



City of Madison



2021



Operating Budget

Executive Budget



Satya Rhodes-Conway
Mayor

CITY OF MADISON, WISCONSIN

Satya Rhodes-Conway, Mayor

FINANCE DEPARTMENT

David Schmiedicke, Finance Director

FINANCE COMMITTEE

Satya Rhodes-Conway, Mayor

Sheri Carter, Common Council President

Barbara Harrington-McKinney, Common Council Member

Keith Furman, Common Council Member

Rebecca Kemble, Common Council Member

Michael E. Verveer, Common Council Member

Shiva Bidar, Common Council Member (*Pending Oct 6th CC Approval*)

COMMON COUNCIL

Barbara Harrington-McKinney, District 1

Patrick W. Heck, District 2

Lindsay Lemmer, District 3

Michael E. Verveer, District 4

Shiva Bidar, District 5

Marsha A. Rummel, District 6

Vacant Seat, District 7

Max Prestigiacomo, District 8

Paul E. Skidmore, District 9

Zachary Henak, District 10

Arvina Martin, District 11

Syed Abbas, District 12, Vice President

Tag Evers, District 13

Sheri Carter, District 14, President

Grant Foster, District 15

Michael J. Tierney, District 16

Samba Baldeh, District 17

Rebecca Kemble, District 18

Keith Furman, District 19

Christian A. Albouras, District 20



Section Artwork: Ryan Jonely



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Vision & User's Guide

2021 Operating Budget:
Executive Budget

OUR MADISON

INCLUSIVE, INNOVATIVE & THRIVING

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



OUR VALUES



Equity

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



Civic Engagement

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



Well-Being

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



Shared Prosperity

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



Stewardship

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



OUR SERVICE PROMISE

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

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



CITY OF
MADISON

Executive Budget User's Guide

Agency Budgets

Agencies were instructed to submit 2021 budget requests that were consistent with the cost to continue current service levels. Cost to continue adjustments included: planned salary adjustments (step and longevity increases), a revised fleet rate, and updated insurance and workers' compensation expenses, along with various agency specific items where extra-ordinary inflation is projected. General and Library Fund agencies were also instructed to develop 5% reductions.

Presentation of the 2021 Operating Budget

Agency budgets are presented in Section 4 of the document. Budgets are presented in alphabetical order. Agency budgets are presented by service and by fund at the major expenditure level. Reference the Glossary section of the budget book for definitions to key budget terms.

The presentation of each agency's budget includes 2019 actuals, 2020 budget and projected amounts (the 2020 projected amount is based on the 2nd Quarter projections), 2021 Request and Executive.

Presentation of the 2021 Operating Budget seeks to emphasize service level budgets while emphasizing the total cost of providing services. Agency budgets continue to be presented in four sections:

1. Agency Overview: High level summary of the agency including mission, overview, and key highlights for the 2020 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. Major Budget Changes: Discussion of significant changes at the service level
 - c. Activities Performed by Service: Discussion of activities that make of the service's body of work
 - d. Service Budget: Presentation of the service's budget by fund and expenditure type. Note, in cases where services are funded by multiple sources only revenues from the General Fund are presented.
4. Position Detail
 - a. Includes the count and salary of full-time equivalent (FTE) positions funded included in the Executive Budget.
5. Line Item Detail
 - a. Outlines line item expenditures within the agency's primary fund.

Internal Service Funds

The Executive 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. The Agency Billings budgets for these funds is presented as a separate table to highlight the full expenditure cost of the Agency.

1. Budget Overview
 - a. Provides an overview of agency budgets by major type of external (non-City agency) revenue, by major type of expenditure, and by City Agency Billings.

Pay Increases & Furlough Program

The Executive Budget includes the following wage increases:

- Sworn Police and Fire: 3.75% in January 2021. These increases were negotiated in 2019 by the previous Administration and are now contractually required.
- Teamsters: 2.5% in July 2021.
- All Other Civilian Positions: No Pay Increase. The Executive Budget includes a furlough program for all General Municipal Employees. This program will be implemented by Human Resources through collaboration with labor association representatives. Assumed savings from the furlough program is \$1.2 million (General and Library share only).

Enterprise Funds

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

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

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

Use of Fund Balance

The Executive Budget proposes utilizing \$8.0 million of the General Fund unassigned fund balance in 2021. This represents 2.5% of proposed budgeted expenditures in 2021. Because fund balance is a one-time source of funding, uses for fund balance in the 2021 Executive Budget are intended to be temporary. The table below outlines the proposed uses.

Proposed Uses	Amount
Temporary loss of General Fund Revenue	6,178,000
Replace Room Tax portion contributions for Olbrich Gardens & Henry Vilas Zoo	642,000
Increased City contribution to Henry Vilas Zoo (Formula Based)	400,000
Traffic Engineering Radio Subscription Costs	550,000
COVID Response Costs (Citywide PPE and Cleaning Supplies)	100,000
Town of Madison Costs: Voting Equipment & Communication Plan Implementation	130,000
TOTAL	\$8,000,000

These items were identified in accordance with City financial policies pertaining to the appropriate use of balance as stated below:

To avoid the creation of future structural budget deficits, the City of Madison will not use 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 31st equal to 15% of subsequent year budgeted general fund appropriations. In order to achieve and maintain that goal, the City will allocate excess balances in ways that avoid structural deficits (e.g., through one-time appropriations), and will take specific actions within a reasonable period of time to increase the balance if it is below the 15% goal (e.g., through allocation of unanticipated revenues to fund balance, through allocation of revenue growth to fund balance combined with prudent spending controls and/or reductions, and through adoption of revenue increases). 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 Council through resolution) or to address year-end reconciliation and expenditure restraint requirements.



Summaries

2021 Operating Budget: Executive Budget

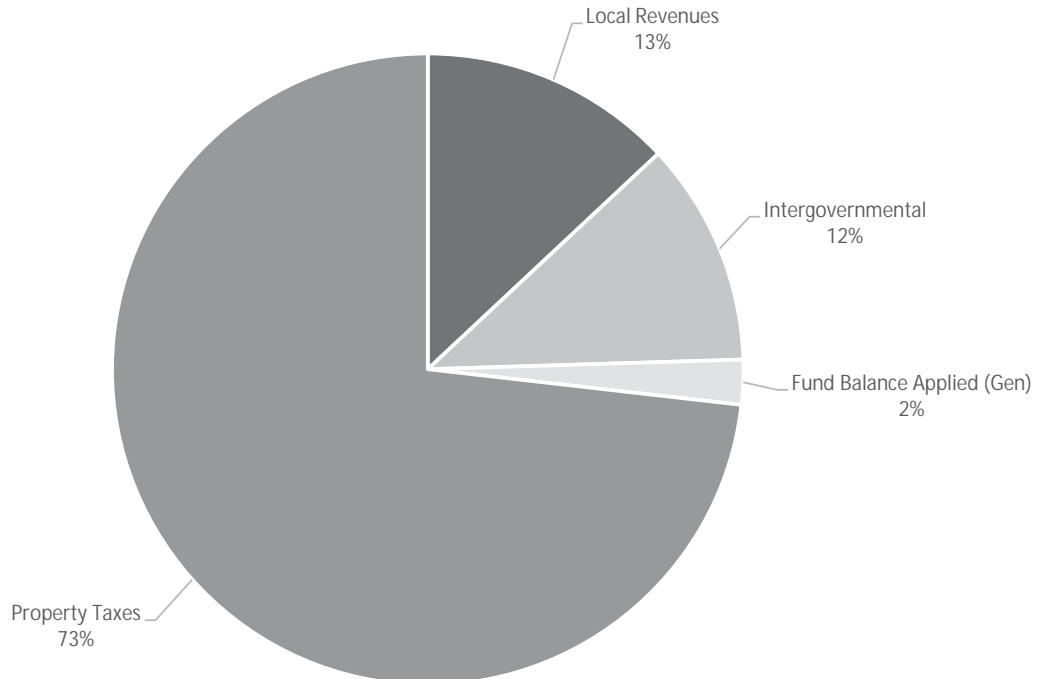
CITY TAX RATE COMPUTATION

	2020 Adopted	2021 Executive	2021 Adopted	\$ Change	Percent Change
ASSESSED VALUE					
Real Property:					
Residential	18,319,875,600	18,796,998,100	-	477,122,500	2.60%
Commercial	9,814,799,200	11,181,763,000	-	1,366,963,800	13.93%
Agricultural	20,204,200	16,000,300	-	(4,203,900)	-20.81%
Manufacturing	352,231,800	384,748,500	-	32,516,700	9.23%
Total Real Property	\$ 28,507,110,800	\$ 30,379,509,900	\$ -	\$ 1,872,399,100	6.57%
Personal Property:					
Locally Assessed	544,151,400	585,283,900	-	41,132,500	7.56%
Manufacturing	73,820,100	76,635,000	-	2,814,900	3.81%
	617,971,500	661,918,900	-	43,947,400	7.11%
Manufacturing Adjustments	-	(5,000,000)	-	(5,000,000)	
Board of Review Adjustments	-	(30,000,000)	-	(30,000,000)	
Total Assessable Property	29,125,082,300	31,006,428,800	-	1,881,346,500	6.46%
Less TIF Increment Value	(1,107,801,300)	(1,429,062,903)	-	(321,261,603)	29.00%
Net Taxable Property	\$ 28,017,281,000	\$ 29,577,365,897	\$ -	\$ 1,560,084,897	5.57%
BUDGETED REVENUES AND EXPENDITURES					
General Fund Expenditures	321,544,531	330,250,436	-	8,705,905	2.71%
Net Library Fund Expenditures	19,163,603	18,849,564	-	(314,039)	-1.64%
Total Budgeted Expenditures	340,708,134	349,100,000	-	8,391,866	2.46%
Net Expenditures	\$ 340,708,134	\$ 349,100,000	\$ -	\$ 8,391,866	2.46%
Total Revenues	90,691,981	85,565,220	-	(5,126,761)	-5.65%
Fund Balance Applied	-	8,000,000	-	8,000,000	n/a
Total Revenues and Fund Balance	90,691,981	93,565,220	-	2,873,239	3.17%
PROPERTY TAX LEVY	\$ 250,016,153	\$ 255,534,780	\$ -	\$ 5,518,627	2.21%
MILL RATE					
	<u>8.9237</u>	<u>8.6396</u>		<u>-0.2841</u>	-3.18%
General Fund Portion	8.2397	8.0023		-0.2374	-2.88%
Library Portion	0.6840	0.6373		-0.0467	-6.83%
Average Home Value	300,967	315,200		14,233	4.73%
Taxes on Average Home	2,685.74	2,723.20		37.46	1.39%

GENERAL FUND FUNDING SOURCE BY MAJOR CATEGORY

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Payments in Lieu of Tax	15,378,278	15,914,841	12,901,676	15,914,841	13,603,898
Other Local Taxes	1,552,056	1,525,000	1,363,796	1,525,000	1,409,800
Fines And Forfeitures	6,452,864	6,500,000	3,450,000	6,500,000	5,350,000
Licenses And Permits	7,385,413	7,376,920	6,510,250	7,376,920	7,616,920
Ungrouped Revenues	8,991,030	5,285,000	2,549,613	5,285,000	2,285,000
Charges for Services	14,786,359	13,389,049	13,883,921	13,389,049	15,233,015
<i>Local Revenues</i>	<i>\$ 54,546,000</i>	<i>\$ 49,990,810</i>	<i>\$ 40,659,256</i>	<i>\$ 49,990,810</i>	<i>\$ 45,498,633</i>
Intergovernmental	38,503,530	40,701,171	40,832,283	40,701,171	40,066,587
Total Revenues	\$ 93,049,530	\$ 90,691,981	\$ 81,491,539	\$ 90,691,981	\$ 85,565,220
Fund Balance Applied (Gen)	(5,732,541)	-	-	-	8,000,000
Total Revenue & Fund Bal	87,316,989	90,691,981	81,491,539	90,691,981	93,565,220
Property Taxes	241,668,043	250,016,153	250,016,300	271,013,364	255,534,780
Total Sources	\$ 328,985,032	\$ 340,708,134	\$ 331,507,839	\$ 361,705,345	\$ 349,100,000

General Fund Budget by Funding Source



GENERAL FUND REVENUES

Payments in Lieu of Tax/Transfer In

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Room Tax	5,883,538	5,865,641	2,839,476	5,865,641	4,020,698
CDA	288,586	277,000	290,000	277,000	295,000
Water Utility	7,143,068	7,500,000	7,500,000	7,500,000	7,600,000
Parking Utility	1,528,636	1,759,000	1,759,000	1,759,000	1,150,000
Monona Terrace	338,200	338,200	338,200	338,200	338,200
Golf Enterprise	196,250	175,000	175,000	175,000	200,000
Total	\$ 15,378,278	\$ 15,914,841	\$ 12,901,676	\$ 15,914,841	\$ 13,603,898

Other Local Taxes

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Penalties on Delinquent Taxes	458,793	450,000	450,000	450,000	450,000
Prior Year Taxes	-	40,000	-	40,000	40,000
Payment in Lieu of Taxes	932,477	950,000	828,796	950,000	834,800
Mobile Home Tax	91,034	85,000	85,000	85,000	85,000
Muni Svc Fee	69,752	-	-	-	-
Other	-	-	-	-	-
Total	\$ 1,552,056	\$ 1,525,000	\$ 1,363,796	\$ 1,525,000	\$ 1,409,800

Fines And Forfeitures

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Moving Violations	504,751	500,000	375,000	500,000	500,000
Uniform Citations	912,348	900,000	675,000	900,000	900,000
Parking Violations	5,035,215	5,100,000	2,400,000	5,100,000	3,950,000
Other	550	-	-	-	-
Total	\$ 6,452,864	\$ 6,500,000	\$ 3,450,000	\$ 6,500,000	\$ 5,350,000

Licenses And Permits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Animal Licenses	100,705	110,000	110,000	110,000	110,000
Bicycle Licenses	20,211	20,000	20,000	20,000	20,000
Clerks Licenses	1,116,013	1,260,000	800,000	1,260,000	1,100,000
Other Licenses	17,928	29,000	29,000	29,000	29,000
Building Permits	4,969,547	4,900,000	4,600,000	4,900,000	5,300,000
Street Occupancy Permits	436,300	352,800	299,880	352,800	352,800
Weights and Measures Permits	213,802	225,000	191,250	225,000	225,000
Street Opening Permit	458,288	420,000	400,000	420,000	420,000
Fire Permit	24,538	21,000	21,000	21,000	21,000
Other Permits	28,081	39,120	39,120	39,120	39,120
Total	\$ 7,385,413	\$ 7,376,920	\$ 6,510,250	\$ 7,376,920	\$ 7,616,920

Ungrouped Revenues

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Interest on Investments	4,467,427	4,000,000	1,300,000	4,000,000	1,000,000
Other Interest	1,300,320	-	-	-	-
P-Card Rebates	401,613	325,000	401,613	325,000	325,000
Encroachment Revenue	389,110	370,000	333,000	370,000	370,000
Easement Revenue	23,225	15,000	15,000	15,000	15,000
Sale of Surplus Property	51,758	75,000	50,000	75,000	75,000
TIF Reimbursements	1,898,000	-	-	-	-
Miscellaneous Revenues	459,577	500,000	450,000	500,000	500,000
Total	\$ 8,991,030	\$ 5,285,000	\$ 2,549,613	\$ 5,285,000	\$ 2,285,000

Intergovernmental Revenues

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
St Municipal Aid Program	4,763,269	4,763,269	4,763,269	4,763,269	4,403,359
St Utility Aid Payment	1,341,021	1,310,264	1,395,711	1,310,264	1,395,711
St Video Service Provider Aid		248,363	248,363	248,363	492,901
St Expenditure Restraint	7,042,624	6,886,978	6,886,978	6,886,978	6,707,774
St Pmt for Municipal Services	7,619,221	8,321,257	8,366,922	8,321,257	8,021,257
St Gen Transportation Aid	10,232,899	11,768,000	11,768,000	11,768,000	11,768,000
St Connecting Highway Aid	565,827	560,000	560,000	560,000	560,000
St Recycling Aid	804,538	805,000	805,000	805,000	805,000
St Exempt Computer Reimb	3,725,756	3,725,756	3,725,756	3,725,756	3,725,756
St Personal Property Exempt Aid	1,180,476	987,284	987,284	987,284	794,092
Fire Insurance Dues Pmt	1,227,899	1,325,000	1,325,000	1,325,000	1,392,737
Other	-	-	-	-	-
Total	\$ 38,503,530	\$ 40,701,171	\$ 40,832,283	\$ 40,701,171	\$ 40,066,587

Charges for Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Court Fees	6,523	-	-	-	-
Misc Charges	53,804	50,000	50,000	50,000	50,000
Fire Service	695,101	707,412	873,534	707,412	1,704,184
Ambulance Conveyance Fees	8,738,670	7,800,000	8,400,000	7,800,000	9,200,000
Police Service Fees	50,263	70,000	70,000	70,000	70,000
Engineering Service Charges	920,386	850,000	850,000	850,000	850,000
Inspection Fees	34,345	45,000	45,000	45,000	45,000
Cemetery Fees	271,604	265,000	265,000	265,000	265,000
Parks Use Charges	664,751	635,000	476,250	635,000	332,376
Program Principal/Appreciation	48,724	-	-	-	-
Reimbursement of Expenses	22,984	40,000	40,000	40,000	40,000
Application Fees	125,140	135,000	135,000	135,000	135,000
Cable Franchise Fees	2,464,415	2,251,637	2,251,637	2,251,637	2,001,455
Broadband Franchise Fees	131,469	90,000	90,000	90,000	90,000
Rental of City Property	558,180	450,000	337,500	450,000	450,000
Total	\$ 14,786,359	\$ 13,389,049	\$ 13,883,921	\$ 13,389,049	\$ 15,233,015

Operating Budget by Function

General & Library Funds

Budget by Function-General & Library Funds

	2020 Adopted	2021 Executive	Change	% Change
Administration	24,802,434	23,538,259	(1,264,174)	-5.10%
Debt Service	54,422,907	55,912,825	1,489,918	2.74%
General Government	2,604,260	2,247,390	(356,870)	-13.70%
Misc & Dir Appropriation to Cap	7,697,623	6,091,042	(1,606,581)	-20.87%
Planning & Development	25,317,259	25,677,339	360,080	1.42%
Public Facilities	19,163,603	18,849,564	(314,039)	-1.64%
Public Safety & Health	145,084,514	151,890,365	6,805,851	4.69%
Public Works	45,636,565	47,880,254	2,243,689	4.92%
Transportation	15,978,968	17,012,962	1,033,994	6.47%
TOTAL	\$ 340,708,133	\$ 349,100,000	\$ 8,391,868	2.46%

Operating Budget by Function

General & Library Funds

Budget by Function & Agency-General & Library Funds

	2020 Adopted	2021 Agency Request			2021 Executive			Overall Change	
	Amount	Amount	Change from Adopted	% Δ	Amount	Change from Request	% Δ	Change (Adopted to Exec)	% Δ
Administration	24,802,434	24,704,642	(97,791)	0%	23,538,259	(1,166,383)	-5%	(1,264,174)	-5%
Assessor	2,712,661	2,799,839	87,178	3%	2,790,146	(9,693)	0%	77,485	3%
Attorney	3,247,167	3,175,435	(71,732)	-2%	2,920,682	(254,753)	-8%	(326,485)	-10%
Civil Rights	2,065,980	1,843,856	(222,124)	-11%	2,024,298	180,442	10%	(41,682)	-2%
Clerk	2,982,498	1,979,447	(1,003,051)	-34%	2,070,391	90,944	5%	(912,107)	-31%
Employee Assistance	416,687	453,009	36,322	9%	454,307	1,298	0%	37,620	9%
Finance	4,175,833	4,223,367	47,534	1%	3,744,979	(478,388)	-11%	(430,854)	-10%
Human Resources	2,008,882	2,006,861	(2,021)	0%	1,669,142	(337,719)	-17%	(339,740)	-17%
Information Technology	7,192,726	8,222,828	1,030,102	14%	7,864,314	(358,514)	-4%	671,588	9%
Debt Service	54,422,907	57,122,907	2,700,000	5%	55,912,825	(1,210,082)	-2%	1,489,918	3%
Gen Fund Debt Service	54,422,907	57,122,907	2,700,000	5%	55,912,825	(1,210,082)	-2%	1,489,918	3%
General Government	2,604,260	3,039,351	435,091	17%	2,247,390	(791,961)	-26%	(356,870)	-14%
Common Council	867,090	901,230	34,140	4%	892,337	(8,893)	-1%	25,247	3%
Mayor	1,513,669	1,901,297	387,628	26%	1,123,505	(777,792)	-41%	(390,164)	-26%
Municipal Court	223,501	236,824	13,323	6%	231,548	(5,276)	-2%	8,047	4%
Misc & Dir Approp to Cap	7,697,623	14,644,975	6,947,352	90%	6,091,042	(8,553,933)	-58%	(1,606,581)	-21%
Capital Projects	1,612,063	1,612,063	-	0%	905,000	(707,063)	-44%	(707,063)	-44%
Citywide Miscellaneous	6,085,560	13,032,912	6,947,352	53%	5,186,042	(7,846,870)	-60%	(899,518)	-15%
Planning & Development	25,317,259	25,753,312	436,053	2%	25,677,339	(75,973)	0%	360,080	1%
Building Inspection	4,948,414	5,187,720	239,306	5%	5,015,456	(172,264)	-3%	67,042	1%
Community Development	14,174,892	14,317,306	142,414	1%	14,411,693	94,387	1%	236,801	2%
Economic Development	2,006,377	2,071,186	64,809	3%	2,178,957	107,771	5%	172,580	9%
PCED Office of Director	872,102	556,084	(316,018)	-36%	527,617	(28,467)	-5%	(344,485)	-40%
Planning	3,315,474	3,621,016	305,542	9%	3,543,616	(77,400)	-2%	228,142	7%
Public Facilities	19,163,603	19,179,747	16,144	0%	18,849,564	(330,183)	-2%	(314,039)	-2%
Library	19,163,603	19,179,747	2,444,002	11%	18,849,564	(330,183)	-2%	(314,039)	-2%
Public Safety & Health	145,084,514	152,388,660	7,304,146	5%	151,890,365	(498,295)	0%	6,805,851	5%
Fire	57,020,341	61,365,098	7,451,900	12%	60,930,396	(434,702)	-1%	3,910,055	7%
Police	81,830,699	84,184,382	4,069,519	5%	83,571,571	(612,811)	-1%	1,740,872	2%
Independent Monitor	-	-	-	0%	450,769	450,769	-	450,769	-
Public Health	6,233,474	6,839,180	605,706	9%	6,937,629	98,449	1%	704,155	11%
Public Works	45,636,565	49,542,962	3,906,397	9%	47,880,254	(1,662,708)	-3%	2,243,689	5%
Engineering	4,505,518	4,394,807	291,279	6%	4,535,951	141,144	3%	30,433	1%
Parks	14,736,923	16,188,990	4,216,537	22%	15,539,382	(649,608)	-4%	802,459	5%
Streets	26,394,124	28,959,165	3,620,041	12%	27,804,921	(1,154,244)	-4%	1,410,797	5%
Transportation	15,978,968	16,463,463	484,495	3%	17,012,962	549,499	3%	1,033,994	6%
Metro Transit	8,552,649	8,511,315	(41,334)	0%	8,511,315	-	0%	(41,334)	0%
Traffic Engineering	6,907,718	7,435,707	1,676,149	20%	8,014,955	579,248	8%	1,107,237	16%
Transportation	518,601	516,441	(2,160)	0%	486,692	(29,749)	-6%	(31,909)	-6%

GENERAL OBLIGATION DEBT SERVICE SUMMARY

	2020 ADOPTED			2021 EXECUTIVE		
	Principal	Interest	Total	Principal	Interest	Total
TYPE OF DEBT						
Promissory Notes	69,848,500	14,271,943	84,120,443	74,098,000	13,681,897	87,779,897
General Obligation Bonds	4,410,000	2,478,044	6,888,044	7,910,000	3,008,110	10,918,110
Build America Bonds	4,175,000	156,563	4,331,563	-	-	-
Recovery Zone ED Bonds	805,000	30,188	835,188	-	-	-
Paying Agent Fees	-	10,000	10,000	-	10,000	10,000
TOTAL	79,238,500	16,946,737	96,185,237	82,008,000	16,700,006	98,708,006

SOURCE OF FUNDS

² Transit Utility	398,616	164,014	562,630	1,662,197	402,293	2,064,490
Golf Courses	37,021	9,328	46,348	39,108	5,658	44,765
TIF Districts	8,744,503	1,265,839	10,010,342	7,922,451	1,088,068	9,010,519
Impact Fee Funds	266,182	32,860	299,042	195,245	19,996	215,241
Madison Public Library	2,293,103	751,942	3,045,046	2,188,293	767,207	2,955,500
Room Tax	89,688	26,429	116,117	89,688	23,382	113,070
CDBG	9,901	2,287	12,188	11,567	143	11,711
² Fleet Service	6,460,858	1,551,697	8,012,555	7,474,097	1,825,655	9,299,752
Stormwater Utility	6,471,297	1,295,382	7,766,679	6,737,227	1,281,928	8,019,154
Water Utility	117,464	27,136	144,600	137,232	1,701	138,933
Monona Terrace	43,307	10,005	53,312	50,596	627	51,223
CDA Housing Operations	47,197	10,903	58,100	55,140	683	55,823
¹ CDA Redevelopment	647,511	142,738	790,249	452,506	100,100	552,606
Madison/Dane Co Health	284,073	72,884	356,957	277,881	67,816	345,697
Special Revenue Fund	100,000	-	100,000	100,000	-	100,000
Special Assessment Fund	199,981	39,996	239,977	199,981	33,868	233,848
^{1,2} Debt Service Fund Reserves	1,047,784	34,281	1,082,065	1,267,351	37,457	1,304,808
ARRA Interest Credit	-	68,381	68,381	-	-	-
General Debt Reserves	6,237,975	1,459,767	7,697,742	6,572,696	1,305,346	7,878,042
Interest Earnings	-	1,300,000	1,300,000	-	400,000	400,000
TOTAL NON-GENERAL FUND	33,496,461	8,265,869	41,762,330	35,433,255	7,361,927	42,795,182
General Fund Portion	45,742,039	8,680,868	54,422,907	46,574,745	9,338,079	55,912,824

¹ 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. Amounts shown under Debt Service Reserves also include funds set aside from closed TIDs to pay debt service on outstanding promissory notes issued to pay costs in those TIDs.

² General Debt Reserves reflect \$7.9 million of reoffering premium received from the 2020 debt issuance. Under Wisconsin Statutes, reoffering premium must be used to pay debt service. The \$7.9 million of 2020 premium is allocated in the Debt Service Schedule as follows -- \$2,000,000 to pay Transit Utility debt service in 2021, \$500,000 to pay Fleet Service debt service in 2021, and \$5,378,042 to pay General Fund debt service in 2021.

STATEMENT OF INDEBTEDNESS AND DEBT SERVICE

SUMMARY BY PURPOSE OF ISSUE

Purpose	Principal, 2021		Interest	
	Outstanding January 1	Payable	Outstanding December 31	Payable 2021
Promissory Notes				
Streets	\$ 198,307,924	\$ 24,699,456	\$ 173,608,468	\$ 5,238,976
Parks Improvements	37,094,256	5,715,966	31,378,290	1,166,319
Land Acquisition	177,184	170,394	6,790	4,571
Public Buildings	29,568,967	5,155,434	24,413,533	917,008
Equipment Purchase	18,624,008	3,198,936	15,425,072	566,881
Planning & Development	10,839,024	1,582,512	9,256,511	318,309
Refuse Reduction & Landfill	3,177,315	397,338	2,779,977	115,179
Police	15,892,154	2,675,001	13,217,153	536,229
Fire	14,734,885	2,979,709	11,755,176	464,605
Total General Purposes	\$ 328,415,716	\$ 46,574,745	\$ 281,840,971	\$ 9,328,079
TIF Districts	40,445,063	7,922,451	32,522,612	1,088,068
Impact Fees	491,634	195,245	296,389	19,996
Library	6,486,579	969,140	5,517,439	217,669
Monona Terrace	220,209	50,596	169,613	627
Golf Enterprise	235,398	39,108	196,290	5,658
Fleet Service	34,141,383	6,016,833	28,124,550	1,113,226
Transit Utility	13,190,858	563,164	12,627,694	61,751
Stormwater Utility	39,226,421	6,737,227	32,489,194	1,281,928
Water Utility	597,279	137,232	460,046	1,701
Public Health of Madison and Dane County	1,959,486	277,881	1,681,605	67,816
CDBG	50,344	11,567	38,777	143
CDA Housing Operations	239,987	55,140	184,847	683
CDA Redevelopment	1,910,063	452,506	1,457,557	100,100
Room Tax	652,396	89,688	562,708	23,382
Brownfield Remediation Revolving Fund	1,000,000	100,000	900,000	-
Special Assessments	801,325	199,981	601,344	33,868
Debt Service Reserves	2,324,599	1,267,351	1,057,248	37,457
General Debt Reserves	-	6,572,696	-	1,305,345
Interest Earnings	-	-	-	400,000
Total Non-General Purposes	\$ 143,973,023	\$ 31,657,805	\$ 112,315,218	\$ 5,759,417
General Obligation Bonds				
Library	16,412,497	1,219,152	15,193,345	549,538
Fleet Service	31,287,717	1,457,264	29,830,453	712,429
Transit Utility	15,603,548	1,099,033	14,504,515	340,542
Land Contracts & Mortgages	-	-	-	-
TOTAL G.O. DEBT	\$ 535,692,500	\$ 82,008,000	\$ 453,684,500	\$ 16,690,006
Paying Agent Fees	-	-	-	10,000
	\$ 535,692,500	\$ 82,008,000	\$ 453,684,500	\$ 16,700,006
Revenue Debt	258,730,000	15,320,000	243,410,000	9,171,745
TOTAL	\$ 794,422,500	\$ 97,328,000	\$ 697,094,500	\$ 25,871,750



Special Fund Statements

2021 Operating Budget:
Executive Budget

ROOM TAX FUND

	2019 Actual	2020 Budget	2020 Projected	2021 Executive	2021 Adopted
Fund Balance, January 1	1,633,514	1,449,245	1,745,492	421,003	-
Restricted for Bond Requirements	-	-	-	-	-
Reserved for Monona Terrace Capital Projects	(680,560)	(680,560)	(983,785)	-	-
Committed for Event Booking Assistance	(369,765)	(369,765)	(406,275)	(406,275)	-
Balance of Unassigned Funds, January 1	\$ 583,189	\$ 398,920	\$ 355,432	\$ 14,728	\$ -

SOURCES

Estimated Total Room Tax Receipts	18,929,841	19,552,138	9,464,921	13,402,327	-
Interest Revenue	18,976	12,674	6,135	7,590	-
TOTAL SOURCES	\$ 18,948,817	\$ 19,564,812	\$ 9,471,056	\$ 13,409,917	\$ -

USES

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

Monona Terrace:

Debt Service Payment-Revenue Bond Issue (a)	800,025	272,275	272,275	-	-
Debt Service Payment-Gen'l Obligation Bond Issue (a)	-	23,998	-	23,198	-
Capital Purchases	588,587	870,000	250,000	167,500	-
Operating Subsidy	3,795,928	4,616,572	2,147,508	3,559,302	-
Reserves (b)	-	(321,556)	-	-	-
Net Operating Subsidy	3,795,928	4,295,016	2,147,508	3,559,302	-
Subtotal Monona Terrace	\$ 5,184,540	\$ 5,461,289	\$ 2,669,783	\$ 3,750,000	\$ -
Monona Terrace Share of Room Tax Revenues	27%	28%	28%	28%	

<u>Henry Vilas Zoo and Olbrich Gardens (j)</u>	\$ 642,352	\$ 642,352	\$ -	\$ -	\$ -
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<u>Overture Center Subsidy from Room Tax</u>	\$ 2,000,000	\$ 2,095,000	\$ 1,200,000	\$ 1,500,000	\$ -
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Subtotal Tangible Municipal Development	\$ 7,826,892	\$ 8,198,641	\$ 3,869,783	\$ 5,250,000	\$ -
Tangible Municipal Development Share of Room Tax Revenues	41%	42%	41%	39%	

ROOM TAX FUND

	2019 Actual	2020 Budget	2020 Projected	2021 Executive	2021 Adopted
Tourism Marketing (s. 66.0615 (1) (fm) 1., Wis. Stats.)					
<u>Greater Madison Convention and Visitors Bureau:</u>					
Destination Marketing (c)	4,989,009	5,264,037	2,950,000	3,750,000	-
Estimated Event Booking Assistance Subsidy	140,953	200,000	50,000	150,000	-
Additional Funding (b)	-	-	-	-	-
Subtotal GMCVB	<u>\$ 5,129,962</u>	<u>\$ 5,464,037</u>	<u>\$ 3,000,000</u>	<u>\$ 3,900,000</u>	<u>\$ -</u>
<u>City Tourism Marketing Activities</u>					
Support for Fireworks Events (d)	15,000	15,000	-	-	-
Sister Cities Program	27,000	30,000	15,000	18,000	-
Civic Conferences / Fairs / Festivals / Summer Concerts	132,895	177,500	87,500	125,000	-
Civic Conferences (e)	4,663	35,000	5,000	5,000	-
Civic Promotion (e)	11,732	15,000	15,000	15,000	-
Dane Dances (g)	25,000	25,000	10,000	10,000	-
Make Music Madison (g)	30,000	30,000	10,000	10,000	-
Songwriting Conference (g)	25,000	25,000	10,000	10,000	-
Music Tourism Study	-	-	-	45,000	-
Fairs / Festivals / Summer Concerts (f)	16,500	17,500	15,000	15,000	-
Downtown Temporary Art Installations (g)	20,000	30,000	22,500	15,000	-
WIAA Basketball Tournament (h)	-	15,000	-	15,000	-
Subtotal City Tourism Marketing	<u>\$ 174,895</u>	<u>\$ 237,500</u>	<u>\$ 102,500</u>	<u>\$ 158,000</u>	<u>\$ -</u>
Subtotal Tourism Marketing	<u>\$ 5,304,857</u>	<u>\$ 5,701,537</u>	<u>\$ 3,102,500</u>	<u>\$ 4,058,000</u>	<u>\$ -</u>
Share of Room Tax Revenues	28%	29%	33%	30%	
Room Tax Commission Administration	<u>18,800</u>	<u>\$ 19,552</u>	<u>\$ -</u>	<u>\$ 15,000</u>	<u>\$ -</u>
Room Tax Commission Enforcement of Transient Tourist Room Tax	<u>15,000</u>	<u>\$ 15,000</u>	<u>\$ -</u>	<u>\$ 15,000</u>	<u>\$ -</u>
Share of Room Tax Revenues	0.2%	0.2%	0.0%	0.2%	
Reserves					
Share of Room Tax Revenues					
Room Tax Commission	<u>\$ 13,165,549</u>	<u>\$ 13,934,730</u>	<u>\$ 6,972,283</u>	<u>\$ 9,338,000</u>	<u>\$ -</u>
Tourism-Related Share of Room Tax	69%	71%	74%	69%	
Room Tax Retained for General Purposes					
General Purposes (b)	5,592,290	5,786,641	2,760,476	3,941,698	-
Arts Grants	79,000	79,000	79,000	79,000	-
Subtotal Retained for Other Purposes	<u>\$ 5,671,290</u>	<u>\$ 5,865,641</u>	<u>\$ 2,839,476</u>	<u>\$ 4,020,698</u>	<u>\$ -</u>
Share of Room Tax Revenues	30%	30%	30%	30%	
TOTAL USES	<u>\$ 18,836,839</u>	<u>\$ 19,800,372</u>	<u>\$ 9,811,759</u>	<u>\$ 13,358,698</u>	<u>\$ -</u>
Fund Balance, December 31	<u>\$ 1,745,492</u>	<u>\$ 1,213,686</u>	<u>\$ 1,404,788</u>	<u>\$ 472,222</u>	<u>\$ -</u>
Transfer to Monona Terrace Operations			(750,000)		
Committed for Monona Terrace Capital Projects	(983,785)	(680,560)	(233,785)	-	-
Committed for Event Booking Assistance	(406,275)	(369,765)	(406,275)	(406,275)	-
Balance of Unassigned Funds, December 31 (b)	<u>\$ 355,432</u>	<u>\$ 163,361</u>	<u>\$ 14,728</u>	<u>\$ 65,947</u>	<u>\$ -</u>

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

(a) The CDA lease revenue bonds issued to finance the construction of Monona Terrace will be retired in 2020; the amount shown above is net of applying the debt service reserve fund to pay a portion of the final year of debt service. 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 will be 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 "Balance of Unassigned Funds" represent the unspent portion of the 70% of room taxes allocated to the Room Tax Commission. As room tax revenues recover from the impacts of the global pandemic, the Room Tax Commission will continue to review and seek to set-aside reserves.

