345</b>

Inter Depart Charges

ID Charge From Engineering	80,430	80,430	80,430	80,430	80,430
ID Charge From Fleet Services	68,246	106,059	106,059	97,318	90,814
ID Charge From Insurance	137,575	87,183	87,183	126,212	84,529
ID Charge From Workers Comp	28,262	25,230	25,230	28,285	27,027
ID Charge From CDA Managem	521,297	636,655	636,655	692,058	706,752
ID Charge From CDA Bookkeep	66,480	67,561	67,561	67,800	67,560
<b>Inter Depart Charges Total</b>	<b>\$ 902,290</b>	<b>\$ 1,003,118</b>	<b>\$ 1,003,118</b>	<b>\$ 1,092,103</b>	<b>\$ 1,057,112</b>

Inter Depart Billing

ID Billing To CDA Management	(521,297)	(636,655)	(636,655)	(742,845)	(706,752)
ID Billing To CDA Bookkeeping	(66,480)	(67,561)	(67,561)	(67,560)	(67,560)
<b>Inter Depart Billing Total</b>	<b>\$ (587,777)</b>	<b>\$ (704,216)</b>	<b>\$ (704,216)</b>	<b>\$ (810,405)</b>	<b>\$ (774,312)</b>

Transfer Out

Transfer Out To CDA	562,465	893,424	893,424	966,172	966,172
<b>Transfer Out Total</b>	<b>\$ 562,465</b>	<b>\$ 893,424</b>	<b>\$ 893,424</b>	<b>\$ 966,172</b>	<b>\$ 966,172</b>

**CDA Housing Operations**

**Function: Planning & Development**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
				FTEs	Amount	FTEs	Amount
*CLIENT SERVICES MGR - 18	18	-	-	1.00	97,162	1.00	97,162
ACCOUNTANT 3-18	18	-	-	1.00	101,108	1.00	102,089
ADMIN ANAL 2-18	18	1.00	83,645	-	-	-	-
ADMIN SUPV-18	18	4.00	251,149	3.00	195,745	3.00	197,642
BUILDING MAINT COORD-16	16	3.00	226,852	3.00	246,942	3.00	249,336
CDA ADMISSION-ELIGIBILITY SUP	18	-	-	1.00	80,626	1.00	81,408
CLERK-TYP 2-20	20	1.00	48,901	-	-	-	-
CUSTODIAL WKR 2-16	16	4.00	235,232	4.00	241,558	4.00	243,900
HEARINGS/ACCOM SPEC2-18	18	1.00	73,329	1.00	81,679	1.00	82,471
HSG ASST PROGRAM SUPV-18	18	1.00	90,336	1.00	97,327	1.00	98,271
HSG MAINT WKR-16	16	5.00	305,440	-	-	-	-
HSG MOD GRYS MGR-18	18	1.00	79,954	1.00	89,291	1.00	90,157
HSG OPER ANALYST-18	18	1.00	92,009	1.00	119,655	1.00	120,815
HSG OPER PROG MGR-18	18	1.00	116,006	1.00	129,908	1.00	131,167
HSG SITE MGR-18	18	3.00	258,518	3.00	284,234	3.00	286,989
HSG SPEC 2-20	20	6.00	365,523	6.00	372,602	6.00	376,214
HSG SPEC 3-20	20	1.00	58,324	1.00	62,143	1.00	62,746
HSG SPEC OUTREACH COORD-20	20	0.50	35,086	0.50	37,455	0.50	37,818
INFORMATION CLERK-20	20	3.00	143,640	4.00	207,716	4.00	209,730
MAINT MECH 1-16	16	1.00	56,837	6.00	418,962	6.00	423,024
MAINT MECH 2-16	16	3.00	187,255	3.00	183,523	3.00	185,303
PAINTER-71	71	1.00	69,249	1.00	73,924	1.00	74,640
PROGRAM ASST 1-20	20	5.00	304,922	5.00	330,571	5.00	333,776
PROP OPERATIONS MGR	18	1.00	108,079	1.00	98,163	1.00	99,115
SECTION 8 INSPECTOR-16	16	2.00	132,060	2.00	152,924	2.00	154,406
TENANT SOC SERV COORD-18	18	1.00	71,842	1.00	65,251	1.00	65,883
TENANT SVS AIDE-20	20	4.00	239,467	4.00	260,990	4.00	263,520
		<b>54.50</b>	<b>\$3,633,655</b>	<b>55.50</b>	<b>\$4,029,458</b>	<b>55.50</b>	<b>\$4,067,580</b>

\*The classification of the 1.0 FTE Client Services Manager is pending a position study. This position is budgeted in Compensation Group 18, Range 14. The final classification is subject to change contingent on the result of the position study.

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

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## *Agency Overview*

### Agency Mission

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

### Agency Overview

The Agency provides housing development, management, financing, redevelopment, and rehabilitation as well as neighborhood revitalization. As the City's Housing Authority the CDA is charged with redeveloping areas of unsafe housing to provide appropriate dwelling accommodations for people of various income levels.

### 2024 Budget Highlights

#### Service: Redevelopment

- Increases in revenue from third-party managed properties for Redevelopment activities and increases in reimbursements for debt service for the Village on Park (\$204,086).
- Reduces interest income to be more in line with actuals (\$30,218).
- Reduces miscellaneous revenue due to the Madison Revitalization and Community Development Corporation (MRCDC) management agreement. Revenues include reimbursement for CDA staff time and property insurance payments (\$105,697).
- Final sales at Allied Drive will occur in 2023. Reflects lower revenue than the 2023 Adopted Budget due to the end of sales (\$431,976).
- Increase in purchased services to accommodate staff training needs and increase in property insurance (\$36,256).
- Reduces debt service financing due to property expenses incurred by third party-managed properties being billed directly to the third party (\$683,001).

**CDA Redevelopment**Function: **Planning & Development***Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
CDA	1,376,638	1,232,636	1,676,515	864,900	868,831
<b>Total</b>	<b>\$ 1,376,638</b>	<b>\$ 1,232,636</b>	<b>\$ 1,676,515</b>	<b>\$ 864,900</b>	<b>\$ 868,831</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Redevelopment	1,376,638	1,232,636	1,676,515	864,900	868,831
<b>Total</b>	<b>\$ 1,376,638</b>	<b>\$ 1,232,636</b>	<b>\$ 1,676,515</b>	<b>\$ 864,900</b>	<b>\$ 868,831</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Charges For Services	(91,792)	(116,317)	(146,082)	(536,403)	(536,403)
Invest Other Contrib	(89,725)	(100,218)	(100,218)	(70,000)	(70,000)
Misc Revenue	(1,279,139)	(164,933)	(164,933)	(59,236)	(59,236)
Other Finance Source	84,017	(635,168)	(1,049,281)	(199,261)	(203,192)
Transfer In	-	(216,000)	(216,000)	-	-
<b>Total</b>	<b>\$ (1,376,638)</b>	<b>\$ (1,232,636)</b>	<b>\$ (1,676,515)</b>	<b>\$ (864,900)</b>	<b>\$ (868,831)</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	227,090	328,920	198,632	385,311	387,813
Benefits	51,780	74,056	46,663	96,475	97,903
Supplies	24	1,300	1,300	1,500	1,500
Purchased Services	36,546	72,859	674,419	109,115	109,115
Debt Othr Financing	1,061,198	755,501	755,501	72,500	72,500
Inter Depart Charges	-	-	-	-	-
Transfer Out	-	-	-	200,000	200,000
<b>Total</b>	<b>\$ 1,376,638</b>	<b>\$ 1,232,636</b>	<b>\$ 1,676,515</b>	<b>\$ 864,900</b>	<b>\$ 868,831</b>

**CDA Redevelopment**

Function:

Planning &amp; Development

*Service Overview***Service:** Redevelopment*Service Description*

This service is responsible for the Community Development Authority’s (CDA) housing, economic, and redevelopment initiatives in the City of Madison. CDA Redevelopment is the managing member for Burr Oaks Senior Housing and Revival Ridge Apartments. The CDA is the sole owner of Monona Shores Apartments, Reservoir Apartments, and the Village on Park. The CDA Redevelopment also undertakes Public Housing redevelopment activities through its non-profit arm, Madison Revitalization and Community Development Corporation (MRCDC). The goal of this service is to provide high-quality housing for low income households to strengthen low and moderate income neighborhoods.

*Activities Performed by this Service*

- Housing Asset Management: Oversee contracts with property managers to administer housing projects.
- Commercial Asset Management: Oversee operations at The Village on Park by managing a contract with a property management company.
- Staffing the CDA Board: As a separate public entity, the CDA is governed by a Board of Commissioners. CDA staff and assigned City staff support the operation of the Board and its committees.

*Service Budget by Fund*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Other-Expenditures	1,376,638	1,232,636	1,676,515	864,900	868,831
<b>Total</b>	<b>\$ 1,376,638</b>	<b>\$ 1,232,636</b>	<b>\$ 1,676,515</b>	<b>\$ 864,900</b>	<b>\$ 868,831</b>

*Service Budget by Account Type*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(1,376,638)	(1,232,636)	(1,676,515)	(864,900)	(868,831)
Personnel	278,870	402,976	245,294	481,785	485,716
Non-Personnel	1,097,768	829,660	1,431,220	383,115	383,115
Agency Charges	-	-	-	-	-
<b>Total</b>	<b>\$ (0)</b>	<b>\$ -</b>	<b>\$ (0)</b>	<b>\$ -</b>	<b>\$ (0)</b>

**CDA Redevelopment**

**Function: Planning & Development**

*Line Item Detail*

**Agency Primary Fund:** CDA

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Charges For Services</b>					
Miscellaneous Chrgs For Servic	(82,000)	(39,317)	(59,000)	(276,403)	(276,403)
Development Fees	(9,792)	-	(10,082)	-	-
Reimbursement Of Expense	-	(77,000)	(77,000)	(260,000)	(260,000)
<b>Charges For Services Total</b>	<b>\$ (91,792)</b>	<b>\$ (116,317)</b>	<b>\$ (146,082)</b>	<b>\$ (536,403)</b>	<b>\$ (536,403)</b>
<b>Invest Other Contrib</b>					
Interest	(89,725)	(100,218)	(100,218)	(70,000)	(70,000)
<b>Invest Other Contrib Total</b>	<b>\$ (89,725)</b>	<b>\$ (100,218)</b>	<b>\$ (100,218)</b>	<b>\$ (70,000)</b>	<b>\$ (70,000)</b>
<b>Misc Revenue</b>					
Awards and Damages	(1,200,000)	-	-	-	-
Miscellaneous Revenue	(79,139)	(164,933)	(164,933)	(59,236)	(59,236)
<b>Misc Revenue Total</b>	<b>\$ (1,279,139)</b>	<b>\$ (164,933)</b>	<b>\$ (164,933)</b>	<b>\$ (59,236)</b>	<b>\$ (59,236)</b>
<b>Other Finance Source</b>					
Sale Of Assets	(1,098,005)	(100,000)	(100,000)	-	-
(Gain) Loss On Sale Of Asset	1,182,022	100,000	100,000	-	-
General Obligation Bond Issue	-	(2,066)	(2,066)	-	-
General Obligation Bond Alloc	-	2,066	2,066	-	-
Fund Balance Applied	-	(635,168)	(1,049,281)	(199,261)	(203,192)
<b>Other Finance Source Total</b>	<b>\$ 84,017</b>	<b>\$ (635,168)</b>	<b>\$ (1,049,281)</b>	<b>\$ (199,261)</b>	<b>\$ (203,192)</b>
<b>Transfer In</b>					
Transfer In From CDA	-	(216,000)	(216,000)	-	-
<b>Transfer In Total</b>	<b>\$ -</b>	<b>\$ (216,000)</b>	<b>\$ (216,000)</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Salaries</b>					
Permanent Wages	213,605	293,320	185,032	390,383	383,091
Salary Savings	-	-	-	(12,172)	-
Pending Personnel	-	35,000	-	6,850	4,472
Premium Pay	0	-	-	50	50
Compensated Absence	12,932	-	13,000	-	-
Overtime Wages Permanent	552	600	600	200	200
<b>Salaries Total</b>	<b>\$ 227,090</b>	<b>\$ 328,920</b>	<b>\$ 198,632</b>	<b>\$ 385,311</b>	<b>\$ 387,813</b>
<b>Benefits</b>					
Health Insurance Benefit	22,791	30,802	19,299	39,210	41,475
Wage Insurance Benefit	1,145	1,224	983	1,372	1,353
WRS	12,976	19,946	12,585	26,546	26,433
FICA Medicare Benefits	14,868	22,084	13,796	29,346	28,643
<b>Benefits Total</b>	<b>\$ 51,780</b>	<b>\$ 74,056</b>	<b>\$ 46,663</b>	<b>\$ 96,475</b>	<b>\$ 97,903</b>

**CDA Redevelopment**

**Function: Planning & Development**

*Line Item Detail*

**Agency Primary Fund:** CDA

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Supplies</b>					
Copy Printing Supplies	24	100	100	500	500
Hardware Supplies	-	1,000	1,000	1,000	1,000
Work Supplies	-	200	200	-	-
<b>Supplies Total</b>	<b>\$ 24</b>	<b>\$ 1,300</b>	<b>\$ 1,300</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>
<b>Purchased Services</b>					
Water	3,058	-	852	200	200
Stormwater	1,195	400	966	600	600
Cellular Telephone	45	55	40	195	195
Building Improv Repair Maint	-	4	600,004	-	-
Landscaping	-	-	-	3,000	3,000
System & Software Mntc	1,760	1,800	1,895	2,000	2,000
Recruitment	-	-	-	200	200
Conferences & Training	1,100	3,000	3,000	15,500	15,500
Appraisal Services	-	2,000	2,000	5,000	5,000
Audit Services	13,000	14,000	14,000	14,420	14,420
Other Services & Expenses	18,938	25,000	25,062	-	-
Grants	480	11,600	11,600	-	-
Property Insurance	(4,890)	15,000	15,000	68,000	68,000
Taxes & Special Assessments	1,861	-	-	-	-
<b>Purchased Services Total</b>	<b>\$ 36,546</b>	<b>\$ 72,859</b>	<b>\$ 674,419</b>	<b>\$ 109,115</b>	<b>\$ 109,115</b>
<b>Debt Othr Financing</b>					
Principal	-	527,486	527,486	-	-
Interest	65,594	130,741	130,741	72,000	72,000
Paying Agent Services	500	1,500	1,500	500	500
PILOT	-	62,000	62,000	-	-
Fund Balance Generated	995,104	33,774	33,774	-	-
<b>Debt Othr Financing Total</b>	<b>\$ 1,061,198</b>	<b>\$ 755,501</b>	<b>\$ 755,501</b>	<b>\$ 72,500</b>	<b>\$ 72,500</b>
<b>Inter Depart Charges</b>					
ID Charge From CDA Managem	-	-	-	-	-
<b>Inter Depart Charges Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Transfer Out</b>					
Transfer Out To Debt Service	-	-	-	200,000	200,000
<b>Transfer Out Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>



**CDA Redevelopment**

**Function: Planning & Development**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
CDA EXECUTIVE DIR-21	21	1.00	96,348	1.00	102,852	1.00	103,849
REAL ESTATE DEV SPEC 4-18	18	1.00	91,956	1.00	102,852	1.00	103,849
		<b>2.00</b>	<b>\$188,304</b>	<b>2.00</b>	<b>\$205,703</b>	<b>2.00</b>	<b>\$207,697</b>

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

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## Agency Overview

### Agency Mission

The mission of the Community Development Division (CDD) 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, improving economic opportunities, promoting and supporting healthy, thriving neighborhoods; expanding access to quality childcare for all children; supporting programming designed to enhance the quality of life for children and families; and promoting successful aging of Madison's older adults.

### 2024 Budget Highlights

#### Service: Affordable Housing

- Adds \$300,000 in General Fund support to continue shelter operations. Also reflects the end of one-time \$2.0 million General Fund seed money allocated in the 2023 Adopted Operating Budget for the endowment to continuously fund operational costs relating to services for unsheltered individuals (Net decrease: \$1.7 million).
- Includes \$100,000 for homeownership classes in south Madison. Classes are funded through a transfer in from the capital fund, using proceeds from Owl Creek lot sales that have been deposited in the General Land Acquisition Fund. Proceeds for homeownership classes will be available through 2024.
- Reduces grant funding to reflect the end of one-time \$35.0 million appropriation from the U.S. Treasury for the Emergency Rental Assistance 2 Program (ERA2) allocated in 2023. Any unexpended funds will continue to be used for direct rental assistance, housing stability services, and program administration, as allowable under Treasury guidelines.
- Reduces the number of full-time, limited term Clerk positions by 2.00 due to the administration of emergency rental assistance being centered in community agencies. Total number of FTEs reduced to 43.00.

#### Service: Community Support Services

- Increases the community agency contract allocation by 5% in each of the following areas: Early Child Care, School-Age Youth, and Older Adults Services (Net increase: \$146,000).
- Decreases contributions and miscellaneous revenue from the Senior Center Foundation (\$27,000).
- Reallocates funds from purchased services to supplies for the installation of IT equipment at the Madison Senior Center (\$15,800).

#### Service: Economic Development & Employment Opportunities

- Decreases revenues and expenses related to the 2024 allocation of the Cities for Financial Empowerment Youth Employment grant (Net decrease: \$20,000).

#### Service: Overall Program Administration

- Budget maintains current level of service.

#### Service: Strong Healthy Neighborhoods

- Budget maintains current level of service.

American Rescue Plan Act (ARPA): See Overview section for proposed reallocations of ARPA funding within CDD.

**Community Development**Function: **Planning & Development***Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	13,852,413	18,850,950	18,657,236	14,963,445	15,511,407
Community Development Grants	6,511,531	9,098,745	19,404,182	8,506,336	8,523,738
Other Grants	49,151,907	31,160,920	35,378,161	179,926	183,008
<b>Total</b>	<b>\$ 69,515,851</b>	<b>\$ 59,110,616</b>	<b>\$ 73,439,579</b>	<b>\$ 23,649,707</b>	<b>\$ 24,218,153</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Affordable Housing	55,229,546	44,575,622	57,363,500	9,254,488	9,572,697
Community Support Services	8,532,491	8,258,097	8,866,928	8,304,578	8,489,988
Econ Dev And Emp Opportunities	3,047,410	3,027,538	3,647,046	2,948,431	2,991,997
Overall Program Administration	1,131,954	1,122,249	1,520,002	1,227,753	1,243,900
Strong Healthy Neighborhoods	1,574,451	2,127,110	2,042,103	1,914,456	1,919,570
	<b>\$ 69,515,851</b>	<b>\$ 59,110,616</b>	<b>\$ 73,439,579</b>	<b>\$ 23,649,707</b>	<b>\$ 24,218,153</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Intergov Revenues	(233,103)	(84,643)	(84,643)	(84,643)	(84,643)
Charges For Services	(11,100)	(21,000)	(21,000)	(21,000)	(21,000)
Invest Other Contrib	(163,478)	(196,280)	(253,280)	(98,480)	(98,480)
Misc Revenue	(94,746)	(113,000)	(124,700)	(113,000)	(73,000)
Transfer In	(1,502)	(100,000)	(100,000)	(100,000)	(100,000)
<b>Total</b>	<b>\$ (503,928)</b>	<b>\$ (514,923)</b>	<b>\$ (583,623)</b>	<b>\$ (417,123)</b>	<b>\$ (377,123)</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	2,974,500	3,488,102	3,337,411	3,571,902	3,608,255
Benefits	985,362	1,069,094	973,060	1,072,896	1,118,989
Supplies	(2,774)	40,400	7,197,227	55,950	55,950
Purchased Services	65,973,191	54,937,840	62,425,402	19,273,650	19,719,650
Debt Othr Financing	15,184	48,286	48,286	48,286	48,286
Inter Depart Charges	545,467	291,142	291,142	441,384	441,384
Inter Depart Billing	(527,557)	(279,732)	(279,732)	(415,644)	(415,644)
Transfer Out	56,406	30,406	30,406	18,406	18,406
<b>Total</b>	<b>\$ 70,019,779</b>	<b>\$ 59,625,539</b>	<b>\$ 74,023,202</b>	<b>\$ 24,066,830</b>	<b>\$ 24,595,276</b>

*Service Overview*

**Service:** Affordable Housing

Service Description

This service supports partnerships between the City and both non-profit and for-profit partners in efforts to preserve, improve, and expand the supply of affordable housing for homeowners and for renters. Funds are made available to support the rehabilitation of existing owner-occupied housing and to develop new owner-occupied and rental housing. Funds are also used to help improve housing stability for homebuyers, renters, persons experiencing homelessness, and special needs populations through homebuyer assistance, homeless services, and other housing resources. The goal of this service is to ensure that decent, safe, sanitary, and affordable housing opportunities are available to low- and moderate-income households; part of a broader strategy to enhance the stability of households, neighborhoods, and communities.

Activities Performed by this Service

- **Housing Supply:** Provide loans to help finance the development of new rental and owner-occupied housing and rehabilitation of existing housing stock.
- **Housing Assistance:** Offer support for home purchases, homebuyer education, tenant services fair housing practices, and other services that assist tenants, homeless, and special needs populations.

Service Budget by Fund

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	2,108,062	6,399,749	6,395,625	2,463,635	2,769,333
Other-Expenditures	53,121,484	38,175,873	50,967,875	6,790,854	6,803,364
<b>Total</b>	<b>\$ 55,229,546</b>	<b>\$ 44,575,622</b>	<b>\$ 57,363,500</b>	<b>\$ 9,254,488</b>	<b>\$ 9,572,697</b>

Service Budget by Account Type

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(280,438)	(229,643)	(241,343)	(189,643)	(189,643)
Personnel	797,771	1,100,024	998,731	1,046,341	1,064,550
Non-Personnel	54,712,213	43,705,241	56,606,112	8,397,790	8,697,790
<b>Total</b>	<b>\$ 55,229,546</b>	<b>\$ 44,575,622</b>	<b>\$ 57,363,500</b>	<b>\$ 9,254,488</b>	<b>\$ 9,572,697</b>

*Service Overview*

**Service:** Community Support Services

Service Description

This service supports the network of community services providers in Madison and, primarily through them, seeks to improve residents' access to resources and opportunities that can help them reach their full potential. The service includes multiple program areas: (1) Early Childhood Care Services and Support, (2) Child and Youth Programming, (3) Madison Senior Center and Older Adult Services, (4) Crisis Intervention and Prevention Services, and (5) Community Engagement efforts such as those connected to targeted funding, like that awarded by the Department of Justice's Bureau of Justice Assistance (BJA) to support data-driven, comprehensive, and community-oriented strategies to reduce crime. Agencies funded under this service also receive technical assistance, collaborative planning, and consultative support from CDD staff. Through this service, CDD seeks to foster and support a continuum of services that promote positive youth development, enhance individual and household stability, and ensure equitable access to resources.

Activities Performed by this Service

- **Crisis Intervention & Prevention:** Offer financial and other support to community-based organizations that provide services and resources to persons affected by domestic violence, childhood trauma, sexual assault, youth homelessness, chronic impoverishment or past incarceration.
- **Child Care:** Work with local child care providers to improve the quality and capacity of early childhood care services through on-site accreditation, support and training, and provide financial subsidies to help low-income households pay for quality child care.
- **Children and Families:** Offer financial and other support to community-based organizations that provide early childhood and elementary school aged programming.
- **Youth Services:** Administer contracts with community partners to provide out-of-school time programming for middle and high school youth and coordinate the Madison-Area Out-of- School Time (MOST) initiative.
- **Older Adults and Aging:** Offer financial and other assistance to community-based organizations that provide essential services to older adults.
- **Madison Senior Center:** Operate a facility devoted to supporting activities, events, and services that promote successful aging to Madison's population of older adults.
- **Byrne Criminal Justice Initiative:** In partnership with Madison Dane County Public Health, and the Madison Police Department, administer a U.S. Department of Justice grant to develop a multi-stakeholder, cross-sector plan to improve public safety in Downtown Madison and to implement evidence-based programming & activities to achieve project goals.

Service Budget by Fund

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	7,981,108	8,154,756	7,826,181	8,191,536	8,374,571
Other-Expenditures	551,383	103,341	1,040,747	113,042	115,417
<b>Total</b>	<b>\$ 8,532,491</b>	<b>\$ 8,258,097</b>	<b>\$ 8,866,928</b>	<b>\$ 8,304,578</b>	<b>\$ 8,489,988</b>

Service Budget by Account Type

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(43,795)	(138,030)	(138,030)	(126,480)	(126,480)
Personnel	1,929,169	2,127,123	2,037,788	2,169,884	2,209,294
Non-Personnel	6,639,240	6,261,127	6,959,293	6,253,297	6,399,297
Agency Charges	7,877	7,877	7,877	7,877	7,877
<b>Total</b>	<b>\$ 8,532,491</b>	<b>\$ 8,258,097</b>	<b>\$ 8,866,928</b>	<b>\$ 8,304,578</b>	<b>\$ 8,489,988</b>

*Service Overview*

**Service:** Econ Dev And Emp Opportunities

Service Description

This service offers financial and technical assistance to small businesses and entrepreneurs. It also assists youth and adults who face barriers to employment by supporting a network of local agencies that offer job and career training, skill development, and other related services. The goal of this service is to improve economic opportunities for job seekers, entrepreneurs, and small business owners.

Activities Performed by this Service

- Job Creation and Community Business Development: Offer loans to small businesses to help finance projects that create new jobs.
- Small Business (Micro-enterprise) Development: Provide technical assistance and small loans to entrepreneurs seeking to start new businesses.
- Adult Employment & Training: Support community partners that offer a range of employment training, job readiness and career development services to adults who face obstacles to gainful employment.
- Young Adult Employment & Training: Support community partners that provide young adults (ages 18-26) with age-appropriate employment, employment training, and job coaching opportunities.
- Youth Employment & Training: Support community partners that provide youth (ages 14-21) with age-appropriate employment, employment training, and job coaching opportunities.

Service Budget by Fund

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	1,874,917	2,220,442	2,222,600	2,137,017	2,179,879
Other-Expenditures	1,172,493	807,096	1,424,446	811,414	812,118
<b>Total</b>	<b>\$ 3,047,410</b>	<b>\$ 3,027,538</b>	<b>\$ 3,647,046</b>	<b>\$ 2,948,431</b>	<b>\$ 2,991,997</b>

Service Budget by Account Type

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(118,074)	(126,250)	(183,250)	(80,000)	(40,000)
Personnel	180,031	194,475	192,894	189,708	193,274
Non-Personnel	3,138,453	3,123,023	3,801,112	3,002,433	3,002,433
Agency Charges	(153,000)	(163,710)	(163,710)	(163,710)	(163,710)
<b>Total</b>	<b>\$ 3,047,410</b>	<b>\$ 3,027,538</b>	<b>\$ 3,647,046</b>	<b>\$ 2,948,431</b>	<b>\$ 2,991,997</b>

**Community Development**

Function:

**Planning & Development***Service Overview***Service:** Overall Program Administration*Service Description*

This service supports general management and administrative functions within the Community Development Division, including staff's participation in citywide efforts and initiatives not specifically tied to one of the other services. The goal of this service is to respond to community needs by strengthening collaboration among community partners and providing effective and efficient coordination of City funding and resources.

*Activities Performed by this Service*

- **Direct Administration & Support Services:** Provide overall staffing, budgeting, and operational support to the Division within the Community Development Block Grant (CDBG), Child Care, Community Resources, and Administration units.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	739,145	794,331	972,633	885,051	897,127
Other-Expenditures	392,808	327,918	547,369	342,702	346,773
<b>Total</b>	<b>\$ 1,131,954</b>	<b>\$ 1,122,249</b>	<b>\$ 1,520,002</b>	<b>\$ 1,227,753</b>	<b>\$ 1,243,900</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(39,000)	-	-	-	-
Personnel	844,917	845,155	874,747	940,184	956,331
Non-Personnel	204,504	156,351	524,512	152,496	152,496
Agency Charges	121,533	120,743	120,743	135,073	135,073
<b>Total</b>	<b>\$ 1,131,954</b>	<b>\$ 1,122,249</b>	<b>\$ 1,520,002</b>	<b>\$ 1,227,753</b>	<b>\$ 1,243,900</b>

*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, and other facilities that provide public benefit. It also supports other neighborhood-based planning and revitalization efforts. The goal of the service is to strengthen neighborhoods and build community by bringing people of diverse backgrounds together.

*Activities Performed by this Service*

- **Neighborhood Centers:** Provide non-program specific support to neighborhood centers and for other community focal points.
- **Capital Improvements for Community Organizations:** Offer loans to non-profit community partners to help finance capital projects that create, expand or improve community facilities that benefit public users.
- **Neighborhood Revitalization Plans and Projects:** Work with neighborhood residents to develop specialized neighborhood plans that contribute to revitalization efforts and/or community improvements.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	1,149,181	1,281,672	1,240,197	1,286,205	1,290,496
Other-Expenditures	425,270	845,438	801,906	628,251	629,074
<b>Total</b>	<b>\$ 1,574,451</b>	<b>\$ 2,127,110</b>	<b>\$ 2,042,103</b>	<b>\$ 1,914,456</b>	<b>\$ 1,919,570</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(22,622)	(21,000)	(21,000)	(21,000)	(21,000)
Personnel	207,975	290,419	206,311	298,680	303,794
Non-Personnel	1,347,598	1,811,191	1,810,293	1,590,276	1,590,276
Agency Charges	41,500	46,500	46,500	46,500	46,500
<b>Total</b>	<b>\$ 1,574,451</b>	<b>\$ 2,127,110</b>	<b>\$ 2,042,103</b>	<b>\$ 1,914,456</b>	<b>\$ 1,919,570</b>



**Community Development**

**Function: Planning & Development**

*Line Item Detail*

**Agency Primary Fund:** General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Intergov Revenues</b>					
Other Unit Of Gov Revenues Oj	(233,103)	(84,643)	(84,643)	(84,643)	(84,643)
<b>Intergov Revenues Total</b>	<b>\$ (233,103)</b>	<b>\$ (84,643)</b>	<b>\$ (84,643)</b>	<b>\$ (84,643)</b>	<b>\$ (84,643)</b>
<b>Charges For Services</b>					
Facility Rental	(3,765)	(16,000)	(16,000)	(16,000)	(16,000)
Application Service Fees	(7,335)	(5,000)	(5,000)	(5,000)	(5,000)
<b>Charges For Services Total</b>	<b>\$ (11,100)</b>	<b>\$ (21,000)</b>	<b>\$ (21,000)</b>	<b>\$ (21,000)</b>	<b>\$ (21,000)</b>
<b>Invest Other Contrib</b>					
Contributions & Donations	(163,478)	(196,280)	(253,280)	(98,480)	(98,480)
<b>Invest Other Contrib Total</b>	<b>\$ (163,478)</b>	<b>\$ (196,280)</b>	<b>\$ (253,280)</b>	<b>\$ (98,480)</b>	<b>\$ (98,480)</b>
<b>Misc Revenue</b>					
Miscellaneous Revenue	(94,746)	(113,000)	(124,700)	(113,000)	(73,000)
<b>Misc Revenue Total</b>	<b>\$ (94,746)</b>	<b>\$ (113,000)</b>	<b>\$ (124,700)</b>	<b>\$ (113,000)</b>	<b>\$ (73,000)</b>
<b>Transfer In</b>					
Transfer In From Capital Proj	-	(100,000)	(100,000)	(100,000)	(100,000)
Transfer In From Insurance	(1,502)	-	-	-	-
<b>Transfer In Total</b>	<b>\$ (1,502)</b>	<b>\$ (100,000)</b>	<b>\$ (100,000)</b>	<b>\$ (100,000)</b>	<b>\$ (100,000)</b>
<b>Salaries</b>					
Permanent Wages	2,270,107	2,551,055	2,364,487	2,742,269	2,768,855
Salary Savings	-	(63,589)	-	(17,691)	(17,691)
Pending Personnel	-	-	-	-	695
Premium Pay	1,862	-	5,285	-	-
Compensated Absence	20,663	-	-	-	-
Hourly Wages	44,867	55,000	50,000	55,000	55,000
Overtime Wages Permanent	1,246	7,618	619	7,618	7,618
Election Officials Wages	306	-	321	-	-
Budget Efficiencies	-	-	-	(151,146)	(151,146)
<b>Salaries Total</b>	<b>\$ 2,339,050</b>	<b>\$ 2,550,084</b>	<b>\$ 2,420,712</b>	<b>\$ 2,636,050</b>	<b>\$ 2,663,331</b>
<b>Benefits</b>					
Comp Absence Escrow	39,556	-	-	-	-
Health Insurance Benefit	365,076	396,427	375,178	397,817	427,285
Wage Insurance Benefit	10,030	10,681	8,920	8,888	8,888
WRS	149,331	173,472	161,719	186,475	191,051
FICA Medicare Benefits	173,184	189,881	175,629	204,796	205,433
Post Employment Health Plans	7,385	7,495	7,204	7,564	7,564
<b>Benefits Total</b>	<b>\$ 744,563</b>	<b>\$ 777,956</b>	<b>\$ 728,649</b>	<b>\$ 805,539</b>	<b>\$ 840,220</b>

**Community Development**

**Function: Planning & Development**

*Line Item Detail*

**Agency Primary Fund:** General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Supplies					
Office Supplies	2,596	2,650	2,157	2,350	2,350
Copy Printing Supplies	5,573	2,700	8,202	2,700	2,700
Furniture	97	250	-	250	250
Hardware Supplies	11,210	14,500	14,500	14,500	14,500
Software Lic & Supplies	500	100	-	-	-
Postage	4,328	3,400	4,780	3,000	3,000
Program Supplies	2,099	2,200	2,297	2,200	2,200
Books & Subscriptions	611	1,000	1,000	900	900
Work Supplies	1,266	1,100	1,100	1,200	1,200
Janitorial Supplies	3,423	3,200	3,200	3,200	3,200
Food And Beverage	972	1,200	1,200	1,200	1,200
Building Supplies	621	550	550	17,150	17,150
Equipment Supplies	33	-	-	-	-
<b>Supplies Total</b>	<b>\$ 33,330</b>	<b>\$ 32,850</b>	<b>\$ 38,985</b>	<b>\$ 48,650</b>	<b>\$ 48,650</b>

Purchased Services					
Natural Gas	3,985	2,660	4,245	3,059	3,059
Electricity	26,323	27,825	27,825	27,866	27,866
Water	3,162	3,000	3,416	3,930	3,930
Stormwater	41	-	1,314	-	-
Telephone	2,456	1,500	2,937	1,000	1,000
Cellular Telephone	2,033	-	2,009	-	-
Building Improv Repair Maint	17,030	15,500	19,283	11,000	11,000
Waste Disposal	613	1,596	1,106	2,313	2,313
Pest Control	373	360	154	360	360
Elevator Repair	1,876	1,920	3,453	1,920	1,920
Facility Rental	-	82,957	63,202	86,113	86,113
Custodial Bldg Use Charges	14,400	14,688	14,400	14,400	14,400
Process Fees Recyclables	-	-	1,111	-	-
Equipment Mntc	4,801	4,000	2,156	4,000	4,000
System & Software Mntc	6,025	1,780	1,845	5,290	5,290
Rental Of Equipment	73	50	58	80	80
Recruitment	539	4,100	700	4,100	4,100
Mileage	-	50	-	-	-
Conferences & Training	25,453	23,394	23,318	22,994	22,994
Memberships	1,852	1,650	618	900	900
Credit Card Services	261	180	311	180	180
Storage Services	851	285	-	1,200	1,200
Consulting Services	864	360	150,684	290	290
Advertising Services	1,272	7,000	403	4,000	4,000
Printing Services	2,485	1,600	2,973	1,600	1,600
Parking Towing Services	399	500	225	750	750
Transportation Services	675	3,000	-	3,000	3,000
Catering Vending Services	1,158	2,000	-	1,700	1,700
Program Services	551,868	549,500	400,373	550,500	550,500
Other Services & Expenses	119,702	2,050,900	2,108,900	11,700	11,700
Grants	160,763	2,208,007	2,208,007	181,007	181,007
Comm Agency Contracts	10,286,919	10,888,894	10,888,894	10,824,539	11,270,539
Loans	-	100,000	100,000	100,000	100,000
Taxes & Special Assessments	8,540	-	12,570	-	-
Permits & Licenses	1,015	570	865	1,050	1,050
<b>Purchased Services Total</b>	<b>\$ 11,247,804</b>	<b>\$ 15,999,826</b>	<b>\$ 16,047,355</b>	<b>\$ 11,870,841</b>	<b>\$ 12,316,841</b>

**Community Development**

**Function: Planning & Development**

*Line Item Detail*

**Agency Primary Fund:** General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Debt Othr Financing					
Interest	15,184	35,248	35,248	35,248	35,248
<b>Debt Othr Financing Total</b>	<b>\$ 15,184</b>	<b>\$ 35,248</b>	<b>\$ 35,248</b>	<b>\$ 35,248</b>	<b>\$ 35,248</b>
Inter Depart Charges					
ID Charge From Engineering	97,677	102,677	102,677	102,677	102,677
ID Charge From Insurance	29,044	27,941	27,941	42,607	42,607
ID Charge From Workers Comp	2,689	3,002	3,002	2,665	2,666
<b>Inter Depart Charges Total</b>	<b>\$ 129,410</b>	<b>\$ 133,620</b>	<b>\$ 133,620</b>	<b>\$ 147,950</b>	<b>\$ 147,950</b>
Inter Depart Billing					
ID Billing To Stormwater	(153,000)	(163,710)	(163,710)	(163,710)	(163,710)
<b>Inter Depart Billing Total</b>	<b>\$ (153,000)</b>	<b>\$ (163,710)</b>	<b>\$ (163,710)</b>	<b>\$ (163,710)</b>	<b>\$ (163,710)</b>

**Community Development**

**Function: Planning & Development**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
				FTEs	Amount	FTEs	Amount
ACCT TECH 3-20	20	1.00	77,627	1.00	82,866	1.00	83,670
ADMIN SUPV-18	18	1.00	74,919	1.00	79,976	1.00	80,752
CHILD CARE PROG SPEC 2-18	18	4.00	344,338	4.00	361,353	4.00	364,856
CHILD CARE PROG SPEC 3-18	18	2.00	169,799	2.00	183,939	2.00	185,723
CLERK 1-20	20	2.00	82,356	-	-	-	-
CLERK-TYP 2-20	20	1.00	55,812	1.00	60,131	1.00	60,714
COM DEV TECH 2-20	20	3.00	225,256	3.00	241,200	3.00	243,538
COMM DEV DIV DIR-21	21	1.00	144,238	1.00	158,742	1.00	160,281
COMM DEV GRTS SUPV-18	18	1.00	122,966	1.00	133,743	1.00	135,040
COMM DEV PROG MGR-18	18	2.00	197,329	2.00	220,551	2.00	222,689
COMM DEV SPEC 1-18	18	2.00	129,969	2.00	144,616	2.00	146,018
COMM DEV SPEC 2-18	18	10.00	751,570	10.00	833,474	10.00	841,554
COMM DEV SPEC 3-18	18	3.00	240,437	3.00	259,347	3.00	261,861
COMM DEV SPEC 4-18	18	1.00	113,099	1.00	120,733	1.00	121,904
CUSTODIAL WKR 2-16	16	1.00	50,656	1.00	55,493	1.00	56,031
HSG REHAB SPEC-18	18	2.00	164,170	2.00	178,284	2.00	180,012
MENTAL HEALTH SPECIALIST	18	1.00	76,514	1.00	89,291	1.00	90,157
PLANNER 2-18	18	1.00	83,645	1.00	91,970	1.00	92,861
PROGRAM ASST 1-20	20	3.00	176,437	3.00	191,447	3.00	193,303
S.C. VOLUNTEER COORD-20	20	1.00	63,234	1.00	67,502	1.00	68,157
SENIOR CTR DIR-18	18	1.00	112,089	1.00	89,291	1.00	90,157
SR CTR PROG COORD-18	18	1.00	72,602	1.00	77,503	1.00	78,254
		<b>45.00</b>	<b>\$3,529,061</b>	<b>43.00</b>	<b>\$3,721,453</b>	<b>43.00</b>	<b>\$3,757,532</b>

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.

# Economic Development Division

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## *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. This work aims to foster prosperity and ensure it is broadly shared.

### Agency Overview

The Agency is responsible for overseeing all City real estate transactions and providing 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, particularly in response to economic effects of COVID-19, and supporting an increasing number of real estate projects.

### 2024 Budget Highlights

#### Service: Food Policy & Programming

- Budget maintains current level of service.

#### Service: Office of Business Resources

- Budget maintains current level of service.

#### Service: Office of Real Estate Services

- Budget maintains current level of service.

American Rescue Plan Act (ARPA): See Overview section for proposed reallocations of ARPA funding within EDD.

**Economic Development**Function: **Planning & Development***Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	1,928,991	2,324,802	1,954,467	2,466,210	2,500,710
<b>Total</b>	<b>\$ 1,928,991</b>	<b>\$ 2,324,802</b>	<b>\$ 1,954,467</b>	<b>\$ 2,466,210</b>	<b>\$ 2,500,710</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Food Policy & Programming	286,625	330,234	299,025	331,996	335,113
Office Of Business Resources	839,353	961,152	901,764	1,023,181	1,037,386
Office Of Real Estate Services	803,013	1,033,416	753,677	1,111,033	1,128,210
<b>Total</b>	<b>\$ 1,928,991</b>	<b>\$ 2,324,802</b>	<b>\$ 1,954,467</b>	<b>\$ 2,466,210</b>	<b>\$ 2,500,710</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
	-	-	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	1,220,980	1,503,182	1,219,527	1,627,378	1,643,503
Benefits	356,730	434,054	345,468	445,821	464,195
Supplies	10,501	17,100	11,599	14,100	14,100
Purchased Services	279,900	309,250	316,656	312,250	312,250
Inter Depart Charges	60,880	61,216	61,216	66,661	66,662
<b>Total</b>	<b>\$ 1,928,991</b>	<b>\$ 2,324,802</b>	<b>\$ 1,954,467</b>	<b>\$ 2,466,210</b>	<b>\$ 2,500,710</b>

*Service Overview*

**Service:** Food Policy & Programming

*Service Description*

This service oversees food policy and programming for the City, including the Summer Meals program, Community Gardens Partnership, the Madison Food Policy Council, MadMarket, and the SEED Grants. The goal of the service is to improve food access and the food system in the City.

*Activities Performed by this Service*

- Summer Meals Program: Provide support for summer food programming offered through the Parks system.
- Community Gardens Partnership: Work with Community GroundWorks and Dane County UW-Extension to provide operations and support of community gardens programming.
- Double Dollar Program: Oversee the contract 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.
- SEED Grants: Coordinate with the Madison Food Policy Council’s grant program providing funding for projects geared towards improving Madison’s regional food system through improving food access.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	286,625	330,234	299,025	331,996	335,113
<b>Total</b>	<b>\$ 286,625</b>	<b>\$ 330,234</b>	<b>\$ 299,025</b>	<b>\$ 331,996</b>	<b>\$ 335,113</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	-	-	-	-	-
Personnel	145,805	158,459	132,885	166,221	169,338
Non-Personnel	140,820	171,775	166,140	165,775	165,775
Agency Charges	-	-	-	-	-
<b>Total</b>	<b>\$ 286,625</b>	<b>\$ 330,234</b>	<b>\$ 299,025</b>	<b>\$ 331,996</b>	<b>\$ 335,113</b>

*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 grow the local economy.

Activities Performed by this Service

- Vending: Management of the City's Street Vending and Sidewalk Cafe programs.
- Economic Development Assistance: Direct work with entrepreneurs and businesses interested in investing in Madison, as well as managing economic development programs and projects.

Service Budget by Fund

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	839,353	961,152	901,764	1,023,181	1,037,386
<b>Total</b>	<b>\$ 839,353</b>	<b>\$ 961,152</b>	<b>\$ 901,764</b>	<b>\$ 1,023,181</b>	<b>\$ 1,037,386</b>

Service Budget by Account Type

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Personnel	692,614	818,978	745,371	875,007	889,212
Non-Personnel	122,365	117,800	132,019	123,800	123,800
Agency Charges	24,374	24,374	24,374	24,374	24,374
<b>Total</b>	<b>\$ 839,353</b>	<b>\$ 961,152</b>	<b>\$ 901,764</b>	<b>\$ 1,023,181</b>	<b>\$ 1,037,386</b>



*Service Overview*

**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.

*Activities Performed by this Service*

- Real Estate Acquisition and Disposal: Acquire all real estate needed by City agencies; expedite the implementation of redevelopment activities; lease and manage City buildings and land held for future projects; inventory City lands and sell surplus properties in concert with neighborhood sale criteria committees; investigate, evaluate, and protect the titles to City lands through numerous permitting, appraisal, and authorization procedures.
- Tax Incremental Financing (TIF) Administration: Coordinate the City’s TIF program and the financial assistance towards public infrastructure construction and development opportunities.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	803,013	1,033,416	753,677	1,111,033	1,128,210
<b>Total</b>	<b>\$ 803,013</b>	<b>\$ 1,033,416</b>	<b>\$ 753,677</b>	<b>\$ 1,111,033</b>	<b>\$ 1,128,210</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Personnel	739,291	959,799	686,739	1,031,971	1,049,147
Non-Personnel	27,216	36,775	30,096	36,775	36,775
Agency Charges	36,506	36,842	36,842	42,287	42,288
<b>Total</b>	<b>\$ 803,013</b>	<b>\$ 1,033,416</b>	<b>\$ 753,677</b>	<b>\$ 1,111,033</b>	<b>\$ 1,128,210</b>

**Economic Development**

**Function: Planning & Development**

*Line Item Detail*

**Agency Primary Fund:** General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Salaries</b>					
Permanent Wages	1,202,967	1,513,725	1,184,396	1,641,297	1,657,209
Salary Savings	-	(29,741)	-	(8,206)	(8,206)
Pending Personnel	-	-	-	-	213
Premium Pay	31	17,090	17,108	17,090	17,090
Compensated Absence	7,971	-	8,000	-	-
Overtime Wages Permanent	9,252	2,108	9,636	2,108	2,108
Election Officials Wages	758	-	388	-	-
Budget Efficiencies	-	-	-	(24,911)	(24,911)
<b>Salaries Total</b>	<b>\$ 1,220,980</b>	<b>\$ 1,503,182</b>	<b>\$ 1,219,527</b>	<b>\$ 1,627,378</b>	<b>\$ 1,643,503</b>
<b>Benefits</b>					
Health Insurance Benefit	179,093	209,977	170,014	203,549	218,626
Wage Insurance Benefit	4,258	5,064	3,253	3,967	3,967
WRS	79,605	102,934	80,669	111,609	114,348
FICA Medicare Benefits	90,502	112,758	87,637	122,607	123,165
Post Employment Health Plans	3,272	3,321	3,894	4,089	4,089
<b>Benefits Total</b>	<b>\$ 356,730</b>	<b>\$ 434,054</b>	<b>\$ 345,468</b>	<b>\$ 445,821</b>	<b>\$ 464,195</b>
<b>Supplies</b>					
Office Supplies	1,239	2,750	750	3,750	3,750
Copy Printing Supplies	968	1,350	1,226	2,350	2,350
Furniture	3,502	1,500	-	1,500	1,500
Hardware Supplies	-	1,100	350	1,100	1,100
Software Lic & Supplies	62	700	700	700	700
Postage	4,730	3,700	8,573	4,700	4,700
Work Supplies	-	6,000	-	-	-
<b>Supplies Total</b>	<b>\$ 10,501</b>	<b>\$ 17,100</b>	<b>\$ 11,599</b>	<b>\$ 14,100</b>	<b>\$ 14,100</b>

**Economic Development**

**Function: Planning & Development**

*Line Item Detail*

**Agency Primary Fund:** General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Purchased Services					
Electricity	312	-	227	-	-
Stormwater	39	-	206	-	-
Telephone	702	-	559	-	-
Cellular Telephone	480	480	432	480	480
System & Software Mntc	7,565	6,300	4,374	6,300	6,300
Recruitment	50	1,000	-	1,000	1,000
Mileage	56	325	805	325	325
Conferences & Training	11,339	17,425	26,078	19,425	19,425
Memberships	26,009	24,400	24,656	24,400	24,400
Storage Services	2,611	3,000	3,000	3,000	3,000
Mortgage & Title Services	6,705	6,000	6,000	6,000	6,000
Management Services	757	1,275	1,275	1,275	1,275
Advertising Services	4,673	7,820	7,820	7,820	7,820
Printing Services	-	1,500	1,500	2,500	2,500
Other Services & Expenses	206,101	189,725	169,725	189,725	189,725
Grants	12,500	50,000	70,000	50,000	50,000
<b>Purchased Services Total</b>	<b>\$ 279,900</b>	<b>\$ 309,250</b>	<b>\$ 316,656</b>	<b>\$ 312,250</b>	<b>\$ 312,250</b>
Inter Depart Charges					
ID Charge From Engineering	55,395	55,395	55,395	55,395	55,395
ID Charge From Insurance	4,073	4,255	4,255	9,614	9,614
ID Charge From Workers Comp	1,412	1,566	1,566	1,653	1,653
<b>Inter Depart Charges Total</b>	<b>\$ 60,880</b>	<b>\$ 61,216</b>	<b>\$ 61,216</b>	<b>\$ 66,661</b>	<b>\$ 66,662</b>

**Economic Development**

**Function: Planning & Development**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
				FTEs	Amount	FTEs	Amount
ACCT TECH 3-20	20	1.00	75,547	1.00	80,647	1.00	81,428
BUSINESS DEV SPEC 3-18	18	1.00	97,474	1.00	106,017	1.00	107,044
BUSINESS DEV SPEC 4-18	18	1.00	107,040	1.00	114,265	1.00	115,373
CLERK-TYP 2-20	20	1.00	53,228	1.00	56,821	1.00	57,372
ECON DEV DIV DIR-21	21	1.00	144,205	1.00	153,939	1.00	155,431
ECON DEV SPEC-18	18	1.00	104,011	1.00	111,032	1.00	112,108
ECON DEV PROG COOR	16	1.00	79,195	1.00	84,541	1.00	85,360
FOOD POLICY ADMIN-18	18	1.00	94,715	1.00	101,108	1.00	102,089
PRINCIPAL PLANNER-18	18	1.00	110,702	1.00	123,836	1.00	125,037
REAL ESTATE DEV SPEC 3-18	18	1.00	94,715	1.00	101,108	1.00	102,089
REAL ESTATE DEV SPEC 4-18	18	2.00	223,169	2.00	238,232	2.00	240,542
REAL ESTATE SPECIALIST 2-18	18	4.00	322,750	4.00	365,200	4.00	368,740
REAL ESTATE SPECIALIST 4-18	18	1.00	107,040	1.00	114,265	1.00	115,373
REAL ESTATE SUPERV-18	18	2.00	189,743	2.00	184,531	2.00	186,320
STREET VENDING MONITOR-16	16	1.00	63,629	1.00	67,924	1.00	68,582
		<b>20.00</b>	<b>\$1,867,163</b>	<b>20.00</b>	<b>\$2,003,465</b>	<b>20.00</b>	<b>\$2,022,888</b>

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

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## *Agency Overview*

### Agency Mission

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

### Agency Overview

The Agency is responsible for the overall leadership and management of PCED divisions (Building Inspection, CDA Housing Operations, CDA Redevelopment, Community Development, Economic Development, and Planning). The PCED Director also serves as the Executive Director of the Community Development Authority (CDA). The Office supports the Director and department initiatives. The goal of PCED Office of the Director is to enhance the efficient, effective, and equitable operation of the department. The agency will advance this goal by assisting divisions with implementing the City's Performance Excellence system, advancing the community priorities defined in the Comprehensive Plan, supporting racial equity initiatives, and leading the City's response to COVID-19 with colleagues across the department and City.

### 2024 Budget Highlights

#### Service: PCED Administration

- Increases the Graphics Tech position from 0.6 FTE to 1.0 FTE to accommodate increased project requests for public-facing informational products. Budget will be reallocated from hourly wages to permanent wages to make the FTE adjustment cost neutral.

**PCED Office Of Director**Function: **Planning & Development***Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	435,559	620,344	620,298	693,543	703,296
<b>Total</b>	<b>\$ 435,559</b>	<b>\$ 620,344</b>	<b>\$ 620,298</b>	<b>\$ 693,543</b>	<b>\$ 703,296</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
PCED Administration	435,559	620,344	620,298	693,543	703,296
<b>Total</b>	<b>\$ 435,559</b>	<b>\$ 620,344</b>	<b>\$ 620,298</b>	<b>\$ 693,543</b>	<b>\$ 703,296</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
	-	-	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	293,045	424,005	439,704	477,212	481,640
Benefits	79,281	106,595	117,257	126,433	131,758
Supplies	5,369	5,504	3,038	5,604	5,604
Purchased Services	41,445	67,783	43,842	67,683	67,683
Inter Depart Charges	16,418	16,457	16,457	16,611	16,611
<b>Total</b>	<b>\$ 435,559</b>	<b>\$ 620,344</b>	<b>\$ 620,298</b>	<b>\$ 693,543</b>	<b>\$ 703,296</b>

*Service Overview*

**Service:** PCED Administration

*Service Description*

The Office of the Director (OOD) is responsible for the overall leadership and management of the Department and aligning the activities of the agency’s divisions in the pursuit of the Department’s mission and community-building goals set by the Mayor and Common Council. The Director of Planning, Community and Economic Development leads this Division and serves as the Executive Director of the Community Development Authority. The goal is to reduce the time that department heads and professional staff spend on administrative functions such as marketing and communications support, consultation, consolidated administrative services and engagement activities.

*Activities Performed by this Service*

- **Communications and Marketing Support:** Support the communication and design needs for DPCED divisions, prioritizing projects that engage residents, improve access to City services, and increase transparency.
- **Department Leadership:** The DPCED Director leads, facilitates, and coordinates the strategic direction and vision of the five divisions. This activity includes staff administrative support for the director.
- **Supporting DPCED Projects and Activities:** As needed, Office of the Director (OOD) staff provide additional administrative support for projects led by DPCED divisions. This may include meeting scheduling, clerical responsibilities, communication, and meeting logistics.
- **Operations and Development:** This category includes efforts invested in professional development, new employee on boarding, processing financial transactions, and other professional activities.
- **Supporting Citywide Initiatives:** The OOD provides coordination, leadership, and staff to support citywide initiatives like the annual budget process, Results Madison, Performance Excellence, Data Governance, and Recovery efforts.
- **Racial Equity and Social Justice Initiative (RESJI) Team and Civil Rights Coordinators:** OOD will continue its work on this initiative and look to further incorporate equity into the work it performs.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	435,559	620,344	620,298	693,543	703,296
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 435,559</b>	<b>\$ 620,344</b>	<b>\$ 620,298</b>	<b>\$ 693,543</b>	<b>\$ 703,296</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Personnel	372,327	530,600	556,961	603,645	613,398
Non-Personnel	46,814	73,287	46,880	73,287	73,287
Agency Charges	16,418	16,457	16,457	16,611	16,611
<b>Total</b>	<b>\$ 435,559</b>	<b>\$ 620,344</b>	<b>\$ 620,298</b>	<b>\$ 693,543</b>	<b>\$ 703,296</b>

Line Item Detail

Agency Primary Fund: General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Salaries</b>					
Permanent Wages	293,045	395,540	403,921	448,434	452,782
Salary Savings	-	(7,318)	-	-	-
Pending Personnel	-	-	-	28,490	28,571
Compensated Absence	-	2,935	2,935	2,935	2,935
Hourly Wages	-	31,848	31,848	3,358	3,358
Overtime Wages Permanent	-	1,000	1,000	1,000	1,000
Budget Efficiencies	-	-	-	(7,005)	(7,005)
<b>Salaries Total</b>	<b>\$ 293,045</b>	<b>\$ 424,005</b>	<b>\$ 439,704</b>	<b>\$ 477,212</b>	<b>\$ 481,640</b>
<b>Benefits</b>					
Health Insurance Benefit	36,921	49,130	57,609	60,715	65,205
Wage Insurance Benefit	1,389	1,188	1,809	1,809	1,809
WRS	19,166	26,897	27,520	30,494	31,242
FICA Medicare Benefits	21,419	28,989	29,778	32,848	32,933
Post Employment Health Plans	386	392	541	568	568
<b>Benefits Total</b>	<b>\$ 79,281</b>	<b>\$ 106,595</b>	<b>\$ 117,257</b>	<b>\$ 126,433</b>	<b>\$ 131,758</b>
<b>Supplies</b>					
Office Supplies	94	1,704	212	1,604	1,604
Copy Printing Supplies	51	500	26	400	400
Furniture	-	500	-	400	400
Hardware Supplies	4,046	2,250	2,250	2,250	2,250
Software Lic & Supplies	898	400	400	400	400
Postage	91	150	150	150	150
Food And Beverage	189	-	-	400	400
<b>Supplies Total</b>	<b>\$ 5,369</b>	<b>\$ 5,504</b>	<b>\$ 3,038</b>	<b>\$ 5,604</b>	<b>\$ 5,604</b>
<b>Purchased Services</b>					
Telephone	234	-	186	-	-
Cellular Telephone	765	765	995	900	900
System & Software Mntc	787	2,300	2,300	2,450	2,450
Recruitment	367	2,000	2,000	2,000	2,000
Conferences & Training	608	5,000	5,000	5,000	5,000
Memberships	200	165	165	165	165
Storage Services	66	76	76	76	76
Consulting Services	17,659	47,477	30,000	47,477	47,477
Printing Services	13,759	-	(6,879)	-	-
Other Services & Expenses	7,000	10,000	10,000	9,615	9,615
<b>Purchased Services Total</b>	<b>\$ 41,445</b>	<b>\$ 67,783</b>	<b>\$ 43,842</b>	<b>\$ 67,683</b>	<b>\$ 67,683</b>
<b>Inter Depart Charges</b>					
ID Charge From Engineering	15,388	15,388	15,388	15,388	15,388
ID Charge From Insurance	783	898	898	1,027	1,027
ID Charge From Workers Comp	247	171	171	196	196
<b>Inter Depart Charges Total</b>	<b>\$ 16,418</b>	<b>\$ 16,457</b>	<b>\$ 16,457</b>	<b>\$ 16,611</b>	<b>\$ 16,611</b>



**PCED Office Of Director**

**Function: Planning & Development**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN SUPV-18	18	1.00	59,191	1.00	60,447	1.00	61,033
DIR PLAN COMM ECON DEV-21	21	1.00	163,432	1.00	174,464	1.00	176,155
DPCED ADMIN SERVS MGR-18	18	1.00	110,702	1.00	123,836	1.00	125,037
GRAPHICS TECH-20	20	-	-	1.00	59,256	1.00	59,831
GRAPHICS TECH-20 PT	20	0.60	32,847	-	-	-	-
PUBLIC INFORMATION OFF 2-18	18	1.00	70,487	1.00	98,163	1.00	99,115
		<b>4.60</b>	<b>\$436,660</b>	<b>5.00</b>	<b>\$516,167</b>	<b>5.00</b>	<b>\$521,172</b>

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.

# Planning Division

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## *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 to 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 and continuing a Citywide long-range facilities plan.

### 2024 Budget Highlights

#### Service: Comprehensive Planning and Development Review

- Budget maintains current level of service.

#### Service: Metropolitan Planning Organization

- Provides additional General Fund support of \$30,000 to the Metropolitan Planning Organization (MPO) to leverage an additional \$120,000 in newly available federal funds. The City's additional contribution will be reduced if the MPO receives additional support from other municipalities. Additional funds will be used to support multiple activities within the MPO's 2024 Unified Planning Work Program, the most significant being consultant services for the 5-year update to the Regional Transportation Plan.

#### Service: Neighborhood Planning, Preservation and Design

- Includes \$30,000 to fund the experimental closure of the 400 - 600 blocks of State Street as a pedestrian mall in 2024. This will complement funding in the Economic Development Division's capital budget and will be used for expenses that cannot be charged to TID 50.
- Includes anticipated Wisconsin Arts Grants revenues and expenditures (\$11,000)
- Continues funding for the following programs:
  - Placemaking activities (\$7,000)
  - Neighborhood Grant Program (\$30,000)
  - Annual Municipal Arts Grant Program (\$80,500)
  - BLINK temporary art program (\$10,000)
  - Poet Laureate Program (\$1,500)

**Planning**Function: **Planning & Development***Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	3,390,893	3,562,032	3,503,214	3,766,262	3,922,356
Other Grants	1,558,377	1,402,742	1,409,289	1,436,411	1,433,232
<b>Total</b>	<b>\$ 4,949,270</b>	<b>\$ 4,964,774</b>	<b>\$ 4,912,502</b>	<b>\$ 5,202,674</b>	<b>\$ 5,355,589</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Comp Planning And Dev Review	2,061,926	1,972,866	2,019,710	2,214,850	2,266,941
Metropolitan Planning Org	1,400,133	1,585,630	1,585,630	1,626,019	1,645,625
Neigh Planning Pres And Design	1,487,210	1,406,278	1,307,163	1,361,805	1,443,022
<b>Total</b>	<b>\$ 4,949,270</b>	<b>\$ 4,964,774</b>	<b>\$ 4,912,502</b>	<b>\$ 5,202,674</b>	<b>\$ 5,355,589</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Intergov Revenues	-	(36,748)	(36,748)	(36,748)	(36,748)
Charges For Services	(37,261)	-	(5,000)	-	-
Invest Other Contrib	(28,629)	(1,500)	(2,046)	(1,500)	(1,500)
<b>Total</b>	<b>\$ (65,890)</b>	<b>\$ (38,248)</b>	<b>\$ (43,794)</b>	<b>\$ (38,248)</b>	<b>\$ (38,248)</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	2,958,154	3,078,755	3,095,791	3,302,533	3,395,848
Benefits	913,367	897,717	834,310	883,085	942,792
Supplies	68,223	77,130	62,500	77,130	77,130
Purchased Services	737,172	672,201	793,682	678,307	670,029
Debt Othr Financing	106,768	-	(106,572)	-	-
Inter Depart Charges	89,695	89,140	88,506	93,607	89,958
Inter Depart Billing	(41,500)	(41,500)	(41,500)	(41,500)	(41,500)
Transfer Out	183,280	229,580	229,580	247,759	259,580
<b>Total</b>	<b>\$ 5,015,160</b>	<b>\$ 5,003,022</b>	<b>\$ 4,956,297</b>	<b>\$ 5,240,922</b>	<b>\$ 5,393,837</b>

**Planning**

Function:

**Planning & Development***Service Overview***Service:** Comp Planning And Dev 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 subarea plans, maintains the City's land development regulations (primarily zoning and subdivision regulations) through the review and evaluation of specific land development proposals, and provides data, information, and mapping services, 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.

*Activities Performed by this Service*

- Plan Creation: Creation of citywide and subarea plans to guide development and manage growth and change.
- Plan Implementation and Design: Implementation of recommendations in the Comprehensive Plan and other adopted plans, including coordination with and support for the work of other City agencies.
- Development Review: Review and evaluation of development proposals, support for development teams and others interested in development review processes, and staff support for the Plan Commission and Urban Design Commission.
- Data and Mapping: Maintenance of GIS data for the Planning Division and provision of maps, data, and data analysis to internal and external partners.
- Community Connections and Partnerships: Coordination of planning efforts with surrounding cities, villages, and towns, Dane County, the Capital Area Regional Planning Commission (CARPC), UW-Madison, area school districts, and other regional partners.

