

Billings		
Total	35,004	

How will this increase be funded (e.g., General Fund, Library Fund, Capital Fund, Enterprise Fund, Grant Fund, etc.)? Please list the most applicable funding source(s). Follow up with your budget analyst if you are uncertain.

General Fund

What are the implications of this service increase over the next five years? Identify if this increase is ongoing and if additional increases to funding or personnel would be needed to support this increase.

The position would be carried into subsequent years, and it would necessitate building the costs into the appropriate object within the Clerk's Office operating budget request each year. A benefit of adding the position is that it would aid in decreasing the costs in permanent overtime wages, which have been budgeted at or over \$50,000 since 2020. This position is needed in order to address the increased complexities of election administration, and it will help to fairly distribute the work to a manageable load for each employee in the office.

Does the proposed increase affect workload for any administrative or internal service agencies (e.g., IT, Finance, HR, Fleet)? Yes

If yes, which agencies?

Describe why the proposed increase is critical.

Hiring a bilingual Spanish speaker would help the Clerk's Office to continue to move toward its goal of equitable service to all voters, residents, and business owners. Many license holders in the City of Madison are Spanish speakers who prefer to conduct business in Spanish. Voters in the City of Madison, including those voters who are currently in the Town of Madison, may prefer to speak Spanish while asking questions about or simply discussing one of their most fundamental rights as citizens. While the Language Access Program aids in these types of communications, hiring a bilingual Spanish speaker would tell the community we are committed to building an equitable workforce in the City of Madison in general and in the Clerk's Office in particular.