(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.

(d) In 2021, 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 2021, \$45,000 is allocated for a study that will be carried out by the Planning Division of ways to support and expand the diversity of music tourism in Madison.

(g) This includes funding for Dane Dances (\$10,000); Make Music Madison, a summer solstice festival (\$10,000); a Madison Songwriting Conference and Festival (\$10,000); and Downtown Temporary Art Installations (\$15,000). These allocations are lower than in previous years and reflect the impact of the global pandemic.

(h) In 2021, \$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 (\$1,500,000) is authorized by the Room Tax Commission, consistent with state law. The Overture Center subsidy is reduced from prior years due to the impacts of the global pandemic. Prior year subsidies from the Room Tax Commission to the Henry Vilas Zoo and Olbrich Gardens are funded by the City's general fund in 2021 due to the impacts of the global pandemic on room tax revenues.

By the adoption of this budget, the City Council hereby incorporates the decisions of the Room Tax Commission into the 2021 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

	2019 Actual	2020 Budget	2020 Projected	2021 Executive	2021 Adopted
Fund Balance, January 1	\$ 4,743,713	\$ 1,897,714	\$ 5,069,296	\$ 4,523,317	\$ -
SOURCES					
Special Assessment Repayment					
Principal Repayment	4,275,594	6,100,000	4,057,559	5,500,000	-
General Obligation Borrowing	-	-	-	-	-
Interest on Repayments	431,191	570,000	431,191	525,000	-
Investment Income	-	120,000	-	52,000	-
Other	696,603	-	-	-	-
TOTAL SOURCES	\$ 5,403,388	\$ 6,790,000	\$ 4,488,750	\$ 6,077,000	\$ -
USES					
Transfer to Capital Projects	4,771,927	7,967,000	4,754,062	6,657,000	-
Transfer out to Debt Service	245,976	229,928	229,928	235,000	-
Other	59,902	78,372	50,739	72,000	-
TOTAL USES	\$ 5,077,805	\$ 8,275,300	\$ 5,034,729	\$ 6,964,000	\$ -
Annual Net Cash Flow	\$ 325,583	\$ (1,485,300)	\$ (545,979)	\$ (887,000)	\$ -
Fund Balance, December 31	\$ 5,069,296	\$ 412,414	\$ 4,523,317	\$ 3,636,317	\$ -

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

	2019 Actual	2020 Budget	2020 Projected	2021 Executive	2021 Adopted
Cash and Other Assets	4,749,820	4,881,712	4,731,452	5,571,522	-
Claims Payable and Other Liabilities	(4,385,776)	(4,385,776)	(4,006,590)	(4,006,590)	-
Net Assets: January 1	\$ 364,044	\$ 495,936	\$ 724,862	\$ 1,564,932	\$ -
REVENUES					
Billings to Departments	2,399,850	3,350,000	3,350,000	2,850,002	-
Interest Income	12,045	12,000	12,000	12,000	-
Appropriation from Other Funds	-	-	-	-	-
Insurance Recoveries	161,570	200,000	200,000	200,000	-
Miscellaneous Revenue	9,097	10,000	10,000	10,000	-
WMMIC Dividend	152,343	120,000	120,000	120,000	-
Total Revenues	\$ 2,734,905	\$ 3,692,000	\$ 3,692,000	\$ 3,192,002	\$ -
EXPENSES					
Liability Premium	636,998	700,000	700,000	870,000	-
Property Premium	604,509	675,000	675,000	733,125	-
Other Premiums	60,684	65,000	65,000	87,000	-
Claims	611,437	950,000	950,000	950,000	-
Reserve Adjustment	-	-	-	-	-
Interest Expense	-	-	-	-	-
Loss Payments to Departments	191,060	200,000	200,000	200,000	-
Emergency Management	-	-	-	-	-
Driver Simulator	-	-	-	-	-
Administrative Expense	269,400	261,930	261,930	280,133	-
Total Expenses	\$ 2,374,088	\$ 2,851,930	\$ 2,851,930	\$ 3,120,258	\$ -
Net Assets: December 31	724,861	1,336,006	1,564,932	1,636,676	-
Net Asset Goal	1,550,000	1,550,000	1,550,000	1,550,000	-
Surplus (Deficiency)	\$ (825,139)	\$ (213,994)	\$ 14,932	\$ 86,676	\$ -

Note on Reserve Policy:

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

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

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

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

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

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

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

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

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

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

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

WORKERS COMPENSATION FUND

	2019 Actual	2020 Budget	2020 Projected	2021 Executive	2021 Adopted
Cash and Other Assets	16,293,619	16,662,466	16,677,950	15,861,268	-
Claims Payable and Other Liabilities	<u>(11,668,941)</u>	<u>(11,668,941)</u>	<u>(11,916,255)</u>	<u>(11,916,255)</u>	-
Net Assets: January 1	<u>\$ 4,624,678</u>	<u>\$ 4,993,525</u>	<u>\$ 4,761,695</u>	<u>\$ 3,945,013</u>	<u>\$ -</u>
REVENUES					
Billings to Departments	4,049,999	3,150,000	3,150,000	3,650,000	-
Appropriation from Other Funds	-	-	-	-	-
Misc. Revenue (3rd Party Subrogation)	<u>30,125</u>	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>	-
Total Revenue	<u>\$ 4,080,124</u>	<u>\$ 3,225,000</u>	<u>\$ 3,225,000</u>	<u>\$ 3,725,000</u>	<u>\$ -</u>
EXPENSES					
Workers' Compensation Losses Paid	3,306,917	3,350,000	3,350,000	3,350,000	-
Actuarial Reserve Adjustment	-	-	-	-	-
Debt and Other Financing	-	-	-	-	-
Legal Services	45,359	60,000	60,000	60,000	-
Outside Services	167,849	165,000	165,000	180,000	-
Administrative Expense	122,552	136,682	136,682	151,559	-
Insurance	<u>300,428</u>	<u>330,000</u>	<u>330,000</u>	<u>340,000</u>	-
Total Expenses	<u>\$ 3,943,105</u>	<u>\$ 4,041,682</u>	<u>\$ 4,041,682</u>	<u>\$ 4,081,559</u>	<u>\$ -</u>
Net Assets: December 31	4,761,697	4,176,843	3,945,013	3,588,454	-
Net Asset Goal	<u>600,000</u>	<u>650,000</u>	<u>650,000</u>	<u>650,000</u>	-
Surplus (Deficiency)	<u>\$ 4,161,697</u>	<u>\$ 3,526,843</u>	<u>\$ 3,295,013</u>	<u>\$ 2,938,454</u>	<u>\$ -</u>

Note on Workers Compensation Fund Policy:

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

In 2017, the confidence level at which claims are reserved 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.



Agency Operating Budgets

2021 Operating Budget:
Executive Budget

Assessor

Agency Overview

Agency Mission

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

Agency Overview

The Agency assesses all taxable real and personal property 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.

2021 Budget Highlights

The 2021 Executive Budget includes funding for:

- Proposes \$35,000 (or 1.3%) in reductions to the Assessor's budget. These reductions include:
 - Eliminates overtime funding (Reduction: \$5,000).
 - Reduces conferences and training budget in 2021 (Reduction: \$5,000).
 - Reduces mileage budget to reflect fewer in-person assessments (Reduction: \$25,000).

Budget Overview

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	2,430,782	2,712,661	2,805,436	2,799,839	2,790,146
TOTAL	\$ 2,430,782	\$ 2,712,661	\$ 2,805,436	\$ 2,799,839	\$ 2,790,146

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Assessor	2,430,782	2,712,661	2,805,436	2,799,839	2,790,146
TOTAL	\$ 2,430,782	\$ 2,712,661	\$ 2,805,436	\$ 2,799,839	\$ 2,790,146

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	1,656,686	1,843,706	1,801,894	1,903,022	1,902,022
Benefits	495,570	566,795	726,210	592,839	616,599
Supplies	67,304	48,000	76,810	48,000	48,000
Purchased Services	192,011	233,714	180,076	228,276	195,823
Inter Depart Charges	19,212	20,446	20,446	27,702	27,702
TOTAL	\$ 2,430,782	\$ 2,712,661	\$ 2,805,436	\$ 2,799,839	\$ 2,790,146

Service Overview

Service: Assessor

Citywide Element: Effective Government

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; 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.

Major Budget Changes

- Removes \$10k in one-time funding for Computer Assisted Mass Appraisal (CAMA) software research in 2020.
- Eliminates overtime funding due to improvements in agency efficiency (\$5,000).
- Reduces conferences and training budget in 2021 to reflect reductions in travel due to COVID-19 (\$5,000).
- Reduces mileage budget to reflect fewer in-person assessments during COVID-19 and increased use of City Fleet vehicles (\$25,000).

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 (ex. office equipment and fixtures). There are over 75,000 parcels in the City that require accurate valuation each year.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	2,430,782	2,712,661	2,805,436	2,799,839	2,790,146
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 2,430,782	\$ 2,712,661	\$ 2,805,436	\$ 2,799,839	\$ 2,790,146

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	-	-	-	-	-
Personnel	2,152,256	2,410,501	2,528,104	2,495,861	2,518,621
Non-Personnel	259,314	281,714	256,886	276,276	243,823
Agency Charges	19,212	20,446	20,446	27,702	27,702
TOTAL	\$ 2,430,782	\$ 2,712,661	\$ 2,805,436	\$ 2,799,839	\$ 2,790,146

Line Item Detail

Agency Primary Fund: General

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	1,600,561	1,846,862	1,768,502	1,906,178	1,906,178
Salary Savings	-	(19,305)	-	(19,305)	(19,305)
Premium Pay	876	-	-	-	-
Compensated Absence	31,832	15,149	6,082	15,149	15,149
Hourly Wages	20,235	-	25,618	-	-
Overtime Wages Permanent	3,181	1,000	158	1,000	-
Election Officials Wages	-	-	1,535	-	-
TOTAL	\$ 1,656,686	\$ 1,843,706	\$ 1,801,894	\$ 1,903,022	\$ 1,902,022

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Comp Absence Escrow	-	-	125,711	-	-
Health Insurance Benefit	245,519	283,005	306,646	300,160	323,561
Wage Insurance Benefit	4,254	3,653	5,620	5,288	5,579
WRS	107,932	124,662	129,043	128,665	128,665
FICA Medicare Benefits	121,695	138,779	140,852	142,030	142,098
Tuition	0	-	-	-	-
Post Employment Health Plans	16,170	16,696	18,337	16,696	16,696
TOTAL	\$ 495,570	\$ 566,795	\$ 726,210	\$ 592,839	\$ 616,599

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Office Supplies	2,724	6,000	3,507	6,000	6,000
Copy Printing Supplies	7,614	5,000	2,050	5,000	5,000
Furniture	3,212	-	1,409	-	-
Hardware Supplies	10,359	-	858	-	-
Software Lic & Supplies	7,143	-	44,304	-	-
Postage	27,826	27,000	22,545	27,000	27,000
Books & Subscriptions	826	1,000	1,000	1,000	1,000
Work Supplies	7,268	9,000	1,137	9,000	9,000
Equipment Supplies	334	-	-	-	-
TOTAL	\$ 67,304	\$ 48,000	\$ 76,810	\$ 48,000	\$ 48,000

Line Item Detail

Agency Primary Fund: General

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Telephone	1,007	4,700	3,166	4,262	1,809
Cellular Telephone	3,331	2,796	3,819	2,796	2,796
Systems Comm Internet	494	-	1,008	-	-
Custodial Bldg Use Charges	50,854	55,842	55,842	55,842	55,842
Equipment Mntc	-	100	70	100	100
System & Software Mntc	5,116	-	-	5,000	5,000
Recruitment	73	-	314	-	-
Mileage	30,886	40,000	10,166	40,000	15,000
Conferences & Training	12,278	10,000	10,000	15,000	10,000
Memberships	1,373	400	293	400	400
Storage Services	1,274	1,000	383	1,000	1,000
Consulting Services	1,275	34,000	45,025	34,000	34,000
Transcription Services	418	500	-	500	500
Other Services & Expenses	60,780	59,990	21,311	44,990	44,990
Taxes & Special Assessments	22,852	24,386	28,678	24,386	24,386
TOTAL	\$ 192,011	\$ 233,714	\$ 180,076	\$ 228,276	\$ 195,823

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From Insurance	4,648	9,355	9,355	16,429	16,429
ID Charge From Workers Comp	14,564	11,091	11,091	11,273	11,273
TOTAL	\$ 19,212	\$ 20,446	\$ 20,446	\$ 27,702	\$ 27,702

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN CLK 1-20	20	2.00	108,410	2.00	109,493	2.00	109,493
ASSESS TECH 2-16	16	1.00	63,415	1.00	64,049	1.00	64,049
ASSESSMENT BUSINESS SYS MGR	18	1.00	107,761	1.00	108,838	1.00	108,838
ASSESSMENT OPERATIONS MGR-	18	1.00	112,715	1.00	113,842	1.00	113,842
CITY ASSESSOR-21	21	1.00	126,101	1.00	127,362	1.00	127,362
PROGRAM ASST 1-20	20	1.00	58,691	1.00	59,277	1.00	59,277
PROPERTY APPRAISER 2-16	16	1.00	60,479	1.00	61,083	1.00	61,083
PROPERTY APPRAISER 3-16	16	9.00	729,537	9.00	736,826	9.00	736,826
PROPERTY APPRAISER 4-16	16	5.00	395,892	5.00	399,849	5.00	399,849
PROPERTY LISTER 2-20	20	1.00	59,347	1.00	59,940	1.00	59,940
PROPERTY LISTER 3-20	20	1.00	64,970	1.00	65,619	1.00	65,619
TOTAL		24.00	1,887,318	24.00	1,906,178	24.00	1,906,178

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

Attorney

Agency Overview

Agency Mission

The mission of the Attorney's Office is to provide legal 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.

2021 Budget Highlights

The 2021 Executive Budget:

- Proposes \$139,000 (4.4%) in reductions to the Attorney's Office budget. These reductions include:
 - Converting a vacant full-time Assistant City Attorney position to a part-time position (FTE Change: 0.25 Decrease; Reduction: \$28,000).
 - Eliminating a vacant Legal Secretary position (Reduction: \$77,500).
 - Eliminating fall hours for the Law Clerk program, the current level of service for the summer program will continue (Reduction: \$20,700).
 - Lowers the costs of supplies through reduced furniture, printing, and printed book costs (Reduction: \$13,000).

Budget Overview

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	2,900,443	3,247,167	3,367,237	3,175,435	2,920,682
TOTAL	\$ 2,900,443	\$ 3,247,167	\$ 3,367,237	\$ 3,175,435	\$ 2,920,682

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Ordinance Enforcement	726,786	1,001,664	1,061,050	911,746	903,763
Legislative Services	132,449	188,230	116,094	188,827	153,280
Counsel And Representation	2,041,208	2,057,273	2,190,093	2,074,862	1,863,639
TOTAL	\$ 2,900,443	\$ 3,247,167	\$ 3,367,237	\$ 3,175,435	\$ 2,920,682

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Misc Revenue	(363)	-	(1,693)	-	-
TOTAL	\$ (363)	\$ -	\$ (1,693)	\$ -	\$ -

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	2,243,605	2,497,096	2,496,426	2,428,003	2,260,602
Benefits	581,052	643,865	813,050	643,581	627,616
Supplies	28,958	39,501	38,015	34,671	22,011
Purchased Services	150,486	182,501	137,235	185,812	183,143
Inter Depart Charges	6,015	7,526	7,526	6,690	6,690
Inter Depart Billing	(109,310)	(123,322)	(123,322)	(123,322)	(179,380)
TOTAL	\$ 2,900,805	\$ 3,247,167	\$ 3,368,930	\$ 3,175,435	\$ 2,920,682

Service Overview

Service: Ordinance Enforcement

Citywide Element: Health & Safety

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.

Major Budget Changes

- Adjustments to personnel costs to reflect reducing a full-time Assistant City Attorney to part-time along with savings realized through positions being filled at lower levels than prior incumbents (\$94,000)
- Annual subscription costs for legal software increased based on contract requirements (\$4,000)
- Cost savings realized through reduced furniture and printing costs (\$2,700)
- Reductions in printed books through transitioning to online legal research (\$4,800)

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	726,786	1,001,664	1,061,050	911,746	903,763
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 726,786	\$ 1,001,664	\$ 1,061,050	\$ 911,746	\$ 903,763

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(363)	-	(1,693)	-	-
Personnel	672,796	926,798	1,014,720	835,628	833,055
Non-Personnel	52,012	72,357	45,514	73,888	68,478
Agency Charges	2,340	2,509	2,509	2,230	2,230
TOTAL	\$ 726,786	\$ 1,001,664	\$ 1,061,050	\$ 911,746	\$ 903,763

Service Overview

Service: Legislative Services

Citywide Element: Effective Government

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.

Major Budget Changes

- Cost savings through reduced furniture and printing costs (\$1,600)
- Reductions in printed books through a transition to online legal research (\$2,800)

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	132,449	188,230	116,094	188,827	153,280
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 132,449	\$ 188,230	\$ 116,094	\$ 188,827	\$ 153,280

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	-	-	-	-	-
Personnel	99,586	151,947	88,506	153,808	122,730
Non-Personnel	31,419	33,774	25,079	32,789	28,320
Agency Charges	1,444	2,509	2,509	2,230	2,230
TOTAL	\$ 132,449	\$ 188,230	\$ 116,094	\$ 188,827	\$ 153,280

Service Overview

Service: Counsel And Representation

Citywide Element: Effective Government

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.

Major Budget Changes

- Increased funding for employee cell phone costs to accommodate virtual court hearings due to COVID (\$1,000)
- Eliminating a vacant Legal Secretary position (\$77,500)
- Increases in software costs from the 2020 Adopted Budget primarily to meet contractual cost increases for legal software (\$3,000)
- Cost savings through reduced furniture and printing costs (\$2,000)
- Reductions in printed books through a transition to online legal research (\$3,500)

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	2,041,208	2,057,273	2,190,093	2,074,862	1,863,639
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 2,041,208	\$ 2,057,273	\$ 2,190,093	\$ 2,074,862	\$ 1,863,639

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	-	-	-	-	-
Personnel	2,052,275	2,062,216	2,206,250	2,082,148	1,932,433
Non-Personnel	96,013	115,871	104,657	113,806	108,356
Agency Charges	(107,079)	(120,814)	(120,814)	(121,092)	(177,150)
TOTAL	\$ 2,041,208	\$ 2,057,273	\$ 2,190,093	\$ 2,074,862	\$ 1,863,639

Attorney

Function: Administration

Line Item Detail

Agency Primary Fund: General

Misc Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Miscellaneous Revenue	(363)	-	(1,693)	-	-
TOTAL	\$ (363)	\$ -	\$ (1,693)	\$ -	\$ -

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	2,198,742	2,477,435	2,429,994	2,411,303	2,264,655
Salary Savings	-	(44,126)	-	(44,126)	(44,126)
Compensated Absence	18,882	19,034	44,245	16,073	16,073
Hourly Wages	25,510	44,753	20,319	44,753	24,000
Overtime Wages Permanent	-	-	56	-	-
Election Officials Wages	471	-	1,813	-	-
TOTAL	\$ 2,243,605	\$ 2,497,096	\$ 2,496,426	\$ 2,428,003	\$ 2,260,602

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Comp Absence Escrow	-	-	165,511	-	-
Health Insurance Benefit	247,646	270,854	267,119	278,053	281,634
Wage Insurance Benefit	5,573	5,481	5,682	5,687	5,766
WRS	145,497	167,228	163,428	162,768	152,869
FICA Medicare Benefits	156,643	173,776	184,998	170,547	160,821
Post Employment Health Plans	25,692	26,526	26,311	26,526	26,526
TOTAL	\$ 581,052	\$ 643,865	\$ 813,050	\$ 643,581	\$ 627,616

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Purchasing Card Unallocated	-	-	13,128	-	-
Office Supplies	4,066	5,000	3,137	5,000	5,000
Copy Printing Supplies	6,186	10,000	3,688	10,000	7,000
Furniture	791	6,411	-	6,411	3,011
Hardware Supplies	799	3,000	3,503	3,000	3,000
Software Lic & Supplies	622	-	-	-	-
Postage	3,113	3,000	1,936	3,000	3,000
Books & Subscriptions	13,382	12,090	12,202	7,260	1,000
Food And Beverage	-	-	421	-	-
TOTAL	\$ 28,958	\$ 39,501	\$ 38,015	\$ 34,671	\$ 22,011

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Telephone	1,181	5,000	3,589	4,713	2,044
Cellular Telephone	230	-	382	1,000	1,000
Systems Comm Internet	30,440	22,662	24,234	27,000	27,000
Custodial Bldg Use Charges	51,520	56,573	56,573	56,573	56,573
Comm Device Mntc	-	200	-	200	200
System & Software Mntc	22,432	33,200	33,511	36,200	36,200
Mileage	93	-	-	-	-
Conferences & Training	17,403	24,740	2,893	20,000	20,000
Memberships	10,347	14,226	1,836	14,226	14,226
Legal Services	5,213	8,300	5,560	8,300	8,300
Delivery Freight Charges	366	500	-	500	500
Storage Services	3,122	4,200	901	4,200	4,200
Advertising Services	544	500	2,954	500	500
Printing Services	1,044	4,400	-	4,400	4,400
Transcription Services	3,605	3,000	2,170	3,000	3,000
Other Services & Expenses	2,946	5,000	2,633	5,000	5,000
TOTAL	\$ 150,486	\$ 182,501	\$ 137,235	\$ 185,812	\$ 183,143

Attorney

Function: Administration

Line Item Detail

Agency Primary Fund: General

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From Insurance	4,283	6,288	6,288	5,223	5,223
ID Charge From Workers Comp	1,732	1,238	1,238	1,467	1,467
TOTAL	\$ 6,015	\$ 7,526	\$ 7,526	\$ 6,690	\$ 6,690

Inter-Departmental Billings

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Billing To Monona Terrace	(32,437)	(38,408)	(38,408)	(38,408)	(60,656)
ID Billing To Parking	(23,143)	(11,717)	(11,717)	(11,717)	(48,614)
ID Billing To Sewer	(5,962)	(3,447)	(3,447)	(3,447)	(6,088)
ID Billing To Stormwater	(6,092)	(7,505)	(7,505)	(7,505)	(7,610)
ID Billing To Transit	(27,128)	(47,212)	(47,212)	(47,212)	(42,645)
ID Billing To Water	(14,548)	(15,033)	(15,033)	(15,033)	(13,767)
TOTAL	\$ (109,310)	\$ (123,322)	\$ (123,322)	\$ (123,322)	\$ (179,380)

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN SUPV-18	17	1.00	67,240	1.00	67,912	1.00	67,912
ASST CITY ATTY-23	23	14.00	1,789,176	14.00	1,807,065	13.75	1,711,832
ATTY CITY-21	21	1.00	173,336	1.00	175,069	1.00	175,069
CLERK-TYP 2-20	20	1.00	54,654	1.00	55,200	1.00	55,200
DEPUTY CITY ATTY-18	18	1.00	161,242	1.00	162,854	1.00	162,854
LEGAL OFFICE ASST-20	20	1.00	53,725	1.00	54,262	1.00	54,262
LITIGATION ASST 1-17	17	1.00	75,149	1.00	75,900	1.00	75,900
ORD REVISIONS SPEC-20	20	1.00	68,251	1.00	68,933	1.00	68,933
SECRETARY 2-LEGAL-20	20	4.00	225,008	4.00	227,257	3.00	175,842
TOTAL		25.00	2,667,781	25.00	2,694,452	23.75	2,547,804

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

Building Inspection

Agency Overview

Agency Mission

The mission of Building Inspection is to ensure the 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.

2021 Budget Highlights

The 2021 Executive Budget:

- Proposes \$210,000 (or 4%) in reductions to Building Inspection's budget. These reductions include:
 - Increasing seminar fees for electrical, plumbing, and construction trainings by \$50 from \$100 to \$150 (New Revenue: \$30,000).
 - Eliminating a vacant Weights and Measures Inspector position (0.8 FTE) and a vacant Zoning Code Officer position (1.0 FTE) and combines their responsibilities into one currently vacant Code Enforcement Officer position that will be a float position among Building Inspection services (Reduction: \$180,000).
- Increases assumed General Fund revenue for building permits after assuming Town of Madison inspection revenues (\$50,000) and a proposed fee increase for building permits (\$350,000).

Building InspectionFunction: **Planning & Development***Budget Overview*

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	4,510,390	4,948,414	4,929,193	5,187,720	5,015,456
TOTAL	\$ 4,510,390	\$ 4,948,414	\$ 4,929,193	\$ 5,187,720	\$ 5,015,456

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Inspection	2,204,150	2,107,364	2,370,954	2,208,804	2,196,684
Health & Welfare	376,892	506,981	456,661	551,327	556,276
Zoning & Signs	726,094	858,555	789,509	897,958	800,088
Consumer Protection	285,759	318,159	258,503	344,056	268,175
Systematic Code Enforcement	917,495	1,157,355	1,053,567	1,185,575	1,194,233
TOTAL	\$ 4,510,390	\$ 4,948,414	\$ 4,929,193	\$ 5,187,720	\$ 5,015,456

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Charges For Services	(51,205)	(46,000)	(30,135)	(46,000)	(76,000)
Licenses & Permits	(13,398)	(10,000)	(12,811)	(10,000)	(10,000)
TOTAL	\$ (64,603)	\$ (56,000)	\$ (42,946)	\$ (56,000)	\$ (86,000)

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	3,158,986	3,364,810	3,368,855	3,476,465	3,333,852
Benefits	996,354	1,093,861	1,117,787	1,112,088	1,117,452
Supplies	50,176	71,273	43,386	71,273	71,273
Purchased Services	205,309	207,646	175,288	207,128	202,578
Inter Depart Charges	164,168	272,824	272,824	382,766	382,301
Inter Depart Billing	-	(6,000)	(6,000)	(6,000)	(6,000)
TOTAL	\$ 4,574,993	\$ 5,004,414	\$ 4,972,140	\$ 5,243,720	\$ 5,101,456

Service Overview

Service: Consumer Protection

Citywide Element: Effective Government

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.

Major Budget Changes

- Eliminate one Weights and Measures Inspector position (#3941) by reducing package testing and using a Code Enforcement Officer vacancy as a floating position to maintain the current level of service. The floating position will perform duties among three Building Inspection services based on the workload in a given service and the time of year (\$77,000).

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	285,759	318,159	258,503	344,056	268,175
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 285,759	\$ 318,159	\$ 258,503	\$ 344,056	\$ 268,175

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	-	-	-	-	-
Personnel	270,425	288,748	234,942	276,407	201,117
Non-Personnel	6,174	8,352	2,503	8,329	8,203
Agency Charges	9,160	21,059	21,059	59,320	58,855
TOTAL	\$ 285,759	\$ 318,159	\$ 258,503	\$ 344,056	\$ 268,175

Service Overview

Service: Health & Welfare

Citywide Element: Health and Safety

Service Description

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

Major Budget Changes

- The Executive Budget maintains the current level of service.

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, MGO's 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.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	376,892	506,981	456,661	551,327	556,276
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 376,892	\$ 506,981	\$ 456,661	\$ 551,327	\$ 556,276

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(1,400)	(1,000)	(805)	(1,000)	(1,000)
Personnel	329,682	432,486	395,899	442,044	447,442
Non-Personnel	17,125	29,556	15,627	29,501	29,052
Agency Charges	31,486	45,939	45,939	80,782	80,782
TOTAL	\$ 376,892	\$ 506,981	\$ 456,661	\$ 551,327	\$ 556,276

Service Overview

Service: Inspection

Citywide Element: Effective Government

Service Description

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

Major Budget Changes

- Increased fees for continuing education seminars for electrical, plumbing, and general contractors from \$100 to \$150. These seminars have approximately 600 participants annually, resulting in budgeted annual revenue to increase by \$30,000 from \$46,000 to \$76,000 (65% increase).

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	2,204,150	2,107,364	2,370,954	2,208,804	2,196,684
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 2,204,150	\$ 2,107,364	\$ 2,370,954	\$ 2,208,804	\$ 2,196,684

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(63,203)	(55,000)	(42,141)	(55,000)	(85,000)
Personnel	2,028,147	1,936,011	2,155,286	2,050,930	2,070,873
Non-Personnel	189,208	138,096	169,552	137,881	135,818
Agency Charges	49,998	88,257	88,257	74,993	74,993
TOTAL	\$ 2,204,150	\$ 2,107,364	\$ 2,370,954	\$ 2,208,804	\$ 2,196,684

Service Overview

Service: Systematic Code Enforcement

Citywide Element: Neighborhoods and Housing

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.

Major Budget Changes

- The Executive Budget maintains the current level of service.

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	917,495	1,157,355	1,053,567	1,185,575	1,194,233
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 917,495	\$ 1,157,355	\$ 1,053,567	\$ 1,185,575	\$ 1,194,233

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	-	-	-	-	-
Personnel	840,722	1,012,416	963,833	1,025,513	1,035,311
Non-Personnel	34,735	79,245	24,040	79,107	77,967
Agency Charges	42,038	65,694	65,694	80,955	80,955
TOTAL	\$ 917,495	\$ 1,157,355	\$ 1,053,567	\$ 1,185,575	\$ 1,194,233

Service Overview

Service: Zoning & Signs

Citywide Element: Effective Government

Service Description

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

Major Budget Changes

- Eliminate one Zoning Code Officer position (#669) and use a Code Enforcement Officer vacancy as a floating position to maintain the current level of service. The floating position will perform duties among three Building Inspection services based on the workload in a given service and the time of year (\$103,000).