*Service Budget by Fund*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	2,007,250	1,972,866	2,019,710	2,214,850	2,266,941
Other-Expenditures	54,677	-	-	-	-
<b>Total</b>	<b>\$ 2,061,926</b>	<b>\$ 1,972,866</b>	<b>\$ 2,019,710</b>	<b>\$ 2,214,850</b>	<b>\$ 2,266,941</b>

*Service Budget by Account Type*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Personnel	1,951,491	1,848,746	1,905,488	2,089,730	2,141,821
Non-Personnel	66,403	81,775	71,876	82,275	82,275
Agency Charges	44,033	42,345	42,345	42,845	42,845
<b>Total</b>	<b>\$ 2,061,926</b>	<b>\$ 1,972,866</b>	<b>\$ 2,019,710</b>	<b>\$ 2,214,850</b>	<b>\$ 2,266,941</b>

*Service Overview*

**Service:** Metropolitan Planning Org

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.

Activities Performed by this Service

- Long-range Multimodal System Wide Planning: Maintain and refine the Regional Transportation Plan through more detailed studies, including sub-elements of the plan such as the Bicycle Transportation Plan, as part of the continuing, comprehensive, multimodal transportation process for the metro area in accordance with federal rules.
- Data Collection and Analysis: Collect, monitor, and analyze data related to land use development, socioeconomic characteristics of the population, travel patterns, and other factors affecting travel, as well as environmental indicators and issues.
- Transportation System/Congestion Management Planning: Monitor transportation system performance and plan and prioritize investments to improve overall system efficiency and safety with an emphasis on use of technology and lower cost strategies.
- Short-range Transit and Specialized Transportation Planning: Plan near term (5-10 years) improvements to the public transit system as well as specialized transportation services designed to meet the needs of the elderly and persons with disabilities. Assist in coordinating transit and specialized transportation services provided by Metro Transit, Dane County, and other public and private providers.
- Transportation Improvement Program: Approve use of federal funding for transportation projects and services in the metro area through the TIP, which is updated annually. Monitor other major transportation projects and assist in coordinating projects where needed.
- Roadway and Transit Corridor and Special Studies: Lead or assist in planning for roadway and transit investments in major corridors or undertaking special studies that result in more detailed, project specific recommendations that refine the Regional Transportation Plan.
- Ridesharing/Travel Demand Management: Coordinate and implement programs and services designed to promote and encourage increased use of transit, car/vanpooling, bicycling, and walking.
- Administration: Manage the transportation planning program, including program development, administration, and reporting, staffing the MPO Board and committees, and involving policymakers and the public in the planning process.

Service Budget by Fund

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	146,017	193,398	187,841	215,607	223,393
Other-Expenditures	1,254,116	1,392,232	1,397,789	1,410,411	1,422,232
<b>Total</b>	<b>\$ 1,400,133</b>	<b>\$ 1,585,630</b>	<b>\$ 1,585,630</b>	<b>\$ 1,626,019</b>	<b>\$ 1,645,625</b>

Service Budget by Account Type

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(37,261)	(36,748)	(41,748)	(36,748)	(36,748)
Personnel	884,821	956,152	963,492	985,278	1,019,991
Non-Personnel	550,944	661,776	660,070	669,571	658,114
Agency Charges	1,629	4,450	3,816	7,917	4,268
<b>Total</b>	<b>\$ 1,400,133</b>	<b>\$ 1,585,630</b>	<b>\$ 1,585,630</b>	<b>\$ 1,626,019</b>	<b>\$ 1,645,625</b>

*Service Overview*

**Service:** Neigh Planning Pres And 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 goals of this service is to plan for efficient and equitable land use and complete neighborhoods in developed, mature parts of the City, balancing growth and change in Madison with integration of art and cultural/historic preservation, and to support neighborhood inclusivity and leadership capacity, particularly within historically underrepresented groups.

*Activities Performed by this Service*

- **Plan Creation:** Creation of citywide topic area plans and subarea plans to guide development and manage growth and change, particularly in existing neighborhoods.
- **Plan Implementation and Design:** Implementation of recommendations in adopted plans, including coordination with and support for the work of other city agencies.
- **Development Review:** Review and evaluation of proposals for development and modifications, particularly to historic properties. Support for property owners, developers, and others interested in development review processes, and staff support for the Landmarks Commission.
- **Support for the Arts:** Administration of the Municipal Art Fund, Art Grant Program, Percent for the Arts, and staff support for the Madison Arts Commission.
- **Community Connections and Partnerships:** Support for and coordination of planning efforts with community organizations such as neighborhood associations, non-profit organizations, and other groups of residents and business owners across the city.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	1,237,626	1,395,768	1,295,663	1,335,805	1,432,022
Other-Expenditures	249,584	10,510	11,500	26,000	11,000
<b>Total</b>	<b>\$ 1,487,210</b>	<b>\$ 1,406,278</b>	<b>\$ 1,307,163</b>	<b>\$ 1,361,805</b>	<b>\$ 1,443,022</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(28,629)	(1,500)	(2,046)	(1,500)	(1,500)
Personnel	1,035,209	1,171,573	1,061,121	1,110,610	1,176,827
Non-Personnel	478,096	235,360	247,243	251,350	266,350
Agency Charges	2,534	845	845	1,345	1,345
<b>Total</b>	<b>\$ 1,487,210</b>	<b>\$ 1,406,278</b>	<b>\$ 1,307,163</b>	<b>\$ 1,361,805</b>	<b>\$ 1,443,022</b>

**Planning**

Function:

**Planning & Development**

Line Item Detail

**Agency Primary Fund:** General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Intergov Revenues</b>					
Local Revenues Operating	-	(36,748)	(36,748)	(36,748)	(36,748)
<b>Intergov Revenues Total</b>	<b>\$ -</b>	<b>\$ (36,748)</b>	<b>\$ (36,748)</b>	<b>\$ (36,748)</b>	<b>\$ (36,748)</b>
<b>Charges For Services</b>					
Reimbursement Of Expense	(37,261)	-	(5,000)	-	-
<b>Charges For Services Total</b>	<b>\$ (37,261)</b>	<b>\$ -</b>	<b>\$ (5,000)</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Invest Other Contrib</b>					
Contributions & Donations	(28,629)	(1,500)	(2,046)	(1,500)	(1,500)
<b>Invest Other Contrib Total</b>	<b>\$ (28,629)</b>	<b>\$ (1,500)</b>	<b>\$ (2,046)</b>	<b>\$ (1,500)</b>	<b>\$ (1,500)</b>
<b>Salaries</b>					
Permanent Wages	2,159,216	2,339,966	2,266,653	2,516,360	2,563,847
Salary Savings	-	(53,465)	-	(12,582)	(12,582)
Pending Personnel	-	15,964	-	-	39,059
Premium Pay	1,565	-	1,915	-	-
Compensated Absence	39,218	24,001	28,364	24,001	24,001
Hourly Wages	9,698	14,000	14,000	14,000	14,000
Overtime Wages Permanent	6,880	-	3,008	-	-
Overtime Wages Hourly	120	-	-	-	-
Election Officials Wages	1,067	-	718	-	-
Budget Efficiencies	-	-	-	(35,865)	(35,865)
<b>Salaries Total</b>	<b>\$ 2,217,764</b>	<b>\$ 2,340,466</b>	<b>\$ 2,314,658</b>	<b>\$ 2,505,914</b>	<b>\$ 2,592,460</b>
<b>Benefits</b>					
Comp Absence Escrow	60,908	-	-	-	-
Health Insurance Benefit	324,614	326,852	317,135	315,665	339,055
Wage Insurance Benefit	10,930	11,404	10,872	11,408	11,408
WRS	143,253	159,119	154,617	171,114	176,906
FICA Medicare Benefits	162,307	180,149	167,094	194,200	196,781
Post Employment Health Plans	2,424	2,460	2,062	2,165	2,165
<b>Benefits Total</b>	<b>\$ 704,437</b>	<b>\$ 679,985</b>	<b>\$ 651,781</b>	<b>\$ 694,552</b>	<b>\$ 726,315</b>
<b>Supplies</b>					
Office Supplies	979	2,500	1,088	2,500	2,500
Copy Printing Supplies	4,820	7,500	2,939	7,500	7,500
Furniture	220	500	360	500	500
Hardware Supplies	371	3,500	4,015	3,500	3,500
Software Lic & Supplies	769	1,000	650	1,000	1,000
Postage	28,802	24,000	27,411	24,000	24,000
Program Supplies	1,448	-	-	-	-
Books & Subscriptions	-	250	125	250	250
Food And Beverage	103	500	572	500	500
Building Supplies	-	1,500	1,500	1,500	1,500
<b>Supplies Total</b>	<b>\$ 37,512</b>	<b>\$ 41,250</b>	<b>\$ 38,660</b>	<b>\$ 41,250</b>	<b>\$ 41,250</b>

**Planning**

Function:

**Planning & Development**

*Line Item Detail*

**Agency Primary Fund:** General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Purchased Services					
Telephone	1,094	2,450	838	2,450	2,450
Cellular Telephone	575	500	476	500	500
Facility Rental	-	3,000	-	3,000	3,000
System & Software Mntc	10,251	12,000	8,436	13,000	13,000
Street Mntc	27,495	-	-	-	-
Recruitment	247	1,200	94	1,200	1,200
Conferences & Training	4,947	15,500	11,640	15,500	15,500
Memberships	6,237	6,435	7,518	6,435	6,435
Storage Services	459	725	725	725	725
Consulting Services	83,994	90,000	87,660	90,000	120,000
Advertising Services	5,744	5,000	4,936	5,000	5,000
Other Services & Expenses	13,248	7,000	21,075	7,000	7,000
Grants	112,932	122,000	125,741	122,000	122,000
<b>Purchased Services Total</b>	<b>\$ 267,223</b>	<b>\$ 265,810</b>	<b>\$ 269,140</b>	<b>\$ 266,810</b>	<b>\$ 296,810</b>
Inter Depart Charges					
ID Charge From Engineering	80,304	80,304	80,304	80,304	80,304
ID Charge From Insurance	5,826	2,558	2,558	6,863	2,828
ID Charge From Workers Comp	1,936	1,828	1,828	2,557	2,558
<b>Inter Depart Charges Total</b>	<b>\$ 88,066</b>	<b>\$ 84,690</b>	<b>\$ 84,690</b>	<b>\$ 89,725</b>	<b>\$ 85,690</b>
Inter Depart Billing					
ID Billing To Community Dev	(41,500)	(41,500)	(41,500)	(41,500)	(41,500)
<b>Inter Depart Billing Total</b>	<b>\$ (41,500)</b>	<b>\$ (41,500)</b>	<b>\$ (41,500)</b>	<b>\$ (41,500)</b>	<b>\$ (41,500)</b>
Transfer Out					
Transfer Out To Grants	183,280	229,580	229,580	247,759	259,580
<b>Transfer Out Total</b>	<b>\$ 183,280</b>	<b>\$ 229,580</b>	<b>\$ 229,580</b>	<b>\$ 247,759</b>	<b>\$ 259,580</b>



**Planning**

**Function: Planning & Development**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
				FTEs	Amount	FTEs	Amount
ADMIN CLK 1-20	20	2.00	121,744	2.00	121,462	2.00	122,639
ADMIN CLK 1-20 PT	20	0.50	50,362	0.50	53,761	0.50	54,282
ARTS & CULTURE ADMINISTRATOR	18	-	-	1.00	117,499	1.00	118,638
GIS SPECIALIST 3-18	18	-	-	-	-	1.00	94,638
GIS SPECIALIST 4-18	18	-	-	1.00	119,655	1.00	120,815
MAD ARTS PROG ADMIN-18	18	1.00	100,232	-	-	-	-
PLAN GIS SPECIALIST-18	18	2.00	187,897	1.00	93,729	-	-
PLANNER 1-18	18	1.00	84,931	1.00	99,113	1.00	100,073
PLANNER 2-18	18	9.00	754,219	7.00	627,063	5.00	450,125
PLANNER 3-18	18	8.00	713,385	10.00	963,743	11.00	1,044,279
PLANNER 4-18	18	4.00	381,642	4.00	412,959	5.00	526,981
PLANNING DIV DIR-21	21	1.00	144,205	1.00	153,939	1.00	155,431
PRINCIPAL PLANNER-18	18	3.00	381,659	3.00	408,660	3.00	412,622
PROGRAM ASST 2-20	20	1.00	68,759	1.00	69,469	1.00	70,142
PUBLIC INFORMATION OFF 2-18	18	1.00	60,000	1.00	81,679	1.00	82,471
TRANSP PLANNING MGR-18	18	1.00	135,080	1.00	111,032	1.00	112,108
		<b>34.50</b>	<b>\$3,184,116</b>	<b>34.50</b>	<b>\$3,433,763</b>	<b>34.50</b>	<b>\$3,465,245</b>

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 Facilities*

Library  
Monona Terrace

# Library

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## *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 Library Maintenance Support Center. The Agency's goal is to support literacy and community engagement opportunities. The Library will advance this goal by providing programming, including maintaining book collections and reference services, access to technology and training, online branch services, and literacy programming.

### 2024 Budget Highlights

#### Service: Admin & Marketing

- Librarian's Toolkit: The final year of a three year federal grant from the Institute for Museum and Library Services funds the development, testing, and iterative design process of the Librarian's Toolkit for Digital Observation, Assessment and Analysis of Library program participation, for which there currently is no digital observation solution. The resulting application will be available for use by librarians nation-wide. (\$56,348)
- Includes 1.0 FTE Library Program Coordinator position added in 2023 by resolution (Legistar #78884) to supervise the hourly Library Security Monitor staff, create relationships with local social services agencies, and provide guidance to Library staff so they may better serve a wide range of patrons with varying needs and challenges. The cost of the position (\$81,000) is offset by a decrease in Hourly Wages. (Net neutral)

#### Service: Collection Resources & Access

- Budget maintains current level of service.

#### Service: Community Engagement

- Budget maintains current level of service.

#### Service: Facilities:

- Includes 0.6 FTE Custodial Worker (\$43,250) added in 2023 by resolution (Legistar # 75516) offset by a decrease in Hourly Wages. (Net neutral)

#### Service: Public Service

- Maintains the use of Library reserves to allow the Monroe Street Branch to be open five days per week. (\$70,000)

**Library**

Function:

Public Facilities

*Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Library	18,903,787	19,770,825	19,310,061	20,604,069	20,748,477
Permanent	16,178	9,000	35,250	9,000	9,000
<b>Total</b>	<b>\$ 18,919,965</b>	<b>\$ 19,779,825</b>	<b>\$ 19,345,311</b>	<b>\$ 20,613,069</b>	<b>\$ 20,757,477</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Admin & Marketing	4,271,426	4,251,531	4,207,054	4,341,719	4,248,603
Col Res & Access	2,779,318	3,044,024	2,871,756	3,093,053	3,129,378
Community Engagement	1,915,124	2,011,836	2,073,519	2,288,542	2,327,278
Facilities	2,589,266	2,491,738	2,455,383	2,700,239	2,721,356
Public Service	7,364,831	7,980,696	7,737,600	8,189,516	8,330,862
<b>Total</b>	<b>\$ 18,919,965</b>	<b>\$ 19,779,825</b>	<b>\$ 19,345,311</b>	<b>\$ 20,613,069</b>	<b>\$ 20,757,477</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Intergov Revenues	(1,348,996)	(1,331,460)	(1,328,054)	(1,389,148)	(1,389,148)
Charges For Services	(781,800)	(743,939)	(756,714)	(758,439)	(758,439)
Fine Forfeiture Asmt	(38,528)	(30,000)	(38,775)	(38,700)	(38,700)
Invest Other Contrib	(922,044)	(349,380)	(604,224)	(558,800)	(558,800)
Misc Revenue	(167)	(250)	(250)	(100)	(100)
Other Finance Source	-	(70,000)	(476,669)	(70,000)	(70,000)
Transfer In	(16,000)	(29,034)	(29,034)	(65,048)	(65,048)
<b>Total</b>	<b>\$ (3,107,534)</b>	<b>\$ (2,554,063)</b>	<b>\$ (3,233,720)</b>	<b>\$ (2,880,235)</b>	<b>\$ (2,880,235)</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	10,583,852	11,232,332	10,765,227	11,803,444	11,927,873
Benefits	3,365,802	3,264,628	3,340,281	3,383,582	3,531,192
Supplies	1,084,507	884,103	1,245,856	1,054,372	1,054,372
Purchased Services	3,816,120	4,141,175	4,389,580	4,422,961	4,422,961
Debt Othr Financing	222,730	-	26,436	-	-
Inter Depart Charges	134,069	135,636	135,636	152,931	152,986
Transfer Out	2,820,419	2,676,014	2,676,014	2,676,014	2,548,327
<b>Total</b>	<b>\$ 22,027,499</b>	<b>\$ 22,333,888</b>	<b>\$ 22,579,031</b>	<b>\$ 23,493,304</b>	<b>\$ 23,637,712</b>

**Library****Function:****Public Facilities***Service Overview***Service:** Admin & Marketing*Service Description*

This service provides for the system-wide leadership of the library across all departments, along with marketing and web services promoting the library's nine locations. The goal of this service is to provide strategic direction, fiscal responsibility, and general leadership and management to all areas of library operations.

*Activities Performed by this Service*

- **Budget and Fiscal Management:** Prepare and monitor the capital and operating budgets for the Library; prepare financial reports for the Library Board, management staff, and the MPL Foundation; process billing, receipts, and payroll; and review and maintain Library projects.
- **System-wide Management:** Oversee system-wide services; participate in City programs and committees; oversee Library policies and procedures; oversee personnel, including hiring, training, and performance management; and represent Madison in the South Central Library System and Statewide projects and services.
- **Marketing and Web Services:** Prepare print and online marketing of Library services, programs, and events; maintain Library public and internal websites and social media outlets; and perform in-house printing for advertising and marketing purposes.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	4,271,426	4,251,531	4,207,054	4,341,719	4,248,603
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 4,271,426</b>	<b>\$ 4,251,531</b>	<b>\$ 4,207,054</b>	<b>\$ 4,341,719</b>	<b>\$ 4,248,603</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(36,015)	(43,334)	(183,173)	(86,548)	(86,548)
Personnel	1,289,236	1,414,631	1,364,538	1,490,565	1,525,136
Non-Personnel	2,901,737	2,769,232	2,914,686	2,810,751	2,683,064
Agency Charges	116,468	111,002	111,002	126,951	126,951
<b>Total</b>	<b>\$ 4,271,426</b>	<b>\$ 4,251,531</b>	<b>\$ 4,207,054</b>	<b>\$ 4,341,719</b>	<b>\$ 4,248,603</b>

**Library****Function:****Public Facilities***Service Overview***Service:** Col Res & Access*Service Description*

This service is responsible for the acquisition, cataloging, and processing of all materials in all formats in the library collection. The Madison Public Library is the resource library and largest member of the South Central Library System (SCLS). SCLS libraries share their collection resources through an integrated library system that provides access to the public through the LINKcat online library catalog.

*Activities Performed by this Service*

- Collection Ordering: Select materials using data from a variety of sources and place orders with vendors.
- Collection Cataloging: Provide access to the collection through cataloging and classification according to national and local standards.
- Collection Processing: Perform online receipt, linking and invoicing of collection items and prepare the items for lending by applying jackets, cases, labels, etc.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	2,779,318	3,044,024	2,871,756	3,093,053	3,129,378
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 2,779,318</b>	<b>\$ 3,044,024</b>	<b>\$ 2,871,756</b>	<b>\$ 3,093,053</b>	<b>\$ 3,129,378</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(2,244,953)	(1,986,051)	(2,133,440)	(2,075,839)	(2,075,839)
Personnel	2,079,170	1,998,579	2,001,316	2,062,876	2,099,200
Non-Personnel	2,945,100	3,031,496	3,003,880	3,106,017	3,106,017
<b>Total</b>	<b>\$ 2,779,318</b>	<b>\$ 3,044,024</b>	<b>\$ 2,871,756</b>	<b>\$ 3,093,053</b>	<b>\$ 3,129,378</b>

*Service Overview*

**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 to foster a diverse patron and partner base and programs and services that are based directly on residents' needs and wants.

## Activities Performed by this Service

- Programming: Manage contracts with local artists, entrepreneurs, experts, and organizations to provide classes and procure supplies for programs. The Bubbler program is part of this service.

## Service Budget by Fund

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	1,915,124	2,011,836	2,073,519	2,288,542	2,327,278
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 1,915,124</b>	<b>\$ 2,011,836</b>	<b>\$ 2,073,519</b>	<b>\$ 2,288,542</b>	<b>\$ 2,327,278</b>

## Service Budget by Account Type

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(420,835)	(187,203)	(375,003)	(303,962)	(303,962)
Personnel	1,822,652	1,884,083	1,905,494	2,094,344	2,133,080
Non-Personnel	513,306	314,955	543,027	498,159	498,159
<b>Total</b>	<b>\$ 1,915,124</b>	<b>\$ 2,011,836</b>	<b>\$ 2,073,519</b>	<b>\$ 2,288,542</b>	<b>\$ 2,327,278</b>

**Library****Function:****Public Facilities***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.

*Activities Performed by this Service*

- **Building Maintenance:** Perform repairs, respond to user requests, coordinate preventative maintenance, and coordinate vendor assistance.
- **Custodial Tasks:** Clean Central Library, maintain janitorial supplies, and respond to custodial emergencies at Central and neighborhood libraries.
- **Building Projects:** Schedule, coordinate, and complete major building projects such as renovations, refurbishments, and new construction.
- **Planning:** Plan and design new facilities and engage the public and staff on future library facility needs.
- **Library Technology Infrastructure:** Maintain and replace library technology infrastructure and systems.
- **Central Library Events Management and Planning:** Manage paid and unpaid events at Central Library.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	2,589,266	2,491,738	2,455,383	2,700,239	2,721,356
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 2,589,266</b>	<b>\$ 2,491,738</b>	<b>\$ 2,455,383</b>	<b>\$ 2,700,239</b>	<b>\$ 2,721,356</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(64,477)	(15,500)	(107,337)	(81,000)	(81,000)
Personnel	1,265,266	1,145,996	1,132,361	1,260,202	1,281,264
Non-Personnel	1,370,877	1,336,608	1,405,724	1,495,057	1,495,057
Agency Charges	17,601	24,634	24,634	25,981	26,035
<b>Total</b>	<b>\$ 2,589,266</b>	<b>\$ 2,491,738</b>	<b>\$ 2,455,383</b>	<b>\$ 2,700,239</b>	<b>\$ 2,721,356</b>



*Service Overview*

**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, technology training, referral to social services and community organizations, and participatory learning and creation. The goal of the service is to provide individualized library services to meet patrons' needs.

*Activities Performed by this Service*

- Reference and User Services: Provide reference services, reader's advisory services, referral to social services and community organizations, and program planning for adults.
- Circulation: Check materials in and out, help customers with library cards and problem items, and handle other library material procedures.

*Service Budget by Fund*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	7,348,653	7,971,696	7,702,350	8,180,516	8,321,862
Other-Expenditures	16,178	9,000	35,250	9,000	9,000
<b>Total</b>	<b>\$ 7,364,831</b>	<b>\$ 7,980,696</b>	<b>\$ 7,737,600</b>	<b>\$ 8,189,516</b>	<b>\$ 8,330,862</b>

*Service Budget by Account Type*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(341,255)	(321,975)	(434,768)	(332,886)	(332,886)
Personnel	7,493,330	8,053,671	7,701,799	8,279,039	8,420,385
Non-Personnel	212,756	249,001	470,569	243,363	243,363
<b>Total</b>	<b>\$ 7,364,831</b>	<b>\$ 7,980,696</b>	<b>\$ 7,737,600</b>	<b>\$ 8,189,516</b>	<b>\$ 8,330,862</b>

**Library**

**Function:**

**Public Facilities**

*Line Item Detail*

**Agency Primary Fund:** Library

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Intergov Revenues</b>					
Federal Revenues Operating	(18,614)	-	-	(15,000)	(15,000)
Other Unit Of Gov Revenues Oj	(1,330,382)	(1,331,460)	(1,328,054)	(1,374,148)	(1,374,148)
<b>Intergov Revenues Total</b>	<b>\$ (1,348,996)</b>	<b>\$ (1,331,460)</b>	<b>\$ (1,328,054)</b>	<b>\$ (1,389,148)</b>	<b>\$ (1,389,148)</b>
<b>Charges For Services</b>					
Reproduction Services	(67,705)	(58,000)	(56,431)	(57,000)	(57,000)
Appliance Collection	(8)	-	-	-	-
Catering Concessions	(7,543)	(500)	(6,757)	(7,000)	(7,000)
Facility Rental	(31,930)	(15,000)	(23,600)	(24,000)	(24,000)
Southcentral Library Services	(266,184)	(266,184)	(266,184)	(266,184)	(266,184)
Cataloging Services	(404,255)	(404,255)	(404,255)	(404,255)	(404,255)
Reimbursement Of Expense	(4,175)	-	513	-	-
<b>Charges For Services Total</b>	<b>\$ (781,800)</b>	<b>\$ (743,939)</b>	<b>\$ (756,714)</b>	<b>\$ (758,439)</b>	<b>\$ (758,439)</b>
<b>Fine Forfeiture Asmt</b>					
Library Lost And Damaged Fees	(38,528)	(30,000)	(38,775)	(38,700)	(38,700)
<b>Fine Forfeiture Asmt Total</b>	<b>\$ (38,528)</b>	<b>\$ (30,000)</b>	<b>\$ (38,775)</b>	<b>\$ (38,700)</b>	<b>\$ (38,700)</b>
<b>Invest Other Contrib</b>					
Contributions & Donations	(922,044)	(349,380)	(604,224)	(558,800)	(558,800)
<b>Invest Other Contrib Total</b>	<b>\$ (922,044)</b>	<b>\$ (349,380)</b>	<b>\$ (604,224)</b>	<b>\$ (558,800)</b>	<b>\$ (558,800)</b>
<b>Misc Revenue</b>					
Miscellaneous Revenue	(167)	(250)	(250)	(100)	(100)
<b>Misc Revenue Total</b>	<b>\$ (167)</b>	<b>\$ (250)</b>	<b>\$ (250)</b>	<b>\$ (100)</b>	<b>\$ (100)</b>
<b>Other Finance Source</b>					
Fund Balance Applied	-	(70,000)	(476,669)	(70,000)	(70,000)
<b>Other Finance Source Total</b>	<b>\$ -</b>	<b>\$ (70,000)</b>	<b>\$ (476,669)</b>	<b>\$ (70,000)</b>	<b>\$ (70,000)</b>
<b>Transfer In</b>					
Transfer In From Grants	-	(20,334)	(20,334)	(56,348)	(56,348)
Transfer In From Permanent	(16,000)	(8,700)	(8,700)	(8,700)	(8,700)
<b>Transfer In Total</b>	<b>\$ (16,000)</b>	<b>\$ (29,034)</b>	<b>\$ (29,034)</b>	<b>\$ (65,048)</b>	<b>\$ (65,048)</b>
<b>Salaries</b>					
Permanent Wages	8,864,105	9,472,181	9,015,196	10,196,798	10,304,925
Salary Savings	-	(224,944)	-	(371,666)	(385,214)
Pending Personnel	-	206,614	-	266,600	371,694
Premium Pay	48,667	48,589	49,958	53,100	53,100
Compensated Absence	86,056	70,000	70,000	76,500	76,500
Hourly Wages	1,486,050	1,572,948	1,543,129	1,695,010	1,619,766
Overtime Wages Permanent	97,137	86,944	86,944	95,000	95,000
Overtime Wages Hourly	1,837	-	-	-	-
Budget Efficiencies	-	-	-	(207,898)	(207,898)
<b>Salaries Total</b>	<b>\$ 10,583,852</b>	<b>\$ 11,232,332</b>	<b>\$ 10,765,227</b>	<b>\$ 11,803,444</b>	<b>\$ 11,927,873</b>

**Library**

**Function:**

**Public Facilities**

*Line Item Detail*

**Agency Primary Fund:** Library

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Benefits					
Comp Absence Escrow	227,884	101,338	101,338	101,338	101,338
Unemployment Benefits	(1,027)	-	207	-	-
Health Insurance Benefit	1,600,012	1,685,898	1,651,744	1,689,527	1,816,677
Wage Insurance Benefit	27,373	26,358	22,886	21,634	21,634
Health Insurance Retiree	-	7,330	7,330	7,330	7,330
WRS	625,877	636,952	660,384	692,925	711,024
FICA Medicare Benefits	781,380	700,924	787,848	756,677	759,039
Post Employment Health Plans	104,304	105,828	108,544	114,150	114,150
<b>Benefits Total</b>	<b>\$ 3,365,802</b>	<b>\$ 3,264,628</b>	<b>\$ 3,340,281</b>	<b>\$ 3,383,582</b>	<b>\$ 3,531,192</b>
Supplies					
Office Supplies	8,582	13,275	7,608	10,235	10,235
Copy Printing Supplies	31,869	44,330	50,811	59,951	59,951
Furniture	55,437	-	43,641	5,756	5,756
Hardware Supplies	121,327	129,110	224,947	138,950	138,950
Software Lic & Supplies	16,337	16,205	17,986	23,055	23,055
Postage	34,233	31,605	31,713	32,344	32,344
Program Supplies	229,043	107,137	223,393	152,075	152,075
Work Supplies	64,931	86,358	75,505	85,852	85,852
Janitorial Supplies	37,798	39,720	47,056	48,790	48,790
Library Materials	303,507	315,136	441,289	382,143	382,143
Safety Supplies	5,150	36,255	5,281	13,730	13,730
Uniform Clothing Supplies	-	317	317	317	317
Food And Beverage	8,326	7,080	7,080	7,080	7,080
Building Supplies	11,695	10,355	19,871	18,000	18,000
Electrical Supplies	15,978	20,385	20,385	20,385	20,385
HVAC Supplies	2,094	13,810	13,810	8,440	8,440
Plumbing Supplies	9,575	4,825	4,825	5,825	5,825
Machinery And Equipment	120,061	3,500	5,500	7,500	7,500
Equipment Supplies	8,563	4,700	4,700	33,944	33,944
Inventory	-	-	137	-	-
<b>Supplies Total</b>	<b>\$ 1,084,507</b>	<b>\$ 884,103</b>	<b>\$ 1,245,856</b>	<b>\$ 1,054,372</b>	<b>\$ 1,054,372</b>

**Library**

**Function:**

**Public Facilities**

*Line Item Detail*

**Agency Primary Fund:** Library

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Purchased Services					
Natural Gas	63,525	53,935	63,275	62,025	62,025
Electricity	263,570	313,425	265,620	279,373	279,373
Water	10,518	14,760	12,080	14,940	14,940
Sewer	9,818	10,690	10,830	11,000	11,000
Stormwater	6,119	5,470	6,525	6,500	6,500
Telephone	6,265	17,294	5,577	5,606	5,606
Cellular Telephone	13,247	11,432	8,449	8,456	8,456
Systems Comm Internet	620,654	631,222	628,849	630,533	630,533
Building Improv Repair Maint	265,881	227,680	331,065	333,170	333,170
Waste Disposal	10,838	13,670	12,657	13,555	13,555
Fire Protection	12,569	11,410	10,829	10,835	10,835
Pest Control	2,530	2,576	3,795	3,795	3,795
Elevator Repair	4,686	4,500	4,645	4,645	4,645
Facility Rental	751	260,792	209,285	251,283	251,283
Custodial Bldg Use Charges	154,293	157,034	157,034	180,589	180,589
Process Fees Recyclables	9,229	11,390	10,686	11,100	11,100
Office Equipment Repair	-	170	-	170	170
Comm Device Mntc	31,846	22,805	24,849	23,710	23,710
Equipment Mntc	123,643	102,044	215,619	114,670	114,670
System & Software Mntc	400	-	360	-	-
Rental Of Equipment	474	510	498	525	525
Recruitment	1,603	2,000	913	2,000	2,000
Mileage	6,094	3,000	6,942	6,944	6,944
Conferences & Training	37,635	54,000	57,556	65,900	65,900
Memberships	14,994	14,498	15,287	13,960	13,960
Uniform Laundry	7,801	7,700	6,386	7,700	7,700
Audit Services	2,000	2,000	2,000	2,000	2,000
Credit Card Services	2,541	3,000	2,142	2,500	2,500
Management Services	660	-	-	-	-
Consulting Services	21,511	-	146,083	4,000	4,000
Advertising Services	17,265	8,000	18,203	26,500	26,500
Parking Towing Services	-	500	500	500	500
Security Services	7,701	6,595	7,598	5,250	5,250
Transportation Services	4,000	4,800	5,400	7,200	7,200
Program Services	214,100	189,450	296,636	311,141	311,141
Other Services & Expenses	6,371	8,000	8,038	8,000	8,000
Comm Agency Contracts	1,803,076	1,937,523	1,805,294	1,948,115	1,948,115
Taxes & Special Assessments	57,153	26,400	27,331	43,840	43,840
Permits & Licenses	580	600	630	630	630
<b>Purchased Services Total</b>	<b>\$ 3,815,942</b>	<b>\$ 4,140,875</b>	<b>\$ 4,389,467</b>	<b>\$ 4,422,661</b>	<b>\$ 4,422,661</b>
Debt Othr Financing					
Principal Leases	206,821	-	-	-	-
Interest Leases	15,909	-	-	-	-
<b>Debt Othr Financing Total</b>	<b>\$ 222,730</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Library**

Function:

Public Facilities

*Line Item Detail*

Agency Primary Fund: Library

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Inter Depart Charges					
ID Charge From Engineering	3,537	3,537	3,537	3,537	3,537
ID Charge From Fleet Services	10,422	17,331	17,331	18,678	18,732
ID Charge From Traffic Eng	3,641	3,766	3,766	3,766	3,766
ID Charge From Insurance	100,082	95,900	95,900	109,530	109,530
ID Charge From Workers Comp	16,386	15,102	15,102	17,420	17,421
<b>Inter Depart Charges Total</b>	<b>\$ 134,069</b>	<b>\$ 135,636</b>	<b>\$ 135,636</b>	<b>\$ 152,931</b>	<b>\$ 152,986</b>
Transfer Out					
Transfer Out To Debt Service	2,804,419	2,667,314	2,667,314	2,667,314	2,539,627
<b>Transfer Out Total</b>	<b>\$ 2,804,419</b>	<b>\$ 2,667,314</b>	<b>\$ 2,667,314</b>	<b>\$ 2,667,314</b>	<b>\$ 2,539,627</b>

**Library**

**Function: Public Facilities**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
				FTEs	Amount	FTEs	Amount
ACCOUNTANT 2	18	1.00	88,663	-	-	-	-
ACCOUNTANT 3	18	-	-	1.00	101,224	1.00	102,205
ACCT TECH 1-32	32	1.00	61,613	-	-	-	-
ACCT TECH 2-32	32	-	-	1.00	69,080	1.00	69,750
ADMIN CLK 1-32	32	4.00	235,947	4.00	250,084	4.00	252,508
ADMIN CLK 1-32 PT	32	0.70	43,748	0.70	50,056	0.70	50,541
CLERK 2-32	32	12.00	534,541	14.00	742,060	14.00	749,254
CLERK 2-32 PT	32	7.05	443,311	5.60	317,885	5.60	320,966
CUSTODIAL WORKER 2-15	15	3.00	162,933	3.00	174,400	3.00	176,090
CUSTODIAL WORKER 2-15 PT	15	-	-	0.60	31,200	0.60	31,502
CUSTODIAL WORKER 3-15	15	1.00	62,816	1.00	68,321	1.00	68,984
FACILITY MAINT WKR-15	15	1.00	65,186	1.00	70,219	1.00	70,900
LIB COMP TECH-32	32	3.00	173,566	2.00	128,567	2.00	130,401
LIB COMPT SPEC 2-33	33	2.00	139,844	1.00	83,422	1.00	84,891
LIB IT SPEC 2	18	-	-	1.00	68,279	1.00	68,941
LIB IT SPEC 3	18	-	-	1.00	74,165	1.00	74,884
LIB FACILITY & MAINT COORD-15	15	1.00	77,567	1.00	87,140	1.00	87,984
LIB MEDIA COORD-18	18	1.00	102,991	1.00	109,943	1.00	111,009
LIB PROG COORD-18	18	-	-	1.00	63,476	1.00	64,091
LIBRARIAN 2-33	33	32.00	2,467,480	31.00	2,520,868	31.00	2,545,307
LIBRARIAN 2-33 PT	33	4.50	427,486	5.45	458,247	5.45	462,689
LIBRARIAN 3-18	18	6.00	532,165	6.00	571,868	6.00	577,412
LIBRARIAN 3-33	33	1.00	88,606	2.00	163,914	2.00	165,503
LIBRARIAN SUPV-18	18	3.00	299,778	3.00	320,994	3.00	324,106
LIBRARY ASSOC DIR-18	18	1.00	132,646	1.00	141,600	1.00	142,972
LIBRARY ASST 1-32	32	26.00	1,556,793	27.00	1,690,431	27.00	1,706,819
LIBRARY ASST 1-32 PT	32	8.70	480,211	7.95	505,082	7.95	509,979
LIBRARY BUS OPER MGR-18	18	1.00	123,986	1.00	132,356	1.00	133,639
LIBRARY DIRECTOR-21	21	1.00	161,069	1.00	175,376	1.00	177,076
LIBRARY FACILITIES MGR-18	18	1.00	111,080	1.00	118,577	1.00	119,727
LIBRARY PRESS OPR-32	32	1.00	63,003	1.00	67,256	1.00	67,908
LIBRARY PROGRAM SUPV-18	18	2.00	202,304	2.00	215,960	2.00	218,053
MAINT MECH 1-15	15	1.00	57,496	1.00	63,377	1.00	63,991
MAINT MECH 2-15	15	1.00	63,119	1.00	69,982	1.00	70,661
MKTG/COMMUN SPEC-18	18	1.00	64,984	1.00	72,051	1.00	72,749
PLANNER 2-18	18	1.00	79,954	1.00	89,291	1.00	90,157
PROG ASST 1-32	32	5.00	307,132	5.00	321,038	5.00	324,150
PROGRAM ASST 1-20	20	1.00	61,599	1.00	65,757	1.00	66,394
		<b>135.95*</b>	<b>\$9,473,618</b>	<b>139.30</b>	<b>\$10,253,543</b>	<b>139.30</b>	<b>\$10,354,196</b>

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.

\*The 2023 Adopted Budget inadvertently excluded 1.75 FTEs from the position table. The correct number of positions in the 2023 adopted budget is 137.7 FTEs.

# Monona Terrace

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## *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.

### 2024 Budget Highlights

Service: Community Convention Center

- Increases the Room Tax net operating subsidy as approved by the Room Tax Commission. (Increase: \$566,300)
- Assumes facility rental revenues of \$3.9 million, which is a \$286,400 increase from the 2023 Adopted Budget. Monona Terrace will be closed for more than three weeks in January 2024 for its 10-year building renovations. Even with this closure, recovering event revenues are expected to improve against 2023.

**Monona Terrace Comm Conv Ctr**Function: **Public Facilities***Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Convention Center	13,126,179	13,913,314	14,049,468	14,451,002	14,578,125
<b>Total</b>	<b>\$ 13,126,179</b>	<b>\$ 13,913,314</b>	<b>\$ 14,049,468</b>	<b>\$ 14,451,002</b>	<b>\$ 14,578,125</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Community Convention Center	13,126,179	13,913,314	14,049,468	14,451,002	14,578,125
<b>Total</b>	<b>\$ 13,126,179</b>	<b>\$ 13,913,314</b>	<b>\$ 14,049,468</b>	<b>\$ 14,451,002</b>	<b>\$ 14,578,125</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Charges For Services	(8,360,762)	(8,734,200)	(9,083,941)	(9,022,625)	(9,022,625)
Invest Other Contrib	(1)	(23,700)	(2)	(23,700)	(23,700)
Misc Revenue	(110,772)	(139,800)	(139,800)	(139,800)	(139,800)
Other Finance Source	(504,072)	(189,889)	-	(439,152)	-
Transfer In	(4,150,573)	(4,825,725)	(4,825,725)	(4,825,725)	(5,392,000)
<b>Total</b>	<b>\$ (13,126,179)</b>	<b>\$ (13,913,314)</b>	<b>\$ (14,049,468)</b>	<b>\$ (14,451,002)</b>	<b>\$ (14,578,125)</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	4,125,161	4,263,970	4,304,986	4,763,683	4,811,418
Benefits	1,280,810	1,399,216	1,357,082	1,435,600	1,497,336
Supplies	811,912	449,059	360,264	436,129	436,129
Purchased Services	6,041,546	6,911,599	6,845,739	6,921,569	6,921,569
Debt Othr Financing	59,804	-	291,927	-	-
Inter Depart Charges	468,746	494,328	494,328	498,880	516,532
Transfer Out	338,200	395,141	395,141	395,141	395,141
<b>Total</b>	<b>\$ 13,126,179</b>	<b>\$ 13,913,314</b>	<b>\$ 14,049,468</b>	<b>\$ 14,451,002</b>	<b>\$ 14,578,125</b>



*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. The goal of this service is to host hundreds of events annually and function as an economic catalyst for downtown Madison, the City of Madison, Dane County, and the State of Wisconsin.

*Activities Performed by this Service*

- Community Center: Host community based events, including rooftop concerts and educational and health related events at Monona Terrace and within Madison schools.
- Conferences and Conventions: Host conventions, conferences, consumer shows, banquets, meetings, entertainment events, and community use events.
- Tourism: Operate a Frank Lloyd Wright facility, which includes promotion of the history of the building, providing tours, and operating a themed gift shop for clients, visitors, and event attendees.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	-	-	-	-	-
Other-Expenditures	13,126,179	13,913,314	14,049,468	14,451,002	14,578,125
<b>Total</b>	<b>\$ 13,126,179</b>	<b>\$ 13,913,314</b>	<b>\$ 14,049,468</b>	<b>\$ 14,451,002</b>	<b>\$ 14,578,125</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(13,126,179)	(13,913,314)	(14,049,468)	(14,451,002)	(14,578,125)
Personnel	5,405,971	5,663,187	5,662,068	6,199,283	6,308,754
Non-Personnel	7,251,462	7,755,799	7,893,072	7,752,839	7,752,839
Agency Charges	468,746	494,328	494,328	498,880	516,532
<b>Total</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

**Monona Terrace Comm Conv Ctr**

**Function: Public Facilities**

*Line Item Detail*

**Agency Primary Fund:** Convention Center

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Charges For Services</b>					
Catering Concessions	(4,173,420)	(5,000,000)	(4,972,105)	(5,000,000)	(5,000,000)
Facility Rental	(4,099,345)	(3,606,200)	(3,994,841)	(3,892,625)	(3,892,625)
Reimbursement Of Expense	(454)	-	-	-	-
Gift Shop Sales	(82,979)	(120,000)	(108,241)	(120,000)	(120,000)
Building Tours	(4,563)	(8,000)	(8,754)	(10,000)	(10,000)
<b>Charges For Services Total</b>	<b>\$ (8,360,762)</b>	<b>\$ (8,734,200)</b>	<b>\$ (9,083,941)</b>	<b>\$ (9,022,625)</b>	<b>\$ (9,022,625)</b>
<b>Invest Other Contrib</b>					
Interest	(1)	-	(2)	-	-
Contributions & Donations	-	(23,700)	-	(23,700)	(23,700)
<b>Invest Other Contrib Total</b>	<b>\$ (1)</b>	<b>\$ (23,700)</b>	<b>\$ (2)</b>	<b>\$ (23,700)</b>	<b>\$ (23,700)</b>
<b>Misc Revenue</b>					
Miscellaneous Revenue	(110,772)	(139,800)	(139,800)	(139,800)	(139,800)
<b>Misc Revenue Total</b>	<b>\$ (110,772)</b>	<b>\$ (139,800)</b>	<b>\$ (139,800)</b>	<b>\$ (139,800)</b>	<b>\$ (139,800)</b>
<b>Other Finance Source</b>					
Fund Balance Applied	(504,072)	(189,889)	-	(439,152)	-
<b>Other Finance Source Total</b>	<b>\$ (504,072)</b>	<b>\$ (189,889)</b>	<b>\$ -</b>	<b>\$ (439,152)</b>	<b>\$ -</b>
<b>Transfer In</b>					
Transfer In From Other Restric	(4,150,573)	(4,825,725)	(4,825,725)	(4,825,725)	(5,392,000)
<b>Transfer In Total</b>	<b>\$ (4,150,573)</b>	<b>\$ (4,825,725)</b>	<b>\$ (4,825,725)</b>	<b>\$ (4,825,725)</b>	<b>\$ (5,392,000)</b>
<b>Salaries</b>					
Permanent Wages	3,276,771	3,876,636	3,449,860	4,170,538	4,210,970
Salary Savings	-	(259,155)	-	(41,705)	(41,705)
Pending Personnel	-	24,381	-	-	7,303
Premium Pay	20,877	25,807	28,000	22,050	22,050
Workers Compensation Wages	6,392	-	2,306	-	-
Compensated Absence	111,821	45,201	111,821	45,201	45,201
Hourly Wages	591,215	519,500	569,000	536,000	536,000
Overtime Wages Permanent	28,628	31,600	30,000	31,600	31,600
Overtime Wages Hourly	89,456	-	114,000	-	-
<b>Salaries Total</b>	<b>\$ 4,125,161</b>	<b>\$ 4,263,970</b>	<b>\$ 4,304,986</b>	<b>\$ 4,763,683</b>	<b>\$ 4,811,418</b>
<b>Benefits</b>					
Comp Absence Escrow	-	54,531	-	54,531	54,531
Unemployment Benefits	596	-	2,529	-	-
Health Insurance Benefit	658,770	746,017	690,330	738,062	792,747
Wage Insurance Benefit	13,212	13,674	11,520	11,509	11,509
IATSE Health Benefit	48,779	21,780	57,000	21,780	21,780
WRS	235,399	252,947	259,232	272,088	278,763
FICA Medicare Benefits	298,589	286,334	311,436	311,342	311,718
Licenses & Certifications	1,884	-	-	-	-
Post Employment Health Plans	23,580	23,933	25,036	26,287	26,287
<b>Benefits Total</b>	<b>\$ 1,280,810</b>	<b>\$ 1,399,216</b>	<b>\$ 1,357,082</b>	<b>\$ 1,435,600</b>	<b>\$ 1,497,336</b>

**Monona Terrace Comm Conv Ctr**

**Function: Public Facilities**

*Line Item Detail*

**Agency Primary Fund:** Convention Center

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Supplies					
Office Supplies	9,962	14,044	10,700	11,044	11,044
Copy Printing Supplies	2,054	2,500	2,054	2,500	2,500
Hardware Supplies	3,236	8,500	3,236	1,500	1,500
Software Lic & Supplies	15,528	11,720	15,528	11,720	11,720
Postage	5,639	7,650	4,284	7,650	7,650
Books & Subscriptions	706	650	290	450	450
Work Supplies	36,481	47,868	25,000	34,858	34,858
Janitorial Supplies	56,080	64,000	52,154	62,000	62,000
Safety Supplies	937	5,000	937	2,000	2,000
Uniform Clothing Supplies	3,225	5,900	3,225	6,400	6,400
Food And Beverage	12,531	21,895	12,907	23,875	23,875
Building Supplies	21,193	36,017	27,975	34,017	34,017
Electrical Supplies	22,686	35,103	25,522	35,103	35,103
HVAC Supplies	12,529	20,000	12,975	20,000	20,000
Plumbing Supplies	13,277	12,000	11,345	10,000	10,000
Trees Shrubs Plants	7,781	10,000	5,920	10,000	10,000
Equipment Supplies	529,648	59,112	59,112	76,112	76,112
Inventory	58,417	87,100	87,100	86,900	86,900
<b>Supplies Total</b>	<b>\$ 811,912</b>	<b>\$ 449,059</b>	<b>\$ 360,264</b>	<b>\$ 436,129</b>	<b>\$ 436,129</b>

**Monona Terrace Comm Conv Ctr**

**Function: Public Facilities**

*Line Item Detail*

**Agency Primary Fund:** Convention Center

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Purchased Services</b>					
Natural Gas	8,181	8,000	10,000	9,000	9,000
Fuel Oil	1,770	4,000	1,770	4,500	4,500
Electricity	397,640	350,000	384,097	380,000	380,000
Water	47,377	50,000	54,484	55,000	55,000
Steam	217,831	200,000	200,000	200,000	200,000
Telephone	11,997	10,000	8,919	10,000	10,000
Cellular Telephone	6,472	5,000	6,472	5,000	5,000
Building Improv Repair Maint	174,279	105,000	134,000	90,000	90,000
Waste Disposal	59,078	40,000	59,078	55,000	55,000
Pest Control	1,980	2,800	2,500	3,000	3,000
Elevator Repair	67,804	100,000	69,614	95,000	95,000
Facility Rental	-	30,000	27,298	30,000	30,000
Landscaping	12,301	25,000	16,047	20,000	20,000
Comm Device Mntc	79,635	80,000	80,000	60,000	60,000
Equipment Mntc	31,088	42,208	31,088	37,208	37,208
System & Software Mntc	19,652	9,450	19,652	9,450	9,450
Rental Of Equipment	73,172	68,500	68,500	68,000	68,000
Recruitment	163	500	202	300	300
Mileage	-	200	-	150	150
Conferences & Training	8,238	27,300	7,802	26,670	26,670
Memberships	9,310	8,715	9,310	8,555	8,555
Uniform Laundry	61,121	80,000	61,121	80,000	80,000
Audit Services	4,000	4,000	4,000	4,000	4,000
Credit Card Services	70,609	70,000	70,000	75,000	75,000
Delivery Freight Charges	-	600	140	400	400
Storage Services	395	400	400	500	500
Management Services	82,035	90,000	91,470	90,000	90,000
Consulting Services	21,746	27,500	55,419	32,500	32,500
Advertising Services	140,919	234,726	140,919	235,986	235,986
Printing Services	1,668	11,900	1,668	12,550	12,550
Security Services	69,127	75,000	69,127	75,000	75,000
Catering Vending Services	4,173,420	5,000,000	4,972,105	5,000,000	5,000,000
Other Services & Expenses	183,643	144,300	183,643	144,300	144,300
Permits & Licenses	4,895	6,500	4,895	4,500	4,500
<b>Purchased Services Total</b>	<b>\$ 6,041,546</b>	<b>\$ 6,911,599</b>	<b>\$ 6,845,739</b>	<b>\$ 6,921,569</b>	<b>\$ 6,921,569</b>
<b>Debt Othr Financing</b>					
Interest	28,735	-	21,930	-	-
Interest Leases	2,908	-	-	-	-
Lease Amortization	28,161	-	-	-	-
Fund Balance Generated	-	-	269,998	-	-
<b>Debt Othr Financing Total</b>	<b>\$ 59,804</b>	<b>\$ -</b>	<b>\$ 291,927</b>	<b>\$ -</b>	<b>\$ -</b>

**Monona Terrace Comm Conv Ctr**

**Function: Public Facilities**

*Line Item Detail*

**Agency Primary Fund:** Convention Center

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Inter Depart Charges					
ID Charge From Attorney	64,192	48,256	48,256	31,211	33,147
ID Charge From Civil Rights	16,589	16,527	16,527	18,432	19,573
ID Charge From Finance	59,417	63,664	63,664	48,546	51,555
ID Charge From Human Resources	93,770	98,265	98,265	49,884	52,981
ID Charge From Information Tec	65,215	92,449	92,449	147,823	153,582
ID Charge From Mayor	28,791	29,851	29,851	32,362	34,371
ID Charge from EAP	6,121	11,391	11,391	10,820	11,491
ID Charge From Fleet Services	3,914	2,749	2,749	2,709	2,738
ID Charge From Streets	-	10,000	10,000	10,000	10,000
ID Charge From Insurance	101,633	95,813	95,813	109,672	109,672
ID Charge From Workers Comp	29,104	25,363	25,363	37,422	37,422
<b>Inter Depart Charges Total</b>	<b>\$ 468,746</b>	<b>\$ 494,328</b>	<b>\$ 494,328</b>	<b>\$ 498,880</b>	<b>\$ 516,532</b>
Transfer Out					
Transfer Out To General	338,200	338,200	338,200	338,200	338,200
Transfer Out To Debt Service	-	56,941	56,941	56,941	56,941
<b>Transfer Out Total</b>	<b>\$ 338,200</b>	<b>\$ 395,141</b>	<b>\$ 395,141</b>	<b>\$ 395,141</b>	<b>\$ 395,141</b>

**Monona Terrace Comm Conv Ctr**

**Function: Public Facilities**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
				FTEs	Amount	FTEs	Amount
ACCT TECH 2-20	20	2.00	118,017	2.00	131,565	2.00	132,840
ADMIN ASST-20	20	-	-	1.00	71,435	1.00	72,127
ADMIN CLK 1-20	20	3.00	174,936	2.00	120,857	2.00	122,029
COMM EVENTS COORD-18	18	1.00	72,133	1.00	77,695	1.00	78,449
CUSTODIAL WKR 2-16	16	5.00	285,088	5.00	307,620	5.00	310,602
CUSTODIAL WKR 2-16 PT	16	0.50	50,656	0.50	54,075	0.50	54,600
FACILITY MAINT WKR-16	16	2.00	125,061	2.00	123,365	2.00	124,561
GARDENER-16	16	1.00	64,829	1.00	69,205	1.00	69,876
IT SPEC 2-18	18	1.00	61,626	1.00	67,660	1.00	68,316
IT SPEC 3-18	18	1.00	101,152	1.00	108,961	1.00	110,018
M.T. ASSOC DIRECTOR-18	18	2.00	226,275	2.00	241,548	2.00	243,890
M.T. ASST OPERATIONS MGR-18	18	-	-	1.00	87,672	1.00	88,522
M.T. ASST OPERATIONS SUPV-18	18	1.00	78,241	-	-	-	-
M.T. BLDG MAINT SUPV-18	18	1.00	83,645	1.00	89,291	1.00	90,157
M.T. BOOKING COORD-20	20	1.00	66,383	1.00	71,503	1.00	72,196
M.T. COM.REL.SUPV-18	18	1.00	83,645	1.00	91,970	1.00	92,861
M.T. COMMAND CTR OPER-16	16	4.00	251,789	4.00	269,998	4.00	272,616
M.T. DIRECTOR-21	21	1.00	144,205	1.00	153,939	1.00	155,431
M.T. EVENT COORD-20	20	3.00	193,634	3.00	206,704	3.00	208,708
M.T. EVENT SERVS MGR-18	18	1.00	84,931	1.00	90,664	1.00	91,543
M.T. GIFT SHOP MGR-18	18	1.00	78,241	1.00	83,522	1.00	84,332
M.T. OPER LDWKR-16	16	4.00	256,316	4.00	274,257	4.00	276,916
M.T. OPERATIONS MGR-18	18	1.00	93,682	1.00	100,006	1.00	100,975
M.T. OPERS WKR-16	16	6.00	337,187	6.00	362,783	6.00	366,300
M.T. SALES ASSOC-19	19	2.00	125,954	2.00	136,274	2.00	137,595
M.T. SALES MGR-19	19	1.00	94,388	1.00	100,759	1.00	101,736
M.T. TECH SERVS SPEC 1-16	16	1.00	71,448	-	-	-	-
M.T. TECH SERVS SPEC 2-16	16	-	-	1.00	78,547	1.00	79,308
M.T. VOL/TOUR COORD-18	18	1.00	74,919	1.00	79,976	1.00	80,752
MAINT MECH 1-16	16	2.00	134,281	2.00	145,052	2.00	146,459
MAINT MECH 1-16 PT	16	0.50	60,028	0.50	64,079	0.50	64,700
MAINT MECH 2-16	16	1.00	63,138	1.00	70,997	1.00	71,685
MKTG/COMMUN SPEC-18	18	1.00	72,602	1.00	77,503	1.00	78,254
QI & OPER MGR-18	18	1.00	102,072	1.00	109,943	1.00	111,009
SALES CLERK-20 PT	20	1.00	46,135	1.00	51,112	1.00	51,608
		<b>55.00</b>	<b>\$3,876,636</b>	<b>55.00</b>	<b>\$4,170,538</b>	<b>55.00</b>	<b>\$4,210,970</b>

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 Safety & Health*

Fire Department  
Office of the Independent Monitor  
Police Department  
Public Health

# Fire Department

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## *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 Agency is responsible for emergency responses to fires and other disasters, emergency medical services, fire safety education, fire and elevator inspection, and fire investigation. The goal of the Department is to ensure quality emergency response services across the City of Madison. The department will advance this goal by seeking 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.

### 2024 Budget Highlights

#### Service: Fire Operations

- Funds two Firefighter recruit classes in 2024; one class of 24 recruits in January and a second class of 15 recruits in June. The classes may include additional recruits for commissioned positions vacant at the time the class begins. (Increase: \$117,800)
- Adds a 1.0 FTE civilian EMS Training Coordinator position and moves the commissioned position currently filling this role back into the field. It is anticipated that by having an additional commissioned employee in the field, overtime to meet minimum staffing requirements will be sufficiently reduced to cover the cost of the new position (\$84,000) and to increase funding for a part-time Community Paramedic position to full-time (\$41,000). (Net neutral)
- Annualizes funding added in 2023 to expand the Community Alternative Response Emergency Services (CARES) program. The 2023 adopted budget added funding for two additional community paramedic positions, two contracted crisis workers, a Program Manager position, and one-time supplies to transform the program into a 12 hours a day, 7 days a week service. (Increase: \$257,000)
- Includes a 1.0 FTE Data Analyst position (\$102,000) transferred from Public Health Madison Dane County to the Fire Department in 2023 and removes the corresponding payment to Public Health for the position. (Net neutral)

#### Service: Fire Prevention

- Budget maintains current level of service.

Grants: The Executive Budget includes \$186,085 in anticipated grant and restricted revenues and expenditures.

- HAZMAT Team: The Dane County and the State of Wisconsin Emergency Management Division HAZMAT Team provides specialized response to incidents involving hazardous materials. (\$160,085)
- Metropolitan Medical Response System: This federal grant from the Department of Homeland Security supports and enhances the integration of local emergency management, health, and medical systems into a coordinated, sustained local capability to respond effectively to a mass casualty incident. (\$26,000)



**Fire**

Function:

**Public Safety & Health***Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	65,368,265	68,098,376	68,187,926	69,425,293	70,292,692
Other Grants	2,876,662	229,153	199,785	186,085	186,085
<b>Total</b>	<b>\$ 68,244,927</b>	<b>\$ 68,327,529</b>	<b>\$ 68,387,712</b>	<b>\$ 69,611,378</b>	<b>\$ 70,478,777</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Fire Operations	67,466,104	66,949,816	67,278,238	68,107,443	68,930,395
Fire Prevention	778,823	1,377,712	1,109,473	1,503,935	1,548,383
<b>Total</b>	<b>\$ 68,244,927</b>	<b>\$ 68,327,529</b>	<b>\$ 68,387,712</b>	<b>\$ 69,611,378</b>	<b>\$ 70,478,777</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Intergov Revenues	(163,485)	(223,408)	(279,522)	(223,408)	(223,408)
Charges For Services	(371,475)	(344,100)	(369,612)	(349,070)	(349,070)
Licenses And Permits	(1,493,460)	(1,329,843)	(1,394,759)	(1,379,843)	(1,379,843)
Invest Other Contrib	(4,583)	(5,250)	(13,161)	(5,250)	(5,250)
Misc Revenue	(131,708)	(113,100)	(113,000)	(113,100)	(113,100)
<b>Total</b>	<b>\$ (2,164,711)</b>	<b>\$ (2,015,701)</b>	<b>\$ (2,170,053)</b>	<b>\$ (2,070,671)</b>	<b>\$ (2,070,671)</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	44,065,853	46,609,093	45,154,464	46,994,602	46,970,254
Benefits	16,397,041	15,645,507	17,796,239	16,283,991	17,166,009
Supplies	1,013,989	1,169,241	1,097,891	1,164,164	1,164,164
Purchased Services	1,523,840	2,019,856	1,749,238	2,265,694	2,265,694
Debt Othr Financing	23,090	-	-	-	-
Inter Depart Charges	4,650,314	4,797,533	4,657,932	4,973,598	4,983,327
Transfer Out	2,735,511	102,000	102,000	-	-
<b>Total</b>	<b>\$ 70,409,638</b>	<b>\$ 70,343,230</b>	<b>\$ 70,557,765</b>	<b>\$ 71,682,049</b>	<b>\$ 72,549,448</b>

*Service Overview*

**Service:** Fire Operations

*Service Description*

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

*Activities Performed by this Service*

- Fire Suppression and Emergency Medical Service: Respond to emergency Fire and EMS incidents including field operations for Fire and EMS service, 14 fire stations, and fire maintenance.
- Fire Administration: Provide overall leadership (Fire Chiefs) and manage budget and fiscal services, including payroll, purchasing, billing, receipts, information technology, and grant management.
- Training and Recruitment: Provide ongoing fire and EMS education, drills, and competencies to ensure professional excellence and firefighter safety; recruit and hire new employees, oversee fitness and wellness of personnel, provide Fire and EMS training for recruits and personnel.
- Specialized Operations: Provide specialty services including Lake Rescue, Heavy Urban Rescue, Hazardous Materials, fire investigation, special event staffing for emergency response, and Tactical EMS.
- Community Alternative Response Emergency Services (CARES) and Community Paramedicine: Provide an additional resource for behavioral health emergencies that occur in the community by ensuring that behavioral healthcare is addressed primarily as a medical situation, by medical personnel, increasing patient satisfaction, and diverting patients away from emergency rooms and jails.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	64,589,442	66,720,664	67,078,453	67,921,358	68,744,310
Other-Expenditures	2,876,662	229,153	199,785	186,085	186,085
<b>Total</b>	<b>\$ 67,466,104</b>	<b>\$ 66,949,816</b>	<b>\$ 67,278,238</b>	<b>\$ 68,107,443</b>	<b>\$ 68,930,395</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(494,647)	(570,608)	(654,959)	(575,578)	(575,578)
Personnel	58,156,149	59,567,804	60,480,981	60,465,575	61,278,797
Non-Personnel	5,154,288	3,155,087	2,794,284	3,243,848	3,243,848
Agency Charges	4,650,314	4,797,533	4,657,932	4,973,598	4,983,327
<b>Total</b>	<b>\$ 67,466,104</b>	<b>\$ 66,949,816</b>	<b>\$ 67,278,238</b>	<b>\$ 68,107,443</b>	<b>\$ 68,930,395</b>

*Service Overview*

**Service:** Fire Prevention

Service Description

This service is responsible for fire prevention, community risk reduction, community education, and emergency management. Specific functions of the service include: fire/EMS safety education, fire and safety inspections, fire protection engineering/plan approval, elevator inspections/plan approval, public information, and emergency management coordination. The goal of this service is to proactively prevent emergencies through education, inspections, and proactive code and plan development.

Activities Performed by this Service

- Fire Safety and Community Education: Provide presentations, community events, scheduled programs, and information seminars focused on fire safety to reduce fires and related injuries through education.
- Fire Inspection: Verify all commercial buildings in the City are operated and maintained safely through fire safety inspections in all multi-residential and commercial properties.
- Code Enforcement: Mitigate code violations through the issuance of orders, referrals to the City Attorney, and citations.
- Fire Protection Engineering: Ensure site development, new construction, and alteration projects comply with building and fire codes and Madison General Ordinances, work with owners, developers, and contractors during design to review construction documents, and inspect and test installation of site access, fire suppression, fire alarm, smoke control, and fire command centers.
- Public Information: Disseminate information through news releases, public reports, and social media, connect affected individuals with resources through the occupant services unit.
- Elevator Inspections: Ensure safe installation, alteration, and operation of conveyances including elevators, escalators, chair lifts, and dumbwaiters through timely plan review, annual inspections, and permitting.
- Fire/Arson Investigation: Investigate and determine the origin, cause, and circumstances of structure fires, vehicles fires, outside fires, and unknown cause fires; train field personnel on fire investigation aspects of a fire scene and conduct pre-employment background investigations.
- Emergency Management Coordination: Develop, oversee, and coordinate the City’s comprehensive emergency management system. The work includes mitigation, preparedness, response, and recovery from natural and man-made emergencies and disasters consistent with Madison General Ordinance 3.20.

Service Budget by Fund

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	778,823	1,377,712	1,109,473	1,503,935	1,548,383
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 778,823</b>	<b>\$ 1,377,712</b>	<b>\$ 1,109,473</b>	<b>\$ 1,503,935</b>	<b>\$ 1,548,383</b>

Service Budget by Account Type

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(1,670,064)	(1,445,093)	(1,515,094)	(1,495,093)	(1,495,093)
Personnel	2,306,746	2,686,795	2,469,723	2,813,018	2,857,466
Non-Personnel	142,142	136,010	154,845	186,010	186,010
<b>Total</b>	<b>\$ 778,823</b>	<b>\$ 1,377,712</b>	<b>\$ 1,109,473</b>	<b>\$ 1,503,935</b>	<b>\$ 1,548,383</b>

**Fire**

**Function:**

**Public Safety & Health**

*Line Item Detail*

**Agency Primary Fund:** General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Intergov Revenues</b>					
Federal Revenues Operating	(27,654)	(55,308)	(88,511)	(55,308)	(55,308)
State Revenues Operating	(41,231)	(30,000)	(44,411)	(30,000)	(30,000)
Payment For Municipal Service	(20,600)	(20,600)	(20,600)	(20,600)	(20,600)
Local Revenues Operating	(35,000)	(70,000)	(70,000)	(70,000)	(70,000)
Other Unit Of Gov Revenues OI	(39,000)	(47,500)	(56,000)	(47,500)	(47,500)
<b>Intergov Revenues Total</b>	<b>\$ (163,485)</b>	<b>\$ (223,408)</b>	<b>\$ (279,522)</b>	<b>\$ (223,408)</b>	<b>\$ (223,408)</b>
<b>Charges For Services</b>					
Reproduction Services	(35)	(2,100)	-	(2,100)	(2,100)
Special Duty	(188,770)	(170,500)	(188,770)	(170,500)	(170,500)
Inspect & Reinspect Fees	(17,175)	(10,000)	(17,175)	(10,000)	(10,000)
Reimbursement Of Expense	(165,496)	(161,500)	(163,667)	(166,470)	(166,470)
<b>Charges For Services Total</b>	<b>\$ (371,475)</b>	<b>\$ (344,100)</b>	<b>\$ (369,612)</b>	<b>\$ (349,070)</b>	<b>\$ (349,070)</b>
<b>Licenses And Permits</b>					
Elevator Permits And Inspects	(944,097)	(819,828)	(914,029)	(869,828)	(869,828)
Fire Permits	(549,363)	(510,015)	(480,730)	(510,015)	(510,015)
<b>Licenses And Permits Total</b>	<b>\$ (1,493,460)</b>	<b>\$ (1,329,843)</b>	<b>\$ (1,394,759)</b>	<b>\$ (1,379,843)</b>	<b>\$ (1,379,843)</b>
<b>Invest Other Contrib</b>					
Contributions & Donations	(4,583)	(5,250)	(13,161)	(5,250)	(5,250)
<b>Invest Other Contrib Total</b>	<b>\$ (4,583)</b>	<b>\$ (5,250)</b>	<b>\$ (13,161)</b>	<b>\$ (5,250)</b>	<b>\$ (5,250)</b>
<b>Misc Revenue</b>					
Miscellaneous Revenue	(131,708)	(113,100)	(113,000)	(113,100)	(113,100)
<b>Misc Revenue Total</b>	<b>\$ (131,708)</b>	<b>\$ (113,100)</b>	<b>\$ (113,000)</b>	<b>\$ (113,100)</b>	<b>\$ (113,100)</b>
<b>Salaries</b>					
Permanent Wages	36,315,276	39,785,445	37,714,199	42,454,158	42,429,809
Salary Savings	-	(475,125)	-	(2,200,914)	(1,692,272)
Pending Personnel	-	1,346,930	-	1,575,003	1,066,361
Premium Pay	1,192,447	1,429,911	1,212,346	1,475,000	1,475,000
Workers Compensation Wages	131,508	-	191,997	-	-
Compensated Absence	1,310,004	1,189,065	1,336,204	1,225,000	1,225,000
Hourly Wages	51,111	3,010	12,908	3,010	3,010
Overtime Wages Permanent	4,937,220	3,208,952	4,580,020	3,074,743	3,074,743
Election Officials Wages	423	-	-	-	-
Budget Efficiencies	-	-	-	(700,831)	(700,831)
<b>Salaries Total</b>	<b>\$ 43,937,988</b>	<b>\$ 46,488,188</b>	<b>\$ 45,047,674</b>	<b>\$ 46,905,168</b>	<b>\$ 46,880,820</b>

**Fire**

**Function:**

**Public Safety & Health**

*Line Item Detail*

**Agency Primary Fund:** General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Benefits					
Comp Absence Escrow	985,299	-	975,868	-	-
Health Insurance Benefit	6,225,393	6,635,027	6,552,593	6,721,144	7,211,651
Wage Insurance Benefit	171,462	169,041	169,633	157,124	156,679
Health Insurance Retiree	486,751	455,184	520,696	484,469	484,791
Health Ins Police Fire Retiree	126,617	90,000	140,646	130,000	130,000
Accident Death Dismember Ins	488,021	490,000	519,361	490,000	490,000
WRS	7,018,563	6,935,220	7,895,245	7,364,542	7,763,549
WRS-Prior Service	10,640	10,000	12,516	10,000	10,000
FICA Medicare Benefits	766,303	719,477	878,640	790,637	783,265
Tuition	62,964	80,000	74,000	80,000	80,000
Post Employment Health Plans	20,087	20,388	21,499	22,574	22,574
<b>Benefits Total</b>	<b>\$ 16,362,099</b>	<b>\$ 15,604,336</b>	<b>\$ 17,760,697</b>	<b>\$ 16,250,491</b>	<b>\$ 17,132,509</b>

Supplies					
Office Supplies	3,243	8,400	6,015	8,400	8,400
Copy Printing Supplies	7,385	9,950	7,254	9,950	9,950
Furniture	33,394	20,000	31,946	19,000	19,000
Hardware Supplies	30,807	30,200	30,807	22,700	22,700
Software Lic & Supplies	671	9,700	5,432	9,700	9,700
Postage	15,923	11,500	13,474	11,500	11,500
Books & Subscriptions	9,218	16,200	13,885	16,200	16,200
Work Supplies	99,855	150,264	101,011	147,764	147,764
Medical Supplies	339,580	350,500	356,044	350,500	350,500
Safety Supplies	94,489	168,145	104,541	168,145	168,145
Uniform Clothing Supplies	272,883	246,891	332,922	243,691	243,691
Food And Beverage	5,102	14,070	13,797	14,070	14,070
Building Supplies	1,112	-	282	-	-
Landscaping Supplies	62	-	-	-	-
Equipment Supplies	67,734	122,544	67,734	122,544	122,544
<b>Supplies Total</b>	<b>\$ 981,457</b>	<b>\$ 1,158,364</b>	<b>\$ 1,085,144</b>	<b>\$ 1,144,164</b>	<b>\$ 1,144,164</b>

**Fire**

**Function:**

**Public Safety & Health**

*Line Item Detail*

**Agency Primary Fund:** General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Purchased Services					
Natural Gas	89,071	77,050	89,071	88,608	88,608
Electricity	197,793	189,000	197,793	198,450	198,450
Water	58,513	61,903	72,982	81,093	81,093
Telephone	9,112	14,893	14,893	14,893	14,893
Cellular Telephone	48,481	63,547	48,481	63,547	63,547
Building Improv Repair Maint	78,052	126,434	107,357	126,434	126,434
Facility Rental	-	18,200	1,200	18,200	18,200
Comm Device Mntc	-	60,000	25,000	60,000	60,000
Equipment Mntc	67,889	96,000	69,786	96,000	96,000
System & Software Mntc	83,211	127,838	97,413	127,838	127,838
Recruitment	7	-	-	-	-
Mileage	26,670	32,260	28,507	32,260	32,260
Conferences & Training	16,157	42,151	17,889	42,151	42,151
In Service Training	73,927	128,118	73,712	144,118	144,118
Memberships	8,190	6,160	8,127	6,160	6,160
Uniform Laundry	61,018	60,000	61,018	60,000	60,000
Medical Services	83,729	103,000	90,572	103,000	103,000
Armored Car Services	535	-	-	-	-
Storage Services	1,596	1,500	1,596	1,500	1,500
Consulting Services	256,709	276,260	216,734	374,450	374,450
Advertising Services	6,377	3,102	6,377	3,102	3,102
Printing Services	264	-	264	-	-
Parking Towing Services	618	5,200	518	5,200	5,200
Other Services & Expenses	309,219	469,540	475,243	54,540	54,540
Comm Agency Contracts	-	-	-	519,500	519,500
Permits & Licenses	460	1,500	-	1,500	1,500
<b>Purchased Services Total</b>	<b>\$ 1,477,597</b>	<b>\$ 1,963,656</b>	<b>\$ 1,704,533</b>	<b>\$ 2,222,543</b>	<b>\$ 2,222,543</b>
Inter Depart Charges					
ID Charge From Engineering	290,883	290,883	290,883	335,133	335,133
ID Charge From Fleet Services	3,136,663	3,268,140	3,136,663	3,328,079	3,337,810
ID Charge From Traffic Eng	83,988	101,552	93,428	101,552	101,552
ID Charge From Insurance	223,847	197,822	197,822	205,995	205,995
ID Charge From Workers Comp	914,933	939,136	939,136	1,002,839	1,002,837
<b>Inter Depart Charges Total</b>	<b>\$ 4,650,314</b>	<b>\$ 4,797,533</b>	<b>\$ 4,657,932</b>	<b>\$ 4,973,598</b>	<b>\$ 4,983,327</b>
Transfer Out					
Transfer Out To Grants	21,521	-	-	-	-
Transfer Out To Public Health	102,000	102,000	102,000	-	-
<b>Transfer Out Total</b>	<b>\$ 123,521</b>	<b>\$ 102,000</b>	<b>\$ 102,000</b>	<b>\$ -</b>	<b>\$ -</b>



# Office of the Independent Monitor

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## *Agency Overview*

### Agency Mission

The mission of the Office of the Independent Monitor (OIM) is to provide oversight on behalf of the community to the Madison Police Department.

### Agency Overview

This Office will work to ensure the Madison Police Department is accountable and responsive to the needs and concerns of all segments of the community, thereby building and strengthening trust in the MPD throughout the community. This Office also includes the Police Oversight Board to serve as an independent body authorized to hire and supervise the Independent Police Monitor. The Board also works collaboratively with the OIM and the community to review and make recommendations regarding police discipline, use of force, and other policies and activities, including related to rules, hiring, training, community relations, and complaint processes.

### 2024 Budget Highlights

#### Service: Independent Monitor

- Maintains funding for the Police Civilian Oversight Board (\$37,600).
- Maintains funding for legal services to provide representation to aggrieved individuals in presenting and litigating complaints against Madison Police Department personnel with the Police and Fire Commission (\$50,000).



**Office Of Independent Monitor**

Function: Public Safety and Health

*Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	52,550	473,168	295,899	505,061	509,420
<b>Total</b>	<b>\$ 52,550</b>	<b>\$ 473,168</b>	<b>\$ 295,899</b>	<b>\$ 505,061</b>	<b>\$ 509,420</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Independent Monitor	52,550	473,168	295,899	505,061	509,420
	<b>\$ 52,550</b>	<b>\$ 473,168</b>	<b>\$ 295,899</b>	<b>\$ 505,061</b>	<b>\$ 509,420</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
	-	-	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	13,306	231,257	177,647	265,636	268,260
Benefits	1,603	57,645	39,096	55,040	56,774
Supplies	6,191	30,000	1,150	8,000	8,000
Purchased Services	30,780	153,600	77,340	175,600	175,600
Inter Depart Charges	669	666	666	786	786
<b>Total</b>	<b>\$ 52,550</b>	<b>\$ 473,168</b>	<b>\$ 295,899</b>	<b>\$ 505,061</b>	<b>\$ 509,420</b>

*Service Overview*

**Service:** Independent Monitor

*Service Description*

This service is responsible for providing oversight of the Madison Police Department. Creation of this new Office was approved by the Common Council in September 2020.

*Activities Performed by this Service*

- Office of the Independent Police Monitor: Provide civilian oversight of the Madison Police Department and provide support to the Civilian Oversight Board.
- Police Civilian Oversight Board: The mission of the Civilian Oversight Board is to provide support to the Office of the Independent Monitor, facilitate community input into the operations of the Madison Police Department, and provide oversight on behalf of the community.
- Legal Representation: Provide funding for legal costs of individuals that bring complaints before the Police and Fire Commission, if the claims are deemed to have merit by the Independent Police Monitor.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	52,550	473,168	295,899	505,061	509,420
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 52,550</b>	<b>\$ 473,168</b>	<b>\$ 295,899</b>	<b>\$ 505,061</b>	<b>\$ 509,420</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Personnel	14,910	288,902	216,743	320,675	325,034
Non-Personnel	36,971	183,600	78,490	183,600	183,600
Agency Charges	669	666	666	786	786
<b>Total</b>	<b>\$ 52,550</b>	<b>\$ 473,168</b>	<b>\$ 295,899</b>	<b>\$ 505,061</b>	<b>\$ 509,420</b>

**Office Of Independent Monitor**

**Function: Public Safety and Health**

*Line Item Detail*

**Agency Primary Fund:** General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Salaries</b>					
Permanent Wages	10,160	235,771	172,900	270,737	273,362
Salary Savings	-	(4,514)	-	-	-
Premium Pay	42	-	-	-	-
Hourly Wages	3,104	-	4,747	-	-
Budget Efficiencies	-	-	-	(5,102)	(5,102)
<b>Salaries Total</b>	<b>\$ 13,306</b>	<b>\$ 231,257</b>	<b>\$ 177,647</b>	<b>\$ 265,636</b>	<b>\$ 268,260</b>
<b>Benefits</b>					
Health Insurance Benefit	-	23,866	14,000	15,911	17,101
Wage Insurance Benefit	10	-	231	231	231
WRS	639	16,032	11,239	18,410	18,862
FICA Medicare Benefits	955	17,747	13,590	20,450	20,542
Post Employment Health Plans	-	-	36	38	38
<b>Benefits Total</b>	<b>\$ 1,603</b>	<b>\$ 57,645</b>	<b>\$ 39,096</b>	<b>\$ 55,040</b>	<b>\$ 56,774</b>
<b>Supplies</b>					
Office Supplies	26	-	150	2,000	2,000
Copy Printing Supplies	-	-	-	1,000	1,000
Furniture	-	-	-	1,000	1,000
Hardware Supplies	5,495	-	1,000	2,000	2,000
Software Lic & Supplies	281	-	-	1,000	1,000
Program Supplies	-	30,000	-	-	-
Books & Subscriptions	-	-	-	1,000	1,000
Work Supplies	197	-	-	-	-
Food And Beverage	193	-	-	-	-
<b>Supplies Total</b>	<b>\$ 6,191</b>	<b>\$ 30,000</b>	<b>\$ 1,150</b>	<b>\$ 8,000</b>	<b>\$ 8,000</b>
<b>Purchased Services</b>					
Cellular Telephone	113	-	1,000	1,000	1,000
Custodial Bldg Use Charges	-	-	-	8,941	8,941
Office Equipment Repair	-	-	-	500	500
Comm Device Mntc	-	-	-	500	500
System & Software Mntc	-	-	-	1,000	1,000
Conferences & Training	7,138	-	7,000	15,000	15,000
Memberships	500	-	240	1,000	1,000
Legal Services	-	50,000	50,000	50,000	50,000
Consulting Services	5,934	-	-	-	-
Advertising Services	300	-	-	-	-
Program Services	16,830	37,600	17,100	37,600	37,600
Other Services & Expenses	(35)	66,000	2,000	60,059	60,059
<b>Purchased Services Total</b>	<b>\$ 30,780</b>	<b>\$ 153,600</b>	<b>\$ 77,340</b>	<b>\$ 175,600</b>	<b>\$ 175,600</b>
<b>Inter Depart Charges</b>					
ID Charge From Insurance	669	666	666	784	784
ID Charge From Workers Comp	-	-	-	2	2
<b>Inter Depart Charges Total</b>	<b>\$ 669</b>	<b>\$ 666</b>	<b>\$ 666</b>	<b>\$ 786</b>	<b>\$ 786</b>

**Office Of Independent Monitor**

**Function: Public Safety & Health**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
DATA ANALYST 2	18	1.00	70,487	1.00	75,245	1.00	75,975
INDEPENDENT POLICE AUDITOR	21	1.00	110,539	1.00	137,052	1.00	138,381
PROGRAM ASST 2-20	20	1.00	54,744	1.00	58,440	1.00	59,006
		<b>3.00</b>	<b>\$235,770</b>	<b>3.00</b>	<b>\$270,737</b>	<b>3.00</b>	<b>\$273,362</b>

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

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## *Agency Overview*

### Agency Mission

The mission of the Madison Police Department is to provide high-quality police services that are responsive to and accessible by all members of the community.

### Agency Overview

The Agency believes in the dignity of all people and respects individual and constitutional rights in fulfilling this mission. The department is committed to the core values of integrity, human dignity, service, community partnerships, proficiency and continuous improvement, diversity and leadership.

### 2024 Budget Highlights

#### Service: Police Field

- Includes funding for the 2024 Preservice Academy. Each year the Academy includes 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, which is 37 for 2024. (Increase: \$16,500)
- Includes \$100,000 for a contract with a third party to provide transports to and from Winnebago Mental Health Institute. The 2023 adopted budget included \$50,000 funded through salary savings to conduct an experiment using third party transports. The Police Department provided an evaluation of the experiment in August 2023, which estimated the cost for a full year of all transports to Winnebago by a third party at \$200,000. The 2024 executive budget assumes the Department will adjust the scheduling of third party transports to certain times of the year and/ or certain months to maximize the benefit of the allotted budget.

#### Service: Police Support

- Adds a 1.0 FTE Forensic Lab Technician position and eliminates a vacant Police Report Typist position. The Forensic Lab Technician position will not be filled until a Police Report Typist position becomes vacant through natural attrition and the cost of filling the new position will be fully offset by the vacancy in 2024. (Ongoing Increase: \$15,000)

Grants: The Executive Budget includes \$2,315,600 in anticipated grant and restricted revenues and expenditures. The Police Department is authorized to spend the grant funds in accordance with the grant application, with modifications upon appropriate approvals from the funder.

- The Wisconsin Department of Justice Beat Patrol grant (\$278,929) which annually covers \$126,714 in personnel expenditures. The General Fund budget includes \$152,215 as the match for non-grant eligible expenses.
- Dane County Narcotics Task Force (\$612,828).
- Federal equitable sharing funds as part of the asset forfeiture program (\$131,500).
- The Wisconsin Department of Justice Officer Recertification program (\$211,945).
- Wisconsin Department of Transportation traffic enforcement grants (\$350,000).
- Community Oriented Policing Services (COPS) 2021 COPS Hiring Program: This three-year grant funds six police officer positions to help the Department enhance and improve upon the existing legitimacy and trust building efforts in the community. The grant will pay \$750,000 toward the officers' salaries and benefits over a 36 month period and requires a 25% match of City funds. After the grant period, the full cost of the six positions would be borne by the City (\$574,100). In 2024, the grant will fund \$320,187 with the City match of \$215,211 for a total of \$535,398.
- Other Federal and State grants, including the last year of funding for the Pathways to Recovery/Madison Area Addiction Recovery Initiative (MAARI) and Community Policing Advisory Boards in all six districts (\$195,000).

**Police**Function: **Public Safety and Health***Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	81,498,709	86,917,117	86,765,074	89,783,807	91,033,353
Other Grants	1,629,751	2,829,845	3,474,553	1,998,629	2,002,772
Other Restricted	239,032	168,500	183,450	312,828	312,828
<b>Total</b>	<b>\$ 83,367,493</b>	<b>\$ 89,915,461</b>	<b>\$ 90,423,077</b>	<b>\$ 92,095,264</b>	<b>\$ 93,348,952</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Police Field	73,722,591	79,857,713	80,572,302	81,266,746	82,041,335
Police Support	9,644,901	10,057,748	9,850,775	10,828,517	11,307,618
	<b>\$ 83,367,493</b>	<b>\$ 89,915,461</b>	<b>\$ 90,423,077</b>	<b>\$ 92,095,264</b>	<b>\$ 93,348,952</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Intergov Revenues	(319,187)	(337,617)	(337,617)	(357,680)	(357,680)
Charges For Services	(844,929)	(833,350)	(852,800)	(833,350)	(833,350)
Invest Other Contrib	(81,765)	(202,700)	(72,700)	(214,252)	(214,252)
Misc Revenue	(10,324)	(21,700)	(10,325)	(21,700)	(21,700)
Transfer In	(123)	(125,000)	-	(125,000)	-
<b>Total</b>	<b>\$ (1,256,328)</b>	<b>\$ (1,520,367)</b>	<b>\$ (1,273,442)</b>	<b>\$ (1,551,982)</b>	<b>\$ (1,426,982)</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	54,237,095	60,857,098	57,989,657	62,711,707	62,500,441
Benefits	20,426,700	19,458,556	22,112,843	19,936,970	21,047,067
Supplies	1,691,501	1,725,522	2,151,015	1,614,991	1,614,991
Purchased Services	2,601,026	3,544,108	3,446,508	2,982,728	3,114,629
Debt Othr Financing	240,152	-	92,635	87,569	87,569
Inter Depart Charges	5,385,109	5,526,179	5,578,461	6,037,092	6,043,811
Transfer Out	42,238	324,365	325,400	276,188	367,425
<b>Total</b>	<b>\$ 84,623,821</b>	<b>\$ 91,435,828</b>	<b>\$ 91,696,519</b>	<b>\$ 93,647,246</b>	<b>\$ 94,775,934</b>

**Police****Function:****Public Safety and Health***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 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 to be involved in various community engagement efforts.

*Activities Performed by this Service*

- Patrol Operations and Traffic Services: Respond to public safety concerns and emergencies, including general field operations, community engagement, traffic safety and enforcement, and pedestrian safety and enforcement.
- Criminal Investigative Services: Apply a broad range of professional investigative and analytical skills toward examining criminal activities with the goal of holding offenders accountable to promote public safety and prevent further harm to victims.
- Special Operations: Deploy specialized resources and/or teams during significant or special events, emergencies or disasters, including providing crowd management and control, special event staffing, and safe resolution to high-risk situations.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	71,853,808	76,859,369	76,914,299	78,955,289	79,725,735
Other-Expenditures	1,868,783	2,998,345	3,658,003	2,311,457	2,315,600
<b>Total</b>	<b>\$ 73,722,591</b>	<b>\$ 79,857,713</b>	<b>\$ 80,572,302</b>	<b>\$ 81,266,746</b>	<b>\$ 82,041,335</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(1,076,871)	(1,310,405)	(1,075,555)	(1,321,957)	(1,196,957)
Personnel	66,077,332	71,217,305	71,201,436	72,896,934	73,321,450
Non-Personnel	3,648,894	4,712,170	5,155,496	3,986,150	4,204,504
Agency Charges	5,073,237	5,238,643	5,290,925	5,705,619	5,712,338
<b>Total</b>	<b>\$ 73,722,591</b>	<b>\$ 79,857,713</b>	<b>\$ 80,572,302</b>	<b>\$ 81,266,746</b>	<b>\$ 82,041,335</b>

**Police****Function:****Public Safety and Health***Service Overview***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.

*Activities Performed by this Service*

- **Training:** Provide training to, and continuously improve, all internal personnel as well as external customers in law enforcement and the community at large, including improving and maintaining the Forward Police Training Center, recruiting a diverse officer pool, developing leadership skills at all levels, keeping personnel proficient across a host of topics, such as de-escalation, use of force, and trust-based community policing, problem solving, quality improvement, and innovation and leadership.
- **Administrative Services and Facilities Management:** Provide administrative support including Records, Technology, Public Records, Property, Professional Standards and Internal Affairs, Finance and Personnel, and facilities management.
- **Community Support Services:** Provide district- specific complaint and incident response, mental health support and response, individual neighborhood service and support, community outreach initiatives and trust building, restorative justice coordination and criminal justice diversion, crime prevention, and use of force documentation. In emergent situations, these units supplement patrol resources, special operations services, and investigative services.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	9,644,901	10,057,748	9,850,775	10,828,517	11,307,618
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 9,644,901</b>	<b>\$ 10,057,748</b>	<b>\$ 9,850,775</b>	<b>\$ 10,828,517</b>	<b>\$ 11,307,618</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(179,457)	(209,962)	(197,887)	(230,025)	(230,025)
Personnel	8,586,464	9,098,348	8,901,064	9,751,743	10,226,058
Non-Personnel	926,023	881,825	860,062	975,326	980,111
Agency Charges	311,872	287,536	287,536	331,473	331,473
<b>Total</b>	<b>\$ 9,644,901</b>	<b>\$ 10,057,748</b>	<b>\$ 9,850,775</b>	<b>\$ 10,828,517</b>	<b>\$ 11,307,618</b>



**Police**

**Function: Public Safety and Health**

*Line Item Detail*

**Agency Primary Fund:** General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Intergov Revenues</b>					
State Revenues Operating	(150,055)	(150,055)	(150,055)	(150,055)	(150,055)
Local Revenues Operating	(169,132)	(187,562)	(187,562)	(207,625)	(207,625)
<b>Intergov Revenues Total</b>	<b>\$ (319,187)</b>	<b>\$ (337,617)</b>	<b>\$ (337,617)</b>	<b>\$ (357,680)</b>	<b>\$ (357,680)</b>
<b>Charges For Services</b>					
Police Services	(400,618)	(321,100)	(356,000)	(321,100)	(321,100)
Special Duty	(374,639)	(442,000)	(431,000)	(442,000)	(442,000)
Background Checks	-	(250)	-	(250)	(250)
Facility Rental	(57,534)	(65,000)	(48,000)	(65,000)	(65,000)
Reimbursement Of Expense	(12,138)	(5,000)	(17,800)	(5,000)	(5,000)
<b>Charges For Services Total</b>	<b>\$ (844,929)</b>	<b>\$ (833,350)</b>	<b>\$ (852,800)</b>	<b>\$ (833,350)</b>	<b>\$ (833,350)</b>
<b>Invest Other Contrib</b>					
Contributions & Donations	(81,765)	(202,700)	(72,700)	(214,252)	(214,252)
<b>Invest Other Contrib Total</b>	<b>\$ (81,765)</b>	<b>\$ (202,700)</b>	<b>\$ (72,700)</b>	<b>\$ (214,252)</b>	<b>\$ (214,252)</b>
<b>Misc Revenue</b>					
Miscellaneous Revenue	(10,324)	(21,700)	(10,325)	(21,700)	(21,700)
<b>Misc Revenue Total</b>	<b>\$ (10,324)</b>	<b>\$ (21,700)</b>	<b>\$ (10,325)</b>	<b>\$ (21,700)</b>	<b>\$ (21,700)</b>
<b>Transfer In</b>					
Transfer In From Grants	-	(125,000)	-	(125,000)	-
Transfer In From Insurance	(123)	-	-	-	-
<b>Transfer In Total</b>	<b>\$ (123)</b>	<b>\$ (125,000)</b>	<b>\$ -</b>	<b>\$ (125,000)</b>	<b>\$ -</b>
<b>Salaries</b>					
Permanent Wages	46,795,903	50,655,883	49,466,911	53,810,007	54,262,037
Salary Savings	-	(1,036,048)	-	(2,152,400)	(2,152,400)
Pending Personnel	-	2,485,510	-	2,781,606	2,060,816
Premium Pay	1,178,326	1,239,688	1,273,733	1,310,000	1,310,000
Workers Compensation Wages	102,162	-	145,890	-	-
Compensated Absence	1,412,379	1,968,500	1,435,000	1,968,500	1,968,500
Hourly Wages	35,015	51,182	32,764	55,400	55,400
Overtime Wages Permanent	4,084,668	4,125,209	4,408,316	4,375,000	4,375,000
Election Officials Wages	604	-	1,450	-	-
Budget Efficiencies	-	-	-	(906,907)	(906,907)
<b>Salaries Total</b>	<b>\$ 53,609,058</b>	<b>\$ 59,489,924</b>	<b>\$ 56,764,064</b>	<b>\$ 61,241,205</b>	<b>\$ 60,972,445</b>

**Police**

**Function: Public Safety and Health**

*Line Item Detail*

**Agency Primary Fund:** General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Benefits					
Comp Absence Escrow	1,065,160	-	860,000	-	-
Health Insurance Benefit	7,171,004	7,491,481	7,617,800	7,290,251	7,876,882
Wage Insurance Benefit	202,921	201,904	193,532	191,967	192,656
Health Insurance Retiree	580,952	576,225	574,333	582,400	585,000
Health Ins Police Fire Retiree	291,720	300,000	366,074	300,000	300,000
Accident Death Dismember Insu	664,976	662,300	699,780	665,000	665,000
WRS	6,251,373	6,337,382	7,101,329	6,725,288	7,293,240
WRS-Prior Service	13,004	12,000	13,416	12,000	12,000
FICA Medicare Benefits	3,959,120	3,685,729	4,342,451	3,944,567	3,950,144
Moving Expenses	3,000	-	-	-	-
Tuition	24,984	51,290	30,000	51,290	51,290
Post Employment Health Plans	43,158	43,805	41,454	43,525	43,525
<b>Benefits Total</b>	<b>\$ 20,271,372</b>	<b>\$ 19,362,115</b>	<b>\$ 21,840,169</b>	<b>\$ 19,806,288</b>	<b>\$ 20,969,737</b>

Supplies					
Office Supplies	25,768	45,000	37,000	40,000	40,000
Copy Printing Supplies	40,836	57,000	53,000	54,000	54,000
Hardware Supplies	29,690	29,500	29,475	26,500	26,500
Postage	60,049	64,000	59,000	63,000	63,000
Books & Subscriptions	119	560	70	560	560
Work Supplies	241,811	266,287	260,000	266,367	266,367
Gun Ammunition Supplies	185,763	168,050	168,050	168,050	168,050
Lab And Photo Supplies	27,727	24,775	24,775	24,775	24,775
Medical Supplies	6,318	10,000	6,500	10,000	10,000
Uniform Clothing Supplies	485,528	530,520	485,000	524,950	524,950
Food And Beverage	6,688	9,060	6,660	9,060	9,060
Building Supplies	2,383	800	500	800	800
Trees Shrubs Plants	114	800	240	800	800
Machinery And Equipment	5,488	44,000	43,762	44,000	44,000
Equipment Supplies	249,460	202,225	170,000	209,225	209,225
Gasoline	7,861	7,000	7,680	7,000	7,000
<b>Supplies Total</b>	<b>\$ 1,375,601</b>	<b>\$ 1,459,577</b>	<b>\$ 1,351,712</b>	<b>\$ 1,449,087</b>	<b>\$ 1,449,087</b>

**Police**

**Function: Public Safety and Health**

*Line Item Detail*

**Agency Primary Fund:** General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Purchased Services					
Natural Gas	58,681	35,380	64,560	40,687	40,687
Electricity	137,020	134,789	163,025	141,528	141,528
Water	32,216	31,760	32,176	41,606	41,606
Stormwater	250	-	-	-	-
Telephone	22,829	26,430	23,000	26,430	26,430
Cellular Telephone	140,611	138,880	136,000	138,880	138,880
Systems Comm Internet	74,632	80,080	73,000	91,220	91,220
Building Improv Repair Maint	51,823	45,595	44,345	48,345	48,345
Pest Control	795	1,125	881	1,125	1,125
Facility Rental	40,306	138,786	132,000	153,515	153,515
Custodial Bldg Use Charges	493,146	554,943	554,943	554,943	586,844
Equipment Mntc	14,619	19,167	13,000	16,702	16,702
System & Software Mntc	350,346	411,855	390,000	517,376	517,376
Vehicle Repair & Mntc	1,922	2,300	9,700	2,300	2,300
Rental Of Equipment	12,383	24,650	22,950	50,150	50,150
Recruitment	7	-	-	-	-
Conferences & Training	82,747	133,090	93,090	135,090	135,090
Memberships	7,759	8,224	8,830	7,990	7,990
Medical Services	65,414	57,138	47,100	65,475	65,475
Delivery Freight Charges	368	1,000	350	1,000	1,000
Storage Services	1,501	1,800	1,500	1,800	1,800
Consulting Services	13,739	4,637	12,500	10,315	10,315
Advertising Services	15,640	13,000	13,000	13,000	13,000
Printing Services	10,906	19,000	8,500	14,000	14,000
Prisoner Holding Services	15,768	20,500	23,040	20,500	20,500
Investigative Services	9,393	17,000	10,500	17,000	17,000
Security Services	12,028	36,750	36,750	30,000	30,000
Interpreters Signing Services	-	500	-	500	500
Transcription Services	-	500	-	500	500
Transportation Services	-	50,000	50,000	-	100,000
Other Services & Expenses	255,904	311,563	266,470	314,951	314,951
Comm Agency Contracts	55,842	60,000	60,000	60,000	60,000
Taxes & Special Assessments	18,383	19,500	19,500	19,500	19,500
Permits & Licenses	1,696	7,500	-	7,500	7,500
<b>Purchased Services Total</b>	<b>\$ 1,998,675</b>	<b>\$ 2,407,442</b>	<b>\$ 2,310,710</b>	<b>\$ 2,543,928</b>	<b>\$ 2,675,829</b>
Debt Othr Financing					
Principal Leases	81,502	-	-	-	-
Interest Leases	2,484	-	-	-	-
<b>Debt Othr Financing Total</b>	<b>\$ 83,986</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Police**

**Function: Public Safety and Health**

*Line Item Detail*

**Agency Primary Fund:** General

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Inter Depart Charges					
ID Charge From Engineering	579,674	579,674	579,674	579,674	579,674
ID Charge From Fleet Services	3,074,573	3,064,575	3,032,997	3,211,535	3,218,253
ID Charge From Traffic Eng	290,133	224,839	308,819	285,000	285,000
ID Charge From Insurance	611,747	859,702	859,702	1,062,497	1,062,497
ID Charge From Workers Comp	817,980	790,269	790,269	880,387	880,387
<b>Inter Depart Charges Total</b>	<b>\$ 5,374,107</b>	<b>\$ 5,519,059</b>	<b>\$ 5,571,461</b>	<b>\$ 6,019,092</b>	<b>\$ 6,025,811</b>
Transfer Out					
Transfer Out To Grants	42,238	199,365	200,400	276,188	367,425
<b>Transfer Out Total</b>	<b>\$ 42,238</b>	<b>\$ 199,365</b>	<b>\$ 200,400</b>	<b>\$ 276,188</b>	<b>\$ 367,425</b>

**Police Department**

**Function: Public Safety & Health**

*Position Summary*

*Civilian Positions*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
				FTEs	Amount	FTEs	Amount
ACCOUNTANT 2-18	18	1.00	82,636	1.00	88,213	1.00	89,069
ACCT TECH 2-20	20	1.00	63,138	1.00	68,929	1.00	69,597
ADMIN ASST-17	17	1.00	67,119	-	-	-	-
ADMIN CLK 1-20	20	4.00	206,309	4.00	242,468	4.00	244,819
ADMIN SUPV-18	18	1.00	69,520	2.00	139,561	2.00	140,914
COMM RELATIONS SPEC-18	18	-	-	1.00	75,245	1.00	75,975
CRIME ANALYST 2-18	18	3.00	258,954	2.00	188,404	2.00	190,230
CRIME ANALYST 3-18	18	-	-	1.00	75,245	1.00	75,975
DATA ANALYST 2	18	1.00	67,495	1.00	69,371	1.00	70,043
FORENSIC LAB TECHNICIAN	16	-	-	-	-	1.00	60,055
FORENSIC VIDEO ANALYST-18	18	1.00	92,846	1.00	99,113	1.00	100,074
GRANTS ADMIN 4-18	18	1.00	107,040	1.00	116,421	1.00	117,550
HRA 2-18	18	1.00	82,353	1.00	91,970	1.00	92,861
INFORMATION CLERK-20	20	6.00	305,481	5.00	274,615	5.00	277,278
IT SPEC 2-18	18	5.00	411,410	5.00	450,621	5.00	454,990
MKTG/COMMUN SPEC-18	18	1.00	61,124	-	-	-	-
PO RECORDS CUSTOD-18	18	1.00	91,956	1.00	101,108	1.00	102,089
POLICE ADMIN SERV MGR-18	18	1.00	110,702	1.00	127,551	1.00	128,788
POLICE CASE PROCESS SUPV-18	18	1.00	87,150	1.00	93,887	1.00	94,797
POLICE CASE REPORT LEADWKR-20	20	2.00	125,147	2.00	135,983	2.00	137,301
POLICE COURT SERV SUPV-18	18	1.00	82,353	1.00	87,912	1.00	88,764
POLICE DIRECTOR-18	18	1.00	100,981	1.00	123,836	1.00	125,037
POLICE INFO SYS COORD-18	18	1.00	110,070	1.00	118,577	1.00	119,727
POLICE PROPERTY CLK 2-16	16	5.00	285,840	5.00	302,022	5.00	304,950
POLICE PROPERTY SUPERVISOR-18	18	1.00	92,846	1.00	99,113	1.00	100,074
POLICE RCDS SVS CLK-20	20	15.00	843,925	15.00	906,540	15.00	915,329
POLICE RECORDS SEC MGR-18	18	1.00	110,702	1.00	123,836	1.00	125,037
POLICE RECORDS SVCS CLERK PT	20	0.60	29,341	0.60	32,257	0.60	32,569
POLICE RPT TYPIST 2-20	20	21.00	1,148,504	21.00	1,199,487	20.00	1,211,115
POLICE RPT TYPIST 2-20 PT	20	0.50	22,362	0.50	24,963	0.50	25,205
PROGRAM ASST 1-20	20	10.00	636,416	11.00	754,186	11.00	761,497
PUBLIC INFORMATION OFF 2-18	18	1.00	83,645	1.00	98,163	1.00	99,115
TRAINING CTR COORD-18	18	1.00	73,329	1.00	80,626	1.00	81,408
<b>TOTAL</b>		<b>91.10</b>	<b>\$5,910,694</b>	<b>91.10</b>	<b>\$6,390,226</b>	<b>91.10</b>	<b>\$6,512,232</b>

**Police Department**

**Function: Public Safety & Health**

*Position Summary*

*Sworn Positions*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
				FTEs	Amount	FTEs	Amount
ASST POLICE CHIEF-12	12	3.00	438,782	3.00	465,806	3.00	465,806
DETECTIVE 1-11	11	67.00	6,381,197	67.00	6,708,741	67.00	6,708,741
DETECTIVE SERGEANT	11	5.00	508,783	5.00	531,990	5.00	531,990
POLICE CAPT-12	12	11.00	1,391,572	11.00	1,494,676	11.00	1,494,676
POLICE CHIEF-21	21	1.00	187,834	1.00	200,513	1.00	202,457
POLICE INVESTIGATOR-11	11	13.00	1,252,867	13.00	1,314,647	13.00	1,314,647
POLICE LT.-12	12	23.00	2,561,557	23.00	2,752,503	23.00	2,752,503
POLICE OFFICER-11	11	321.00	25,894,770	321.00	27,630,682	321.00	27,630,682
POLICE SGT-11	11	48.00	4,785,736	48.00	4,945,350	48.00	4,945,350
<b>TOTAL</b>		<b>492.00</b>	<b>\$43,403,098</b>	<b>492.00</b>	<b>\$46,044,909</b>	<b>492.00</b>	<b>\$46,046,853</b>
<b>TOTAL FTEs</b>		<b>583.10</b>	<b>\$49,313,792</b>	<b>583.10</b>	<b>\$52,435,135</b>	<b>583.10</b>	<b>\$52,559,085</b>

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

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## *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. The Department advances this goal by providing services that focus on decreasing the transmission of disease and on engagement with clients and community increasing their capacity to achieve optimal health and wellbeing.

### 2024 Budget Highlights

#### Agency-Wide Changes

- Jointly funds \$21.6 million net of revenues received from grants and fees. The City levy support is \$9.4 million (43%); County general purpose revenue is \$12.2 million (57%). The City has elected to fund additional priorities, described below, totaling \$803,200. The County funds additional priorities totaling \$398,500 to provide naloxone to agencies that have staff and volunteers trained on overdose education and who serve people that use drugs or people who are most likely to witness and respond to an overdose, violence prevention activities, the Healthy Communities grant, and a PFAS initiative.
- Assumes utilizing unassigned fund balance to fund the continuation of COVID response limited term employees (\$898,400), to fund a new Environmental Health Program manager position with Licensed Establishment's restricted reserves (\$130,200), and to fund an additional contribution to the Dane County Humane Society (up to \$230,000 from fund balance).
- Funds a 4.5% cost of living adjustment for Public Health employees, as County employees, in 2024 (\$1.033 million)
- Continues funding for Covering Wisconsin, a program to match federal Medicaid funding so that as long as the Affordable Care Act Insurance Marketplace continues as per Federal Law, Navigators are available to Dane County residents to support them choosing health plans (\$50,000).
- Fully funds the following City priorities:
  - Violence Prevention Team (\$215,725)
  - Contracts that include:
    - Violence prevention programming for which the contractor will be determined through a request for proposal (RFP) process (\$210,000)
    - Access Community Health Center (\$188,000);
    - Safe Communities Coalition (\$20,000);
    - Safe Communities Substance Use Prevention and Injury Prevention (\$78,276);
    - Wellness initiatives (\$10,000);
    - Vivent Health (\$27,394);
    - Narcan for Businesses (\$15,000).

Service: Administration

- Adds 2.0 FTE Medical Interpreter (Spanish) positions to support in-person interpreter needs at clinics, WIC staff doing nurse phone calls, translation needs, and interpretation for staff at community events and mobile clinics. The additional staff will allow for a reduction in interpreter contracts. (Personnel increase: \$208,000; Contracts decrease: \$50,000)

Service: Animal Services

- Provides a one-time increase in PHMDC's contribution to the Dane County Humane Society (DCHS). Dane County Humane Society provides care, treatment, rabies-related services, and humane disposal of stray, abandoned, and/or impounded animals in Dane County. DCHS has indicated that expenses related to this service have increased significantly in recent years. Funding will be made available via reserves for this one time increase to support continued delivery of services. (One-time increase: up to \$230,000)

Service: Community Health

- Budget maintains current level of service.

Service: Emergency Response Planning

- Budget maintains current level of service.

Service: Environmental Protection

- Includes a 20% increase in well and septic fees. PHMDC is an agent for the state for private septic and well systems. This service is responsible for ensuring that well and septic systems are planned, installed and maintained to protect human health and the environment. PHMDC does this by reviewing permits and performing inspections for these systems in accordance with state and county ordinances. (Revenue increase: \$212,000)

Service: Laboratory

- Budget maintains current level of service.

Service: Licensed Establishments

- Adds 1.0 FTE Environmental Health Program Manager position funded by a 20% increase in Licensed Establishments fees in 2023. Fees were increased to build capacity in the service to meet the mandated frequency of inspections. Currently one manager supervises the service. An additional manager will allow for more staff and customer support and development. (Personnel increase: \$130,200)

Service: Policy Planning and Evaluation

- Budget maintains current level of service.

State and Federal Funds: The following federal and state funded programs are included in the Executive Budget.

- American Rescue Plan Act (ARPA): The City's plan for ARPA funding focuses on five priority areas: Violence Prevention & Youth Engagement, Homelessness Support, Affordable Housing, Emerging Needs, and Economic Development. PHMDC's 2024 Executive Budget continues funding from 2023 for PFAS Education, Outreach and Coordination which is included in the Emerging Needs priority area (\$50,000) and Violence Prevention Initiatives (\$433,020).



**Public Health Madison Dane**

**Function: Public Safety and Health**

*Budget Overview*

Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General Fund	7,591,070	9,656,299	9,656,299	9,866,618	10,193,472
Permanent	8,455	-	-	-	-
Public Health Madison Dane	22,313,337	22,497,169	24,734,654	23,361,821	24,501,254
<b>Total</b>	<b>\$ 29,912,861</b>	<b>\$ 32,153,468</b>	<b>\$ 34,390,953</b>	<b>\$ 33,228,439</b>	<b>\$ 34,694,726</b>

Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Administration	6,792,814	5,617,206	8,525,327	6,020,599	6,197,447
Animal Services	1,165,206	1,236,195	1,306,937	1,261,369	1,524,791
Community Health	9,151,359	12,412,560	11,832,550	13,404,515	13,996,342
Emergency Response Planning	6,145,410	3,302,515	4,142,930	3,366,621	3,455,939
Environmental Protection	937,488	1,293,530	1,078,694	1,365,208	1,406,667
Laboratory	733,131	735,807	875,210	958,856	983,072
Licensed Establishments	2,304,662	2,950,711	2,572,156	3,036,062	3,280,832
Policy Planning and Eval	2,682,792	4,604,944	4,057,149	3,815,208	3,849,636
	<b>\$ 29,912,861</b>	<b>\$ 32,153,468</b>	<b>\$ 34,390,953</b>	<b>\$ 33,228,439</b>	<b>\$ 34,694,726</b>

Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Intergov Revenues	(18,554,736)	(16,258,610)	(19,238,052)	(17,449,993)	(18,129,226)
Charges For Services	(478,935)	(916,846)	(899,309)	(984,379)	(1,084,379)
Licenses And Permits	(2,966,102)	(3,195,753)	(3,195,753)	(3,244,529)	(3,244,529)
Invest Other Contrib	(318,740)	(309,596)	(313,988)	(289,000)	(289,000)
Misc Revenue	(3,278)	(12,500)	(5,052)	(12,500)	(12,500)
Other Finance Source	-	(1,071,364)	(400,000)	(898,400)	(1,258,600)
Transfer In	(7,591,070)	(10,388,799)	(10,338,799)	(10,349,638)	(10,676,492)
<b>Total</b>	<b>\$ (29,912,861)</b>	<b>\$ (32,153,468)</b>	<b>\$ (34,390,953)</b>	<b>\$ (33,228,439)</b>	<b>\$ (34,694,726)</b>

Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	16,275,152	18,898,032	17,601,065	19,058,649	20,322,692
Benefits	6,447,680	7,276,822	6,912,020	8,283,422	8,284,230
Supplies	843,219	1,363,585	1,881,486	1,381,942	1,381,942
Purchased Services	2,680,023	4,112,167	4,717,042	3,992,709	4,172,709
Debt Othr Financing	3,534,192	302,822	3,012,634	302,822	302,822
Inter Depart Charges	99,262	90,041	90,041	98,895	120,331
Transfer Out	33,333	110,000	176,667	110,000	110,000
<b>Total</b>	<b>\$ 29,912,861</b>	<b>\$ 32,153,468</b>	<b>\$ 34,390,953</b>	<b>\$ 33,228,439</b>	<b>\$ 34,694,726</b>

*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.

*Activities Performed by this Service*

- **Budget and Finance:** Manage all budgeting and accounting functions including development and monitoring of budgets, purchasing, payroll, billing, and contract monitoring.
- **Administrative and Facilities Support:** Manage operations and administrative support for all office locations.
- **Communications and Strategic Initiatives:** Develop and implement internal and external communications, lead quality improvement and performance management activities, and provide project management in pursuit of Public Health Accreditation Board accreditation for the department.
- **Epidemiology and Data Science:** Collect, analyze, and translate health-related data to assess community health status, track trends, prevent diseases, and inform policies and programs to improve health.
- **Workforce Development:** Manage all human resources and workforce development functions, including the hiring process, orientation and on boarding, professional development, and performance management.
- **Health and Racial Equity:** Develop, implement, and support a framework to build agency capacity so that (1) Public Health will be a highly effective organization that operates with health and racial equity as a guiding principle; and (2) health outcomes in Dane County will not be determined by race, class, gender, income, or other group status.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	-	-	-	-	-
Other-Expenditures	6,792,814	5,617,206	8,525,327	6,020,599	6,197,447
<b>Total</b>	<b>\$ 6,792,814</b>	<b>\$ 5,617,206</b>	<b>\$ 8,525,327</b>	<b>\$ 6,020,599</b>	<b>\$ 6,197,447</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	3,197,945	(21,233,798)	(21,702,489)	(22,283,671)	(23,389,758)
Personnel	2,887,528	4,376,631	3,950,344	4,788,516	4,965,117
Non-Personnel	3,821,086	1,165,249	4,499,657	1,147,905	1,147,905
Agency Charges	84,200	75,325	75,325	84,179	84,425
<b>Total</b>	<b>\$ 9,990,759</b>	<b>\$ (15,616,593)</b>	<b>\$ (13,177,162)</b>	<b>\$ (16,263,072)</b>	<b>\$ (17,192,312)</b>

*Service Overview*

**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.

*Activities Performed by this Service*

- Domestic Animal Bite Investigation and Quarantine: Respond to reports of bites to people or other domestic animals to ensure proper rabies vaccination, quarantine, in home observation, and enforcement of laws related to controlling animal behavior and licensing.
- Stray animal response: Collect domestic animals found running at large and return them to their owner or deliver them to the shelter for care until they are claimed. Enforce regulations on licensing and containing domestic animals as appropriate.
- Wild Animal Bites and Rabies Exposure: Respond to calls related to bites or potential exposure to potentially rabid wild animals. Advise victims and medical providers on rabies risk. Facilitate testing of wild animals for rabies.
- Animal Welfare Complaints: Respond to complaints of mistreatment of domestic and wild animals. Response includes investigation, education of persons involved and enforcement of local and state laws as appropriate.
- Dangerous Animals: Act to eliminate the threat to public health and safety from dangerous animals by investigating potential dangerous animals and ordering restrictions or euthanasia of the animal as appropriate.
- Stray Animal Response: Collect domestic animals found running at large and return to their owner or deliver to the shelter for care until they are claimed. Enforce regulations on licensing and containing domestic animals as appropriate.
- Other Response: Respond to general complaints and requests for information from the public.

*Service Budget by Fund*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	-	-	-	-	-
Other-Expenditures	1,165,206	1,236,195	1,306,937	1,261,369	1,524,791
<b>Total</b>	<b>\$ 1,165,206</b>	<b>\$ 1,236,195</b>	<b>\$ 1,306,937</b>	<b>\$ 1,261,369</b>	<b>\$ 1,524,791</b>

*Service Budget by Account Type*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(1,080,559)	(485,651)	(485,073)	(485,073)	(715,073)
Personnel	814,547	808,127	878,870	833,927	867,349
Non-Personnel	348,727	426,482	426,482	425,856	655,856
Agency Charges	1,932	1,586	1,586	1,586	1,586
<b>Total</b>	<b>\$ 84,647</b>	<b>\$ 750,544</b>	<b>\$ 821,864</b>	<b>\$ 776,296</b>	<b>\$ 809,718</b>

## Service Overview

**Service:** Community Health

## Service Description

This service incorporates a variety of program areas which work collectively to positively impact and improve the health of Madison and Dane County residents. Program areas include: (1) communicable disease monitoring, surveillance and intervention; (2) immunizations; (3) Women, Infants, and Children Supplemental Nutrition Program (WIC); (4) Maternal and Child Health services (MCH); (5) sexual and reproductive health; (6) Fetal and Infant Mortality Review (FIMR); and (7) perinatal nurse home visiting programs.

## Activities Performed by this Service

- Women Infants and Children (WIC) Supplemental Nutrition Program: Improve the health of women, infants and children who may be nutritionally at risk by providing healthy foods, health information, and referrals to health care.
- Wisconsin Well Woman Program: Coordinate programs that provide free or low cost breast and cervical cancer screenings and treatment for people with limited income and little or no health insurance.
- Immunizations: Provide immunizations to reduce the spread of disease in our community and to protect the health of current and future generations.
- Sexual and Reproductive Health: Provide testing and treatment for sexually transmitted infections in an inclusive, stigma-free environment for people of all ages, gender identities, gender expressions, and sexual orientations.
- Communicable Disease: Monitor, treat and prevent the spread of infectious disease.
- Perinatal: Provide programs for people who are pregnant living in Dane County that give support and information needed to have a healthy pregnancy and healthy baby.
- Fetal and Infant Mortality: Coordinate a Fetal and Infant Mortality Review (FIMR) process to improve understanding of the conditions that contribute to stillbirth and infant death.
- Maternal and Child Health: Address barriers women face in their decision, ability, and desire to breastfeed in order to provide equal opportunities for everyone to live the healthiest life possible.
- Sexual and Reproductive Health Nurse Navigators: provide all-options pregnancy counseling, resources and education for anyone who needs support with a pregnancy or their sexual health.
- Community Based Public Health Nursing Team: Works in partnership with Dane County Human Services's Joining Forces for Families (JFF) program to build connections and relationships with community organizations and conduct assessments to identify and link neighborhoods with needed resources and/or to partner in addressing the community's health concerns.

## Service Budget by Fund

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	-	-	-	-	-
Other-Expenditures	9,151,359	12,412,560	11,832,550	13,404,515	13,996,342
<b>Total</b>	<b>\$ 9,151,359</b>	<b>\$ 12,412,560</b>	<b>\$ 11,832,550</b>	<b>\$ 13,404,515</b>	<b>\$ 13,996,342</b>

## Service Budget by Account Type

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(12,996,306)	(2,885,666)	(3,054,441)	(3,041,836)	(3,041,836)
Personnel	7,850,627	10,479,282	9,748,902	11,120,518	11,762,345
Non-Personnel	1,287,602	1,920,149	2,070,519	2,270,867	2,220,867
Agency Charges	13,130	13,130	13,130	13,130	13,130
<b>Total</b>	<b>\$ (3,844,948)</b>	<b>\$ 9,526,894</b>	<b>\$ 8,778,109</b>	<b>\$ 10,362,679</b>	<b>\$ 10,954,506</b>

*Service Overview*

**Service:** Emergency Response Planning

*Service Description*

This service plans for and implements response activities during an emergency or disaster using existing emergency operations, plans, procedures, guidelines, resources, assets and incident management systems. The service coordinates trainings and exercises and disseminates information to the public and incident management responders in the case of a public health emergency using a whole community approach. COVID response efforts, including contact tracing and community testing, are managed by this service.

*Activities Performed by this Service*

- Emergency Plan and Policy Creation: Create and update mass care, medical countermeasure dispensing and administration, medical material management and distribution, and medical surge plans.
- Emergency Response Training and Exercises: Participate in exercises and trainings with community partners and hold exercises for Public Health staff to test response plans.
- Risk Communications Planning and Response: Coordinate and disseminate information to the public regarding emergency response.
- Coordinate with Community Agencies/Businesses: Work with businesses and community partners to leverage their resources in an emergency response to improve overall response to the entire community and to ensure the businesses and critical infrastructure agencies are prepared for public health emergencies.

*Service Budget by Fund*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	-	-	-	-	-
Other-Expenditures	6,145,410	3,302,515	4,142,930	3,366,621	3,455,939
<b>Total</b>	<b>\$ 6,145,410</b>	<b>\$ 3,302,515</b>	<b>\$ 4,142,930</b>	<b>\$ 3,366,621</b>	<b>\$ 3,455,939</b>

*Service Budget by Account Type*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(9,709,373)	(2,824,821)	(4,389,065)	(2,955,978)	(2,955,978)
Personnel	5,385,189	3,070,154	3,758,564	3,031,062	3,120,379
Non-Personnel	760,221	232,361	384,366	335,560	335,560
<b>Total</b>	<b>\$ (3,563,963)</b>	<b>\$ 477,693</b>	<b>\$ (246,134)</b>	<b>\$ 410,643</b>	<b>\$ 499,961</b>

## 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, PFAS, lead and radon.

## Activities Performed by this Service

- Sanitary Permit Review and Inspection: Review permits and perform onsite inspections to ensure systems are built to comply with state laws.
- Onsite Soil Test: Perform onsite evaluation and review of soil test reports to confirm proper waste water disposal for the site.
- Well Location Permitting and Inspection: Review permits and perform onsite inspections to ensure wells are constructed in appropriate locations and follow-up on complaints of unused or contaminated wells that require abandonment.
- Transient Non-community Well Regulation: Inspect wells and monitor private wells that serve the community through churches, commercial establishments, and other public facilities.
- Environmental Nuisance and Hazardous Materials Investigation: Investigate childhood lead hazard, household hygiene, mold, indoor air quality, PFAS, Legionella, etc.
- PFAS Education and Outreach: Provide community outreach and support community engagement about PFAS and opportunities to minimize exposure.
- Other Environmental Health Education and Outreach: Heat Warnings, air advisories, illicit discharge reporting, and other environmental health concerns as requested by community partners and stakeholders.

## Service Budget by Fund

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	-	-	-	-	-
Other-Expenditures	937,488	1,293,530	1,078,694	1,365,208	1,406,667
<b>Total</b>	<b>\$ 937,488</b>	<b>\$ 1,293,530</b>	<b>\$ 1,078,694</b>	<b>\$ 1,365,208</b>	<b>\$ 1,406,667</b>

## Service Budget by Account Type

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(1,240,294)	(811,412)	(764,464)	(1,023,721)	(1,023,721)
Personnel	886,164	960,774	949,330	1,028,364	1,069,823
Non-Personnel	51,324	332,757	129,365	336,844	336,844
<b>Total</b>	<b>\$ (302,806)</b>	<b>\$ 482,118</b>	<b>\$ 314,230</b>	<b>\$ 341,487</b>	<b>\$ 382,946</b>

*Service Overview*

**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 to prevent waterborne illness from surface water contamination, prevent disease or illness by surveilling common vectors such as mosquitoes and ticks, identify sources of contamination and trends that will impact human health, and prevent illegal discharge of harmful substances.

*Activities Performed by this Service*

- Water Sampling: Sample and analyze private water well samples, sample public water, sample and monitor beaches.
- Illicit Discharge Detection and Elimination program: Monitor and sample outfalls, respond to illicit discharge complaints, and elimination of illicit discharges.
- Hazardous Spills/Application Follow up: Respond to complaints of hazardous spills, PAH applications, and sales/use of phosphorus containing materials.

*Service Budget by Fund*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	-	-	-	-	-
Other-Expenditures	733,131	735,807	875,210	958,856	983,072
<b>Total</b>	<b>\$ 733,131</b>	<b>\$ 735,807</b>	<b>\$ 875,210</b>	<b>\$ 958,856</b>	<b>\$ 983,072</b>

*Service Budget by Account Type*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(789,918)	(225,900)	(101,860)	(100,900)	(100,900)
Personnel	519,934	470,512	595,042	809,206	833,422
Non-Personnel	213,197	265,295	280,168	149,650	149,650
<b>Total</b>	<b>\$ (56,787)</b>	<b>\$ 509,907</b>	<b>\$ 773,350</b>	<b>\$ 857,956</b>	<b>\$ 882,172</b>

*Service Overview*

**Service:** Licensed Establishments

Service Description

This service licenses, educates, consults, regulates and inspects all restaurants, retail food stores, school food programs, public pools, hotels, motels, bed and breakfasts, short term rentals, recreational-educational camps, campgrounds, body art establishments, beaches and mobile home parks in Madison and Dane County. The goal of this service is prevention of foodborne and other communicable disease outbreaks.

Activities Performed by this Service

- Food Program: License, regulate, and enforce all restaurant and retail food establishments; promote health and racial equity within the program, with operators, and within the community; and administer support for licensing, complaints, and operator inquiries.
- Pool Program: License, regulate, and enforce all public pools, including sampling and testing of pool water; promote health and racial equity within program, with operators, and within community; administer support for licensing, complaints, and operator inquiries.
- Lodging Program: License, regulate, and enforce hotels, motels, bed and breakfast, and tourist rooming houses; promote health and racial equity within program, with operators, and within community; and administer support for licensing, complaints, and operator inquiries.
- Tattoo and Body Piercing: License, regulate, and enforce tattoo and body piercing establishments; promote health and racial equity within program, with operators, and within community; and administer support for licensing, complaints, and operator inquiries.
- Other Licensed Establishments: License and regulate campgrounds, recreational and educational camps, manufactured home communities and beaches; promote health and racial equity within program, with operators, and within community, and administer support for licensing, complaints, and operator inquiries.

Service Budget by Fund

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	-	-	-	-	-
Other-Expenditures	2,304,662	2,950,711	2,572,156	3,036,062	3,280,832
<b>Total</b>	<b>\$ 2,304,662</b>	<b>\$ 2,950,711</b>	<b>\$ 2,572,156</b>	<b>\$ 3,036,062</b>	<b>\$ 3,280,832</b>

Service Budget by Account Type

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(3,086,599)	(2,623,509)	(2,545,519)	(2,524,029)	(2,654,229)
Personnel	2,184,268	2,753,731	2,359,136	2,845,160	3,089,930
Non-Personnel	120,394	196,980	213,020	190,902	190,902
<b>Total</b>	<b>\$ (781,938)</b>	<b>\$ 327,202</b>	<b>\$ 26,637</b>	<b>\$ 512,033</b>	<b>\$ 626,603</b>



*Service Overview*

**Service:** Policy Planning and Eval

*Service Description*

This service provides program planning, research, and evaluation to internal and external PHMDC stakeholders. The goal of this service is to ensure that Public Health has the information and support needed to guide its work. Program areas include: (1) Substance Use Prevention; (2) Community Health Assessment and Community Health Improvement Plan (CHA/CHIP); and (3) Violence Prevention.