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	726,094	858,555	789,509	897,958	800,088
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 726,094	\$ 858,555	\$ 789,509	\$ 897,958	\$ 800,088

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	-	-	-	-	-
Personnel	686,365	789,010	736,682	793,659	696,561
Non-Personnel	8,243	23,670	6,952	23,583	22,811
Agency Charges	31,486	45,875	45,875	80,716	80,716
TOTAL	\$ 726,094	\$ 858,555	\$ 789,509	\$ 897,958	\$ 800,088

Building Inspection

Function: Planning & Development

Line Item Detail

Agency Primary Fund: General

Charges for Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Misc Charges for Service	(49,805)	(45,000)	(29,330)	(45,000)	(75,000)
Graffiti Removal	(1,400)	(1,000)	(805)	(1,000)	(1,000)
TOTAL	\$ (51,205)	\$ (46,000)	\$ (30,135)	\$ (46,000)	\$ (76,000)

Licenses & Permits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Other Permits	(13,398)	(10,000)	(12,811)	(10,000)	(10,000)
TOTAL	\$ (13,398)	\$ (10,000)	\$ (12,811)	\$ (10,000)	\$ (10,000)

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	3,113,484	3,465,159	3,324,643	3,535,194	3,392,581
Salary Savings	-	(130,000)	-	(88,380)	(88,380)
Premium Pay	1,380	23,096	457	23,096	23,096
Compensated Absence	22,852	-	22,852	-	-
Hourly Wages	-	-	1,888	-	-
Overtime Wages Permanent	20,611	6,555	16,557	6,555	6,555
Election Officials Wages	660	-	2,457	-	-
TOTAL	\$ 3,158,986	\$ 3,364,810	\$ 3,368,855	\$ 3,476,465	\$ 3,333,852

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Comp Absence Escrow	-	-	55,802	-	-
Health Insurance Benefit	509,317	552,275	541,499	559,841	585,371
Wage Insurance Benefit	13,001	12,258	13,667	14,199	14,956
WRS	207,748	233,902	223,990	238,623	228,997
FICA Medicare Benefits	232,732	260,779	246,832	264,778	253,481
Licenses & Certifications	-	-	161	-	-
Post Employment Health Plans	33,556	34,647	35,837	34,647	34,647
TOTAL	\$ 996,354	\$ 1,093,861	\$ 1,117,787	\$ 1,112,088	\$ 1,117,452

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Office Supplies	4,396	13,363	3,492	13,363	13,363
Copy Printing Supplies	10,529	13,960	7,533	13,960	13,960
Furniture	274	2,500	1,081	2,500	2,500
Hardware Supplies	3,249	4,500	1,452	4,500	4,500
Postage	14,770	20,000	12,559	20,000	20,000
Books & Subscriptions	735	1,450	332	1,450	1,450
Work Supplies	1,716	3,500	3,556	3,500	3,500
Safety Supplies	633	2,000	95	2,000	2,000
Inventory	13,873	10,000	13,285	10,000	10,000
TOTAL	\$ 50,176	\$ 71,273	\$ 43,386	\$ 71,273	\$ 71,273

Building Inspection

Function: Planning & Development

Line Item Detail

Agency Primary Fund: General

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Telephone	1,370	8,000	8,000	7,482	2,932
Cellular Telephone	6,524	7,362	6,812	7,362	7,362
Graffiti Removal	6,217	6,500	6,500	6,500	6,500
Comm Device Mntc	-	3,400	-	3,400	3,400
Equipment Mntc	5,835	-	-	-	-
System & Software Mntc	7,029	7,183	2,657	7,183	7,183
Recruitment	78	-	-	-	-
Mileage	124,953	128,860	106,831	128,860	128,860
Conferences & Training	7,080	6,750	3,184	6,750	6,750
Memberships	545	1,200	1,090	1,200	1,200
Legal Services	8,854	6,500	5,629	6,500	6,500
Storage Services	2,774	1,500	1,775	1,500	1,500
Consulting Services	-	1,221	-	1,221	1,221
Advertising Services	6,257	7,808	6,785	7,808	7,808
Interpreters Signing Services	-	500	-	500	500
Other Services & Expenses	26,843	19,912	25,000	19,912	19,912
Permits & Licenses	951	950	1,026	950	950
TOTAL	\$ 205,309	\$ 207,646	\$ 175,288	\$ 207,128	\$ 202,578

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From Engineering	113,620	113,620	113,620	113,620	113,620
ID Charge From Fleet Services	6,659	9,833	9,833	7,048	6,583
ID Charge From Traffic Eng	934	914	914	914	914
ID Charge From Insurance	11,639	124,523	124,523	233,446	233,446
ID Charge From Workers Comp	31,316	23,934	23,934	27,738	27,738
TOTAL	\$ 164,168	\$ 272,824	\$ 272,824	\$ 382,766	\$ 382,301

Inter-Departmental Billings

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Billing To Community Dev	-	(6,000)	(6,000)	(6,000)	(6,000)
TOTAL	\$ -	\$ (6,000)	\$ (6,000)	\$ (6,000)	\$ (6,000)

Building Inspection Division

Function: Planning & Development

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN CLK 1-20	20	3.00	157,333	3.00	158,905	3.00	158,905
ADMIN SUPV-18	17	1.00	57,073	1.00	57,643	1.00	57,643
BLDG INSPECT DIV DIR-21	21	1.00	136,884	1.00	138,253	1.00	138,253
CODE ENFORCE OFF 3-16	16	12.00	946,556	12.00	956,015	12.00	956,015
CODE ENFORCE OFF 4-16	16	1.00	81,797	1.00	82,614	1.00	82,614
ELEC/HEAT INSPECTOR-16	16	4.00	317,542	4.00	320,715	4.00	320,715
HSG INSPECTION SUPV-18	18	1.00	90,244	1.00	91,146	1.00	91,146
INFORMATION CLERK-20	20	2.00	100,421	2.00	101,424	2.00	101,424
PLAN REV & INSP SUPV-18	18	1.00	113,846	1.00	114,984	1.00	114,984
PLAN REVIEW SPEC 2-16	16	1.00	65,650	1.00	66,306	1.00	66,306
PLAN REVIEW SPEC 3-16	16	1.00	88,150	1.00	89,031	1.00	89,031
PLAN REVIEW SPEC 4-16	16	1.00	92,591	1.00	93,516	1.00	93,516
PLUMB/HEAT INSPECTOR-16	16	3.00	245,391	3.00	247,842	3.00	247,842
PROPERTY CODE INSP 1-16	16	2.00	119,535	2.00	120,729	2.00	120,729
PROPERTY CODE INSP 3-16	16	1.00	61,761	1.00	62,378	1.00	62,378
WGTS MEASURES INSP 3-16	16	2.80	217,522	2.80	219,696	2.00	152,627
ZONING ADMIN ASST-16	16	2.00	167,565	2.00	169,239	2.00	169,239
ZONING ADMINISTRATOR-18	18	1.00	113,915	1.00	115,054	1.00	115,054
ZONING CODE OFF 1-16	16	1.00	60,390	1.00	60,993	1.00	60,993
ZONING CODE OFF 2-16	16	4.00	266,053	4.00	268,711	3.00	193,167
TOTAL		45.80	3,500,219	45.80	3,535,194	44.00	3,392,581

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

CDA Housing Operations

Agency Overview

Agency Mission

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

Agency Overview

The Agency provides management, maintenance, and other resident services to CDA owned and operated public housing units and administers the Section 8 Housing Choice Voucher program. The goal of the Agency is to provide rental assistance to low-income families. CDA Housing Operations will advance this goal by maintaining the number of households receiving Section 8 Housing Choice Voucher assistance each month at approximately 1,700 and maintaining occupancy rates and service improvements for residents in CDA public housing.

2021 Budget Highlights

The 2021 Executive Budget:

- Increases intergovernmental revenue based on HUD's funding formula (\$1.03m).
- Increases rent revenue based on occupancy and income (\$48,000).
- Increases Section 8 Housing Assistance Payments (\$919,000).
- Includes capital improvements to CDA sites funded through the HUD capital fund grant (\$1.79m). Planned projects in 2021 include:
 - All Public Housing Sites: In-unit flooring replacements, heating equipment replacements, accessibility improvements as needed, and parking lot improvements and sidewalk repairs as needed
 - Triangle Public Housing: Lighting upgrades
 - Tenney Park Apartments: Balcony and gutter replacements
 - Truax Park Apartments: Roof replacements
 - West Scattered Site Public Housing: Window and siding replacements and grounds improvements
 - Brittingham Apartments: Renovation of former MG&E electric room

Budget Overview

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
CDA	24,120,686	24,265,644	23,595,293	25,742,700	25,904,178
TOTAL	\$ 24,120,686	\$ 24,265,644	\$ 23,595,293	\$ 25,742,700	\$ 25,904,178

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Public Housing	7,783,133	8,276,982	7,314,472	8,816,355	8,965,192
Housing Vouchers	16,337,553	15,988,662	16,280,822	16,926,346	16,938,987
TOTAL	\$ 24,120,686	\$ 24,265,644	\$ 23,595,293	\$ 25,742,700	\$ 25,904,178

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Intergov Revenues	(19,586,030)	(19,696,723)	(19,660,830)	(20,728,037)	(20,728,037)
Charges For Services	(3,681,727)	(3,687,951)	(3,244,928)	(3,689,138)	(3,689,138)
Investments & Other Contributions	(137,802)	(58,416)	(58,416)	(115,142)	(115,142)
Misc Revenue	(214,553)	(67,940)	(67,940)	(74,151)	(74,151)
Other Financing Source	(25,394)	(217,369)	(25,934)	(529,047)	(658,042)
Transfer In	(475,180)	(537,245)	(537,245)	(607,185)	(639,668)
TOTAL	\$ (24,120,686)	\$ (24,265,644)	\$ (23,595,293)	\$ (25,742,700)	\$ (25,904,178)

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	2,810,929	3,479,753	3,145,115	3,315,193	3,298,190
Benefits	981,806	934,493	939,865	1,036,223	1,058,961
Supplies	510,843	1,048,954	500,734	800,034	800,034
Purchased Services	16,519,111	17,538,123	17,812,839	19,092,131	19,088,304
Debt & Other Financing	2,549,518	466,737	402,155	603,821	385,235
Inter Depart Charges	846,192	839,828	836,828	820,766	848,099
Inter Depart Billing	(572,893)	(579,489)	(579,489)	(565,136)	(565,136)
Transfer Out	475,180	537,245	537,245	639,668	990,491
TOTAL	\$ 24,120,686	\$ 24,265,644	\$ 23,595,293	\$ 25,742,700	\$ 25,904,178

Service Overview

Service: Housing Vouchers

Citywide Element: Neighborhoods and Housing

Service Description

This service provides Section 8 housing vouchers across the City of Madison. The housing vouchers provide rental assistance to fill the gap between what low-income tenants can afford to pay and the actual cost of decent, safe, and sanitary housing. The voucher program serves households with incomes below 50 percent of area median income: priority is given to the elderly, disabled, families with minor children, chronically homeless veterans, and other targeted groups. The number of households receiving Section 8 housing assistance each month is approximately 1,700. This service also administers Port Housing Assistance Payments, which cover the billing for voucher recipients who are new to Madison or move to another housing authority. The goal of this service is to help chronically homeless individuals and families to become housed in permanently supported housing.

Major Budget Changes

- Housing Assistance Payments budget increased by \$919,000 from \$14.7m to \$15.6m, a 6.3% increase. The increase is based on projections from the federal Department of Housing and Urban Development (HUD). The increase in assistance payments is unlikely to increase the number of voucher holders since the cost per voucher has increased significantly in 2020 due to increasing rents and decreasing tenant income.

Activities Performed by this Service

- Section 8 Housing Assistance Payments: Direct payments made to landlords for housing low-income residents.
- Section 8 Administration: Expenses incurred to administer the Section 8 program.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	-	-	-	-
Other-Expenditures	16,337,553	15,988,662	16,280,822	16,926,346	16,938,987
TOTAL	\$ 16,337,553	\$ 15,988,662	\$ 16,280,822	\$ 16,926,346	\$ 16,938,987

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(16,337,553)	(15,988,662)	(15,800,414)	(16,926,346)	(16,926,346)
Personnel	1,087,954	1,155,553	1,186,034	1,181,723	1,193,083
Non-Personnel	15,186,935	14,774,605	15,036,284	15,683,408	15,681,613
Agency Charges	62,664	58,504	58,504	61,215	64,291
TOTAL	\$ -	\$ -	\$ 480,408	\$ -	\$ 12,641

Service Overview

Service: Public Housing

Citywide Element: Neighborhoods and Housing

Service Description

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

Major Budget Changes

- Reallocated CDA Housing payroll to CDA Redevelopment for asset management of new properties budgeted in CDA Redevelopment (\$54,000). CDA Redevelopment’s assets and budget now include 32 public housing units that will be transferred at the end of 2020 from CDA Housing’s East and West Assets Management Project (AMP) to the Madison Revitalization and Community Development Corporation (MRCDC), a 501c3 owned by the CDA.

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.
- East Asset Management Project (AMP): Provide 159 units in 39 buildings at six different physical locations. This activity includes all expenses to manage and maintain this physical property in accordance with federal requirements.
- West AMP: Provide 266 units in 43 buildings at 23 different physical locations. This activity includes all expenses to manage and maintain these properties in accordance with federal requirements.
- Triangle AMP: Provide 224 units in seven buildings at one physical location. This activity includes all expenses needed to manage and maintain these properties in accordance with federal requirements.
- Karabis Apartments: Provide 20 units in one 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 CDA’s contract with WHEDA.
- Parkside Apartments: Provide 94 units and one commercial space in five 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 CDA’s contract with WHEDA.
- Truax Phase 1, LLC: Provide 71 units in six buildings located on the East Site, 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 requirements.
- Truax Phase 2, LLC: Provide 48 units in three 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 eight 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 requirements.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	-	-	-	-
Other-Expenditures	7,783,133	8,276,982	7,314,472	8,816,355	8,965,192
TOTAL	\$ 7,783,133	\$ 8,276,982	\$ 7,314,472	\$ 8,816,355	\$ 8,965,192

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(7,783,133)	(8,276,982)	(7,794,879)	(8,816,355)	(8,977,833)
Personnel	2,704,780	3,258,693	2,898,947	3,169,693	3,164,068
Non-Personnel	4,867,717	4,816,454	4,216,690	5,452,247	5,582,452
Agency Charges	210,635	201,835	198,835	194,415	218,672
TOTAL	\$ -	\$ -	\$ (480,408)	\$ -	\$ (12,641)

CDA Housing Operations

Function: Planning & Development

Line Item Detail

Agency Primary Fund: CDA

Intergovernmental Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Federal Revenues Operating	(18,171,873)	(17,677,294)	(17,641,401)	(18,551,503)	(18,551,503)
Federal Revenues Capital	(1,122,886)	(1,676,349)	(1,676,349)	(1,794,534)	(1,794,534)
Local Revenues Operating	(11,349)	(19,080)	(19,080)	(22,000)	(22,000)
Other Unit of Gov Rev Op	(279,922)	(324,000)	(324,000)	(360,000)	(360,000)
TOTAL	\$ (19,586,030)	\$ (19,696,723)	\$ (19,660,830)	\$ (20,728,037)	\$ (20,728,037)

Charges for Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Misc Charges for Service	(96,220)	(150,307)	(85,850)	(103,950)	(103,950)
Reimbursement Of Expense	(1,939)	(1,000)	(5,113)	(1,000)	(1,000)
Dwelling Rent	(3,456,330)	(3,402,008)	(3,019,562)	(3,442,432)	(3,442,432)
Non Dwelling Rent	(127,239)	(134,636)	(134,403)	(141,756)	(141,756)
TOTAL	\$ (3,681,727)	\$ (3,687,951)	\$ (3,244,928)	\$ (3,689,138)	\$ (3,689,138)

Investments & Contributions

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Interest	(132,406)	(58,416)	(58,416)	(115,142)	(115,142)
Contributions & Donations	(5,396)	-	-	-	-
TOTAL	\$ (137,802)	\$ (58,416)	\$ (58,416)	\$ (115,142)	\$ (115,142)

Misc Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Miscellaneous Revenue	(214,553)	(67,940)	(67,940)	(74,151)	(74,151)
TOTAL	\$ (214,553)	\$ (67,940)	\$ (67,940)	\$ (74,151)	\$ (74,151)

Other Finance Sources

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Tax Credit Funding	(25,394)	-	(25,934)	-	-
Fund Balance Applied	-	(217,369)	-	(529,047)	(658,042)
TOTAL	\$ (25,394)	\$ (217,369)	\$ (25,934)	\$ (529,047)	\$ (658,042)

Transfer In

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer In From CDA	(475,180)	(537,245)	(537,245)	(607,185)	(639,668)
TOTAL	\$ (475,180)	\$ (537,245)	\$ (537,245)	\$ (607,185)	\$ (639,668)

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	2,539,514	3,034,669	2,808,143	3,233,503	3,199,226
Salary Savings	-	(46,950)	-	(119,622)	(102,348)
Pending Personnel	-	257,412	136,194	17,946	17,946
Premium Pay	11,351	10,596	15,352	10,408	10,408
Workers Compensation Wages	5,536	2,500	3,389	5,700	5,700
Compensated Absence	81,403	5,000	13,886	-	-
Hourly Wages	40,448	84,976	40,448	91,808	91,808
Overtime Wages Permanent	132,059	130,980	125,888	75,000	75,000
Overtime Wages Hourly	163	180	1,028	200	200
Election Officials Wages	454	390	788	250	250
TOTAL	\$ 2,810,929	\$ 3,479,753	\$ 3,145,115	\$ 3,315,193	\$ 3,298,190

CDA Housing Operations

Function: Planning & Development

Line Item Detail

Agency Primary Fund: CDA

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Comp Absence Escrow	-	32,760	55,221	-	-
Health Insurance Benefit	376,434	430,828	429,855	471,771	497,679
Wage Insurance Benefit	8,400	7,868	8,959	8,892	9,161
WRS	177,234	198,138	200,340	212,488	210,687
FICA Medicare Benefits	203,417	223,786	222,481	236,206	234,568
Post Employment Health Plans	20,450	21,113	23,010	21,221	21,221
Other Post Emplmnt Benefit	23,946	-	-	85,645	85,645
Pension Expense	171,925	20,000	-	-	-
TOTAL	\$ 981,806	\$ 934,493	\$ 939,865	\$ 1,036,223	\$ 1,058,961

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Office Supplies	17,192	18,071	20,009	21,520	21,520
Copy Printing Supplies	15,897	13,319	12,191	13,840	13,840
Furniture	-	-	5,269	10,100	10,100
Hardware Supplies	54,425	103,317	32,353	23,111	23,111
Software Lic & Supplies	5,372	7,349	632	11,432	11,432
Postage	36,310	35,742	27,200	45,058	45,058
Books & Subscriptions	354	30	-	30	30
Work Supplies	17,961	32,220	25,156	34,080	34,080
Asphalt Repair Materials	-	-	-	600	600
Janitorial Supplies	19,342	20,970	24,410	19,200	19,200
Safety Supplies	10,258	7,720	12,770	13,150	13,150
Snow Removal Supplies	4,057	7,450	5,091	14,900	14,900
Uniform Clothing Supplies	2,781	4,765	1,448	8,760	8,760
Food And Beverage	-	385	-	200	200
Building	2,769	100	-	-	-
Building Supplies	91,091	533,462	51,078	179,660	179,660
Electrical Supplies	22,710	31,310	13,408	24,760	24,760
HVAC Supplies	61,671	33,050	43,577	161,050	161,050
Plumbing Supplies	58,478	57,295	54,788	65,575	65,575
Landscaping Supplies	2,290	1,750	777	9,000	9,000
Machinery And Equipment	19,811	1,515	3,184	86,000	86,000
Equipment Supplies	68,075	139,135	167,392	58,008	58,008
TOTAL	\$ 510,843	\$ 1,048,954	\$ 500,734	\$ 800,034	\$ 800,034

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Natural Gas	176,798	185,327	185,327	183,300	183,300
Electricity	349,473	364,619	364,619	349,700	349,700
Water	209,237	184,087	184,087	210,000	210,000
Sewer	164,978	164,954	164,954	173,850	173,850
Stormwater	57,213	57,992	57,992	58,600	58,600
Telephone	34,660	33,526	33,865	35,426	31,599
Cellular Telephone	15,104	17,686	19,232	24,182	24,182
Systems Comm Internet	3,740	3,420	3,987	4,490	4,490
Building Improv Repair Maint	277,266	914,568	301,470	604,150	604,150
Waste Disposal	121,990	111,257	114,688	136,500	136,500
Fire Protection	3,303	-	21,299	31,650	31,650
Pest Control	76,916	68,794	52,619	73,475	73,475
Elevator Repair	55,397	44,923	44,923	44,600	44,600
Grounds Improv Repair Maint	35,549	-	393,205	678,000	678,000
Landscaping	101,997	63,400	71,417	88,840	88,840
Snow Removal	-	-	2,076	-	-

CDA Housing Operations

Function: Planning & Development

Line Item Detail

Agency Primary Fund: CDA

Office Equipment Repair	454	-	-	-	-
Equipment Mntc	44,593	14,216	33,243	38,700	38,700
System & Software Mntc	45,412	40,962	73,246	65,861	65,861
Rental Of Equipment	1,390	1,125	-	-	-
Recruitment	2,432	683	70	900	900
Mileage	2,582	2,409	698	1,589	1,589
Conferences & Training	70,787	39,935	43,715	68,958	68,958
Memberships	9,564	9,699	13,697	10,230	10,230
Audit Services	42,445	35,010	34,417	33,870	33,870
Bank Services	70	200	49	60	60
Legal Services	1,812	5,765	1,802	4,800	4,800
Credit Card Services	-	3,800	-	-	-
Collection Services	46	100	23	100	100
Storage Services	2,882	3,035	873	2,580	2,580
Consulting Services	27,925	48,320	56,901	35,353	35,353
Advertising Services	335	5,000	556	600	600
Engineering Services	3,937	-	30,824	20,000	20,000
Inspection Services	51,680	23,330	(2,049)	8,300	8,300
Parking Towing Services	9,213	6,024	7,722	-	-
Investigative Services	9,365	8,320	21,732	18,160	18,160
Security Services	2,799	162,086	226,607	141,510	141,510
Interpreters Signing Services	296	700	-	350	350
Transportation Services	305	-	314	-	-
Program Services	-	-	-	9,500	9,500
Other Services & Expenses	24,759	25,714	58,270	126,703	126,703
Grants	131,528	-	-	-	-
Port Housing Assistance Pmts	629,405	700,000	570,225	625,000	625,000
Housing Assistance Payments	13,430,456	13,960,646	14,303,383	14,954,898	14,954,898
Portable Voucher Adm Fees	37,670	31,299	36,192	22,000	22,000
Bad Debt Expense	32,969	22,000	43,044	29,500	29,500
Property Insurance	150,525	172,591	172,591	174,246	174,246
Taxes & Special Assessments	66,984	-	66,984	-	-
Permits & Licenses	870	600	1,949	1,600	1,600
TOTAL	\$ 16,519,111	\$ 17,538,123	\$ 17,812,839	\$ 19,092,131	\$ 19,088,304

Debt & Other Financing

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Interest	170,269	44,726	170,269	39,718	39,718
Paying Agent Services	13,794	13,300	13,300	13,300	13,300
PILOT	218,586	195,356	218,586	218,586	-
Depreciation	(0)	-	-	-	-
Fund Balance Generated	2,146,869	-	-	-	-
Contingent Reserve	-	213,355	-	332,217	332,217
TOTAL	\$ 2,549,518	\$ 466,737	\$ 402,155	\$ 603,821	\$ 385,235

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From Engineering	80,430	80,430	80,430	80,430	80,430
ID Charge From Fleet Services	97,950	77,493	77,493	75,200	102,533
ID Charge From Traffic Eng	-	3,000	-	-	-
ID Charge From Insurance	44,264	57,331	57,331	48,000	48,000
ID Charge From Workers Comp	50,655	42,085	42,085	52,000	52,000
ID Charge From CDA Managemen	504,043	509,282	509,282	494,904	494,904
ID Charge From CDA Bookkeepin	68,850	70,207	70,207	70,232	70,232
TOTAL	\$ 846,192	\$ 839,828	\$ 836,828	\$ 820,766	\$ 848,099

CDA Housing Operations

Function: Planning & Development

Line Item Detail

Agency Primary Fund: CDA

Inter-Departmental Billings

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Billing To CDA Management	(504,043)	(509,282)	(509,282)	(494,904)	(494,904)
ID Billing To CDA Bookkeeping	(68,850)	(70,207)	(70,207)	(70,232)	(70,232)
TOTAL	\$ (572,893)	\$ (579,489)	\$ (579,489)	\$ (565,136)	\$ (565,136)

Transfer Out

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer Out To General	-	-	-	-	295,000
Transfer Out To Debt Service	-	-	-	-	55,823
Transfer Out To CDA	475,180	537,245	537,245	639,668	639,668
TOTAL	\$ 475,180	\$ 537,245	\$ 537,245	\$ 639,668	\$ 990,491

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN ANAL 2-18	18	1.00	72,903	1.00	73,633	1.00	73,633
ADMIN CLK 1-20	20	1.00	50,906	1.00	51,415	1.00	51,415
ADMIN SUPV-18	17	3.00	176,984	3.00	178,752	3.00	178,751
BUILDING MAINT COORD-16	16	3.00	184,569	3.00	186,414	3.00	186,414
CDA SECURITY MONITOR-16 PT	16	0.60	30,719	1.00	51,544	1.00	51,544
CLERK-TYP 2-20	20	1.00	40,545	1.00	40,950	1.00	40,950
CUSTODIAL WKR 2-16	16	4.00	212,760	4.00	214,887	4.00	214,886
HEARINGS/ACCOM SPEC2-18	18	1.00	64,309	1.00	64,952	1.00	64,952
HSG ASST PROGRAM SUPV-18	18	1.00	84,479	1.00	85,323	1.00	85,323
HSG MAINT WKR-16	16	5.00	279,887	5.00	282,683	5.00	282,682
HSG MOD GRTS MGR-18	18	1.00	67,160	1.00	67,831	1.00	67,831
HSG OPER ANALYST-18	18	1.00	86,072	1.00	86,932	1.00	86,932
HSG OPER PROG MGR-18	18	1.00	103,658	1.00	104,694	1.00	104,694
HSG SITE MGR-18	18	3.00	247,235	3.00	249,705	3.00	249,705
HSG SPEC 1-20	20	1.00	60,249	1.00	60,851	1.00	60,851
HSG SPEC 2-20	20	4.00	248,863	4.00	251,349	4.00	251,349
HSG SPEC 3-20	20	1.00	68,905	1.00	69,594	1.00	69,594
HSG SPEC OUTREACH COORD-20	20	0.50	33,129	0.50	33,460	0.50	33,460
INFORMATION CLERK-20	20	2.00	94,576	2.00	95,522	2.00	95,522
MAINT MECH 1-16	16	1.00	65,650	1.00	66,307	1.00	66,307
MAINT MECH 2-16	16	3.00	209,691	3.00	211,785	3.00	211,785
PAINTER-71	71	1.00	64,113	1.00	64,754	1.00	64,754
PROGRAM ASST 1-20	20	3.00	179,882	3.00	181,680	3.00	181,679
PROGRAM ASST 2-20	20	1.00	58,494	1.00	59,077	1.00	59,077
SECTION 8 INSPECTOR-16	16	2.00	124,682	2.00	125,928	2.00	125,928
TENANT SVS AIDE-20	20	4.00	215,254	4.00	217,405	4.00	217,405
TOTAL		50.10	3,125,674	50.50	3,177,427	50.50	3,177,423

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

CDA Redevelopment

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

2021 Budget Highlights

The 2021 Executive Budget:

- Includes new revenue and expenses related to transferring 32 public housing units at the end of 2020 from CDA Housing to the Madison Revitalization and Community Development Corporation (MRCDC), a 501c3 owned by the CDA and now presented in the CDA Redevelopment budget (Increase: \$535,000).
- Reallocates part of PCED Director's salary and benefits to the Community Development Authority for the time spent supporting CDA Redevelopment (Increase: \$7,000).

Budget Overview

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
CDA	3,155,669	872,003	950,104	1,387,473	1,390,996
TOTAL	\$ 3,155,669	\$ 872,003	\$ 950,104	\$ 1,387,473	\$ 1,390,996

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Redevelopment	3,155,669	872,003	950,104	1,387,473	1,390,996
TOTAL	\$ 3,155,669	\$ 872,003	\$ 950,104	\$ 1,387,473	\$ 1,390,996

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Intergov Revenues	-	-	-	(391,188)	(391,188)
Charges For Services	(1,814,304)	(146,540)	(146,808)	(310,640)	(176,640)
Investments & Other Contributions	(198,059)	(314,610)	(198,059)	(252,590)	(73,566)
Misc Revenue	(35,493)	-	-	(650)	(650)
Other Financing Source	(921,813)	(410,853)	(605,237)	(432,405)	(748,952)
Transfer In	(186,000)	-	-	-	-
TOTAL	\$ (3,155,669)	\$ (872,003)	\$ (950,104)	\$ (1,387,473)	\$ (1,390,996)

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	46,134	143,618	98,771	269,093	214,196
Benefits	60,895	49,781	21,320	58,688	67,878
Supplies	146	2,500	4,713	26,840	26,840
Purchased Services	625,229	70,988	70,063	134,883	84,883
Debt & Other Financing	2,237,266	605,116	755,238	897,969	444,593
Transfer Out	186,000	-	-	-	552,606
TOTAL	\$ 3,155,669	\$ 872,003	\$ 950,104	\$ 1,387,473	\$ 1,390,996

Service Overview

Service: Redevelopment

Citywide Element: Neighborhoods and Housing

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 manages Monona Shores Apartments, Burr Oaks Senior Housing, Revival Ridge Apartments, Reservoir Apartments, and commercial space at the Village on Park. Active CDA Redevelopment projects include single-family home construction in the Allied Drive neighborhood and redevelopment of aging public housing units. The goals of this service are to provide high-quality housing for low-income households and to undertake redevelopment activities that strengthen low and moderate-income neighborhoods.

Major Budget Changes

- Budgeted revenue and expenses related to transferring 32 public housing units at the end of 2020 from CDA Housing to the Madison Revitalization and Community Development Corporation (MRCDC), a 501c3 owned by the CDA (\$535,000).
- Eliminated the budget for offsetting revenues and expenses related to property insurance payments, interest payments, and payment in lieu of taxes (PILOT payments). These expenses are reimbursed by the individual CDA properties and removing the budgeted revenues and expenses will align with how the transactions actually occur between the CDA sub-funds. The overall effect on the budget is revenues and expenses decreasing by the same amount (\$314,000).

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	-	-	-	-
Other-Expenditures	3,155,669	872,003	950,104	1,387,473	1,390,996
TOTAL	\$ 3,155,669	\$ 872,003	\$ 950,104	\$ 1,387,473	\$ 1,390,996

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(3,155,669)	(872,003)	(950,104)	(1,387,473)	(1,390,996)
Personnel	107,028	193,399	120,091	327,781	282,074
Non-Personnel	3,048,641	678,604	830,013	1,059,692	1,108,922
Agency Charges	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -

CDA Redevelopment

Function: Planning & Development

Line Item Detail

Agency Primary Fund: CDA

Intergovernmental Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Federal Revenues Operating	-	-	-	(391,188)	(391,188)
TOTAL	\$ -	\$ -	\$ -	\$ (391,188)	\$ (391,188)

Charges for Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Development Fees	(21,440)	(25,040)	(25,308)	(31,440)	(31,440)
Reimbursement Of Expense	(17,661)	(121,500)	(121,500)	(136,000)	(2,000)
Dwelling Rent	-	-	-	(143,200)	(143,200)
Non Dwelling Rent	(1,775,203)	-	-	-	-
TOTAL	\$ (1,814,304)	\$ (146,540)	\$ (146,808)	\$ (310,640)	\$ (176,640)

Investments & Contributions

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Interest	(198,059)	(314,610)	(198,059)	(252,590)	(73,566)
TOTAL	\$ (198,059)	\$ (314,610)	\$ (198,059)	\$ (252,590)	\$ (73,566)

Misc Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Miscellaneous Revenue	(35,493)	-	-	(650)	(650)
TOTAL	\$ (35,493)	\$ -	\$ -	\$ (650)	\$ (650)

Other Finance Sources

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Sale Of Assets	(921,813)	(400,000)	(605,237)	(400,000)	(400,000)
Fund Balance Applied	-	(10,853)	-	(32,405)	(348,952)
TOTAL	\$ (921,813)	\$ (410,853)	\$ (605,237)	\$ (432,405)	\$ (748,952)

Transfer In

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer In From CDA	(186,000)	-	-	-	-
TOTAL	\$ (186,000)	\$ -	\$ -	\$ -	\$ -

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	47,238	205,813	98,771	242,689	296,414
Salary Savings	-	(87,695)	-	(92,718)	(82,718)
Pending Personnel	-	25,000	-	118,622	-
Compensated Absence	(7,410)	-	-	-	-
Hourly Wages	5,682	-	-	-	-
Overtime Wages Permanent	624	500	-	500	500
TOTAL	\$ 46,134	\$ 143,618	\$ 98,771	\$ 269,093	\$ 214,196

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Health Insurance Benefit	4,704	20,092	9,307	23,497	25,336
Wage Insurance Benefit	244	186	398	342	581
WRS	3,512	13,892	6,465	16,381	19,567
FICA Medicare Benefits	4,034	15,611	5,149	18,468	22,394
Pension Expense	48,401	-	-	-	-
TOTAL	\$ 60,895	\$ 49,781	\$ 21,320	\$ 58,688	\$ 67,878

CDA Redevelopment

Function: Planning & Development

Line Item Detail

Agency Primary Fund: CDA

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Office Supplies	-	-	-	500	500
Copy Printing Supplies	63	-	6	700	700
Furniture	-	-	2,500	-	-
Hardware Supplies	-	2,000	1,707	500	500
Software Lic & Supplies	-	-	-	100	100
Postage	83	-	500	250	250
Work Supplies	-	500	-	1,100	1,100
Asphalt Repair Materials	-	-	-	100	100
Janitorial Supplies	-	-	-	1,000	1,000
Safety Supplies	-	-	-	500	500
Snow Removal Supplies	-	-	-	250	250
Uniform Clothing Supplies	-	-	-	140	140
Building Supplies	-	-	-	1,000	1,000
Electrical Supplies	-	-	-	200	200
HVAC Supplies	-	-	-	10,000	10,000
Plumbing Supplies	-	-	-	5,000	5,000
Machinery And Equipment	-	-	-	500	500
Equipment Supplies	-	-	-	5,000	5,000
TOTAL	\$ 146	\$ 2,500	\$ 4,713	\$ 26,840	\$ 26,840

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Natural Gas	-	-	-	2,500	2,500
Electricity	-	1,000	-	4,500	4,500
Water	3,609	4,300	4,749	9,800	9,800
Sewer	-	-	-	5,000	5,000
Stormwater	409	400	415	3,400	3,400
Telephone	-	-	-	200	200
Cellular Telephone	-	-	-	200	200
Building Improv Repair Maint	28,425	-	-	1,250	1,250
Fire Protection	-	-	-	250	250
Pest Control	-	-	-	775	775
Grounds Improv Repair Maint	-	-	-	2,000	2,000
Landscaping	7,833	6,000	7,833	14,220	14,220
Equipment Mntc	-	-	-	500	500
Recruitment	-	-	375	-	-
Conferences & Training	725	3,000	450	3,000	3,000
Appraisal Services	-	1,000	-	1,000	1,000
Audit Services	10,000	10,000	10,000	23,000	23,000
Management Services	520,400	-	-	-	-
Advertising Services	-	500	-	500	500
Architectural Services	2,099	-	-	-	-
Other Services & Expenses	4,095	5,288	157	5,788	5,788
Grants	12,100	-	-	-	-
Property Insurance	35,535	39,500	46,084	57,000	7,000
TOTAL	\$ 625,229	\$ 70,988	\$ 70,063	\$ 134,883	\$ 84,883

CDA Redevelopment

Function: Planning & Development

Line Item Detail

Agency Primary Fund: CDA

Debt & Other Financing

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Principal	-	5,002	-	15,002	-
Interest	260,622	268,364	277,234	220,956	32,461
Paying Agent Services	1,000	7,380	1,000	28,500	28,500
PILOT	70,000	85,000	85,000	85,000	-
Fund Balance Generated	1,905,644	239,370	392,004	548,512	383,632
TOTAL	\$ 2,237,266	\$ 605,116	\$ 755,238	\$ 897,969	\$ 444,593

Transfer Out

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer Out To Debt Service	-	-	-	-	552,606
Transfer Out To CDA	186,000	-	-	-	-
TOTAL	\$ 186,000	\$ -	\$ -	\$ -	\$ 552,606

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
CDA EXECUTIVE DIR-21	18	1.00	91,800	1.00	92,718	1.00	92,718
REAL ESTATE DEV SPEC 4-18	18	1.00	79,697	1.00	80,493	1.00	80,493
TOTAL		2.00	171,497	2.00	173,211	2.00	173,211

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

Civil Rights

Agency Overview

Agency Mission

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

Agency Overview

The Agency is responsible for advancing the element of Economy and Opportunity by delivering civil rights education, access, and accountability. The goals 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.

2021 Budget Highlights

The 2021 Executive Budget:

- Reflects transferring the Neighborhood Resource Team from the Mayor's Office to the Department of Civil Rights (Increase: \$150,000).
- Includes reimbursements from enterprise funds based on the annual cost allocation plan. 2021 is the first year activities from the Department of Civil Rights were incorporated into the overall plan. In 2021, the Department of Civil Rights' share of billings to enterprise agencies will be \$188,000.

Civil Rights

Function: Administration

Budget Overview

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	1,967,307	2,065,980	1,994,512	1,843,856	2,024,298
Other Grants	54,238	44,420	-	44,420	44,420
TOTAL	\$ 2,021,545	\$ 2,110,400	\$ 1,994,512	\$ 1,888,276	\$ 2,068,718

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Civil Rights	2,021,545	2,110,400	1,994,512	1,888,276	2,068,718
TOTAL	\$ 2,021,545	\$ 2,110,400	\$ 1,994,512	\$ 1,888,276	\$ 2,068,718

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	1,370,227	1,440,439	1,383,421	1,314,079	1,530,730
Benefits	363,163	390,777	370,185	343,449	420,332
Supplies	24,428	17,345	8,395	17,345	17,345
Purchased Services	260,066	256,086	226,758	206,772	282,035
Inter Depart Charges	3,661	5,753	5,753	6,631	6,631
Inter Depart Billing	-	-	-	-	(188,355)
TOTAL	\$ 2,021,545	\$ 2,110,400	\$ 1,994,512	\$ 1,888,276	\$ 2,068,718

Service Overview

Service: Civil Rights

Citywide Element: Economy and Opportunity

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.