*Activities Performed by this Service*

- Policy Analysis/Planning/Evaluation: Provide policy analysis and position statement support, program planning and coordination, and evaluation services to Public Health staff, other government entities and community stakeholders.
- Community Health Assessment/Health Improvement Plan: Gather input from community on health issues, analyze health data, and prioritize health issues to guide development of a Community Health Improvement Plan (CHIP).
- Substance Use Prevention: Provide harm reduction and overdose prevention primary prevention strategies by working with partners on trainings and narcan/fentanyl test strip distribution.
- Violence Prevention: Provide strategy, planning, and prevention services to reduce and prevent violence in our community.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	-	-	-	-	-
Other-Expenditures	2,682,792	4,604,944	4,057,149	3,815,208	3,849,636
<b>Total</b>	<b>\$ 2,682,792</b>	<b>\$ 4,604,944</b>	<b>\$ 4,057,149</b>	<b>\$ 3,815,208</b>	<b>\$ 3,849,636</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(4,207,757)	(1,062,711)	(1,348,042)	(813,231)	(813,231)
Personnel	2,194,576	3,147,865	2,272,897	2,885,319	2,898,557
Non-Personnel	488,216	1,457,079	1,784,251	929,889	929,889
Agency Charges	-	-	-	-	21,190
<b>Total</b>	<b>\$ (1,524,965)</b>	<b>\$ 3,542,233</b>	<b>\$ 2,709,106</b>	<b>\$ 3,001,977</b>	<b>\$ 3,036,405</b>

Line Item Detail

Agency Primary Fund: Public Health Madison Dane

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Intergov Revenues</b>					
Federal Revenues Operating	(8,976,918)	(2,200,248)	(5,494,832)	(2,944,223)	(2,944,223)
State Revenues Operating	(666,289)	(2,470,169)	(2,155,027)	(2,545,926)	(2,545,926)
Payment For Municipal Service	(12,477)	(11,500)	(11,500)	(14,500)	(14,500)
Local Revenues Operating	(42,370)	-	-	-	-
Other Unit Of Gov Revenues OI	(8,856,683)	(11,576,693)	(11,576,693)	(11,945,344)	(12,624,577)
<b>Intergov Revenues Total</b>	<b>\$ (18,554,737)</b>	<b>\$ (16,258,610)</b>	<b>\$ (19,238,052)</b>	<b>\$ (17,449,993)</b>	<b>\$ (18,129,226)</b>
<b>Charges For Services</b>					
Miscellaneous Chrgs For Servic	-	-	-	-	(100,000)
Lab Fees	(123,095)	(112,150)	(113,110)	(150,150)	(150,150)
Clinic Fees	(94,940)	(267,000)	(232,000)	(267,000)	(267,000)
Inspect & Reinspect Fees	(61,675)	(137,349)	(137,349)	(137,349)	(137,349)
Reimbursement Of Expense	(25,802)	(14,370)	(30,873)	(14,370)	(14,370)
Application Service Fees	(173,423)	(385,977)	(385,977)	(415,510)	(415,510)
<b>Charges For Services Total</b>	<b>\$ (478,935)</b>	<b>\$ (916,846)</b>	<b>\$ (899,309)</b>	<b>\$ (984,379)</b>	<b>\$ (1,084,379)</b>
<b>Licenses And Permits</b>					
Animal Licenses	(420,159)	(485,073)	(485,073)	(485,073)	(485,073)
Clerks Licenses	(2,071,035)	(2,386,680)	(2,386,680)	(2,386,680)	(2,386,680)
Other Licenses	(20,625)	(21,000)	(21,000)	(21,000)	(21,000)
Other Permits	(454,283)	(303,000)	(303,000)	(351,776)	(351,776)
<b>Licenses And Permits Total</b>	<b>\$ (2,966,102)</b>	<b>\$ (3,195,753)</b>	<b>\$ (3,195,753)</b>	<b>\$ (3,244,529)</b>	<b>\$ (3,244,529)</b>
<b>Invest Other Contrib</b>					
Contributions & Donations	(310,285)	(309,596)	(313,988)	(289,000)	(289,000)
<b>Invest Other Contrib Total</b>	<b>\$ (310,285)</b>	<b>\$ (309,596)</b>	<b>\$ (313,988)</b>	<b>\$ (289,000)</b>	<b>\$ (289,000)</b>
<b>Misc Revenue</b>					
Miscellaneous Revenue	(3,278)	(12,500)	(5,052)	(12,500)	(12,500)
<b>Misc Revenue Total</b>	<b>\$ (3,278)</b>	<b>\$ (12,500)</b>	<b>\$ (5,052)</b>	<b>\$ (12,500)</b>	<b>\$ (12,500)</b>
<b>Other Finance Source</b>					
General Obligation Bond Alloc	-	-	(400,000)	-	-
Fund Balance Applied	-	(1,071,364)	-	(898,400)	(1,258,600)
<b>Other Finance Source Total</b>	<b>\$ -</b>	<b>\$ (1,071,364)</b>	<b>\$ (400,000)</b>	<b>\$ (898,400)</b>	<b>\$ (1,258,600)</b>
<b>Transfer In</b>					
Transfer In From General	(7,591,070)	-	(9,656,299)	-	(10,193,472)
Transfer In From Grants	-	(732,500)	(682,500)	(483,020)	(483,020)
General Fund Subsidy	-	(9,656,299)	-	(9,866,618)	-
<b>Transfer In Total</b>	<b>\$ (7,591,070)</b>	<b>\$ (10,388,799)</b>	<b>\$ (10,338,799)</b>	<b>\$ (10,349,638)</b>	<b>\$ (10,676,492)</b>

Line Item Detail

Agency Primary Fund: Public Health Madison Dane

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Salaries</b>					
Permanent Wages	13,276,290	15,808,558	15,603,597	18,555,439	19,458,073
Salary Savings	-	(309,981)	-	(369,336)	(477,228)
Pending Personnel	-	2,576,434	-	-	469,301
Compensated Absence	-	-	2,400	-	-
Hourly Wages	2,926,569	823,021	1,968,631	872,546	872,546
Overtime Wages Permanent	72,112	-	26,436	-	-
Overtime Wages Hourly	181	-	-	-	-
<b>Salaries Total</b>	<b>\$ 16,275,152</b>	<b>\$ 18,898,032</b>	<b>\$ 17,601,065</b>	<b>\$ 19,058,649</b>	<b>\$ 20,322,692</b>
<b>Benefits</b>					
Unemployment Benefits	4,504	1,000	1,350	500	500
Health Insurance Benefit	3,481,567	4,348,619	3,738,206	4,831,344	4,831,968
Dental Insurance Benefit	219,894	260,260	266,131	282,907	282,907
Life Insurance Benefit	3,242	3,613	8,401	3,884	3,884
Wage Insurance Benefit	6,408	7,559	7,884	9,280	9,280
Health Insurance Retiree	259,359	271,600	365,160	288,200	288,200
WRS	1,114,684	1,013,039	1,063,006	1,261,798	1,261,942
FICA Medicare Benefits	1,232,422	1,255,732	1,346,481	1,481,810	1,481,850
Workers Compensation	125,600	115,400	115,400	123,700	123,700
<b>Benefits Total</b>	<b>\$ 6,447,680</b>	<b>\$ 7,276,822</b>	<b>\$ 6,912,020</b>	<b>\$ 8,283,422</b>	<b>\$ 8,284,230</b>
<b>Supplies</b>					
Office Supplies	17,389	24,491	31,011	24,257	24,257
Copy Printing Supplies	10,041	39,291	35,434	35,820	35,820
Furniture	1,712	9,440	13,677	10,000	10,000
Hardware Supplies	78,327	80,873	82,873	59,844	59,844
Software Lic & Supplies	131,011	143,734	572,906	158,146	158,146
Postage	36,914	32,907	33,325	43,446	43,446
Program Supplies	161,584	289,518	325,661	402,305	402,305
Books & Subscriptions	2,751	1,500	5,650	8,020	8,020
Work Supplies	49,047	97,070	92,799	76,170	76,170
Janitorial Supplies	1,378	2,740	2,740	2,980	2,980
Lab And Photo Supplies	57,350	70,000	72,516	39,700	39,700
Medical Supplies	212,105	510,576	515,676	487,944	487,944
Uniform Clothing Supplies	361	500	500	500	500
Food And Beverage	8,707	12,200	12,568	17,410	17,410
Building	-	-	-	100	100
Building Supplies	2,467	-	-	-	-
Machinery And Equipment	59,588	-	34,962	4,800	4,800
Equipment Supplies	12,489	48,746	49,190	10,500	10,500
<b>Supplies Total</b>	<b>\$ 843,219</b>	<b>\$ 1,363,585</b>	<b>\$ 1,881,486</b>	<b>\$ 1,381,942</b>	<b>\$ 1,381,942</b>

Line Item Detail

Agency Primary Fund: Public Health Madison Dane

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Purchased Services					
Natural Gas	8,450	4,295	4,922	6,981	6,981
Electricity	46,098	40,479	46,395	47,844	47,844
Water	602	436	436	383	383
Sewer	756	511	511	483	483
Telephone	8,263	22,536	21,752	18,165	18,165
Cellular Telephone	96,303	103,195	104,196	101,103	101,103
Building Improv Repair Maint	2,946	21,035	179,101	13,035	13,035
Waste Disposal	3,917	4,033	4,302	4,215	4,215
Fire Protection	-	2,000	2,000	500	500
Facility Rental	180,657	531,900	542,490	553,100	553,100
Custodial Bldg Use Charges	191,847	238,508	247,299	238,508	238,508
Comm Device Mntc	-	-	-	1,142	1,142
Equipment Mntc	46,585	127,150	87,150	10,650	10,650
System & Software Mntc	54,399	91,994	90,221	113,959	113,959
Vehicle Repair & Mntc	787	500	500	500	500
Recruitment	588	515	515	515	515
Mileage	85,750	121,100	128,384	143,439	143,439
Conferences & Training	105,930	229,952	270,081	277,326	277,326
In Service Training	-	-	-	10,000	10,000
Memberships	9,435	29,999	37,999	32,455	32,455
Medical Services	15,788	8,200	8,200	28,200	28,200
Audit Services	7,800	7,800	7,800	7,800	7,800
Credit Card Services	61	-	-	-	-
Delivery Freight Charges	-	500	500	-	-
Storage Services	929	1,066	1,066	1,186	1,186
Consulting Services	604,080	232,209	451,038	337,513	337,513
Advertising Services	12,277	4,500	5,000	21,840	21,840
Printing Services	21,018	2,250	4,389	9,903	9,903
Lab Services	12,238	106,725	7,465	224,429	224,429
Interpreters Signing Services	111,297	69,605	85,444	78,565	28,565
Transcription Services	17,667	15,900	15,929	20,479	20,479
Transportation Services	17,152	7,820	15,425	18,661	18,661
Catering Vending Services	6,168	14,600	15,100	10,500	10,500
Program Services	45,174	75,000	107,141	103,000	103,000
Other Services & Expenses	540	104,800	104,800	104,000	104,000
Comm Agency Contracts	923,569	1,864,398	2,092,835	1,426,290	1,656,290
Housing Assistance Payments	8,744	5,000	5,000	5,000	5,000
General Liability Insurance	23,100	20,600	20,600	20,500	20,500
Permits & Licenses	654	1,055	1,055	540	540
<b>Purchased Services Total</b>	<b>\$ 2,671,568</b>	<b>\$ 4,112,167</b>	<b>\$ 4,717,042</b>	<b>\$ 3,992,709</b>	<b>\$ 4,172,709</b>
Debt Othr Financing					
Principal	271,551	257,073	257,073	257,073	257,073
Principal Leases	339,512	-	-	-	-
Interest	55,899	45,749	45,749	45,749	45,749
Interest Leases	42,800	-	-	-	-
Fund Balance Generated	2,824,429	-	2,709,812	-	-
<b>Debt Othr Financing Total</b>	<b>\$ 3,534,192</b>	<b>\$ 302,822</b>	<b>\$ 3,012,634</b>	<b>\$ 302,822</b>	<b>\$ 302,822</b>

**Public Health Madison Dane**

**Function: Public Health and Safety**

*Line Item Detail*

**Agency Primary Fund:** Public Health Madison Dane

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Inter Depart Charges					
ID Charge From Engineering	13,130	13,130	13,130	13,130	34,320
ID Charge From Fleet Services	84,200	75,325	75,325	84,179	84,425
ID Charge From Traffic Eng	1,932	1,586	1,586	1,586	1,586
<b>Inter Depart Charges Total</b>	<b>\$ 99,262</b>	<b>\$ 90,041</b>	<b>\$ 90,041</b>	<b>\$ 98,895</b>	<b>\$ 120,331</b>
Transfer Out					
Transfer Out To General	-	110,000	110,000	110,000	110,000
Transfer Out To Grants	33,333	-	66,667	-	-
<b>Transfer Out Total</b>	<b>\$ 33,333</b>	<b>\$ 110,000</b>	<b>\$ 176,667</b>	<b>\$ 110,000</b>	<b>\$ 110,000</b>

**Public Health Madison Dane**

**Function: Public Safety and Health**

*Position Summary*

Classification	CG	2023 Budget		2024 Budget			
		Adopted		Request		Executive	
CHEMICAL ANALYST	-	1.00	107,047	1.00	107,881	1.00	112,736
CHRONIC DISEASE SPECIALIST	-	1.00	76,773	1.00	77,363	1.00	80,845
CLERK	-	8.50	582,474	11.50	781,832	11.50	817,014
COMMUNICABLE DISEASE OUTREACH	-	1.00	93,502	1.00	94,167	1.00	98,405
COMMUNICATIONS MANAGER	-	-	-	1.00	126,871	1.00	132,580
COMMUNITY HEALTH ED SPEC	-	2.00	182,876	-	-	0.00	-
DIETETIC SPECIALIST	-	5.80	390,346	5.80	399,942	5.80	417,939
DISEASE INTRVN SPEC	-	9.00	594,580	11.00	738,168	11.00	771,386
ENV HEALTH PROGRAM MANAGER	-	-	-	-	-	1.00	90,300
ENV HEALTH SERVICES SUPER	-	3.00	358,067	3.00	361,602	3.00	377,874
ENV HEALTH SPECIALIST	-	-	-	1.00	70,613	1.00	73,791
ENV HEALTH TECHNICIAN	-	2.00	148,210	1.00	82,409	1.00	86,117
GRANTS MANAGER	-	1.00	79,782	1.00	83,918	1.00	87,695
GRANTS & BILLING SPECIALIST	-	3.00	209,392	3.00	221,184	3.00	231,138
HEALTH EDUCATION COOR	-	4.85	463,882	4.85	471,995	4.85	493,235
HEALTH EQUITY COOR	-	2.00	207,374	2.00	213,247	2.00	222,843
HUMANE OFFICER	-	6.00	441,804	6.00	449,587	6.00	469,818
LEADWORKER	-	11.00	1,085,034	11.00	1,174,441	11.00	1,227,291
MEDICAL INTERPRETER	-	2.00	156,596	2.00	157,736	4.00	296,634
MICROBIOLOGIST	-	1.00	101,847	1.00	104,632	1.00	109,341
NEW POSITIONS	-	11.00	802,483	-	-	-	-
NURSE FAMILY PRNTRSP COOR	-	1.00	102,272	1.00	103,054	1.00	107,691
NURSE PRACTITIONER	-	-	-	1.00	135,611	1.00	141,713
OUTREACH AND RESPONSE SPEC	-	1.50	101,931	1.50	102,714	1.50	107,337
PUBLIC HEALTH AIDE	-	8.50	594,183	8.50	603,365	8.50	630,516
PUBLIC HEALTH ANALYST	-	2.00	174,799	1.00	86,600	1.00	90,497
PH COMMUNICATIONS COOR	-	-	-	1.00	94,798	1.00	99,064
PH DEPUTY DIRECTOR	-	1.00	113,615	1.00	115,753	1.00	120,962
PUBLIC HEALTH BUDGET & FIN MGR	-	-	-	1.00	128,725	1.00	134,518
PUBLIC HEALTH DIRECTOR	-	1.00	190,810	1.00	192,266	1.00	200,918
PUBLIC HEALTH DIRECTOR OF COVID F	-	1.00	113,615	1.00	115,753	1.00	120,962
PUBLIC HEALTH DIV DIRECTOR	-	4.00	520,637	4.00	617,565	4.00	645,355
PH EPIDEMIOLOGIST	-	4.00	437,204	5.00	539,872	5.00	564,166
PH INFECTION PREVENTIONIST	-	2.00	177,670	2.00	187,229	2.00	195,654
PUBLIC HEALTH NURSE	-	29.75	2,780,769	34.75	3,304,585	34.75	3,453,291
PUBLIC HEALTH PLANNER	-	7.00	728,912	7.00	733,944	7.00	766,971
PH PREPAREDNESS COOR	-	3.00	287,542	3.00	294,507	3.00	307,760
PH PROGRAM COORDINATOR	-	2.00	185,077	2.00	194,481	2.00	203,233
PUBLIC HEALTH SPECIALIST	-	12.00	877,221	13.00	983,788	13.00	1,028,059
PUBLIC HEALTH SUPERVISOR	-	16.00	1,774,749	15.00	1,695,501	15.00	1,771,799
QUALITY IMP/PERF MGMT	-	1.00	91,622	-	-	0.00	-
SANITARIAN	-	20.00	1,975,521	21.00	2,045,382	21.00	2,137,424
SENIOR ACCOUNTANT	-	1.00	85,053	1.00	86,600	1.00	90,497
VIOLENCE INTVNT OUTREACH COOR	-	1.00	91,991	1.00	93,827	1.00	98,049
VIOLENCE PREV GRANT PRG SPECT	-	1.00	85,053	1.00	93,150	1.00	97,342
VIOLENCE PREVENTION SUPERVISOR	-	1.00	113,748	1.00	114,630	1.00	119,789
WELL WOMAN PRG SPEC	-	1.00	84,862	1.00	85,517	1.00	89,365
		<b>196.90</b>	<b>\$17,770,924</b>	<b>197.90</b>	<b>\$18,466,808</b>	<b>200.90</b>	<b>\$19,519,915</b>

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 Works*

Engineering  
Fleet Service  
Golf  
Landfill  
Parks Division  
Sewer Utility  
Stormwater Utility  
Streets Division  
Water Utility

# Engineering Division

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## 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) design, supervision, inspection, and construction of the City's transportation system infrastructure; (2) construction, maintenance, repair, and energy efficient retrofits to City-owned facilities; and (3) City surveying and mapping operations. The goal of the Engineering Division is to ensure the effective delivery of Public Works services to the City. The Engineering Division will advance this goal by investing in critical transportation infrastructure, public buildings, and records management to ensure consistent provision of Public Works services to City residents and visitors.

### 2024 Budget Highlights

#### Agency-Wide Changes

- Includes a package of position changes, including new positions and reclassifications of existing positions that are cost-neutral based upon the agency's cost to continue budget target. These changes are general-fund neutral by charging time to the capital budget, sewer utility, stormwater utility, reducing hourly wages, and making other allocation changes. The list of all Engineering position changes, including changes to Sewer and Stormwater, are listed below.

#### *Positions with a General Fund Allocation*

- Recreate an Engineer 4 as a Principal Engineer
- Recreate an Accountant 3 as an Accountant 4
- Recreate an Architect 4 as a Principal Architect 1
- Recreate a Civil Tech 2 as a CAD/GIS Specialist 1 (75% General Fund, 17.5% Stormwater, 7.5% Sewer)
- Creates a 1.0 FTE Electrician Trainee to create career pathways from the Green Power program (20% General Fund, 80% Capital)

#### Service: Engineering and Administration

- Purchased Services increased by \$40,700 for increase in software subscriptions & maintenance (\$25,800), and private development plan review/TV inspection costs (\$15,000).
- Includes funding and positions transferred from the Mapping & Records service, which was phased out in 2023.

#### Service: Facilities Management

- Purchased Services increased by \$23,700 due to increased cellular costs (\$1,200), software subscription & maintenance (\$12,400), and consulting for energy management previously charged to the Capital Budget (\$9,900).

#### Service: Facilities Operations and Maintenance

- Budget for 2024 includes a full year of costs for the Town of Madison Town Hall: Salaries increased by \$18,500; Supplies increased by \$21,000; Purchased Services increased by \$62,700; and Inter-Department Charges increased by \$20,300; offset by \$122,500 in Inter-Department Billings.



**Engineering**Function: **Public Works***Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	4,704,941	5,066,401	4,729,524	5,897,330	5,926,844
<b>Total</b>	<b>\$ 4,704,941</b>	<b>\$ 5,066,401</b>	<b>\$ 4,729,524</b>	<b>\$ 5,897,330</b>	<b>\$ 5,926,844</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Engineering And Administrator	3,729,534	4,101,019	4,116,268	4,637,731	4,664,672
Facilities Management	390,966	518,649	415,211	637,781	645,769
Facilities Operations & Maintenance	136,116	446,732	198,045	621,818	616,403
Mapping And Records	448,325	-	-	-	-
<b>Total</b>	<b>\$ 4,704,941</b>	<b>\$ 5,066,401</b>	<b>\$ 4,729,524</b>	<b>\$ 5,897,330</b>	<b>\$ 5,926,844</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Charges For Services	(157,991)	(52,500)	(73,938)	(52,500)	(52,500)
Misc Revenue	(239,828)	(195,000)	(239,828)	(210,000)	(210,000)
Transfer In	(3,359)	-	-	-	-
<b>Total</b>	<b>\$ (401,178)</b>	<b>\$ (247,500)</b>	<b>\$ (313,766)</b>	<b>\$ (262,500)</b>	<b>\$ (262,500)</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	4,012,002	4,326,909	3,893,201	4,811,649	4,818,208
Benefits	1,373,697	1,421,390	1,444,867	1,564,528	1,576,562
Supplies	254,511	205,800	298,608	273,570	273,570
Purchased Services	754,241	613,317	733,967	836,462	847,262
Inter Depart Charges	533,773	572,667	583,310	603,565	603,688
Inter Depart Billing	(1,822,104)	(1,826,183)	(1,910,663)	(1,929,945)	(1,929,945)
<b>Total</b>	<b>\$ 5,106,119</b>	<b>\$ 5,313,901</b>	<b>\$ 5,043,289</b>	<b>\$ 6,159,830</b>	<b>\$ 6,189,344</b>

*Service Overview*

**Service:** Engineering And Administration

Service Description

This service is responsible for design, management, contract administration, and administrative support to the Engineering Division's transportation infrastructure projects. This service oversees projects pertaining to: 1) streets and bridges, 2) sidewalks, 3) multi-use paths, 4) on and off-street bike facilities, 5) environmental improvements for remediating soil and groundwater contamination, 6) land records management and official map, and 7) engineering technology.

Activities Performed by this Service

- Division Management & Administration: Plan, direct, and implement the City public works design, construction, operations, and maintenance.
- Design, Project Management & Construction Inspection: Plan, design, and manage new and reconstructed transportation infrastructure, including public engagement. Oversee the annual process to inspect and rate infrastructure. Coordinate and manage projects including on-site construction inspection activities.
- Private Development: Review and coordinate plans and contracts for public improvements associated with private development, including project management and construction inspection of those improvements.
- Public Works Construction Inspection: Manage construction of Public Works projects ensuring construction complies with plans and specifications.
- Operations and Maintenance: Support the Streets Division in snow and ice control during winter weather events, and site work and construction for in-house facilities projects.
- Madison Infrastructure Training Engineering (MI-TE): Training program that completes sidewalk work, casting adjustments, and other minor street repairs while also providing an opportunity for trainees to gain valuable public works related experience
- Environmental Remediation: Perform site inspections, provide technical assistance in clean-up negotiations, and apply for and manage Environmental Protection Agency and Department of Natural Resources grants.
- Land Management: Provide land management support services to City agencies and private developers including plan review, address validation, and Public Land Survey System.
- GIS: Create and maintain the City's map data, including land base, parcels, easements, and assets, and fulfill requests for data, analysis, and maps.
- Official Map: Maintain the official City map per requirements of Madison General Ordinance 16.25.

Service Budget by Fund

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	3,729,534	4,101,019	4,116,268	4,637,731	4,664,672
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 3,729,534</b>	<b>\$ 4,101,019</b>	<b>\$ 4,116,268</b>	<b>\$ 4,637,731</b>	<b>\$ 4,664,672</b>

Service Budget by Account Type

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(243,456)	(195,000)	(239,828)	(210,000)	(210,000)
Personnel	3,061,550	3,446,960	3,448,650	3,872,111	3,898,967
Non-Personnel	512,022	414,473	474,335	516,962	516,962
Agency Charges	399,418	434,586	433,110	458,658	458,743
<b>Total</b>	<b>\$ 3,729,534</b>	<b>\$ 4,101,019</b>	<b>\$ 4,116,268</b>	<b>\$ 4,637,731</b>	<b>\$ 4,664,672</b>

*Service Overview*

**Service:** Facilities Management

Service Description

This service is responsible for the design and project management of City-owned facilities, including supervision of remodeling and construction projects. 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.

Activities Performed by this Service

- **Project Management and Design:** Project planning, site selection, design, budget, and procurement, including oversight of design consultants, project management, and directing projects through City approval processes.
- **Construction Management:** Manage the construction portion of projects to assure they are constructed per plans and specifications.
- **Energy Analysis:** Identify opportunities for energy savings and renewable energy utilization, perform site assessments and design for energy efficiency projects, and oversee energy efficiency activities for new and existing buildings.

Service Budget by Fund

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	390,966	518,649	415,211	637,781	645,769
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 390,966</b>	<b>\$ 518,649</b>	<b>\$ 415,211</b>	<b>\$ 637,781</b>	<b>\$ 645,769</b>

Service Budget by Account Type

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(79,676)	-	-	-	-
Personnel	442,884	494,392	391,016	563,285	571,273
Non-Personnel	17,514	14,015	13,953	64,254	64,254
Agency Charges	10,244	10,242	10,242	10,242	10,242
<b>Total</b>	<b>\$ 390,966</b>	<b>\$ 518,649</b>	<b>\$ 415,211</b>	<b>\$ 637,781</b>	<b>\$ 645,769</b>

*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, six district police stations, the police training center, 14 fire stations, seven Public Works facilities, the Madison Senior Center, six parking ramps, three 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.

Activities Performed by this Service

- Custodial Services: Provide green cleaning services for the Engineering Operations Facility, Madison Municipal Building, six police stations, Police Training Facility, and Fire Administration.
- Preventative Maintenance & Repairs: Perform scheduled preventative maintenance and repair of building systems and components to assure reliable operation, maximize energy efficiency, and maximize useful life.
- GreenPower Solar Installer Training Program: Install solar power systems on City facilities while providing employment training.
- Service Requests: Respond to customer service requests for repairs at City-owned buildings.
- Systems Administration and Maintenance: Manage and administer the system used to track maintenance activities, including providing training and assistance to users.

Service Budget by Fund

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	136,116	446,732	198,045	621,818	616,403
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 136,116</b>	<b>\$ 446,732</b>	<b>\$ 198,045</b>	<b>\$ 621,818</b>	<b>\$ 616,403</b>

Service Budget by Account Type

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(78,046)	(52,500)	(73,938)	(52,500)	(52,500)
Personnel	1,449,008	1,806,947	1,498,401	1,940,782	1,924,529
Non-Personnel	463,146	390,629	544,287	528,816	539,616
Agency Charges	(1,697,993)	(1,698,344)	(1,770,705)	(1,795,280)	(1,795,242)
<b>Total</b>	<b>\$ 136,116</b>	<b>\$ 446,732</b>	<b>\$ 198,045</b>	<b>\$ 621,818</b>	<b>\$ 616,403</b>

**Engineering**

Function:

Public Works

*Service Overview***Service:** Mapping And Records

## Service Description

Beginning in 2023, the activities and budget for this service were consolidated with "Engineering and Administration." This service is included in the 2024 budget to show historic actuals and budget amounts and will be phased out of future budget presentations.

## Activities Performed by this Service

- See "Engineering and Administration."

## Service Budget by Fund

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	448,325	-	-	-	-
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 448,325</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Service Budget by Account Type

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Personnel	432,256	-	-	-	-
Non-Personnel	16,070	-	-	-	-
<b>Total</b>	<b>\$ 448,325</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Engineering**Function: **Public Works**

Line Item Detail

Agency Primary Fund: General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Charges For Services					
Sale Of Recyclables	(6,339)	(2,500)	(2,232)	(2,500)	(2,500)
Reimbursement Of Expense	(151,652)	(50,000)	(71,706)	(50,000)	(50,000)
<b>Charges For Services Total</b>	<b>\$ (157,991)</b>	<b>\$ (52,500)</b>	<b>\$ (73,938)</b>	<b>\$ (52,500)</b>	<b>\$ (52,500)</b>
Misc Revenue					
Miscellaneous Revenue	(239,828)	(195,000)	(239,828)	(210,000)	(210,000)
<b>Misc Revenue Total</b>	<b>\$ (239,828)</b>	<b>\$ (195,000)</b>	<b>\$ (239,828)</b>	<b>\$ (210,000)</b>	<b>\$ (210,000)</b>
Transfer In					
Transfer In From Insurance	(3,359)	-	-	-	-
<b>Transfer In Total</b>	<b>\$ (3,359)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Salaries					
Permanent Wages	3,573,882	3,973,236	3,586,104	4,576,530	4,478,329
Salary Savings	-	(126,624)	-	(139,010)	(139,010)
Pending Personnel	-	138,803	-	70,226	174,985
Premium Pay	38,890	20,000	40,850	38,000	38,000
Workers Compensation Wages	219	-	230	-	-
Compensated Absence	118,650	80,000	80,000	80,000	80,000
Hourly Wages	143,260	108,295	86,817	93,200	93,200
Overtime Wages Permanent	128,075	125,000	95,037	143,530	143,530
Overtime Wages Hourly	6,206	8,200	2,159	8,200	8,200
Election Officials Wages	2,820	-	2,004	-	-
Budget Efficiencies	-	-	-	(59,027)	(59,027)
<b>Salaries Total</b>	<b>\$ 4,012,002</b>	<b>\$ 4,326,909</b>	<b>\$ 3,893,201</b>	<b>\$ 4,811,649</b>	<b>\$ 4,818,208</b>
Benefits					
Comp Absence Escrow	106,845	65,000	132,276	65,000	65,000
Health Insurance Benefit	631,832	675,305	688,196	731,550	755,800
Wage Insurance Benefit	16,166	15,651	15,127	14,710	14,623
WRS	253,248	279,238	253,791	321,523	319,323
FICA Medicare Benefits	296,350	316,193	287,991	359,961	350,030
Licenses & Certifications	541	500	500	500	500
Post Employment Health Plans	68,715	69,503	66,986	71,285	71,285
<b>Benefits Total</b>	<b>\$ 1,373,697</b>	<b>\$ 1,421,390</b>	<b>\$ 1,444,867</b>	<b>\$ 1,564,528</b>	<b>\$ 1,576,562</b>

**Engineering**

**Function: Public Works**

*Line Item Detail*

**Agency Primary Fund:** General

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Supplies					
Office Supplies	2,984	3,500	4,178	3,500	3,500
Copy Printing Supplies	3,766	4,000	3,311	4,000	4,000
Furniture	508	1,500	1,500	1,500	1,500
Hardware Supplies	4,372	7,500	12,183	7,500	7,500
Software Lic & Supplies	2,289	5,000	6,524	5,000	5,000
Postage	16,765	15,000	23,939	15,000	15,000
Books & Subscriptions	341	500	500	500	500
Work Supplies	31,026	38,300	30,890	46,540	46,540
Janitorial Supplies	51,227	35,000	47,281	52,500	52,500
Safety Supplies	8,972	6,000	9,395	6,000	6,000
Snow Removal Supplies	761	1,000	1,000	1,000	1,000
Uniform Clothing Supplies	3,284	3,000	2,768	3,000	3,000
Food And Beverage	258	-	-	-	-
Building Supplies	15,310	10,000	27,347	28,530	28,530
Electrical Supplies	20,346	15,000	11,538	20,000	20,000
HVAC Supplies	52,755	30,000	50,102	40,000	40,000
Plumbing Supplies	20,619	12,500	42,935	20,000	20,000
Landscaping Supplies	4,514	1,000	3,037	2,000	2,000
Machinery And Equipment	5,159	3,000	3,000	3,000	3,000
Equipment Supplies	9,257	14,000	17,179	14,000	14,000
<b>Supplies Total</b>	<b>\$ 254,511</b>	<b>\$ 205,800</b>	<b>\$ 298,608</b>	<b>\$ 273,570</b>	<b>\$ 273,570</b>

**Engineering**

Function: **Public Works**

Line Item Detail

Agency Primary Fund: General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Purchased Services					
Natural Gas	44,909	47,020	58,430	67,753	67,753
Electricity	88,547	81,040	108,810	133,430	133,430
Water	5,307	6,240	8,549	7,450	7,450
Sewer	1,805	2,010	5,525	5,760	5,760
Stormwater	25,542	27,690	29,024	31,400	31,400
Telephone	2,141	2,230	2,114	2,007	2,007
Cellular Telephone	11,273	12,650	11,217	16,288	16,288
Systems Comm Internet	-	-	11,390	16,800	27,600
Building Improv Repair Maint	46,758	30,000	48,412	41,810	41,810
Waste Disposal	4,087	4,000	5,191	4,000	4,000
Pest Control	8,281	7,000	9,190	7,660	7,660
Elevator Repair	6,220	6,830	6,530	6,830	6,830
Custodial Bldg Use Charges	39,764	44,747	44,747	38,610	38,610
Process Fees Recyclables	-	500	500	-	-
Grounds Improv Repair Maint	2,880	2,900	3,030	2,900	2,900
Landscaping	72,027	-	-	-	-
Equipment Mntc	10,152	7,000	7,356	7,000	7,000
System & Software Mntc	112,841	49,940	160,286	136,648	136,648
Vehicle Repair & Mntc	243	-	-	-	-
Rental Of Equipment	970	3,000	-	3,000	3,000
Recruitment	467	500	2,679	1,000	1,000
Mileage	2,848	7,500	947	1,000	1,000
Conferences & Training	9,070	10,000	10,000	10,000	10,000
Memberships	7,730	7,590	8,110	8,226	8,226
Delivery Freight Charges	525	750	321	600	600
Storage Services	1,004	1,320	1,650	1,320	1,320
Consulting Services	44,152	64,300	46,370	74,175	74,175
Advertising Services	3,279	3,800	3,440	3,800	3,800
Inspection Services	6,148	6,590	6,460	6,915	6,915
Parking Towing Services	-	50	173	-	-
Security Services	1,748	1,750	1,840	1,760	1,760
Other Services & Expenses	159,751	138,900	95,556	153,900	153,900
Taxes & Special Assessments	31,750	33,420	33,665	42,370	42,370
Permits & Licenses	2,022	2,050	2,455	2,050	2,050
<b>Purchased Services Total</b>	<b>\$ 754,241</b>	<b>\$ 613,317</b>	<b>\$ 733,967</b>	<b>\$ 836,462</b>	<b>\$ 847,262</b>
Inter Depart Charges					
ID Charge From Engineering	18,079	18,079	18,079	27,639	27,639
ID Charge From Fleet Services	30,297	70,345	74,024	41,929	42,052
ID Charge From Landfill	8,286	9,300	9,300	9,300	9,300
ID Charge From Traffic Eng	5,873	6,221	13,185	26,491	26,491
ID Charge From Insurance	142,220	123,719	123,719	124,466	124,466
ID Charge From Workers Comp	159,163	170,003	170,003	198,740	198,740
ID Charge From Sewer	101,896	100,000	100,000	100,000	100,000
ID Charge From Stormwater	67,959	75,000	75,000	75,000	75,000
<b>Inter Depart Charges Total</b>	<b>\$ 533,773</b>	<b>\$ 572,667</b>	<b>\$ 583,310</b>	<b>\$ 603,565</b>	<b>\$ 603,688</b>



**Engineering**Function: **Public Works**

Line Item Detail

Agency Primary Fund: General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Inter Depart Billing					
ID Billing To Human Resources	(66,104)	(66,104)	(66,104)	(66,104)	(66,104)
ID Billing To Information Tec	(969)	(969)	(969)	(969)	(969)
ID Billing To Fire	(290,883)	(290,883)	(325,313)	(335,133)	(335,133)
ID Billing To Police	(579,674)	(579,674)	(579,674)	(579,674)	(579,674)
ID Billing To Public Health	(13,130)	(13,130)	(23,680)	(34,320)	(34,320)
ID Billing To Engineering	(18,079)	(18,079)	(25,409)	(27,639)	(27,639)
ID Billing To Fleet Services	(66,942)	(66,942)	(66,942)	(66,942)	(66,942)
ID Billing To Landfill	(16,394)	(17,220)	(17,220)	(14,543)	(14,543)
ID Billing To Public Works	(10,236)	(10,236)	(10,236)	(10,236)	(10,236)
ID Billing To Streets	(55,153)	(55,153)	(55,153)	(55,153)	(55,153)
ID Billing To Traffic Eng	(62,060)	(62,060)	(62,060)	(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	(113,620)	(113,620)	(113,620)	(113,620)	(113,620)
ID Billing To Community Dev	(97,677)	(102,677)	(102,677)	(102,677)	(102,677)
ID Billing To Economic Dev	(55,395)	(55,395)	(55,395)	(55,395)	(55,395)
ID Billing To Office Of Dir Pl	(15,388)	(15,388)	(15,388)	(15,388)	(15,388)
ID Billing To Planning	(80,304)	(80,304)	(80,304)	(80,304)	(80,304)
ID Billing To Parking	(55,570)	(55,570)	(72,190)	(88,950)	(88,950)
ID Billing To Sewer	(80,174)	(76,504)	(82,904)	(71,729)	(71,729)
ID Billing To Stormwater	(46,273)	(48,197)	(57,347)	(51,031)	(51,031)
ID Billing To CDA	(80,430)	(80,430)	(80,430)	(80,430)	(80,430)
<b>Inter Depart Billing Total</b>	<b>\$ (1,822,104)</b>	<b>\$ (1,826,183)</b>	<b>\$ (1,910,663)</b>	<b>\$ (1,929,945)</b>	<b>\$ (1,929,945)</b>

**Engineering Division**

**Function: Public Works**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
				FTEs	Amount	FTEs	Amount
ACCOUNTANT 2-18	18	1.00	86,154	-	-	-	-
ACCOUNTANT 3-18	18	1.00	97,474	1.00	104,857	1.00	104,857
ACCOUNTANT 4-18	18	-	-	1.00	113,100	1.00	113,100
ADMIN ASST-20	20	1.00	71,673	1.00	76,511	1.00	77,253
ARCHITECT 1-18	18	1.00	69,520	-	-	-	-
ARCHITECT 2-18	18	-	-	1.00	87,015	1.00	87,015
ARCHITECT 3-18	18	2.00	205,982	2.00	219,886	2.00	222,018
ARCHITECT 4-18	18	2.00	209,563	1.00	119,655	1.00	120,815
ASST CITY ENGINEER-18	18	4.00	546,978	4.00	596,957	4.00	602,744
BUILDING & TRADES FOREPERS-71	71	2.00	174,977	2.00	186,788	2.00	188,599
CCTV INSPEC TECH	15	3.00	215,249	3.00	218,817	3.00	220,938
CITY ENGINEER-21	21	1.00	124,252	1.00	165,963	1.00	167,571
CIVIL TECH 2-16	16	1.00	73,530	-	-	-	-
COMP MAP/GIS COORD-18	18	2.00	185,276	2.00	233,784	2.00	236,051
CONSTRUCT INSP 1-15	15	5.00	329,372	5.00	354,553	5.00	357,991
CONSTRUCT INSP 2-15	15	7.00	555,692	7.00	593,202	7.00	598,953
CONSTRUCTION MGR 2-18	18	2.00	180,525	2.00	196,383	2.00	198,287
CONSTRUCTION SUPV-18	18	1.00	97,461	1.00	104,977	1.00	105,995
CUSTODIAL WKR 1-16	16	0.50	44,934	0.50	47,967	0.50	48,432
CUSTODIAL WKR 2-16	16	10.00	515,756	10.00	545,582	10.00	550,871
ELECTRICIAN-71	71	3.00	216,585	4.00	302,253	4.00	304,495
ENGINEER 1-18	18	4.00	251,948	-	-	-	-
ENGINEER 2-18	18	5.00	413,787	8.00	625,105	8.00	631,165
ENGINEER 3-18	18	6.00	523,102	7.00	632,664	7.00	638,798
ENGINEER 4-18	18	13.00	1,323,837	12.00	1,314,766	12.00	1,326,425
ENGR FIELD AIDE-15	15	3.00	203,413	3.00	219,192	3.00	221,317
ENGR FINANCIAL MGR	18	-	-	1.00	131,174	1.00	132,446
ENGR FINANCIAL MGR 18-15	18	1.00	121,773	-	-	-	-
ENGR OPR LDWKR 1-15	15	3.00	174,760	3.00	206,010	3.00	208,007
ENGR OPR LDWKR 2-15	15	1.00	71,463	1.00	76,287	1.00	77,027
ENGR OPR LDWKR 3-15	15	2.00	155,185	2.00	163,348	2.00	164,932
ENGR PROG SPEC 1-16	16	1.00	79,196	1.00	87,003	1.00	87,846
ENGR PROG SPEC 2-16	16	1.00	93,350	1.00	99,652	1.00	100,618
FACILITY MAINT WKR-15	15	-	-	1.00	56,410	1.00	56,957
FACILITY MAINT WKR-15+	15	1.00	52,843	-	-	-	-
FACILITY MAINT WKR-16	16	3.00	134,801	3.00	170,071	3.00	171,720
GIS SPECIALIST 1-18	18	-	-	1.00	68,663	1.00	68,663
GIS SPECIALIST 2-18	18	-	-	1.00	69,371	1.00	70,043
HRA 1	16	1.00	61,752	-	-	-	-
HYDROGEOLOGIST 3-18 PT	18	0.60	58,484	0.60	63,610	0.60	64,227
IT SPEC 1	18	1.00	61,752	-	-	-	-
IT SPEC 3-18	18	1.00	91,956	1.00	101,108	1.00	102,089
IT SPEC 4	18	1.00	97,474	-	-	-	-
LANDSCAPE ARCHITECT 2-18	18	1.00	86,154	1.00	91,970	1.00	92,861
LANDSCAPE ARCHITECT 4-18	18	-	-	1.00	114,265	1.00	115,373
MAINT MECH 1-15	15	1.00	57,041	-	-	-	-
MAINT MECH 1-16	16	-	-	2.00	143,345	2.00	144,735
MAINT MECH 2-15	15	-	-	1.00	82,953	1.00	83,757
MAINT MECH 2-16	16	5.00	350,232	3.00	230,955	3.00	233,194
PRINCIPAL ARCHITECT 1-18	18	-	-	1.00	132,379	1.00	132,379
PRINCIPAL ENGR 1-18	18	3.00	386,300	4.00	488,469	4.00	490,994
PRINCIPAL ENGR 2-18	18	2.00	271,376	2.00	289,694	2.00	292,503

**Engineering Division**

**Function: Public Works**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
				FTEs	Amount	FTEs	Amount
PROGRAM ASST 1-20	20	1.00	56,625	3.00	184,935	3.00	186,728
PROGRAM ASST 2-17	17	-	-	1.00	69,587	1.00	70,262
PROGRAM ASST 2-20	20	2.00	121,812	-	-	-	-
PROGRAM ASST 3-20	20	1.00	70,083	1.00	74,814	1.00	75,539
PUB WKS DEV MGR 2-18	18	2.00	213,071	2.00	208,946	2.00	210,972
PUB WKS FORE 1-18	18	-	-	1.00	86,106	1.00	86,941
PUB WKS FORE 2-18	18	-	-	2.00	169,826	2.00	170,642
PUB WKS FORE-18++	18	4.00	290,488	-	-	-	-
PUB WKS GEN FORE-18	18	2.00	170,303	3.00	269,710	3.00	272,325
PUB WKS GEN SUPV-18	18	1.00	102,072	1.00	77,503	1.00	78,254
PUBLIC INFORMATION OFF 2-18	18	1.00	91,956	1.00	98,163	1.00	99,115
S/D MAINT TECH 2	15	5.00	334,511	5.00	367,038	5.00	370,596
SIDEWALK PROG SUPERV-18	18	1.00	95,705	1.00	102,165	1.00	103,155
SSMO 1-15	15	16.00	933,523	16.00	980,280	16.00	989,783
SSMO 2-15	15	5.00	331,550	5.00	292,662	5.00	295,499
SSMO 3-15	15	3.00	198,891	3.00	217,144	3.00	219,249
SURVEYOR 2-18	18	3.00	265,154	3.00	283,052	3.00	285,796
		<b>157.10</b>	<b>\$12,398,676</b>	<b>158.10</b>	<b>\$13,408,646</b>	<b>158.10</b>	<b>\$13,528,915</b>

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 Service

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## *Agency Overview*

### Agency Mission

The mission of the Fleet Service 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. The goal of the Fleet Service Division is to purchase and maintain the most reliable, efficient, safest, and environmentally sustainable vehicles and equipment for all City agencies. Fleet will advance this goal with state of the art systems analysis.

### 2024 Budget Highlights

#### Service: Fleet Maintenance and Procurement

- Increases FTE count by 1.0 in 2024 with creation of a Fleet Technician for street sweeper maintenance. The annual anticipated cost is \$78,000 and assumes a mid-year hire in 2024.
- Reclassify the Fleet Program Manager to Fleet Chief of Staff. The anticipated cost in 2024 is \$8,600.
- Recreate the Public Works General Supervisor position to Fleet Acquisitions, EV Charging & Fuel Manager. The anticipated cost savings in 2024 are \$8,500.
- Fleet Services will bring street sweeper maintenance in house for two sweepers. Anticipated cost savings in 2024 are \$38,300.

**Fleet Service**

Function: Internal Services

*Budget Overview*

## Agency Budget by Major-Revenue

Major Revenue	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Intergov Revenues	-	(35,500)	-	(35,500)	(35,500)
Charges For Services	(11,956)	(25,000)	(11,257)	(25,000)	(25,000)
Invest Other Contrib	-	-	(4,147)	-	-
Misc Revenue	(80,136)	(155,000)	(60,026)	(155,000)	(155,000)
Other Finance Source	(1,873,454)	(961,942)	(1,061,898)	(955,780)	(955,780)
Transfer In	(4,548)	-	-	-	-
<b>Total</b>	<b>\$ (1,970,094)</b>	<b>\$ (1,177,442)</b>	<b>\$ (1,137,328)</b>	<b>\$ (1,171,280)</b>	<b>\$ (1,171,280)</b>

## Agency Budget by Major-Expense

Major Expense	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Salaries	2,603,419	2,746,215	2,640,090	2,786,591	2,854,136
Benefits	890,861	1,027,670	904,522	1,053,875	1,093,338
Supplies	6,974,418	6,566,245	5,777,538	6,192,605	6,216,374
Purchased Services	1,657,562	1,323,224	1,767,691	1,361,746	1,328,150
Debt Othr Financing	10,148,452	10,458,473	10,991,871	11,181,956	11,181,956
Inter Depart Charges	208,221	247,248	247,248	177,573	177,573
<b>Total</b>	<b>\$ 22,482,932</b>	<b>\$ 22,369,074</b>	<b>\$ 22,328,960</b>	<b>\$ 22,754,346</b>	<b>\$ 22,851,528</b>

## Agency Billings

Major Expense	2022 Actual	2023 Adopted	2023 Projected	2023 Request	2024 Executive
Inter Depart Billing	(20,512,838)	(21,191,632)	(21,191,632)	(21,583,066)	(21,680,248)
<b>Total</b>	<b>\$ (20,512,838)</b>	<b>\$ (21,191,632)</b>	<b>\$ (21,191,632)</b>	<b>\$ (21,583,066)</b>	<b>\$ (21,680,248)</b>

**NET BUDGET**      \$        -      \$        -      \$        -      \$        -      \$        -

**Fleet Service**

Function:

Internal Services

*Service Overview***Service:** Fleet Maintenance Procurement*Service Description*

This service is responsible for fueling the city fleet along with the development of a comprehensive maintenance and repair program. This service includes 21 using agencies with an active asset count of 1,400 vehicles and equipment.

*Activities Performed by this Service*

- City Fleet Fueling Operations: Fuel procurement, fleet fueling operations and fuel site maintenance.
- Fleet Asset Maintenance and Repair: Maintain and repair the city fleet including procurement of replacement parts and vendor repairs.

*Service Budget by Account Type*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(1,970,094)	(1,177,442)	(1,137,328)	(1,171,280)	(1,171,280)
Personnel	3,494,280	3,773,884	3,544,612	3,840,466	3,947,475
Non-Personnel	18,780,432	18,347,942	18,537,100	18,736,307	18,726,480
<b>Total</b>	<b>\$ 20,304,617</b>	<b>\$ 20,944,384</b>	<b>\$ 20,944,384</b>	<b>\$ 21,405,493</b>	<b>\$ 21,502,675</b>

*Agency Billings*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Agency Charges	(20,304,617)	(20,944,384)	(20,944,384)	(21,405,493)	(21,502,675)
<b>Total</b>	<b>\$ (20,304,617)</b>	<b>\$ (20,944,384)</b>	<b>\$ (20,944,384)</b>	<b>\$ (21,405,493)</b>	<b>\$ (21,502,675)</b>

**Fleet Service**

**Function:**

**Internal Services**

*Line Item Detail*

**Agency Primary Fund:** Fleet Service

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Intergov Revenues					
Federal Revenues Operating	-	(35,500)	-	(35,500)	(35,500)
<b>Intergov Revenues Total</b>	<b>\$ -</b>	<b>\$ (35,500)</b>	<b>\$ -</b>	<b>\$ (35,500)</b>	<b>\$ (35,500)</b>
Charges For Services					
Reimbursement Of Expense	(11,956)	(25,000)	(11,257)	(25,000)	(25,000)
<b>Charges For Services Total</b>	<b>\$ (11,956)</b>	<b>\$ (25,000)</b>	<b>\$ (11,257)</b>	<b>\$ (25,000)</b>	<b>\$ (25,000)</b>
Invest Other Contrib					
Interest	-	-	(4,147)	-	-
<b>Invest Other Contrib Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (4,147)</b>	<b>\$ -</b>	<b>\$ -</b>
Misc Revenue					
Fuel Tax Refund	(48,983)	(70,000)	(56,040)	(70,000)	(70,000)
Miscellaneous Revenue	(31,153)	(85,000)	(3,986)	(85,000)	(85,000)
<b>Misc Revenue Total</b>	<b>\$ (80,136)</b>	<b>\$ (155,000)</b>	<b>\$ (60,026)</b>	<b>\$ (155,000)</b>	<b>\$ (155,000)</b>
Other Finance Source					
Sale Of Assets	(1,198,463)	(520,000)	(769,142)	(520,000)	(520,000)
Trade In Allowance	(286,593)	(435,780)	(286,593)	(435,780)	(435,780)
Fund Balance Applied	(388,398)	(6,162)	(6,162)	-	-
<b>Other Finance Source Total</b>	<b>\$ (1,873,454)</b>	<b>\$ (961,942)</b>	<b>\$ (1,061,898)</b>	<b>\$ (955,780)</b>	<b>\$ (955,780)</b>
Transfer In					
Transfer In From Insurance	(4,548)	-	-	-	-
<b>Transfer In Total</b>	<b>\$ (4,548)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Salaries					
Permanent Wages	2,413,764	2,691,742	2,519,710	2,898,077	2,925,126
Salary Savings	-	(53,572)	-	(14,100)	(14,100)
Pending Personnel	-	-	-	-	40,496
Premium Pay	14,832	11,690	24,659	22,090	22,090
Compensated Absence	61,737	25,400	2,688	25,400	25,400
Hourly Wages	53,620	45,955	56,174	45,955	45,955
Overtime Wages Permanent	59,467	25,000	36,791	25,000	25,000
Overtime Wages Hourly	-	-	68	-	-
Budget Efficiencies	-	-	-	(215,831)	(215,831)
<b>Salaries Total</b>	<b>\$ 2,603,419</b>	<b>\$ 2,746,215</b>	<b>\$ 2,640,090</b>	<b>\$ 2,786,591</b>	<b>\$ 2,854,136</b>

**Fleet Service**

**Function:**

**Internal Services**

*Line Item Detail*

**Agency Primary Fund:** Fleet Service

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Benefits					
Comp Absence Escrow	-	100,000	2,878	100,000	100,000
Benefit Savings	-	(50,000)	-	-	-
Health Insurance Benefit	469,833	528,984	459,964	466,733	501,289
Wage Insurance Benefit	12,567	11,962	14,546	14,549	14,549
WRS	163,785	183,039	175,519	197,070	201,833
FICA Medicare Benefits	190,333	198,098	196,493	216,114	216,258
Licenses & Certifications	60	-	73	-	-
Post Employment Health Plans	34,122	34,467	35,783	38,288	38,288
Tool Allowance	20,160	21,120	19,267	21,120	21,120
<b>Benefits Total</b>	<b>\$ 890,861</b>	<b>\$ 1,027,670</b>	<b>\$ 904,522</b>	<b>\$ 1,053,875</b>	<b>\$ 1,093,338</b>
Supplies					
Office Supplies	2,367	2,000	2,000	2,000	2,000
Copy Printing Supplies	1,641	2,000	2,000	2,000	2,000
Hardware Supplies	2,172	-	-	-	-
Software Lic & Supplies	-	14,388	13,759	24,388	24,388
Postage	2,439	1,550	2,032	2,450	2,450
Books & Subscriptions	1,428	3,000	-	-	-
Work Supplies	53,129	92,000	97,891	86,000	86,000
Safety Supplies	8,511	5,000	5,000	3,100	3,100
Building Supplies	5,875	5,900	6,223	5,900	5,900
Machinery And Equipment	386,628	-	2,321	-	-
Equipment Supplies	1,551,666	1,829,968	1,969,423	1,829,968	1,853,737
Tires	541,843	335,689	180,001	335,689	335,689
Gasoline	1,520,317	1,389,750	1,139,954	1,372,728	1,372,728
Diesel	2,167,782	2,307,500	1,779,248	2,146,885	2,146,885
Oil	517,089	382,500	382,500	186,497	186,497
Lubricants	211,533	195,000	195,186	195,000	195,000
<b>Supplies Total</b>	<b>\$ 6,974,418</b>	<b>\$ 6,566,245</b>	<b>\$ 5,777,538</b>	<b>\$ 6,192,605</b>	<b>\$ 6,216,374</b>



**Fleet Service**

**Function:**

**Internal Services**

*Line Item Detail*

**Agency Primary Fund:** Fleet Service

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Purchased Services</b>					
Natural Gas	55,074	78,200	56,866	89,930	89,930
Electricity	109,300	120,750	85,288	126,788	126,788
Water	25,339	25,000	20,267	32,750	32,750
Telephone	636	535	632	535	535
Cellular Telephone	2,844	3,300	3,271	3,300	3,300
Building Improv Repair Maint	17,433	10,000	11,456	10,000	10,000
Process Fees Recyclables	5,803	4,320	4,320	4,320	4,320
Comm Device Mntc	24,217	24,500	24,500	24,500	24,500
Equipment Mntc	26,047	25,000	9,911	25,000	25,000
System & Software Mntc	923	168,840	177,288	181,844	210,331
Vehicle Repair & Mntc	1,291,038	775,204	1,327,289	775,204	713,121
Rental Of Equipment	6	5,000	-	3,500	3,500
Recruitment	35	-	7	-	-
Conferences & Training	20,256	10,000	17,099	13,000	13,000
Memberships	2,038	2,500	2,120	2,500	2,500
Uniform Laundry	13,668	11,600	12,767	11,600	11,600
Medical Services	122	-	1,825	-	-
Arbitrator	-	200	-	200	200
Audit Services	2,000	2,000	2,000	2,000	2,000
Delivery Freight Charges	31	3,000	-	2,000	2,000
Consulting Services	1,375	1,375	1,375	1,375	1,375
Advertising Services	156	400	-	400	400
Inspection Services	825	3,500	825	2,000	2,000
Parking Towing Services	45,897	45,000	11	45,000	45,000
Other Services & Expenses	5,016	-	1,089	-	-
Permits & Licenses	7,485	3,000	7,485	4,000	4,000
<b>Purchased Services Total</b>	<b>\$ 1,657,562</b>	<b>\$ 1,323,224</b>	<b>\$ 1,767,691</b>	<b>\$ 1,361,746</b>	<b>\$ 1,328,150</b>
<b>Debt Othr Financing</b>					
Interest	1,708,624	2,009,696	2,009,696	2,009,696	2,009,696
Depreciation	8,439,828	8,448,777	8,448,777	9,000,000	9,000,000
Fund Balance Generated	-	-	533,398	172,260	172,260
<b>Debt Othr Financing Total</b>	<b>\$ 10,148,452</b>	<b>\$ 10,458,473</b>	<b>\$ 10,991,871</b>	<b>\$ 11,181,956</b>	<b>\$ 11,181,956</b>
<b>Inter Depart Charges</b>					
ID Charge From Engineering	66,942	66,942	66,942	66,942	66,942
ID Charge From Fleet Services	35,999	80,551	80,551	46,576	46,576
ID Charge From Traffic Eng	3,853	4,999	4,999	4,999	4,999
ID Charge From Insurance	69,534	64,768	64,768	28,021	28,021
ID Charge From Workers Comp	31,893	29,988	29,988	31,035	31,035
<b>Inter Depart Charges Total</b>	<b>\$ 208,221</b>	<b>\$ 247,248</b>	<b>\$ 247,248</b>	<b>\$ 177,573</b>	<b>\$ 177,573</b>

**Fleet Service**

**Function:**

**Internal Services**

*Line Item Detail*

**Agency Primary Fund:** Fleet Service

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Inter Depart Billing					
ID Billing To Information Tec	(5,224)	-	-	-	-
ID Billing To Fire	(3,136,663)	-	-	-	-
ID Billing To Police	(3,083,150)	-	-	-	-
ID Billing To Public Health	(84,200)	-	-	-	-
ID Billing To Engineering	(30,111)	-	-	-	-
ID Billing To Fleet Services	(35,999)	(21,191,632)	(21,191,632)	(21,583,066)	(21,680,248)
ID Billing To Landfill	(45,880)	-	-	-	-
ID Billing To Streets	(11,020,563)	-	-	-	-
ID Billing To Traffic Eng	(416,574)	-	-	-	-
ID Billing To Library	(10,422)	-	-	-	-
ID Billing To Parks	(1,749,696)	-	-	-	-
ID Billing To Bldg Inspection	(10,377)	-	-	-	-
ID Billing To Monona Terrace	(3,914)	-	-	-	-
ID Billing To Golf Courses	(166,972)	-	-	-	-
ID Billing To Parking	(92,629)	-	-	-	-
ID Billing To Sewer	(351,361)	-	-	-	-
ID Billing To Stormwater	(158,358)	-	-	-	-
ID Billing To Transit	(38,159)	-	-	-	-
ID Billing To Water	(4,340)	-	-	-	-
ID Billing To CDA	(7,657)	-	-	-	-
ID Billing To CDA Management	(60,589)	-	-	-	-
<b>Inter Depart Billing Total</b>	<b>\$ (20,512,838)</b>	<b>\$ (21,191,632)</b>	<b>\$ (21,191,632)</b>	<b>\$ (21,583,066)</b>	<b>\$ (21,680,248)</b>

**Fleet Service**

**Function: Internal Services**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
AUTO MAINT WKR 2-15	15	1.00	51,490	1.00	54,966	1.00	55,499
DATA ANALYST 2	18	1.00	79,954	1.00	69,371	1.00	70,043
FACILITY MAINT WKR-15	15	1.00	64,001	1.00	68,954	1.00	69,622
FLEET ACQ EV CHARG & FUEL MGR -	18	-	-	1.00	92,014	1.00	92,014
FLEET CHIEF OF STAFF -18	18	-	-	1.00	91,031	1.00	91,031
FLEET MAINT PROG ADMIN-15	15	1.00	77,567	1.00	82,803	1.00	83,605
FLEET OPER MGR-18	18	1.00	113,099	1.00	120,733	1.00	121,904
FLEET PARTS TECH-15	15	3.00	201,705	3.00	215,985	3.00	218,079
FLEET PROG MGR-18	18	1.00	111,080	-	-	-	-
FLEET SERVICE PARTS LDWKR-15	15	1.00	68,428	1.00	73,047	1.00	73,755
FLEET SERVS SUPT-21	21	1.00	142,597	1.00	159,536	1.00	161,083
FLEET TECH-15	15	21.00	1,427,008	22.00	1,624,122	22.00	1,624,122
MASTER AUTO BODY TEC-15	15	1.00	75,626	1.00	81,471	1.00	82,261
OPERATIONS CLERK-15	15	1.00	53,742	1.00	57,369	1.00	57,925
PUB WKS GEN FORE-18	18	2.00	162,307	2.00	175,824	2.00	177,528
PUB WKS GEN SUPV-18	18	1.00	63,138	-	-	-	-
		37.00	2,691,742	38.00	2,967,225	38.00	2,978,472

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.

# Golf Enterprise

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## *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 to operate a golf system that is fully self-sustaining and provides affordable, accessible, and quality golfing opportunities while maintaining a high level of customer service. The Golf Enterprise will advance this goal by working with The First Tee to improve the lives and opportunities for Madison's youth who participate in their programming and stakeholders to develop an actionable plan to ensure the mission of the Golf Enterprise is met.

### 2024 Budget Highlights

#### Service: Golf Enterprise

- Increases Charges for Services by \$230,000 to align with three year average revenue, including Facility Rental (\$100,000), Golf Courses (\$150,000), and Contributions (\$5,000) offset by a decrease in Memberships (\$20,000).
- Reclassifies one Golf Program Supervisor to Golf Operations Director based on expansion of duties in the Golf Enterprise (\$11,900 Increase).

**Golf Courses**

Function: Public Works

*Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Golf Courses	3,809,164	3,847,732	4,343,217	4,081,829	4,081,829
<b>Total</b>	<b>\$ 3,809,164</b>	<b>\$ 3,847,732</b>	<b>\$ 4,343,217</b>	<b>\$ 4,081,829</b>	<b>\$ 4,081,829</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Golf Operations	3,809,164	3,847,732	4,343,217	4,081,829	4,081,829
<b>Total</b>	<b>\$ 3,809,164</b>	<b>\$ 3,847,732</b>	<b>\$ 4,343,217</b>	<b>\$ 4,081,829</b>	<b>\$ 4,081,829</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Charges For Services	(4,273,018)	(3,798,829)	(4,485,924)	(4,028,829)	(4,028,829)
Invest Other Contrib	(8,897)	-	(8,897)	(5,000)	(5,000)
Misc Revenue	(62,324)	(48,000)	77,470	(48,000)	(48,000)
Other Finance Source	-	(903)	(5,544,678)	-	-
<b>Total</b>	<b>\$ (4,344,239)</b>	<b>\$ (3,847,732)</b>	<b>\$ (9,962,029)</b>	<b>\$ (4,081,829)</b>	<b>\$ (4,081,829)</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	1,566,357	1,610,218	1,830,486	1,547,034	1,627,570
Benefits	339,363	289,655	336,655	376,902	322,827
Supplies	661,348	629,329	804,008	624,329	624,329
Purchased Services	620,839	767,840	727,400	814,781	814,781
Debt Othr Financing	124,702	44,360	138,337	114,803	174,585
Inter Depart Charges	293,797	306,331	306,331	403,981	317,737
Transfer Out	202,758	200,000	200,000	200,000	200,000
<b>Total</b>	<b>\$ 3,809,164</b>	<b>\$ 3,847,732</b>	<b>\$ 4,343,217</b>	<b>\$ 4,081,829</b>	<b>\$ 4,081,829</b>

**Golf Courses**

Function:

Public Works

*Service Overview***Service:** Golf Operations*Service Description*

This service oversees the operation and maintenance of the Yahara Hills, Odana Hills and Monona Golf Courses along with The Glen Golf Park, 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.

*Activities Performed by this Service*

- **Golf Course Maintenance:** Maintain the four golf courses by irrigating, mowing and performing Integrated Pest Management of the greens, tees, fairways and roughs; repairing and caring for mowing equipment and vehicles; and providing tee and green supplies necessary for play.
- **Golf Clubhouses:** Maintain clubhouses and provide customer services staff that set up tee times, check in players, rent golf carts, and process payment of purchases for greens fees, concessions at the snack bars, and golf accessories at the pro shops.
- **Golf Park Programming:** Plan, coordinate and host various mixed use recreational activities at The Glen Golf Park, including movies, fitness activities, performing arts and other community-focused activities.