Major Budget Changes

- Transfers funding for the Neighborhood Resources Team program from the Mayor’s Office, including \$122,500 in personnel costs (salary & benefits) and \$27,500 in program costs for NRTs.
- The 2021 Executive Budget maintains funding at the current level for the following programs (not including personnel costs):
 - Language Assistance: \$132,000
 - Racial Equity & Social Justice: \$50,000

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.
- 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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	1,967,307	2,065,980	1,994,512	1,843,856	2,024,298
Other-Expenditures	54,238	44,420	-	44,420	44,420
TOTAL	\$ 2,021,545	\$ 2,110,400	\$ 1,994,512	\$ 1,888,276	\$ 2,068,718

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	-	-	-	-	-
Personnel	1,733,390	1,831,216	1,753,606	1,657,528	1,951,062
Non-Personnel	284,494	273,431	235,153	224,117	299,380
Agency Charges	3,661	5,753	5,753	6,631	(181,724)
TOTAL	\$ 2,021,545	\$ 2,110,400	\$ 1,994,512	\$ 1,888,276	\$ 2,068,718

Civil Rights

Function: Administration

Line Item Detail

Agency Primary Fund: General

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	1,274,243	1,395,983	1,308,040	1,269,623	1,486,274
Salary Savings	-	(21,916)	-	(21,916)	(21,916)
Premium Pay	932	-	31	-	-
Compensated Absence	20,277	7,533	7,533	7,533	7,533
Hourly Wages	55,906	34,489	47,078	34,489	34,489
Overtime Wages Permanent	102	-	20,439	-	-
Election Officials Wages	-	-	301	-	-
TOTAL	\$ 1,351,460	\$ 1,416,089	\$ 1,383,421	\$ 1,289,729	\$ 1,506,380

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Health Insurance Benefit	174,204	187,819	171,619	157,609	202,826
Wage Insurance Benefit	1,929	1,422	2,782	2,846	3,629
WRS	82,823	94,229	89,701	85,700	100,323
FICA Medicare Benefits	100,689	103,674	102,696	93,661	109,921
Post Employment Health Plans	3,519	3,633	3,387	3,633	3,633
TOTAL	\$ 363,163	\$ 390,777	\$ 370,185	\$ 343,449	\$ 420,332

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Purchasing Card Unallocated	-	-	16	-	-
Office Supplies	1,467	1,700	1,611	1,700	1,700
Copy Printing Supplies	3,403	2,157	1,664	2,157	2,157
Hardware Supplies	-	600	99	600	600
Software Lic & Supplies	(129)	400	1,270	400	400
Postage	6,825	3,800	2,927	3,800	3,800
Books & Subscriptions	37	308	308	308	308
Work Supplies	145	500	500	500	500
Food And Beverage	2,851	-	-	-	-
TOTAL	\$ 14,600	\$ 9,465	\$ 8,395	\$ 9,465	\$ 9,465

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Telephone	816	3,100	2,983	3,786	1,549
Facility Rental	6	-	-	-	-
Custodial Bldg Use Charges	34,955	38,383	38,383	38,383	38,383
Comm Device Mntc	2,561	2,070	2,448	2,070	2,070
System & Software Mntc	2,230	7,000	7,000	7,000	7,000
Mileage	-	50	50	50	50
Conferences & Training	45,979	51,000	17,292	4,000	51,000
Memberships	4,161	4,450	4,450	1,450	4,450
Storage Services	37	150	7	150	150
Consulting Services	14,750	-	-	-	-
Advertising Services	801	1,193	482	1,193	1,193
Interpreters Signing Services	126,401	132,000	152,000	132,000	132,000
Other Services & Expenses	1,726	4,500	1,663	4,500	32,000
TOTAL	\$ 234,424	\$ 243,896	\$ 226,758	\$ 194,582	\$ 269,845

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From Insurance	2,857	5,028	5,028	5,708	5,708
ID Charge From Workers Comp	804	725	725	923	923
TOTAL	\$ 3,661	\$ 5,753	\$ 5,753	\$ 6,631	\$ 6,631

Civil Rights

Function: Administration

Line Item Detail

Agency Primary Fund: General

Inter-Departmental Billings

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Billing To Landfill	-	-	-	-	(736)
ID Billing To Monona Terrace	-	-	-	-	(16,122)
ID Billing To Golf Courses	-	-	-	-	(2,207)
ID Billing To Parking	-	-	-	-	(19,530)
ID Billing To Sewer	-	-	-	-	(13,976)
ID Billing To Stormwater	-	-	-	-	(7,356)
ID Billing To Transit	-	-	-	-	(94,346)
ID Billing To Water	-	-	-	-	(34,082)
TOTAL	\$ -	\$ -	\$ -	\$ -	(188,355)

Civil Rights

Function: Administration

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
AA MGR-18	18	1.00	117,162	1.00	118,334	1.00	118,334
ADMIN CLK 1-20	20	2.00	97,222	2.00	98,193	2.00	98,193
ADMIN SUPV-18	17	1.00	51,891	1.00	52,409	1.00	52,409
AFF ACTION SPEC-18	18	1.00	76,180	1.00	76,941	1.00	76,941
CIVIL RIGHTS DIR-21	21	1.00	126,191	1.00	127,452	1.00	127,452
CONTRACT COMP SPEC 2	18	2.00	126,226	2.00	127,488	2.00	127,488
CONTRACT COMP SPEC 3	18	1.00	72,903	1.00	73,632	1.00	73,632
DIS RGTS & SVS PRG COORD-18	18	1.00	82,088	1.00	82,908	1.00	82,908
EO INV/CONC 2-18	18	1.00	67,160	1.00	67,831	1.00	67,831
EO INV/CONC 3-18	18	2.00	156,636	2.00	158,201	2.00	158,201
EQUAL OPPT MGR-18	18	1.00	110,530	1.00	111,635	1.00	111,635
EQUITY COORD-18	18	1.00	72,903	1.00	73,632	1.00	73,632
HEARING EXAM-EOC-23	23	1.00	163,460	1.00	165,094	1.00	165,094
NH RESOURCES COORD-18	18	-	-	-	-	1.00	91,146
PARALEGAL-MEDIATOR 2-18	18	1.00	76,180	1.00	76,941	1.00	76,941
PROGRAM ASST 1-20	20	1.00	51,360	1.00	51,873	1.00	51,873
TOTAL		18.00	1,448,092	18.00	1,462,564	19.00	1,553,710

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

Clerk

Agency Overview

Agency Mission

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

Agency Overview

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

2021 Budget Highlights

The 2021 Executive Budget includes funding for:

- The 2021 election cycle, which includes elections in February and April. The anticipated cost of administering the 2021 elections is \$965k, a \$1.1m decrease from 2020. The proposed funding level supports ongoing increases in costs related to absentee voting, such as mailing and copying/printing.
- Purchasing voting equipment to support Town of Madison polling locations. The Town of Madison will be attached to the City in late 2022. (\$100,000)
- Proposes \$19,000 (or 1.0%) in reductions to the Clerk's budget. This includes:
 - Reducing election staff payroll through mailing absentee ballots to nursing homes rather than sending special voting deputies (Reduction: \$19,000).

Clerk**Function: Administration***Budget Overview*

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	1,667,787	2,982,498	4,700,046	1,979,447	2,070,391
TOTAL	\$ 1,667,787	\$ 2,982,498	\$ 4,700,046	\$ 1,979,447	\$ 2,070,391

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Clerk	1,667,787	2,982,498	4,700,046	1,979,447	2,070,391
TOTAL	\$ 1,667,787	\$ 2,982,498	\$ 4,700,046	\$ 1,979,447	\$ 2,070,391

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	1,132,867	2,285,039	2,780,617	1,162,397	1,143,397
Benefits	187,952	205,393	233,718	206,548	215,264
Supplies	152,038	194,000	1,029,536	393,000	493,000
Purchased Services	193,640	295,158	651,810	213,313	211,437
Inter Depart Charges	5,811	6,012	7,470	7,293	7,293
Inter Depart Billing	(4,520)	(3,104)	(3,104)	(3,104)	-
TOTAL	\$ 1,667,787	\$ 2,982,498	\$ 4,700,046	\$ 1,979,447	\$ 2,070,391

Service Overview

Service: Clerk

Citywide Element: Effective Government

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.

Major Budget Changes

- Full funding for costs associated with administering the 2021 Elections (\$915,550). These costs include:
 - o \$530,000 for election official wages
 - o \$183,000 for election supplies, including personal protective equipment for election workers
 - o \$145,000 for postage
 - o \$58,000 for copying and printing
- Reduces election worker wages based on assumption absentee ballots can be mailed to nursing home residents rather than by utilizing special voting deputies. This would continue a practice that began in April 2020 (Reduction: \$19,000)
- In 2020, this service was removed from the Central Services Cost Allocation plan. To reflect this change, the inter-departmental billings to enterprise agencies have been removed from the Clerk budget (Increase: \$3,100).

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, Police & Fire Commission, and Madison Police Department Policy and Procedure Review Ad Hoc Committee; posts 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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	1,667,787	2,982,498	4,700,046	1,979,447	2,070,391
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 1,667,787	\$ 2,982,498	\$ 4,700,046	\$ 1,979,447	\$ 2,070,391

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	-	-	-	-	-
Personnel	1,320,818	2,490,432	3,014,335	1,368,945	1,358,661
Non-Personnel	345,678	489,158	1,681,346	606,313	704,437
Agency Charges	1,291	2,908	4,366	4,189	7,293
TOTAL	\$ 1,667,787	\$ 2,982,498	\$ 4,700,046	\$ 1,979,447	\$ 2,070,391

Clerk

Function: Administration

Line Item Detail

Agency Primary Fund: General

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	498,175	537,816	587,596	624,732	624,732
Salary Savings	-	(18,179)	-	(18,179)	(18,179)
Pending Personnel	-	75,000	-	-	-
Premium Pay	426	-	7,823	-	-
Compensated Absence	9,519	-	-	-	-
Hourly Wages	82,161	219,006	345,424	50,911	50,911
Overtime Wages Permanent	28,238	64,996	162,624	25,000	25,000
Overtime Wages Hourly	8,330	-	30,856	-	-
Election Officials Wages	506,018	1,406,400	1,646,294	479,933	460,933
TOTAL	\$ 1,132,867	\$ 2,285,039	\$ 2,780,617	\$ 1,162,397	\$ 1,143,397

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Health Insurance Benefit	99,320	124,161	104,080	111,494	120,192
Wage Insurance Benefit	1,752	1,820	1,741	1,736	1,869
IATSE Health Benefit	694	-	4,878	-	-
WRS	35,361	34,601	48,627	42,170	42,170
FICA Medicare Benefits	46,460	40,305	69,900	46,642	46,527
Post Employment Health Plans	4,364	4,506	4,493	4,506	4,506
TOTAL	\$ 187,952	\$ 205,393	\$ 233,718	\$ 206,548	\$ 215,264

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Purchasing Card Unallocated	-	-	550	-	-
Office Supplies	3,387	5,500	4,023	2,500	2,500
Copy Printing Supplies	23,857	70,000	151,599	57,500	57,500
Election Supplies	83,051	58,500	384,819	183,000	183,000
Hardware Supplies	328	-	54,500	5,000	5,000
Software Lic & Supplies	921	-	-	-	-
Postage	40,211	60,000	434,045	145,000	145,000
Equipment Supplies	282	-	-	-	100,000
TOTAL	\$ 152,038	\$ 194,000	\$ 1,029,536	\$ 393,000	\$ 493,000

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Telephone	616	318	53,430	3,200	1,324
Cellular Telephone	599	1,400	595	12,300	12,300
Facility Rental	24,557	24,812	166,082	44,486	44,486
Custodial Bldg Use Charges	44,606	48,705	48,981	48,981	48,981
Equipment Mntc	59,920	13,610	44,450	16,610	16,610
System & Software Mntc	812	-	-	32,074	32,074
Rental Of Equipment	-	127,400	147,400	-	-
Mileage	1,762	-	1,875	-	-
Conferences & Training	8,044	7,500	6,365	7,500	7,500
Memberships	530	800	2,099	662	662
Delivery Freight Charges	17,311	45,000	50,024	21,500	21,500
Storage Services	3,324	2,613	945	3,000	3,000
Advertising Services	23,918	23,000	127,100	23,000	23,000
Printing Services	3,894	-	-	-	-
Transcription Services	2,666	-	-	-	-
Other Services & Expenses	1,080	-	2,463	-	-
TOTAL	\$ 193,640	\$ 295,158	\$ 651,810	\$ 213,313	\$ 211,437

Clerk

Function: Administration

Line Item Detail

Agency Primary Fund: General

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From Traffic Eng	975	900	2,358	1,200	1,200
ID Charge From Insurance	4,112	4,302	4,302	5,373	5,373
ID Charge From Workers Comp	724	810	810	720	720
TOTAL	\$ 5,811	\$ 6,012	\$ 7,470	\$ 7,293	\$ 7,293

Inter-Departmental Billings

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Billing To Landfill	(565)	(388)	(388)	(388)	-
ID Billing To Monona Terrace	(565)	(388)	(388)	(388)	-
ID Billing To Golf Courses	(565)	(388)	(388)	(388)	-
ID Billing To Parking	(565)	(388)	(388)	(388)	-
ID Billing To Sewer	(565)	(388)	(388)	(388)	-
ID Billing To Stormwater	(565)	(388)	(388)	(388)	-
ID Billing To Transit	(565)	(388)	(388)	(388)	-
ID Billing To Water	(565)	(388)	(388)	(388)	-
TOTAL	\$ (4,520)	\$ (3,104)	\$ (3,104)	\$ (3,104)	-

Clerk

Function: Administration

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN SUPV-18	17	1.00	60,577	1.00	61,182	1.00	61,182
CERT MUNI CLK-20	20	8.00	437,944	8.00	442,320	8.00	442,320
CITY CLERK-21	21	1.00	120,030	1.00	121,230	1.00	121,230
TOTAL		10.00	618,551	10.00	624,732	10.00	624,732

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

Common Council

Agency Overview

Agency Mission

The 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.

2021 Budget Highlights

The 2021 Executive Budget includes funding for:

- o An increase in hourly wages to reflect actual costs and a pay raise for Alders in mid-May 2021 in accordance with Madison General Ordinances Subchapter 3C, Section 3.50. (Increase: \$15,500)
- o Continuation of benefits for Alders including WRS and health insurance (\$56,350).
- o Continuation of individual Alder budgets at the current level (\$2,425 per Alder).

Common Council

Function: General Government

Budget Overview

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	815,469	867,090	841,522	887,230	892,337
TOTAL	\$ 815,469	\$ 867,090	\$ 841,522	\$ 887,230	\$ 892,337

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Common Council	815,469	867,090	841,522	887,230	892,337
TOTAL	\$ 815,469	\$ 867,090	\$ 841,522	\$ 887,230	\$ 892,337

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Misc Revenue	(20,252)	(14,000)	(14,000)	(14,000)	(14,000)
TOTAL	\$ (20,252)	\$ (14,000)	\$ (14,000)	\$ (14,000)	\$ (14,000)

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	592,471	605,742	618,164	626,362	626,362
Benefits	120,851	167,062	151,504	173,585	179,333
Supplies	78,989	59,265	54,539	59,265	59,265
Purchased Services	39,797	39,232	21,527	40,252	39,611
Inter Depart Charges	3,613	9,789	9,789	1,766	1,766
TOTAL	\$ 835,721	\$ 881,090	\$ 855,522	\$ 901,230	\$ 906,337

Service Overview

Service: Common Council

Citywide Element: Effective Government

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.

Major Budget Changes

- A pay raise for Alders in mid-May 2021 in accordance with Madison General Ordinances Subchapter 3C, Section 3.50. The annual increase is \$311 per alder, \$335 for the Vice President and \$378 for the President for a total of \$6,300.
- Hourly wages are increased to reflect actual costs (\$9,200).

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	815,469	867,090	841,522	887,230	892,337
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 815,469	\$ 867,090	\$ 841,522	\$ 887,230	\$ 892,337

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(20,252)	(14,000)	(14,000)	(14,000)	(14,000)
Personnel	713,322	772,804	769,667	799,947	805,695
Non-Personnel	118,786	98,497	76,066	99,517	98,876
Agency Charges	3,613	9,789	9,789	1,766	1,766
TOTAL	\$ 815,469	\$ 867,090	\$ 841,522	\$ 887,230	\$ 892,337

Common Council

Function: General Government

Line Item Detail

Agency Primary Fund: General

Misc Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Miscellaneous Revenue	(20,252)	(14,000)	(14,000)	(14,000)	(14,000)
TOTAL	\$ (20,252)	\$ (14,000)	\$ (14,000)	\$ (14,000)	\$ (14,000)

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	311,322	327,151	324,949	332,245	332,245
Premium Pay	2	25	25	25	25
Workers Compensation Wages	-	232	-	232	232
Compensated Absence	6,686	5,700	6,890	5,700	5,700
Hourly Wages	272,115	271,434	285,100	286,960	286,960
Overtime Wages Permanent	2,345	1,200	1,200	1,200	1,200
TOTAL	\$ 592,471	\$ 605,742	\$ 618,164	\$ 626,362	\$ 626,362

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Health Insurance Benefit	42,178	87,402	70,279	94,151	99,154
Wage Insurance Benefit	1,505	1,514	1,442	1,428	1,507
WRS	30,064	39,306	32,318	31,970	32,178
FICA Medicare Benefits	43,601	38,840	47,290	46,036	46,494
Moving Expenses	1,878	-	-	-	-
Tuition	1,625	-	175	-	-
TOTAL	\$ 120,851	\$ 167,062	\$ 151,504	\$ 173,585	\$ 179,333

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Office Supplies	20,862	26,500	21,000	26,500	26,500
Copy Printing Supplies	12,832	5,800	5,774	5,800	5,800
Hardware Supplies	2,623	-	-	-	-
Postage	39,401	26,765	26,765	26,765	26,765
Books & Subscriptions	328	200	-	200	200
Food And Beverage	2,942	-	1,000	-	-
TOTAL	\$ 78,989	\$ 59,265	\$ 54,539	\$ 59,265	\$ 59,265

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Telephone	795	650	950	1,670	1,029
Cellular Telephone	60	-	395	-	-
Systems Comm Internet	923	-	900	-	-
Facility Rental	1,610	-	500	-	-
Custodial Bldg Use Charges	11,595	12,732	12,732	12,732	12,732
System & Software Mntc	476	-	200	-	-
Conferences & Training	14,037	25,000	5,000	25,000	25,000
Memberships	105	500	500	500	500
Delivery Freight Charges	69	250	250	250	250
Storage Services	67	100	100	100	100
Consulting Services	10,000	-	-	-	-
Other Services & Expenses	61	-	-	-	-
TOTAL	\$ 39,797	\$ 39,232	\$ 21,527	\$ 40,252	\$ 39,611

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From Insurance	3,329	9,512	9,512	1,417	1,417
ID Charge From Workers Comp	284	277	277	349	349
TOTAL	\$ 3,613	\$ 9,789	\$ 9,789	\$ 1,766	\$ 1,766

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
CC CHIEF OF STAFF-21	21	1.00	112,440	1.00	113,564	1.00	113,564
COMM CO LEG ANAL-18	18	1.00	76,180	1.00	76,941	1.00	76,941
LEGIS MGMT SYSTEM SPEC-20	17	1.00	75,149	1.00	75,900	1.00	75,900
PROGRAM ASST 2-20	17	1.00	65,189	1.00	65,840	1.00	65,840
TOTAL		4.00	328,958	4.00	332,245	4.00	332,245

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

Community Development Division

Agency Overview

Agency Mission

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

Agency Overview

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

2021 Budget Highlights

The 2021 Executive Budget:

- o Increases Youth Employment funding by \$102,000 to expand Operation Fresh Start (OFS), allowing the two City OFS crews to operate year round. This increase is funded by an interdepartmental billing to the Stormwater Utility (Increase: \$102,000).
- o Increases funding for violence prevention by \$75,000 for a total of \$475,000. This programming is consistent with Public Health Madison-Dane County's larger framework and developing plans. Public Health and CDD will assess current programs and initiatives in 2021 to determine any gaps or needs in funding and technical assistance, and will issue an RFP for the additional funds.
- o Creates a COVID Relief Fund that will be awarded through a competitive RFP process in 2021 (\$400,000).
 - This program is funded by transferring budget from Community Building and Engagement (\$250,000) and the Emerging Opportunities Program (\$150,000). At the proposed funding level, no grants will be awarded through the Emerging Opportunities Program in 2021.
- o Increases the General Fund support for community agency contracts by \$178,000 from \$10.79m to \$10.96m, primarily in Housing Assistance.
- o Changes in Community Development state and federal grant funding (\$1.99m) is primarily due to transferring state and federal grant funds used for Affordable Housing-Consumer Lending programs to the capital budget (\$1.3m).
- o Changes by service are shown below and explained in more detail in the Major Budget Changes presented by service:

Service	2020 Adopted			2021 Executive		
	Grant Fund	General Fund	Total	Grant Fund	General Fund	Total
Affordable Housing	4,568,268	1,718,938	6,287,206	2,806,701	1,799,708	4,606,409
Community Support Services	-	6,174,336	6,174,336		6,046,572	6,046,572
Economic Development & Employment Opportunities	1,214,723	1,795,588	3,010,311	819,723	1,795,588	2,615,311
Overall Program Administration	-	150,000	150,000	-	400,000	400,000
Strong Healthy Neighborhoods	496,500	946,650	1,443,150	666,000	946,650	1,612,650
Total	6,279,491	10,785,512	16,836,508	4,292,424	10,988,518	15,280,942

Community Development

Function: Planning & Development

Budget Overview

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	13,490,795	14,174,892	14,118,607	14,317,306	14,411,693
Community Development Grants	6,070,648	7,246,881	6,503,519	5,281,596	5,282,184
Other Grants	574,558	89,400	-	-	-
TOTAL	\$ 20,136,001	\$ 21,511,173	\$ 20,622,126	\$ 19,598,902	\$ 19,693,877

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Affordable Housing	5,056,417	6,912,276	6,382,033	5,304,269	5,311,440
Econ Dev & Emp Opportunities	2,550,388	3,289,538	2,934,542	2,854,395	2,856,232
Strong Healthy Neighborhoods	2,546,408	1,922,430	2,046,777	2,063,753	2,065,379
Community Support Services	8,090,274	8,166,359	7,879,700	7,869,334	7,962,295
Overall Program Administration	1,892,515	1,220,570	1,379,074	1,507,151	1,498,531
TOTAL	\$ 20,136,001	\$ 21,511,173	\$ 20,622,126	\$ 19,598,902	\$ 19,693,877

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Intergov Revenues	(75,000)	(75,000)	(77,972)	(80,000)	(80,000)
Charges For Services	(29,792)	(33,000)	(9,251)	(17,300)	(17,300)
Investments & Other Contributions	(34,860)	(53,050)	(43,954)	(30,000)	(30,000)
Misc Revenue	(75,305)	(84,100)	(40,434)	(79,000)	(79,000)
TOTAL	\$ (214,957)	\$ (245,150)	\$ (171,612)	\$ (206,300)	\$ (206,300)

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	2,735,643	3,163,084	2,828,893	3,082,511	3,082,511
Benefits	976,587	911,490	875,042	900,040	934,513
Supplies	50,944	52,428	47,960	44,691	44,691
Purchased Services	14,467,762	17,443,140	16,796,358	15,591,305	15,754,096
Debt & Other Financing	1,871,931	45,000	45,000	45,000	45,000
Inter Depart Charges	264,564	271,164	318,867	246,235	246,235
Inter Depart Billing	(86,414)	(129,983)	(129,983)	(116,580)	(218,580)
Transfer Out	69,941	-	11,601	12,000	11,711
TOTAL	\$ 20,350,959	\$ 21,756,323	\$ 20,793,737	\$ 19,805,202	\$ 19,900,177

Service Overview

Service: Affordable Housing

Citywide Element: Neighborhoods and Housing

Service Description

This service supports partnerships with non-profit partners to preserve, improve, and expand the supply of affordable housing for homeowners and renters by supporting the rehabilitation of existing owner-occupied housing and development of new owner-occupied and rental housing. These funds are also used to help improve housing stability for homebuyers, renters, homeless, and special needs populations through the provision of homebuyer assistance, homeless services, and other housing resources. The goal of this service is to provide decent, safe, sanitary, and affordable housing opportunities for low and moderate-income households in order to enhance the stability of households, neighborhoods, and communities.

Major Budget Changes

- The Executive Budget reflects transferring \$1.33 million of federal and state grant funding to the Affordable Housing-Consumer Lending capital program in CDD’s capital budget. This change shows the full program budget in one place within the City’s budget and does not impact the current level of service for this program.
- General Fund support for Housing Assistance increased by \$81,000 to fund an RFP for new tenant services and permanent supportive housing contracts. The increase is funded by eliminating a vacant Community Development Specialist position (0.5 FTE).
- Maintains funding for contracts within this service: Beacon Day Shelter (\$200,000), Coordinated Entry (\$70,000), Financial Literacy/Homebuyer Readiness (\$20,000), Eviction Services (\$145,000), Tenant Resource Center (\$192,000), and other contracts for homeless services and special needs services (\$1.09m).

Activities Performed by this Service

- Housing Supply: Offering loans to help finance the development of new rental and owner-occupied housing and the rehabilitation of existing housing stock.
- Housing Assistance: Home-buying assistance, homebuyer education, overseeing fair housing practices, and other services that assist homeless and special needs populations.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	1,751,311	1,915,784	1,932,745	2,038,190	2,040,703
Other-Expenditures	3,305,106	4,996,492	4,449,288	3,266,079	3,270,737
TOTAL	\$ 5,056,417	\$ 6,912,276	\$ 6,382,033	\$ 5,304,269	\$ 5,311,440

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(80,000)	(77,200)	(82,978)	(82,300)	(82,300)
Personnel	617,235	702,270	679,053	770,160	777,331
Non-Personnel	4,519,182	6,287,206	5,785,959	4,616,409	4,616,409
Agency Charges	-	-	-	-	-
TOTAL	\$ 5,056,417	\$ 6,912,276	\$ 6,382,033	\$ 5,304,269	\$ 5,311,440

*Service Overview***Service:** Community Support Services**Citywide Element:** Economy and Opportunity

Service Description

This service supports Madison's community services network and residents' access to resources and opportunities that can help them reach their full potential. This service includes multiple program areas: (1) Child Care Services and Support, (2) Child and Youth Programming, (3) Madison Senior Center and Senior Services, (4) Community Building and Engagement, (5) and Access to Resources and Support Services. Contracted agencies funded by the service receive technical assistance, collaborative planning, and consultation from CDD staff. Goals for this service include supporting a continuum of services that promote positive youth development, enhance individual and household stability, and ensure equitable access to resources.

Major Budget Changes

- **Childcare Services & Support** - Funding decreased by \$51,000 from \$803,000 to \$752,000. Funded items include Stabilization Funding (\$245,000), Tuition Assistance (\$396,000), and Childcare Grants (\$111,000). The Early Childhood Mental Health Specialist position created in the 2020 Adopted Budget will be filled in 2021.
- **Youth Services** - Funding decreased by \$70,000 from \$1.17 million to \$1.1 million. The decrease is due to transferring funding to Children and Families for additional contracts. The budget maintains \$193,000 for Restorative Justice contracts with the remaining Youth Services budget going towards child and youth development contracts. The budget maintains funding for contracts within this service, including My Brother's Keeper, which was transferred from the Mayor's Office (\$25,000), Boys and Girls Club of Dane County (\$133,000), Lussier Community Center (\$120,000), Vera Court Neighborhood Center (\$103,000), Goodman Community Center (\$96,000), and Centro Hispano (\$87,000).
- **Crisis Support Services** - Funding increased by \$111,000 from \$1.296 million to \$1.41 million. The increase is primarily due to adding \$75,000 for violence prevention community agency contracts. One-time funding added in the 2020 Adopted Budget to increase the Peer Support program by \$25,000 was not annualized. The budget maintains funding for contracts within this service, including Peer Support – Madison-Area Urban Ministry (\$200,000) and Nehemiah (\$200,000), Briarpatch youth shelter operations and runaway/homeless youth program (\$150,000), DAIS shelter and support and housing related aid (\$320,000), Rainbow early intervention and rapid response team (\$156,000), and Rape Crisis Center (\$163,000).
- **Community Outreach-Resource Access** - Funding decreased by \$250,000 from \$751,000 to \$501,000. The decrease is due to transferring \$250,000 of uncommitted CBE funding to Overall Program Administration to fund part of a COVID Recovery Flex Fund RFP. The remaining \$65,000 of CBE funding will fund the renewal of the Northside Planning Council's current contract. The budget maintains funding for contracts within this service, including but not limited to Immigration Assistance (\$100,000), YWCA (\$117,000), Centro (\$51,000), and Worker Justice Wisconsin (\$10,000).
- **Children and Families** - Funding increased by \$194,000 from \$1.36 million to \$1.56 million driven by funding transferred from Youth Services and Childcare Services. The budget includes \$300,000 for childcare administration, including a contract with Dane County Parent Council/Reach Dane (\$258,000). Five hundred and thirty five thousand dollars (\$535,000) is budgeted for early childhood and education programming, including a contract with RISE Wisconsin Respite/Crisis Care (\$235,000). The remaining \$780,000 maintains funding for contracts for child and youth development programming, including Lussier Community Education Center (\$151,000), Vera Court Neighborhood Center (\$116,000), and Goodman Community Center (\$89,000).
- **Services for Older Adults/Senior Center** – The proposed funding is consistent with the 2020 Adopted Budget (780,000); these funds are currently being allocated through an RFP for the provision of 2021 programs and services.

Service Overview

Activities Performed by this Service

- 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.
- Crisis Support Services: Administer contracts with community-based organizations that provide services and resources supporting persons affected by domestic violence, childhood trauma, sexual assault, youth homelessness, prison re-entry, and community violence prevention and intervention.
- Resource Access: Fund community based programming that provides access to resources for historically marginalized communities and community building and engagement (CBE).
- Children and Families: Contracts with community-based organizations to provide early childhood and elementary school aged programming, childcare accreditation, support and training to improve the quality and capacity of childcare programs; and offers subsidies to help low-income households pay for childcare.
- Older Adults and Aging: Administer and monitor senior adult social service grants to non-profit agencies that provide essential services to older adults.
- Madison Senior Center: Support activities, events, and services that promote successful aging to adults, aged 55 and older, in the community.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	7,515,716	8,076,959	7,879,700	7,869,334	7,962,295
Other-Expenditures	574,558	89,400	-	-	-
TOTAL	\$ 8,090,274	\$ 8,166,359	\$ 7,879,700	\$ 7,869,334	\$ 7,962,295

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(79,826)	(147,950)	(31,310)	(104,000)	(104,000)
Personnel	1,809,543	2,029,904	1,626,018	1,897,315	1,914,928
Non-Personnel	6,352,680	6,276,528	6,277,115	6,068,142	6,143,490
Agency Charges	7,877	7,877	7,877	7,877	7,877
TOTAL	\$ 8,090,274	\$ 8,166,359	\$ 7,879,700	\$ 7,869,334	\$ 7,962,295

Service Overview

Service: Econ Dev & Emp Opportunities

Citywide Element: Economy and Opportunity

Service Description

This service supports small businesses and entrepreneurs through technical assistance and loans. It also assists youth and adults facing barriers to employment by supporting a network of local partners offering 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.

Major Budget Changes

- Adult Workforce maintains the current level of funding at \$1.06 million. The budget maintains funding for contracts, including Big Step (\$50,000), Park Edge/Park Ridge Neighborhood Employment Center (\$279,000), Urban League of Greater Madison (ULGM) ADVANCE Employment Services (\$105,000), ULGM Construction Employment Initiative (\$173,000), Vera Court Neighborhood Center (\$113,000), and other contracts (\$338,000).
- Youth Employment funding increased by \$106,000 from \$785,000 to \$891,000. The budget increases funding for Operation Fresh Start by \$106,000 from \$47,000 to \$153,000, which is funded by the Stormwater Utility. The budget maintains funding for other contracts, including Commonwealth Development – Wanda Fullmore Internship (\$95,000), Commonwealth Development – Youth Business Mentoring (\$110,000), Centro Youth Employment (\$58,000), Goodman Community Center – TEEN (\$60,000), and other contracts (\$211,000).
- Assumed grant funding for Small Business Microenterprise maintains the current level of funding at \$420,000. An RFP is scheduled for 2020 to determine recipients of the grant funding in 2021. Funded contracts in 2020 included Wisconsin Women’s Business Initiative Corporation (WWBIC) (\$183,000), Madison Black Chamber of Commerce (MBCC) Smarter Black Madison (\$31,000), and Latino Chamber of Commerce (LCC) Small Business Initiative (\$36,000).
- Assumed federal grant funding for Job Creation and Community Business Development decreased by \$400,000 from \$800,000 to \$400,000. An RFP is scheduled for 2020 to determine recipients of 2021 grant funding. Funding in 2020 supported business loans through the Madison Development Corporation Business Loan Program.

Activities Performed by this Service

- Job Creation and Community Business Development: Provide loans to small businesses for projects that result in the creation of new jobs.
- Small Business (Micro-enterprise) Development: Provide technical assistance and small loans to entrepreneurs seeking to start new businesses.
- Adult Workforce Preparedness: Support community partners that offer a range of employment training, job readiness and career development services to persons who face obstacles to gainful employment.
- Youth Employment Opportunities and training: Support community partners providing age appropriate youth employment training, youth employment, and job coaching support.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	1,680,793	1,953,779	1,929,796	1,948,388	1,949,640
Other-Expenditures	869,595	1,335,759	1,004,746	906,007	906,592
TOTAL	\$ 2,550,388	\$ 3,289,538	\$ 2,934,542	\$ 2,854,395	\$ 2,856,232

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	-	-	-	-	-
Personnel	145,804	279,227	219,067	239,084	240,921
Non-Personnel	2,404,584	3,057,311	2,762,475	2,666,311	2,768,311
Agency Charges	-	(47,000)	(47,000)	(51,000)	(153,000)
TOTAL	\$ 2,550,388	\$ 3,289,538	\$ 2,934,542	\$ 2,854,395	\$ 2,856,232

Service Overview

Service: Overall Program Administration

Citywide Element: Effective Government

Service Description

This service supports general management and administrative functions for 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.

Major Budget Changes

- Creates a COVID Relief Fund that will be awarded through a competitive RFP process in 2021 (\$400,000). This program is funded by transferring budget from Community Building and Engagement (\$250,000) and the Emerging Opportunities Program (\$150,000). At the proposed funding level, no grants will be awarded through the Emerging Opportunities Program in 2021.

Activities Performed by this Service

- Personnel/operations: Provide overall staffing, budgeting, and operational support to the division within the Community Development Block Grant (CDBG), childcare, community resources, and administration units.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	920,223	966,331	1,158,982	1,214,441	1,210,762
Other-Expenditures	972,292	254,239	220,092	292,710	287,769
TOTAL	\$ 1,892,515	\$ 1,220,570	\$ 1,379,074	\$ 1,507,151	\$ 1,498,531

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(35,370)	-	(37,126)	-	-
Personnel	872,268	780,775	963,114	816,041	822,267
Non-Personnel	926,844	300,991	266,579	559,832	544,986
Agency Charges	128,773	138,804	186,507	131,278	131,278
TOTAL	\$ 1,892,515	\$ 1,220,570	\$ 1,379,074	\$ 1,507,151	\$ 1,498,531

Service Overview

Service: Strong Healthy Neighborhoods

Citywide Element: Neighborhoods and Housing

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. This service also assists other neighborhood-based planning and revitalization efforts. The goal of this service is to strengthen neighborhoods and build communities that bring people of diverse backgrounds together.

Major Budget Changes

- Funding for community agency contracts remains unchanged at \$1.31 million. The contracts were determined by a 2019 RFP for neighborhood center support. Assumed federal grant funding will fund \$366,000 of the \$1.31 million contract budget.
- Assumed grant funding for Capital Improvements for Community Organizations increased by \$170,000.

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 develop 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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	1,622,753	1,262,039	1,217,384	1,246,953	1,248,293
Other-Expenditures	923,655	660,391	829,393	816,800	817,086
TOTAL	\$ 2,546,408	\$ 1,922,430	\$ 2,046,777	\$ 2,063,753	\$ 2,065,379

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(19,761)	(20,000)	(20,198)	(20,000)	(20,000)
Personnel	267,380	282,398	216,683	259,951	261,577
Non-Personnel	2,257,289	1,618,532	1,808,792	1,782,302	1,782,302
Agency Charges	41,500	41,500	41,500	41,500	41,500
TOTAL	\$ 2,546,408	\$ 1,922,430	\$ 2,046,777	\$ 2,063,753	\$ 2,065,379

Community Development

Function: Planning & Development

Line Item Detail

Agency Primary Fund: General

Intergovernmental Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Other Unit of Gov Rev Op	(75,000)	(75,000)	(77,972)	(80,000)	(80,000)
TOTAL	\$ (75,000)	\$ (75,000)	\$ (77,972)	\$ (80,000)	\$ (80,000)

Charges for Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Facility Rental	(27,428)	(30,000)	(5,251)	(15,000)	(15,000)
Reimbursement Of Expense	(363)	(800)	-	-	-
Application Fees	(2,000)	(2,200)	(4,000)	(2,300)	(2,300)
TOTAL	\$ (29,792)	\$ (33,000)	\$ (9,251)	\$ (17,300)	\$ (17,300)

Investments & Contributions

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Contributions & Donations	(34,860)	(53,050)	(43,954)	(30,000)	(30,000)
TOTAL	\$ (34,860)	\$ (53,050)	\$ (43,954)	\$ (30,000)	\$ (30,000)

Misc Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Miscellaneous Revenue	(75,305)	(84,100)	(40,434)	(79,000)	(79,000)
TOTAL	\$ (75,305)	\$ (84,100)	\$ (40,434)	\$ (79,000)	\$ (79,000)

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	2,143,794	2,423,282	2,292,705	2,534,743	2,534,743
Salary Savings	-	(119,292)	-	(148,615)	(148,615)
Pending Personnel	-	65,624	-	-	-
Premium Pay	380	-	511	-	-
Compensated Absence	22,747	-	10,510	-	-
Hourly Wages	38,027	68,878	21,312	54,500	54,500
Overtime Wages Permanent	2,754	7,618	2,754	7,618	7,618
Election Officials Wages	-	-	679	-	-
TOTAL	\$ 2,207,702	\$ 2,446,110	\$ 2,328,470	\$ 2,448,246	\$ 2,448,246

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Comp Absence Escrow	142,428	-	52,235	-	-
Health Insurance Benefit	325,144	349,275	336,060	355,826	383,590
Wage Insurance Benefit	5,154	5,042	5,746	5,540	5,847
WRS	142,012	163,575	156,345	166,114	166,114
FICA Medicare Benefits	161,626	181,327	169,675	184,597	184,221
Post Employment Health Plans	7,734	7,985	5,493	7,985	7,985
TOTAL	\$ 784,099	\$ 707,204	\$ 725,555	\$ 720,062	\$ 747,757

Community Development

Function: Planning & Development

Line Item Detail

Agency Primary Fund: General

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Office Supplies	4,182	5,500	2,185	4,650	4,650
Copy Printing Supplies	15,779	4,100	4,080	3,700	3,700
Furniture	1,579	100	-	200	200
Hardware Supplies	2,504	15,500	14,212	14,750	14,750
Software Lic & Supplies	570	-	2,190	100	100
Postage	4,253	3,891	5,436	4,391	4,391
Program Supplies	2,307	2,490	4,990	2,000	2,000
Books & Subscriptions	1,498	6,150	1,498	1,000	1,000
Work Supplies	1,716	1,050	2,837	1,100	1,100
Janitorial Supplies	1,902	3,200	4,068	3,200	3,200
Food And Beverage	1,508	2,747	1,462	1,800	1,800
Building Supplies	59	150	439	150	150
Equipment Supplies	165	-	115	-	-
Inventory	126	-	-	-	-
TOTAL	\$ 38,150	\$ 44,878	\$ 43,511	\$ 37,041	\$ 37,041

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Natural Gas	1,505	1,700	3,080	1,600	1,600
Electricity	30,608	26,000	31,859	26,500	26,500
Water	4,687	3,000	3,726	3,000	3,000
Telephone	1,074	5,000	5,262	5,997	2,689
Cellular Telephone	2,298	200	2,088	200	200
Building Improv Repair Maint	19,698	16,200	23,859	18,500	18,500
Pest Control	292	250	181	250	250
Elevator Repair	1,676	1,750	1,750	1,750	1,750
Facility Rental	50,864	83,322	59,557	83,322	83,322
Custodial Bldg Use Charges	11,880	12,330	17,889	12,330	12,330
Grounds Improv Repair Maint	887	-	-	-	-
Equipment Mntc	6,873	2,870	5,516	3,500	3,500
System & Software Mntc	10,340	7,500	9,565	8,900	8,900
Rental Of Equipment	37	-	31	-	-
Recruitment	1,035	27,000	312	5,000	5,000
Mileage	1	536	-	175	175
Conferences & Training	33,821	23,050	15,244	23,550	18,550
Memberships	2,450	1,615	3,347	2,065	2,065
Credit Card Services	180	180	151	180	180
Delivery Freight Charges	64	-	46	-	-
Storage Services	1,845	250	316	250	250
Consulting Services	8,332	1,775	2,297	1,775	1,775
Advertising Services	7,298	7,574	133	7,350	7,350
Printing Services	1,372	200	2,978	200	200
Parking Towing Services	1,226	-	-	-	-
Transportation Services	675	-	-	-	-
Catering Vending Services	1,025	2,350	-	2,350	2,350
Program Services	487,267	701,763	570,560	650,007	650,007
Other Services & Expenses	20,187	11,650	10,644	11,300	11,300
Grants	214,747	111,000	145,200	111,000	111,000
Comm Agency Contracts	9,591,935	10,019,749	10,121,713	10,203,511	10,380,511
Property Insurance	-	6,335	-	-	-
Taxes & Special Assessments	11,603	-	9,363	-	-
Permits & Licenses	564	2,020	1,334	540	540
TOTAL	\$ 10,528,344	\$ 11,077,169	\$ 11,048,001	\$ 11,185,102	\$ 11,353,794

Community Development

Function: Planning & Development

Line Item Detail

Agency Primary Fund: General

Debt & Other Financing

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Interest	10,809	45,000	45,000	45,000	45,000
TOTAL	\$ 10,809	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From Engineering	97,677	97,677	97,677	97,677	97,677
ID Charge From Insurance	31,496	45,921	45,921	38,384	38,384
ID Charge From Workers Comp	7,477	3,083	3,083	3,094	3,094
TOTAL	\$ 136,650	\$ 146,681	\$ 146,681	\$ 139,155	\$ 139,155

Inter-Departmental Billings

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Billing To Stormwater	-	(47,000)	(47,000)	(51,000)	(153,000)
TOTAL	\$ -	\$ (47,000)	\$ (47,000)	\$ (51,000)	\$ (153,000)

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCT TECH 3-20	20	1.00	73,302	1.00	74,035	1.00	74,035
ADMIN CLK 1-20	20	1.00	47,984	1.00	48,462	1.00	48,462
CHILD CARE ASST COOR-20	20	1.00	60,158	1.00	60,759	1.00	60,759
CHILD CARE PROG SPEC 2-18	18	4.00	341,102	4.00	344,510	4.00	344,510
CHILD CARE PROG SPEC 3-18	18	2.00	140,489	2.00	141,893	2.00	141,893
CLERK-TYP 2-20	20	1.00	52,192	1.00	52,713	1.00	52,713
COM DEV TECH 2-20	20	3.00	208,771	3.00	210,855	3.00	210,856
COMM DEV DIV DIR-21	21	1.00	133,104	1.00	134,430	1.00	134,430
COMM DEV GRTS SUPV-18	18	1.00	117,162	1.00	118,334	1.00	118,334
COMM DEV PROG MGR-18	18	2.00	193,093	2.00	195,026	2.00	195,026
COMM DEV SPEC 2-18	18	6.00	448,781	6.00	453,267	6.00	453,267
COMM DEV SPEC 3-18	18	1.00	72,196	1.00	72,917	1.00	72,917
COMM DEV SPEC 4-18	18	1.00	107,761	1.00	108,839	1.00	108,839
COMM DEV SPEC 4-18 PT	18	0.50	79,697	0.50	80,494	0.50	80,494
COMM SERVS SPEC 1-18	18	1.00	61,917	1.00	62,536	1.00	62,536
COMM SERVS SPEC 2-18	18	3.00	227,819	3.00	230,096	3.00	230,096
CUSTODIAL WKR 2-16	16	1.00	59,570	1.00	60,165	1.00	60,165
HSG INIT SPEC-18	18	1.00	72,903	1.00	73,634	1.00	73,634
HSG REHAB SPEC-18	18	2.00	177,723	2.00	192,010	2.00	179,501
NEW POSITION	18	1.00	72,903	1.00	73,632	1.00	73,632
PLANNER 2-18	18	1.00	72,903	1.00	73,632	1.00	73,632
PROGRAM ASST 1-20	20	1.00	63,250	1.00	63,883	1.00	63,883
PROGRAM ASST 2-20	20	1.00	64,929	1.00	65,578	1.00	65,578
S.C. VOLUNTEER COORD-20	20	1.00	60,249	1.00	60,851	1.00	60,851
SENIOR CTR DIR-18	18	1.00	100,981	1.00	101,991	1.00	101,991
SR CTR PROG COORD-18	18	1.00	69,175	1.00	69,866	1.00	69,866
TOTAL		40.50	3,180,114	40.50	3,224,408	40.50	3,211,900

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

Debt Service

Agency Overview

Agency Overview

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

The 2021 Executive Budget appropriation for general obligation borrowing for new projects is \$116.2 million, \$20.5 million more than the 2020 appropriation. The General Fund general obligation debt service for 2021 is \$46,575,470 in principal and \$9,337,354 in interest for a total of \$55,912,825, a \$1.49 million increase from 2020, or 2.74 %. The General Fund general obligation debt service for 2020 was \$45,742,039 in principal and \$8,680,868 in interest for a total of \$54,422,907.

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 2019, applicable debt of the City totaled \$521.4 million or 34% of the maximum legal limit of \$1.5 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.

2021 Budget Highlights

The 2021 Executive Budget includes funding for:

- The General Fund general obligation debt service is \$46,575,470 in principal and \$9,337,354 in interest for a total of \$55,912,825.
- Under the General Obligation Debt Service Schedule, general debt reserves reflect \$7.9 million of reoffering premium received from the 2020 debt issuance. Under Wisconsin Statutes, reoffering premium amounts must be used to pay debt service. The \$7.9 million of 2020 premium is allocated in the Debt Service Schedule as follows -- \$2,000,000 to pay Transit Utility debt service in 2021, \$500,000 to pay Fleet Service debt service in 2021, and \$5,378,042 to pay General Fund debt service in 2021.
- 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 2021 Executive Operating Budget appropriates \$905k from the general fund for capital projects (see Direct Appropriations). This is \$4.5 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 requires a separate two-thirds vote of the Council during adoption of the 2021 operating budget.

Debt Service

Function: Debt Service

Budget Overview

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Debt Service	76,431,546	96,185,237	96,185,237	98,885,237	98,708,006
TOTAL	\$ 76,431,546	\$ 96,185,237	\$ 96,185,237	\$ 98,885,237	\$ 98,708,006

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Debt Service	76,431,546	96,185,237	96,185,237	98,885,237	98,708,006
TOTAL	\$ 76,431,546	\$ 96,185,237	\$ 96,185,237	\$ 98,885,237	\$ 98,708,006

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Intergov Revenues	(151,040)	(68,381)	(68,381)	(68,381)	-
Investments & Other Contributions	(1,346,103)	(1,300,000)	(1,300,000)	(1,300,000)	(400,000)
Other Financing Source	(6,445,872)	-	-	-	(9,182,849)
Transfer In	(68,488,532)	(94,816,856)	(94,816,856)	(97,516,856)	(89,125,157)
TOTAL	\$ (76,431,546)	\$ (96,185,237)	\$ (96,185,237)	\$ (98,885,237)	\$ (98,708,006)

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Purchased Services	142,613	-	-	-	-
Debt & Other Financing	76,288,934	96,185,237	96,185,237	98,885,237	98,708,006
TOTAL	\$ 76,431,546	\$ 96,185,237	\$ 96,185,237	\$ 98,885,237	\$ 98,708,006

Debt Service

Function: Debt Service

Service Overview

Service: Debt Service

Citywide Element: Effective Government

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.

Major Budget Changes

- The 2021 Executive Budget appropriation for general obligation borrowing for new projects of \$116.2 million is \$20.5 million more than the 2020 appropriation.
- The General Fund general obligation debt service is \$46.6 million in principal and \$9.3 million in interest for a total of \$55.9 million.
- Interest earnings are \$900,000 lower than 2020 to reflect the current investment market.

Activities Performed by this Service

- Details of the projects funded by the Debt Service Fund are included in the 2021 Executive Capital Budget.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	-	-	-	-
Other-Expenditures	76,431,546	96,185,237	96,185,237	98,885,237	98,708,006
TOTAL	\$ 76,431,546	\$ 96,185,237	\$ 96,185,237	\$ 98,885,237	\$ 98,708,006

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(76,431,546)	(96,185,237)	(96,185,237)	(98,885,237)	(98,708,006)
Personnel	-	-	-	-	-
Non-Personnel	76,431,546	96,185,237	96,185,237	98,885,237	98,708,006
Agency Charges	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -

Debt Service

Function: Debt Service

Line Item Detail

Agency Primary Fund: Debt Service

Intergovernmental Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Federal Revenues Operating	(151,040)	(68,381)	(68,381)	(68,381)	-
TOTAL	\$ (151,040)	\$ (68,381)	\$ (68,381)	\$ (68,381)	\$ -

Investments & Contributions

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Interest	(1,346,103)	(1,300,000)	(1,300,000)	(1,300,000)	(400,000)
TOTAL	\$ (1,346,103)	\$ (1,300,000)	\$ (1,300,000)	\$ (1,300,000)	\$ (400,000)

Other Finance Sources

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General Obligation Bond Alloc	(120,377)	-	-	-	-
Premium On Bonds Sold	(6,325,495)	-	-	-	-
Fund Balance Applied	-	-	-	-	(9,182,849)
TOTAL	\$ (6,445,872)	\$ -	\$ -	\$ -	\$ (9,182,849)

Transfer In

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer In From General	(54,708,710)	(54,422,907)	(54,422,907)	(57,122,907)	(55,912,825)
Transfer In From Library	(2,826,376)	(3,045,046)	(3,045,046)	(3,045,046)	(2,955,500)
Transfer In From CDBG	(11,601)	(12,188)	(12,188)	(12,188)	(11,711)
Transfer In From Loans	(100,000)	-	-	-	(100,000)
Transfer In From Other Restric	(127,016)	(10,651,163)	(10,651,163)	(10,651,163)	(113,070)
Transfer In From Impact Fees	(420,897)	(299,042)	(299,042)	(299,042)	(215,241)
Transfer In From Special Asses	(245,976)	(239,977)	(239,977)	(239,977)	(233,848)
Transfer In From Tax Increment	(10,047,954)	(10,010,342)	(10,010,342)	(10,010,342)	(9,010,519)
Transfer In From Water	-	-	-	-	(138,933)
Transfer In From Stormwater	-	(7,766,679)	(7,766,679)	(7,766,679)	(8,019,154)
Transfer In From Cnvtn Cntr	-	-	-	-	(51,223)
Transfer In From Transit	-	-	-	-	(2,064,490)
Transfer In From Golf Courses	-	-	-	-	(44,765)
Transfer In From Fleet Service	-	(8,012,555)	(8,012,555)	(8,012,555)	(9,299,752)
Transfer In From CDA	-	-	-	-	(608,429)
Transfer In From Public Health	-	(356,957)	(356,957)	(356,957)	(345,697)
TOTAL	\$ (68,488,532)	\$ (94,816,856)	\$ (94,816,856)	\$ (97,516,856)	\$ (89,125,157)

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Financial Actuary Services	76,000	-	-	-	-
Audit Services	2,000	-	-	-	-
Legal Services	64,613	-	-	-	-
TOTAL	\$ 142,613	\$ -	\$ -	\$ -	\$ -

Debt & Other Financing

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Principal	62,011,875	79,238,500	79,238,500	81,452,500	82,008,000
Interest	13,085,635	16,936,737	16,936,737	17,422,737	16,690,006
Bond Notes Issuance Services	576,751	-	-	-	-
Paying Agent Services	13,725	10,000	10,000	10,000	10,000
Fund Balance Generated	600,948	-	-	-	-
TOTAL	\$ 76,288,934	\$ 96,185,237	\$ 96,185,237	\$ 98,885,237	\$ 98,708,006

Direct Appropriations

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.

2021 Budget Highlights

The 2021 Executive Budget includes funding for:

- Transferring funding for the Police Independent Monitor to the newly created Office of the Independent Monitor agency. (Reduction: \$200,000)
- Increasing the General Fund debt service payment to reflect actual 2021 debt service payments (Increase: \$1.49 million)

Direct Appropriations

Function: Administration

Budget Overview

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	61,239,079	62,120,530	60,097,293	71,767,882	62,003,867
TOTAL	\$ 61,239,079	\$ 62,120,530	\$ 60,097,293	\$ 71,767,882	\$ 62,003,867

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Direct Appropriations	61,239,079	62,120,530	60,097,293	71,767,882	62,003,867
TOTAL	\$ 61,239,079	\$ 62,120,530	\$ 60,097,293	\$ 71,767,882	\$ 62,003,867

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	-	-	563,574	-	(1,200,000)
Benefits	402,150	3,126,226	1,214,044	7,176,226	3,126,226
Supplies	9,957	-	283,084	-	75,000
Purchased Services	871,388	1,232,740	980,028	2,850,092	1,534,676
Debt & Other Financing	-	1,720,000	1,015,000	3,000,000	1,720,000
Inter Depart Charges	1,732,730	-	-	-	-
Inter Depart Billing	(76,135)	(43,406)	(43,406)	(43,406)	(119,860)
Transfer Out	58,298,989	56,084,970	56,084,970	58,784,970	56,867,825
TOTAL	\$ 61,239,079	\$ 62,120,530	\$ 60,097,293	\$ 71,767,882	\$ 62,003,867

Service Overview

Service: Direct Appropriations

Citywide Element: Effective Government

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.

Major Budget Changes

Employee Benefits & Compensation

- **Citywide Furloughs:** The General Fund share of savings from the proposed furlough program
- **Compensated Absence Escrow:** These funds are for the City's contribution for retiree health insurance when employees retire converting sick leave into health insurance coverage. General Fund costs associated with this expense are budgeted centrally and distributed to agencies in the midyear and year end appropriation adjustments based on actual expenditures. Actual expenditures for this benefit appear in agency budgets.
- **Bus Pass Subsidy:** This funding represents the City share of providing bus passes for City employees.
- **Misc Benefits:** This amount represents miscellaneous benefit charges that were realized centrally.

Citywide Expenses

- **City Memberships:** The 2021 Executive budget proposes no change in funding for citywide memberships. Specific memberships include: Dane County Cities and Villages Association, League of Wisconsin Municipalities, LWM Urban Alliance, Mayor's Innovation Project, National League of Cities, US Conference of Mayors, Wheeler Report, WI Coalition Against Homelessness, and the WI Diversity Procurement Network.
- **Gift Cards for WIC Recipients (Vehicle Registration Fee).** The 2020 Adopted Budget added funding to provide \$100 gift cards to all WIC recipients to offset the cost of the Vehicle Registration Fee. The 2021 Executive Budget continues the program at the current level of service.
- **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. In 2021 the General Fund share of Zoo expenses is \$695,368 higher than 2020. This increase is driven by a loss of Room Tax funding and an increase in the City's share of costs driven by the agreement with Dane County. In 2021, \$400,000 of the expense will be funded through fund balance.
- **Martin Luther King Holiday:** These funds provide transportation services and child care for the Martin Luther King Jr Holiday celebration.
- **Police and Fire Commission:** These funds are for legal services for the Police and Fire Commission. There is no change in recommended funding.
- **Special Assessment & Tax Sharing Payments:** Funding consistent with the 2020 Adopted Budget.
- **State and Federal Lobbying Activities:** These funds support contracts with firms that represent City's legislative interests at the state and federal levels. The 2021 Executive Budget continues to program at the current level of service.
- **Cost Allocation:** This represents interdepartmental billings charged to enterprise agencies for building and equipment depreciation. The 2021 amounts are based on the update to the cost allocation plan that was performed in 2020.

Debt Service, Contingent Reserve, & Capital

- **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 this funds requires Common Council approval.
- **Funding for 2021 Capital Projects:** The 2021 Executive Budget includes \$905,000 for projects funded by a Direct Appropriation from the General Fund. These projects are outlined on page 4 of the Executive Capital Budget. An amendment to the capital budget is necessary to modify the projects funded from this source

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	61,239,079	62,120,530	60,097,293	71,767,882	62,003,867
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 61,239,079	\$ 62,120,530	\$ 60,097,293	\$ 71,767,882	\$ 62,003,867

Direct Appropriations

Function: Administration

Service Overview

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	-	-	-	-	-
Personnel	402,150	3,126,226	1,777,618	7,176,226	1,926,226
Non-Personnel	59,180,334	59,037,710	58,363,082	64,635,062	60,197,501
Agency Charges	1,656,595	(43,406)	(43,406)	(43,406)	(119,860)
TOTAL	\$ 61,239,079	\$ 62,120,530	\$ 60,097,293	\$ 71,767,882	\$ 62,003,867

Direct Appropriations

Function: Administration

Line Item Detail

Service Budget by Account Type

	2020 Adopted	2021 Exec	\$ Change
Misc Employee Compensation			
Furlough Savings	-	(1,200,000)	(1,200,000)
Compensated Absence Escrow	2,770,000	2,770,000	-
Flexible Spending	10,600	10,600	-
Unemployment	150,000	150,000	-
Life Insurance	45,626	45,626	-
Bus Pass Subsidy	150,000	150,000	-
Citywide Expenses			
City Memberships	100,157	100,157	-
Cost Allocation Charges	(43,406)	(119,860)	(76,454)
Emergency Operating Command	-	75,000	75,000
Federal Liaison	40,000	40,000	-
Gift Cards for WIC Recipients	100,000	100,000	-
License Suspension	55,000	55,000	-
Martin Luther King Awards	600	600	-
Martin Luther King Holiday	7,100	7,100	-
Police and Fire Commission	25,000	25,000	-
Police Auditor	200,000	-	(200,000)
Prior Year Encumbrances	400,000	138,914	(261,086)
Revenue Sharing Payments	64,518	64,518	-
State Liaison	33,000	33,000	-
Taxes and Special Assessments	80,000	80,000	-
Zoo	177,365	872,733	695,368
Debt Service, Capital, & Contingent Reserve			
Debt Service	54,422,907	55,912,825	1,489,918
Transfer to Capital	1,612,063	905,000	(707,063)
Contingent Reserve	1,720,000	1,720,000	-
TOTAL	\$ 62,120,530	\$ 61,936,213	\$ (184,317)

Economic Development Division

Agency Overview

Agency Mission

The mission of the Economic Development Division is to promote the economic growth and competitiveness of the City of Madison to maintain and enhance the City's fiscal sustainability, job base, and business environment. This work aims to foster prosperity and ensuring 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 increasing the number of real estate projects.

2021 Budget Highlights

The 2021 Executive Budget:

- Proposes \$104,000 (or 5%) in reductions to Economic Development Division's budget. These reductions include:
 - Increasing salary savings to reflect holding a vacant Real Estate Specialist position (1.0 FTE) vacant for all of 2021 (Reduction: \$84,000).
 - Decreasing the budget for Madison Region Economic Partnership (MadREP) membership, which increased by \$32,000 in the 2019 Adopted Budget (Reduction: \$20,000).
- Transfers the Food Policy and Programming service from the Mayor's Office to the Economic Development Division. This transfer includes one position (1.0 FTE) and continued funding for Summer Meals, Community Garden Partnership, Madison Food Policy Council, Double Dollar Program (i.e., MadMarket), and SEED Grants. This proposal increases the overall funding level for the program by \$12,500 (Total Service Budget: \$263,000).

Budget Overview

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	1,692,343	2,006,377	1,905,137	2,071,186	2,178,957
Other Grants	46,994	-	-	-	-
TOTAL	\$ 1,739,337	\$ 2,006,377	\$ 1,905,137	\$ 2,071,186	\$ 2,178,957

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Office of Business Resources	861,124	891,696	876,886	931,581	912,305
Office of Real Estate Services	878,213	1,114,681	1,028,252	1,139,605	1,003,973
Food Policy & Programming	-	-	-	-	262,679
TOTAL	\$ 1,739,337	\$ 2,006,377	\$ 1,905,137	\$ 2,071,186	\$ 2,178,957

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	1,197,073	1,399,314	1,256,125	1,429,597	1,386,396
Benefits	318,434	357,093	342,921	400,253	430,876
Supplies	10,325	18,842	18,185	12,025	12,025
Purchased Services	155,600	168,258	225,037	168,707	289,056
Inter Depart Charges	62,130	62,870	62,870	60,604	60,604
Inter Depart Billing	(4,224)	-	-	-	-
TOTAL	\$ 1,739,337	\$ 2,006,377	\$ 1,905,137	\$ 2,071,186	\$ 2,178,957

Service Overview

Service: Food Policy & Programming

Citywide Element: Health and Safety

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.

Major Budget Changes

- This service has been transferred from the Mayor’s Office. The Executive Budget includes funding for the Food Policy Administrator position and community-based programming administered by the service.
- The Executive Budget proposes maintaining funding for the following programs at the current level of service:
 - o Summer Meals Program (\$15,000)
 - o Community Gardens Partnership (\$35,000)
 - o Madison Food Policy Council (\$10,000)
 - o SEED Grants (\$50,000)
- The Executive Budget proposes increasing funding for the Double Dollar Program (i.e., MadMarket) by \$12,500 (Total Program Budget=\$37,500)

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	-	-	-	262,679
Other-Expenditures	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ -	\$ -	262,679

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	-	-	-	-	-
Personnel	-	-	-	-	115,179
Non-Personnel	-	-	-	-	147,500
Agency Charges	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ -	\$ -	262,679

Service Overview

Service: Office of Business Resources

Citywide Element: Economy and Opportunity

Service Description

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

Major Budget Changes

- Decreases the budget for MadREP membership from by \$20,000 from \$50,000 to \$30,000 to better align with EDD’s original commitment to MadRep. The MadRep membership increased by \$18,000 to \$50,000 in the 2019 Adopted Budget.

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	814,130	891,696	876,886	931,581	912,305
Other-Expenditures	46,994	-	-	-	-
TOTAL	\$ 861,124	\$ 891,696	\$ 876,886	\$ 931,581	\$ 912,305

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	-	-	-	-	-
Personnel	708,492	726,600	648,888	765,832	767,366
Non-Personnel	128,258	140,722	203,624	141,375	120,565
Agency Charges	24,374	24,374	24,374	24,374	24,374
TOTAL	\$ 861,124	\$ 891,696	\$ 876,886	\$ 931,581	\$ 912,305

Service Overview

Service: Office of Real Estate Services

Citywide Element: Economy and Opportunity

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.

Major Budget Changes

- Increases salary savings to reflect holding a vacant Real Estate Specialist 3 position (1.0 FTE) vacant for all of 2021 (\$84,000).

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	878,213	1,114,681	1,028,252	1,139,605	1,003,973
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 878,213	\$ 1,114,681	\$ 1,028,252	\$ 1,139,605	\$ 1,003,973

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	-	-	-	-	-
Personnel	807,015	1,029,807	950,157	1,064,018	934,727
Non-Personnel	37,667	46,378	39,599	39,357	33,016
Agency Charges	33,532	38,496	38,496	36,230	36,230
TOTAL	\$ 878,213	\$ 1,114,681	\$ 1,028,252	\$ 1,139,605	\$ 1,003,973

Economic Development

Function: Planning & Development

Line Item Detail

Agency Primary Fund: General

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	1,194,054	1,317,068	1,247,526	1,446,564	1,487,363
Salary Savings	-	(50,000)	-	(36,165)	(120,165)
Pending Personnel	-	113,048	-	-	-
Premium Pay	37	17,090	5	17,090	17,090
Compensated Absence	2,790	-	3,589	-	-
Overtime Wages Permanent	193	2,108	3,765	2,108	2,108
Election Officials Wages	-	-	1,240	-	-
TOTAL	\$ 1,197,073	\$ 1,399,314	\$ 1,256,125	\$ 1,429,597	\$ 1,386,396

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Comp Absence Escrow	-	-	15,328	-	-
Health Insurance Benefit	145,730	163,574	153,316	187,782	211,900
Wage Insurance Benefit	3,458	3,154	3,991	4,388	5,194
WRS	78,542	88,903	80,068	97,642	100,395
FICA Medicare Benefits	88,759	99,454	88,351	108,433	111,379
Post Employment Health Plans	1,945	2,008	1,867	2,008	2,008
TOTAL	\$ 318,434	\$ 357,093	\$ 342,921	\$ 400,253	\$ 430,876

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Office Supplies	1,459	2,450	1,204	2,625	2,625
Copy Printing Supplies	2,921	4,100	2,313	3,700	3,700
Furniture	33	7,500	9,315	1,000	1,000
Hardware Supplies	1,029	1,242	1,803	850	850
Software Lic & Supplies	-	-	-	300	300
Postage	4,883	3,550	3,550	3,550	3,550
TOTAL	\$ 10,325	\$ 18,842	\$ 18,185	\$ 12,025	\$ 12,025

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Electricity	287	-	297	-	-
Stormwater	327	500	-	-	-
Telephone	-	3,242	3,190	2,857	706
Cellular Telephone	242	196	233	250	250
System & Software Mntc	1,834	3,500	1,834	3,500	3,500
Recruitment	-	300	782	-	-
Mileage	277	267	-	325	325
Conferences & Training	17,666	21,575	3,947	22,925	17,925
Memberships	2,989	53,500	56,218	53,500	33,500
Storage Services	2,741	2,500	2,741	3,000	3,000
Mortgage & Title Services	5,552	6,000	5,025	6,000	6,000
Management Services	9,178	1,678	1,678	1,275	1,275
Consulting Services	12,043	-	12,043	-	-
Advertising Services	4,193	10,000	4,193	9,075	9,075
Printing Services	241	-	241	-	-
Other Services & Expenses	51,037	65,000	62,614	66,000	163,500
Grants	-	-	70,000	-	50,000
TOTAL	\$ 108,606	\$ 168,258	\$ 225,037	\$ 168,707	\$ 289,056

Economic Development

Function: Planning & Development

Line Item Detail

Agency Primary Fund: General

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From Engineering	55,395	55,395	55,395	55,395	55,395
ID Charge From Insurance	5,439	6,526	6,526	3,746	3,746
ID Charge From Workers Comp	1,296	949	949	1,463	1,463
TOTAL	\$ 62,130	\$ 62,870	\$ 62,870	\$ 60,604	\$ 60,604

Inter-Departmental Billings

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Billing To Parking	(515)	-	-	-	-
ID Billing To Sewer	(1,178)	-	-	-	-
ID Billing To Stormwater	(1,619)	-	-	-	-
ID Billing To Transit	(113)	-	-	-	-
ID Billing To Water	(799)	-	-	-	-
TOTAL	\$ (4,224)	\$ -	\$ -	\$ -	\$ -

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCT TECH 3-20	17	1.00	63,427	1.00	64,061	1.00	64,061
BUSINESS DEV SPEC 2-18	18	1.00	84,479	1.00	85,323	1.00	85,323
BUSINESS DEV SPEC 4-18	18	1.00	99,102	1.00	100,093	1.00	100,093
CLERK-TYP 2-20	20	1.00	46,592	1.00	94,115	1.00	47,057
ECON DEV DIV DIR-21	21	1.00	126,879	1.00	128,147	1.00	128,147
ECON DEV SPEC-18	18	1.00	91,800	1.00	92,718	1.00	92,718
FOOD POLICY ADMIN-18	18	-	-	-	-	1.00	84,494
PRINCIPAL PLANNER-18	18	1.00	113,846	1.00	114,984	1.00	114,984
REAL ESTATE DEV SPEC 3-18	18	1.00	90,244	1.00	91,146	1.00	91,146
REAL ESTATE DEV SPEC 4-18	18	2.00	211,673	2.00	213,789	2.00	213,792
REAL ESTATE SPECIALIST 2-18	18	4.00	292,018	4.00	294,936	4.00	294,936
REAL ESTATE SPECIALIST 3-18	18	1.00	78,504	1.00	79,289	1.00	79,289
REAL ESTATE SPECIALIST 4-18	18	1.00	99,102	1.00	100,093	1.00	100,093
REAL ESTATE SUPERV-18	18	1.00	113,846	1.00	114,987	1.00	114,987
STREET VENDING COORD-16	16	1.00	63,738	1.00	64,375	1.00	64,375
STREET VENDING MONITOR-16	16	1.00	60,625	1.00	61,231	1.00	61,231
TOTAL		19.00	1,635,875	19.00	1,699,287	20.00	1,736,726

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

Employee Assistance Program

Agency Overview

Agency Mission

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

2021 Budget Highlights

The 2021 Executive Budget:

- Proposes \$7,200 (1.6%) in reductions to the Employee Assistance Program's budget. These reductions include:
 - Savings from transitioning to all electronic material distribution (Reduction: \$1,200).
 - Transition hosting for agency software to in-house, resulting in annual subscription savings (Reduction: \$6,000).