*Service Budget by Fund*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	-	-	-	-	-
Other-Expenditures	3,809,164	3,847,732	4,343,217	4,081,829	4,081,829
<b>Total</b>	<b>\$ 3,809,164</b>	<b>\$ 3,847,732</b>	<b>\$ 4,343,217</b>	<b>\$ 4,081,829</b>	<b>\$ 4,081,829</b>

*Service Budget by Account Type*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(4,344,239)	(3,847,732)	(9,962,029)	(4,081,829)	(4,081,829)
Personnel	1,905,720	1,899,873	2,167,142	1,923,936	1,950,397
Non-Personnel	1,609,647	1,641,529	1,869,744	1,753,912	1,813,695
Agency Charges	293,797	306,331	306,331	403,981	317,737
<b>Total</b>	<b>\$ (535,075)</b>	<b>\$ 0</b>	<b>\$ (5,618,813)</b>	<b>\$ 0</b>	<b>\$ 0</b>

**Golf Courses**

**Function:**

**Public Works**

*Line Item Detail*

**Agency Primary Fund:** Golf Courses

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Charges For Services</b>					
Catering Concessions	(492,293)	(504,000)	(521,388)	(504,000)	(504,000)
Facility Rental	(923,744)	(675,000)	(936,746)	(775,000)	(775,000)
Memberships	(342,464)	(327,600)	(370,897)	(307,600)	(307,600)
Reimbursement Of Expense	(1,670)	(2,000)	(1,648)	(2,000)	(2,000)
Golf Courses	(2,512,847)	(2,290,229)	(2,655,245)	(2,440,229)	(2,440,229)
<b>Charges For Services Total</b>	<b>\$ (4,273,018)</b>	<b>\$ (3,798,829)</b>	<b>\$ (4,485,924)</b>	<b>\$ (4,028,829)</b>	<b>\$ (4,028,829)</b>
<b>Invest Other Contrib</b>					
Interest	(8,897)	-	(8,897)	-	-
Contributions & Donations	-	-	-	(5,000)	(5,000)
<b>Invest Other Contrib Total</b>	<b>\$ (8,897)</b>	<b>\$ -</b>	<b>\$ (8,897)</b>	<b>\$ (5,000)</b>	<b>\$ (5,000)</b>
<b>Misc Revenue</b>					
Miscellaneous Revenue	(62,324)	(48,000)	77,470	(48,000)	(48,000)
<b>Misc Revenue Total</b>	<b>\$ (62,324)</b>	<b>\$ (48,000)</b>	<b>\$ 77,470</b>	<b>\$ (48,000)</b>	<b>\$ (48,000)</b>
<b>Other Finance Source</b>					
Sale Of Assets	-	-	(5,544,678)	-	-
Fund Balance Applied	-	(903)	-	-	-
<b>Other Finance Source Total</b>	<b>\$ -</b>	<b>\$ (903)</b>	<b>\$ (5,544,678)</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Salaries</b>					
Permanent Wages	524,210	577,201	545,892	961,853	728,565
Salary Savings	-	(11,190)	-	-	-
Pending Personnel	-	221,357	221,357	(237,669)	76,155
Premium Pay	92,287	2,709	87,818	2,709	2,709
Compensated Absence	38,639	16,467	46,640	16,467	16,467
Hourly Wages	786,542	764,569	819,420	764,569	764,569
Overtime Wages Permanent	79,075	14,375	61,496	14,375	14,375
Overtime Wages Hourly	45,604	24,730	47,864	24,730	24,730
<b>Salaries Total</b>	<b>\$ 1,566,357</b>	<b>\$ 1,610,218</b>	<b>\$ 1,830,486</b>	<b>\$ 1,547,034</b>	<b>\$ 1,627,570</b>
<b>Benefits</b>					
Unemployment Benefits	23,684	71,183	69,460	71,183	71,183
Health Insurance Benefit	116,597	121,568	111,248	153,390	130,568
Wage Insurance Benefit	2,392	2,387	1,932	2,017	2,017
WRS	62,097	39,250	54,736	64,489	50,271
FICA Medicare Benefits	121,381	42,519	79,297	70,837	53,802
Licenses & Certifications	655	-	794	-	-
Post Employment Health Plans	12,557	12,747	14,272	14,985	14,985
Other Post Emplmnt Benefit	-	-	40,779	-	-
Pension Expense	-	-	(35,863)	-	-
<b>Benefits Total</b>	<b>\$ 339,363</b>	<b>\$ 289,655</b>	<b>\$ 336,655</b>	<b>\$ 376,902</b>	<b>\$ 322,827</b>

**Golf Courses**

**Function:**

**Public Works**

*Line Item Detail*

**Agency Primary Fund:** Golf Courses

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Supplies					
Office Supplies	21,734	10,500	19,579	12,500	12,500
Copy Printing Supplies	836	400	979	400	400
Hardware Supplies	9,648	1,929	2,891	1,929	1,929
Software Lic & Supplies	1,999	-	-	-	-
Work Supplies	27,615	45,900	56,146	43,900	43,900
Janitorial Supplies	6,518	7,300	11,519	7,300	7,300
Safety Supplies	3,681	3,500	8,085	3,500	3,500
Uniform Clothing Supplies	-	-	981	-	-
Building	496	300	548	300	300
Building Supplies	4,937	11,650	8,553	11,650	11,650
Landscaping Supplies	16,788	16,150	27,107	16,150	16,150
Trees Shrubs Plants	1,106	500	1,666	-	-
Fertilizers And Chemicals	157,139	140,500	149,133	141,000	141,000
Machinery And Equipment	44,449	72,000	85,341	67,000	67,000
Equipment Supplies	142,997	91,600	132,393	91,600	91,600
Oil	66	100	100	100	100
Inventory	221,339	227,000	298,986	227,000	227,000
<b>Supplies Total</b>	<b>\$ 661,348</b>	<b>\$ 629,329</b>	<b>\$ 804,008</b>	<b>\$ 624,329</b>	<b>\$ 624,329</b>

Purchased Services

Natural Gas	23,528	13,800	22,200	15,870	15,870
Electricity	74,809	71,401	74,547	76,971	76,971
Water	190,890	164,000	206,927	238,340	238,340
Stormwater	74,538	98,000	98,378	74,500	74,500
Telephone	500	2,515	2,573	2,515	2,515
Cellular Telephone	577	470	470	470	470
Systems Comm Internet	5,367	2,000	5,299	2,000	2,000
Building Improv Repair Maint	16,889	5,100	7,144	5,100	5,100
Waste Disposal	145	-	145	-	-
Pest Control	975	2,280	2,027	2,280	2,280
Comm Device Mntc	-	2,000	-	-	-
Equipment Mntc	37,521	18,620	15,486	18,620	18,620
System & Software Mntc	463	16,078	4,853	10,039	10,039
Rental Of Equipment	4,115	182,064	87,297	180,064	180,064
Recruitment	75	-	-	-	-
Memberships	28	-	63	-	-
Uniform Laundry	-	700	700	700	700
Audit Services	1,525	1,525	1,525	1,525	1,525
Credit Card Services	117,467	140,000	118,363	139,000	139,000
Management Services	4,131	9,850	6,332	9,850	9,850
Consulting Services	211	-	4,233	-	-
Advertising Services	1,079	17,000	10,626	14,500	14,500
Security Services	1,996	1,670	1,795	1,670	1,670
Other Services & Expenses	29,802	16,000	21,967	18,000	18,000
Taxes & Special Assessments	31,683	-	31,683	-	-
Permits & Licenses	2,526	2,767	2,767	2,767	2,767
<b>Purchased Services Total</b>	<b>\$ 620,839</b>	<b>\$ 767,840</b>	<b>\$ 727,400</b>	<b>\$ 814,781</b>	<b>\$ 814,781</b>



**Golf Courses**

**Function:**

**Public Works**

*Line Item Detail*

**Agency Primary Fund:** Golf Courses

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Debt Othr Financing					
Principal	-	40,727	40,727	40,727	40,727
Interest	4,654	3,633	3,633	3,633	3,633
Interest Leases	13,027	-	-	-	-
Depreciation	-	-	93,977	-	-
Lease Amortization	107,022	-	-	-	-
Fund Balance Generated	-	-	-	70,443	130,225
<b>Debt Othr Financing Total</b>	<b>\$ 124,702</b>	<b>\$ 44,360</b>	<b>\$ 138,337</b>	<b>\$ 114,803</b>	<b>\$ 174,585</b>

Inter Depart Charges					
ID Charge From GF	10,724	10,724	10,724	21,448	11,394
ID Charge From Attorney	-	10,804	10,804	10,804	-
ID Charge From Civil Rights	2,271	2,262	2,262	4,938	2,841
ID Charge From Finance	42,995	40,677	40,677	77,857	39,485
ID Charge From Human Resour	20,485	4,286	4,286	11,374	7,528
ID Charge From Information Te	14,419	18,328	18,328	43,077	25,788
ID Charge From Mayor	3,941	4,086	4,086	8,784	4,989
ID Charge from EAP	476	571	571	1,277	749
ID Charge From Fleet Services	166,972	180,368	180,368	185,529	186,071
ID Charge From Traffic Eng	486	-	-	-	-
ID Charge From Insurance	10,165	9,872	9,872	11,371	11,371
ID Charge From Workers Comp	20,863	24,351	24,351	27,521	27,521
<b>Inter Depart Charges Total</b>	<b>\$ 293,797</b>	<b>\$ 306,331</b>	<b>\$ 306,331</b>	<b>\$ 403,981</b>	<b>\$ 317,737</b>

Transfer Out					
Transfer Out To General	202,758	200,000	200,000	200,000	200,000
<b>Transfer Out Total</b>	<b>\$ 202,758</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>

**Golf Courses**

**Function: Public Works**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
				FTEs	Amount	FTEs	Amount
EQPT OPR 3-16	16	-	-	1.00	56,635	1.00	57,184
GOLF OPER DIRECTOR-18	18	-	-	1.00	92,773	1.00	92,773
GOLF PROGRAM SUPV-18	18	2.00	154,338	1.00	84,129	1.00	84,129
*GOLF PROJECT MGR	18	-	-	1.00	81,074	1.00	81,860
GREENSKEEPER 1-16	16	2.00	127,140	2.00	138,811	2.00	140,156
GREENSKEEPER 2-16	16	1.00	74,254	1.00	79,266	1.00	80,035
GREENSKEEPER 3-16	16	1.00	76,304	1.00	82,195	1.00	82,992
MAINT MECH 1-16	16	1.00	74,254	1.00	79,266	1.00	80,035
NEW POSITIONS	-	6.00	343,000	-	-	-	-
PKS EQUIP MECH 1-16	16	1.00	70,910	1.00	77,124	1.00	77,872
PKS MAINT WKR-16	16	-	-	2.00	114,727	2.00	115,839
PROGRAM ASST 1-20	20	-	-	2.00	114,070	2.00	115,176
		<b>14.00</b>	<b>\$920,200</b>	<b>14.00</b>	<b>\$1,000,071</b>	<b>14.00</b>	<b>\$1,008,051</b>

\*The classification of the 1.0 FTE Golf Project Manager is pending a position study. This position is budgeted in Compensation Group 18, Range 12. The final classification is subject to change contingent on the result of the position study.

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.

# Landfill

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## *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.

### 2024 Budget Highlights

Service: Landfill Management and Maintenance

- Budget maintains current level of service with no anticipated change to the Landfill Remediation Fee.

**Landfill**Function: **Public Works***Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Other Restricted	869,671	961,152	973,156	1,005,101	1,014,434
<b>Total</b>	<b>\$ 869,671</b>	<b>\$ 961,152</b>	<b>\$ 973,156</b>	<b>\$ 1,005,101</b>	<b>\$ 1,014,434</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Landfill Management Maintena	869,671	961,152	973,156	1,005,101	1,014,434
	<b>\$ 869,671</b>	<b>\$ 961,152</b>	<b>\$ 973,156</b>	<b>\$ 1,005,101</b>	<b>\$ 1,014,434</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Charges For Services	(661,820)	(650,000)	(673,627)	(660,000)	(660,000)
Fine Forfeiture Asmt	(2,152)	(3,000)	(2,543)	(3,000)	(3,000)
Invest Other Contrib	(71,373)	(12,400)	(122,890)	(102,000)	(102,000)
Misc Revenue	(1)	-	-	-	-
Other Finance Source	(35,481)	(295,752)	(295,752)	(240,101)	(249,434)
<b>Total</b>	<b>\$ (770,826)</b>	<b>\$ (961,152)</b>	<b>\$ (1,094,812)</b>	<b>\$ (1,005,101)</b>	<b>\$ (1,014,434)</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	321,189	340,990	335,113	363,997	365,976
Benefits	98,824	105,814	116,849	122,660	127,704
Supplies	54,496	88,500	49,817	49,000	49,000
Purchased Services	337,271	305,245	350,774	332,891	332,891
Inter Depart Charges	149,719	128,903	128,903	139,853	142,163
Inter Depart Billing	(93,046)	(109,300)	(109,300)	(109,300)	(109,300)
Transfer Out	1,219	101,000	101,000	106,000	106,000
<b>Total</b>	<b>\$ 869,671</b>	<b>\$ 961,152</b>	<b>\$ 973,156</b>	<b>\$ 1,005,101</b>	<b>\$ 1,014,434</b>

**Landfill****Function:****Public Works***Service Overview***Service:** Landfill Management Maintenananc*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 protect the health and safety of our residents and environment.

*Activities Performed by this Service*

- **Monitoring & Sampling:** Monitor landfill gas extraction and migration control systems and perform sampling.
- **Maintenance & Repair:** Perform scheduled maintenance and repair to Landfill systems to assure reliable operation, maximize energy efficiency, and protect taxpayers investment by maximizing useful life.
- **Landfill Management and Regulatory Compliance:** Plan, direct, and implement landfill management programs per the WI-DNR-approved plan, and prepare and submit reports demonstrating regulatory compliance.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	-	-	-	-	-
Other-Expenditures	869,671	961,152	973,156	1,005,101	1,014,434
<b>Total</b>	<b>\$ 869,671</b>	<b>\$ 961,152</b>	<b>\$ 973,156</b>	<b>\$ 1,005,101</b>	<b>\$ 1,014,434</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(770,826)	(961,152)	(1,094,812)	(1,005,101)	(1,014,434)
Personnel	420,013	446,804	451,962	486,657	493,680
Non-Personnel	392,985	494,745	501,591	487,891	487,891
Agency Charges	56,673	19,603	19,603	30,553	32,863
<b>Total</b>	<b>\$ 98,845</b>	<b>\$ (0)</b>	<b>\$ (121,657)</b>	<b>\$ (0)</b>	<b>\$ 0</b>

**Landfill**

Function:

Public Works

Line Item Detail

Agency Primary Fund: Other Restricted

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Charges For Services					
Landfill Remediation	(659,442)	(650,000)	(673,524)	(660,000)	(660,000)
Reimbursement Of Expense	(2,378)	-	(104)	-	-
<b>Charges For Services Total</b>	<b>\$ (661,820)</b>	<b>\$ (650,000)</b>	<b>\$ (673,627)</b>	<b>\$ (660,000)</b>	<b>\$ (660,000)</b>
Fine Forfeiture Asmt					
Late Fees	(2,152)	(3,000)	(2,543)	(3,000)	(3,000)
<b>Fine Forfeiture Asmt Total</b>	<b>\$ (2,152)</b>	<b>\$ (3,000)</b>	<b>\$ (2,543)</b>	<b>\$ (3,000)</b>	<b>\$ (3,000)</b>
Invest Other Contrib					
Interest	(71,373)	(12,400)	(122,890)	(102,000)	(102,000)
<b>Invest Other Contrib Total</b>	<b>\$ (71,373)</b>	<b>\$ (12,400)</b>	<b>\$ (122,890)</b>	<b>\$ (102,000)</b>	<b>\$ (102,000)</b>
Misc Revenue					
Miscellaneous Revenue	(1)	-	-	-	-
<b>Misc Revenue Total</b>	<b>\$ (1)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Other Finance Source					
Sale Of Assets	(35,481)	-	-	-	-
Fund Balance Applied	-	(295,752)	(295,752)	(240,101)	(249,434)
<b>Other Finance Source Total</b>	<b>\$ (35,481)</b>	<b>\$ (295,752)</b>	<b>\$ (295,752)</b>	<b>\$ (240,101)</b>	<b>\$ (249,434)</b>
Salaries					
Permanent Wages	305,125	318,120	325,943	346,909	348,708
Salary Reimbursed	-	3,618	-	-	-
Pending Personnel	-	1,442	-	763	944
Premium Pay	1,331	860	978	1,335	1,335
Workers Compensation Wages	5	-	-	-	-
Compensated Absence	4,781	3,000	103	3,000	3,000
Hourly Wages	248	2,850	45	890	890
Overtime Wages Permanent	9,699	11,100	8,043	11,100	11,100
Overtime Wages Hourly	0	-	-	-	-
<b>Salaries Total</b>	<b>\$ 321,189</b>	<b>\$ 340,990</b>	<b>\$ 335,113</b>	<b>\$ 363,997</b>	<b>\$ 365,976</b>

**Landfill**

Function:

Public Works

Line Item Detail

Agency Primary Fund: Other Restricted

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Benefits					
Health Insurance Benefit	52,299	57,096	66,438	68,771	73,440
Wage Insurance Benefit	920	516	1,836	1,696	1,692
WRS	20,756	22,354	22,829	24,345	24,816
FICA Medicare Benefits	23,726	24,713	24,557	26,576	26,484
Post Employment Health Plans	1,123	1,134	1,189	1,272	1,272
<b>Benefits Total</b>	<b>\$ 98,824</b>	<b>\$ 105,814</b>	<b>\$ 116,849</b>	<b>\$ 122,660</b>	<b>\$ 127,704</b>

## Supplies

Office Supplies	237	500	270	500	500
Copy Printing Supplies	234	500	217	500	500
Furniture	27	50	-	50	50
Hardware Supplies	378	500	6	500	500
Software Lic & Supplies	39	500	8,000	500	500
Postage	1,043	1,000	1,650	1,000	1,000
Books & Subscriptions	3	-	-	-	-
Work Supplies	3,045	10,000	4,474	10,000	10,000
Safety Supplies	815	1,500	103	1,500	1,500
Uniform Clothing Supplies	-	100	-	100	100
Food And Beverage	8	-	-	-	-
Building Supplies	-	3,850	-	3,850	3,850
Electrical Supplies	-	20,000	-	500	500
Landscaping Supplies	-	-	258	-	-
Machinery And Equipment	24,953	5,000	-	5,000	5,000
Equipment Supplies	23,714	45,000	34,838	25,000	25,000
<b>Supplies Total</b>	<b>\$ 54,496</b>	<b>\$ 88,500</b>	<b>\$ 49,817</b>	<b>\$ 49,000</b>	<b>\$ 49,000</b>

**Landfill****Function:****Public Works***Line Item Detail***Agency Primary Fund:**

Other Restricted

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Purchased Services					
Natural Gas	2,941	3,250	3,090	2,710	2,710
Electricity	71,957	74,020	75,560	72,865	72,865
Water	280	350	290	430	430
Sewer	78,446	74,040	82,360	156,200	156,200
Stormwater	13,104	14,390	14,960	15,800	15,800
Telephone	90	95	88	90	90
Cellular Telephone	1,087	1,266	1,189	1,186	1,186
Building Improv Repair Maint	364	52,350	526	1,000	1,000
Custodial Bldg Use Charges	2,467	2,776	2,776	2,396	2,396
Grounds Improv Repair Maint	105,265	-	84,840	-	-
Equipment Mntc	1,741	10,000	10,000	10,000	10,000
System & Software Mntc	53	1,530	312	1,540	1,540
Vehicle Repair & Mntc	225	500	500	500	500
Rental Of Equipment	414	500	-	500	500
Recruitment	19	250	75	100	100
Conferences & Training	413	500	500	500	500
Memberships	222	223	223	239	239
Uniform Laundry	787	780	1,440	780	780
Medical Services	684	1,000	1,000	1,000	1,000
Delivery Freight Charges	17	50	50	50	50
Storage Services	62	85	106	85	85
Consulting Services	-	1,000	10,800	1,000	1,000
Inspection Services	-	40	40	60	60
Lab Services	46,821	50,000	44,418	50,000	50,000
Parking Towing Services	211	50	50	50	50
Program Services	-	2,400	2,400	2,400	2,400
Other Services & Expenses	3,579	5,000	5,052	5,000	5,000
Grants	1,846	5,000	5,000	2,500	2,500
Bad Debt Expense	33	400	400	400	400
Taxes & Special Assessments	2,943	3,000	2,327	3,110	3,110
Permits & Licenses	1,200	400	400	400	400
<b>Purchased Services Total</b>	<b>\$ 337,271</b>	<b>\$ 305,245</b>	<b>\$ 350,774</b>	<b>\$ 332,891</b>	<b>\$ 332,891</b>



**Landfill**

Function:

Public Works

Line Item Detail

Agency Primary Fund: Other Restricted

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Inter Depart Charges					
ID Charge From GF	25,104	14,086	14,086	15,177	16,126
ID Charge From Civil Rights	757	754	754	510	542
ID Charge From Finance	10,240	9,994	9,994	14,417	15,311
ID Charge From Human Resour	1,335	904	904	1,351	1,435
ID Charge From Information Te	1,460	2,514	2,514	4,019	4,174
ID Charge From Mayor	1,314	1,362	1,362	895	951
ID Charge from EAP	159	190	190	134	143
ID Charge From Engineering	16,394	17,220	17,220	14,543	14,543
ID Charge From Fleet Services	45,880	37,544	37,544	44,950	45,081
ID Charge From Traffic Eng	340	360	360	360	360
ID Charge From Insurance	2,703	5,284	5,284	4,740	4,740
ID Charge From Workers Comp	976	691	691	757	757
ID Charge From Sewer	21,917	20,000	20,000	20,000	20,000
ID Charge From Stormwater	11,293	10,000	10,000	10,000	10,000
ID Charge From Water	9,847	8,000	8,000	8,000	8,000
<b>Inter Depart Charges Total</b>	<b>\$ 149,719</b>	<b>\$ 128,903</b>	<b>\$ 128,903</b>	<b>\$ 139,853</b>	<b>\$ 142,163</b>
Inter Depart Billing					
ID Billing To Engineering	(8,286)	(9,300)	(9,300)	(9,300)	(9,300)
ID Billing To Sewer	(65,173)	(70,000)	(70,000)	(70,000)	(70,000)
ID Billing To Stormwater	(19,587)	(30,000)	(30,000)	(30,000)	(30,000)
<b>Inter Depart Billing Total</b>	<b>\$ (93,046)</b>	<b>\$ (109,300)</b>	<b>\$ (109,300)</b>	<b>\$ (109,300)</b>	<b>\$ (109,300)</b>
Transfer Out					
Transfer Out To Capital	1,219	101,000	101,000	106,000	106,000
<b>Transfer Out Total</b>	<b>\$ 1,219</b>	<b>\$ 101,000</b>	<b>\$ 101,000</b>	<b>\$ 106,000</b>	<b>\$ 106,000</b>

**Landfill****Function: Public Works***Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ENGR OPER MAINT WKR-15	15	2.00	127,173	2.00	133,758	2.00	135,055
		2.00	127,173	2.00	133,758	2.00	135,055

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

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## *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 and ensuring equitable access to quality park amenities 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. The goal of the Division is a safe, accessible, affordable and equitable park system. The Parks Division will advance this goal by managing and maintaining park-owned facilities and planning for future park investment.

### 2024 Budget Highlights

#### Agency-Wide Changes

- Includes a package of position changes, including a new position and a reclassification of an existing position, both of which are cost neutral to the general fund. These changes are cost general fund neutral by reducing hourly wages. The list of Parks position changes are listed below.
  - Increases funding for a 1.0 FTE Horticulturist, previously filled as a 0.6 FTE Gardener. (\$40,800 Increase)
  - Reclassified Parks Community Service Manager from Comp Group 18, Range 12 to Comp Group 18, Range 14 to align with current job duties. (\$10,060 Increase)
  - Reclassified Parks Surveyor, Comp Group 18, Range 8 to Data Analyst 2, Comp Group 18, Range 10. (\$7,295 Increase)

#### Service: Community Recreation

- Increased revenue by \$19,900 due to realigning revenue sources to reflect historical average revenues.
- Creates a 1.0 FTE position shared with the Parking Utility. In the summer months, the position will provide Park Ranger patrol. In the winter, it will assist with parking enforcement. This position is reflected in the Parking Utility position table. (Increase: \$40,600)

#### Service: Olbrich Botanical Gardens

- Increased Revenue by \$471,000 due to increased Room Tax Contribution (shown as Transfer in From Restricted); results in corresponding decrease in General Fund support.
- Increased Charges for Service by \$60,000 to reflect actual Facility Rental (\$50,000) and Admissions (\$10,000).
- Increased landscaping and equipment supplies by \$23,000 to align with increased use.

#### Service: Park Maintenance

- Increase Licenses and Permits by \$118,400 to align with 3 year average.
- Increase in Supplies for work supplies (\$33,100), copy printing supplies (\$12,000); offset by a decrease in machinery and equipment (\$52,300).
- Increased Purchased Services of \$202,000 including: increased water costs (\$132,400), pest control (\$8,500), grounds improvement (\$19,900); offset by a decrease in landscaping (\$7,500).

#### Service: Planning and Development

- Budget maintains current level of service.

Service: Warner Park & Community Center

- Decreased Charges for Services by \$35,100 to align for historic averages for catering concessions (\$10,000) and admissions (\$25,100).
- Decreased Supplies by \$12,700 to reflect decreased revenues.

Restricted Funds: The Executive Budget includes \$446,964 in anticipated restricted revenues and expenditures.

- The continuation of the Dog Park (\$282,500), Disc Golf (\$139,104), and Madison Ultimate Frisbee Association (\$25,400) programs funded through user fees and reserves.

**Parks**Function: **Public Works***Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	15,014,468	16,007,257	15,159,493	16,900,794	16,616,412
Other Grants	-	-	(9,330)	-	-
Other Restricted	246,046	448,198	438,341	446,219	446,954
Permanent	235,779	279,200	237,150	237,300	237,300
<b>Total</b>	<b>\$ 15,496,292</b>	<b>\$ 16,734,655</b>	<b>\$ 15,825,654</b>	<b>\$ 17,584,313</b>	<b>\$ 17,300,667</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Community Recreation Services	1,222,650	1,483,070	1,186,585	1,591,412	1,596,021
Olbrich Botanical Gardens	1,399,828	1,187,935	1,160,196	1,266,727	793,394
Park Maintenance	11,589,536	12,793,041	12,157,841	13,232,971	13,386,955
Planning And Development	796,000	867,967	792,183	950,549	972,792
Warner Park & Community Cen	488,277	402,642	528,848	542,654	551,505
	<b>\$ 15,496,292</b>	<b>\$ 16,734,655</b>	<b>\$ 15,825,654</b>	<b>\$ 17,584,313</b>	<b>\$ 17,300,667</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Intergov Revenues	(100,114)	(96,000)	(100,114)	(96,000)	(96,000)
Charges For Services	(1,046,612)	(1,607,820)	(1,423,794)	(1,587,970)	(1,587,970)
Licenses And Permits	(76,946)	(66,000)	(76,946)	(70,500)	(70,500)
Fine Forfeiture Asmt	(700,457)	(773,000)	(773,000)	(773,000)	(773,000)
Invest Other Contrib	(116,705)	(115,000)	(125,399)	(115,000)	(115,000)
Misc Revenue	(234,252)	(52,500)	(225,239)	(52,500)	(52,500)
Other Finance Source	-	(52,400)	-	-	-
Transfer In	(196,450)	(526,500)	(526,553)	(526,500)	(997,363)
<b>Total</b>	<b>\$ (2,471,537)</b>	<b>\$ (3,289,220)</b>	<b>\$ (3,251,047)</b>	<b>\$ (3,221,470)</b>	<b>\$ (3,692,333)</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	9,403,753	10,961,891	9,769,697	11,418,235	11,467,642
Benefits	3,022,443	3,050,589	3,090,729	3,194,807	3,335,215
Supplies	1,000,848	1,118,212	1,162,881	1,067,289	1,067,289
Purchased Services	2,066,679	2,078,725	2,245,399	2,322,394	2,322,394
Debt Othr Financing	-	73,127	85,579	38,361	29,863
Inter Depart Charges	2,213,286	2,359,831	2,359,716	2,402,997	2,408,896
Transfer Out	260,820	381,500	362,700	361,700	361,700
<b>Total</b>	<b>\$ 17,967,829</b>	<b>\$ 20,023,875</b>	<b>\$ 19,076,700</b>	<b>\$ 20,805,783</b>	<b>\$ 20,993,000</b>

**Parks****Function:****Public Works***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.

*Activities Performed by this Service*

- Facility Rental: Manage Park reservations, permits and usage for athletic, recreational, cultural, musical, culinary, and other event purposes.
- Pool and Beaches: Manage beach, pool, and splash park usage for the community.
- Programs: Oversee recreational programming for all residents provided by community partners, coordinate parks-sponsored movies, activities and events, including Parks Alive program.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	1,222,650	1,483,070	1,186,585	1,591,412	1,596,021
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 1,222,650</b>	<b>\$ 1,483,070</b>	<b>\$ 1,186,585</b>	<b>\$ 1,591,412</b>	<b>\$ 1,596,021</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(820,244)	(1,107,470)	(1,087,466)	(1,062,720)	(1,062,720)
Personnel	1,699,984	2,148,217	1,833,136	2,209,167	2,213,581
Non-Personnel	256,349	355,703	354,295	356,003	356,003
Agency Charges	86,562	86,620	86,620	88,962	89,156
<b>Total</b>	<b>\$ 1,222,650</b>	<b>\$ 1,483,070</b>	<b>\$ 1,186,585</b>	<b>\$ 1,591,412</b>	<b>\$ 1,596,021</b>

*Service Overview*

**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.

*Activities Performed by this Service*

- Native Plant Conservation: Maintain sustainable design and plant collections hardy to the American Midwest for study, enjoyment, and public benefit.
- Community Programs: Provide enrichment, cultural and interpretive opportunities centered around the gardens in clean, safe, and accessible public spaces provided for visitors.
- Exotic Plant Conservation: Maintain plant collections native to the world's tropical forests for study, enjoyment, and public benefit.

*Service Budget by Fund*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	1,399,828	1,187,935	1,160,196	1,266,727	793,394
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 1,399,828</b>	<b>\$ 1,187,935</b>	<b>\$ 1,160,196</b>	<b>\$ 1,266,727</b>	<b>\$ 793,394</b>

*Service Budget by Account Type*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(433,767)	(693,500)	(792,926)	(753,500)	(1,224,363)
Personnel	1,375,387	1,448,872	1,475,675	1,536,803	1,534,234
Non-Personnel	413,408	385,816	430,701	437,319	437,319
Agency Charges	44,800	46,747	46,747	46,105	46,205
<b>Total</b>	<b>\$ 1,399,828</b>	<b>\$ 1,187,935</b>	<b>\$ 1,160,196</b>	<b>\$ 1,266,727</b>	<b>\$ 793,394</b>

**Parks****Function:****Public Works***Service Overview***Service:** Park Maintenance*Service Description*

This service is responsible for the maintenance of all park facilities, parkland including open spaces, conservation land and natural areas, dog parks, and disc golf courses. Specific functions of this service include (1) general park maintenance, (2) facilities maintenance, (3) sustainability work and maintenance in conservation lands and the natural areas in general park, (4) Mall/Concourse park maintenance, (5) park construction, and (6) the operation of the Forest Hill Cemetery. The goal of the service is create an inclusive, sustainable, well-maintained and safe park system.

*Activities Performed by this Service*

- **Maintain Parks Infrastructure:** Maintain parks buildings, pool, splash pads, refuse/recycling management, amenities, electrical and plumbing needs throughout the systems. Amenities include playgrounds, sport courts, athletic fields, drinking fountains, beaches, field lighting, irrigation, and ice rinks as well as snow removal from streets, bike paths, bus stops, sidewalks and parking lots. Other infrastructure includes year-round maintenance of Mall Concourse Maintenance Service area.
- **Land Stewardship:** Maintain parkland open spaces, conservation and general park natural areas, manage turf on medians and other city-owned property. Support sustainability efforts to reduce the impact of climate change.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	11,107,712	12,065,643	11,491,680	12,549,452	12,702,701
Other-Expenditures	481,824	727,398	666,161	683,519	684,254
<b>Total</b>	<b>\$ 11,589,536</b>	<b>\$ 12,793,041</b>	<b>\$ 12,157,841</b>	<b>\$ 13,232,971</b>	<b>\$ 13,386,955</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(1,030,539)	(1,235,450)	(1,173,383)	(1,187,550)	(1,187,550)
Personnel	8,062,366	9,108,989	8,244,979	9,377,914	9,534,821
Non-Personnel	2,504,818	2,716,150	2,883,008	2,798,079	2,789,581
Agency Charges	2,052,892	2,203,352	2,203,237	2,244,527	2,250,103
<b>Total</b>	<b>\$ 11,589,536</b>	<b>\$ 12,793,041</b>	<b>\$ 12,157,841</b>	<b>\$ 13,232,971</b>	<b>\$ 13,386,955</b>



*Service Overview*

**Service:** Planning And 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. Specific functions of this service include (1) developing the Capital Improvement Plan for the parks system, (2) assessing and managing park impact fees on new residential development, (3) maintaining data on park inventory, and (4) 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, equitably planned and developed park system.

*Activities Performed by this Service*

- Capital Improvement Program: Prepare the capital improvement program for Parks and complete projects in the capital budget each year.
- Planning: Develop park master plans and park policies; participate in City Planning efforts such as neighborhood plan updates and Planning grants; update the Capital Improvement Program as part of the capital budget process; manage and coordinate requests for use of parkland including Temporary Land Use permits; and participation on Neighborhood Resource Teams.
- Development Review: Review development designs and plans to assess park impact fees, including evaluating potential parkland dedication and coordinating with developers regarding phasing and potential park development.
- Land Records Management: Maintain accurate records for city land administered by Parks and coordinate and maintain Diggers Hotline information and utility marking in parks.

*Service Budget by Fund*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	796,000	867,967	792,183	950,549	972,792
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 796,000</b>	<b>\$ 867,967</b>	<b>\$ 792,183</b>	<b>\$ 950,549</b>	<b>\$ 972,792</b>

*Service Budget by Account Type*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(23,994)	(1,500)	(25,629)	(1,500)	(1,500)
Personnel	781,852	807,979	759,989	878,250	900,471
Non-Personnel	27,196	51,277	47,612	63,777	63,777
Agency Charges	10,948	10,211	10,211	10,022	10,044
<b>Total</b>	<b>\$ 796,000</b>	<b>\$ 867,967</b>	<b>\$ 792,183</b>	<b>\$ 950,549</b>	<b>\$ 972,792</b>

**Parks****Function:****Public Works***Service Overview***Service:** Warner Park & Community Center*Service Description*

This service oversees operations at Warner Park Community Recreation Center (WPCRC), 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.

*Activities Performed by this Service*

- Facility Maintenance and Rental: Maintain and make various spaces within WPCRC available for use and rent to the community for meetings, classes, parties, weddings, and various other uses.
- Programming: Provide programming for individuals of all ages and abilities through private, public and other partnerships including teen activities, after-school, family fun night, and various recreational, social, and cultural programs that reach some of the community's most vulnerable populations.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	488,277	402,642	528,848	542,654	551,505
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 488,277</b>	<b>\$ 402,642</b>	<b>\$ 528,848</b>	<b>\$ 542,654</b>	<b>\$ 551,505</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(162,992)	(251,300)	(171,643)	(216,200)	(216,200)
Personnel	506,607	498,423	546,647	610,908	619,751
Non-Personnel	126,576	142,618	140,943	134,567	134,567
Agency Charges	18,085	12,901	12,901	13,380	13,388
<b>Total</b>	<b>\$ 488,277</b>	<b>\$ 402,642</b>	<b>\$ 528,848</b>	<b>\$ 542,654</b>	<b>\$ 551,505</b>

**Parks**

**Function:**

**Public Works**

*Line Item Detail*

**Agency Primary Fund:** General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Intergov Revenues					
Local Revenues Operating	(100,114)	(96,000)	(100,114)	(96,000)	(96,000)
<b>Intergov Revenues Total</b>	<b>\$ (100,114)</b>	<b>\$ (96,000)</b>	<b>\$ (100,114)</b>	<b>\$ (96,000)</b>	<b>\$ (96,000)</b>
Charges For Services					
Parks Use Charges	(71,877)	(77,000)	(88,190)	(91,000)	(91,000)
Boat Launch	(218,110)	(245,000)	(264,976)	(260,000)	(260,000)
Catering Concessions	(158,439)	(194,650)	(172,934)	(160,000)	(160,000)
Facility Rental	(232,540)	(525,420)	(445,891)	(579,420)	(579,420)
Admissions	(242,260)	(322,100)	(258,483)	(282,500)	(282,500)
Lessons	(34,210)	(68,600)	(40,775)	(40,000)	(40,000)
Program Revenue	(159)	-	(957)	-	-
Memberships	(44,352)	(45,000)	(45,579)	(45,000)	(45,000)
Reimbursement Of Expense	(44,665)	(129,200)	(106,010)	(129,200)	(129,200)
Service Charges Commissions	-	(850)	-	(850)	(850)
<b>Charges For Services Total</b>	<b>\$ (1,046,612)</b>	<b>\$ (1,607,820)</b>	<b>\$ (1,423,794)</b>	<b>\$ (1,587,970)</b>	<b>\$ (1,587,970)</b>
Licenses And Permits					
Other Permits	(76,946)	(66,000)	(76,946)	(70,500)	(70,500)
<b>Licenses And Permits Total</b>	<b>\$ (76,946)</b>	<b>\$ (66,000)</b>	<b>\$ (76,946)</b>	<b>\$ (70,500)</b>	<b>\$ (70,500)</b>
Fine Forfeiture Asmt					
Spec Assessments Service	(700,457)	(773,000)	(773,000)	(773,000)	(773,000)
<b>Fine Forfeiture Asmt Total</b>	<b>\$ (700,457)</b>	<b>\$ (773,000)</b>	<b>\$ (773,000)</b>	<b>\$ (773,000)</b>	<b>\$ (773,000)</b>
Invest Other Contrib					
Interest on Leases	(15,399)	-	(15,399)	-	-
Contributions & Donations	(101,306)	(115,000)	(110,000)	(115,000)	(115,000)
<b>Invest Other Contrib Total</b>	<b>\$ (116,705)</b>	<b>\$ (115,000)</b>	<b>\$ (125,399)</b>	<b>\$ (115,000)</b>	<b>\$ (115,000)</b>
Misc Revenue					
Lease Revenue	(167,157)	-	(167,157)	-	-
Miscellaneous Revenue	(67,095)	(52,500)	(58,082)	(52,500)	(52,500)
<b>Misc Revenue Total</b>	<b>\$ (234,252)</b>	<b>\$ (52,500)</b>	<b>\$ (225,239)</b>	<b>\$ (52,500)</b>	<b>\$ (52,500)</b>
Other Finance Source					
Trade In Allowance	-	(52,400)	-	-	-
<b>Other Finance Source Total</b>	<b>\$ -</b>	<b>\$ (52,400)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Transfer In					
Transfer In From Other Restric	-	(325,000)	(325,000)	(325,000)	(795,863)
Transfer In From Permanent	(196,143)	(201,500)	(201,500)	(201,500)	(201,500)
Transfer In From Insurance	(307)	-	(53)	-	-
<b>Transfer In Total</b>	<b>\$ (196,450)</b>	<b>\$ (526,500)</b>	<b>\$ (526,553)</b>	<b>\$ (526,500)</b>	<b>\$ (997,363)</b>

**Parks**

**Function:**

**Public Works**

*Line Item Detail*

**Agency Primary Fund:** General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Salaries					
Permanent Wages	7,831,169	8,966,814	8,302,119	9,924,741	10,015,314
Salary Savings	-	(193,518)	-	(297,742)	(297,742)
Pending Personnel	-	650,461	-	308,435	309,598
Premium Pay	123,318	57,510	94,050	77,849	77,849
Workers Compensation Wages	1,611	-	1,387	-	-
Compensated Absence	84,261	82,600	28,294	90,268	90,268
Hourly Wages	1,168,373	1,115,901	1,128,615	1,173,018	1,124,908
Overtime Wages Permanent	75,114	141,900	97,565	155,831	155,831
Overtime Wages Hourly	8,537	5,000	9,362	3,464	3,464
Election Officials Wages	1,641	600	1,577	600	600
Budget Efficiencies	-	-	-	(170,715)	(170,715)
<b>Salaries Total</b>	<b>\$ 9,294,024</b>	<b>\$ 10,827,268</b>	<b>\$ 9,662,968</b>	<b>\$ 11,265,749</b>	<b>\$ 11,309,376</b>
Benefits					
Comp Absence Escrow	184,263	-	119,890	-	-
Benefit Savings	-	(6,127)	-	(6,127)	(6,127)
Health Insurance Benefit	1,463,240	1,633,538	1,576,315	1,625,084	1,744,793
Wage Insurance Benefit	29,258	28,247	29,843	29,592	29,592
WRS	534,524	602,311	579,223	670,152	686,696
FICA Medicare Benefits	687,107	665,563	662,389	738,876	739,578
Moving Expenses	5,908	-	-	-	-
Licenses & Certifications	275	-	355	-	-
Post Employment Health Plans	80,207	81,409	85,649	89,958	89,958
<b>Benefits Total</b>	<b>\$ 2,984,782</b>	<b>\$ 3,004,941</b>	<b>\$ 3,053,663</b>	<b>\$ 3,147,534</b>	<b>\$ 3,284,490</b>

**Parks**

**Function:**

**Public Works**

*Line Item Detail*

**Agency Primary Fund:** General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Supplies					
Office Supplies	16,834	15,250	17,742	15,250	15,250
Copy Printing Supplies	28,017	38,093	33,683	39,800	39,800
Furniture	3,298	3,200	10,881	3,200	3,200
Hardware Supplies	25,451	7,500	32,586	11,800	11,800
Software Lic & Supplies	4,186	700	3,979	5,700	5,700
Postage	66,922	37,458	66,922	37,458	37,458
Program Supplies	21,061	26,300	21,560	19,500	19,500
Books & Subscriptions	274	-	351	-	-
Work Supplies	144,994	127,475	153,493	144,075	144,075
Janitorial Supplies	59,494	62,000	63,588	61,278	61,278
Medical Supplies	765	1,500	1,172	1,500	1,500
Safety Supplies	24,925	23,080	28,737	23,580	23,580
Snow Removal Supplies	11,854	17,000	19,854	17,000	17,000
Uniform Clothing Supplies	22,625	21,190	21,916	20,190	20,190
Food And Beverage	3,806	35,900	36,008	35,900	35,900
Building	-	-	1,373	-	-
Building Supplies	85,605	70,300	87,121	62,500	62,500
HVAC Supplies	2,568	13,000	10,529	13,000	13,000
Plumbing Supplies	16,233	7,500	10,040	7,500	7,500
Landscaping Supplies	126,562	85,550	123,666	97,850	97,850
Trees Shrubs Plants	25,771	73,983	38,887	73,983	73,983
Fertilizers And Chemicals	45,732	45,260	57,970	52,000	52,000
Machinery And Equipment	60,555	94,230	75,560	31,930	31,930
Equipment Supplies	134,958	199,070	154,982	204,480	204,480
Tires	2,703	6,000	5,795	6,000	6,000
Gasoline	2,516	600	2,564	1,000	1,000
Diesel	374	500	374	1,000	1,000
Propane Gas	8,922	16,600	9,165	16,600	16,600
Oil	3,601	4,900	5,287	4,900	4,900
Inventory	27,183	43,423	35,046	25,415	25,415
<b>Supplies Total</b>	<b>\$ 977,789</b>	<b>\$ 1,077,562</b>	<b>\$ 1,130,830</b>	<b>\$ 1,034,389</b>	<b>\$ 1,034,389</b>

**Parks**

**Function:**

**Public Works**

*Line Item Detail*

**Agency Primary Fund:** General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Purchased Services					
Natural Gas	213,552	141,680	222,382	162,932	162,932
Electricity	517,835	488,925	564,373	513,371	513,371
Water	449,216	500,730	499,774	655,956	655,956
Stormwater	343,176	350,000	406,719	350,000	350,000
Telephone	13,695	14,965	11,901	14,965	14,965
Cellular Telephone	13,689	10,363	13,917	12,413	12,413
Systems Comm Internet	5,899	6,000	5,321	6,930	6,930
Building Improv Repair Maint	13,726	23,747	12,198	12,247	12,247
Waste Disposal	446	-	446	-	-
Pest Control	3,991	4,770	4,458	4,770	4,770
Elevator Repair	9,606	6,800	8,392	11,800	11,800
Facility Rental	-	5,500	5,000	5,500	5,500
Custodial Bldg Use Charges	68,847	-	-	-	-
Landfill	42,203	29,000	31,957	29,000	29,000
Grounds Improv Repair Maint	12,788	-	11,225	4,872	4,872
Landscaping	313	9,922	526	2,400	2,400
Equipment Mntc	16,174	28,320	29,549	41,160	41,160
System & Software Mntc	39,266	46,580	40,311	66,555	66,555
Rental Of Equipment	95,376	106,100	94,436	103,150	103,150
Recruitment	1,369	2,420	1,947	2,420	2,420
Mileage	1,940	2,200	1,918	2,200	2,200
Conferences & Training	16,864	20,420	20,173	22,520	22,520
Memberships	10,973	9,950	12,438	11,950	11,950
Uniform Laundry	2,819	2,150	3,235	2,150	2,150
Bank Services	73	30	73	30	30
Credit Card Services	21,316	910	28,204	910	910
Storage Services	428	630	203	630	630
Consulting Services	1,900	1,800	2,545	1,500	1,500
Advertising Services	1,579	3,600	2,134	3,100	3,100
Printing Services	-	680	-	680	680
Engineering Services	16,059	34,277	26,649	34,277	34,277
Security Services	6,221	7,703	5,807	7,703	7,703
Program Services	9,698	9,800	13,655	16,600	16,600
Other Services & Expenses	47,707	135,353	106,501	153,353	153,353
Comm Agency Contracts	9,000	17,000	9,000	9,000	9,000
Taxes & Special Assessments	5,182	-	5,182	-	-
Permits & Licenses	3,200	4,550	699	4,550	4,550
<b>Purchased Services Total</b>	<b>\$ 2,016,123</b>	<b>\$ 2,026,875</b>	<b>\$ 2,203,247</b>	<b>\$ 2,271,594</b>	<b>\$ 2,271,594</b>
Inter Depart Charges					
ID Charge From Engineering	14,111	14,111	14,111	14,111	14,111
ID Charge From Fleet Services	1,749,716	1,998,996	1,998,996	2,017,762	2,023,662
ID Charge From Traffic Eng	20,307	31,043	31,043	31,043	31,043
ID Charge From Insurance	193,546	120,775	120,775	132,006	132,006
ID Charge From Workers Comp	235,606	194,906	194,906	208,074	208,074
<b>Inter Depart Charges Total</b>	<b>\$ 2,213,286</b>	<b>\$ 2,359,831</b>	<b>\$ 2,359,831</b>	<b>\$ 2,402,997</b>	<b>\$ 2,408,896</b>

**Parks Division**

**Function: Public Works**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCT CLERK 3-20	20	1.00	54,744	1.00	67,672	1.00	68,328
ADMIN ASST-20	20	1.00	72,319	1.00	68,929	1.00	69,597
ADMIN CLK 1-20	20	4.00	228,974	4.00	237,679	4.00	239,984
ADMIN SUPV-18	18	1.00	59,191	1.00	78,536	1.00	79,297
ARBORIST 1-16	16	2.00	126,949	2.00	135,519	2.00	136,833
ARBORIST 2-16	16	1.00	71,951	1.00	76,808	1.00	77,552
ASST PKS SUPERINTENDENT-18	18	2.00	245,001	2.00	261,539	2.00	264,074
BOTANICAL CENTER DIR-18	18	1.00	96,348	1.00	107,797	1.00	108,843
BUILDING & TRADES FOREPERS-71	71	1.00	88,745	1.00	94,735	1.00	95,653
CARPENTER-71	71	2.00	134,165	2.00	145,169	2.00	146,576
CEMETERY OPRS LDWKR-16	16	1.00	71,448	1.00	76,271	1.00	77,011
CONS CURATOR ASST-16	16	1.00	61,828	1.00	66,001	1.00	66,641
CONS RESOURCE SUPV-18	18	1.00	86,154	1.00	91,970	1.00	92,861
CONSERVATION TECH-16	16	3.00	195,850	3.00	175,997	3.00	177,703
CUSTODIAL WKR 1-16	16	1.00	46,985	1.00	52,953	1.00	53,467
DATA ANALYST 2-18	18	-	-	1.00	74,478	1.00	74,478
ENGINEER 3-18	18	1.00	100,232	1.00	106,998	1.00	108,036
EQPT OPR 2-16	16	3.00	197,820	3.00	196,267	3.00	198,170
EQPT OPR 3-16	16	4.00	285,859	4.00	290,030	4.00	292,842
FACILITY MAINT WKR-16	16	3.00	159,857	4.00	232,765	4.00	235,021
GARDENER-16	16	6.00	305,935	5.00	292,318	5.00	295,152
GARDENER-LEAD-16	16	1.00	71,951	1.00	77,500	1.00	78,251
GIS SPECIALIST	18	1.00	71,883	-	-	-	-
HORTICULTURE SUPV-18	18	1.00	93,682	1.00	100,006	1.00	100,975
HORTICULTURIST-16	16	1.00	73,580	2.00	145,259	2.00	146,020
LANDSCAPE ARCHITECT 2-18	18	1.00	86,154	1.00	91,970	1.00	92,861
LANDSCAPE ARCHITECT 3-18	18	1.00	94,715	1.00	101,108	1.00	102,089
LANDSCAPE ARCHITECT 4-18	18	2.00	190,685	2.00	199,617	2.00	201,552
LANDSCAPE CONSTR SUP-18	18	1.00	90,336	1.00	96,434	1.00	97,369
MAINT MECH 2-16	16	3.00	211,131	3.00	232,493	3.00	234,747
MAINT PAINTER-16	16	1.00	68,902	1.00	75,696	1.00	76,430
NEW POSITION	18	1.00	56,250	-	-	-	-
OLBR FAC/VOL COORD-18	18	1.00	74,919	1.00	63,187	1.00	63,799
PARKS PROG COORD-18	18	3.00	180,333	3.00	198,016	3.00	199,936
PARKS SUPT-21	21	1.00	159,307	1.00	170,060	1.00	171,709
PARKS WORKER-16	16	3.00	151,454	2.00	105,300	2.00	106,321
PARKS WORKER16-PT	16	2.25	115,753	2.25	128,157	2.25	129,399
PKS COMM SERVS MGR-18	18	1.00	94,715	1.00	120,478	1.00	120,478
PKS EQUIP MECH 1-16	16	2.00	144,495	2.00	154,248	2.00	155,743
PKS EQUIP MECH 2-16	16	1.00	80,010	1.00	85,411	1.00	86,239
PKS FAC/MAINT SUPV-18	18	1.00	91,956	1.00	101,108	1.00	102,089
PKS FIN/ADMIN MGR-18	18	1.00	104,011	1.00	111,032	1.00	112,108
PKS GEN SUPV-18	18	3.00	234,679	4.00	353,136	4.00	356,560
PKS MAINT MECHANIC-16	16	4.00	278,635	4.00	306,880	4.00	309,855
PKS MAINT WKR-16	16	39.00	2,433,719	39.00	2,590,870	39.00	2,615,987
PKS OPER MGR-18	18	1.00	110,702	1.00	121,720	1.00	122,900
PKS OPR LDWKR-16	16	3.00	213,550	3.00	230,725	3.00	232,961
PKS PLAN/DEV MGR-18	18	1.00	110,702	1.00	121,720	1.00	122,900
PKS RANGER LDWKR-16	16	1.00	63,382	1.00	71,272	1.00	71,963
PKS RANGER-16	16	3.00	165,174	3.00	180,122	3.00	181,868
PLAN GIS SPECIALIST-18	18	-	-	1.00	78,278	1.00	79,037
PLAYGROUND TECH-16	16	1.00	71,448	1.00	76,271	1.00	77,011
PLUMBER-71	71	1.00	72,202	1.00	79,981	1.00	80,756
PROGRAM ASST 1-20	20	2.00	118,136	2.00	131,514	2.00	132,789

**Parks Division**

**Function: Public Works**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
PROGRAM ASST 1-20 PT	20	1.60	97,613	1.60	104,202	1.60	105,212
PROGRAM ASST 2-20	20	2.00	133,835	2.00	142,869	2.00	144,254
PUB WKS FORE-18	18	1.00	79,928	-	-	-	-
PUB WKS LEADWKR-16	16	4.00	282,318	4.00	287,954	4.00	290,745
PUBLIC INFORMATION OFF 2-18	18	1.00	94,715	1.00	101,108	1.00	102,089
RECR SERVS COORD-18	18	2.00	168,790	4.00	313,988	4.00	315,745
STS USE STAFF TEAM COORD-18	18	1.00	62,959	-	-	-	-
SURVEYOR 2-18	18	1.00	90,336	-	-	-	-
WARNER PK FACILTY MGR-18	18	1.00	70,487	1.00	81,679	1.00	82,471
WELDER-16	16	1.00	69,367	1.00	76,271	1.00	77,011
		<b>144.85</b>	<b>\$10,019,253</b>	<b>144.85</b>	<b>\$10,738,071</b>	<b>144.85</b>	<b>\$10,838,349</b>

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.



# Sewer Utility

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## *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 wastewater. The Sewer Utility transfers the wastewater via design, construction, and maintenance of the sewer and lift station system throughout the City.

### 2024 Budget Highlights

#### Agency-Wide Changes

- Includes an anticipated 9% rate increase (\$4.7 million) due to increased debt service for capital projects as construction costs continue to increase and increased treatment charges from the Madison Metropolitan Sewerage District (MMSD), which are projected to increase 13% over 2023. The projected rate increase translates to approximately \$3.08 more per month for the average residential customer.
- The Sewer Utility is a partner in the Madison Customer Assistance Program (MadCAP), and the goal of this program is to help reduce utility rates for residents with lower incomes. The Sewer Utility will continue to draw awareness to this program in 2024 in hopes to reach as many eligible residents as possible.

#### Service: Sewer Engineering and Administration

- Decrease in expected revenues from Special Assessments by \$150,000 due to a change in the City's special assessment policy.
- Reflects a \$259,000 increase in debt service due to borrowing for capital projects and a \$283,300 increase in reserves generated to reduce borrowing for capital projects.
- Reflects a \$67,800 reduction in transfer out to capital projects due to not having any waste oil projects planned in the 2024 Capital Budget.

#### Service: Sewer Operations

- Reflects a \$4.2 million increase in Purchased Services due to projected increase from the MMSD for sewerage treatment charges and lift station maintenance charges.

**Sewer**Function: **Public Works***Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Sewer Utility	53,236,207	54,131,240	54,331,224	57,227,900	59,056,110
<b>Total</b>	<b>\$ 53,236,207</b>	<b>\$ 54,131,240</b>	<b>\$ 54,331,224</b>	<b>\$ 57,227,900</b>	<b>\$ 59,056,110</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Sewer Engineering And Admin	18,887,467	17,219,883	15,564,373	18,008,886	17,901,737
Sewer Operations	34,348,740	36,911,357	38,766,851	39,219,014	41,154,372
<b>Total</b>	<b>\$ 53,236,207</b>	<b>\$ 54,131,240</b>	<b>\$ 54,331,224</b>	<b>\$ 57,227,900</b>	<b>\$ 59,056,110</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Intergov Revenues	(116,509)	-	-	-	-
Charges For Services	(50,824,160)	(52,692,000)	(52,225,743)	(55,485,200)	(57,313,410)
Licenses And Permits	(11,517)	(15,200)	(12,090)	(12,700)	(12,700)
Fine Forfeiture Asmt	(1,664,047)	(920,000)	(979,680)	(780,000)	(780,000)
Invest Other Contrib	(497,478)	(188,800)	(792,413)	(900,000)	(900,000)
Misc Revenue	(73,199)	-	-	-	-
Other Finance Source	(49,263)	(315,240)	(319,596)	(50,000)	(50,000)
Transfer In	(35)	-	(1,702)	-	-
<b>Total</b>	<b>\$ (53,236,207)</b>	<b>\$ (54,131,240)</b>	<b>\$ (54,331,224)</b>	<b>\$ (57,227,900)</b>	<b>\$ (59,056,110)</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	3,120,524	3,451,345	3,000,946	3,661,261	3,735,057
Benefits	1,052,370	1,596,507	1,546,340	1,598,851	1,661,485
Supplies	251,951	512,690	551,359	375,500	375,500
Purchased Services	33,044,864	33,537,439	35,568,106	35,929,530	37,757,740
Debt Othr Financing	12,775,435	11,101,624	9,727,585	11,724,792	11,574,298
Inter Depart Charges	3,165,433	3,321,635	3,326,887	3,395,766	3,409,830
Inter Depart Billing	(402,281)	(495,000)	(495,000)	(495,000)	(495,000)
Transfer Out	227,911	1,105,000	1,105,000	1,037,200	1,037,200
<b>Total</b>	<b>\$ 53,236,207</b>	<b>\$ 54,131,240</b>	<b>\$ 54,331,224</b>	<b>\$ 57,227,900</b>	<b>\$ 59,056,110</b>

**Sewer****Function:****Public Works***Service Overview***Service:** Sewer Engineering And Admin*Service Description*

This service is responsible for the inspection, planning, design, evaluation, and construction of the City’s sanitary sewer collection system. The sanitary sewer collection system includes 813 miles of sewer main, 33 lift stations, and 22,000+ sanitary sewer access structures. The Sanitary Sewer Utility reviews and inspects permits related to sanitary sewer system excavation and plugging. The Sanitary Sewer Utility also collects sewer area connection fees as well as impact fees related to municipal sewer improvements. The Sanitary Sewer Utility also administers the billing for both restaurant properties and industrial properties, which produce higher strength wastewater and are therefore customers paying higher rates. The Sanitary Sewer Utility consistently implements measures to reduce inflow and infiltration (I&I); one of these measures is lining of approximately 9 miles of sanitary sewer per year. The Sanitary Sewer Utility also completes all regulatory reporting requirements with City’s CMOM (Capacity, Management, Operation and Maintenance) for the WDNR (Wisconsin Department of Natural Resources).

*Activities Performed by this Service*

- Construction Inspection: Ensure sanitary sewer construction complies with plans and specifications for Public Works projects and public improvements associated with private developments.
- Utility Management & Administration: Plan, direct, and implement sanitary sewer infrastructure design, construction, operations, and maintenance. Oversee Utility administrative and technical activities.
- Sewer Design: Planning, technical design, preparation of construction plans and specifications, and project management for new, replacement, or rehabilitation of aging sanitary sewer infrastructure.
- Private Development Review: Review and evaluate private development proposals to ensure sanitary sewer system can adequately serve new developments.
- GIS: Create and maintain sanitary sewer infrastructure assets in GIS for asset and work order management.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	-	-	-	-	-
Other-Expenditures	18,887,467	17,219,883	15,564,373	18,008,886	17,901,737
<b>Total</b>	<b>\$ 18,887,467</b>	<b>\$ 17,219,883</b>	<b>\$ 15,564,373</b>	<b>\$ 18,008,886</b>	<b>\$ 17,901,737</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(16,789,479)	(17,353,841)	(16,245,598)	(18,008,886)	(18,008,886)
Personnel	1,186,904	1,917,896	1,718,677	2,236,410	2,265,691
Non-Personnel	15,280,818	12,830,661	11,375,519	13,227,020	13,076,526
Agency Charges	2,419,745	2,471,325	2,470,177	2,545,456	2,559,520
<b>Total</b>	<b>\$ 2,097,987</b>	<b>\$ (133,958)</b>	<b>\$ (681,225)</b>	<b>\$ 0</b>	<b>\$ (107,148)</b>

**Sewer****Function:****Public Works***Service Overview***Service:** Sewer Operations*Service Description*

This service is responsible for the operation and maintenance of the City’s sanitary sewer system, which consists of 813 miles of sewer main and 22,000+ sanitary sewer access structures. This system is supported by 33 lift stations and transports 23 million gallons of raw sewage per day from Madison homes and businesses to the Nine Springs Wastewater Treatment Plant (WWTP).