Employee Assistance Program

Function: Administration

Budget Overview

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	349,579	416,687	440,521	453,009	454,307
TOTAL	\$ 349,579	\$ 416,687	\$ 440,521	\$ 453,009	\$ 454,307

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
EAP Services	349,579	416,687	440,521	453,009	454,307
TOTAL	\$ 349,579	\$ 416,687	\$ 440,521	\$ 453,009	\$ 454,307

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	248,153	317,873	314,839	326,489	326,489
Benefits	64,531	83,392	91,422	94,962	98,663
Supplies	6,274	4,450	3,579	4,450	3,250
Purchased Services	60,258	60,158	80,937	76,424	69,976
Inter Depart Charges	689	955	955	825	825
Inter Depart Billing	(30,326)	(50,141)	(51,211)	(50,141)	(44,896)
TOTAL	\$ 349,579	\$ 416,687	\$ 440,521	\$ 453,009	\$ 454,307

Employee Assistance Program

Function: Administration

Service Overview

Service: EAP Services

Citywide Element: Health & Safety

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.

Major Budget Changes

- Increased funding for EAP's external employee assistance provider anticipating increased employee utilization from the COVID-19 crises (\$14,000)

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	349,579	416,687	440,521	453,009	454,307
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 349,579	\$ 416,687	\$ 440,521	\$ 453,009	\$ 454,307

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	-	-	-	-	-
Personnel	312,684	401,265	406,262	421,451	425,152
Non-Personnel	66,532	64,608	84,515	80,874	73,226
Agency Charges	(29,637)	(49,186)	(50,256)	(49,316)	(44,071)
TOTAL	\$ 349,579	\$ 416,687	\$ 440,521	\$ 453,009	\$ 454,307

Employee Assistance Program

Function: Administration

Line Item Detail

Agency Primary Fund: General

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	248,136	317,873	310,273	326,489	326,489
Compensated Absence	17	-	3,087	-	-
Overtime Wages Permanent	-	-	1,254	-	-
Election Officials Wages	-	-	225	-	-
TOTAL	\$ 248,153	\$ 317,873	\$ 314,839	\$ 326,489	\$ 326,489

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Health Insurance Benefit	28,977	37,049	45,383	47,344	51,038
Wage Insurance Benefit	893	843	1,052	1,077	1,137
WRS	16,315	21,457	21,026	22,039	22,039
FICA Medicare Benefits	18,346	24,043	23,962	24,502	24,449
TOTAL	\$ 64,531	\$ 83,392	\$ 91,422	\$ 94,962	\$ 98,663

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Office Supplies	351	250	575	250	250
Copy Printing Supplies	897	1,700	504	1,700	500
Furniture	1,375	-	-	-	-
Hardware Supplies	1,207	-	-	-	-
Postage	1,500	1,500	1,500	1,500	1,500
Program Supplies	28	500	500	500	500
Books & Subscriptions	428	100	100	100	100
Work Supplies	410	-	-	-	-
Food And Beverage	78	400	400	400	400
TOTAL	\$ 6,274	\$ 4,450	\$ 3,579	\$ 4,450	\$ 3,250

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Telephone	-	552	552	594	146
Cellular Telephone	488	720	656	720	720
Systems Comm Internet	-	-	90	-	-
Facility Rental	6,004	6,184	6,194	8,500	8,500
Custodial Bldg Use Charges	2,075	2,100	2,106	2,100	2,100
System & Software Mntc	7,002	7,000	7,000	7,200	1,200
Recruitment	7	-	-	-	-
Conferences & Training	5,056	6,500	6,500	6,330	6,330
Memberships	435	510	510	605	605
Consulting Services	38,967	36,292	57,105	50,000	50,000
Security Services	224	300	224	300	300
Permits & Licenses	-	-	-	75	75
TOTAL	\$ 60,258	\$ 60,158	\$ 80,937	\$ 76,424	\$ 69,976

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From Insurance	553	849	849	684	684
ID Charge From Workers Comp	136	106	106	141	141
TOTAL	\$ 689	\$ 955	\$ 955	\$ 825	\$ 825

Employee Assistance Program

Function: Administration

Line Item Detail

Agency Primary Fund: General

Inter-Departmental Billings

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Billing To Landfill	-	(167)	(1,237)	(167)	(116)
ID Billing To Monona Terrace	(2,454)	(9,725)	(9,725)	(9,725)	(13,810)
ID Billing To Parking	-	(4,781)	(4,781)	(4,781)	(3,775)
ID Billing To Sewer	-	(513)	(513)	(513)	-
ID Billing To Stormwater	-	(711)	(711)	(711)	(693)
ID Billing To Transit	(23,271)	(25,766)	(25,766)	(25,766)	(18,875)
ID Billing To Water	(4,601)	(8,478)	(8,478)	(8,478)	(7,627)
TOTAL	\$ (30,326)	\$ (50,141)	\$ (51,211)	\$ (50,141)	\$ (44,896)

Employee Assistance Program

Function: Administration

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
EAP PROG MGR-18	18	1.00	118,268	1.00	119,450	1.00	119,450
EMP ASST SPEC 2-18	18	2.00	143,340	2.00	144,772	2.00	144,772
PROGRAM ASST 1-17	17	1.00	61,651	1.00	62,267	1.00	62,267
TOTAL		4.00	323,259	4.00	326,489	4.00	326,489

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

Engineering Division

Agency Overview

Agency Mission

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

Agency Overview

The Agency is responsible for: (1) 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.

2021 Budget Highlights

The 2021 Executive Budget:

- Proposes transferring the Sustainability program from Engineering-Facilities Management to the Mayor's Office as a stand-alone service. This transfer includes 2.0 FTE positions (\$217,000).
- Proposes increasing hourly wages and payments to Madison Metropolitan Sewerage District and Capital Area Regional Planning Commission for private development plan reviews; this increase is offset by a \$50,000 projected increase in General Fund revenue (Net increase of \$22,000).
- Expands the GreenPower program by funding two new LTE positions through the Engineering Sustainability Improvements capital program. In 2021 the full cost of these positions will be funded through available funding the capital budget. The estimated cost of these positions is approximately \$143k.
- Proposes \$237,662 (or 5.4%) in reductions to the Engineering Division's budget. These reductions include:
 - Allocating 0.5 FTE of a Master Electrician salary to the capital program (Reduction: \$55,952).
 - Increasing right-of-way permit fees to recover labor costs, benefits, and overhead. The increased revenue will be realized through Charges for Service in General Fund revenue (Revenue Increase: \$102,500).
 - Leaving a Custodial Worker 1 position vacant (1.0 FTE) for 2021 (Reduction: \$56,332).
 - Reducing hourly wages for facilities management (Reduction: \$22,878).

Budget Overview

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	4,222,718	4,505,518	4,028,529	4,394,807	4,535,951
TOTAL	\$ 4,222,718	\$ 4,505,518	\$ 4,028,529	\$ 4,394,807	\$ 4,535,951

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Engineering & Administration	3,008,619	2,952,669	3,061,152	3,175,240	3,525,552
Mapping & Records	437,287	460,204	401,048	440,238	442,037
Facilities Management	603,827	797,944	537,410	517,876	494,508
Facilities Operations & Maintenance	172,985	294,701	28,918	261,453	73,854
TOTAL	\$ 4,222,718	\$ 4,505,518	\$ 4,028,529	\$ 4,394,807	\$ 4,535,951

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Charges For Services	(203,240)	(239,000)	(177,919)	(202,000)	(202,000)
Investments & Other Contributions	-	-	(1,500)	-	-
Misc Revenue	(205,316)	(151,870)	(208,352)	(199,990)	(199,990)
Transfer In	(98)	-	-	-	-
TOTAL	\$ (408,654)	\$ (390,870)	\$ (387,771)	\$ (401,990)	\$ (401,990)

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	4,049,533	4,287,692	3,703,189	4,181,013	4,001,566
Benefits	1,289,536	1,332,913	1,379,419	1,342,417	1,290,670
Supplies	260,519	310,000	372,014	263,200	263,200
Purchased Services	755,390	725,732	721,626	813,268	808,604
Inter Depart Charges	382,565	402,789	402,789	409,594	412,504
Inter Depart Billing	(2,106,171)	(2,162,738)	(2,162,738)	(2,212,695)	(1,838,603)
TOTAL	\$ 4,631,372	\$ 4,896,388	\$ 4,416,299	\$ 4,796,797	\$ 4,937,941

Service Overview

Service: Engineering & Administration

Citywide Element: Effective Government

Service Description

This service is responsible for design, management, contract administration, and administrative support to the Engineering Division's transportation and pedestrian infrastructure projects. This service oversees projects pertaining to: 1) streets and bridges, 2) sidewalks, 3) bike paths, and 4) environmental improvements for remediating soil and groundwater contamination.

Major Budget Changes

- Increases funding for private development plan reviews, including hourly wages by \$32,000 and funding for external plan reviews by \$50,000. The increased funding levels are projected to generate \$50,000 in additional General Fund revenue, a 2.7% increase over 2019 actuals.
- Decreases interdepartmental billing from Landfill, Monona Terrace, Parking, Sewer, Stormwater, Metro Transit, and Water to reflect updates to the City's cost allocation plan (\$374,000).
- Proposes transferring the Sustainability program from this service to the Mayor's Office. This transfer includes 2.0 FTEs (Sustainability Program Coordinator and Sustainability Manager).
- Increases funding for Engineering Service Building Improvements, which were previously funded under the capital budget but are not capital in nature (\$3,800). Additional funding is reflected in the Sewer and Stormwater Utility budgets.

Activities Performed by this Service

- Division Management & Administration: Plan, direct, and implement the City public works design, construction, operations, and maintenance.
- Design & Project Management: Plan, design, and manage new and reconstructed transportation infrastructure. Oversee the annual process to inspect and rate infrastructure.
- Private Development: Review and coordinate plans for private development.
- 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.
- Sustainability: Work with internal and external stakeholders to develop and implement City sustainability programs, including the City's sustainability-related capital programs.
- 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.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	3,008,619	2,952,669	3,061,152	3,175,240	3,525,552
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 3,008,619	\$ 2,952,669	\$ 3,061,152	\$ 3,175,240	\$ 3,525,552

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(206,576)	(151,870)	(211,332)	(199,990)	(199,990)
Personnel	2,638,130	2,640,632	2,719,138	2,872,565	2,849,000
Non-Personnel	585,384	559,349	648,789	597,963	593,299
Agency Charges	(8,318)	(95,442)	(95,442)	(95,298)	283,243
TOTAL	\$ 3,008,619	\$ 2,952,669	\$ 3,061,152	\$ 3,175,240	\$ 3,525,552

Engineering

Function: Public Works

Service Overview

Service: Facilities Management

Citywide Element: Green and Resilient

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.

Major Budget Changes

- Reduces hourly wages and benefits by \$23,000. This funding previously supported an hourly administrative assistant that has been turned into a permanent position. Engineering indicates that this reduction will have no impact on service levels.

Activities Performed by this Service

- Project Management and Design: Provide project planning, site selection, design, budget, procurement, and construction.
- 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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	603,827	797,944	537,410	517,876	494,508
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 603,827	\$ 797,944	\$ 537,410	\$ 517,876	\$ 494,508

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(1,100)	-	-	-	-
Personnel	567,723	767,662	509,375	481,589	458,221
Non-Personnel	25,105	22,160	19,913	24,315	24,315
Agency Charges	12,099	8,122	8,122	11,972	11,972
TOTAL	\$ 603,827	\$ 797,944	\$ 537,410	\$ 517,876	\$ 494,508

Service Overview

Service: Facilities Operations & Maintenance

Citywide Element: Green and Resilient

Service Description

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

Major Budget Changes

- Reallocates 0.5 FTE of an existing Master Electrician position to the capital budget as a part of the GreenPower Program expansion (\$56,000 savings).
- Creates two new LTE positions to support the GreenPower Program. These positions will be funded by the Sustainability Improvements Capital Project.
- Maintains 1 custodial worker vacancy through 2021 (\$56,300 savings).
- Increases costs to support MMB Audio Visual Maintenance Contract, which was previously funded by capital (\$29,000).

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.
- Upgrades, Retrofits, and New Installations: Install new components and systems with an emphasis on energy efficiency.
- Service Requests: Respond to customer service requests for repairs at City-owned buildings.
- GreenPower Solar Installer Training Program: Install solar power systems on City facilities while providing employment training.
- 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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	172,985	294,701	28,918	261,453	73,854
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 172,985	\$ 294,701	\$ 28,918	\$ 261,453	\$ 73,854

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(200,977)	(239,000)	(176,438)	(202,000)	(202,000)
Personnel	1,728,946	1,774,294	1,478,692	1,750,065	1,564,005
Non-Personnel	376,353	434,686	401,944	437,163	437,163
Agency Charges	(1,731,338)	(1,675,279)	(1,675,279)	(1,723,775)	(1,725,314)
TOTAL	\$ 172,985	\$ 294,701	\$ 28,918	\$ 261,453	\$ 73,854

Service Overview

Service: Mapping & Records

Citywide Element: Effective Government

Service Description

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

Major Budget Changes

- The 2021 Executive Budget maintains the current level of service.

Activities Performed by this Service

- 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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	437,287	460,204	401,048	440,238	442,037
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 437,287	\$ 460,204	\$ 401,048	\$ 440,238	\$ 442,037

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	-	-	-	-	-
Personnel	404,269	438,017	375,403	419,211	421,010
Non-Personnel	29,067	19,537	22,995	17,027	17,027
Agency Charges	3,951	2,650	2,650	4,000	4,000
TOTAL	\$ 437,287	\$ 460,204	\$ 401,048	\$ 440,238	\$ 442,037

Engineering

Function: Public Works

Line Item Detail

Agency Primary Fund: General

Charges for Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Sale Of Recyclables	(1,857)	(4,000)	(1,669)	(2,000)	(2,000)
Reimbursement Of Expense	(201,383)	(235,000)	(176,250)	(200,000)	(200,000)
TOTAL	\$ (203,240)	\$ (239,000)	\$ (177,919)	\$ (202,000)	\$ (202,000)

Investments & Contributions

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Contributions & Donations	-	-	(1,500)	-	-
TOTAL	\$ -	\$ -	\$ (1,500)	\$ -	\$ -

Misc Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Miscellaneous Revenue	(205,316)	(151,870)	(208,352)	(199,990)	(199,990)
TOTAL	\$ (205,316)	\$ (151,870)	\$ (208,352)	\$ (199,990)	\$ (199,990)

Transfer In

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer In From Insurance	(98)	-	-	-	-
TOTAL	\$ (98)	\$ -	\$ -	\$ -	\$ -

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	3,562,085	3,865,671	3,338,966	3,751,976	3,651,739
Salary Savings	-	(50,000)	-	(50,000)	(106,332)
Premium Pay	20,105	15,500	20,073	20,000	20,000
Workers Compensation Wages	3,405	-	37,630	-	-
Compensated Absence	59,874	45,000	15,364	60,000	60,000
Hourly Wages	221,250	227,621	156,081	214,637	191,759
Overtime Wages Permanent	173,652	176,200	126,069	176,200	176,200
Overtime Wages Hourly	8,236	7,700	3,291	8,200	8,200
Election Officials Wages	925	-	5,713	-	-
TOTAL	\$ 4,049,533	\$ 4,287,692	\$ 3,703,189	\$ 4,181,013	\$ 4,001,566

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Comp Absence Escrow	114,269	65,000	89,473	65,000	65,000
Health Insurance Benefit	565,217	623,095	645,618	614,004	643,788
Wage Insurance Benefit	13,878	19,520	13,910	20,989	21,165
WRS	255,675	267,020	272,280	264,246	245,034
FICA Medicare Benefits	298,484	314,638	301,865	334,538	272,043
Licenses & Certifications	715	1,000	1,132	1,000	1,000
Post Employment Health Plans	41,299	42,640	55,141	42,640	42,640
TOTAL	\$ 1,289,536	\$ 1,332,913	\$ 1,379,419	\$ 1,342,417	\$ 1,290,670

Engineering

Function: Public Works

Line Item Detail

Agency Primary Fund: General

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Purchasing Card Unallocated	-	-	35,510	-	-
Office Supplies	6,677	7,000	4,183	7,000	7,000
Copy Printing Supplies	7,860	8,500	4,603	8,000	8,000
Furniture	1,266	2,500	1,329	2,000	2,000
Hardware Supplies	9,023	10,000	7,287	10,000	10,000
Software Lic & Supplies	2,914	10,500	11,508	5,000	5,000
Postage	13,762	15,000	24,005	15,000	15,000
Books & Subscriptions	2,353	1,500	1,000	2,000	2,000
Work Supplies	69,182	39,000	121,959	38,300	38,300
Janitorial Supplies	33,818	35,000	45,439	34,000	34,000
Safety Supplies	3,943	8,000	6,135	5,000	5,000
Snow Removal Supplies	2,439	1,500	1,122	2,000	2,000
Uniform Clothing Supplies	1,769	2,000	1,825	2,000	2,000
Food And Beverage	103	-	261	-	-
Building Supplies	16,072	20,000	16,072	21,900	21,900
Electrical Supplies	23,775	35,000	23,775	28,000	28,000
HVAC Supplies	24,971	50,000	24,971	38,000	38,000
Plumbing Supplies	16,935	35,000	17,938	22,000	22,000
Landscaping Supplies	3,538	7,500	5,211	4,000	4,000
Trees Shrubs Plants	99	-	-	-	-
Machinery And Equipment	3,963	10,000	3,960	5,000	5,000
Equipment Supplies	16,056	12,000	13,923	14,000	14,000
TOTAL	\$ 260,519	\$ 310,000	\$ 372,014	\$ 263,200	\$ 263,200

Engineering

Function: Public Works

Line Item Detail

Agency Primary Fund: General

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Natural Gas	25,190	30,030	31,253	30,420	30,420
Electricity	79,049	75,570	75,939	85,660	85,660
Water	11,190	11,740	10,755	11,120	11,120
Sewer	2,074	2,170	1,799	2,030	2,030
Stormwater	19,460	21,280	21,136	24,870	24,870
Telephone	1,310	7,495	5,890	7,888	3,224
Cellular Telephone	9,687	10,351	9,134	10,466	10,466
Building Improv Repair Maint	39,091	30,000	29,459	31,900	31,900
Waste Disposal	2,839	2,760	2,924	2,940	2,940
Pest Control	7,256	6,350	7,435	7,000	7,000
Elevator Repair	5,399	5,000	5,000	7,020	7,020
Custodial Bldg Use Charges	40,749	44,747	44,747	44,747	44,747
Process Fees Recyclables	-	600	-	200	200
Grounds Improv Repair Maint	3,906	4,500	2,880	3,500	3,500
Landscaping	142,352	165,000	165,000	165,000	165,000
Equipment Mntc	2,649	15,000	14,482	37,000	37,000
System & Software Mntc	117,501	103,293	106,618	96,827	96,827
Vehicle Repair & Mntc	1,670	-	-	2,000	2,000
Rental Of Equipment	1,689	3,350	3,759	3,000	3,000
Street Mntc	715	-	0	-	-
Bridge Mntc	612	-	-	-	-
Sidewalk Mntc	(62)	-	1	-	-
Traffic Signal Mntc	3	-	-	-	-
Street Light Mntc	24	-	-	-	-
Plant In Service Mntc	100	-	-	-	-
Recruitment	199	1,500	168	1,000	1,000
Mileage	23,727	-	7,802	6,500	6,500
Conferences & Training	10,374	12,040	11,676	10,000	10,000
Memberships	9,211	11,156	9,916	8,460	8,460
Medical Services	445	300	300	450	450
Delivery Freight Charges	1,129	1,000	908	1,000	1,000
Storage Services	924	890	890	900	900
Consulting Services	54,452	73,600	65,980	69,600	69,600
Advertising Services	3,187	2,700	4,085	3,200	3,200
Inspection Services	7,251	6,600	6,600	8,100	8,100
Parking Towing Services	56	100	-	100	100
Security Services	697	2,200	2,188	2,200	2,200
Other Services & Expenses	103,615	49,340	44,340	99,000	99,000
Taxes & Special Assessments	22,837	22,570	24,878	26,670	26,670
Permits & Licenses	2,838	2,500	3,682	2,500	2,500
TOTAL	\$ 755,390	\$ 725,732	\$ 721,626	\$ 813,268	\$ 808,604

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From Engineering	18,865	18,079	18,079	18,079	18,079
ID Charge From Fleet Services	38,314	32,349	32,349	21,000	14,763
ID Charge From Landfill	7,898	8,400	8,400	8,000	8,000
ID Charge From Traffic Eng	3,986	2,826	2,826	2,826	2,826
ID Charge From Insurance	63,130	81,057	81,057	71,579	71,579
ID Charge From Workers Comp	103,077	103,078	103,078	137,110	137,110
ID Charge From Parking	-	-	-	-	9,147
ID Charge From Sewer	87,138	91,000	91,000	91,000	91,000
ID Charge From Stormwater	60,157	66,000	66,000	60,000	60,000
TOTAL	\$ 382,565	\$ 402,789	\$ 402,789	\$ 409,594	\$ 412,504

Engineering

Function: Public Works

Line Item Detail

Agency Primary Fund: General

Inter-Departmental Billings

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
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)	(290,883)	(290,883)	(290,883)
ID Billing To Police	(644,424)	(579,674)	(579,674)	(579,674)	(579,674)
ID Billing To Public Health	(13,130)	(13,130)	(13,130)	(13,130)	(13,130)
ID Billing To Engineering	(18,865)	(18,079)	(18,079)	(18,079)	(18,079)
ID Billing To Fleet Services	(27,065)	(27,065)	(27,065)	(66,942)	(66,942)
ID Billing To Landfill	(27,970)	(79,753)	(79,753)	(79,233)	(19,326)
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)	(97,677)	(97,677)	(97,677)	(97,677)
ID Billing To Economic Dev	(55,395)	(55,395)	(55,395)	(55,395)	(55,395)
ID Billing To Office Of Dir PI	(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 Monona Terrace	(690)	(5,115)	(5,115)	(5,115)	-
ID Billing To Parking	(64,127)	(65,364)	(65,364)	(78,964)	(55,570)
ID Billing To Sewer	(184,139)	(224,142)	(224,142)	(223,142)	(89,345)
ID Billing To Stormwater	(170,096)	(158,618)	(158,618)	(156,618)	(50,670)
ID Billing To Transit	(3,888)	(20,670)	(20,670)	(20,670)	-
ID Billing To Water	(5,910)	(25,261)	(25,261)	(25,261)	-
ID Billing To CDA	(80,430)	(80,430)	(80,430)	(80,430)	(80,430)
TOTAL	\$ (2,106,171)	\$ (2,162,738)	\$ (2,162,738)	\$ (2,212,695)	\$ (1,838,603)

Engineering Division

Function: Public Works

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCOUNTANT 2-18	18	1.00	72,903	1.00	73,632	1.00	73,632
ACCOUNTANT 3-18	18	1.00	89,368	1.00	90,260	1.00	90,260
ADMIN ASST-20	20	1.00	60,249	1.00	60,852	1.00	60,852
ARCHITECT 3-18	18	3.00	288,257	3.00	291,138	3.00	291,138
ARCHITECT 4-18	18	1.00	106,217	1.00	107,279	1.00	107,279
ARCHITECT AIDE 1-16	16	1.00	57,194	1.00	57,766	1.00	57,766
ASST CITY ENGINEER-18	18	2.00	269,442	2.00	272,136	2.00	272,136
CCTV INSPEC TECH	15	3.00	206,276	3.00	208,338	3.00	208,338
CITY ENGINEER-21	21	1.00	173,957	1.00	175,696	1.00	175,696
CIVIL TECH 2-16	16	1.00	68,076	1.00	68,757	1.00	68,757
COMP MAP/GIS COORD-18	18	1.00	112,715	1.00	113,842	1.00	113,842
CONSTRUCT INSP 1-15	15	5.00	351,687	5.00	355,200	5.00	355,200
CONSTRUCT INSP 2-15	15	7.00	497,740	7.00	502,715	7.00	502,715
CONSTRUCTION MGR 2-18	18	2.00	176,984	2.00	178,753	2.00	178,753
CONSTRUCTION SUPV-18	18	1.00	92,024	1.00	92,944	1.00	92,944
CUSTODIAL SERV COORD-16	16	1.00	65,221	1.00	65,873	1.00	65,873
CUSTODIAL WKR 1-16	16	0.50	42,813	0.50	43,241	0.50	43,241
CUSTODIAL WKR 2-16	16	10.00	476,489	10.00	481,246	10.00	481,246
ELECTRICIAN FOREPERS-71	71	1.00	82,163	1.00	82,984	1.00	82,984
ELECTRICIAN-71	71	1.00	68,482	1.00	69,166	1.00	69,166
ELECTRICIAN-71	16	1.00	42,813	1.00	43,242	1.00	43,242
ENGINEER 2-18	18	6.00	450,952	6.00	455,458	6.00	455,458
ENGINEER 3-18	18	8.00	673,193	8.00	679,922	8.00	679,922
ENGINEER 4-18	18	10.00	989,916	10.00	999,812	10.00	999,812
ENGR FIELD AIDE-15	15	3.00	188,966	3.00	190,854	3.00	190,854
ENGR FINANCIAL MGR	18	1.00	113,915	1.00	115,053	1.00	115,053
ENGR OPR LDWKR 1-15	15	1.00	62,776	1.00	63,403	1.00	63,403
ENGR OPR LDWKR 2-15	15	1.00	56,567	1.00	57,132	1.00	57,132
ENGR OPR LDWKR 3-15	15	2.00	145,109	2.00	146,558	2.00	146,558
ENGR PROG SPEC 1-16	16	2.00	143,522	2.00	144,956	2.00	144,956
ENGR PROG SPEC 2-16	16	1.00	88,150	1.00	89,031	1.00	89,031
FAC/SUS MGR-18	18	1.00	96,215	-	-	-	-
FACILITY MAINT WKR-16	16	1.00	48,265	1.00	48,747	1.00	48,747
HYDROGEOLOGIST 3-18 PT	18	0.60	55,724	0.60	56,281	0.60	56,281
IT SPEC 3-18	18	2.00	177,860	2.00	179,638	2.00	179,638
LANDSCAPE ARCHITECT 2-18	18	1.00	75,090	1.00	75,840	1.00	75,840
MAINT MECH 1-15	15	1.00	70,262	1.00	70,963	1.00	70,963
MAINT MECH 1-16	16	1.00	67,562	1.00	68,237	1.00	68,237
MAINT MECH 2-16	16	3.00	182,759	3.00	184,585	3.00	184,587
NEW POSITION	18	-	-	-	-	2.00	143,262
PLUMBER-71	71	1.00	78,640	1.00	79,426	1.00	79,426
PRINCIPAL ARCHITECT-18	18	1.00	117,162	1.00	118,333	1.00	118,333
PRINCIPAL ENGR 1-18	18	3.00	365,856	3.00	369,511	3.00	369,511

Engineering Division

Function: Public Works

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
PRINCIPAL ENGR 2-18	18	3.00	375,514	3.00	379,267	3.00	379,267
PROGRAM ASST 1-20	20	4.00	223,868	4.00	226,107	4.00	226,107
PROGRAM ASST 2-17	20	1.00	58,268	1.00	58,852	1.00	58,852
PROGRAM ASST 3-20	20	1.00	66,775	1.00	67,441	1.00	67,441
PUB WKS DEV MGR 2-18	18	2.00	200,127	2.00	202,128	2.00	202,128
PUB WKS GEN FORE-18	18	2.00	152,142	2.00	153,662	2.00	153,662
PUB WKS GEN SUPV-18	18	1.00	95,501	1.00	96,456	1.00	96,456
PUBLIC INFORMATION OFF 2-18	18	1.00	79,697	1.00	80,494	1.00	80,494
S/D MAINT TECH 2	15	5.00	310,741	5.00	313,846	5.00	313,846
SIDEWALK PROG SUPERV-18	18	1.00	89,514	1.00	90,408	1.00	90,408
SSMO 1-15	15	16.00	835,881	16.00	844,231	16.00	844,231
SSMO 2-15	15	4.00	214,622	4.00	216,769	4.00	216,769
SSMO 3-15	15	3.00	179,610	3.00	181,404	3.00	181,404
SURVEYOR 2-18	18	3.00	244,252	3.00	246,691	3.00	246,691
SUSTAIN PROG COORD-18	18	1.00	76,180	-	-	-	-
TOTAL		144.10	10,852,223	142.10	10,786,556	144.10	10,929,820

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

Agency Overview

Agency Mission

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

Agency Overview

The Agency is responsible for citywide financial services including: general accounting, financial reporting, budgeting, internal audit, risk management, purchasing, payroll, and debt management. The goal of the Finance Department is to provide quality service to City agencies and facilitate processes that contribute to quality financial information for internal and external stakeholders. The Finance Department will advance this goal by continuing to support for the implementation of an updated Water Utility billing system, along with implementing the reporting requirements of updated GASB standards pertaining to leases, continuing to support the Clerk's Office with election administration, completing the transition to a new service structure in the City's operating budget with a focus on increasing transparency surrounding the budget, continuing work on data visualization and analysis as it pertains to COVID response and recovery, continuing efforts to mitigate citywide risk and focusing on ways to ensure the safety of City employees during COVID, and replacing the City's legacy tax system to improve the efficiency of generating tax bills while also improving the data access and management of the tax roll file.

2021 Budget Highlights

The 2021 Executive Budget:

- Proposes \$207,000 (or 4.9%) in reductions to Finance's budget. These reductions include:
 - Appropriates annual Room Tax payment for the administrative costs associated with managing the Room Tax fund. (New Revenue: \$15,000)
 - Reduces overtime in the Treasury service. (Reduction: \$30,000)
 - Reduces contractual services in Treasury to bring budgets in line with current contracts. (Reduction: \$66,300)
 - Reduces funding for the annual Data & Innovation internship program. (Reduction: \$42,000)
 - Proposes reclassifying two vacant Data Analyst positions to an entry level. (Reduction: \$36,000)
 - Makes various smaller reductions which are articulated in each service's major budget changes. (Reduction: \$17,500)

Budget Overview

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	3,945,645	4,175,833	3,767,145	4,223,367	3,744,979
TOTAL	\$ 3,945,645	\$ 4,175,833	\$ 3,767,145	\$ 4,223,367	\$ 3,744,979

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Accounting	2,095,230	2,136,555	1,960,375	2,091,559	2,024,497
Budget & Program Evaluation	627,199	683,485	580,446	745,784	547,381
Risk Management	8,274	-	2,943	-	-
Administrative Support	488,602	506,371	496,668	502,363	498,408
Treasury	726,341	849,422	726,713	883,661	674,694
TOTAL	\$ 3,945,645	\$ 4,175,833	\$ 3,767,145	\$ 4,223,367	\$ 3,744,979

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Charges For Services	(2,935)	-	-	-	-
Misc Revenue	(15,000)	(15,000)	(15,000)	(15,000)	(31,500)
Transfer In	(400,000)	(400,000)	(400,000)	(400,000)	(370,000)
TOTAL	\$ (417,935)	\$ (415,000)	\$ (415,000)	\$ (415,000)	\$ (401,500)

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	3,075,810	3,372,713	3,041,347	3,381,702	3,270,102
Benefits	927,395	914,348	857,280	905,778	936,784
Supplies	134,687	133,175	108,168	133,175	123,675
Purchased Services	954,078	991,784	996,537	1,040,375	961,741
Inter Depart Charges	9,010	10,987	10,987	9,511	9,511
Inter Depart Billing	(737,400)	(832,174)	(832,174)	(832,174)	(1,155,334)
TOTAL	\$ 4,363,580	\$ 4,590,833	\$ 4,182,145	\$ 4,638,367	\$ 4,146,479

Service Overview

Service: Accounting

Citywide Element: Effective Government

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 and Governmental Accounting Standards Board Statements.

Major Budget Changes

- Reductions to actuarial costs to bring the budgeted amount in line with contract obligations for 2021 (\$2,500).
- Reducing telephone and printing budgets to reflect fewer phone lines for hourly staff and reductions in the number of Comprehensive Annual Financial Reports printed annually (\$5,000).
- Increasing fiscal agent fees for the MUFN contract to bring the budgeted amount in line with contract obligations for 2021 (\$1,500).
- Reclassifying a vacant Buyer position from level 3 of the career series to level 1 (\$1,500).

Activities Performed by this Service

- General Accounting: Oversee and process all financial transactions that take place within the City, prepare the Comprehensive Annual Financial Report, lead efforts associated with the annual external audit of the City's finances, and administer the citywide financial system.
- Payroll: Process citywide payroll biweekly, assist Human Resources in administering employee benefits and the annual open enrollment process, and administer the Employee Self Service portal of the financial system.
- Procurement & Purchasing: 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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	2,095,230	2,136,555	1,960,375	2,091,559	2,024,497
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 2,095,230	\$ 2,136,555	\$ 1,960,375	\$ 2,091,559	\$ 2,024,497

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(137,016)	(137,016)	(137,016)	(137,016)	(144,365)
Personnel	2,064,095	2,211,290	2,027,417	2,137,918	2,154,526
Non-Personnel	601,690	587,286	594,979	615,377	604,454
Agency Charges	(433,539)	(525,005)	(525,005)	(524,720)	(590,119)
TOTAL	\$ 2,095,230	\$ 2,136,555	\$ 1,960,375	\$ 2,091,559	\$ 2,024,497

Service Overview

Service: Administrative Support

Citywide Element: Effective Government

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.

Major Budget Changes

- The Executive Budget maintains the current level of service.

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	488,602	506,371	496,668	502,363	498,408
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 488,602	\$ 506,371	\$ 496,668	\$ 502,363	\$ 498,408

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	-	-	-	-	-
Personnel	460,253	483,217	467,049	479,507	483,812
Non-Personnel	34,622	27,665	34,129	27,367	27,367
Agency Charges	(6,273)	(4,511)	(4,511)	(4,511)	(12,771)
TOTAL	\$ 488,602	\$ 506,371	\$ 496,668	\$ 502,363	\$ 498,408

Service Overview

Service: Budget & Program Evaluation

Citywide Element: Effective Government

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 visualization tools allowing policymakers and residents to interact with the budget, implement a new service structure for the development of the 2022 budget, execute projects as part of the Data Management work plan, and execute data projects as part of an annual research agenda.

Major Budget Changes

- Reclassifying two vacant Data Analyst positions from levels 3 of the career series to level 1 (\$36,000).
- Reductions to the annual internship program. At this funding level the service will be able to hire three to four interns per year (\$42,000).
- Reducing the printing budget to reflect reductions in the number of Executive and Adopted Budgets printed annually (\$2,000).
- Elimination of funding for Power BI licenses (\$5,000). The Executive Capital Budget includes funding for Microsoft 365 which will include Power BI.