*Activities Performed by this Service*

- Preventative Maintenance: Scheduled sewer main cleaning to maintain existing system functionality and eliminate preventable sewer main backups.
- Repair: Pipe and structure repairs to maintain existing system functionality, reduce inflow and infiltration, and extend useful life.
- Inspection & Condition Assessment: Internal pipeline and structure inspection to assess condition and develop asset condition rating score.
- Trenchless Rehab: Provide onsite inspection of trenchless rehab projects.
- Flow Monitoring & Sampling - Perform flow monitoring, testing, and sampling to support capacity and determine billing rates.
- Utility Locating and Marking: Respond to Diggers Hotline requests to locate and mark underground sanitary sewer utilities to prevent damage during excavation.
- Contracted Services: Provide sewer cleaning and inspection services for other City agencies and external customers.
- Emergency Response: Respond to reports of sewer backups, sanitary sewer overflows, sewer gas odors, missing covers, etc.
- Public Response and Oversight: Respond to calls from residents reporting dead animals on roadsides or sinkholes, and inspect and oversee maintenance of public waste oil site.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	-	-	-	-	-
Other-Expenditures	34,348,740	36,911,357	38,766,851	39,219,014	41,154,372
<b>Total</b>	<b>\$ 34,348,740</b>	<b>\$ 36,911,357</b>	<b>\$ 38,766,851</b>	<b>\$ 39,219,014</b>	<b>\$ 41,154,372</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(36,446,727)	(36,777,399)	(38,085,626)	(39,219,014)	(41,047,224)
Personnel	2,985,991	3,129,955	2,828,610	3,023,703	3,130,851
Non-Personnel	31,019,344	33,426,092	35,576,531	35,840,001	37,668,211
Agency Charges	343,406	355,310	361,710	355,310	355,310
<b>Total</b>	<b>\$ (2,097,987)</b>	<b>\$ 133,958</b>	<b>\$ 681,225</b>	<b>\$ -</b>	<b>\$ 107,148</b>

**Sewer**

**Function:**

**Public Works**

*Line Item Detail*

**Agency Primary Fund:** Sewer Utility

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Intergov Revenues					
Other Unit Of Gov Revenues Cr	(116,509)	-	-	-	-
<b>Intergov Revenues Total</b>	<b>\$ (116,509)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Charges For Services					
Miscellaneous Chrgs For Servic	(126,301)	(150,000)	(192,221)	(150,000)	(150,000)
Engineering Services	(64,706)	(63,100)	(63,100)	(65,000)	(65,000)
Sale Of Recyclables	(3,950)	(5,000)	(4,233)	(5,000)	(5,000)
Reimbursement Of Expense	(277,005)	(350,000)	(285,412)	(300,000)	(300,000)
Utility Fee	(10,854,333)	(10,794,600)	(11,285,030)	(11,383,000)	(11,383,000)
Customer Credits	145	-	40,653	-	-
Residential	(22,299,390)	(25,082,400)	(22,286,380)	(26,449,700)	(28,277,910)
Commercial	(9,564,211)	(8,944,000)	(10,093,070)	(9,431,500)	(9,431,500)
Industrial	(2,036,685)	(1,699,400)	(2,433,270)	(1,792,000)	(1,792,000)
Public Authorities	(5,597,723)	(5,603,500)	(5,623,680)	(5,909,000)	(5,909,000)
<b>Charges For Services Total</b>	<b>\$ (50,824,160)</b>	<b>\$ (52,692,000)</b>	<b>\$ (52,225,743)</b>	<b>\$ (55,485,200)</b>	<b>\$ (57,313,410)</b>
Licenses And Permits					
Building Permits	(1,905)	(2,200)	(2,000)	(2,200)	(2,200)
Street Opening Permits	(2,200)	(3,000)	(2,310)	(3,000)	(3,000)
Other Permits	(7,412)	(10,000)	(7,780)	(7,500)	(7,500)
<b>Licenses And Permits Total</b>	<b>\$ (11,517)</b>	<b>\$ (15,200)</b>	<b>\$ (12,090)</b>	<b>\$ (12,700)</b>	<b>\$ (12,700)</b>
Fine Forfeiture Asmt					
Spec Assessments Capital	(1,531,355)	(800,000)	(800,000)	(650,000)	(650,000)
Late Fees	(132,692)	(120,000)	(179,680)	(130,000)	(130,000)
<b>Fine Forfeiture Asmt Total</b>	<b>\$ (1,664,047)</b>	<b>\$ (920,000)</b>	<b>\$ (979,680)</b>	<b>\$ (780,000)</b>	<b>\$ (780,000)</b>
Invest Other Contrib					
Interest	(497,478)	(188,800)	(792,413)	(900,000)	(900,000)
<b>Invest Other Contrib Total</b>	<b>\$ (497,478)</b>	<b>\$ (188,800)</b>	<b>\$ (792,413)</b>	<b>\$ (900,000)</b>	<b>\$ (900,000)</b>
Misc Revenue					
Miscellaneous Revenue	(73,199)	-	-	-	-
<b>Misc Revenue Total</b>	<b>\$ (73,199)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Other Finance Source					
Sale Of Assets	(49,263)	(200,000)	(200,000)	(50,000)	(50,000)
Trade In Allowance	-	(115,240)	(119,596)	-	-
<b>Other Finance Source Total</b>	<b>\$ (49,263)</b>	<b>\$ (315,240)</b>	<b>\$ (319,596)</b>	<b>\$ (50,000)</b>	<b>\$ (50,000)</b>

**Sewer**

**Function:**

**Public Works**

*Line Item Detail*

**Agency Primary Fund:** Sewer Utility

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Transfer In					
Transfer In From Impact Fees	(35)	-	-	-	-
Transfer In From Insurance	-	-	(1,702)	-	-
<b>Transfer In Total</b>	<b>\$ (35)</b>	<b>\$ -</b>	<b>\$ (1,702)</b>	<b>\$ -</b>	<b>\$ -</b>

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Salaries					
Permanent Wages	2,754,544	3,030,809	2,871,572	3,300,834	3,375,454
Salary Savings	-	(55,868)	-	(32,723)	(32,723)
Pending Personnel	-	93,742	-	10,854	10,031
Premium Pay	11,184	14,060	12,887	11,240	11,240
Workers Compensation Wages	10,161	-	-	-	-
Compensated Absence	124,826	84,000	6,064	84,000	84,000
Hourly Wages	27,300	24,552	16,466	27,005	27,005
Overtime Wages Permanent	192,190	258,460	93,576	258,460	258,460
Overtime Wages Hourly	315	1,590	382	1,590	1,590
Election Officials Wages	5	-	-	-	-
<b>Salaries Total</b>	<b>\$ 3,120,524</b>	<b>\$ 3,451,345</b>	<b>\$ 3,000,946</b>	<b>\$ 3,661,261</b>	<b>\$ 3,735,057</b>

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Benefits					
Comp Absence Escrow	35,427	100,000	100,000	100,000	100,000
Health Insurance Benefit	547,475	574,240	568,914	532,627	583,154
Wage Insurance Benefit	9,274	8,490	9,862	9,541	9,689
WRS	196,831	224,491	203,802	243,869	252,319
FICA Medicare Benefits	225,425	246,201	221,458	268,362	271,872
Licenses & Certifications	334	100	887	500	500
Post Employment Health Plans	37,605	37,985	36,418	38,952	38,952
Other Post Emplmnt Benefit	-	155,000	155,000	155,000	155,000
Pension Expense	-	250,000	250,000	250,000	250,000
<b>Benefits Total</b>	<b>\$ 1,052,370</b>	<b>\$ 1,596,507</b>	<b>\$ 1,546,340</b>	<b>\$ 1,598,851</b>	<b>\$ 1,661,485</b>

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Supplies					
Office Supplies	2,298	6,000	3,041	6,000	6,000
Copy Printing Supplies	2,724	6,000	2,481	6,000	6,000
Furniture	310	2,000	2,000	1,000	1,000
Hardware Supplies	6,366	10,000	4,900	10,000	10,000
Software Lic & Supplies	664	5,000	2,373	1,000	1,000
Postage	12,147	15,000	18,596	15,000	15,000
Books & Subscriptions	32	500	500	500	500
Work Supplies	143,363	195,000	244,846	195,000	195,000
Safety Supplies	8,123	15,000	21,322	10,000	10,000
Uniform Clothing Supplies	3,590	5,000	4,124	5,000	5,000
Food And Beverage	94	-	96	-	-
Building Supplies	-	9,950	-	5,000	5,000
Landscaping Supplies	573	2,000	1,032	1,000	1,000
Machinery And Equipment	4,599	141,240	175,627	20,000	20,000
Equipment Supplies	67,069	100,000	70,421	100,000	100,000
<b>Supplies Total</b>	<b>\$ 251,951</b>	<b>\$ 512,690</b>	<b>\$ 551,359</b>	<b>\$ 375,500</b>	<b>\$ 375,500</b>

**Sewer**

**Function:**

**Public Works**

*Line Item Detail*

**Agency Primary Fund:** Sewer Utility

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Purchased Services					
Natural Gas	16,207	17,610	17,020	20,252	20,252
Electricity	100,700	95,000	105,730	115,790	115,790
Water	27,805	38,840	29,190	50,880	50,880
Sewer	2,091	2,660	2,190	2,230	2,230
Stormwater	5,167	6,160	5,030	5,400	5,400
Telephone	1,049	1,106	1,030	1,015	1,015
Cellular Telephone	8,431	9,392	9,058	10,496	10,496
Building Improv Repair Maint	1,549	14,950	2,246	10,000	10,000
Waste Disposal	30,171,503	32,402,500	34,362,361	34,722,500	36,550,710
Custodial Bldg Use Charges	28,767	32,372	32,372	27,933	27,933
Landfill	2,129	3,500	2,230	3,500	3,500
Equipment Mntc	24,947	50,000	28,001	50,000	50,000
System & Software Mntc	66,554	108,116	102,831	78,267	78,267
Vehicle Repair & Mntc	265	1,500	2,638	1,500	1,500
Rental Of Equipment	2,072	500	500	500	500
Street Mntc	89,423	175,000	139,152	175,000	175,000
Plant In Service Mntc	2,371,552	300,000	359,516	360,000	360,000
Recruitment	213	500	850	1,000	1,000
Mileage	32	100	-	100	100
Conferences & Training	7,207	10,000	10,000	15,000	15,000
Memberships	1,839	1,833	1,833	1,477	1,477
Uniform Laundry	4,331	5,000	3,630	5,000	5,000
Medical Services	2,798	1,800	1,800	2,800	2,800
Audit Services	4,100	4,200	4,200	4,350	4,350
Credit Card Services	1,154	-	-	-	-
Delivery Freight Charges	726	1,000	1,000	1,000	1,000
Storage Services	727	960	1,200	960	960
Consulting Services	24,768	20,000	103,235	25,000	25,000
Advertising Services	1,171	1,500	2,708	1,500	1,500
Inspection Services	-	410	1,801	600	600
Locating Marking Services	13,346	15,030	16,669	20,000	20,000
Lab Services	3,524	8,500	8,500	8,500	8,500
Parking Towing Services	-	1,500	87	500	500
Program Services	-	100,000	100,000	100,000	100,000
Other Services & Expenses	43,837	35,300	46,020	35,300	35,300
Bad Debt Expense	(210)	45,000	45,000	45,000	45,000
Taxes & Special Assessments	6,150	13,100	5,979	13,680	13,680
Permits & Licenses	8,939	12,500	12,500	12,500	12,500
<b>Purchased Services Total</b>	<b>\$ 33,044,864</b>	<b>\$ 33,537,439</b>	<b>\$ 35,568,106</b>	<b>\$ 35,929,530</b>	<b>\$ 37,757,740</b>
Debt Othr Financing					
Principal	-	5,471,000	4,470,000	5,500,000	5,500,000
Interest	1,558,428	1,640,000	1,570,000	1,870,000	1,870,000
Amortization	(313,012)	(375,400)	(313,100)	(445,170)	(445,170)
Bond Notes Issuance Services	96,454	-	-	-	-
Paying Agent Services	2,450	2,850	2,500	3,000	3,000
Contingent Reserve	11,431,115	4,363,174	3,998,185	4,796,962	4,646,468
<b>Debt Othr Financing Total</b>	<b>\$ 12,775,435</b>	<b>\$ 11,101,624</b>	<b>\$ 9,727,585</b>	<b>\$ 11,724,792</b>	<b>\$ 11,574,298</b>

**Sewer**

**Function:**

**Public Works**

*Line Item Detail*

**Agency Primary Fund:** Sewer Utility

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Inter Depart Charges					
ID Charge From GF	30,665	38,138	38,138	37,098	39,417
ID Charge From Attorney	4,193	-	-	2,376	2,524
ID Charge From Civil Rights	14,381	4,273	4,273	6,885	7,311
ID Charge From Finance	136,686	116,633	116,633	93,350	99,135
ID Charge From Human Resour	26,623	5,124	5,124	18,238	19,370
ID Charge From Information Te	39,156	28,374	28,374	58,198	60,534
ID Charge From Mayor	24,960	7,718	7,718	12,088	12,838
ID Charge from EAP	3,013	1,079	1,079	1,815	1,928
ID Charge From Engineering	80,174	76,504	82,304	71,729	71,729
ID Charge From Fleet Services	351,361	333,420	333,420	360,828	361,883
ID Charge From Landfill	65,173	70,000	70,000	70,000	70,000
ID Charge From Traffic Eng	4,008	4,156	3,608	4,156	4,156
ID Charge From Insurance	81,301	75,859	75,859	96,368	96,368
ID Charge From Workers Comp	37,600	35,357	35,357	37,637	37,637
ID Charge From Stormwater	265,886	300,000	300,000	300,000	300,000
ID Charge From Water	2,000,252	2,225,000	2,225,000	2,225,000	2,225,000
<b>Inter Depart Charges Total</b>	<b>\$ 3,165,433</b>	<b>\$ 3,321,635</b>	<b>\$ 3,326,887</b>	<b>\$ 3,395,766</b>	<b>\$ 3,409,830</b>
Inter Depart Billing					
ID Billing To Engineering	(101,896)	(100,000)	(100,000)	(100,000)	(100,000)
ID Billing To Landfill	(21,917)	(20,000)	(20,000)	(20,000)	(20,000)
ID Billing To Stormwater	(278,468)	(375,000)	(375,000)	(375,000)	(375,000)
<b>Inter Depart Billing Total</b>	<b>\$ (402,281)</b>	<b>\$ (495,000)</b>	<b>\$ (495,000)</b>	<b>\$ (495,000)</b>	<b>\$ (495,000)</b>
Transfer Out					
Transfer Out to Impact Fees	10,885	-	-	-	-
Transfer Out To Capital	47,843	1,105,000	1,105,000	1,037,200	1,037,200
Transfer Out To Water	169,183	-	-	-	-
<b>Transfer Out Total</b>	<b>\$ 227,911</b>	<b>\$ 1,105,000</b>	<b>\$ 1,105,000</b>	<b>\$ 1,037,200</b>	<b>\$ 1,037,200</b>



**Sewer Utility**

**Function: Public Works**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
				FTEs	Amount	FTEs	Amount
ACCOUNTANT 1	20	1.00	56,625	-	-	-	-
ENGR OPER CLK-15	15	-	-	1.00	62,143	1.00	62,746
PROGRAM ASST 2-20	20	1.00	63,234	1.00	69,469	1.00	70,142
S/D MAINT TECH 2	15	8.00	547,833	8.00	588,610	8.00	594,316
SSMO 1-15	15	6.00	369,680	6.00	354,022	6.00	357,454
SURVEYOR 1-15	15	1.00	85,592	1.00	92,216	1.00	93,110
		<b>17.00</b>	<b>\$1,122,964</b>	<b>17.00</b>	<b>\$1,166,460</b>	<b>17.00</b>	<b>\$1,177,768</b>

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

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## *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 discharge permit. The goals of the agency include reducing the total suspended solids and total phosphorous within the City's stormwater runoff by working with neighboring municipalities, regulatory agencies, and public watershed organizations.

### 2024 Budget Highlights

#### Agency-Wide Changes

- Includes an anticipated 6% rate increase (\$1.1 million) primarily due to increased debt service for capital projects. Additionally, through the Watershed Studies, the Stormwater Utility will need to continue to make significant investments to the stormwater system to improve its resiliency. The anticipated 6% rate increase will add approximately \$0.70 per average customer.
- The Stormwater Utility is a partner in the Madison Customer Assistance Program (MadCAP), and the goal of this program is to help reduce utility rates for residents with lower incomes. The Stormwater Utility will continue to draw awareness to this program in 2024 in hopes to reach as many eligible residents as possible.

#### Service: Stormwater Engineering and Administration

- Reduces Trade-In revenue by \$38,400 due to no longer participating in the Bobcat trade program.
- Reflects a \$341,300 increase in debt service due to borrowing for capital projects and a \$675,000 increase in reserves generated to reduce borrowing for capital projects.

#### Service: Stormwater Operations

- Budget maintains current level of service.

**Stormwater**Function: **Public Works***Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Stormwater Utility	22,448,282	20,632,540	21,328,343	21,999,025	21,999,025
<b>Total</b>	<b>\$ 22,448,282</b>	<b>\$ 20,632,540</b>	<b>\$ 21,328,343</b>	<b>\$ 21,999,025</b>	<b>\$ 21,999,025</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Stormwater Engineering And Adm	19,092,550	16,239,869	17,372,644	17,413,812	17,420,096
Stormwater Operations	3,355,732	4,392,671	3,955,698	4,585,212	4,578,928
<b>Total</b>	<b>\$ 22,448,282</b>	<b>\$ 20,632,540</b>	<b>\$ 21,328,343</b>	<b>\$ 21,999,025</b>	<b>\$ 21,999,025</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Intergov Revenues	(71,170)	-	(4,000)	-	-
Charges For Services	(18,822,447)	(19,749,380)	(20,138,129)	(20,881,985)	(20,881,985)
Licenses And Permits	(1,900)	(2,500)	(2,500)	(2,000)	(2,000)
Fine Forfeiture Asmt	(923,292)	(555,040)	(555,040)	(555,040)	(555,040)
Invest Other Contrib	(258,918)	(87,200)	(387,970)	(360,000)	(360,000)
Misc Revenue	(1,163)	-	-	-	-
Other Finance Source	(1,403,556)	(238,420)	(239,865)	(200,000)	(200,000)
Transfer In	(965,837)	-	(838)	-	-
<b>Total</b>	<b>\$ (22,448,282)</b>	<b>\$ (20,632,540)</b>	<b>\$ (21,328,343)</b>	<b>\$ (21,999,025)</b>	<b>\$ (21,999,025)</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	3,032,028	3,878,607	3,127,249	4,252,900	4,198,867
Benefits	969,602	1,586,304	1,141,657	1,599,069	1,622,748
Supplies	284,599	451,220	398,112	398,200	398,200
Purchased Services	2,327,333	3,344,878	3,594,390	2,886,428	2,886,428
Debt Othr Financing	15,054,755	10,010,191	11,695,069	11,006,098	11,026,512
Inter Depart Charges	1,141,049	1,176,340	1,185,919	1,244,130	1,254,071
Inter Depart Billing	(408,926)	(420,000)	(420,000)	(425,000)	(425,000)
Transfer Out	47,843	605,000	605,947	1,037,200	1,037,200
<b>Total</b>	<b>\$ 22,448,282</b>	<b>\$ 20,632,540</b>	<b>\$ 21,328,343</b>	<b>\$ 21,999,025</b>	<b>\$ 21,999,025</b>

**Stormwater**

Function:

Public Works

*Service Overview***Service:** Stormwater Engineering And Adm*Service Description*

The Stormwater Utility Engineering and Admin provides services for planning, design, review, construction, and maintenance of the City's storm system. The storm system includes 500+ miles of storm sewer pipe and box culverts, 26,000+ inlets, 88 miles of open channels (both ditches and greenways), ~300 wet and dry detention ponds, and 600+ biofiltration devices and raingardens. Additionally, the storm system includes a number of additional treatment devices such as catchbasins, screen structures, pervious pavement, pervious sidewalks, proprietary stormwater quality devices, and also includes land management practices for 1,300 acres of land. The Stormwater Utility is responsible for compliance with the Wisconsin Pollutant Discharge Elimination System discharge permit and enforcement of the technical aspects of the City's Municipal General Ordinance, Chapter 37.

*Activities Performed by this Service*

- Flood Mitigation & Resiliency: Watershed study management including data collection, modeling, development, and prioritization of engineering solutions.
- Green infrastructure design, construction, management, and community engagement.
- Utility Management & Administration: Plan, direct, and implement storm water infrastructure design, construction, operations, and maintenance. Oversee Utility administrative and technical activities.
- Design: Planning, technical design, project management, and preparation of construction plans and specifications for replacement or rehabilitation of aging storm sewer infrastructure and implementation of flood mitigation solutions, including public engagement and outreach.
- Construction Inspection: Manage storm sewer construction of Public Works projects and public stormwater facilities of private development projects to ensure compliance with plans and specifications.
- GIS: Create and maintain stormwater infrastructure assets in GIS for asset and work order management and create and maintain data for stormwater billing, land management, green infrastructure tracking, permitting, analysis, public and internal web mapping applications and flood and water quality modeling.
- Permit Compliance: Manage and track the SWU requirements for compliance with the WPDE/ MS4 permit and provide report and modeling efforts.
- Private Development Review: Review and evaluate private stormwater permitting, design, and compliance with design, permitting and ordinance requirements.

*Service Budget by Fund*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	-	-	-	-	-
Other-Expenditures	19,092,550	16,239,869	17,372,644	17,413,812	17,420,096
<b>Total</b>	<b>\$ 19,092,550</b>	<b>\$ 16,239,869</b>	<b>\$ 17,372,644</b>	<b>\$ 17,413,812</b>	<b>\$ 17,420,096</b>

*Service Budget by Account Type*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(18,678,189)	(16,304,841)	(18,478,740)	(17,413,812)	(17,413,812)
Personnel	2,038,198	2,835,468	1,982,243	3,022,991	2,998,921
Non-Personnel	16,721,840	13,186,331	15,173,217	14,104,961	14,125,375
Agency Charges	332,513	218,070	217,184	285,860	295,801
<b>Total</b>	<b>\$ 414,362</b>	<b>\$ (64,972)</b>	<b>\$ (1,106,096)</b>	<b>\$ (0)</b>	<b>\$ 6,284</b>

**Stormwater**

Function:

Public Works

*Service Overview***Service:** Stormwater Operations*Service Description*

This service is responsible for operating and maintaining Stormwater Utility system infrastructure of storm sewer system including 500+ miles of storm sewer pipe and box culverts, 26,000+ inlets, 88+ miles of open channels (both ditches and greenways), ~300 wet and dry detention ponds, 600+ biofiltration devices and raingardens, and cleaning, sediment and pollutant removal from the various treatment structures such as catchbasins, screen structures, proprietary stormwater quality devices, and maintenance and land management practices for 1,300 acres of land.

*Activities Performed by this Service*

- Storm Sewer Cleaning: Scheduled pipe and structure cleaning to maintain existing system capacity and prevent sediment and embedded pollutants from reaching surface waters.
- New Construction, Upgrades, and Retrofits: Construct new stormwater infrastructure to address local drainage issues, and upgrade and retrofit existing infrastructure to improve water quality.
- Storm Sewer Repair: Pipe and structure repair to maintain existing system functionality and extend useful life.
- Greenway & Pond Maintenance and Repair: Vegetation maintenance, including mowing, tree removal, smallscale dredging, cleaning and repair, and post-storm debris removal.
- Land Management: Maintain vegetation within distributed green infrastructure system including ponds, greenways, bioretention basins, and raingardens.
- Inspection and Condition Assessment: Internal pipe and structure inspection and condition assessment, dry weather inspections, and pond depth surveys.
- Utility Locating and Marking: Respond to Diggers Hotline requests to locate and mark underground stormwater utilities to prevent damage during excavation.
- Emergency Response: Respond to reports of flooding, spills, missing covers, and plugged inlets, and stock sandbag sites.

*Service Budget by Fund*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	-	-	-	-	-
Other-Expenditures	3,355,732	4,392,671	3,955,698	4,585,212	4,578,928
<b>Total</b>	<b>\$ 3,355,732</b>	<b>\$ 4,392,671</b>	<b>\$ 3,955,698</b>	<b>\$ 4,585,212</b>	<b>\$ 4,578,928</b>

*Service Budget by Account Type*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(3,770,093)	(4,327,699)	(2,849,603)	(4,585,212)	(4,585,212)
Personnel	1,963,432	2,629,443	2,286,663	2,828,978	2,822,694
Non-Personnel	992,690	1,224,958	1,120,301	1,222,965	1,222,965
Agency Charges	399,610	538,270	548,735	533,270	533,270
<b>Total</b>	<b>\$ (414,362)</b>	<b>\$ 64,972</b>	<b>\$ 1,106,096</b>	<b>\$ (0)</b>	<b>\$ (6,284)</b>

**Stormwater**

**Function:**

**Public Works**

*Line Item Detail*

**Agency Primary Fund:** Stormwater Utility

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Intergov Revenues</b>					
State Revenues Operating	(4,463)	-	(4,000)	-	-
Other Unit Of Gov Revenues Oj	(10,000)	-	-	-	-
Other Unit Of Gov Revenues Cc	(56,707)	-	-	-	-
<b>Intergov Revenues Total</b>	<b>\$ (71,170)</b>	<b>\$ -</b>	<b>\$ (4,000)</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Charges For Services</b>					
Engineering Services	(1,745)	(2,000)	(2,000)	(2,000)	(2,000)
Sale Of Recyclables	(4,649)	(4,500)	(4,500)	(4,500)	(4,500)
Reimbursement Of Expense	(144,635)	(150,000)	(270,000)	(150,000)	(150,000)
Utility Fee	(1,730,438)	(1,675,132)	(844,919)	-	-
Erosion Control Fee	(115,883)	(150,000)	(106,107)	(120,000)	(120,000)
Customer Credits	160,499	-	1,962,058	-	-
Stormwater Mgmt Fee	(92,144)	(120,000)	(78,337)	(120,000)	(120,000)
Stormwater Only	(3,975,725)	(4,153,293)	(1,664,457)	-	-
Residential	(6,028,633)	(6,322,434)	(2,565,506)	-	-
Commercial	(5,032,034)	(5,310,416)	(2,193,617)	-	-
Industrial	(180,817)	(194,772)	(82,025)	-	-
Public Authorities	(1,676,241)	(1,666,833)	(930,366)	-	-
Stormwater Charges	-	-	(13,358,354)	(20,485,485)	(20,485,485)
<b>Charges For Services Total</b>	<b>\$ (18,822,447)</b>	<b>\$ (19,749,380)</b>	<b>\$ (20,138,129)</b>	<b>\$ (20,881,985)</b>	<b>\$ (20,881,985)</b>
<b>Licenses And Permits</b>					
Street Opening Permits	(1,900)	(2,500)	(2,500)	(2,000)	(2,000)
<b>Licenses And Permits Total</b>	<b>\$ (1,900)</b>	<b>\$ (2,500)</b>	<b>\$ (2,500)</b>	<b>\$ (2,000)</b>	<b>\$ (2,000)</b>
<b>Fine Forfeiture Asmt</b>					
Spec Assessments Capital	(870,709)	(500,000)	(500,000)	(500,000)	(500,000)
Late Fees	(52,582)	(55,040)	(55,040)	(55,040)	(55,040)
<b>Fine Forfeiture Asmt Total</b>	<b>\$ (923,292)</b>	<b>\$ (555,040)</b>	<b>\$ (555,040)</b>	<b>\$ (555,040)</b>	<b>\$ (555,040)</b>
<b>Invest Other Contrib</b>					
Interest	(258,918)	(87,200)	(387,970)	(360,000)	(360,000)
<b>Invest Other Contrib Total</b>	<b>\$ (258,918)</b>	<b>\$ (87,200)</b>	<b>\$ (387,970)</b>	<b>\$ (360,000)</b>	<b>\$ (360,000)</b>
<b>Misc Revenue</b>					
Lease Revenue	(975)	-	-	-	-
Miscellaneous Revenue	(188)	-	-	-	-
<b>Misc Revenue Total</b>	<b>\$ (1,163)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Other Finance Source</b>					
Sale Of Assets	(123,524)	(200,000)	(200,000)	(200,000)	(200,000)
Trade In Allowance	(27,000)	(38,420)	(39,865)	-	-
Cap Contr Municipal	(1,253,032)	-	-	-	-
<b>Other Finance Source Total</b>	<b>\$ (1,403,556)</b>	<b>\$ (238,420)</b>	<b>\$ (239,865)</b>	<b>\$ (200,000)</b>	<b>\$ (200,000)</b>

**Stormwater**

**Function:**

**Public Works**

*Line Item Detail*

**Agency Primary Fund:** Stormwater Utility

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Transfer In					
Transfer In From Impact Fees	(205,205)	-	-	-	-
Transfer In From Tax Incremen	(760,632)	-	-	-	-
Transfer In From Insurance	-	-	(838)	-	-
<b>Transfer In Total</b>	<b>\$ (965,837)</b>	<b>\$ -</b>	<b>\$ (838)</b>	<b>\$ -</b>	<b>\$ -</b>

Salaries					
Permanent Wages	2,655,519	3,402,555	2,894,618	3,768,525	3,709,279
Salary Savings	-	(66,856)	-	-	-
Pending Personnel	-	70,776	-	14,995	20,208
Premium Pay	6,853	8,500	11,561	6,920	6,920
Workers Compensation Wages	9,819	-	18,564	-	-
Compensated Absence	146,035	103,000	4,936	103,000	103,000
Hourly Wages	62,446	108,132	23,079	106,960	106,960
Overtime Wages Permanent	150,139	250,000	173,532	250,000	250,000
Overtime Wages Hourly	222	2,500	1	2,500	2,500
Election Officials Wages	997	-	958	-	-
<b>Salaries Total</b>	<b>\$ 3,032,028</b>	<b>\$ 3,878,607</b>	<b>\$ 3,127,249</b>	<b>\$ 4,252,900</b>	<b>\$ 4,198,867</b>

Benefits					
Comp Absence Escrow	97,502	50,000	50,000	50,000	50,000
Health Insurance Benefit	451,193	582,373	530,163	538,495	569,595
Wage Insurance Benefit	10,647	11,100	10,734	11,103	10,520
WRS	186,743	254,654	211,774	280,532	280,214
FICA Medicare Benefits	215,240	279,900	229,660	309,229	302,710
Licenses & Certifications	334	250	558	350	350
Post Employment Health Plans	7,942	8,027	8,768	9,359	9,359
Other Post Emplmnt Benefit	-	100,000	100,000	100,000	100,000
Pension Expense	-	300,000	-	300,000	300,000
<b>Benefits Total</b>	<b>\$ 969,602</b>	<b>\$ 1,586,304</b>	<b>\$ 1,141,657</b>	<b>\$ 1,599,069</b>	<b>\$ 1,622,748</b>

**Stormwater****Function:****Public Works***Line Item Detail***Agency Primary Fund:** Stormwater Utility

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Supplies					
Office Supplies	2,236	5,000	3,046	5,000	5,000
Copy Printing Supplies	14,535	18,500	14,072	19,500	19,500
Furniture	302	2,500	2,500	1,000	1,000
Hardware Supplies	6,922	10,000	6,234	10,000	10,000
Software Lic & Supplies	624	5,000	2,373	5,000	5,000
Postage	69,637	85,500	73,127	69,900	69,900
Books & Subscriptions	31	500	500	500	500
Work Supplies	125,330	175,000	154,088	180,000	180,000
Safety Supplies	8,229	10,000	20,242	10,000	10,000
Uniform Clothing Supplies	3,590	4,500	4,124	4,500	4,500
Food And Beverage	91	2,000	2,000	500	500
Building Supplies	-	5,800	-	5,800	5,800
Landscaping Supplies	2,654	10,000	2,790	10,000	10,000
Trees Shrubs Plants	6,594	9,500	6,920	9,500	9,500
Machinery And Equipment	6,544	52,420	66,067	12,000	12,000
Equipment Supplies	37,279	55,000	40,027	55,000	55,000
<b>Supplies Total</b>	<b>\$ 284,599</b>	<b>\$ 451,220</b>	<b>\$ 398,112</b>	<b>\$ 398,200</b>	<b>\$ 398,200</b>



**Stormwater**

**Function:**

**Public Works**

*Line Item Detail*

**Agency Primary Fund:** Stormwater Utility

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Purchased Services					
Natural Gas	7,310	8,070	7,680	9,281	9,281
Electricity	19,176	20,170	20,130	21,179	21,179
Water	11,574	13,280	12,150	17,397	17,397
Sewer	506	540	530	610	610
Stormwater	158,833	177,980	157,380	167,700	167,700
Telephone	731	770	717	990	990
Cellular Telephone	8,151	8,879	8,742	10,346	10,346
Building Improv Repair Maint	906	6,800	1,309	5,000	5,000
Facility Rental	300	300	300	300	300
Custodial Bldg Use Charges	20,036	22,547	22,547	19,456	19,456
Landfill	18,865	30,000	19,810	30,000	30,000
Grounds Improv Repair Maint	32,975	35,000	35,000	35,000	35,000
Landscaping	-	70,000	37,520	70,000	70,000
Equipment Mntc	14,033	15,000	14,113	15,000	15,000
System & Software Mntc	110,542	150,441	123,254	115,740	115,740
Vehicle Repair & Mntc	542	1,000	1,587	1,000	1,000
Rental Of Equipment	45	-	-	-	-
Plant In Service Mntc	162,520	10,000	10,000	10,000	10,000
Recruitment	207	500	1,252	1,500	1,500
Mileage	16	1,500	-	500	500
Conferences & Training	12,231	12,000	12,000	15,000	15,000
Memberships	23,591	24,585	24,585	23,475	23,475
Uniform Laundry	2,802	3,100	2,310	3,100	3,100
Audit Services	3,400	3,500	3,500	3,625	3,625
Credit Card Services	76	-	-	-	-
Delivery Freight Charges	503	550	550	550	550
Storage Services	506	660	825	660	660
Consulting Services	626,287	1,130,776	1,557,713	1,128,670	1,128,670
Advertising Services	1,153	1,500	1,500	1,500	1,500
Engineering Services	-	8,000	-	7,500	7,500
Inspection Services	-	190	836	280	280
Locating Marking Services	6,383	7,190	7,972	10,000	10,000
Lab Services	3,048	1,000	2,436	6,500	6,500
Parking Towing Services	-	1,000	87	500	500
Program Services	-	42,000	42,000	42,000	42,000
Other Services & Expenses	788,501	808,000	728,894	797,150	797,150
Grants	15,861	5,000	7,286	15,000	15,000
Bad Debt Expense	42,912	15,000	15,000	50,000	50,000
Taxes & Special Assessments	204,242	675,550	680,377	217,420	217,420
Permits & Licenses	28,569	32,500	32,500	32,500	32,500
<b>Purchased Services Total</b>	<b>\$ 2,327,333</b>	<b>\$ 3,344,878</b>	<b>\$ 3,594,390</b>	<b>\$ 2,886,428</b>	<b>\$ 2,886,428</b>
Debt Othr Financing					
Principal	-	7,169,599	6,540,645	7,250,000	7,250,000
Interest	1,152,326	1,319,086	1,095,368	1,580,000	1,580,000
Contingent Reserve	13,902,429	1,521,506	4,059,056	2,176,098	2,196,512
<b>Debt Othr Financing Total</b>	<b>\$ 15,054,755</b>	<b>\$ 10,010,191</b>	<b>\$ 11,695,069</b>	<b>\$ 11,006,098</b>	<b>\$ 11,026,512</b>

**Stormwater**

**Function:**

**Public Works**

*Line Item Detail*

**Agency Primary Fund:** Stormwater Utility

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Inter Depart Charges					
ID Charge From GF	413	413	413	413	439
ID Charge From Attorney	4,892	341	341	6,454	6,855
ID Charge From Civil Rights	7,569	3,016	3,016	6,403	6,799
ID Charge From Finance	128,296	99,533	99,533	78,744	83,623
ID Charge From Human Resour	12,544	3,617	3,617	16,961	18,014
ID Charge From Information Te	28,423	25,796	25,796	49,120	50,983
ID Charge From Mayor	13,137	5,448	5,448	11,242	11,940
ID Charge from EAP	1,586	762	762	1,688	1,793
ID Charge From Engineering	46,273	48,197	56,947	51,031	51,031
ID Charge From Fleet Services	158,358	175,786	175,786	177,754	178,274
ID Charge From Landfill	19,587	30,000	30,000	30,000	30,000
ID Charge From Traffic Eng	3,992	4,246	5,075	4,246	4,246
ID Charge From Community De	153,000	163,710	163,710	163,710	163,710
ID Charge From Insurance	26,211	7,809	7,809	38,456	38,456
ID Charge From Workers Comp	17,638	14,666	14,666	14,908	14,908
ID Charge From Sewer	278,468	375,000	375,000	375,000	375,000
ID Charge From Water	240,662	218,000	218,000	218,000	218,000
<b>Inter Depart Charges Total</b>	<b>\$ 1,141,049</b>	<b>\$ 1,176,340</b>	<b>\$ 1,185,919</b>	<b>\$ 1,244,130</b>	<b>\$ 1,254,071</b>
Inter Depart Billing					
ID Billing To Engineering	(67,959)	(75,000)	(75,000)	(75,000)	(75,000)
ID Billing To Landfill	(11,293)	(10,000)	(10,000)	(10,000)	(10,000)
ID Billing To Sewer	(265,886)	(300,000)	(300,000)	(300,000)	(300,000)
ID Billing To Transit	(63,788)	(35,000)	(35,000)	(40,000)	(40,000)
<b>Inter Depart Billing Total</b>	<b>\$ (408,926)</b>	<b>\$ (420,000)</b>	<b>\$ (420,000)</b>	<b>\$ (425,000)</b>	<b>\$ (425,000)</b>
Transfer Out					
Transfer Out To Capital	47,843	605,000	605,947	1,037,200	1,037,200
<b>Transfer Out Total</b>	<b>\$ 47,843</b>	<b>\$ 605,000</b>	<b>\$ 605,947</b>	<b>\$ 1,037,200</b>	<b>\$ 1,037,200</b>

**Stormwater Utility**

**Function: Public Works**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
				FTEs	Amount	FTEs	Amount
CONSERVATION TECH-16	16	1.00	58,431	1.00	64,079	1.00	64,700
CONSTRUCT INSP 2-15	15	1.00	83,592	1.00	90,038	1.00	90,911
ENGINEER 1-18	18	1.00	64,984	-	-	-	-
ENGINEER 2-18	18	2.00	169,360	2.00	166,699	2.00	168,315
ENGINEER 4-18	18	1.00	94,715	1.00	111,032	1.00	112,108
ENGR OPR LDWKR 1-15	15	1.00	70,363	1.00	70,333	1.00	71,015
ENGR OPR LDWKR 3-15	15	1.00	61,429	1.00	65,576	1.00	66,212
ENGR PROG SPEC 2-16	16	1.00	93,350	1.00	99,652	1.00	100,618
PUB WKS DEV MGR 2-18	18	1.00	112,089	1.00	117,499	1.00	118,638
SSMO 2-15	15	2.00	133,562	2.00	123,043	2.00	124,236
SSMO 3-15	15	1.00	65,885	1.00	70,333	1.00	71,015
WATER RES SPEC 2-18	18	-	-	1.00	77,480	1.00	77,480
		<b>13.00</b>	<b>\$1,007,761</b>	<b>13.00</b>	<b>\$1,055,763</b>	<b>13.00</b>	<b>\$1,065,247</b>

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

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## *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.

### 2024 Budget Highlights

#### Service: Forestry (Including Urban Forestry Special Charge)

- Anticipates an 11.5% increase (\$731,000) in the Urban Forestry Special Charge (UFSC) due to increased fleet costs (\$407,000) and personnel costs (\$324,000). This reflects an average monthly charge of \$7.12 per residential customer (\$6.38 in 2023).

#### Service: Recycling (Including Resource Recovery Special Charge)

- RRSC Changes:
  - Reduce RRSC by \$0.63/month due to increased recycling revenues.
  - Increase RRSC by \$0.41/month due to including sticker sales in the RRSC.
  - Increase RRSC by \$0.08/month by adding food scraps drop off to the RRSC.
  - Increase RRSC by \$0.29/month to maintain drop off site hours and reduce general fund expenditures by \$250,000.
  - The net change is an anticipated \$0.15/month increase in the RRSC customer rate.
- Increase of \$40,000 in Miscellaneous Revenue from Samsung/URT which will expire at the end of 2024. Samsung's Universal Recycling Technologies allows for Madison residents to recycle electronics at specified Streets Division locations free of charge.

#### Service: Roadside Cleanup

- Budget maintains current level of service.

#### Snow and Ice Control

- Budget maintains current level of service.

#### Solid Waste Management

- Budget maintains current level of service.

#### Street Repair and Maintenance

- Budget maintains current level of service.

#### Street Sweeping

- Budget maintains current level of service.

**Streets**

Function:

Public Works

*Budget Overview*

## Agency Budget by Fund

Fund	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	26,633,783	26,734,510	26,245,357	27,533,207	27,567,351
Other Restricted	7,423,248	10,005,190	8,992,371	10,194,431	10,690,182
Stormwater Utility	3,676,909	4,233,065	4,232,750	4,326,715	4,393,583
<b>Total</b>	<b>\$ 37,733,940</b>	<b>\$ 40,972,765</b>	<b>\$ 39,470,479</b>	<b>\$ 42,054,353</b>	<b>\$ 42,651,116</b>

## Agency Budget by Service

Service	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Forestry	6,122,663	6,370,827	6,158,511	7,074,431	7,195,162
Recycling	9,519,976	11,315,026	10,000,144	11,045,783	11,215,149
Roadside Cleanup	455,495	619,681	659,011	579,878	588,080
Snow And Ice Control	6,811,229	7,720,420	7,493,942	7,869,665	7,957,379
Solid Waste Management	10,125,523	10,052,820	10,372,429	10,204,735	10,340,320
Street Repair And Maintenance	1,827,625	2,002,909	1,808,459	2,098,236	2,117,676
Street Sweeping	2,871,429	2,891,082	2,977,983	3,181,625	3,237,352
<b>Total</b>	<b>\$ 37,733,940</b>	<b>\$ 40,972,765</b>	<b>\$ 39,470,479</b>	<b>\$ 42,054,353</b>	<b>\$ 42,651,116</b>

## Agency Budget by Major-Revenue

Major Revenue	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Intergov Revenues	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
Charges For Services	(540,980)	(535,000)	(415,000)	(265,000)	(265,000)
Misc Revenue	(49,889)	(49,990)	(49,990)	(89,990)	(89,990)
<b>Total</b>	<b>\$ (595,869)</b>	<b>\$ (589,990)</b>	<b>\$ (469,990)</b>	<b>\$ (359,990)</b>	<b>\$ (359,990)</b>

## Agency Budget by Major-Expense

Major Expense	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Salaries	14,653,956	16,628,054	14,965,122	17,299,431	17,522,159
Benefits	5,348,270	5,715,219	6,294,290	6,038,893	6,312,966
Supplies	1,659,926	2,083,025	2,085,425	2,043,501	2,043,501
Purchased Services	4,686,023	5,293,635	4,752,809	4,705,779	4,772,216
Inter Depart Charges	11,941,651	11,852,823	11,852,823	12,336,738	12,370,264
Inter Depart Billing	-	(10,000)	(10,000)	(10,000)	(10,000)
Transfer Out	39,983	-	-	-	-
<b>Total</b>	<b>\$ 38,329,809</b>	<b>\$ 41,562,755</b>	<b>\$ 39,940,469</b>	<b>\$ 42,414,343</b>	<b>\$ 43,011,106</b>

**Streets****Function:****Public Works***Service Overview***Service:** Forestry*Service Description*

This service is responsible for all forestry activities associated with maintaining Madison’s urban forest. This service was new in 2020 and reflects transferring the Forestry team from the Parks Division to Streets and combining with the stump grubbing activities performed by Streets. The goal of the service is to maintain a vibrant and thriving urban forest.

*Activities Performed by this Service*

- Forestry operations: Maintain the City's urban canopy and care for street trees through activities including terrace tree planting, maintenance, storm clean-up, stump removal, and Emerald Ash Borer eradication.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	-	-	-	-	-
Other-Expenditures	6,122,663	6,370,827	6,158,511	7,074,431	7,195,162
<b>Total</b>	<b>\$ 6,122,663</b>	<b>\$ 6,370,827</b>	<b>\$ 6,158,511</b>	<b>\$ 7,074,431</b>	<b>\$ 7,195,162</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Personnel	4,519,218	5,119,699	4,904,581	5,473,023	5,590,532
Non-Personnel	350,899	443,500	446,302	401,176	401,176
Agency Charges	1,252,547	807,628	807,628	1,200,231	1,203,453
<b>Total</b>	<b>\$ 6,122,663</b>	<b>\$ 6,370,827</b>	<b>\$ 6,158,511</b>	<b>\$ 7,074,431</b>	<b>\$ 7,195,162</b>

*Service Overview*

**Service:** Recycling

Service Description

This service is responsible for the City's recycling program. Specific functions of the service include: (1) bi-weekly curbside collection of recyclables, (2) curbside yard waste and leaf collection, (3) operating three City yard waste drop-off sites, and (4) 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.

Activities Performed by this Service

- Recycling collection: Bi-weekly curbside recycling collection.
- Brush Collection: Curbside brush collection.
- Leaf/Yard Waste Collection: Spring and fall curbside collection (expense shared 50-50 with Stormwater).
- Drop Off Sites: Operation of three drop-off locations for residents to bring materials.
- Brush Processing: Brush processing at the Transfer Station.

Service Budget by Fund

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	7,041,865	6,049,991	5,534,840	6,376,273	6,128,394
Other-Expenditures	2,478,111	5,265,035	4,465,304	4,669,510	5,086,755
<b>Total</b>	<b>\$ 9,519,976</b>	<b>\$ 11,315,026</b>	<b>\$ 10,000,144</b>	<b>\$ 11,045,783</b>	<b>\$ 11,215,149</b>

Service Budget by Account Type

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(250,056)	(170,000)	(170,000)	(250,000)	(250,000)
Personnel	4,822,374	5,537,457	4,966,100	6,001,357	6,158,701
Non-Personnel	989,319	1,407,066	663,541	974,817	974,817
Agency Charges	3,958,339	4,540,503	4,540,503	4,319,609	4,331,630
<b>Total</b>	<b>\$ 9,519,976</b>	<b>\$ 11,315,026</b>	<b>\$ 10,000,144</b>	<b>\$ 11,045,783</b>	<b>\$ 11,215,149</b>

**Streets****Function:****Public Works***Service Overview***Service:** Roadside Cleanup*Service Description*

This service is responsible for the removal of noxious weeds, stump removal, and the eradication of graffiti. The goal of this service is to improve aesthetics and community safety in the City.

*Activities Performed by this Service*

- Removal of Noxious Weeds: Remove weeds in violation of Madison General Ordinance 23.29 and Wisconsin State Statute 66.0517(3)(a).
- Eradication of Graffiti: Removal of graffiti from City, utility, and railroad property.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	455,495	619,681	659,011	579,878	588,080
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 455,495</b>	<b>\$ 619,681</b>	<b>\$ 659,011</b>	<b>\$ 579,878</b>	<b>\$ 588,080</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(7,960)	(5,000)	(5,000)	(5,000)	(5,000)
Personnel	245,600	406,713	445,922	426,816	434,582
Non-Personnel	103,672	1,100	1,221	7,100	7,100
Agency Charges	114,183	216,868	216,868	150,962	151,397
<b>Total</b>	<b>\$ 455,495</b>	<b>\$ 619,681</b>	<b>\$ 659,011</b>	<b>\$ 579,878</b>	<b>\$ 588,080</b>



*Service Overview*

**Service:** Snow And 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.

Activities Performed by this Service

- **Plowing & Spreading:** Snow removal efforts during snow events, and salting, sanding, and brining streets.
- **Crosswalks:** Clearing crosswalks, sidewalks, and handicap-accessible areas.
- **Sand Barrels:** Placing sand strategically around the City for residents, including in piles in parks and sand barrels at intersections throughout the City.

Service Budget by Fund

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	6,811,229	7,720,420	7,493,942	7,869,665	7,957,379
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 6,811,229</b>	<b>\$ 7,720,420</b>	<b>\$ 7,493,942</b>	<b>\$ 7,869,665</b>	<b>\$ 7,957,379</b>

Service Budget by Account Type

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(7,007)	-	-	-	-
Personnel	3,255,284	3,912,970	3,513,239	3,886,947	3,952,424
Non-Personnel	1,381,431	1,872,950	2,046,203	1,879,333	1,895,833
Agency Charges	2,181,522	1,934,500	1,934,500	2,103,385	2,109,121
<b>Total</b>	<b>\$ 6,811,229</b>	<b>\$ 7,720,420</b>	<b>\$ 7,493,942</b>	<b>\$ 7,869,665</b>	<b>\$ 7,957,379</b>

**Streets****Function:****Public Works***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.

*Activities Performed by this Service*

- Solid Waste Collection: Weekly refuse route service.
- Large Item Collection: Collect large items from the curbside to be disposed of properly.
- Transfer Station Operations: Sort refuse for hauling to the appropriate location.
- Transfer Station Hauling: Remove refuse from the transfer station and bring it to the appropriate final destination.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	10,125,523	10,052,820	10,372,429	10,204,735	10,340,320
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 10,125,523</b>	<b>\$ 10,052,820</b>	<b>\$ 10,372,429</b>	<b>\$ 10,204,735</b>	<b>\$ 10,340,320</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(330,846)	(414,990)	(294,990)	(104,990)	(104,990)
Personnel	4,250,286	4,135,828	4,310,801	4,042,011	4,119,269
Non-Personnel	3,237,593	3,318,961	3,343,597	3,138,918	3,188,855
Agency Charges	2,968,490	3,013,022	3,013,022	3,128,796	3,137,186
<b>Total</b>	<b>\$ 10,125,523</b>	<b>\$ 10,052,820</b>	<b>\$ 10,372,429</b>	<b>\$ 10,204,735</b>	<b>\$ 10,340,320</b>

**Streets****Function:****Public Works***Service Overview***Service:** Street Repair And 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.

*Activities Performed by this Service*

- **Filling Potholes:** Filling problematic potholes to maintain roadways and create safe roads for transportation.
- **Sealcoating/Chip Sealing:** Sealcoating unimproved streets on a rotating basis to maintain roadways and create safe roads for transportation.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	1,827,625	2,002,909	1,808,459	2,098,236	2,117,676
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 1,827,625</b>	<b>\$ 2,002,909</b>	<b>\$ 1,808,459</b>	<b>\$ 2,098,236</b>	<b>\$ 2,117,676</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Personnel	967,772	1,213,084	1,014,347	1,273,473	1,291,064
Non-Personnel	125,980	84,208	88,495	92,418	92,418
Agency Charges	733,872	705,617	705,617	732,345	734,195
<b>Total</b>	<b>\$ 1,827,625</b>	<b>\$ 2,002,909</b>	<b>\$ 1,808,459</b>	<b>\$ 2,098,236</b>	<b>\$ 2,117,676</b>

*Service Overview*

**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.

## Activities Performed by this Service

- Hand Sweeping: Removing excess sand, salt, debris, and leaves from medians to prevent these contaminants from entering the water supply.
- Street Sweeping & Leaf Collection: Conduct street sweeping and leaf collection.

## Service Budget by Fund

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	372,046	288,689	376,677	404,420	435,504
Other-Expenditures	2,499,383	2,602,392	2,601,306	2,777,205	2,801,848
<b>Total</b>	<b>\$ 2,871,429</b>	<b>\$ 2,891,082</b>	<b>\$ 2,977,983</b>	<b>\$ 3,181,625</b>	<b>\$ 3,237,352</b>

## Service Budget by Account Type

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Personnel	1,941,693	2,017,522	2,104,423	2,234,697	2,288,552
Non-Personnel	197,038	248,875	248,875	255,519	255,519
Agency Charges	732,698	624,685	624,685	691,409	693,281
<b>Total</b>	<b>\$ 2,871,429</b>	<b>\$ 2,891,082</b>	<b>\$ 2,977,983</b>	<b>\$ 3,181,625</b>	<b>\$ 3,237,352</b>

**Streets**

**Function: Public Works**

*Line Item Detail*

**Agency Primary Fund:** General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Intergov Revenues					
Other Unit Of Gov Revenues Of	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
<b>Intergov Revenues Total</b>	<b>\$ (5,000)</b>	<b>\$ (5,000)</b>	<b>\$ (5,000)</b>	<b>\$ (5,000)</b>	<b>\$ (5,000)</b>
Charges For Services					
Miscellaneous Chrgs For Servic	(213)	-	-	-	-
Appliance Collection	(269,397)	(270,000)	(150,000)	-	-
Refuse Collection	(263,409)	(260,000)	(260,000)	(260,000)	(260,000)
Graffiti Removal	(7,960)	(5,000)	(5,000)	(5,000)	(5,000)
<b>Charges For Services Total</b>	<b>\$ (540,980)</b>	<b>\$ (535,000)</b>	<b>\$ (415,000)</b>	<b>\$ (265,000)</b>	<b>\$ (265,000)</b>
Misc Revenue					
Miscellaneous Revenue	(49,889)	(49,990)	(49,990)	(89,990)	(89,990)
<b>Misc Revenue Total</b>	<b>\$ (49,889)</b>	<b>\$ (49,990)</b>	<b>\$ (49,990)</b>	<b>\$ (89,990)</b>	<b>\$ (89,990)</b>
Salaries					
Permanent Wages	7,883,693	8,645,058	7,354,843	10,697,981	9,790,499
Salary Savings	-	(218,000)	(218,000)	(1,758,729)	(570,072)
Pending Personnel	-	331,016	-	-	19,707
Premium Pay	74,763	27,856	35,942	85,000	85,000
Workers Compensation Wages	48,423	-	12,157	-	-
Compensated Absence	145,259	89,781	89,781	89,781	89,781
Hourly Wages	204,512	130,793	155,793	130,793	130,793
Overtime Wages Permanent	523,212	542,399	673,875	542,399	542,399
Overtime Wages Hourly	29,893	-	-	-	-
Election Officials Wages	1,274	-	-	-	-
Budget Efficiencies	-	-	-	(278,113)	(278,113)
<b>Salaries Total</b>	<b>\$ 8,911,030</b>	<b>\$ 9,548,903</b>	<b>\$ 8,104,391</b>	<b>\$ 9,509,112</b>	<b>\$ 9,809,993</b>
Benefits					
Comp Absence Escrow	146,903	-	179,577	-	-
Health Insurance Benefit	1,759,482	1,857,455	2,100,411	2,070,267	1,997,488
Wage Insurance Benefit	35,523	28,420	37,560	36,458	33,003
WRS	571,218	583,996	670,159	727,156	675,544
FICA Medicare Benefits	664,692	655,226	739,971	818,278	743,347
Licenses & Certifications	1,407	-	-	-	-
Post Employment Health Plans	171,998	165,171	176,227	188,508	188,508
<b>Benefits Total</b>	<b>\$ 3,351,222</b>	<b>\$ 3,290,267</b>	<b>\$ 3,903,905</b>	<b>\$ 3,840,666</b>	<b>\$ 3,637,890</b>

**Streets**

**Function: Public Works**

*Line Item Detail*

**Agency Primary Fund:** General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Supplies</b>					
Office Supplies	12,402	7,500	7,500	7,500	7,500
Copy Printing Supplies	22,880	15,000	15,000	15,000	15,000
Furniture	187	2,500	2,500	2,000	2,000
Hardware Supplies	7,143	3,000	4,900	3,000	3,000
Software Lic & Supplies	685	-	100	-	-
Postage	15,623	5,000	5,000	5,000	5,000
Work Supplies	414,018	249,000	249,000	247,000	247,000
Asphalt Repair Materials	40,635	55,000	55,000	55,000	55,000
Janitorial Supplies	22,220	15,000	15,000	15,000	15,000
Medical Supplies	472	1,775	1,775	1,775	1,775
Safety Supplies	31,485	15,000	15,000	15,000	15,000
Snow Removal Supplies	572,749	1,022,000	1,022,000	1,022,000	1,022,000
Uniform Clothing Supplies	24,286	25,000	25,000	25,000	25,000
Building Supplies	11,269	10,000	10,000	10,000	10,000
Machinery And Equipment	5,934	-	-	-	-
Equipment Supplies	59,386	30,000	30,000	30,000	30,000
<b>Supplies Total</b>	<b>\$ 1,241,374</b>	<b>\$ 1,455,775</b>	<b>\$ 1,457,775</b>	<b>\$ 1,453,275</b>	<b>\$ 1,453,275</b>
<b>Purchased Services</b>					
Natural Gas	110,996	81,651	122,477	93,899	93,899
Electricity	118,587	82,627	82,627	86,758	86,758
Water	60,267	56,000	56,000	72,360	72,360
Stormwater	9,302	10,000	10,000	10,000	10,000
Telephone	5,765	6,839	6,839	6,839	6,839
Cellular Telephone	11,144	10,000	10,000	10,000	10,000
Systems Comm Internet	-	5,000	5,000	5,000	5,000
Building Improv Repair Maint	11,340	32,000	32,000	32,000	32,000
Waste Disposal	169,950	99,000	99,000	99,165	99,165
Pest Control	2,034	2,500	2,500	2,500	2,500
Elevator Repair	1,642	-	1,500	-	-
Landfill	2,602,013	2,853,554	2,853,554	2,853,554	2,903,491
Process Fees Recyclables	(0)	-	-	-	-
Resource Recovery	228,070	267,000	267,000	46,500	26,500
Grounds Improv Repair Maint	3,817	-	-	-	-
Snow Removal	490,696	545,000	695,000	545,000	561,500
Equipment Mntc	35,554	24,100	48,200	24,100	24,100
System & Software Mntc	22,948	-	-	-	-
Street Mntc	2,800	-	1,025	-	-
Sidewalk Mntc	57,700	-	-	-	-
Recruitment	511	-	-	-	-
Conferences & Training	6,240	6,000	6,000	6,000	6,000
Memberships	336	-	250	-	-
Uniform Laundry	6,881	7,500	7,500	7,500	7,500
Consulting Services	2,669	6,000	7,300	6,000	6,000
Advertising Services	24,751	5,000	5,000	5,000	5,000
Printing Services	5,376	-	720	-	-
Other Services & Expenses	22,620	65,116	65,116	59,116	59,116
Bad Debt Expense	2,572	-	-	-	-
Permits & Licenses	7,776	7,500	7,500	7,500	7,500
<b>Purchased Services Total</b>	<b>\$ 4,024,357</b>	<b>\$ 4,172,386</b>	<b>\$ 4,392,107</b>	<b>\$ 3,978,790</b>	<b>\$ 4,025,227</b>

**Streets**

Function:

Public Works

*Line Item Detail*

Agency Primary Fund: General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Inter Depart Charges					
ID Charge From Engineering	55,153	55,153	55,153	55,153	55,153
ID Charge From Fleet Services	8,902,608	8,103,339	8,103,339	8,413,682	8,313,283
ID Charge From Traffic Eng	43,773	38,874	38,874	38,874	38,874
ID Charge From Insurance	277,976	252,482	252,482	233,153	229,154
ID Charge From Workers Comp	422,148	417,321	417,321	380,492	374,492
ID Charge From Parking	10	-	-	-	-
<b>Inter Depart Charges Total</b>	<b>\$ 9,701,668</b>	<b>\$ 8,867,169</b>	<b>\$ 8,867,169</b>	<b>\$ 9,121,354</b>	<b>\$ 9,010,956</b>
Inter Depart Billing					
ID Billing To Monona Terrace	-	(10,000)	(10,000)	(10,000)	(10,000)
<b>Inter Depart Billing Total</b>	<b>\$ -</b>	<b>\$ (10,000)</b>	<b>\$ (10,000)</b>	<b>\$ (10,000)</b>	<b>\$ (10,000)</b>

**Streets Division**

**Function: Public Works**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCT TECH 2-20	20	1.00	70,083	1.00	74,814	1.00	75,539
ADMIN CLK 1-20	20	2.00	120,464	2.00	118,089	2.00	119,234
ARBORIST 1-16	16	19.00	1,180,575	18.00	1,209,166	18.00	1,220,888
ARBORIST 2-16	16	7.00	495,230	8.00	606,159	8.00	612,035
ASST STREETS SUPER-18	18	1.00	136,297	1.00	120,733	1.00	121,904
CITY FORESTER-18	18	1.00	107,910	1.00	107,980	1.00	109,027
EQPT OPR 3-16	16	3.00	215,205	3.00	230,423	3.00	232,657
FORESTRY OPR SUPV-18	18	1.00	91,173	1.00	75,245	1.00	75,975
FORESTRY SPEC-16	16	3.00	212,442	3.00	230,599	3.00	232,834
MAINT MECH 1-15	15	2.00	133,181	2.00	155,313	2.00	156,819
MAINT/REPR COORD-18	18	2.00	177,499	2.00	190,333	2.00	192,179
OPERATING ASST-15	15	1.00	76,320	1.00	81,471	1.00	82,261
OPERATING MAINT WKR-15	15	6.00	417,701	6.00	446,579	6.00	450,908
OPERATIONS CLERK-16	16	2.00	120,312	2.00	121,149	2.00	122,323
PLAN GIS SPECIALIST-18	18	-	-	1.00	96,541	1.00	97,477
PLANNING GIS SPEC	18	1.00	71,075	-	-	-	-
PROCESS PLANT SUPV-18	18	1.00	93,682	1.00	100,006	1.00	100,975
PROGRAM ASST 1-20	20	1.00	61,599	1.00	65,757	1.00	66,394
PUB WKS FORE 1-18	18	-	-	1.00	78,536	1.00	79,297
PUB WKS FORE 2-18	18	-	-	3.00	251,963	3.00	254,406
PUB WKS FORE-18	18	4.00	310,394	-	-	-	-
PUB WKS GEN SUPV-18	18	2.00	205,982	2.00	217,923	2.00	220,036
PUB WKS LABORER	15	10.00	481,364	-	-	-	-
PUB WKS LABORER-15	15	-	-	10.00	461,896	10.00	466,374
PUB WKS LDWKR	15	4.00	225,665	-	-	-	-
SMO 1-15	15	94.00	5,480,289	93.00	5,815,761	93.00	5,872,143
SMO 2-15	15	26.00	1,655,540	27.00	1,795,659	27.00	1,813,068
SMO 3-15	15	30.00	2,029,522	30.00	2,207,593	30.00	2,228,995
SSMW 1-15	15	4.00	205,960	4.00	212,783	4.00	214,846
SSMW 2-15	15	6.00	371,670	6.00	407,185	6.00	411,132
STREETS GEN SUPV-18	18	6.00	528,025	6.00	561,881	6.00	567,328
STREETS OPER LEADWORKER-15	15	-	-	4.00	253,508	4.00	255,965
STREETS SUPT-21	21	1.00	137,982	1.00	192,736	1.00	194,605
STS OPER ANAL-18	18	1.00	97,474	1.00	104,053	1.00	105,062
STS/PW SIC-18	18	1.00	97,474	1.00	106,017	1.00	107,044
TREE TRIMMER FORE-18	18	2.00	163,523	2.00	174,560	2.00	176,253
		<b>245.00</b>	<b>\$15,771,611</b>	<b>245.00</b>	<b>\$16,872,410</b>	<b>245.00</b>	<b>\$17,035,982</b>

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

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## *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. The goal of the Water Utility is to supply high quality water for consumption and fire protection at a reasonable cost, while conserving and protecting our ground water resources for present and future generations. The Utility operates as a business regulated by the Wisconsin Public Service Commission, which establishes rates and rules of service.

### 2024 Budget Highlights

#### Service: Water Customer Service

- Creates a 1.0 FTE Water Customer Service Rep 1 with anticipated mid-year hire (\$34,800).
- Increase of \$10,800 in Supplies due to postage rates and an increase in the number of mailings.
- Increase of \$441,000 in Purchased Services, including: consulting to optimizing the Water Utility's billing system (\$225,000), bank services (\$155,000), software maintenance (\$25,000), and MadCAP (\$13,000).

#### Service: Water Engineering

- Increase of \$16,300 in Supplies due to expected computer needs and postage costs.
- Increase of \$150,000 in consulting services for Asset Management, CityWorks, cellular consulting, and carbon neutrality.
- Decrease of \$2.1 million in building improvement, repairs, and maintenance due to no scheduled water tower painting in 2024.

#### Service: Water Finance & Admin

- Increase of \$8.3 million in Charges for Services due to annualizing the 18% increased utility rates that went into effect in March 2023. The average customer bill increased \$5.27 per month to \$33.90. The rate was last increased in July 2020.
- Increase of \$64,200 in Purchased Services, including increased consulting fees (\$30,000) for the Water Utility's 2024 rate case and MadCAP assistance (\$25,000).

#### Service: Water Operations and Maintenance

- Increase of \$294,000 in Supplies due to general price increase in work supplies, hardware supplies, uniform supplies, safety supplies, equipment supplies, tires, fertilizers, chemicals, gasoline, and diesel.
- Increase of \$359,000 in Purchased Services including: maintenance of well bore holes (\$100,000), increased electricity costs (\$100,000), sidewalk improvements (\$50,000), and inspection services for DNR inspection requirements (\$30,000).

#### Service: Water Quality

- Decrease of expected lab service fees (\$32,000) and monitoring well expense (\$40,000) compared to the 2023 Adopted Operating Budget.

**Water**Function: **Public Works***Budget Overview*

## Agency Budget by Fund

Fund	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Water Utility	29,955,521	49,449,500	48,454,208	58,580,500	58,580,500
<b>Total</b>	<b>\$ 29,955,521</b>	<b>\$ 49,449,500</b>	<b>\$ 48,454,208</b>	<b>\$ 58,580,500</b>	<b>\$ 58,580,500</b>

## Agency Budget by Service

Service	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Water Customer Service	2,962,669	3,042,724	2,602,333	3,589,056	3,591,378
Water Engineering	2,211,375	5,577,554	5,063,594	7,489,063	7,509,071
Water Finance And Admin	12,264,062	26,482,041	28,446,676	32,074,074	31,895,148
Water Operations & Maintenanr	11,499,629	13,190,291	11,427,057	14,266,211	14,409,621
Water Quality	1,017,786	1,156,890	914,548	1,162,096	1,175,282
<b>Total</b>	<b>\$ 29,955,521</b>	<b>\$ 49,449,500</b>	<b>\$ 48,454,208</b>	<b>\$ 58,580,500</b>	<b>\$ 58,580,500</b>

## Agency Budget by Major-Revenue

Major Revenue	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Charges For Services	(47,246,689)	(48,625,000)	(54,153,922)	(56,974,500)	(56,974,500)
Fine Forfeiture Asmt	(258,886)	(199,000)	(211,398)	(230,000)	(230,000)
Invest Other Contrib	334,248	(160,000)	(1,007,417)	(860,000)	(860,000)
Misc Revenue	(850,510)	(465,500)	(345,000)	(516,000)	(516,000)
Other Finance Source	(1,477)	-	-	-	-
Transfer In	(3,916)	-	-	-	-
<b>Total</b>	<b>\$ (48,027,230)</b>	<b>\$ (49,449,500)</b>	<b>\$ (55,717,737)</b>	<b>\$ (58,580,500)</b>	<b>\$ (58,580,500)</b>

## Agency Budget by Major-Expense

Major Expense	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Salaries	9,058,640	10,042,323	9,307,635	10,452,296	10,519,597
Benefits	3,079,453	3,198,498	3,240,017	3,321,718	3,458,559
Supplies	1,678,453	2,320,500	2,407,078	2,620,622	2,620,622
Purchased Services	4,857,176	7,616,050	7,228,849	6,475,651	6,475,651
Debt Othr Financing	5,878,717	18,486,073	18,484,573	23,960,809	25,436,971
Inter Depart Charges	1,043,486	1,145,721	1,145,721	1,176,405	1,219,843
Inter Depart Billing	(2,516,235)	(2,527,000)	(2,527,000)	(2,527,000)	(2,550,742)
Transfer Out	6,875,831	9,167,335	9,167,335	13,100,000	11,400,000
<b>Total</b>	<b>\$ 29,955,521</b>	<b>\$ 49,449,500</b>	<b>\$ 48,454,208</b>	<b>\$ 58,580,500</b>	<b>\$ 58,580,500</b>

**Water****Function:****Public Works***Service Overview***Service:** Water Customer Service*Service Description*

This service provides customer service for billing and meter operations to ensure accurate water consumption and billing data. This service also conducts the Water Utility's communication and community outreach for conservation and sustainability education, media relations, external communication, and promotion of the utility's water conservation initiatives. Communication and Community Outreach also develops Madison Water Utility's evolving crisis communication and strategic communication plans and oversees the Home Water Conservation, Water Wagon, and Got Water programs.

*Activities Performed by this Service*

- **Customer Billing:** Manage meter reading and customer billing data to provide monthly billing to 78,000 active accounts.
- **Manage Customer Inquiries:** Conduct inquiries into customer accounts to address billing questions from ratepayers and support the other services of the Water Utility.
- **Meter Installation & Inspection:** Conduct on-site visits to customer properties to install, inspect, and replace customer meters to enable accurate consumption readings and provide reliable billings.
- **Public Outreach:** Inform and communicate with the community regarding current operational and promotional initiatives.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	-	-	-	-	-
Other-Expenditures	2,962,669	3,042,724	2,602,333	3,589,056	3,591,378
<b>Total</b>	<b>\$ 2,962,669</b>	<b>\$ 3,042,724</b>	<b>\$ 2,602,333</b>	<b>\$ 3,589,056</b>	<b>\$ 3,591,378</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Personnel	1,439,575	1,979,274	1,545,313	2,073,686	2,076,008
Non-Personnel	1,365,927	1,063,450	1,057,020	1,515,370	1,515,370
Agency Charges	157,166	-	-	-	-
<b>Total</b>	<b>\$ 2,962,669</b>	<b>\$ 3,042,724</b>	<b>\$ 2,602,333</b>	<b>\$ 3,589,056</b>	<b>\$ 3,591,378</b>

**Water****Function:****Public Works***Service Overview***Service:** Water Engineering*Service Description*

This service provides technical support, mapping, long-term planning, and direction to the Water Utility capital improvement and infrastructure renewal program. The goal of this service is to use Asset Management and Master Plan technology to meet and maintain levels of service to customers.

*Activities Performed by this Service*

- Infrastructure Planning & Design: Develop infrastructure necessary to provide the Utility’s desired level of service.
- Construction Project Management & Regulatory Compliance: Monitor shared construction projects to determine specification requirements associated with the Utility’s infrastructure and maintain compliance with federal, state, and local regulations.
- GIS & Asset Management: Map systems infrastructure and monitor conditions of Water Utility’s system assets for planning and maintenance purposes.
- Construction Inspection & Field Surveying: Monitor compliance with internal and contractor specifications to ensure facilities and systems are adequately constructed.

*Service Budget by Fund*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	-	-	-	-	-
Other-Expenditures	2,211,375	5,577,554	5,063,594	7,489,063	7,509,071
<b>Total</b>	<b>\$ 2,211,375</b>	<b>\$ 5,577,554</b>	<b>\$ 5,063,594</b>	<b>\$ 7,489,063</b>	<b>\$ 7,509,071</b>

*Service Budget by Account Type*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(160,716)	-	-	-	-
Personnel	1,428,707	1,686,720	1,458,580	1,797,113	1,817,121
Non-Personnel	648,282	3,890,835	3,605,014	5,691,950	5,691,950
Agency Charges	134,386	-	-	-	-
<b>Total</b>	<b>\$ 2,050,659</b>	<b>\$ 5,577,554</b>	<b>\$ 5,063,594</b>	<b>\$ 7,489,063</b>	<b>\$ 7,509,071</b>

**Water****Function:****Public Works***Service Overview***Service:** Water Finance And Admin*Service Description*

This service is responsible for financial services including general accounting, financial reporting, regulatory reporting / compliance, budgeting, debt management and utility-rate management. The goal of this service is to provide accurate, reliable and transparent financial information to internal and external stakeholders while managing utility rates.

*Activities Performed by this Service*

- Processing Transactions: Complete daily invoice, payroll, reconciliation, approval, and other transactional processes.
- Financial Closing: Process all activity related to monthly closing activities including reconciliations, coordination with Finance, and data preparation.
- Statement & Report Preparation: Creation of monthly, quarterly, and annual financial reports for use in decision-making, analysis, and presentation to the Water Board.
- Budgeting & Finance: Manage finances of the Water Utility, including establishing and maintaining funding and spending targets, and analysis and completion of rate studies with the Public Service Commission.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	-	-	-	-	-
Other-Expenditures	12,264,062	26,482,041	28,446,676	32,074,074	31,895,148
<b>Total</b>	<b>\$ 12,264,062</b>	<b>\$ 26,482,041</b>	<b>\$ 28,446,676</b>	<b>\$ 32,074,074</b>	<b>\$ 31,895,148</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(47,678,440)	(49,449,500)	(55,717,737)	(58,580,500)	(58,580,500)
Personnel	3,382,365	1,186,769	3,072,492	994,137	1,019,390
Non-Personnel	11,045,520	26,749,923	26,828,835	32,462,419	32,238,581
Agency Charges	(2,163,823)	(1,454,651)	(1,454,651)	(1,382,481)	(1,362,823)
<b>Total</b>	<b>\$ (35,414,377)</b>	<b>\$ (22,967,459)</b>	<b>\$ (27,271,061)</b>	<b>\$ (26,506,426)</b>	<b>\$ (26,685,352)</b>

**Water****Function:****Public Works***Service Overview***Service:** Water Operations & Maintenance*Service Description*

This service provides the maintenance, repair, and replacement of the water distribution system, as well as the maintenance, repair, and replacement of deep wells, booster stations, and facilities/properties. The goal of this service is to maintain and upgrade the water supply system to insure customers are provided with an adequate quantity of high quality water for consumption and fire protection.

*Activities Performed by this Service*

- Operation and Monitoring of Wells, Booster Stations and Reservoirs & Supplying Fire Protection: Manage infrastructure that draws water from its source and distributes it timely and efficiently throughout the distribution system.
- Water Testing & Treatment: Treat raw water from its source and test it to monitor that a quality product enters the distribution system before delivery to the community.
- Equipment & Facility Maintenance: Repair and replace operational equipment that allows supply facilities to operate efficiently and timely.
- Water Main & Pipe Maintenance: Repair and replace distribution facilities that allow the Utility to provide a high level of service with minimal service interruption.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	-	-	-	-	-
Other-Expenditures	11,499,629	13,190,291	11,427,057	14,266,211	14,409,621
<b>Total</b>	<b>\$ 11,499,629</b>	<b>\$ 13,190,291</b>	<b>\$ 11,427,057</b>	<b>\$ 14,266,211</b>	<b>\$ 14,409,621</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(188,075)	-	-	-	-
Personnel	5,286,376	7,608,469	5,810,186	8,073,433	8,216,805
Non-Personnel	5,847,902	5,508,450	5,543,498	6,160,893	6,160,893
Agency Charges	365,351	73,372	73,372	31,886	31,924
<b>Total</b>	<b>\$ 11,311,554</b>	<b>\$ 13,190,291</b>	<b>\$ 11,427,057</b>	<b>\$ 14,266,211</b>	<b>\$ 14,409,621</b>

**Water****Function:****Public Works***Service Overview***Service:** Water Quality*Service Description*

This service provides field testing, routine and specialty water sample collection, laboratory results interpretation, and long-term trend analysis for a variety of potential chemical and biological contaminants in drinking water. The goal of the service is to ensure delivery of safe, high-quality water to customers and to comply with requirements of the Safe Drinking Water Act. This service also oversees compliance monitoring, wellhead protection, private well permitting and abandonment, and cross connection control.

*Activities Performed by this Service*

- Water Quality Regulation Objectives: Monitor and determine compliance with federal, state, and internal water quality requirements.
- Water Quality Scheduling: Manage sampling and monitoring techniques at all water utility infrastructure assets.
- Well Operation Permits & Private Plumbing Inspections: Manage, inspect, and maintain quality at non-utility assets connected to the Utility's distribution system.
- Long-Term Planning: Identify current and potential sources of contamination and determine resources necessary to mitigate those sources.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	-	-	-	-	-
Other-Expenditures	1,017,786	1,156,890	914,548	1,162,096	1,175,282
<b>Total</b>	<b>\$ 1,017,786</b>	<b>\$ 1,156,890</b>	<b>\$ 914,548</b>	<b>\$ 1,162,096</b>	<b>\$ 1,175,282</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Personnel	601,069	779,590	661,082	835,646	848,832
Non-Personnel	382,546	377,300	253,467	326,450	326,450
Agency Charges	34,170	-	-	-	-
<b>Total</b>	<b>\$ 1,017,786</b>	<b>\$ 1,156,890</b>	<b>\$ 914,548</b>	<b>\$ 1,162,096</b>	<b>\$ 1,175,282</b>

**Water**

Function:

Public Works

Line Item Detail

Agency Primary Fund: Water Utility

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Charges For Services					
Miscellaneous Chrgs For Servic	(165,288)	(140,000)	(115,000)	(172,000)	(172,000)
Facility Rental	(55,907)	(290,000)	(290,000)	(290,000)	(290,000)
Development Fees	(310,070)	-	-	-	-
Metered Revenue	(13,721,959)	(14,052,000)	(13,809,043)	(13,900,000)	(13,900,000)
Residential	(18,949,857)	(20,479,000)	(22,761,312)	(24,205,000)	(24,205,000)
Commercial	(6,892,765)	(6,970,000)	(8,906,984)	(9,410,000)	(9,410,000)
Industrial	(948,230)	(1,058,000)	(1,073,941)	(1,180,000)	(1,180,000)
Public Authorities	(5,661,391)	(5,033,000)	(6,528,134)	(7,076,000)	(7,076,000)
Fire Ems Protection	(124,266)	(135,000)	(120,153)	(127,000)	(127,000)
Wholesale Water	(416,957)	(468,000)	(549,355)	(614,500)	(614,500)
<b>Charges For Services Total</b>	<b>\$ (47,246,689)</b>	<b>\$ (48,625,000)</b>	<b>\$ (54,153,922)</b>	<b>\$ (56,974,500)</b>	<b>\$ (56,974,500)</b>
Fine Forfeiture Asmt					
Spec Assessments Service	(45,166)	(20,000)	(20,000)	(34,000)	(34,000)
Late Fees	(200,945)	(170,000)	(184,398)	(185,000)	(185,000)
NSF Fees	(12,775)	(9,000)	(7,000)	(11,000)	(11,000)
<b>Fine Forfeiture Asmt Total</b>	<b>\$ (258,886)</b>	<b>\$ (199,000)</b>	<b>\$ (211,398)</b>	<b>\$ (230,000)</b>	<b>\$ (230,000)</b>
Invest Other Contrib					
Interest	(674,714)	(160,000)	(1,007,417)	(860,000)	(860,000)
Net (Increase) Decr FMV Invest	1,075,865	-	-	-	-
Interest on Leases	(66,903)	-	-	-	-
<b>Invest Other Contrib Total</b>	<b>\$ 334,248</b>	<b>\$ (160,000)</b>	<b>\$ (1,007,417)</b>	<b>\$ (860,000)</b>	<b>\$ (860,000)</b>
Misc Revenue					
Lease Revenue	(319,197)	-	-	-	-
Miscellaneous Revenue	(531,314)	(465,500)	(345,000)	(516,000)	(516,000)
<b>Misc Revenue Total</b>	<b>\$ (850,510)</b>	<b>\$ (465,500)</b>	<b>\$ (345,000)</b>	<b>\$ (516,000)</b>	<b>\$ (516,000)</b>
Other Finance Source					
Sale Of Assets	(1,477)	-	-	-	-
<b>Other Finance Source Total</b>	<b>\$ (1,477)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Transfer In					
Transfer In From Insurance	(3,916)	-	-	-	-
<b>Transfer In Total</b>	<b>\$ (3,916)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



**Water**

Function:

Public Works

Line Item Detail

Agency Primary Fund: Water Utility

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Salaries					
Permanent Wages	8,149,557	9,185,583	8,449,551	9,820,932	9,909,875
Salary Savings	-	(174,647)	-	(392,837)	(392,837)
Pending Personnel	-	71,487	-	67,014	45,373
Premium Pay	37,006	36,000	36,185	37,787	37,787
Workers Compensation Wages	15,453	30,000	30,000	30,000	30,000
Compensated Absence	324,389	200,000	200,000	200,000	200,000
Hourly Wages	52,062	203,000	103,000	193,000	193,000
Overtime Wages Permanent	478,876	485,000	485,000	490,500	490,500
Overtime Wages Hourly	1,053	5,000	3,000	5,000	5,000
Election Officials Wages	242	900	900	900	900
<b>Salaries Total</b>	<b>\$ 9,058,640</b>	<b>\$ 10,042,323</b>	<b>\$ 9,307,635</b>	<b>\$ 10,452,296</b>	<b>\$ 10,519,597</b>
Benefits					
Comp Absence Escrow	71,897	150,000	150,000	171,115	171,115
Unemployment Benefits	12,512	-	-	-	-
Health Insurance Benefit	1,608,506	1,619,440	1,700,389	1,631,339	1,751,253
Wage Insurance Benefit	33,958	29,970	31,547	26,332	26,305
WRS	591,424	628,720	611,019	671,673	687,881
FICA Medicare Benefits	680,569	688,573	668,023	738,292	739,038
Licenses & Certifications	493	500	500	500	500
Post Employment Health Plans	80,094	81,296	78,539	82,466	82,466
<b>Benefits Total</b>	<b>\$ 3,079,453</b>	<b>\$ 3,198,498</b>	<b>\$ 3,240,017</b>	<b>\$ 3,321,718</b>	<b>\$ 3,458,559</b>

**Water**

Function:

Public Works

Line Item Detail

Agency Primary Fund: Water Utility

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Supplies					
Office Supplies	15,368	13,050	16,538	15,650	15,650
Copy Printing Supplies	3,528	4,900	4,179	5,300	5,300
Furniture	19,032	39,500	39,500	16,500	16,500
Hardware Supplies	110,126	70,000	70,000	100,850	100,850
Software Lic & Supplies	22,224	74,000	74,000	89,600	89,600
Postage	308,059	311,300	415,659	325,700	325,700
Program Supplies	545	10,000	10,000	10,000	10,000
Books & Subscriptions	525	1,400	1,400	6,400	6,400
Work Supplies	542,199	650,000	673,105	726,000	726,000
Asphalt Repair Materials	116,997	150,000	150,000	150,000	150,000
Janitorial Supplies	17,473	26,900	16,437	29,950	29,950
Lab And Photo Supplies	24,324	41,700	25,668	47,100	47,100
Safety Supplies	51,233	41,000	40,000	48,200	48,200
Snow Removal Supplies	793	3,200	3,200	3,200	3,200
Uniform Clothing Supplies	13,757	13,200	13,200	20,700	20,700
Food And Beverage	2,051	4,000	4,000	4,200	4,200
Building	11,416	1,000	1,000	2,000	2,000
Building Supplies	9,903	10,700	13,472	15,472	15,472
Electrical Supplies	32,771	37,000	23,677	38,500	38,500
HVAC Supplies	18,443	27,400	19,345	27,600	27,600
Plumbing Supplies	9,513	15,300	9,815	18,300	18,300
Landscaping Supplies	6,079	6,000	6,000	7,000	7,000
Fertilizers And Chemicals	170,453	192,800	196,200	207,800	207,800
Machinery And Equipment	6,149	15,000	8,842	10,000	10,000
Equipment Supplies	248,768	261,150	301,166	332,600	332,600
Tires	42,677	28,000	28,309	38,000	38,000
Gasoline	156,063	130,000	118,064	165,000	165,000
Diesel	103,374	120,000	104,705	137,000	137,000
Oil	7,241	12,500	11,597	12,500	12,500
Lubricants	1,214	4,500	3,000	4,500	4,500
Inventory	10,988	5,000	5,000	5,000	5,000
Contra Clearing	(0)	-	-	-	-
Contra Exp All Equip	(55,971)	-	-	-	-
Contra Exp All Stores	(29,207)	-	-	-	-
Contra Expense Al Lbr Brd	(94,844)	-	-	-	-
Contra Exp All Pr Bene	(110,399)	-	-	-	-
Contra Expense All Pr Tax	(36,275)	-	-	-	-
Contra Exp All Tools	(27,578)	-	-	-	-
Contra Expense	(50,559)	-	-	-	-
<b>Supplies Total</b>	<b>\$ 1,678,453</b>	<b>\$ 2,320,500</b>	<b>\$ 2,407,078</b>	<b>\$ 2,620,622</b>	<b>\$ 2,620,622</b>

**Water**

**Function:**

**Public Works**

*Line Item Detail*

**Agency Primary Fund:** Water Utility

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Purchased Services					
Natural Gas	80,934	101,700	135,786	107,200	107,200
Electricity	2,342,914	2,493,500	2,417,606	2,594,500	2,594,500
Sewer	26,877	32,900	46,493	35,100	35,100
Stormwater	30,137	33,300	30,555	39,900	39,900
Telephone	11,477	18,400	8,108	18,150	18,150
Cellular Telephone	17,679	22,500	16,699	20,300	20,300
Television	1,966	2,100	2,016	3,500	3,500
Building Improv Repair Maint	66,490	2,153,500	2,154,794	65,500	65,500
Waste Disposal	-	1,000	1,000	1,000	1,000
Fire Protection	-	2,000	2,000	2,000	2,000
Pest Control	3,056	1,800	1,472	4,900	4,900
Elevator Repair	5,363	5,500	5,363	5,800	5,800
Landfill	1,158	4,900	1,350	4,920	4,920
Process Fees Recyclables	772	500	500	1,000	1,000
Grounds Improv Repair Maint	45,388	5,000	5,000	5,000	5,000
Office Equipment Repair	475	500	500	500	500
Comm Device Mntc	-	1,000	1,000	1,000	1,000
Equipment Mntc	61,474	57,000	70,947	68,100	68,100
System & Software Mntc	338,037	495,700	316,149	524,500	524,500
Vehicle Repair & Mntc	49,998	31,000	31,000	41,000	41,000
Rental Of Equipment	78,012	18,550	18,550	28,650	28,650
Street Mntc	392,656	500,000	413,188	501,600	501,600
Sidewalk Mntc	185,037	150,000	150,000	200,000	200,000
Plant In Service Mntc	9,858	60,000	60,071	60,071	60,071
Recruitment	4,195	2,700	500	3,700	3,700
Mileage	714	1,200	1,554	1,200	1,200
Conferences & Training	54,117	63,200	64,950	72,500	72,500
Memberships	45,485	60,600	52,340	64,100	64,100
Uniform Laundry	5,994	7,000	9,913	10,000	10,000
Audit Services	12,400	12,700	12,700	13,000	13,000
Bank Services	23,851	26,500	22,930	182,000	182,000
Credit Card Services	8,108	6,000	9,610	15,000	15,000
Delivery Freight Charges	4,217	6,800	6,800	5,800	5,800
Consulting Services	232,503	235,200	156,979	645,200	645,200
Advertising Services	1,185	13,000	13,000	4,000	4,000
Printing Services	98,815	128,900	136,876	151,900	151,900
Inspection Services	45,369	20,000	20,000	50,000	50,000
Locating Marking Services	19,149	20,000	23,916	25,000	25,000
Lab Services	42,197	155,000	111,737	130,000	130,000
Parking Towing Services	490	2,500	2,500	2,500	2,500
Security Services	15,394	16,400	16,400	16,700	16,700
Other Services & Expenses	360,241	448,900	448,900	521,900	521,900
Grants	72,317	125,000	155,000	149,960	149,960
Bad Debt Expense	4,994	-	-	-	-
Taxes & Special Assessments	7,752	10,800	10,800	11,500	11,500
Permits & Licenses	47,933	61,300	61,300	65,500	65,500
<b>Purchased Services Total</b>	<b>\$ 4,857,176</b>	<b>\$ 7,616,050</b>	<b>\$ 7,228,849</b>	<b>\$ 6,475,651</b>	<b>\$ 6,475,651</b>

**Water**

Function:

Public Works

Line Item Detail

Agency Primary Fund: Water Utility

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Debt Othr Financing					
Principal	-	12,418,138	12,418,138	13,083,333	13,083,333
Interest	6,787,156	6,062,935	6,062,935	5,801,984	5,801,984
Interest Leases	9,656	-	-	-	-
Amortization	(1,014,862)	-	-	-	-
Bond Notes Issuance Services	25,863	-	-	-	-
Paying Agent Services	4,275	5,000	3,500	4,000	4,000
Lease Amortization	66,630	-	-	-	-
Fund Balance Generated	-	-	-	5,071,492	6,547,654
<b>Debt Othr Financing Total</b>	<b>\$ 5,878,717</b>	<b>\$ 18,486,073</b>	<b>\$ 18,484,573</b>	<b>\$ 23,960,809</b>	<b>\$ 25,436,971</b>
Inter Depart Charges					
ID Charge From GF	3,302	3,303	3,303	3,303	3,509
ID Charge From Attorney	11,129	4,441	4,441	8,669	9,207
ID Charge From Civil Rights	35,070	34,939	34,939	33,439	35,506
ID Charge From Finance	225,955	229,802	229,802	244,898	260,080
ID Charge From Human Resour	82,350	81,666	81,666	94,922	100,815
ID Charge From Information Te	286,964	320,471	320,471	319,157	332,774
ID Charge From Mayor	60,866	63,108	63,108	58,706	62,350
ID Charge from EAP	7,348	8,825	8,825	8,817	9,364
ID Charge From Fleet Services	4,340	1,000	1,000	12,886	12,924
ID Charge From Traffic Eng	15,295	72,372	72,372	46,527	48,233
ID Charge From Insurance	160,779	161,740	161,740	173,978	173,978
ID Charge From Workers Comp	150,088	164,054	164,054	171,102	171,103
<b>Inter Depart Charges Total</b>	<b>\$ 1,043,486</b>	<b>\$ 1,145,721</b>	<b>\$ 1,145,721</b>	<b>\$ 1,176,405</b>	<b>\$ 1,219,843</b>
Inter Depart Billing					
ID Billing To Landfill	(9,847)	(8,000)	(8,000)	(8,000)	(8,000)
ID Billing To Streets	(89,541)	(76,000)	(76,000)	(76,000)	(99,742)
ID Billing To Sewer	(2,169,435)	(2,225,000)	(2,225,000)	(2,225,000)	(2,225,000)
ID Billing To Stormwater	(247,412)	(218,000)	(218,000)	(218,000)	(218,000)
<b>Inter Depart Billing Total</b>	<b>\$ (2,516,235)</b>	<b>\$ (2,527,000)</b>	<b>\$ (2,527,000)</b>	<b>\$ (2,527,000)</b>	<b>\$ (2,550,742)</b>
Transfer Out					
Transfer Out To General	6,849,831	7,900,000	7,900,000	8,100,000	6,400,000
Transfer Out To Capital	26,000	1,267,335	1,267,335	5,000,000	5,000,000
<b>Transfer Out Total</b>	<b>\$ 6,875,831</b>	<b>\$ 9,167,335</b>	<b>\$ 9,167,335</b>	<b>\$ 13,100,000</b>	<b>\$ 11,400,000</b>

**Water Utility**

**Function: Public Works**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCOUNTANT 3-18	18	1.00	101,152	1.00	107,980	1.00	109,027
ACCOUNTANT 4-18	18	1.00	93,071	1.00	104,053	1.00	105,062
ACCT TECH 3-20	20	1.00	63,234	1.00	69,422	1.00	70,095
ADMIN ASST-20	20	1.00	57,066	1.00	62,143	1.00	62,746
ADMIN CLK 1-20	20	5.00	286,650	6.00	369,497	6.00	372,564
ASSET MGR 2-18	18	1.00	76,514	1.00	85,351	1.00	86,179
AUTO MECH-16	16	2.00	139,812	2.00	149,249	2.00	150,696
BUILDING & TRADES FOREPERS-71	71	1.00	91,256	1.00	98,310	1.00	99,263
CIVIL TECH 2-16	16	1.00	76,998	1.00	82,195	1.00	82,992
COMP MAP/GIS COORD-18	18	1.00	111,961	1.00	119,519	1.00	120,678
CONSTRUCTION SUPV-18	18	1.00	93,071	1.00	99,353	1.00	100,316
CONTROL SYSTEMS TECH-16	16	1.00	88,346	1.00	94,313	1.00	95,228
CROSS CONNECT CTRL INSPEC-16	16	3.00	248,838	3.00	265,637	3.00	268,212
CTRL SYS PROG-18	18	1.00	104,011	1.00	111,032	1.00	112,108
CUST SERV SUPV-18	18	1.00	86,154	1.00	96,541	1.00	97,477
DISPATCHER-16	16	1.00	67,789	1.00	73,022	1.00	73,730
ENGINEER 3-18	18	2.00	149,300	2.00	179,882	2.00	180,773
ENGINEER 4-18	18	2.00	214,080	2.00	144,102	2.00	145,499
ENGR AIDE 1-16	16	1.00	58,431	1.00	64,079	1.00	64,700
ENGR PROG SPEC 1-16	16	1.00	79,195	1.00	84,541	1.00	85,360
EQPT OPR 1-16	16	10.00	613,288	10.00	636,345	10.00	642,514
EQPT OPR 3-16	16	7.00	492,637	7.00	510,075	7.00	515,020
FIELD SERV REP 2-16	16	4.00	241,917	4.00	266,056	4.00	268,635
FIELD SERV REP 3-16	16	1.00	72,247	1.00	77,124	1.00	77,872
FIELD SERVICE ANALYST-16	16	3.00	217,349	3.00	236,960	3.00	239,257
FIELD SERVICE LDWKR 1-16	16	1.00	76,998	1.00	64,314	1.00	64,938
FIELD SERVICE LDWKR 2-16	16	1.00	63,138	1.00	84,648	1.00	85,469
FIN OPER LDWKR-20	20	1.00	68,759	1.00	73,401	1.00	74,112
MAINT MECH 1-16	16	2.00	147,839	1.00	79,980	1.00	80,756
MAINT MECH 2-16	16	4.00	304,134	5.00	414,088	5.00	418,103
MAINT WORKER-16	16	1.00	63,382	1.00	60,674	1.00	61,262
MASTER MECHANIC-16	16	1.00	80,010	1.00	85,411	1.00	86,239
OPERATIONS CLERK-16	16	1.00	66,556	1.00	71,707	1.00	72,402
PAINTER-71	71	1.00	67,289	1.00	73,924	1.00	74,640
PRINCIPAL ENGR 1-18	18	1.00	96,348	1.00	134,982	1.00	136,290
PRINCIPAL ENGR 2-18	18	1.00	137,573	1.00	131,267	1.00	132,539
PROGRAM ASST 1-20	20	2.00	118,224	2.00	127,900	2.00	129,140
PROGRAM ASST 2-20	20	1.00	66,918	1.00	71,435	1.00	72,127
PUB WKS GEN FORE-18	18	3.00	268,647	3.00	262,384	3.00	264,928
PUB WKS GEN SUPV-18	18	1.00	102,991	1.00	109,943	1.00	111,009
PUB WKS LEADWKR-16	16	1.00	67,185	1.00	73,348	1.00	74,059
PUB WKS MAINT WKR 1-16	16	5.00	269,842	5.00	279,293	5.00	282,000
PUB WKS MAINT WKR 2-16	16	4.00	234,130	4.00	251,344	4.00	253,781
PUB WKS MAINT WKR 3-16	16	9.00	577,631	9.00	623,765	9.00	629,812
PUBLIC INFORMATION OFF 2-18	18	1.00	76,514	1.00	89,291	1.00	90,157
WATER CIVIL TECH 2-16	16	3.00	214,188	3.00	213,002	3.00	215,067
WATER CIVIL TECH 3-16	16	2.00	147,213	2.00	147,422	2.00	148,851
WATER COMM OUTREACH SPEC-18	18	1.00	63,246	1.00	65,251	1.00	65,883
WATER HYDRANT INSPEC-16	16	3.00	213,908	3.00	236,371	3.00	238,662
WATER ONE CALL COORD-16	16	3.00	211,062	3.00	225,986	3.00	228,177
WATER QUALITY MGR-18	18	1.00	120,666	1.00	128,810	1.00	130,059
WATER QUALITY SAMPLER 2-16	16	1.00	58,361	1.00	71,768	1.00	72,464
WATER QUALITY SAMPLER 3-16	16	1.00	70,910	1.00	75,696	1.00	76,430
WATER SUPPLY MGR-18	18	1.00	123,986	1.00	132,356	1.00	133,639

**Water Utility**

**Function: Public Works**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
WATER UTIL ACCT/COMP SPEC-20	20	1.00	71,389	1.00	76,207	1.00	76,946
WATER UTIL FIN MGR-18	18	1.00	119,486	1.00	127,551	1.00	128,788
WATER UTIL GEN MGR-21	21	1.00	160,228	1.00	171,043	1.00	172,701
WATER UTIL MAINT SUPV-18	18	1.00	112,089	1.00	119,655	1.00	120,815
WATER UTIL OPER MGR-18	18	1.00	129,927	1.00	138,697	1.00	140,041
WATER UTIL OPR LDWKR-16	16	5.00	397,191	5.00	437,193	5.00	441,432
WATERWKS OPR 1-16	16	4.00	255,720	4.00	282,278	4.00	285,014
WATERWKS OPR 2-16	16	5.00	419,552	5.00	451,480	5.00	455,856
		<b>131.00</b>	<b>\$9,767,597</b>	<b>132.00</b>	<b>\$10,450,642</b>	<b>132.00</b>	<b>\$10,550,589</b>

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*

Metro Transit  
Parking Utility  
Traffic Engineering  
Transportation Department

# Metro Transit

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## 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.

### 2024 Budget Highlights

#### Agency-Wide Changes

- Creates 6.0 FTE positions within Metro Transit.
  - 2.0 FTE Transit Service Workers to conduct cleaning, fueling, charging, and farebox servicing of buses stationed at Metro's satellite facility. (Increase: \$143,500)
  - 1.0 FTE Transit Utility Worker to perform maintenance activities at Metro's satellite facility. (Increase: \$73,600)
  - 1.0 FTE Transit Maintenance Supervisor to provide direction and oversight to maintenance activities at Metro's satellite facility. (Increase: \$93,800)
  - 1.0 FTE Operations Desk Supervisor to conduct driver check-in, run assignment, and filling call-offs from drivers at Metro's satellite facility. (Increase: \$85,000)
  - 1.0 FTE Vehicle & Charging Engineer to be a technical resource as the agency shifts to electric vehicles and adds advanced charging systems. (Increase: \$109,800)
- Includes a general fund subsidy to Metro of \$15.7 million. In 2023, the transfer to Metro was reduced from \$9.7 million to \$2.0 million to allow Metro to utilize its remaining federal economic recovery funds in 2023. The 2024 budget restores Metro's subsidy, includes the first year of a three-year repayment of the 2024 reduction, and increases the base amount for the subsidy to account for increasing expenses. (Increase: \$13.7 million)
- Assumes staff time charged to capital projects. (Reduction: \$877,900)

#### Service: Fixed Route

- Increases revenues from local partners by \$1.9 million for committed service increases in partner areas.
- Assumes a \$332,200 increase in Metro charge revenues.
- Allocates to Metro half of the costs for a new Traffic Engineer 1 position within Traffic Engineering. The position will support implementing and maintaining a Transit Signal Priority system. (Metro Transit Increase: \$50,580)
- Increases electricity and other utility costs reflecting the switch to electric buses, additional miles served, and the satellite facility. (Increase: \$311,800)

#### Service: Paratransit

- Increases costs related to paratransit contracts for increased rates, ridership, and expanded service to Sun Prairie. (Increase: \$750,000)



**Metro Transit****Function: Transportation***Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Metro Transit	57,618,835	68,023,312	67,872,003	73,172,071	72,118,438
<b>Total</b>	<b>\$ 57,618,835</b>	<b>\$ 68,023,312</b>	<b>\$ 67,872,003</b>	<b>\$ 73,172,071</b>	<b>\$ 72,118,438</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Fixed Route	53,668,524	63,411,737	62,624,815	67,832,577	66,769,601
Paratransit	3,950,311	4,611,576	5,247,187	5,339,495	5,348,838
<b>Total</b>	<b>\$ 57,618,835</b>	<b>\$ 68,023,312</b>	<b>\$ 67,872,003</b>	<b>\$ 73,172,071</b>	<b>\$ 72,118,438</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General Revenues	(6,868,624)	(6,833,578)	(6,823,003)	(6,833,578)	(6,833,578)
Intergov Revenues	(30,424,360)	(47,823,314)	(48,858,994)	(40,282,223)	(37,687,796)
Charges For Services	(10,256,328)	(10,716,334)	(9,921,660)	(10,656,461)	(11,231,642)
Misc Revenue	(114,203)	(640,422)	(258,682)	(640,422)	(640,422)
Other Finance Source	(828,757)	-	-	-	-
Transfer In	(9,126,564)	(2,009,664)	(2,009,664)	(14,759,387)	(15,725,000)
<b>Total</b>	<b>\$ (57,618,835)</b>	<b>\$ (68,023,312)</b>	<b>\$ (67,872,003)</b>	<b>\$ (73,172,071)</b>	<b>\$ (72,118,438)</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	30,830,017	34,334,325	33,089,394	37,003,182	35,606,781
Benefits	12,319,797	13,161,362	13,134,772	13,660,642	14,503,052
Supplies	4,526,616	5,864,000	5,650,573	6,472,571	5,789,000
Purchased Services	6,583,846	7,810,000	8,816,500	9,101,294	8,846,294
Debt Othr Financing	738,651	359,910	687,048	359,910	359,910
Inter Depart Charges	2,347,019	2,668,190	2,668,190	2,748,948	3,222,969
Transfer Out	272,890	3,825,525	3,825,525	3,825,525	3,790,433
<b>Total</b>	<b>\$ 57,618,835</b>	<b>\$ 68,023,312</b>	<b>\$ 67,872,003</b>	<b>\$ 73,172,071</b>	<b>\$ 72,118,438</b>

**Metro Transit**

Function:

Transportation

*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 the Metro transit bus fleet. The goal of this service is to provide transportation for customers to a comprehensive network of destinations throughout the City.

*Activities Performed by this Service*

- Transit Service: Provide transit services to Metro’s routes on a daily basis.
- Marketing, Advertising, & Community Outreach: Staff the customer support call center and Metro front counter, manage advertising campaigns, and oversee Metro’s branding campaign.
- Planning & Scheduling: Schedule Metro’s routes, oversee shelter maintenance and improvements, coordinate route detours when necessary, and analyze feasibility of route adjustments.
- Bus & Facilities Maintenance: Service, clean, and repair Metro’s fleet of transit coaches.
- Administration & Finance: Oversee general management of the Department and coordinate finances including management of federal and state grant awards.

*Service Budget by Fund*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	-	-	-	-	-
Other-Expenditures	53,668,524	63,411,737	62,624,815	67,832,577	66,769,601
<b>Total</b>	<b>\$ 53,668,524</b>	<b>\$ 63,411,737</b>	<b>\$ 62,624,815</b>	<b>\$ 67,832,577</b>	<b>\$ 66,769,601</b>

*Service Budget by Account Type*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(52,629,859)	(66,263,384)	(66,032,001)	(67,832,577)	(66,769,600)
Personnel	42,701,013	46,924,064	45,682,137	50,123,566	49,560,232
Non-Personnel	8,633,808	13,896,264	14,351,269	15,043,476	14,069,813
Agency Charges	2,333,703	2,591,409	2,591,409	2,665,534	3,139,555
<b>Total</b>	<b>\$ 1,038,665</b>	<b>\$ (2,851,648)</b>	<b>\$ (3,407,185)</b>	<b>\$ 0</b>	<b>\$ 0</b>

*Service Overview*

**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.

Activities Performed by this Service

- Transportation of Individuals with Disabilities: Through contracted service, provide transit services to individuals with disabilities.
- Planning and Scheduling: Schedule and coordinate rides for clients, perform eligibility assessment for potential clients, and oversee contracted service.

Service Budget by Fund

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	-	-	-	-	-
Other-Expenditures	3,950,311	4,611,576	5,247,187	5,339,495	5,348,838
<b>Total</b>	<b>\$ 3,950,311</b>	<b>\$ 4,611,576</b>	<b>\$ 5,247,187</b>	<b>\$ 5,339,495</b>	<b>\$ 5,348,838</b>

Service Budget by Account Type

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(4,988,976)	(1,759,928)	(1,840,002)	(5,339,495)	(5,348,838)
Personnel	448,800	571,624	542,029	540,258	549,600
Non-Personnel	3,488,195	3,963,171	4,628,378	4,715,824	4,715,824
Agency Charges	13,316	76,781	76,781	83,414	83,414
<b>Total</b>	<b>\$ (1,038,665)</b>	<b>\$ 2,851,648</b>	<b>\$ 3,407,185</b>	<b>\$ 0</b>	<b>(0)</b>

**Metro Transit**

**Function: Transportation**

*Line Item Detail*

**Agency Primary Fund:** Metro Transit

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General Revenues					
Vehicle Registration	(6,868,624)	(6,833,578)	(6,823,003)	(6,833,578)	(6,833,578)
<b>General Revenues Total</b>	<b>\$ (6,868,624)</b>	<b>\$ (6,833,578)</b>	<b>\$ (6,823,003)</b>	<b>\$ (6,833,578)</b>	<b>\$ (6,833,578)</b>
Intergov Revenues					
Federal Revenues Operating	(8,110,085)	(22,416,108)	(23,949,091)	(12,625,230)	(10,030,803)
State Revenues Operating	(14,314,128)	(17,721,470)	(17,721,470)	(18,075,899)	(18,075,899)
Local Revenues Operating	(8,000,148)	(7,685,736)	(7,188,433)	(9,581,094)	(9,581,094)
<b>Intergov Revenues Total</b>	<b>\$ (30,424,360)</b>	<b>\$ (47,823,314)</b>	<b>\$ (48,858,994)</b>	<b>\$ (40,282,223)</b>	<b>\$ (37,687,796)</b>
Charges For Services					
Reimbursement Of Expense	(9,292)	-	11	-	-
Advertising	(556,746)	(675,000)	(600,000)	(600,000)	(600,000)
Transit Farebox	(1,083,426)	(1,104,721)	(1,056,142)	(1,364,957)	(1,214,563)
Adult Passes	(1,162,207)	(1,216,661)	(1,204,633)	(1,520,826)	(1,385,328)
Senior/Disabled Passes	(953,982)	(1,013,837)	(1,259,256)	(1,076,877)	(1,448,145)
Youth Passes	(1,849,874)	(1,843,736)	(1,500,000)	(1,231,422)	(1,500,000)
Unlimited Ride Pass	(4,640,802)	(4,862,379)	(4,301,640)	(4,862,379)	(5,083,606)
<b>Charges For Services Total</b>	<b>\$ (10,256,328)</b>	<b>\$ (10,716,334)</b>	<b>\$ (9,921,660)</b>	<b>\$ (10,656,461)</b>	<b>\$ (11,231,642)</b>
Misc Revenue					
Insurance Recoveries	(79,311)	-	-	-	-
Miscellaneous Revenue	(34,892)	(640,422)	(258,682)	(640,422)	(640,422)
<b>Misc Revenue Total</b>	<b>\$ (114,203)</b>	<b>\$ (640,422)</b>	<b>\$ (258,682)</b>	<b>\$ (640,422)</b>	<b>\$ (640,422)</b>
Other Finance Source					
Fund Balance Applied	(828,757)	-	-	-	-
<b>Other Finance Source Total</b>	<b>\$ (828,757)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Transfer In					
Transfer In From General	(9,126,564)	(2,009,664)	(2,009,664)	(14,759,387)	(15,725,000)
<b>Transfer In Total</b>	<b>\$ (9,126,564)</b>	<b>\$ (2,009,664)</b>	<b>\$ (2,009,664)</b>	<b>\$ (14,759,387)</b>	<b>\$ (15,725,000)</b>
Salaries					
Permanent Wages	27,181,734	33,044,225	29,196,743	35,255,044	35,325,161
Salary Savings	-	(3,411,015)	-	(3,700,527)	(3,314,720)
Pending Personnel	-	1,811,115	-	2,558,665	556,394
Premium Pay	602,930	595,000	650,000	595,000	595,000
Workers Compensation Wages	160,705	190,999	91,000	190,999	190,999
Compensated Absence	357,362	194,967	357,362	194,967	194,967
Overtime Wages Permanent	2,527,221	1,909,034	2,794,095	1,909,034	2,058,980
Election Officials Wages	64	-	195	-	-
<b>Salaries Total</b>	<b>\$ 30,830,017</b>	<b>\$ 34,334,325</b>	<b>\$ 33,089,394</b>	<b>\$ 37,003,182</b>	<b>\$ 35,606,781</b>

**Metro Transit**

**Function: Transportation**

*Line Item Detail*

**Agency Primary Fund:** Metro Transit

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Benefits</b>					
Comp Absence Escrow	324,101	400,000	345,151	400,000	400,000
Unemployment Benefits	15,755	25,000	25,000	25,000	25,000
Health Insurance Benefit	6,250,863	6,770,017	6,592,145	6,900,670	7,701,814
Wage Insurance Benefit	931,802	844,834	976,057	929,568	929,570
Health Insurance Retiree	483,797	463,000	463,000	463,000	463,000
WRS	2,002,549	2,193,646	2,229,954	2,324,659	2,363,639
FICA Medicare Benefits	2,280,835	2,464,865	2,466,312	2,617,745	2,620,029
Moving Expenses	28,860	-	36,637	-	-
Licenses & Certifications	1,234	-	516	-	-
<b>Benefits Total</b>	<b>\$ 12,319,797</b>	<b>\$ 13,161,362</b>	<b>\$ 13,134,772</b>	<b>\$ 13,660,642</b>	<b>\$ 14,503,052</b>
<b>Supplies</b>					
Purchasing Card Unallocated	-	-	3,055	-	-
Office Supplies	9,769	15,000	15,000	15,000	15,000
Copy Printing Supplies	22,829	15,000	22,829	15,000	15,000
Hardware Supplies	83,646	75,000	75,000	75,000	75,000
Software Lic & Supplies	27,092	35,000	35,000	35,000	35,000
Postage	18,612	14,000	14,000	14,000	14,000
Work Supplies	218,279	235,000	236,191	383,571	235,000
Janitorial Supplies	28	-	-	-	-
Safety Supplies	3,264	-	-	-	-
Snow Removal Supplies	1,779	-	1,842	-	-
Uniform Clothing Supplies	103,384	135,000	117,857	135,000	135,000
Building Supplies	7,562	15,000	40,000	15,000	15,000
Machinery And Equipment	-	-	125	-	-
Equipment Supplies	235,233	180,000	180,000	180,000	180,000
Tires	123,639	100,000	100,000	120,000	120,000
Gasoline	48,850	35,000	47,384	35,000	35,000
Diesel	2,079,722	3,600,000	3,200,000	3,500,000	3,100,000
Lubricants	177,333	160,000	162,290	200,000	200,000
Inventory	1,365,596	1,250,000	1,400,000	1,750,000	1,615,000
<b>Supplies Total</b>	<b>\$ 4,526,616</b>	<b>\$ 5,864,000</b>	<b>\$ 5,650,573</b>	<b>\$ 6,472,571</b>	<b>\$ 5,789,000</b>

**Metro Transit**

**Function: Transportation**

*Line Item Detail*

**Agency Primary Fund:** Metro Transit

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Purchased Services					
Natural Gas	201,421	250,000	217,534	311,201	311,201
Electricity	374,644	360,000	330,000	603,000	603,000
Water	43,093	33,000	75,000	43,230	43,230
Sewer	5,218	7,500	5,218	7,500	7,500
Stormwater	24,170	23,000	24,170	23,000	23,000
Telephone	10,357	10,000	6,244	10,000	10,000
Cellular Telephone	9,838	10,000	14,234	13,566	13,566
Building Improv Repair Maint	11,321	9,000	6,800	9,000	9,000
Waste Disposal	20,094	16,000	20,094	16,000	16,000
Pest Control	7,032	4,000	6,605	5,000	5,000
Elevator Repair	1,818	2,000	1,394	2,000	2,000
Facility Rental	36,169	400,000	418,000	465,000	400,000
Grounds Improv Repair Maint	7,432	7,500	7,432	7,500	7,500
Snow Removal	80,304	65,000	85,000	65,000	65,000
Office Equipment Repair	242	-	-	-	-
Comm Device Mntc	514,223	550,000	514,223	570,000	570,000
Equipment Mntc	10,531	2,000	10,531	2,000	2,000
System & Software Mntc	345	-	884	-	-
Vehicle Repair & Mntc	104,002	135,000	202,728	135,000	135,000
Sidewalk Mntc	311	-	-	-	-
Recruitment	588	-	161	-	-
Mileage	130	-	-	-	-
Conferences & Training	55,595	55,000	55,595	101,078	136,078
Memberships	67,572	65,000	67,572	65,000	65,000
Uniform Laundry	9,280	14,000	9,280	14,000	14,000
Medical Services	67,135	55,000	55,142	75,000	75,000
Audit Services	17,600	18,000	-	21,473	21,473
Bank Services	865	1,000	278	1,000	1,000
Credit Card Services	21,788	14,000	13,607	16,746	16,746
Armored Car Services	13,022	13,000	9,900	17,000	17,000
Delivery Freight Charges	1,404	1,500	6,000	1,500	1,500
Storage Services	1,682	1,500	1,682	1,500	1,500
Consulting Services	147,388	400,000	429,648	400,000	200,000
Advertising Services	60,927	275,000	60,927	275,000	275,000
Printing Services	74,577	55,000	110,000	100,000	75,000
Inspection Services	5,040	4,000	1,560	4,000	4,000
Parking Towing Services	25,745	24,000	53,000	40,000	40,000
Transportation Services	3,306,507	3,800,000	4,500,000	4,550,000	4,550,000
Other Services & Expenses	320,994	200,000	394,353	200,000	200,000
Comm Agency Contracts	175,543	30,000	84,886	30,000	30,000
General Liability Insurance	747,899	900,000	1,016,819	900,000	900,000
<b>Purchased Services Total</b>	<b>\$ 6,583,846</b>	<b>\$ 7,810,000</b>	<b>\$ 8,816,500</b>	<b>\$ 9,101,294</b>	<b>\$ 8,846,294</b>
Debt Othr Financing					
Principal	-	359,910	359,910	359,910	359,910
Interest	685,777	-	327,138	-	-
Interest Leases	86,720	-	-	-	-
Amortization	(497,488)	-	-	-	-
Lease Amortization	463,642	-	-	-	-
<b>Debt Othr Financing Total</b>	<b>\$ 738,651</b>	<b>\$ 359,910</b>	<b>\$ 687,048</b>	<b>\$ 359,910</b>	<b>\$ 359,910</b>

**Metro Transit**Function: **Transportation***Line Item Detail*

Agency Primary Fund: Metro Transit

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Inter Depart Charges					
ID Charge From Attorney	32,671	23,710	23,710	46,726	49,625
ID Charge From Civil Rights	117,145	117,662	117,662	120,649	128,118
ID Charge From Finance	210,024	248,889	248,889	219,577	233,178
ID Charge From Human Resour	376,982	374,019	374,019	408,139	433,477
ID Charge From Information Te	347,279	534,871	534,871	561,615	965,825
ID Charge From Mayor	203,311	212,524	212,524	211,829	224,978
ID Charge from EAP	21,453	32,715	32,715	34,595	36,741
ID Charge From Fleet Services	65,878	9,780	9,780	31,977	32,071
ID Charge From Traffic Eng	57,336	207,858	207,858	125,307	130,423
ID Charge From Insurance	167,149	162,476	162,476	195,574	195,574
ID Charge From Workers Comp	684,003	708,686	708,686	752,959	752,959
ID Charge From Stormwater	63,788	35,000	35,000	40,000	40,000
<b>Inter Depart Charges Total</b>	<b>\$ 2,347,019</b>	<b>\$ 2,668,190</b>	<b>\$ 2,668,190</b>	<b>\$ 2,748,948</b>	<b>\$ 3,222,969</b>
Transfer Out					
Transfer Out To Debt Service	-	3,825,525	3,825,525	3,825,525	3,790,433
Transfer Out To Capital	272,890	-	-	-	-
<b>Transfer Out Total</b>	<b>\$ 272,890</b>	<b>\$ 3,825,525</b>	<b>\$ 3,825,525</b>	<b>\$ 3,825,525</b>	<b>\$ 3,790,433</b>

**Metro Transit**

**Function: Transportation**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
				FTEs	Amount	FTEs	Amount
DATA ANALYST 2	18	1.00	70,487	1.00	56,633	1.00	56,633
HIGH VOLTAGE TECH	41	-	-	3.00	190,867	3.00	190,867
NEW POSITIONS		21.00	939,000	-	-	-	-
OPERATIONS DESK SUPER	44	-	-	-	-	1.00	66,805
PARA SCHEDULING COOR-42	42	2.00	123,683	2.00	124,614	2.00	124,614
TRAINING COORDINATOR	44			1.00	67,493	1.00	68,147
TRANS ACCT 2-44	44	1.00	64,964	1.00	72,026	1.00	72,724
TRANS ACCT 3-44	44	1.00	100,199	1.00	107,944	1.00	108,991
TRANS ACCT 4-44	44	1.00	107,008	1.00	81,653	1.00	82,445
TRANS ACCT CLK 2-42	42	2.00	117,235	2.00	121,088	2.00	121,088
TRANS ACCT CLK 3-42	42	2.00	127,684	2.00	128,627	2.00	128,627
TRANS ACCTG TECH 3-42	42	1.00	69,310	1.00	77,225	1.00	77,225
TRANS ADV/SALES ASSOC-19	19	1.00	65,313	1.00	71,037	1.00	71,725
TRANS BUS CLEANER-41	41	5.00	329,565	5.00	315,946	5.00	315,946
TRANS CAPITAL PROGRAM MGR-44	44	-	-	1.00	102,820	1.00	103,817
TRANS CAPITAL PROJECT MGR-44	44	-	-	1.00	89,261	1.00	90,126
TRANS CLASS A MECH-41	41	13.00	1,045,378	13.00	1,030,079	16.00	1,200,576
TRANS CLASS B MECH-41	41	15.00	1,034,066	15.00	1,126,567	16.00	1,177,487
TRANS CLASS C MECH-41	41	17.00	1,035,086	17.00	988,418	17.00	988,418
TRANS CUS SERV SUPV-44	44	1.00	63,225	1.00	69,349	1.00	70,022
TRANS CUST SERVS REPR-42	42	7.00	376,201	9.00	485,112	9.00	485,112
TRANS CUST SERVS REPR-42 PT	42	1.80	106,077	1.80	114,503	1.80	114,503
TRANS DATA ANALYST 3-44	44	-	-	2.00	163,307	2.00	164,890
TRANS EMPL REL ASST-43	43	2.00	119,831	4.00	254,917	4.00	257,388
TRANS FINANCE MGR-44	44	1.00	105,592	1.00	118,136	1.00	119,282
TRANS GARAGE DISPAT-41	41	2.00	150,115	2.00	149,857	2.00	149,857
TRANS GENERAL MGR-21	21	1.00	151,682	1.00	161,921	1.00	163,490
TRANS GRAPHICS TECH-42	42	2.00	106,252	2.00	104,356	1.00	47,949
TRANS HR COORD-44	44	1.00	74,219	1.00	93,856	1.00	94,766
TRANS INFO SYS COORD-44	44	1.00	100,951	1.00	107,765	1.00	108,810
TRANS INFO SYS SPEC 2-44	44	1.00	90,306	2.00	171,624	2.00	173,288
TRANS INFO SYS SPEC 3-44	44	2.00	171,583	2.00	187,178	2.00	188,993
TRANS JANITOR-41	41	3.00	189,830	3.00	180,459	3.00	180,459
TRANS MAINT MGR-44	44	3.00	296,917	3.00	382,762	3.00	386,473
TRANS MAINT SUPERV-44	44	8.00	651,310	9.00	816,812	10.00	899,185
TRANS MAP & COMM SPEC-42	42	-	-	-	-	1.00	56,408
TRANS MARKETING GEN SUPV-44	44	1.00	97,441	-	-	-	-
TRANS MECH LEADWKR-41	41	1.00	82,237	1.00	82,466	1.00	82,466
TRANS MK/CU SERV MGR-44	44	2.00	215,872	2.00	223,356	2.00	225,521
TRANS MKT SPEC 1-44	44	1.00	75,504	1.00	84,103	1.00	84,918
TRANS MKT SPEC 2-44	44	-	-	2.00	138,699	2.00	140,043
TRANS OPER MGR-44	44	3.00	301,158	3.00	386,306	3.00	390,051
TRANS OPER OFF COOR-42	42	1.00	62,134	-	-	-	-
TRANS OPER SUPER-44	44	17.00	1,499,315	18.00	1,676,995	18.00	1,693,253
TRANS OPERATOR-41	41	302.00	20,119,491	311.00	20,353,290	306.00	20,098,690
TRANS OPERATOR-41 PT	41	4.80	710,908	4.80	712,882	4.80	712,882
TRANS PAINT & BODY-41	41	2.00	158,548	2.00	159,731	2.00	159,731
TRANS PARTS SPEC-42	42	2.00	99,561	2.00	108,913	2.00	108,913
TRANS PARTS SUPER-44	44	1.00	72,110	1.00	79,949	1.00	80,724
TRANS PLAN&SCH MGR-44	44	1.00	96,319	1.00	112,719	1.00	113,812
TRANS PLANNER 2-44	44	2.00	162,466	2.00	171,106	2.00	172,765
TRANS PLANNER 3-44	44	1.00	102,038	1.00	109,907	1.00	110,972



**Metro Transit**

**Function: Transportation**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
				FTEs	Amount	FTEs	Amount
TRANS SAFETY COORD - 44	44	1.00	67,472	1.00	78,253	1.00	79,011
TRANS SCHED PLANNER-44	44	1.00	91,926	1.00	81,653	1.00	82,445
TRANS SERVICE WKR-41	41	12.00	725,429	12.00	768,021	14.00	877,138
TRANS SERVICE WKR-41 PT	41	0.50	35,532	0.50	50,476	0.50	50,476
TRANS UTIL WKR-41	41	8.00	560,210	8.00	567,367	9.00	623,552
TRANSIT CHIEF ADMIN OFF-21	21	1.00	104,672	1.00	151,656	1.00	153,126
TRANSIT CHIEF DEV OFF-21	21	1.00	104,672	1.00	151,656	1.00	153,126
TRANSIT CHIEF MAINT OFF-21	21	1.00	104,672	1.00	158,396	1.00	159,932
TRANSIT CHIEF OPERATING OFF-21	21	1.00	104,672	1.00	158,396	1.00	159,932
TRANSIT HR MANAGER-44	44	-	-	1.00	89,261	1.00	90,126
VEHICLE & CHARG ENG*	44	-	-	-	-	1.00	88,351
		<b>488.10**</b>	<b>\$33,737,429</b>	<b>492.10</b>	<b>\$34,969,770</b>	<b>497.10</b>	<b>\$35,399,094</b>

\*The classification of the 1.0 FTE Vehicle & Charging Engineer is pending a position study. This position is budgeted in Compensation Group 44, Range 12. The final classification is subject to change contingent on the result of the position study.

\*\*The Metro Transit 2023 adopted budget included 3.0 FTE limited term positions for outreach and customer service. These positions were inadvertently excluded from the position table in the 2023 adopted budget. The correct number of positions in the 2023 adopted budget is 491.10 FTEs.

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

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## *Agency Overview*

### Agency Mission

The Parking Division manages Madison's on- and off-street parking supply to support sustainable transportation choices while providing equitable access to Madison businesses, events, and residents.

### Agency Overview

The Agency is responsible for providing services across garage parking, lot parking, on street parking, parking operations, and parking enforcement. The goal of the Agency is to provide continuous improvement for the customer experience and to improve the City's parking infrastructure. The Parking Division will advance this goal through system efficiencies, expanding cross-training for continuity of operations, and completion of an on-street meter replacement project.

### 2024 Budget Highlights

#### Agency-Wide Changes

- Utilizes \$4.8 million in Parking reserves as revenues remain below pre-pandemic levels and to cover expected revenue losses from the closure and redevelopment of the State Street Campus Garage.
- Moves a 1.0 FTE Public Information Officer position to the Transportation Department where it will allocate its time across Parking, Traffic Engineering, and the Transportation Department. (Parking Fund Reduction: \$106,400)
- Recreates a vacant 1.0 FTE Parking GIS Coordinator position to a 1.0 FTE IT Specialist 2 position within Information Technology. The position will be located in Information Technology and will be funded by Parking, Traffic Engineering, and the Transportation Department. (Parking Fund Reduction: \$50,000)

#### Service: Garage Parking

- Decreases charge revenues by \$1.6 million compared to the 2023 Adopted Budget to account for the closure of the State Street Campus Garage for redevelopment.

#### Service: Lot Parking

- Budget maintains current level of service.

#### Service: On Street Parking

- Budget maintains current level of service.

#### Service: Parking Enforcement

- The City entered into a new towing contract in 2022 under which costs increased from \$42.50 to \$110.00 per tow. Parking Division staff are pursuing an increase to the City towing fee charged to vehicle owners so that it better aligns with the City's actual costs. While the Parking Fund covers the costs associated with towing, revenues from the towing fee are deposited into the General Fund. The Executive Budget assumes incremental revenues of \$165,000 from the towing fee increase will be deposited into the Parking Fund to offset a portion of the agency's increased costs. An increase to the fee is contingent on an ordinance change approved by Council.
- Creates a 1.0 FTE position shared with the Parks Division. In the summer months, the position will provide Park Ranger patrol. In the winter, it will assist with parking enforcement. (Increase: \$40,600)

#### Service: Parking Operations

- Reduces consulting services based on expected work plans. (Reduction: \$100,000)

**Parking**

Function:

Transportation

*Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Parking Utility	13,578,798	16,701,376	14,466,434	17,044,096	17,093,846
<b>Total</b>	<b>\$ 13,578,798</b>	<b>\$ 16,701,376</b>	<b>\$ 14,466,434</b>	<b>\$ 17,044,096</b>	<b>\$ 17,093,846</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Garage Parking	5,849,289	10,041,336	7,592,993	10,416,058	10,473,264
Lot Parking	181,887	244,496	198,558	210,116	210,200
On Street Parking	1,095,936	416,721	987,606	442,640	442,725
Parking Enforcement	3,106,576	4,018,741	3,516,552	4,126,365	4,226,694
Parking Operations	3,345,110	1,980,081	2,170,725	1,848,917	1,740,962
<b>Total</b>	<b>\$ 13,578,798</b>	<b>\$ 16,701,376</b>	<b>\$ 14,466,434</b>	<b>\$ 17,044,096</b>	<b>\$ 17,093,846</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Charges For Services	(9,533,571)	(11,469,235)	(10,399,217)	(9,505,613)	(9,505,613)
Licenses And Permits	(2,808,148)	(2,605,114)	(3,999,033)	(2,559,852)	(2,559,852)
Fine Forfeiture Asmt	-	-	-	-	(165,000)
Invest Other Contrib	(419,962)	(40,000)	(54,372)	(40,000)	(40,000)
Misc Revenue	(815,461)	(10,000)	5,987	(10,000)	(10,000)
Other Finance Source	(1,575)	(2,577,027)	(19,800)	(4,928,631)	(4,813,381)
Transfer In	(80)	-	-	-	-
<b>Total</b>	<b>\$ (13,578,798)</b>	<b>\$ (16,701,376)</b>	<b>\$ (14,466,434)</b>	<b>\$ (17,044,096)</b>	<b>\$ (17,093,846)</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	5,494,179	7,394,156	5,911,845	7,944,542	7,905,678
Benefits	2,012,339	2,444,320	2,067,168	2,429,399	2,528,754
Supplies	157,253	452,825	251,499	430,565	433,565
Purchased Services	2,918,885	4,054,550	3,478,920	3,669,091	3,671,191
Debt Othr Financing	515,367	-	401,478	-	-
Inter Depart Charges	930,745	1,055,525	1,055,525	1,020,498	1,054,657
Transfer Out	1,550,030	1,300,000	1,300,000	1,550,000	1,500,000
<b>Total</b>	<b>\$ 13,578,798</b>	<b>\$ 16,701,376</b>	<b>\$ 14,466,434</b>	<b>\$ 17,044,096</b>	<b>\$ 17,093,846</b>

**Parking**

Function:

Transportation

*Service Overview***Service:** Garage Parking*Service Description*

This service operates six city garages: Capitol Square North Garage, Wilson Street Garage, Overture Center Garage, South Livingston Street (Capitol East) Garage, State Street Campus Garage, and State Street Capitol Garage. The goals of the service are to provide a high quality user experience; serve and balance the parking needs of residents, visitors, businesses, and events; and continuously improve operations and efficiency.

*Activities Performed by this Service*

- Facility Operations: Manage six public parking garages.
- Monthly and Long-term Leases: Manage monthly parking permits at the garages.
- Structural Maintenance and Repair: Oversee the structural repairs and engineering consulting services at the garages.