Activities Performed by this Service

- Operating & Capital Budget Development: Facilitate all phases of the budget planning process including: forecasting budget trends for the upcoming year, facilitating the agency proposal process, establishing Finance Recommendations for the Executive Budget, and drafting amendments to Executive Budget.
- Budget Monitoring: Conduct quarterly 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. This work also ensures the City remains compliant with the State Expenditure Restraint program.
- Legislative 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 visualization and collection, and convene data users from City departments. In 2020, this team has been focused on building and maintaining dashboards to track the City's progress on COVID response and recovery.
- Ad Hoc Data Projects: Perform ad hoc research at the request of policy makers and agencies. In 2020, this work has been focused on completing the following projects: Transit Operator Staffing Analysis, Recycling Special Fee Feasibility Study, and participation in the Bloomberg Innovation Team.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	627,199	683,485	580,446	745,784	547,381
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 627,199	\$ 683,485	\$ 580,446	\$ 745,784	\$ 547,381

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(277,984)	(277,984)	(277,984)	(277,984)	(257,135)
Personnel	866,510	973,516	790,265	1,015,715	940,436
Non-Personnel	107,287	44,359	124,572	64,459	55,459
Agency Charges	(68,614)	(56,406)	(56,406)	(56,406)	(191,380)
TOTAL	\$ 627,199	\$ 683,485	\$ 580,446	\$ 745,784	\$ 547,381

Service Overview

Service: Risk Management

Citywide Element: Effective Government

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.

Major Budget Changes

- Expenditures for this service are shown in the Worker's Compensation and Insurance funds. Miscellaneous expenditures in the 2019 Actual and the 2020 Projected columns reflect Risk Management's share of Finance Department costs that are spread across all services.

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.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	8,274	-	2,943	-	-
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 8,274	\$ -	\$ 2,943	\$ -	\$ -

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	-	-	-	-	-
Personnel	470	-	2,719	-	-
Non-Personnel	7,804	-	224	-	-
Agency Charges	-	-	-	-	-
TOTAL	\$ 8,274	\$ -	\$ 2,943	\$ -	\$ -

Service Overview

Service: Treasury

Citywide Element: Effective Government

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, while minimizing the end-of-the-year adjustment for city investments. The major initiatives planned for this service include the continued development and expansion of Electronic Bill Presentment and Payment.

Major Budget Changes

- Reductions to overtime, the current level of service will be maintained by utilizing staff from other areas of the Finance Department to assist during peak periods (\$30,000).
- Reductions to software maintenance (\$8,300), bank services (\$50,000), and printing services (\$7,900). The reductions will bring the budgeted amounts in line with contract obligations for 2021. No service impact is anticipated with the proposed reduction.

Activities Performed by this Service

- Revenue Processing: Calculate and receipt all revenue from annual personal and property tax bills.
- Citywide Investments, Reconciliation, and Reporting: Oversee citywide investments, reconciliation of bank accounts and report of investment holdings and revenue earnings.
- Parking Revenue Processing: Collect and count all Parking Utility receipts.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	726,341	849,422	726,713	883,661	674,694
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 726,341	\$ 849,422	\$ 726,713	\$ 883,661	\$ 674,694

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(2,935)	-	-	-	-
Personnel	611,878	619,038	611,176	654,340	628,112
Non-Personnel	337,362	465,649	350,801	466,347	398,136
Agency Charges	(219,964)	(235,265)	(235,265)	(237,026)	(351,554)
TOTAL	\$ 726,341	\$ 849,422	\$ 726,713	\$ 883,661	\$ 674,694

Finance

Function: Administration

Line Item Detail

Agency Primary Fund: General

Charges for Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Misc Charges for Service	(2,935)	-	-	-	-
TOTAL	\$ (2,935)	\$ -	\$ -	\$ -	\$ -

Misc Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Miscellaneous Revenue	(15,000)	(15,000)	(15,000)	(15,000)	(31,500)
TOTAL	\$ (15,000)	\$ (15,000)	\$ (15,000)	\$ (15,000)	\$ (31,500)

Transfer In

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer In From Capital	(400,000)	(400,000)	(400,000)	(400,000)	(370,000)
TOTAL	\$ (400,000)	\$ (400,000)	\$ (400,000)	\$ (400,000)	\$ (370,000)

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	2,976,936	3,316,527	2,950,773	3,395,629	3,395,629
Salary Savings	-	(124,560)	-	(124,560)	(164,160)
Pending Personnel	-	69,113	-	-	-
Premium Pay	2	5,133	3	5,133	5,133
Compensated Absence	40,267	-	10,000	-	-
Hourly Wages	26,917	67,000	59,575	67,000	25,000
Overtime Wages Permanent	31,688	39,500	20,000	38,500	8,500
Election Officials Wages	-	-	996	-	-
TOTAL	\$ 3,075,810	\$ 3,372,713	\$ 3,041,347	\$ 3,381,702	\$ 3,270,102

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Comp Absence Escrow	118,235	-	39,850	-	-
Health Insurance Benefit	361,993	416,213	359,411	397,040	428,052
Wage Insurance Benefit	12,199	12,101	11,416	11,348	11,913
WRS	195,863	223,866	201,270	229,202	229,202
FICA Medicare Benefits	226,175	248,817	232,662	254,837	254,266
Post Employment Health Plans	12,931	13,351	12,671	13,351	13,351
TOTAL	\$ 927,395	\$ 914,348	\$ 857,280	\$ 905,778	\$ 936,784

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Office Supplies	9,940	7,580	7,580	7,580	7,580
Copy Printing Supplies	22,480	16,875	16,875	16,875	12,375
Furniture	12,871	5,300	-	5,300	5,300
Hardware Supplies	9,340	3,745	6,172	3,745	3,745
Software Lic & Supplies	1,363	5,600	5,600	5,600	600
Postage	77,094	86,105	70,162	86,105	86,105
Books & Subscriptions	438	3,225	779	3,225	3,225
Work Supplies	1,161	4,745	1,000	4,745	4,745
TOTAL	\$ 134,687	\$ 133,175	\$ 108,168	\$ 133,175	\$ 123,675

Finance

Function: Administration

Line Item Detail

Agency Primary Fund: General

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Telephone	2,488	6,471	7,000	8,022	3,178
Cellular Telephone	379	-	-	-	-
Custodial Bldg Use Charges	99,391	118,180	118,180	118,180	118,180
Comm Device Mntc	-	1,221	49	1,221	1,221
Equipment Mntc	226	1,200	-	1,200	1,200
System & Software Mntc	39,843	38,050	38,050	38,050	29,750
Recruitment	1,847	1,550	1,550	1,550	1,550
Mileage	-	300	-	300	300
Conferences & Training	30,326	39,790	10,000	40,790	35,790
Memberships	3,530	5,133	5,133	5,133	5,133
Financial Actuary Services	9,000	13,500	13,500	13,500	11,000
Audit Services	85,182	87,800	90,103	99,590	99,590
Bank Services	65,404	135,000	65,000	135,000	85,000
Credit Card Services	105,731	120,000	120,000	120,000	120,000
Collection Services	79,395	65,000	105,000	78,000	78,000
Armored Car Services	7,737	8,000	9,700	8,000	8,000
Delivery Freight Charges	-	150	-	150	150
Storage Services	5,122	10,135	5,000	10,135	10,135
Management Services	324,299	295,000	285,000	296,250	296,250
Consulting Services	44,409	-	72,500	20,000	20,000
Advertising Services	-	200	-	200	200
Printing Services	26,635	42,510	30,000	42,510	34,520
Other Services & Expenses	23,113	2,444	20,762	2,444	2,444
Permits & Licenses	20	150	10	150	150
TOTAL	\$ 954,078	\$ 991,784	\$ 996,537	\$ 1,040,375	\$ 961,741

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From Insurance	6,520	9,210	9,210	7,384	7,384
ID Charge From Workers Comp	2,490	1,777	1,777	2,127	2,127
TOTAL	\$ 9,010	\$ 10,987	\$ 10,987	\$ 9,511	\$ 9,511

Inter-Departmental Billings

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Billing To Landfill	(18,472)	(21,967)	(21,967)	(21,967)	(13,738)
ID Billing To Monona Terrace	(85,480)	(86,837)	(86,837)	(86,837)	(71,753)
ID Billing To Golf Courses	(45,702)	(51,056)	(51,056)	(51,056)	(35,403)
ID Billing To Parking	(185,062)	(185,983)	(185,983)	(185,983)	(265,253)
ID Billing To Sewer	(44,625)	(56,854)	(56,854)	(56,854)	(148,315)
ID Billing To Stormwater	(77,823)	(102,804)	(102,804)	(102,804)	(146,762)
ID Billing To Transit	(109,929)	(121,326)	(121,326)	(121,326)	(237,027)
ID Billing To Water	(170,307)	(205,347)	(205,347)	(205,347)	(237,083)
TOTAL	\$ (737,400)	\$ (832,174)	\$ (832,174)	\$ (832,174)	\$ (1,155,334)

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget		Executive	
		Adopted		Request			
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCOUNTANT 2-18	18	3.00	227,338	3.00	229,609	3.00	229,609
ACCOUNTANT 3-18	18	4.00	274,883	4.00	276,953	4.00	277,631
ACCOUNTANT 4-18	18	6.00	510,556	6.00	515,662	6.00	515,662
ACCT CLERK 3-20	20	3.00	178,546	3.00	180,331	3.00	180,331
ACCT SERVICES MGR-18	18	1.00	132,294	1.00	133,615	1.00	133,615
ACCT TECH 3-20	20	3.00	202,139	3.00	204,159	3.00	204,159
ADMIN ANAL 3-18	18	1.00	61,917	1.00	62,536	1.00	62,536
ADMIN ANAL 4-18	18	2.00	185,646	2.00	187,501	2.00	187,501
ADMIN CLK 1-20	20	2.00	95,968	2.00	96,926	2.00	96,926
ADMIN SUPPORT CLK 1-20	20	1.00	55,147	1.00	55,698	1.00	55,698
ADMIN SUPPORT CLK 2-20	20	2.00	102,809	2.00	103,836	2.00	103,836
BUDGET/PROG EVAL MGR-18	18	1.00	125,012	1.00	126,262	1.00	126,262
BUYER 2-16	16	3.00	208,874	3.00	210,961	3.00	210,961
DATA ANALYST 3	18	2.00	160,519	2.00	162,124	2.00	162,124
DATA ANALYST 4	18	1.00	79,697	1.00	80,493	1.00	80,493
DOC SERVS LDWKR-20	17	1.00	67,846	1.00	68,524	1.00	68,524
DOC SERVS SPEC 2-20	17	1.00	61,549	1.00	62,164	1.00	62,164
FIN OPER LDWKR-20	20	1.00	65,514	1.00	66,169	1.00	66,169
FINANCE DIR-21	21	1.00	172,429	1.00	174,158	1.00	174,158
PRINCIPAL ACCOUNTANT-18	18	3.00	311,156	3.00	314,268	3.00	314,268
PROGRAM ASST 1-20	20	3.00	172,962	3.00	174,691	3.00	174,691
RISK MANAGER-18	18	1.00	116,057	1.00	117,217	1.00	117,217
SAFETY COORDINATOR-18	18	1.00	67,160	1.00	67,831	1.00	67,831
TREASURY REV MGR-18	18	1.00	127,545	1.00	128,820	1.00	128,820
TOTAL		48.00	3,763,563	48.00	3,800,508	48.00	3,801,186

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

Fire Department

Agency Overview

Agency Mission

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

Agency Overview

The 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.

2021 Budget Highlights

The 2021 Executive Budget includes funding for:

- A Firefighter recruit class in September 2021 for 10 recruits to fill anticipated vacancies. The class will include additional recruits for commissioned positions vacant at that time. (Increase: \$150,000)
- An intergovernmental agreement with the Town of Madison for the City to provide fire protection and prevention services, emergency medical services, and building inspection services for the Town effective November 1, 2020. The Town will pay the City for the services through the final attachment in the Town on October 31, 2022. The revenue is included in the budgeted General Fund revenues (New Revenue: 2021 - \$996,700; 2022 - \$830,600).
- The addition of a Crisis Response Team, the proposed budget assumes a half time pilot program. The proposed budget assumes the model will include some combination of Community Paramedics and contracted mental health providers. (Increase: \$350,000)
- Proposes \$531,540 (or 0.87%) in reductions to Fire's budget. These reductions include:
 - Assumed savings from renegotiating the final year of the existing contract between the City and the Firefighters Local 311 union. Preliminary negotiations are ongoing with Local 311. If this level of savings cannot be realized through contract negotiations midyear reductions to the Fire Department's 2021 operating budget will be implemented (Reduction: \$500,000).
 - The elimination of community education programs, including Safety Town preschool education and Safety Saturday (Reduction: \$10,090).
 - A reduction in the mileage budget to reflect historical spending trends (Reduction: \$20,000).

The Executive Budget includes \$234,000 in anticipated grant and restricted revenues and expenditures:

- HAZMAT Team: The Dane County and the State of Wisconsin Emergency Management Division HAZMAT Team that provides specialized response to incidents involving hazardous materials (\$160,000).
- 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 (\$25,000).
- Comprehensive Opioid Abuse Program: This three-year federal grant from the US Department of Justice was authorized in 2020 and will continue through 2023. Specifically, the grant funds an Addiction Resource Team to facilitate the delivery of harm reduction messaging, distribution of naloxone, and a direct link to assessment and treatment referrals. The Fire Operations service budget includes grant funding for an LTE Community Paramedic position (\$108,000). The Madison Police Department and Public Health of Madison Dane County are also participants in the grant.

Fire

Function: Public Safety & Health

Budget Overview

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	55,156,436	57,020,341	58,010,410	61,365,098	60,930,396
Other Grants	1,767,185	1,814,480	1,808,714	341,705	314,545
TOTAL	\$ 56,923,620	\$ 58,834,821	\$ 59,819,125	\$ 61,706,803	\$ 61,244,941

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Fire Operations	55,714,983	57,870,937	58,794,833	60,488,462	60,028,625
Fire Prevention	1,208,637	963,884	1,024,291	1,218,342	1,216,317
TOTAL	\$ 56,923,620	\$ 58,834,821	\$ 59,819,125	\$ 61,706,803	\$ 61,244,941

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Intergov Revenues	(263,789)	(243,340)	(223,840)	(240,200)	(240,200)
Charges For Services	(298,297)	(294,100)	(69,168)	(294,100)	(294,100)
Licenses & Permits	(1,116,743)	(1,248,543)	(1,045,414)	(1,148,543)	(1,148,543)
Investments & Other Contribut	(12,586)	(20,000)	(2,833)	(20,000)	(1,500)
Misc Revenue	(143,745)	(113,100)	(100,159)	(113,100)	(113,100)
Other Financing Source	-	-	-	(1,291,200)	-
Transfer In	(36,111)	-	-	-	-
TOTAL	\$ (1,871,270)	\$ (1,919,083)	\$ (1,441,414)	\$ (3,107,143)	\$ (1,797,443)

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	37,695,525	39,069,230	38,403,268	43,237,479	41,088,057
Benefits	14,246,788	13,279,078	14,733,483	13,793,446	14,348,322
Supplies	988,260	1,168,464	1,050,212	1,159,336	1,177,236
Purchased Services	1,418,493	1,516,473	1,352,917	1,518,724	1,470,978
Debt & Other Financing	27,909	-	-	-	-
Inter Depart Charges	3,861,711	4,432,320	4,432,320	5,104,962	4,957,792
Transfer Out	556,204	1,288,339	1,288,339	-	-
TOTAL	\$ 58,794,891	\$ 60,753,904	\$ 61,260,539	\$ 64,813,946	\$ 63,042,384

Service Overview

Service: Fire Operations

Citywide Element: Health & Safety

Service Description

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

Major Budget Changes

- The proposed Fire Operations budget is \$3.6 million more than the 2020 Adopted budget. The proposed budget includes the following changes:
 - o The addition of a Crisis Response Team that responds to crisis calls and behavior health emergencies in a non-ambulance type vehicle – Increase: \$350,000
 - o 2021 Local 311 Contractual Pay Raise of 3.75% for Permanent Salaries – Increase: \$1.2 million
 - o Funding for 18 positions that were created in 2018 using a SAFER grant. In 2021 and beyond these positions will be fully by the General Fund – Increase: \$351,000
 - o Salary Savings adjustment to reflect lower turnover – Increase: \$181,000
 - o Premium Pay and Compensated Absence adjustments to reflect historical spending trends – Increase: \$177,000
 - o Benefit Adjustments and Rate Increases – Increase: \$1.4 million
 - o Internal Agency Billing Changes – Increase: \$525,000
 - o Assumed Contract Changes – Reduction: \$500,000
 - o Other Miscellaneous Adjustments – Reduction: \$26,000
- The 2021 Request included a 9th ambulance funded by an increase in the ambulance fee budget. This was not funded in the Executive budget.

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: 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, special event staffing for emergency response, and Tactical EMS.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	53,947,798	56,056,457	56,986,119	60,146,756	59,714,079
Other-Expenditures	1,767,185	1,814,480	1,808,714	341,705	314,545
TOTAL	\$ 55,714,983	\$ 57,870,937	\$ 58,794,833	\$ 60,488,462	\$ 60,028,625

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(541,427)	(511,540)	(280,446)	(1,809,600)	(518,400)
Personnel	49,505,948	50,109,771	51,013,660	54,648,530	53,043,059
Non-Personnel	2,888,765	3,840,386	3,629,300	2,544,570	2,546,174
Agency Charges	3,861,697	4,432,320	4,432,320	5,104,962	4,957,792
TOTAL	\$ 55,714,983	\$ 57,870,937	\$ 58,794,833	\$ 60,488,462	\$ 60,028,625

Service Overview

Service: Fire Prevention

Citywide Element: Health & Safety

Service Description

This service is responsible for fire prevention operations. Specific functions of the service include providing: (1) fire safety education, (2) fire inspections, (3) fire protection engineering, (4) public information, (5) elevator inspections, and (6) fire/arson investigation services. The goal of this service is to proactively prevent fires through education and inspections. The Fire Prevention Division will proactively transition the Town of Madison properties from the state fire code to the City of Madison Fire Code. The focus will be to educate property owners and enforce the code only when necessary. In addition, elevator inspection services will be provided for those systems in the Town and community fire prevention and safety education services will be extended to the Town.

Major Budget Changes

- A reduction in Elevator Permit revenue to reflect historical trends (\$100,000).
- Elimination of community education programs, including Safety Town preschool education and Safety Saturday (\$10,090). The Fire Prevention unit will explore producing community education content in online or in video recorded formats to replace in-person presentations
- A reduction in the mileage budget to reflect historical spending trends (\$20,000). There is no service impact from this reduction.

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 new 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.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	1,208,637	963,884	1,024,291	1,218,342	1,216,317
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 1,208,637	\$ 963,884	\$ 1,024,291	\$ 1,218,342	\$ 1,216,317

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(1,329,844)	(1,407,543)	(1,160,968)	(1,297,543)	(1,279,043)
Personnel	2,436,366	2,238,537	2,123,091	2,382,395	2,393,320
Non-Personnel	102,101	132,890	62,168	133,490	102,040
Agency Charges	15	-	-	-	-
TOTAL	\$ 1,208,637	\$ 963,884	\$ 1,024,291	\$ 1,218,342	\$ 1,216,317

Fire

Function: Public Safety & Health

Line Item Detail

Agency Primary Fund: General

Intergovernmental Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Federal Revenues Operating	(64,032)	(52,140)	(52,140)	(53,700)	(53,700)
State Revenues Operating	(35,957)	(59,000)	(39,500)	(49,000)	(49,000)
Payment for Muni Service	(14,000)	(14,700)	(14,700)	(20,000)	(20,000)
Local Revenues Operating	(93,800)	(70,000)	(70,000)	(70,000)	(70,000)
Other Unit of Gov Rev Op	(56,000)	(47,500)	(47,500)	(47,500)	(47,500)
TOTAL	\$ (263,789)	\$ (243,340)	\$ (223,840)	\$ (240,200)	\$ (240,200)

Charges for Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Reproduction Services	(447)	(2,100)	(169)	(2,100)	(2,100)
Special Duty	(113,127)	(120,000)	(39,355)	(120,000)	(120,000)
Inspect & Reinspect Fees	(15,400)	(10,000)	(2,775)	(10,000)	(10,000)
Reimbursement Of Expense	(169,324)	(162,000)	(26,869)	(162,000)	(162,000)
TOTAL	\$ (298,297)	\$ (294,100)	\$ (69,168)	\$ (294,100)	\$ (294,100)

Licenses & Permits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Elevator Permits & Inspects	(629,715)	(732,828)	(625,000)	(632,828)	(632,828)
Fire Permits	(487,028)	(515,715)	(420,414)	(515,715)	(515,715)
TOTAL	\$ (1,116,743)	\$ (1,248,543)	\$ (1,045,414)	\$ (1,148,543)	\$ (1,148,543)

Investments & Contributions

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Contributions & Donations	(12,586)	(20,000)	(2,833)	(20,000)	(1,500)
TOTAL	\$ (12,586)	\$ (20,000)	\$ (2,833)	\$ (20,000)	\$ (1,500)

Misc Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Miscellaneous Revenue	(143,745)	(113,100)	(100,159)	(113,100)	(113,100)
TOTAL	\$ (143,745)	\$ (113,100)	\$ (100,159)	\$ (113,100)	\$ (113,100)

Other Finance Sources

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Fund Balance Applied	-	-	-	(1,291,200)	-
TOTAL	\$ -	\$ -	\$ -	\$ (1,291,200)	\$ -

Transfer In

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer In From Grants	(36,111)	-	-	-	-
TOTAL	\$ (36,111)	\$ -	\$ -	\$ -	\$ -

Fire

Function: Public Safety & Health

Line Item Detail

Agency Primary Fund: General

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	32,015,378	33,816,020	33,204,453	36,645,775	36,726,232
Salary Savings	-	(581,000)	-	-	(900,000)
Pending Personnel	-	748,316	-	2,343,411	1,052,211
Premium Pay	1,233,718	1,390,376	1,131,141	1,340,376	1,340,376
Workers Compensation Wages	204,091	-	212,282	-	-
Compensated Absence	1,175,314	948,522	1,251,006	1,148,522	1,148,522
Hourly Wages	11,188	10,000	-	16,100	3,010
Overtime Wages Permanent	1,843,734	1,461,973	1,350,221	1,516,973	1,511,473
Election Officials Wages	-	-	3,422	-	-
TOTAL	\$ 36,483,423	\$ 37,794,207	\$ 37,152,524	\$ 43,011,157	\$ 40,881,824

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Comp Absence Escrow	544,162	-	487,342	-	-
Health Insurance Benefit	5,841,546	5,713,169	5,907,535	5,995,492	6,488,349
Wage Insurance Benefit	153,173	141,128	156,823	151,802	160,183
Health Insurance Retiree	429,003	309,096	458,956	422,215	421,465
Health Ins Police Fire Retiree	72,764	110,000	34,380	160,000	160,000
Accident Death Insurance	482,413	365,331	440,300	365,331	365,331
WRS	5,490,248	5,413,013	6,000,119	5,838,208	5,882,163
WRS-Prior Service	20,570	53,022	21,000	53,022	53,022
FICA Medicare Benefits	641,904	621,366	641,720	664,228	681,732
Tuition	80,594	80,000	80,000	80,000	80,000
Post Employment Health Plans	17,952	18,536	17,993	18,536	18,536
TOTAL	\$ 13,774,328	\$ 12,824,661	\$ 14,246,168	\$ 13,748,834	\$ 14,310,781

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Office Supplies	3,500	8,200	3,178	8,200	8,400
Copy Printing Supplies	8,020	10,750	5,492	9,950	9,950
Furniture	13,935	19,000	14,877	19,000	19,000
Hardware Supplies	5,912	13,000	3,004	13,000	20,000
Software Lic & Supplies	658	9,700	600	9,700	9,700
Postage	11,514	11,500	11,500	11,500	11,500
Books & Subscriptions	5,729	16,200	7,966	16,200	16,200
Work Supplies	126,930	148,064	148,064	147,964	143,464
Medical Supplies	322,364	350,500	467,600	350,500	351,500
Safety Supplies	146,508	195,545	53,615	195,545	195,545
Uniform Clothing Supplies	226,969	240,441	222,911	240,441	242,441
Food And Beverage	11,957	14,320	9,249	14,320	13,820
Equipment Supplies	101,665	109,744	85,426	109,744	122,444
TOTAL	\$ 985,661	\$ 1,146,964	\$ 1,033,482	\$ 1,146,064	\$ 1,163,964

Fire

Function: Public Safety & Health

Line Item Detail

Agency Primary Fund: General

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Natural Gas	56,189	68,700	64,465	68,700	68,700
Electricity	166,397	180,000	150,932	180,000	180,000
Water	50,502	61,903	45,307	61,903	61,903
Telephone	12,662	33,200	42,296	40,381	19,935
Cellular Telephone	45,582	63,047	44,116	63,047	64,047
Building Improv Repair Maint	97,650	136,632	90,175	136,632	136,632
Facility Rental	37,880	18,200	153,066	18,200	18,200
Comm Device Mntc	53,093	65,000	58,942	65,000	65,000
Equipment Mntc	76,320	74,000	74,000	74,000	74,000
System & Software Mntc	85,830	86,500	86,500	89,150	89,350
Rental Of Equipment	27,722	30,000	16,171	30,000	30,000
Mileage	29,719	52,000	17,575	48,260	27,260
Conferences & Training	34,913	42,151	10,921	42,151	37,151
In Service Training	97,740	104,618	82,351	106,118	105,118
Memberships	5,736	6,160	7,612	6,160	6,160
Uniform Laundry	58,411	72,000	51,566	60,000	60,000
Medical Services	113,903	103,000	63,500	103,000	103,000
Armored Car Services	2,422	2,500	2,599	2,500	2,500
Storage Services	2,017	1,500	1,290	1,500	1,500
Consulting Services	248,729	204,300	195,417	205,000	205,000
Advertising Services	-	3,602	-	3,602	3,102
Parking Towing Services	3,425	5,000	-	5,000	5,000
Other Services & Expenses	59,024	37,920	39,889	49,920	49,420
Permits & Licenses	515	1,000	300	1,000	500
TOTAL	\$ 1,366,378	\$ 1,452,933	\$ 1,298,991	\$ 1,461,224	\$ 1,413,478

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From Engineering	290,883	290,883	290,883	290,883	290,883
ID Charge From Fleet Services	2,492,607	3,153,539	3,153,539	3,683,546	3,536,376
ID Charge From Traffic Eng	90,117	103,904	103,904	103,904	103,904
ID Charge From Insurance	124,529	201,575	201,575	178,853	178,853
ID Charge From Workers Comp	863,575	682,419	682,419	847,776	847,776
TOTAL	\$ 3,861,711	\$ 4,432,320	\$ 4,432,320	\$ 5,104,962	\$ 4,957,792

Transfer Out

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer Out To Grants	556,204	1,288,339	1,288,339	-	-
TOTAL	\$ 556,204	\$ 1,288,339	\$ 1,288,339	\$ -	\$ -

Fire Department

Function: Public Safety & Health

Position Summary

Civilian Positions

Classification	CG	2020 Adopted Budget		2021 Budget		Executive	
		Adopted	Request	Request	Executive	FTEs	Amount
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCOUNTANT 3-18	18	1.00	72,903	1.00	73,632	1.00	73,632
ACCT TECH 2-20	20	1.00	55,466	1.00	56,020	1.00	56,020
ADMIN CLK 1-20	20	4.00	233,172	4.00	235,503	4.00	235,503
ADMIN SUPV-18	17	1.00	67,240	1.00	67,912	1.00	67,912
CLERK-TYP 2-20	20	1.00	41,742	1.00	42,159	1.00	42,159
COMM PARA 2-16	16	1.00	37,238	1.00	37,610	1.00	37,610
COMM PARA 2-16-PT	16	0.75	63,488	0.75	64,122	0.75	64,122
ELEVATOR CODE ENFC OFF 1-16	16	2.00	157,438	2.00	159,011	2.00	159,011
ELEVATOR CODE ENFC OFF 2-16	16	1.00	85,150	1.00	86,001	1.00	86,001
FIRE ADM SERV MGR-18	18	1.00	98,139	1.00	99,120	1.00	99,120
FIRE CODE ENFORCE 3-16	16	8.00	634,238	8.00	640,576	8.00	640,576
FIRE CODE ENFORCE 4-16	16	2.00	182,702	2.00	184,528	2.00	184,528
FIRE ED/ENFC OFF 2-16	16	1.00	79,031	1.00	79,822	1.00	79,822
FIRE MARSHAL-18	18	1.00	129,864	1.00	131,162	1.00	131,162
FIRE PROTECTION ENGR-18	18	1.00	105,670	1.00	106,726	1.00	106,726
IT SPEC 3-18	18	1.00	91,997	1.00	92,916	1.00	92,916
NEW POSITION	18	-	-	-	-	4.00	239,112
PUBLIC INFORMATION OFF 2-18	18	1.00	90,244	1.00	91,146	1.00	91,146
TOTAL		28.75	2,225,722	28.75	2,247,966	32.75	2,487,078

Sworn Positions

Classification	CG	2020 Adopted Budget		2021 Budget		Executive	
		Adopted	Request	Request	Executive	FTEs	Amount
		FTEs	Amount	FTEs	Amount	FTEs	Amount
DIVISION FIRE CHIEF-14	14	6.00	732,565	6.00	767,634	6.00	767,634
FIRE APPARATUS ENGR 2-13	13	3.00	268,198	3.00	281,037	3.00	281,037
FIRE APPARATUS ENGR-13	13	66.00	5,561,547	66.00	5,827,767	66.00	5,827,767
FIRE CAPT-13	13	6.00	513,480	6.00	538,062	6.00	538,062
FIRE CHIEF-21	21	1.00	159,845	1.00	161,443	1.00	161,443
FIRE CHIEF-ASST-14	14	4.00	574,992	4.00	602,516	4.00	602,516
FIRE LIEUTENANT-13	13	71.00	6,798,377	71.00	7,123,814	71.00	7,123,814
FIREFIGHTER PARAMEDIC-13	13	71.00	5,597,111	71.00	5,865,035	71.00	5,865,035
FIREFIGHTER/PARAMEDIC 2-13	13	25.00	2,297,133	25.00	2,505,563	25.00	2,407,096
FIREFIGHTER-13	13	131.00	10,060,839	131.00	10,622,719	131.00	10,542,442
TOTAL		384.00	32,564,087	384.00	34,295,590	384.00	34,116,846
TOTAL FTEs		412.75	34,789,809	412.75	36,543,556	416.75	36,603,924

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

Fleet Services

Agency Overview

Agency Mission

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

Agency Overview

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

2021 Budget Highlights

The 2021 Executive Budget:

- Increases the Fleet agency billings by \$1.6 million. The increased rate is driven by debt costs associated with the Nakoosa Trail fleet facility that will open in fall 2020.
- Proposes utilizing \$500,000 from the City's debt service fund to support Fleet principal payments in 2021 reducing the overall fleet rate charged to user agencies. The use of debt reserves will be one-time for 2021; savings to replace the application of debt reserves will be realized through implementing a Fleet rightsizing program as part of the 2022 budget.
- Proposes \$138,782 (or 0.66%) in reductions to Fleet Service's budget. These reductions include:
 - Fuel savings realized through increased usage of electric and hybrid vehicles (Reduction: \$88,782).
 - Eliminating four ongoing vacancies that were previously offset with salary savings. Holding three additional vacant positions open for all of 2021 (Net Reduction: \$50,000).

Fleet Services

Function: Internal Services

Budget Overview

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Intergov Revenues	(10,628)	(35,500)	(10,628)	(35,500)	(35,500)
Charges For Services	(23,585)	(25,000)	(1,611)	(25,000)	(25,000)
Investments & Other Contributions	(10,205)	-	(193)	-	-
Misc Revenue	(121,840)	(155,000)	(117,620)	(155,000)	(155,000)
Other Financing Source	(912,024)	(955,780)	(910,058)	(955,780)	(955,780)
Transfer In	(31,281)	(1,670,063)	(1,261,898)	-	-
TOTAL	\$ (1,109,563)	\$ (2,841,343)	\$ (2,302,008)	\$ (1,171,280)	\$ (1,171,280)

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	2,573,510	2,655,077	2,566,748	2,873,064	2,648,436
Benefits	1,312,022	1,075,643	968,918	1,080,110	1,005,757
Supplies	5,070,906	5,214,305	4,614,581	5,169,625	5,122,639
Purchased Services	883,958	1,307,515	1,073,575	868,585	826,789
Debt & Other Financing	7,391,913	8,012,575	8,209,351	10,904,902	10,349,182
Inter Depart Charges	241,327	115,901	115,901	111,482	111,482
Transfer Out	-	1,729,932	1,729,932	-	-
TOTAL	\$ 17,473,637	\$ 20,110,948	\$ 19,279,006	\$ 21,007,768	\$ 20,064,285

Agency Billings

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Inter Depart Billing	(16,364,075)	(17,269,605)	(16,976,998)	(19,836,488)	(18,893,005)
TOTAL	\$ (16,364,075)	\$ (17,269,605)	\$ (16,976,998)	\$ (19,836,488)	\$ (18,893,005)
NET BUDGET	\$ -	\$ -	\$ (0)	\$ -	\$ -

Service Overview

Service: Fleet Maintenance Procurement

Citywide Element: Green and Resilient

Service Description

This service is responsible for purchasing, preparing, and maintaining fleet equipment used by City agencies. The goal of the service is to repair and replace fleet assets to satisfy the needs of user agencies. The service maintains approximately 1,300 active vehicles and equipment.

Major Budget Changes

- The Executive Budget proposes eliminating four vacant positions that have been held open since 2015 to early 2019. The budget also proposes holding three currently vacant positions open for all of 2021. These positions were previously offset by salary savings; the budgeted salary savings has been adjustment to reflect permanently eliminating these positions. The net savings of the proposed adjustments is \$50,000.
- Eliminates anticipated insurance revenues and the corresponding expenditures based on prior trends (No budget impact).
- Assumes \$88,782 in fuel and maintenance savings from transitioning to hybrid and electric vehicles.
- The Executive Budget reduces the amount of debt service paid by Fleet by \$500,000 in 2021. The reduction in debt service is funded by applying reserves from the City's debt service fund to pay part of Fleet's anticipated principal in 2021. This reduction to debt service is being proposed to offset the overall projected increase in the Fleet rate, and will be offset by savings from a Fleet Rightsizing program that will be implemented in 2022.

Activities Performed by this Service

- Vehicle Purchasing: Procure and intake vehicles to replace assets within the City Fleet that have reached the end of their useful life.
- Vehicle Maintenance: Preventative maintenance and repair for all 1,300 pieces of equipment in the City Fleet.
- Fueling: Maintenance and repair ten fuel stations located throughout the City, purchase of fuel, and billing City agencies based on fuel usage.
- Auction of Retired Assets: Decommission and sale of assets that have reached the end of their useful life.