*Service Budget by Fund*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	-	-	-	-	-
Other-Expenditures	5,849,289	10,041,336	7,592,993	10,416,058	10,473,264
<b>Total</b>	<b>\$ 5,849,289</b>	<b>\$ 10,041,336</b>	<b>\$ 7,592,993</b>	<b>\$ 10,416,058</b>	<b>\$ 10,473,264</b>

*Service Budget by Account Type*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(10,339,075)	(10,061,974)	(11,235,544)	(8,460,157)	(8,460,157)
Personnel	3,948,373	6,247,854	4,196,602	6,725,715	6,832,832
Non-Personnel	1,869,422	3,747,562	3,350,471	3,646,018	3,596,018
Agency Charges	31,494	45,920	45,920	44,325	44,415
<b>Total</b>	<b>\$ (4,489,786)</b>	<b>\$ (20,638)</b>	<b>\$ (3,642,552)</b>	<b>\$ 1,955,901</b>	<b>\$ 2,013,107</b>

**Parking**

Function:

Transportation

*Service Overview***Service:** Lot Parking*Service Description*

This service operates five parking lots: Blair 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.

*Activities Performed by this Service*

- Monthly Permits: Manage monthly parking permits at the parking lots.
- Facility Operations: Oversee the operation and maintenance of six parking lots.

*Service Budget by Fund*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	-	-	-	-	-
Other-Expenditures	181,887	244,496	198,558	210,116	210,200
<b>Total</b>	<b>\$ 181,887</b>	<b>\$ 244,496</b>	<b>\$ 198,558</b>	<b>\$ 210,116</b>	<b>\$ 210,200</b>

*Service Budget by Account Type*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(652,113)	(839,596)	(342,303)	(432,529)	(432,529)
Personnel	69,468	1,500	51,270	1,500	1,500
Non-Personnel	81,851	211,422	115,713	179,632	179,632
Agency Charges	30,568	31,574	31,574	28,984	29,068
<b>Total</b>	<b>\$ (470,226)</b>	<b>\$ (595,100)</b>	<b>\$ (143,745)</b>	<b>\$ (222,413)</b>	<b>\$ (222,329)</b>

**Parking**

Function:

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.

*Activities Performed by this Service*

- On-Street Meters: Manage approximately 1,300 on-street metered spaces.
- Residential Parking Permit Program (RP3): Administer the program.
- Other On-Street Restrictions: Administer loading zone, ADA, time limit restrictions (non-RP3), and temporary no-parking restrictions.

*Service Budget by Fund*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	-	-	-	-	-
Other-Expenditures	1,095,936	416,721	987,606	442,640	442,725
<b>Total</b>	<b>\$ 1,095,936</b>	<b>\$ 416,721</b>	<b>\$ 987,606</b>	<b>\$ 442,640</b>	<b>\$ 442,725</b>

*Service Budget by Account Type*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(2,539,290)	(3,212,779)	(2,875,367)	(3,212,779)	(3,212,779)
Personnel	452,307	99,680	508,317	14,196	14,196
Non-Personnel	613,061	271,821	434,070	385,806	385,806
Agency Charges	30,568	45,220	45,220	42,638	42,723
<b>Total</b>	<b>\$ (1,443,354)</b>	<b>\$ (2,796,058)</b>	<b>\$ (1,887,761)</b>	<b>\$ (2,770,139)</b>	<b>\$ (2,770,054)</b>

**Parking**

Function:

Transportation

*Service Overview***Service:** Parking Enforcement*Service Description*

This service ensures safe and efficient movement of vehicular and pedestrian traffic related to public and private parking along the City's streets and highways. Beginning in 2020 the full cost of this service began to be funded by the Parking Utility, while remaining operationally within the Police Department. The 2021 Adopted Budget moved the Parking Enforcement service from the Police Department to the Parking Utility. The Parking Enforcement section is to be fully merged into the Parking Division by the end of 2023.

*Activities Performed by this Service*

- Enforcement: Monitor and enforcement for on-street parking meters and Residential Parking Permit Program time-limit restrictions.
- Other Enforcement: Monitor and enforcement activities related to peak-hour, loading zones, time-limits, private lots, and abandonments.

*Service Budget by Fund*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	-	-	-	-	-
Other-Expenditures	3,106,576	4,018,741	3,516,552	4,126,365	4,226,694
<b>Total</b>	<b>\$ 3,106,576</b>	<b>\$ 4,018,741</b>	<b>\$ 3,516,552</b>	<b>\$ 4,126,365</b>	<b>\$ 4,226,694</b>

*Service Budget by Account Type*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(8,986)	-	-	-	(165,000)
Personnel	2,617,801	3,089,241	2,656,640	3,213,036	3,310,365
Non-Personnel	488,775	929,500	859,913	877,849	882,949
Agency Charges	-	-	-	35,480	33,380
<b>Total</b>	<b>\$ 3,097,591</b>	<b>\$ 4,018,741</b>	<b>\$ 3,516,552</b>	<b>\$ 4,126,365</b>	<b>\$ 4,061,694</b>

**Parking**

Function:

Transportation

*Service Overview***Service:** Parking Operations*Service Description*

This service includes administrative staff in the Parking Division, the overall management and supervision of maintenance and revenue staff, and 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.

*Activities Performed by this Service*

- Management: General management and administrative support for the Parking Division.

*Service Budget by Fund*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	-	-	-	-	-
Other-Expenditures	3,345,110	1,980,081	2,170,725	1,848,917	1,740,962
<b>Total</b>	<b>\$ 3,345,110</b>	<b>\$ 1,980,081</b>	<b>\$ 2,170,725</b>	<b>\$ 1,848,917</b>	<b>\$ 1,740,962</b>

*Service Budget by Account Type*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(39,335)	(2,587,027)	(13,220)	(4,938,631)	(4,823,381)
Personnel	418,569	400,200	566,184	419,494	275,539
Non-Personnel	2,088,425	647,070	671,730	560,352	560,352
Agency Charges	838,116	932,811	932,811	869,071	905,071
<b>Total</b>	<b>\$ 3,305,775</b>	<b>\$ (606,945)</b>	<b>\$ 2,157,505</b>	<b>\$ (3,089,714)</b>	<b>\$ (3,082,419)</b>



**Parking**

Function:

Transportation

Line Item Detail

Agency Primary Fund: Parking Utility

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Charges For Services					
Reimbursement Of Expense	(26,669)	-	-	-	-
Cashiered Revenue	(6,916,669)	(8,068,193)	(7,702,811)	(6,104,571)	(6,104,571)
Metered Revenue	(2,590,233)	(3,401,042)	(2,696,405)	(3,401,042)	(3,401,042)
<b>Charges For Services Total</b>	<b>\$ (9,533,571)</b>	<b>\$ (11,469,235)</b>	<b>\$ (10,399,217)</b>	<b>\$ (9,505,613)</b>	<b>\$ (9,505,613)</b>
Licenses And Permits					
Occupancy Permits	(33,106)	-	-	-	-
Parking Permits	(2,750,281)	(2,598,914)	(3,549,903)	(2,553,652)	(2,553,652)
Other Permits	(24,761)	(6,200)	(449,130)	(6,200)	(6,200)
<b>Licenses And Permits Total</b>	<b>\$ (2,808,148)</b>	<b>\$ (2,605,114)</b>	<b>\$ (3,999,033)</b>	<b>\$ (2,559,852)</b>	<b>\$ (2,559,852)</b>
Fine Forfeiture Asmt					
Parking Violations	-	-	-	-	(165,000)
<b>Fine Forfeiture Asmt Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (165,000)</b>
Invest Other Contrib					
Interest	(280,352)	(40,000)	(54,372)	(40,000)	(40,000)
Interest on Leases	(139,610)	-	-	-	-
<b>Invest Other Contrib Total</b>	<b>\$ (419,962)</b>	<b>\$ (40,000)</b>	<b>\$ (54,372)</b>	<b>\$ (40,000)</b>	<b>\$ (40,000)</b>
Misc Revenue					
Easements	(439)	-	-	-	-
Lease Revenue	(776,512)	-	-	-	-
Miscellaneous Revenue	(38,510)	(10,000)	5,987	(10,000)	(10,000)
<b>Misc Revenue Total</b>	<b>\$ (815,461)</b>	<b>\$ (10,000)</b>	<b>\$ 5,987</b>	<b>\$ (10,000)</b>	<b>\$ (10,000)</b>
Other Finance Source					
Sale Of Assets	(1,575)	-	(19,800)	-	-
Fund Balance Applied	-	(2,577,027)	-	(4,928,631)	(4,813,381)
<b>Other Finance Source Total</b>	<b>\$ (1,575)</b>	<b>\$ (2,577,027)</b>	<b>\$ (19,800)</b>	<b>\$ (4,928,631)</b>	<b>\$ (4,813,381)</b>
Transfer In					
Transfer In From Insurance	(80)	-	-	-	-
<b>Transfer In Total</b>	<b>\$ (80)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Parking**

**Function: Transportation**

*Line Item Detail*

**Agency Primary Fund:** Parking Utility

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Salaries</b>					
Permanent Wages	5,189,225	6,837,982	5,577,930	7,614,167	7,687,984
Salary Savings	-	(295,837)	-	(228,425)	(384,901)
Pending Personnel	-	293,211	-	-	43,795
Premium Pay	25,362	60,000	25,362	60,000	60,000
Workers Compensation Wages	2,593	9,000	2,593	9,000	9,000
Compensated Absence	51,827	238,500	51,000	238,500	238,500
Hourly Wages	164,238	200,000	186,861	200,000	200,000
Overtime Wages Permanent	59,248	50,000	65,739	50,000	50,000
Overtime Wages Hourly	-	500	-	500	500
Election Officials Wages	1,687	800	2,360	800	800
<b>Salaries Total</b>	<b>\$ 5,494,179</b>	<b>\$ 7,394,156</b>	<b>\$ 5,911,845</b>	<b>\$ 7,944,542</b>	<b>\$ 7,905,678</b>
<b>Benefits</b>					
Comp Absence Escrow	160,186	100,000	35,979	100,000	100,000
Unemployment Benefits	16,994	40,000	16,994	40,000	40,000
Health Insurance Benefit	1,004,171	1,298,970	1,119,374	1,175,334	1,262,440
Wage Insurance Benefit	19,381	20,260	17,898	18,008	18,008
WRS	349,163	419,022	387,992	467,973	479,457
FICA Medicare Benefits	403,228	505,963	432,965	569,318	570,083
Post Employment Health Plans	59,217	60,105	55,967	58,766	58,766
<b>Benefits Total</b>	<b>\$ 2,012,339</b>	<b>\$ 2,444,320</b>	<b>\$ 2,067,168</b>	<b>\$ 2,429,399</b>	<b>\$ 2,528,754</b>
<b>Supplies</b>					
Office Supplies	6,417	11,550	6,100	11,550	11,550
Copy Printing Supplies	3,793	27,500	3,867	27,500	27,500
Furniture	577	6,600	2,228	6,600	6,600
Hardware Supplies	39,659	87,300	39,659	75,300	75,300
Software Lic & Supplies	2,910	5,500	5,500	5,500	5,500
Postage	4,686	7,150	4,686	7,150	7,150
Books & Subscriptions	-	825	825	825	825
Work Supplies	20,823	80,600	67,488	70,340	70,340
Janitorial Supplies	7,845	19,800	7,845	19,800	19,800
Medical Supplies	-	550	515	550	550
Safety Supplies	4,861	6,050	6,050	6,050	6,050
Snow Removal Supplies	1,742	5,500	1,800	5,500	5,500
Uniform Clothing Supplies	404	19,550	19,550	19,550	22,550
Building	-	550	1,015	550	550
Building Supplies	4,630	16,500	11,000	16,500	16,500
Electrical Supplies	3,111	13,200	3,111	13,200	13,200
HVAC Supplies	610	4,400	722	4,400	4,400
Plumbing Supplies	1,531	2,200	1,540	2,200	2,200
Machinery And Equipment	2,153	16,500	16,500	16,500	16,500
Equipment Supplies	51,500	121,000	51,500	121,000	121,000
<b>Supplies Total</b>	<b>\$ 157,253</b>	<b>\$ 452,825</b>	<b>\$ 251,499</b>	<b>\$ 430,565</b>	<b>\$ 433,565</b>

**Parking**

Function:

Transportation

Line Item Detail

Agency Primary Fund: Parking Utility

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Purchased Services					
Natural Gas	17,497	70,580	17,497	73,232	73,232
Electricity	269,626	440,924	270,495	300,000	300,000
Water	22,351	27,995	35,315	35,363	35,363
Stormwater	16,758	21,751	16,758	16,751	16,751
Telephone	13,387	10,500	10,500	10,500	10,500
Cellular Telephone	8,141	24,000	11,922	24,000	24,000
Systems Comm Internet	91,934	46,500	113,900	46,500	46,500
Building Improv Repair Maint	618,722	800,000	733,000	700,445	700,445
Elevator Repair	56,054	36,000	56,054	36,000	36,000
Facility Rental	-	5,000	-	5,000	5,000
Landfill	-	500	-	500	500
Landscaping	280	-	-	-	-
Snow Removal	113,610	345,000	172,824	245,000	245,000
Comm Device Mntc	-	20,000	-	20,000	20,000
Equipment Mntc	133,169	100,000	133,169	100,000	100,000
System & Software Mntc	128,183	147,800	128,183	147,800	149,900
Rental Of Equipment	-	5,000	-	5,000	5,000
Sidewalk Mntc	7,217	30,000	7,217	30,000	30,000
Recruitment	112	500	500	500	500
Mileage	1,234	10,000	1,234	10,000	10,000
Conferences & Training	222	10,000	222	10,000	10,000
Memberships	695	2,000	695	2,000	2,000
Uniform Laundry	46,511	40,000	48,837	40,000	40,000
Audit Services	8,000	8,000	8,000	8,000	8,000
Bank Services	5,293	10,000	5,293	10,000	10,000
Credit Card Services	582,574	550,000	582,574	600,000	600,000
Delivery Freight Charges	-	500	-	500	500
Storage Services	117	-	-	-	-
Consulting Services	137,063	250,000	137,063	150,000	150,000
Advertising Services	7,739	6,000	5,250	6,000	6,000
Inspection Services	1,430	-	-	-	-
Parking Towing Services	359,577	700,000	700,000	700,000	700,000
Security Services	230,934	290,000	241,963	290,000	290,000
Other Services & Expenses	15,794	15,000	15,794	15,000	15,000
Taxes & Special Assessments	22,277	30,000	22,277	30,000	30,000
Permits & Licenses	2,384	1,000	2,384	1,000	1,000
<b>Purchased Services Total</b>	<b>\$ 2,918,885</b>	<b>\$ 4,054,550</b>	<b>\$ 3,478,920</b>	<b>\$ 3,669,091</b>	<b>\$ 3,671,191</b>
Debt Othr Financing					
Fund Balance Generated	515,367	-	401,478	-	-
<b>Debt Othr Financing Total</b>	<b>\$ 515,367</b>	<b>\$ -</b>	<b>\$ 401,478</b>	<b>\$ -</b>	<b>\$ -</b>

**Parking**

**Function:**

**Transportation**

*Line Item Detail*

**Agency Primary Fund:** Parking Utility

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Inter Depart Charges					
ID Charge From GF	53,833	53,836	53,836	53,968	57,341
ID Charge From Attorney	16,541	10,669	10,669	22,188	23,565
ID Charge From Civil Rights	20,096	27,851	27,851	27,948	29,679
ID Charge From Finance	215,903	257,150	257,150	150,747	160,094
ID Charge From Human Resour	63,936	62,373	62,373	80,384	85,375
ID Charge From Information Te	193,249	227,229	227,229	255,459	263,911
ID Charge From Mayor	34,878	50,305	50,305	49,070	52,116
ID Charge from EAP	3,680	7,744	7,744	8,014	8,511
ID Charge From Engineering	55,570	55,570	55,570	88,950	88,950
ID Charge From Fleet Services	92,629	96,101	96,101	89,244	89,505
ID Charge From Traffic Eng	17,512	58,946	58,946	31,373	32,458
ID Charge From Insurance	111,584	101,073	101,073	113,693	113,693
ID Charge From Workers Comp	51,334	46,678	46,678	49,459	49,459
<b>Inter Depart Charges Total</b>	<b>\$ 930,745</b>	<b>\$ 1,055,525</b>	<b>\$ 1,055,525</b>	<b>\$ 1,020,498</b>	<b>\$ 1,054,657</b>
Transfer Out					
Transfer Out To General	1,550,030	1,300,000	1,300,000	1,550,000	1,500,000
<b>Transfer Out Total</b>	<b>\$ 1,550,030</b>	<b>\$ 1,300,000</b>	<b>\$ 1,300,000</b>	<b>\$ 1,550,000</b>	<b>\$ 1,500,000</b>

**Parking**

**Function: Transportation**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCOUNTANT 2-18	18	1.00	70,487	1.00	81,679	1.00	82,471
ADMIN CLK 1-20	20	3.00	176,069	3.00	189,963	3.00	191,804
ADMIN SUPV-18	18	1.00	69,520	1.00	65,251	1.00	65,883
ASST PKG UTIL MGR-18	18	1.00	129,927	1.00	137,458	1.00	138,791
CIVIL TECH 2-16	16	1.00	58,431	1.00	64,079	1.00	64,700
CUSTODIAL WKR 2-16	16	1.00	50,656	1.00	57,364	1.00	57,920
CUSTOMER SERVICE AMBASSADOR	16	1.00	54,911	1.00	58,618	1.00	59,186
CUSTOMER SVC AMBASSADOR-16 PT	16	4.50	255,885	4.65	251,692	4.65	254,132
ECONOMIC DEVELOPMENT PROG COOR	16	-	-	1.00	71,131	1.00	71,821
ENFC OFF/RANGER	16	-	-	-	-	1.00	58,175
ENGINEER 4-18	18	1.00	112,089	1.00	120,733	1.00	121,904
INFORMATION CLERK-20	20	2.00	114,877	2.00	122,632	2.00	123,821
INFORMATION CLERK-20 PT	20	0.80	44,028	0.80	41,761	0.80	42,166
MAINT ELECTR 1-16	16	1.00	78,503	1.00	83,802	1.00	84,614
NEW POSITION	18	4.00	229,346	-	-	-	-
PKG ANALYST-18	18	1.00	86,154	1.00	91,970	1.00	92,861
PKG ASSET GIS COOR-18	18	1.00	91,956	1.00	101,108	-	-
PKG CASHIER-16	16	8.00	408,284	8.00	436,893	8.00	441,129
PKG CASHIER-16 PT	16	13.05	715,637	13.05	763,952	13.05	771,358
PKG COMM OUTREACH SPEC-18	18	1.00	72,602	-	-	-	-
PKG ENFC FIELD SUPV-18	18	1.00	73,329	1.00	80,626	1.00	81,408
PKG ENFC LDWKR-16	16	1.00	70,910	2.00	141,203	2.00	142,572
PKG ENFC OFF-16	16	28.00	1,851,823	30.00	2,057,438	30.00	2,077,384
PKG ENFC SUPV-18	18	1.00	92,846	1.00	94,740	1.00	95,658
PKG EQUIP MECH-16	16	3.00	200,901	3.00	215,120	3.00	217,206
PKG EQUIP TECH 1-16	16	2.00	138,411	2.00	149,835	2.00	151,288
PKG MAINT SUPV-18	18	1.00	67,495	1.00	94,740	1.00	95,658
PKG MAINT WKR 1-16	16	9.00	524,652	9.00	588,077	9.00	593,778
PKG MAINT WKR 2-16	16	1.00	74,254	1.00	79,980	1.00	80,756
PKG OPER ASST-20	20	1.00	77,627	1.00	82,866	1.00	83,670
PKG OPER SUPV-18	18	1.00	73,329	1.00	104,977	1.00	105,995
PKG REVENUE CLK-20	20	1.00	47,880	1.00	51,112	1.00	51,608
PKG REVENUE LDWKR-16	16	4.00	278,247	4.00	286,331	4.00	289,106
PKG REVENUE LDWKR-16 PT	16	0.80	45,470	0.80	60,674	0.80	61,262
PKG REVENUE SUPV-18	18	1.00	78,241	1.00	86,889	1.00	87,731
PKG SERVICE WKR-16	16	4.00	251,091	4.00	269,492	4.00	272,105
PKG TECH AIDE-16	16	1.00	70,988	1.00	75,780	1.00	76,514
PROGRAM ASST 1-20	20	3.00	174,480	3.00	192,194	3.00	194,057
PUBLIC INFORMATION OFF 1-18	18	-	-	1.00	91,970	-	-
		<b>110.15</b>	<b>\$7,011,332</b>	<b>110.30</b>	<b>\$7,544,128</b>	<b>109.30</b>	<b>\$7,480,491</b>

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

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## 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.

### 2024 Budget Highlights

#### Agency-Wide Changes

- Moves a Public Information Officer position from the Parking Utility to the Transportation Department to serve all transportation agencies. The position will allocate half its costs to capital projects with the remaining portion shared evenly between Traffic Engineering, Transportation, and Parking. (Traffic Engineering Increase: \$21,300).
- Recreates a vacant GIS Coordinator position in Parking to an IT Specialist 2 position within Information Technology. Transportation agencies will fund the position with Traffic Engineering funding 25% of the position. (Traffic Engineering Increase: \$24,000).

#### Service: Bicycle and Pedestrian Services

- Budget maintains the currently level of service.

#### Service: Communications

- Increases funding associated with the City's contract for system support and maintenance of the public safety radio system. (Increase: \$100,000).
- Lowers intergovernmental revenues by \$30,000 based on recent trends.

#### Service: Pavement Markings

- Increases funding for contracted epoxy pavement markings based on price increases. (Increase: \$10,000)

#### Service: Services

- Budget maintains the current level of service.

#### Service: Signals

- Creates a 1.0 FTE Traffic Engineer 1 position. This position will allocate half of its time and salary to Metro Transit to support implementing and maintaining a Transit Signal Priority system. (Traffic Engineering Increase: \$50,580)
- Funding for a consultant to complete a state mandated report verifying the City's traffic lights and crossing lights are properly sequenced and timed at railroad crossings. This report is an annual requirement and represents an ongoing costs. (Increase: \$50,000)
- Lowers intergovernmental revenues by \$28,000 based on recent trends.

#### Service: Signing

- Budget maintains the current level of service.

#### Service: Streetlighting

- Increases electricity costs for expected rate increases and recent trends. (Increase: \$177,500)

**Traffic Engineering**Function: **Transportation***Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	8,186,184	8,671,580	8,260,780	9,129,581	9,705,678
Other Grants	91,684	102,000	102,000	102,000	102,000
<b>Total</b>	<b>\$ 8,277,868</b>	<b>\$ 8,773,580</b>	<b>\$ 8,362,780</b>	<b>\$ 9,231,581</b>	<b>\$ 9,807,678</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Bicycle & Pedestrian Services	1,054,674	1,234,750	1,160,372	1,269,759	1,280,488
Communications	997,817	915,591	736,768	867,013	1,121,696
Pavement Markings	873,943	1,081,805	843,125	1,082,914	1,092,081
Services	1,293,660	1,581,606	1,570,905	1,529,333	1,606,932
Signals	800,767	1,084,917	737,810	1,181,883	1,305,793
Signing	1,229,360	901,542	1,069,917	1,083,734	1,128,593
Streetlighting	2,027,647	1,973,370	2,243,883	2,216,946	2,272,095
	<b>\$ 8,277,868</b>	<b>\$ 8,773,580</b>	<b>\$ 8,362,780</b>	<b>\$ 9,231,581</b>	<b>\$ 9,807,678</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Intergov Revenues	(379,524)	(547,200)	(428,754)	(493,251)	(493,251)
Charges For Services	(254,437)	(254,242)	(227,854)	(256,242)	(256,242)
Misc Revenue	(377,506)	(380,000)	(350,000)	(380,000)	(380,000)
Transfer In	(32,716)	(24,138)	(35,000)	(24,000)	(24,000)
<b>Total</b>	<b>\$ (1,044,182)</b>	<b>\$ (1,205,580)</b>	<b>\$ (1,041,608)</b>	<b>\$ (1,153,493)</b>	<b>\$ (1,153,493)</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	4,810,027	5,623,251	4,798,416	5,915,325	6,070,438
Benefits	1,458,600	1,632,035	1,591,833	1,613,317	1,681,747
Supplies	353,663	350,555	349,375	310,235	310,235
Purchased Services	2,811,837	2,603,248	2,894,693	2,886,203	3,036,203
Inter Depart Charges	449,971	547,204	547,204	521,350	587,550
Inter Depart Billing	(580,385)	(797,534)	(797,534)	(881,757)	(745,403)
Transfer Out	18,337	20,400	20,400	20,400	20,400
<b>Total</b>	<b>\$ 9,322,050</b>	<b>\$ 9,979,160</b>	<b>\$ 9,404,388</b>	<b>\$ 10,385,073</b>	<b>\$ 10,961,170</b>

*Service Overview*

**Service:** Bicycle & Pedestrian Services

Service Description

This service guides bicycle and pedestrian planning, infrastructure improvements, and safety initiatives. The program also includes education, encouragement and outreach focused on bicycle and pedestrian safety as well as the administration of the Crossing Guard Program. The goals of this service are to ensure safe, efficient, equitable and accessible walking and biking infrastructure; increase the number of people choosing to walk and bike; and increase pedestrian and bicycle safety.

Activities Performed by this Service

- Pedestrian and Bicycle Plans: Planning for pedestrian and bicycle facilities including work related to Vision Zero, Complete Green Streets, neighborhood planning and other City projects.
- Engagement and Public Input: Outreach to underserved neighborhoods to gather input on walking/biking and infrastructure changes, holding public meetings to discuss specific projects and responding to concerns.
- Safety Education: Provide education to support walking and biking safety including Safe Routes to School planning and program delivery.
- Crossing Guard Services: Providing Crossing Guards services at approved locations and reviewing locations.

Service Budget by Fund

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	962,990	1,132,750	1,058,372	1,167,759	1,178,488
Other-Expenditures	91,684	102,000	102,000	102,000	102,000
<b>Total</b>	<b>\$ 1,054,674</b>	<b>\$ 1,234,750</b>	<b>\$ 1,160,372</b>	<b>\$ 1,269,759</b>	<b>\$ 1,280,488</b>

Service Budget by Account Type

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Personnel	932,656	1,142,774	1,065,703	1,181,069	1,191,663
Non-Personnel	76,043	32,600	35,293	36,190	36,190
Agency Charges	45,975	59,376	59,376	52,499	52,635
<b>Total</b>	<b>\$ 1,054,674</b>	<b>\$ 1,234,750</b>	<b>\$ 1,160,372</b>	<b>\$ 1,269,759</b>	<b>\$ 1,280,488</b>



**Traffic Engineering**

Function:

Transportation

*Service Overview***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.

*Activities Performed by this Service*

- Emergency Communication System: Maintain and repair equipment at eight radio tower locations including the 911 center and maintain and repair portable and handheld radios and miscellaneous electronics.
- Interoperability with Dane County 911 Center: Ensure the Dane County and the City of Madison separate emergency radio systems are compatible to receive calls from the 911 Center.
- Emergency Radio Equipment: Install communication equipment in police, fire, and other City agency vehicles and for other agencies throughout Dane County.

*Service Budget by Fund*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	997,817	915,591	736,768	867,013	1,121,696
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 997,817</b>	<b>\$ 915,591</b>	<b>\$ 736,768</b>	<b>\$ 867,013</b>	<b>\$ 1,121,696</b>

*Service Budget by Account Type*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(68,416)	(135,200)	(120,637)	(105,200)	(105,200)
Personnel	824,882	1,078,037	846,928	1,072,722	1,090,812
Non-Personnel	700,586	635,511	673,233	650,651	750,651
Agency Charges	(459,234)	(662,757)	(662,757)	(751,159)	(614,567)
<b>Total</b>	<b>\$ 997,817</b>	<b>\$ 915,591</b>	<b>\$ 736,768</b>	<b>\$ 867,013</b>	<b>\$ 1,121,696</b>

**Traffic Engineering**

Function:

Transportation

*Service Overview***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.

*Activities Performed by this Service*

- Pavement Marking Design: Design pavement marking needs based on condition of existing markings and public safety, including prioritizing the material, location, and type of replacement pavement markings.
- Pavement Marking Installation: Paint pavement markings throughout the city to help guide bicycles, pedestrians, and motorists.
- Epoxy Pavement Marking: Oversee the work of the contractor hired to install epoxy pavement marking in high traffic locations.

*Service Budget by Fund*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	873,943	1,081,805	843,125	1,082,914	1,092,081
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 873,943</b>	<b>\$ 1,081,805</b>	<b>\$ 843,125</b>	<b>\$ 1,082,914</b>	<b>\$ 1,092,081</b>

*Service Budget by Account Type*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	-	(5,000)	-	(5,000)	(5,000)
Personnel	569,908	651,300	435,070	634,925	643,825
Non-Personnel	217,731	342,827	315,377	355,827	355,827
Agency Charges	86,303	92,678	92,678	97,162	97,429
<b>Total</b>	<b>\$ 873,943</b>	<b>\$ 1,081,805</b>	<b>\$ 843,125</b>	<b>\$ 1,082,914</b>	<b>\$ 1,092,081</b>

**Traffic Engineering**

Function:

Transportation

*Service Overview***Service:** Services*Service Description*

This service, in conjunction with the Transportation Commission, provides 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.

*Activities Performed by this Service*

- **Plan Review:** Review and recommend approval of or changes to neighborhood development or transportation system plans to ensure a safe and efficient transportation system for all modes of travel.
- **Project Review:** Maintain prioritized list of transportation safety projects generated from public feedback, crash data or other transportation related studies.
- **Right-of-Way Permits:** Review plans for proposed use of the public right-of-way for public safety and pedestrian and traffic flow.
- **Traffic Studies:** Conduct traffic studies or counts to determine traffic by mode in order to determine appropriate traffic control devices or street geometry needs.
- **Mapping System:** Continuous updating of asset data using mapping software and administration of the CityWorks asset management system.

*Service Budget by Fund*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	1,293,660	1,581,606	1,570,905	1,529,333	1,606,932
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 1,293,660</b>	<b>\$ 1,581,606</b>	<b>\$ 1,570,905</b>	<b>\$ 1,529,333</b>	<b>\$ 1,606,932</b>

*Service Budget by Account Type*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Personnel	1,163,319	1,452,047	1,447,792	1,389,554	1,466,978
Non-Personnel	19,929	19,100	12,654	26,281	26,281
Agency Charges	110,413	110,459	110,459	113,498	113,673
<b>Total</b>	<b>\$ 1,293,660</b>	<b>\$ 1,581,606</b>	<b>\$ 1,570,905</b>	<b>\$ 1,529,333</b>	<b>\$ 1,606,932</b>

**Traffic Engineering**

Function:

Transportation

*Service Overview***Service:** Signals*Service Description*

This service is responsible for the installation, operation, and upkeep of traffic signals. Specific activities include: (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 of the City's traffic signals.

*Activities Performed by this Service*

- Traffic Signals: Provide routine maintenance, repairs, and emergency response to equipment failures and traffic signals knocked down.
- Fiber Conduit: Provide routine maintenance, repair, and emergency response to equipment failures and fiber breaks due to extreme weather or contractor damage.
- Traffic Signal Timing: Remotely or locally adjust traffic signals to adapt to special events, crashes, flooding, and road closures.

*Service Budget by Fund*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	800,767	1,084,917	737,810	1,181,883	1,305,793
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 800,767</b>	<b>\$ 1,084,917</b>	<b>\$ 737,810</b>	<b>\$ 1,181,883</b>	<b>\$ 1,305,793</b>

*Service Budget by Account Type*

	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Revenue	(678,209)	(803,000)	(668,398)	(766,551)	(766,551)
Personnel	983,500	1,352,466	920,409	1,364,206	1,438,067
Non-Personnel	409,592	435,805	386,153	457,521	507,521
Agency Charges	85,884	99,646	99,646	126,707	126,756
<b>Total</b>	<b>\$ 800,767</b>	<b>\$ 1,084,917</b>	<b>\$ 737,810</b>	<b>\$ 1,181,883</b>	<b>\$ 1,305,793</b>

**Traffic Engineering**

Function:

Transportation

*Service Overview***Service:** Signing*Service Description*

This service is responsible for fabricating, installing, replacing, repairing, and maintaining street signs. Specific activities include: (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.

*Activities Performed by this Service*

- Signage Plans: Develop sign plans that are designed to improve public safety and traffic flow.
- Fabricate and Install Signs: Manufacture and install signs throughout the City.
- Facilitate Special Events: Work with special event planners and other agencies to design plans to accommodate special events in a safe manner. Place signage and barricades needed for these events.

*Service Budget by Fund*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	1,229,360	901,542	1,069,917	1,083,734	1,128,593
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 1,229,360</b>	<b>\$ 901,542</b>	<b>\$ 1,069,917</b>	<b>\$ 1,083,734</b>	<b>\$ 1,128,593</b>

*Service Budget by Account Type*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(123,856)	(112,000)	(90,511)	(113,500)	(113,500)
Personnel	1,203,830	906,760	1,024,873	1,113,192	1,134,648
Non-Personnel	137,617	76,123	104,897	77,102	77,102
Agency Charges	11,769	30,659	30,659	6,940	30,343
<b>Total</b>	<b>\$ 1,229,360</b>	<b>\$ 901,542</b>	<b>\$ 1,069,917</b>	<b>\$ 1,083,734</b>	<b>\$ 1,128,593</b>

**Traffic Engineering**

Function:

Transportation

*Service Overview***Service:** Streetlighting*Service Description*

This service manages all street lights within the City of Madison. Specific activities include: repairing and maintaining light poles, bases and luminaries, and repairing 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.

*Activities Performed by this Service*

- Streetlight Maintenance: Provide routine maintenance, repairs, and emergency response to knocked down street lights and repair malfunctioning street light equipment.
- Installation Requests: Evaluate requests for lighting installation and coordinate with field staff or utilities.

*Service Budget by Fund*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	2,027,647	1,973,370	2,243,883	2,216,946	2,272,095
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 2,027,647</b>	<b>\$ 1,973,370</b>	<b>\$ 2,243,883</b>	<b>\$ 2,216,946</b>	<b>\$ 2,272,095</b>

*Service Budget by Account Type*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Revenue	(173,701)	(150,380)	(162,063)	(163,242)	(163,242)
Personnel	590,534	671,903	649,475	772,974	786,193
Non-Personnel	1,622,338	1,432,237	1,736,861	1,613,266	1,613,266
Agency Charges	(11,524)	19,609	19,609	(6,053)	35,878
<b>Total</b>	<b>\$ 2,027,647</b>	<b>\$ 1,973,370</b>	<b>\$ 2,243,883</b>	<b>\$ 2,216,946</b>	<b>\$ 2,272,095</b>

**Traffic Engineering**

Function: **Transportation**

Line Item Detail

Agency Primary Fund: General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Intergov Revenues</b>					
Federal Revenues Operating	-	(1,200)	-	(1,200)	(1,200)
State Revenues Operating	(118,910)	(112,000)	(110,000)	(112,000)	(112,000)
Payment For Municipal Service	(22,589)	(35,000)	(83,696)	(35,000)	(35,000)
Local Revenues Operating	(212,058)	(324,000)	(212,058)	(300,051)	(300,051)
Other Unit Of Gov Revenues Op	(25,966)	(75,000)	(23,000)	(45,000)	(45,000)
<b>Intergov Revenues Total</b>	<b>\$ (379,524)</b>	<b>\$ (547,200)</b>	<b>\$ (428,754)</b>	<b>\$ (493,251)</b>	<b>\$ (493,251)</b>
<b>Charges For Services</b>					
Traffic Private Entity	(84,705)	(94,242)	(67,854)	(84,242)	(84,242)
Reimbursement Of Expense	(169,733)	(160,000)	(160,000)	(172,000)	(172,000)
<b>Charges For Services Total</b>	<b>\$ (254,437)</b>	<b>\$ (254,242)</b>	<b>\$ (227,854)</b>	<b>\$ (256,242)</b>	<b>\$ (256,242)</b>
<b>Misc Revenue</b>					
Miscellaneous Revenue	(377,506)	(380,000)	(350,000)	(380,000)	(380,000)
<b>Misc Revenue Total</b>	<b>\$ (377,506)</b>	<b>\$ (380,000)</b>	<b>\$ (350,000)</b>	<b>\$ (380,000)</b>	<b>\$ (380,000)</b>
<b>Transfer In</b>					
Transfer In From Insurance	(32,716)	(24,138)	(35,000)	(24,000)	(24,000)
<b>Transfer In Total</b>	<b>\$ (32,716)</b>	<b>\$ (24,138)</b>	<b>\$ (35,000)</b>	<b>\$ (24,000)</b>	<b>\$ (24,000)</b>
<b>Salaries</b>					
Permanent Wages	4,087,425	5,035,749	4,033,078	5,337,427	5,389,172
Salary Savings	-	(297,968)	-	(143,374)	(143,374)
Pending Personnel	-	71,592	-	-	103,724
Premium Pay	26,981	18,000	29,406	18,000	18,000
Workers Compensation Wages	15,895	-	540	-	-
Compensated Absence	83,393	49,999	83,393	49,999	49,999
Hourly Wages	488,296	598,010	488,296	598,010	598,010
Overtime Wages Permanent	68,986	53,379	68,986	53,379	53,379
Overtime Wages Hourly	147	-	183	-	-
Election Officials Wages	437	-	41	-	-
Budget Efficiencies	-	-	-	(92,218)	(92,218)
<b>Salaries Total</b>	<b>\$ 4,771,561</b>	<b>\$ 5,528,760</b>	<b>\$ 4,703,925</b>	<b>\$ 5,821,223</b>	<b>\$ 5,976,691</b>
<b>Benefits</b>					
Comp Absence Escrow	-	-	161,619	-	-
Health Insurance Benefit	759,400	864,019	739,569	785,227	843,425
Wage Insurance Benefit	18,964	19,847	16,962	15,933	15,933
WRS	278,783	333,022	278,012	362,946	371,853
FICA Medicare Benefits	353,299	367,974	347,701	398,831	399,800
Licenses & Certifications	191	-	-	-	-
Post Employment Health Plans	39,077	39,665	40,461	42,482	42,482
<b>Benefits Total</b>	<b>\$ 1,449,713</b>	<b>\$ 1,624,526</b>	<b>\$ 1,584,324</b>	<b>\$ 1,605,420</b>	<b>\$ 1,673,494</b>

**Traffic Engineering**

Function: **Transportation**

Line Item Detail

Agency Primary Fund: General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Supplies</b>					
Office Supplies	2,359	3,350	2,687	7,550	7,550
Copy Printing Supplies	2,370	5,100	2,370	3,100	3,100
Furniture	-	300	-	300	300
Hardware Supplies	1,948	1,500	7,256	900	900
Software Lic & Supplies	295	6,000	295	3,200	3,200
Postage	7,278	6,100	16,601	6,100	6,100
Books & Subscriptions	394	100	125	400	400
Work Supplies	279,605	243,995	243,995	239,095	239,095
Janitorial Supplies	4,048	6,000	2,497	6,000	6,000
Medical Supplies	35	100	-	-	-
Safety Supplies	15,116	13,700	18,079	15,000	15,000
Snow Removal Supplies	95	-	-	-	-
Uniform Clothing Supplies	8,747	4,200	8,747	7,890	7,890
Building	2,549	200	-	200	200
Building Supplies	3,389	1,500	11,000	2,000	2,000
Electrical Supplies	364	500	364	500	500
HVAC Supplies	18	-	19	-	-
Plumbing Supplies	36	200	-	100	100
Machinery And Equipment	165	34,500	2,567	-	-
Equipment Supplies	24,852	12,210	32,774	11,900	11,900
Street Light Supplies	-	5,000	-	-	-
Traffic Signal Supplies	-	6,000	-	6,000	6,000
<b>Supplies Total</b>	<b>\$ 353,663</b>	<b>\$ 350,555</b>	<b>\$ 349,375</b>	<b>\$ 310,235</b>	<b>\$ 310,235</b>
<b>Purchased Services</b>					
Natural Gas	10,808	9,035	31,860	15,151	15,151
Electricity	1,818,677	1,611,901	1,909,610	1,818,676	1,818,676
Water	2,391	1,980	2,250	692	692
Telephone	5,827	4,900	5,827	5,100	5,100
Cellular Telephone	6,148	13,100	6,148	9,100	9,100
Systems Comm Internet	107,341	100,000	107,341	100,000	100,000
Building Improv Repair Maint	4,723	-	132	-	-
Facility Rental	-	1,600	-	1,600	1,600
Landfill	557	2,000	557	2,000	2,000
Comm Device Mntc	23,231	9,130	23,231	20,000	20,000
Equipment Mntc	39,914	32,600	39,914	32,500	32,500
System & Software Mntc	559,131	576,702	548,261	620,884	720,884
Rental Of Equipment	4,420	2,400	1,675	2,400	2,400
Street Mntc	94,471	180,000	144,505	190,000	190,000
Street Light Mntc	4,835	13,000	4,835	13,000	13,000
Recruitment	131	-	299	-	-
Mileage	-	-	404	-	-
Conferences & Training	38,934	14,000	15,223	20,100	20,100
Memberships	4,845	3,000	2,727	2,900	2,900
Delivery Freight Charges	479	-	102	-	-
Storage Services	44	-	-	-	-
Consulting Services	4,088	-	-	-	50,000
Advertising Services	48	600	41	200	200
Printing Services	-	-	370	-	-
Locating Marking Services	19,149	17,900	23,916	17,900	17,900
Other Services & Expenses	17,317	9,100	25,462	13,800	13,800
Permits & Licenses	-	300	-	200	200
<b>Purchased Services Total</b>	<b>\$ 2,767,507</b>	<b>\$ 2,603,248</b>	<b>\$ 2,894,693</b>	<b>\$ 2,886,203</b>	<b>\$ 3,036,203</b>



**Traffic Engineering**

Function: **Transportation**

Line Item Detail

Agency Primary Fund: General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Inter Depart Charges</b>					
ID Charge From Engineering	(10,452)	62,060	62,060	6,373	62,060
ID Charge From Fleet Services	342,960	361,254	361,254	375,217	385,730
ID Charge From Traffic Eng	780	-	-	-	-
ID Charge From Insurance	43,346	33,140	33,140	38,717	38,717
ID Charge From Workers Comp	73,337	90,750	90,750	101,043	101,043
<b>Inter Depart Charges Total</b>	<b>\$ 449,971</b>	<b>\$ 547,204</b>	<b>\$ 547,204</b>	<b>\$ 521,350</b>	<b>\$ 587,550</b>
<b>Inter Depart Billing</b>					
ID Billing To Clerk	(1,237)	(1,000)	(1,000)	(1,000)	(1,000)
ID Billing To Fire	(83,988)	(101,552)	(101,552)	(101,552)	(101,552)
ID Billing To Police	(292,240)	(228,339)	(228,339)	(285,000)	(294,000)
ID Billing To Public Health	(1,932)	(1,586)	(1,586)	(1,586)	(1,586)
ID Billing To Engineering	(5,873)	(6,221)	(6,221)	(6,221)	(26,491)
ID Billing To Fleet Services	(3,853)	(4,999)	(4,999)	(4,999)	(4,999)
ID Billing To Landfill	(340)	(360)	(360)	(360)	(360)
ID Billing To Streets	(51,173)	(68,874)	(68,874)	(68,874)	(58,874)
ID Billing To Library	(3,641)	(3,766)	(3,766)	(3,766)	(3,766)
ID Billing To Parks	(28,795)	(31,043)	(31,043)	(31,043)	(31,043)
ID Billing To Bldg Inspection	(2,016)	(2,216)	(2,216)	(2,216)	(2,216)
ID Billing To Parking	(17,830)	(58,946)	(58,946)	(50,615)	(32,458)
ID Billing To Sewer	(4,008)	(4,156)	(4,156)	(4,156)	(4,156)
ID Billing To Stormwater	(10,048)	(4,246)	(4,246)	(4,246)	(4,246)
ID Billing To Transit	(58,116)	(207,858)	(207,858)	(199,027)	(130,423)
ID Billing To Water	(15,295)	(72,372)	(72,372)	(117,096)	(48,233)
<b>Inter Depart Billing Total</b>	<b>\$ (580,385)</b>	<b>\$ (797,534)</b>	<b>\$ (797,534)</b>	<b>\$ (881,757)</b>	<b>\$ (745,403)</b>
<b>Transfer Out</b>					
Transfer Out To Grants	18,337	20,400	20,400	20,400	20,400
<b>Transfer Out Total</b>	<b>\$ 18,337</b>	<b>\$ 20,400</b>	<b>\$ 20,400</b>	<b>\$ 20,400</b>	<b>\$ 20,400</b>

**Traffic Engineering**

**Function: Transportation**

*Position Summary*

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
				FTEs	Amount	FTEs	Amount
ACCT TECH 2-20	20	1.00	68,445	1.00	73,065	1.00	73,773
ASST CITY TRAFFIC ENGR-18	18	2.00	243,039	2.00	259,613	2.00	262,130
BIC REGISTRATION COORD-20 PT	20	0.60	54,744	-	-	-	-
CITY TRAFFIC ENGR-21	21	1.00	159,425	1.00	170,186	1.00	171,836
CIVIL TECH 1-16 PT	16	-	-	0.60	62,375	0.60	62,979
CIVIL TECH 2-16	16	2.00	141,074	1.00	71,272	1.00	71,963
COM OPER LDWKR-16	16	1.00	74,059	2.00	161,137	2.00	162,699
COMMUNIC OPER SUPV-18	18	1.00	96,348	1.00	89,291	1.00	90,157
COMMUNIC TECH 1-16	16	1.00	78,851	2.00	157,726	2.00	159,255
COMMUNIC TECH 2-16	16	3.00	187,366	2.00	138,646	2.00	139,990
COMMUNIC TECH 3-16	16	1.00	71,437	1.00	81,430	1.00	82,220
COMMUNICATION WKR-16	16	2.00	139,440	2.00	149,530	2.00	150,979
COMP MAP/GIS COORD-18	18	1.00	115,130	1.00	122,901	1.00	124,093
CROSSING GUARD SUPV-18 PT	18	1.70	115,107	1.70	123,453	1.70	124,650
ELECTRICAL OPER SUPV-18	18	1.00	83,645	1.00	116,136	1.00	117,262
ENGR PROG SPEC 1-16	16	5.00	395,149	6.00	465,441	6.00	469,953
ENGR PROG SPEC 2-16	16	1.00	88,349	1.00	94,313	1.00	95,228
MAINT MECH 1-16	16	1.00	66,765	1.00	73,553	1.00	74,266
MAINT PAINTER-16	16	2.00	139,812	2.00	149,249	2.00	150,696
NEW POSITION	18	2.00	126,718	-	-	-	-
PED BICYCLE ADMIN-18	18	1.00	97,474	1.00	104,053	1.00	105,062
PED BICYCLE OUTREACH SPEC-18	18	1.00	61,125	1.00	72,051	1.00	72,749
PROGRAM ASST 1-20	20	2.00	121,128	2.00	131,311	2.00	132,584
SIGN PAINTER-16	16	2.00	128,929	2.00	139,339	2.00	140,690
STOREKEEPER-16	16	1.00	63,382	1.00	71,272	1.00	71,963
TRAFF CONT MAINT WKR-16	16	6.00	369,413	6.00	381,226	6.00	384,921
TRAFF ENGR 1-18	18	1.00	94,715	1.00	101,108	2.00	182,935
TRAFF ENGR 2-18	18	4.00	359,229	4.00	386,156	4.00	389,900
TRAFF ENGR 3-18	18	1.00	70,487	1.00	72,051	1.00	72,749
TRAFF ENGR 4-18	18	2.00	241,292	2.00	205,703	2.00	207,697
TRAFF OPER LDWKR-16	16	2.00	156,447	2.00	167,008	2.00	168,627
TRAFF OPER MGR-18	18	1.00	125,286	1.00	134,982	1.00	136,290
TRAFF SIG ELECTR 1-16	16	2.00	140,380	2.00	152,132	2.00	153,607
TRAFF SIG ELECTR 2-16	16	6.00	470,762	6.00	488,243	6.00	492,977
TRAFF SIG ELECTR 3-16	16	1.00	69,106	-	-	-	-
TRAFF SIG MAINT WKR-16	16	4.00	238,985	5.00	310,182	5.00	313,189
TRAFF SYS/NET SPEC	16	1.00	104,551	1.00	85,320	1.00	86,147
TRAFFIC OPER SUPV-18	18	1.00	94,715	1.00	89,291	1.00	90,157
TRANSP OPNS ANAL-18	18	1.00	100,232	1.00	107,980	1.00	109,027
VISION ZERO PROJ MGR		-	-	1.00	81,679	1.00	82,471
		<b>70.30</b>	<b>\$5,552,542</b>	<b>70.30</b>	<b>\$5,840,404</b>	<b>71.30</b>	<b>\$5,977,871</b>

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

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## *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.

### 2024 Budget Highlights

#### Service: Transportation Management

- o Moves a Public Information Officer position currently in the Parking Division to the Department of Transportation to serve all transportation agencies. The position will allocate half of its costs to capital projects with the remaining portion split evening between the Department of Transportation, Traffic Engineering, and Parking. (Department of Transportation Increase: \$21,300)
- o Recreates a vacant GIS Coordinator position in Parking to an IT Specialist 2 position within Information Technology. Transportation agencies will fund the position with Transportation funding 5% of the position. (Department of Transportation Increase: \$5,000).
- o Updates staff allocations to reflect additional time spent working on and charged to capital projects. (Reduction: \$17,400)
- o Includes funding for grant writing consulting services to pursue federal grants including opportunities from the Bipartisan Infrastructure Law. (Increase: \$30,000).

**Transportation**Function: **Transportation***Budget Overview*

## Agency Budget by Fund

<b>Fund</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
General	288,183	568,320	303,551	564,809	606,048
<b>Total</b>	<b>\$ 288,183</b>	<b>\$ 568,320</b>	<b>\$ 303,551</b>	<b>\$ 564,809</b>	<b>\$ 606,048</b>

## Agency Budget by Service

<b>Service</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Transportation Management	288,183	568,320	303,551	564,809	606,048
<b>Total</b>	<b>\$ 288,183</b>	<b>\$ 568,320</b>	<b>\$ 303,551</b>	<b>\$ 564,809</b>	<b>\$ 606,048</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
	-	-	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2022 Actual</b>	<b>2023 Adopted</b>	<b>2023 Projected</b>	<b>2024 Request</b>	<b>2024 Executive</b>
Salaries	196,122	410,170	212,329	418,743	429,868
Benefits	49,832	121,944	57,781	105,672	109,785
Supplies	6,055	3,000	761	3,000	3,000
Purchased Services	24,998	22,000	21,475	26,000	52,000
Inter Depart Charges	11,176	11,205	11,205	11,394	11,394
<b>Total</b>	<b>\$ 288,183</b>	<b>\$ 568,320</b>	<b>\$ 303,551</b>	<b>\$ 564,809</b>	<b>\$ 606,048</b>

**Transportation**

Function:

Transportation

*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 Division, and Traffic Engineering.

*Activities Performed by this Service*

- **Transportation Planning:** Identify transportation needs, develop and evaluate solutions, and recommend projects.
- **Project Management:** Work on key transportation initiatives, such as Transportation Demand Management, Bus Rapid Transit, Transit Network Redesign, and Intercity Bus Terminal.
- **Transportation Management:** Manage interaction between the Traffic Engineering Division, the Parking Division, and Metro Transit to develop a coordinated effort toward meeting Madison's Transportation goals.

*Service Budget by Fund*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
General	288,183	568,320	303,551	564,809	606,048
Other-Expenditures	-	-	-	-	-
<b>Total</b>	<b>\$ 288,183</b>	<b>\$ 568,320</b>	<b>\$ 303,551</b>	<b>\$ 564,809</b>	<b>\$ 606,048</b>

*Service Budget by Account Type*

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
Personnel	245,954	532,115	270,110	524,415	539,654
Non-Personnel	31,053	25,000	22,236	29,000	55,000
Agency Charges	11,176	11,205	11,205	11,394	11,394
<b>Total</b>	<b>\$ 288,183</b>	<b>\$ 568,320</b>	<b>\$ 303,551</b>	<b>\$ 564,809</b>	<b>\$ 606,048</b>

**Transportation**

Function: **Transportation**

Line Item Detail

Agency Primary Fund: General

	2022 Actual	2023 Adopted	2023 Projected	2024 Request	2024 Executive
<b>Salaries</b>					
Permanent Wages	189,671	415,871	205,483	428,448	432,602
Salary Savings	-	(5,701)	-	(24,866)	(23,080)
Pending Personnel	-	-	-	20,866	26,052
Compensated Absence	6,451	-	6,451	-	-
Overtime Wages Permanent	-	-	395	-	-
Budget Efficiencies	-	-	-	(5,705)	(5,705)
<b>Salaries Total</b>	<b>\$ 196,122</b>	<b>\$ 410,170</b>	<b>\$ 212,329</b>	<b>\$ 418,743</b>	<b>\$ 429,868</b>
<b>Benefits</b>					
Health Insurance Benefit	22,908	62,582	26,864	44,214	47,486
Wage Insurance Benefit	1,268	1,711	1,230	1,572	1,572
WRS	12,369	28,279	13,973	29,134	29,850
FICA Medicare Benefits	13,288	29,372	15,714	30,752	30,878
<b>Benefits Total</b>	<b>\$ 49,832</b>	<b>\$ 121,944</b>	<b>\$ 57,781</b>	<b>\$ 105,672</b>	<b>\$ 109,785</b>
<b>Supplies</b>					
Office Supplies	1,425	1,000	540	1,000	1,000
Hardware Supplies	3,356	-	-	-	-
Software Lic & Supplies	1,274	2,000	221	2,000	2,000
<b>Supplies Total</b>	<b>\$ 6,055</b>	<b>\$ 3,000</b>	<b>\$ 761</b>	<b>\$ 3,000</b>	<b>\$ 3,000</b>
<b>Purchased Services</b>					
System & Software Mntc	787	-	787	-	-
Recruitment	1,244	-	795	4,000	-
Conferences & Training	8,386	9,000	8,386	9,000	9,000
Memberships	10,494	13,000	11,508	13,000	13,000
Consulting Services	4,088	-	-	-	30,000
<b>Purchased Services Total</b>	<b>\$ 24,998</b>	<b>\$ 22,000</b>	<b>\$ 21,475</b>	<b>\$ 26,000</b>	<b>\$ 52,000</b>
<b>Inter Depart Charges</b>					
ID Charge From Engineering	10,236	10,236	10,236	10,236	10,236
ID Charge From Insurance	722	769	769	941	941
ID Charge From Workers Comp	218	200	200	217	217
<b>Inter Depart Charges Total</b>	<b>\$ 11,176</b>	<b>\$ 11,205</b>	<b>\$ 11,205</b>	<b>\$ 11,394</b>	<b>\$ 11,394</b>

# Transportation

Function: Transportation

## Position Summary

Classification	CG	2023 Budget Adopted		2024 Budget			
		FTEs	Amount	Request		Executive	
				FTEs	Amount	FTEs	Amount
DIR OF TRANSPORTATION-21	21	1.00	176,504	1.00	188,418	1.00	190,245
ENGINEER 3-18	18	1.00	76,514	1.00	81,679	1.00	82,471
PRINCIPAL PLANNER-18	18	1.00	91,956	1.00	81,679	1.00	82,471
PUBLIC INFORMATION OFF 1-18	18	-	-	-	-	1.00	92,861
TRANS PLANNER 3-44	44	1.00	97,441	1.00	104,019	1.00	105,027
		<b>4.00</b>	<b>\$442,416</b>	<b>4.00</b>	<b>\$455,796</b>	<b>5.00</b>	<b>\$553,076</b>

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.



# *Glossary*



## Glossary

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**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.

**AMERICAN RESCUE PLAN ACT (ARPA):** The American Rescue Plan Act of 2021 (ARPA) was passed by the U.S. Congress to provide for a strong and equitable recovery from the COVID-19 pandemic. ARPA provides \$350 billion directly to state and local governments, including the City of Madison, to respond to the impacts of the COVID-19 pandemic. Eligible uses for ARPA funds include addressing ongoing public health responses costs, addressing the negative economic impacts of COVID-19, and supporting city operations and government services. ARPA is a funding source for some capital projects in the 2022 CIP.

**APPROPRIATION:** The legislative authority to spend and obligate a specified amount from a designated fund account for a specific purpose.

**BORROWING SCHEDULE:** The plan for General Fund and Non-General Fund General Obligation (GO) borrowing during the period of the Capital Improvement Plan (CIP).

**CANCELLATION:** The removal of budget authority for a project or program. Authority may be cancelled because a project is delayed, the project is not moving forward, implementation is slowed, the project is completed under budget, or there is a change in the scope of the project.

**CAPITAL BUDGET:** The appropriations for capital projects, which comprise the first year of the Capital Improvement Plan.

**CAPITAL IMPROVEMENT PLAN (CIP):** The capital projects planned for the next six years in the capital budget. Only the first year of the Capital Improvement Plan is appropriated with the adoption of the capital budget. The remaining five years of budget information are presented as a plan for the future.

**CAPITAL PROGRAM:** A large scale *continuing* work plan which provides for lasting improvements to the City's infrastructure, assets, and services oftentimes funded by notes, bonds, and other borrowing methods.

**CAPITAL PROJECT:** A large scale work plan with a *defined start date and end date* which provides for lasting improvements to the City's infrastructure, assets, and services oftentimes funded by notes, bonds, and other borrowing.

**CITYWIDE ELEMENT:** Major topic areas that influence the quality of life in Madison, as defined by the Imagine Madison Comprehensive Plan. The Citywide Elements are:

- Culture and Character
- Economy and Opportunity
- Effective Government
- Health and Safety
- Green and Resilient
- Land Use and Transportation
- Neighborhoods and Housing

**COMPENSATION GROUP:** A grouping of job classifications based on shared attributes, professional and supervisory requirements, and work functions that are assigned to established salary ranges in the compensation plan.

**DEBT SERVICE:** Principal and interest payments on debt incurred by the City.

**DEVELOPMENT IMPACT FEE ZONE:** Geographically defined areas of the City that have been designated by the Common Council as areas in which development has created or may create the need for capital improvements to be funded in whole or in part by impact fees. The areas may be referenced in the Comprehensive Plan or Master Plan, and are shown on a Development Impact Fee Zones Map.

## Glossary

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**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.

**EQUALIZED VALUE:** The estimated value of all taxable real and personal property in each taxation district, by class of property, as of January 1, and certified by the State of Wisconsin Department of Revenue on August 15 of each year.

**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 the growth in property tax supported spending to a calculated limit based on mills, the consumer price index, and net new construction.

**EXPENDITURE TYPE:** The category that describes the type of expenditure being made, for example, Building, Machinery and Equipment, 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.

**FUNDING SOURCE:** Income received which supports an appropriation. Funding sources include General Obligation borrowing, federal and state grants, special assessments, etc.

**GENERAL FUND:** A central fund into which most of the City's tax and unrestricted revenues are budgeted to support basic City operations.

**GENERAL OBLIGATION (GO) BORROWING:** A type of municipal borrowing that is secured by the City's available resources, including tax revenues, to repay the debt.

**General Fund GO Borrowing:** General Obligation Borrowing that is funded by the City's General Fund which comprises most of the City's tax revenues and unrestricted revenues.

**Non-General Fund GO Borrowing:** General Obligation Borrowing that is funded by sources other than the General Fund. These include enterprise funds such as Stormwater and Metro.

**HOLDING COSTS:** Expenses for upkeep and maintenance of the unoccupied areas of the Tax Increment Financing (TIF) district properties throughout Madison.

**HORIZON LIST:** A list of projects not included in the Capital Improvement Plan but that will continue to be studied and analyzed for inclusion in a future CIP. Projects on this list have specific outstanding items that must be addressed prior to inclusion in a future CIP.

## Glossary

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**IMAGINE MADISON:** Madison’s Comprehensive Plan (most recently updated in 2018), outlining policies and actions impacting City budgets, ordinances, and growth. The plan update, which was guided by community input, looks 20 years into the future and seeks opportunities to address long term issues, but focuses on action steps to guide the City’s near term efforts.

**IMPACT FEE:** A fee imposed on developers in order to pay the capital costs to construct, expand or improve public facilities which are necessary to accommodate new development or any improvements made to existing development in the City as a whole or in designated development impact fee zones. The City currently receives fees from 16 zones that pay for park infrastructure, parkland acquisitions, transportation improvements, Stormwater facilities and sanitary sewer improvements.

**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 providing the maximum amount a municipality may implement as property tax calculated as the prior year levy plus the percentage increase in equalized value from net new construction, with certain exceptions such as general obligation debt service.

**MAJOR:** A set of like accounts defining the nature of expenditures. Major objects within the City of Madison’s chart of accounts include:

***Revenues***

- General Revenues
- Intergovernmental Revenues
- Charges for Services; Licenses and Permits; and other sources

***Personnel Expenses***

- Salaries
- Fringe Benefits

***Non-Personnel Expenses***

- Supplies
- Purchased Services
- Debt and Other Financing
- Inter Departmental Billings
- Inter Departmental Charges
- Transfers Out

**MILL RATE:** A figure used to represent the amount per \$1,000 of the assessed value of property which then is used to determine the amount of property tax.

**NEIGHBORHOOD RESOURCE TEAM (NRT):** Staff teams that work together to focus on priorities identified by a specific neighborhood. The mission of Neighborhood Resource Teams is to encourage and enhance communication, coordination, and relationship building among City staff, residents, and other stakeholders to promote equity and improve the quality of life for Madison residents.

**NET NEW CONSTRUCTION:** The percentage calculated from the ratio of new construction value to the total equalized property value in the City, used in calculating state levy limits and expenditure restraint program limits.

**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.

## Glossary

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**PAVEMENT RATING:** A scale for measuring roadway quality ranging from 0-10, used to document the roadway condition throughout the City of Madison. Pavement ratings are updated biennially.

1	2	3	4	5	6	7	8	9	10
Poor	Deficient			Adequate				New	

**PAYMENT IN LIEU OF TAX (PILOT):** A payment made by entities exempt from the property tax to reflect services received from the City.

**RACIAL EQUITY AND SOCIAL JUSTICE INITIATIVE (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.

**REAUTHORIZATION:** Funding appropriated in one year that will not be expended in that year and is appropriated by the Common Council in the following year's budget for the same purpose.

**REVENUE BONDS:** Debt funding for capital projects and programs that is secured by a specified revenue source, for example, payments made by rate payers for water or sewer services.

**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.

**TAX INCREMENT:** The amount obtained by multiplying the total county, city, school and other local general property taxes levied on all taxable property within a tax incremental district in a year by a fraction having as a numerator the value increment for that year in the TID and as a denominator that year's equalized value of all taxable property in the TID. In any year, a tax increment is "positive" if the value increment is positive.

**TAX INCREMENTAL BASE (BASE VALUE):** The aggregate value, as equalized by the Wisconsin Department of Revenue, of all taxable property located within a Tax Increment District (TID) on the date as of which the TID is created.

**TAX INCREMENT DISTRICT (TID):** A geographical area, made up of contiguous whole units of property. A TID does not include any area identified as a wetland, as defined in State Statute.

**TAX INCREMENT FINANCING (TIF):** TIF is a public financing method that serves two primary functions. The first function is to fund certain capital improvements. The second function is, when a private project has demonstrated financial need and met the "but for" test as proscribed in State Statute, to provide public financial assistance to private developments in a tax increment district. (For a full list of eligible project costs, consult State Statute 66.1105.)

**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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