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(1,109,563)	(2,841,343)	(2,302,008)	(1,171,280)	(1,171,280)
Personnel	3,885,533	3,730,720	3,535,666	3,953,174	3,654,193
Non-Personnel	13,346,778	16,264,327	15,627,439	16,943,112	16,298,610
TOTAL	\$ 16,122,748	\$ 17,153,704	\$ 16,861,097	\$ 19,725,006	\$ 18,781,523

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Agency Charges	(16,122,748)	(17,153,704)	(16,861,097)	(19,725,006)	(18,781,523)
TOTAL	\$ (16,122,748)	\$ (17,153,704)	\$ (16,861,097)	\$ (19,725,006)	\$ (18,781,523)

Fleet Services

Function: Internal Services

Line Item Detail

Agency Primary Fund: Fleet Services

Intergovernmental Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Federal Revenues Operating	(10,628)	(35,500)	(10,628)	(35,500)	(35,500)
TOTAL	\$ (10,628)	\$ (35,500)	\$ (10,628)	\$ (35,500)	\$ (35,500)

Charges for Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Reimbursement Of Expense	(23,585)	(25,000)	(1,611)	(25,000)	(25,000)
TOTAL	\$ (23,585)	\$ (25,000)	\$ (1,611)	\$ (25,000)	\$ (25,000)

Investments & Contributions

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Interest	(205)	-	(193)	-	-
Contributions & Donations	(10,000)	-	-	-	-
TOTAL	\$ (10,205)	\$ -	\$ (193)	\$ -	\$ -

Misc Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Fuel Tax Refund	(51,283)	(70,000)	(87,500)	(70,000)	(70,000)
Miscellaneous Revenue	(70,557)	(85,000)	(30,120)	(85,000)	(85,000)
TOTAL	\$ (121,840)	\$ (155,000)	\$ (117,620)	\$ (155,000)	\$ (155,000)

Other Finance Sources

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Sale Of Assets	(476,208)	(520,000)	(520,000)	(520,000)	(520,000)
Trade In Allowance	(425,765)	(435,780)	(425,765)	(435,780)	(435,780)
General Obligation Bond Alloc	-	-	17	-	-
Fund Balance Applied	(10,051)	-	35,690	-	-
TOTAL	\$ (912,024)	\$ (955,780)	\$ (910,058)	\$ (955,780)	\$ (955,780)

Transfer In

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer In From General	-	(1,212,063)	(1,212,063)	-	-
Transfer In From Other Restrict	-	(25,000)	(25,000)	-	-
Transfer In From Insurance	(31,281)	(433,000)	(24,835)	-	-
TOTAL	\$ (31,281)	\$ (1,670,063)	\$ (1,261,898)	\$ -	\$ -

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	2,466,637	2,866,528	2,423,317	2,885,348	2,650,957
Salary Savings	-	(444,496)	-	(245,329)	(235,566)
Premium Pay	12,864	11,690	10,458	11,690	11,690
Workers Compensation Wages	1,130	-	10,037	-	-
Compensated Absence	(14,259)	125,400	16,873	125,400	125,400
Hourly Wages	49,782	45,955	41,001	45,955	45,955
Overtime Wages Permanent	57,356	50,000	64,602	50,000	50,000
Election Officials Wages	-	-	460	-	-
TOTAL	\$ 2,573,510	\$ 2,655,077	\$ 2,566,748	\$ 2,873,064	\$ 2,648,436

Fleet Services

Function: Internal Services

Line Item Detail

Agency Primary Fund: Fleet Services

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Comp Absence Escrow	110,280	100,000	87,921	100,000	100,000
Benefit Savings	-	-	-	-	(50,000)
Health Insurance Benefit	436,936	504,578	456,480	506,337	515,679
Wage Insurance Benefit	10,487	9,964	11,031	11,031	11,635
WRS	167,943	193,491	172,480	194,761	178,939
FICA Medicare Benefits	194,477	215,746	195,464	216,117	197,640
Licenses & Certifications	40	-	-	-	-
Post Employment Health Plans	40,817	42,144	36,662	42,144	42,144
Tool Allowance	10,960	9,720	8,880	9,720	9,720
Other Post Emplmnt Benefit	115,724	-	-	-	-
Pension Expense	224,359	-	-	-	-
TOTAL	\$ 1,312,022	\$ 1,075,643	\$ 968,918	\$ 1,080,110	\$ 1,005,757

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Office Supplies	2,280	2,000	5,078	2,000	2,000
Copy Printing Supplies	685	2,000	242	2,000	2,000
Hardware Supplies	48,061	-	5,177	-	-
Software Lic & Supplies	8,093	14,388	8,056	14,388	14,388
Postage	1,528	1,550	1,022	1,550	1,550
Books & Subscriptions	-	3,000	5,928	3,000	3,000
Work Supplies	94,124	92,000	68,598	92,000	92,000
Safety Supplies	2,207	3,220	5,134	5,000	5,000
Building Supplies	15,280	5,900	23,911	5,900	5,900
Machinery And Equipment	80,346	-	15,702	-	-
Equipment Supplies	1,451,193	1,579,968	1,582,104	1,579,968	1,579,968
Tires	332,490	285,689	293,180	285,689	285,689
Gasoline	966,584	1,053,390	848,695	1,038,060	991,074
Diesel	1,670,128	1,901,200	1,440,954	1,835,050	1,835,050
Oil	207,673	100,000	135,852	135,020	135,020
Lubricants	190,234	170,000	174,949	170,000	170,000
TOTAL	\$ 5,070,906	\$ 5,214,305	\$ 4,614,581	\$ 5,169,625	\$ 5,122,639

Fleet Services

Function: Internal Services

Line Item Detail

Agency Primary Fund: Fleet Services

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Natural Gas	8,918	10,500	10,855	10,500	10,500
Electricity	35,752	40,000	34,284	40,000	40,000
Water	9,987	10,440	8,288	10,440	10,440
Telephone	1,133	5,300	4,763	1,150	1,150
Cellular Telephone	5,378	3,300	2,442	3,300	3,300
Building Improv Repair Maint	7,001	15,000	13,099	10,000	10,000
Process Fees Recyclables	2,107	6,100	3,720	4,320	4,320
Comm Device Mntc	38,609	24,500	77,284	24,500	24,500
Equipment Mntc	45,172	55,500	44,781	55,500	55,500
System & Software Mntc	-	-	5,000	5,000	5,000
Vehicle Repair & Mntc	635,857	1,050,000	807,738	617,000	575,204
Rental Of Equipment	-	5,000	-	5,000	5,000
Recruitment	14	-	14	-	-
Conferences & Training	10,830	10,000	10,156	10,000	10,000
Memberships	1,937	2,500	(3,145)	2,500	2,500
Uniform Laundry	10,780	11,600	12,278	11,600	11,600
Arbitrator	-	200	-	200	200
Audit Services	1,300	1,300	4,000	1,300	1,300
Delivery Freight Charges	2,010	3,000	2,034	3,000	3,000
Consulting Services	6,801	1,375	3,383	1,375	1,375
Advertising Services	-	400	-	400	400
Inspection Services	3,528	3,500	240	3,500	3,500
Parking Towing Services	50,219	45,000	25,653	45,000	45,000
Permits & Licenses	6,626	3,000	6,708	3,000	3,000
TOTAL	\$ 883,958	\$ 1,307,515	\$ 1,073,575	\$ 868,585	\$ 826,789

Debt & Other Financing

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Principal	-	-	-	1,241,193	741,193
Interest	1,339,549	1,224,161	1,224,161	1,478,749	1,478,749
Depreciation	6,052,365	6,788,414	6,788,414	8,184,960	8,129,240
Fund Balance Generated	-	-	196,776	-	-
TOTAL	\$ 7,391,913	\$ 8,012,575	\$ 8,209,351	\$ 10,904,902	\$ 10,349,182

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From Engineering	27,065	27,065	27,065	27,065	27,065
ID Charge From Fleet Services	123,905	-	-	-	-
ID Charge From Traffic Eng	5,574	3,599	3,599	3,599	3,599
ID Charge From Insurance	19,242	27,642	27,642	46,050	46,050
ID Charge From Workers Comp	65,541	57,595	57,595	34,768	34,768
TOTAL	\$ 241,327	\$ 115,901	\$ 115,901	\$ 111,482	\$ 111,482

Fleet Services

Function: Internal Services

Line Item Detail

Agency Primary Fund: Fleet Services

Inter-Departmental Billings

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Billing To Information Tec	(6,802)	-	-	-	-
ID Billing To Fire	(2,492,607)	-	-	-	-
ID Billing To Police	(2,343,958)	-	-	-	-
ID Billing To Public Health	(52,497)	-	-	-	-
ID Billing To Engineering	(38,164)	-	-	-	-
ID Billing To Fleet Services	(123,905)	(17,269,605)	(17,269,605)	(19,811,488)	(18,893,005)
ID Billing To Landfill	(21,852)	-	-	(25,000)	-
ID Billing To Streets	(7,475,652)	-	-	-	-
ID Billing To Traffic Eng	(395,161)	-	-	-	-
ID Billing To Library	(4,819)	-	-	-	-
ID Billing To Parks	(2,049,555)	-	-	-	-
ID Billing To Bldg Inspection	(6,659)	-	-	-	-
ID Billing To Monona Terrace	(3,642)	-	-	-	-
ID Billing To Golf Courses	(132,028)	-	-	-	-
ID Billing To Parking	(102,174)	-	-	-	-
ID Billing To Sewer	(239,591)	-	211,718	-	-
ID Billing To Stormwater	(740,104)	-	80,889	-	-
ID Billing To Transit	(6,377)	-	-	-	-
ID Billing To Water	(30,575)	-	-	-	-
ID Billing To CDA Management	(97,950)	-	-	-	-
TOTAL	\$ (16,364,075)	\$ (17,269,605)	\$ (16,976,998)	\$ (19,836,488)	\$ (18,893,005)

Transfer Out

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer Out To Capital	-	1,729,932	1,729,932	-	-
TOTAL	\$ -	\$ 1,729,932	\$ 1,729,932	\$ -	\$ -

Fleet Services

Function: Internal Services

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN ASST-20	17	1.00	57,073	1.00	57,643	1.00	57,643
AUTO MAINT WKR 1-15	15	1.00	42,741	1.00	43,168	1.00	43,168
AUTO MAINT WKR 2-15	15	2.00	98,120	2.00	99,100	1.00	49,550
DATA ANALYST 2	18	1.00	69,867	1.00	70,565	1.00	70,565
FACILITY MAINT WKR-15	15	1.00	59,851	1.00	60,449	1.00	60,449
FLEET MAINT PROG ADMIN-15	15	1.00	73,906	1.00	74,645	1.00	74,645
FLEET OPER MGR-18	18	1.00	101,899	1.00	102,917	1.00	102,917
FLEET PARTS TECH-15	15	3.00	189,811	3.00	191,708	3.00	191,708
FLEET PROG MGR-18	18	1.00	99,144	1.00	100,135	1.00	100,135
FLEET SERVICE PARTS LDWKR-15	15	1.00	65,198	1.00	65,849	1.00	65,849
FLEET SERVS SUPT-21	21	1.00	131,590	1.00	132,905	1.00	132,905
FLEET TECH-15	15	22.00	1,416,354	22.00	1,430,505	20.00	1,297,381
FLEET TIRE TECH-15	15	1.00	51,205	1.00	51,717	-	-
MASTER AUTO BODY TEC-15	15	1.00	71,395	1.00	72,108	1.00	72,108
OPERATIONS CLERK-15	15	1.00	51,205	1.00	51,717	1.00	51,717
PARTS ROOM ASST-15	15	1.00	57,599	1.00	58,174	1.00	58,174
PUB WKS GEN FORE-18	18	2.00	145,806	2.00	147,264	2.00	147,264
WELDER-15	15	1.00	74,039	1.00	74,779	1.00	74,779
TOTAL		43.00	2,856,803	43.00	2,885,348	39.00	2,650,957

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

Golf Enterprise

Agency Overview

Agency Mission

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

Agency Overview

The Agency is responsible for golf course maintenance and operations at Madison's four golf courses. The goal of the agency is 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.

2021 Budget Highlights

The 2021 Executive Budget:

- o Maintains the current operating model and budget structure for the Golf Enterprise. The recommendations from the Municipal Golf Task Force were introduced to the Common Council on September 1, 2020 (Legislative File 61936). The Task Force report includes 10 recommendations regarding the City's current Golf program. Among other items, these recommendations include utilizing an outside operator for the Monona course, reducing the number of holes operated at the Yahara course, and collapsing the Golf Enterprise fund into the City's General Fund. The Executive Budget does not reflect these recommendations because the Task Force report is pending Common Council approval. The final set of recommendations can be operationalized into the operating budget either during the amendment process while adopting the 2021 budget or as a separate resolution adopted by the Common Council.

Golf Courses

Function: Public Works

Budget Overview

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Golf Courses	3,133,012	3,370,320	2,747,692	3,307,654	3,307,654
TOTAL	\$ 3,133,012	\$ 3,370,320	\$ 2,747,692	\$ 3,307,654	\$ 3,307,654

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Golf Operations	3,133,012	3,370,320	2,747,692	3,307,654	3,307,654
TOTAL	\$ 3,133,012	\$ 3,370,320	2,747,692	3,307,654	3,307,654

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Charges For Services	(2,729,105)	(3,176,709)	(2,355,788)	(3,259,654)	(3,259,654)
Misc Revenue	(40,041)	(48,000)	(33,443)	(48,000)	(48,000)
Other Financing Source	(363,867)	(145,611)	(358,461)	-	-
TOTAL	\$ (3,133,012)	\$ (3,370,320)	\$ (2,747,692)	\$ (3,307,654)	\$ (3,307,654)

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	1,337,091	1,462,119	958,851	1,468,906	1,468,906
Benefits	391,479	265,868	312,997	270,893	278,575
Supplies	476,366	599,600	459,477	564,766	564,766
Purchased Services	424,930	475,321	448,954	471,561	471,349
Debt & Other Financing	33,107	46,348	46,348	251,348	32,088
Inter Depart Charges	273,791	311,064	311,064	280,180	247,205
Transfer Out	196,250	210,000	210,000	-	244,765
TOTAL	\$ 3,133,012	\$ 3,370,320	\$ 2,747,692	\$ 3,307,654	\$ 3,307,654

Golf Courses

Function: Public Works

Service Overview

Service: Golf Operations

Citywide Element: Culture and Character

Service Description

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

Major Budget Changes

- The overall budget is \$24,700 lower than the 2020 Adopted budget. This change is driven by a \$5,300 reduction in revenues and a \$30,000 decrease in expenditures. The reduction in revenue is due to anticipated reductions in catering and facility rentals, while the reductions in expenditures are due to reductions in cost allocation charges.

Activities Performed by this Service

- Golf Course Maintenance: Maintain the four golf courses by irrigating and mowing the greens and fairways, repairing and caring for mowing equipment and vehicles, and providing tee and green supplies.
- Golf Clubhouses: Provide clubhouses and staff to set up tee times, check in, rent golf carts, pay greens fees, purchase concessions at the snack bars, and purchase golf accessories at the pro shops.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	-	-	-	-
Other-Expenditures	3,133,012	3,370,320	2,747,692	3,307,654	3,307,654
TOTAL	\$ 3,133,012	\$ 3,370,320	\$ 2,747,692	\$ 3,307,654	\$ 3,307,654

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(3,133,012)	(3,370,320)	(2,747,692)	(3,307,654)	(3,307,654)
Personnel	1,728,569	1,727,987	1,271,848	1,739,799	1,747,481
Non-Personnel	1,130,652	1,331,269	1,164,780	1,287,675	1,312,968
Agency Charges	273,791	311,064	311,064	280,180	247,205
TOTAL	\$ -	\$ -	\$ (0)	\$ -	\$ -

Golf Courses

Function: Public Works

Line Item Detail

Agency Primary Fund: Golf Courses

Charges for Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Catering Concessions	(382,907)	(508,715)	(131,676)	(480,000)	(480,000)
Facility Rental	(497,821)	(700,000)	(314,960)	(670,000)	(670,000)
Memberships	(264,548)	(300,000)	(477,203)	(300,000)	(300,000)
Reimbursement Of Expense	(1,248)	(2,000)	-	(2,000)	(2,000)
Golf Courses	(1,582,581)	(1,665,994)	(1,431,949)	(1,807,654)	(1,807,654)
TOTAL	\$ (2,729,105)	\$ (3,176,709)	\$ (2,355,788)	\$ (3,259,654)	\$ (3,259,654)

Misc Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Miscellaneous Revenue	(40,041)	(48,000)	(33,443)	(48,000)	(48,000)
TOTAL	\$ (40,041)	\$ (48,000)	\$ (33,443)	\$ (48,000)	\$ (48,000)

Other Finance Sources

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Fund Balance Applied	(363,867)	(145,611)	(358,461)	-	-
TOTAL	\$ (363,867)	\$ (145,611)	\$ (358,461)	\$ -	\$ -

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	463,444	543,234	452,420	565,867	565,867
Salary Savings	-	(49,314)	-	(49,314)	(49,314)
Pending Personnel	-	71,511	-	63,542	63,542
Premium Pay	24,865	6,837	13,665	2,564	2,564
Compensated Absence	5,073	28,659	337	16,467	16,467
Hourly Wages	782,415	831,878	448,952	830,610	830,610
Overtime Wages Permanent	34,447	9,000	16,313	8,970	8,970
Overtime Wages Hourly	26,847	20,315	27,163	30,200	30,200
TOTAL	\$ 1,337,091	\$ 1,462,119	\$ 958,851	\$ 1,468,906	\$ 1,468,906

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Unemployment Benefits	77,711	71,184	77,711	71,184	71,184
Health Insurance Benefit	85,615	97,412	85,018	99,823	107,606
Wage Insurance Benefit	2,239	2,337	1,780	1,728	1,824
WRS	51,935	36,669	69,768	38,195	38,195
FICA Medicare Benefits	104,339	40,872	71,068	42,569	42,372
Licenses & Certifications	-	-	323	-	-
Post Employment Health Plans	16,846	17,394	7,329	17,394	17,394
Other Post Emplmnt Benefit	(6,265)	-	-	-	-
Pension Expense	59,059	-	-	-	-
TOTAL	\$ 391,479	\$ 265,868	\$ 312,997	\$ 270,893	\$ 278,575

Golf Courses

Function: Public Works

Line Item Detail

Agency Primary Fund: Golf Courses

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Purchasing Card Unallocated	-	-	2,347	-	-
Office Supplies	8,773	6,600	1,972	7,700	7,700
Copy Printing Supplies	218	400	49	400	400
Hardware Supplies	730	100	2,387	100	100
Work Supplies	19,747	30,000	25,783	28,000	28,000
Janitorial Supplies	5,467	7,500	6,893	7,300	7,300
Safety Supplies	1,781	3,500	1,813	3,500	3,500
Building	785	-	-	-	-
Building Supplies	2,094	6,650	2,543	7,650	7,650
Landscaping Supplies	9,781	14,650	8,037	13,650	13,650
Trees Shrubs Plants	612	-	284	500	500
Fertilizers And Chemicals	121,110	140,000	134,258	136,000	136,000
Machinery And Equipment	15,565	80,000	42,224	72,000	72,000
Equipment Supplies	105,408	79,600	97,877	79,600	79,600
Oil	2,895	100	2,512	100	100
Inventory	181,400	230,500	130,500	208,266	208,266
TOTAL	\$ 476,366	\$ 599,600	\$ 459,477	\$ 564,766	\$ 564,766

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Natural Gas	11,736	12,200	16,756	12,000	12,000
Electricity	59,781	70,500	59,633	68,000	68,000
Water	100,612	112,000	49,736	112,000	112,000
Stormwater	52,954	49,500	54,944	49,500	49,500
Telephone	1,881	2,980	2,074	2,000	1,788
Cellular Telephone	215	-	209	220	220
Systems Comm Internet	2,127	1,500	1,999	2,000	2,000
Building Improv Repair Maint	3,258	4,400	5,144	4,600	4,600
Waste Disposal	45	-	45	-	-
Pest Control	-	1,000	64	500	500
Comm Device Mntc	-	2,000	-	2,000	2,000
Equipment Mntc	7,012	19,820	11,714	20,120	20,120
System & Software Mntc	4,413	33,378	4,298	33,378	33,378
Rental Of Equipment	128,041	129,500	126,888	129,200	129,200
Uniform Laundry	1,325	700	800	700	700
Audit Services	1,525	1,525	1,650	1,525	1,525
Credit Card Services	17,153	1,320	58,730	1,320	1,320
Management Services	6,115	9,850	8,446	9,850	9,850
Advertising Services	12,914	11,500	10,910	11,500	11,500
Printing Services	497	-	497	-	-
Security Services	1,475	1,560	1,460	1,560	1,560
Other Services & Expenses	9,100	7,500	30,367	7,000	7,000
Permits & Licenses	2,749	2,588	2,588	2,588	2,588
TOTAL	\$ 424,930	\$ 475,321	\$ 448,954	\$ 471,561	\$ 471,349

Debt & Other Financing

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Principal	-	35,915	35,915	35,915	-
Interest	33,107	10,433	10,433	10,433	-
PILOT	-	-	-	205,000	-
Fund Balance Generated	-	-	-	-	32,088
TOTAL	\$ 33,107	\$ 46,348	\$ 46,348	\$ 251,348	\$ 32,088

Golf Courses

Function: Public Works

Line Item Detail

Agency Primary Fund: Golf Courses

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From GF	7,805	8,124	8,124	8,124	10,054
ID Charge From Civil Rights	-	-	-	-	2,207
ID Charge From Clerk	565	388	388	388	-
ID Charge From Finance	45,256	51,056	51,056	51,056	35,403
ID Charge From Human Resource	40,778	44,635	44,635	44,635	18,299
ID Charge From Information Tec	18,787	19,758	19,758	19,758	30,508
ID Charge From Treasurer	446	-	-	-	-
ID Charge From Fleet Services	132,109	159,933	159,933	129,543	123,099
ID Charge From Mayor	3,332	3,317	3,317	3,317	4,276
ID Charge From Insurance	8,373	11,498	11,498	9,430	9,430
ID Charge From Workers Comp	16,340	12,355	12,355	13,929	13,929
TOTAL	\$ 273,791	\$ 311,064	\$ 311,064	\$ 280,180	\$ 247,205

Transfer Out

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer Out To General	196,250	210,000	210,000	-	200,000
Transfer Out To Debt Service	-	-	-	-	44,765
TOTAL	\$ 196,250	\$ 210,000	\$ 210,000	\$ -	\$ 244,765

Golf Courses

Function: Public Works

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
GOLF CLUB OPER SUPV 2-18	18	1.00	75,090	1.00	75,840	1.00	75,840
GOLF PROGRAM SUPV-18	18	1.00	60,261	1.00	60,864	1.00	60,864
GREENSKEEPER 1-16	16	2.00	121,139	2.00	122,349	2.00	122,349
GREENSKEEPER 2-16	16	1.00	70,112	1.00	70,813	1.00	70,813
GREENSKEEPER 3-16	16	1.00	72,042	1.00	72,762	1.00	72,762
MAINT MECH 1-16	16	1.00	70,749	1.00	71,457	1.00	71,457
PKS EQUIP MECH 1-16	16	1.00	67,562	1.00	68,238	1.00	68,238
TOTAL		8.00	536,955	8.00	542,323	8.00	542,323

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

Human Resources

Agency Overview

Agency Mission

The mission of Human Resources is to 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. HR's 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.

2021 Budget Highlights

The 2021 Executive Budget:

- Proposes \$124,000 (6.2%) in reductions to Human Resources' budget. These reductions include:
 - Reducing an Administrative Clerk position from 1.0 to 0.8 (Reduction: \$11,000).
 - Holding a vacant HR Analyst position open for all of 2021 (Reduction: \$113,000).
- Eliminates training revenue from external event participants based on assumption that in-person training will continue to be limited due to COVID-19. This reduction is offset by corresponding expenditure reductions (Reduction: \$5,000).

Human Resources

Function: Administration

Budget Overview

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	1,639,061	2,008,882	1,824,151	2,006,861	1,669,142
TOTAL	\$ 1,639,061	\$ 2,008,882	\$ 1,824,151	\$ 2,006,861	\$ 1,669,142

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
HR Services	689,207	611,889	676,537	617,642	500,239
Employee & Labor Relations	402,067	626,899	472,453	644,321	493,685
Organizational & Health Dev	547,787	770,094	675,162	744,898	675,218
TOTAL	\$ 1,639,061	\$ 2,008,882	1,824,151	2,006,861	1,669,142

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Charges For Services	(15,440)	-	-	-	-
Misc Revenue	(135)	(5,000)	(500)	-	-
TOTAL	\$ (15,575)	\$ (5,000)	\$ (500)	\$ -	\$ -

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	1,563,404	1,625,911	1,493,420	1,625,589	1,501,500
Benefits	446,242	483,487	481,674	462,754	480,194
Supplies	21,123	24,050	10,014	21,650	21,650
Purchased Services	88,630	177,908	137,018	187,634	185,278
Inter Depart Charges	76,677	77,917	77,917	84,625	84,625
Inter Depart Billing	(541,440)	(375,391)	(375,391)	(375,391)	(604,105)
TOTAL	\$ 1,654,636	\$ 2,013,882	\$ 1,824,651	\$ 2,006,861	\$ 1,669,142

Service Overview

Service: HR Services

Citywide Element: Effective Government

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.

Major Budget Changes

- Holding a currently vacant HR Analyst position open for all of 2021 (\$113,000).

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	689,207	611,889	676,537	617,642	500,239
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 689,207	\$ 611,889	\$ 676,537	\$ 617,642	\$ 500,239

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	-	-	-	-	-
Personnel	767,055	672,909	764,152	673,028	637,863
Non-Personnel	70,733	59,033	32,437	57,959	55,603
Agency Charges	(148,581)	(120,053)	(120,053)	(113,345)	(193,227)
TOTAL	\$ 689,207	\$ 611,889	\$ 676,537	\$ 617,642	\$ 500,239

Service Overview

Service: Employee & Labor Relations

Citywide Element: Effective Government

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 (FLMA), 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.

Major Budget Changes

- Increased funding for citywide drug testing requirements based on federal rule changes (\$12,500).
- The Executive Budget proposes reducing an Administrative Clerk position from full time to part time. This position is currently filled at the proposed level (FTE Impact: 0.2 Reduction; Budget Impact: \$11,000 Reduction).

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 (FLMA) Requests: Consult with employees on the FLMA 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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	402,067	626,899	472,453	644,321	493,685
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 402,067	\$ 626,899	\$ 472,453	\$ 644,321	\$ 493,685

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	-	-	-	-	-
Personnel	727,678	794,175	632,259	797,097	763,141
Non-Personnel	10,032	37,675	45,145	52,175	52,175
Agency Charges	(335,643)	(204,951)	(204,951)	(204,951)	(321,631)
TOTAL	\$ 402,067	\$ 626,899	\$ 472,453	\$ 644,321	\$ 493,685

Service Overview

Service: Organizational & Health Dev

Citywide Element: Effective Government

Service Description

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

Major Budget Changes

- Reducing budgeted revenue from external participants in training programs. The reduced revenue has been offset by reductions to training expense costs (\$5,000).
- Increased funding for additional survey software licenses to increase the use of training evaluations, to develop an exit interview program, and to monitor employee opinions and engagement (\$1,500).
- Continued funding for the Performance Excellence program at the current level of service (\$75,000, this amount does include personnel costs for the Performance Excellence Coordinator).

Activities Performed by this Service

- Employee and Leadership Development: Provide employees with tools, comprehensive learning and development opportunities, and education at every point in their career. Offer support, development, and consultation for elected officials and leaders at every level of the organization. Provide career counseling to support internal recruitment and engagement with the City's workforce. Provide talent management and leadership development to meet organizational needs.
- Organizational Development: Build organizational effectiveness through strategic planning, process improvement, equity, and people-centered operations. Provide creative consulting and improvement interventions to foster work culture change.
- Outreach and Communication: Ensure common understanding of opportunities and services available through HR and organizational development. Develop community and organizational partnerships with key stakeholders. Utilize diverse and innovative marketing tools.
- Engagement and Equity: Ensure that the public is engaged and satisfied with City services by providing a Community Voice Survey through Performance Excellence. Support citywide equitable workforce planning and goals and support effective use of RESJI tools and training. Support AASPIRE and Wanda Fullmore interns each summer.
- Wellness: Evaluate current services to ensure optimization of employee wellness resources through healthcare partners and other organizational collaborations.
- Performance Excellence: Support Performance Excellence and management strategies that promote high employee input and allow for agencies to meet organizational goals and improve service delivery to best serve City of Madison residents.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	547,787	770,094	675,162	744,898	675,218
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 547,787	\$ 770,094	\$ 675,162	\$ 744,898	\$ 675,218

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(15,575)	(5,000)	(500)	-	-
Personnel	514,914	642,314	578,682	618,218	580,690
Non-Personnel	28,987	105,250	69,449	99,150	99,150
Agency Charges	19,461	27,530	27,530	27,530	(4,622)
TOTAL	\$ 547,787	\$ 770,094	\$ 675,162	\$ 744,898	\$ 675,218

Human Resources

Function: Administration

Line Item Detail

Agency Primary Fund: General

Charges for Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Misc Charges for Service	(15,440)	-	-	-	-
TOTAL	\$ (15,440)	\$ -	\$ -	\$ -	\$ -

Misc Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Miscellaneous Revenue	(135)	(5,000)	(500)	-	-
TOTAL	\$ (135)	\$ (5,000)	\$ (500)	\$ -	\$ -

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	1,534,271	1,647,183	1,468,152	1,639,398	1,639,398
Salary Savings	-	(53,849)	-	(40,986)	(165,075)
Pending Personnel	-	5,400	5,400	-	-
Premium Pay	-	8,661	-	8,661	8,661
Compensated Absence	12,523	-	15,568	-	-
Hourly Wages	14,295	18,516	2,488	18,516	18,516
Overtime Wages Permanent	43	-	66	-	-
Overtime Wages Hourly	15	-	-	-	-
Election Officials Wages	2,256	-	1,745	-	-
TOTAL	\$ 1,563,404	\$ 1,625,911	\$ 1,493,420	\$ 1,625,589	\$ 1,501,500

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Comp Absence Escrow	-	-	60,595	-	-
Health Insurance Benefit	224,410	242,874	203,935	222,989	240,384
Wage Insurance Benefit	5,107	4,922	5,045	5,338	5,621
WRS	101,755	111,185	99,539	110,660	110,660
FICA Medicare Benefits	114,100	123,606	111,647	122,867	122,629
Tuition	-	-	215	-	-
Post Employment Health Plans	872	900	698	900	900
TOTAL	\$ 446,242	\$ 483,487	\$ 481,674	\$ 462,754	\$ 480,194

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Purchasing Card Unallocated	-	-	578	-	-
Office Supplies	2,676	4,900	2,094	5,200	5,200
Copy Printing Supplies	8,077	5,500	2,502	5,500	5,500
Hardware Supplies	148	-	1,363	-	-
Postage	1,814	1,000	1,027	1,000	1,000
Books & Subscriptions	824	1,450	950	1,750	1,750
Work Supplies	830	5,500	1,500	5,500	5,500
Food And Beverage	6,754	5,700	-	2,700	2,700
TOTAL	\$ 21,123	\$ 24,050	\$ 10,014	\$ 21,650	\$ 21,650

Human Resources

Function: Administration

Line Item Detail

Agency Primary Fund: General

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Telephone	2,692	7,000	4,300	5,824	3,468
Facility Rental	7,524	10,015	8,498	10,015	10,015
Comm Device Mntc	-	6,500	-	6,500	6,500
System & Software Mntc	14,836	11,598	17,154	14,100	14,100
Recruitment	288	1,000	1,732	1,000	1,000
Conferences & Training	33,627	58,760	14,000	54,160	54,160
Memberships	4,558	3,700	3,880	4,200	4,200
Medical Services	22,963	21,500	34,356	34,000	34,000
Arbitrator	-	1,000	1,000	1,000	1,000
Storage Services	1,309	2,500	1,309	2,500	2,500
Consulting Services	150	50,835	50,000	50,835	50,835
Advertising Services	682	3,500	788	3,500	3,500
TOTAL	\$ 88,630	\$ 177,908	\$ 137,018	\$ 187,634	\$ 185,278

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From Engineering	66,104	66,104	66,104	66,104	66,104
ID Charge From Insurance	9,313	11,052	11,052	17,560	17,560
ID Charge From Workers Comp	1,260	761	761	961	961
TOTAL	\$ 76,677	\$ 77,917	\$ 77,917	\$ 84,625	\$ 84,625

Inter-Departmental Billings

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Billing To Landfill	(1,023)	(983)	(983)	(983)	(1,098)
ID Billing To Monona Terrace	(64,351)	(67,844)	(67,844)	(67,844)	(86,516)
ID Billing To Golf Courses	(40,778)	(44,635)	(44,635)	(44,635)	(18,299)
ID Billing To Parking	(46,038)	(50,000)	(50,000)	(50,000)	(60,652)
ID Billing To Sewer	(15,490)	(12,608)	(12,608)	(12,608)	(19,523)
ID Billing To Stormwater	(4,840)	(4,062)	(4,062)	(4,062)	(9,296)
ID Billing To Transit	(308,624)	(174,399)	(174,399)	(174,399)	(328,490)
ID Billing To Water	(60,296)	(20,860)	(20,860)	(20,860)	(80,231)
TOTAL	\$ (541,440)	\$ (375,391)	\$ (375,391)	\$ (375,391)	\$ (604,105)

Human Resources

Function: Administration

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN CLK 1-20	17	1.00	50,541	1.00	51,046	1.00	51,046
DATA ANALYST 2	18	1.00	69,867	1.00	70,564	1.00	70,564
EE & LABOR MGR-18	18	1.00	128,653	1.00	129,939	1.00	129,939
HR SERVS MGR-18	18	1.00	128,653	1.00	129,939	1.00	129,939
HRA 2-18	18	1.00	83,682	1.00	84,518	1.00	84,518
HRA 3-18	18	4.00	323,502	4.00	326,735	4.00	326,735
HUMAN RESOURCE DIR-21	21	1.00	143,966	1.00	145,406	1.00	145,406
LABOR RELATIONS SPEC-18	18	1.00	106,799	1.00	107,866	1.00	107,866
OCC/ACC SPEC 3-18	18	1.00	98,130	1.00	99,111	1.00	99,111
ORG HEALTH/DEV MGR-18	18	1.00	105,477	1.00	106,531	1.00	106,531
ORGAN DEV/TRAIN OFF-18	18	3.00	266,415	3.00	269,078	3.00	269,078
PROGRAM ASST 1-20	20	1.00	56,982	1.00	57,551	1.00	57,551
PROGRAM ASST 1-20	17	1.00	60,509	1.00	61,114	1.00	61,114
TOTAL		18.00	1,623,176	18.00	1,639,398	18.00	1,639,398

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

Information Technology

Agency Overview

Agency Mission

The mission of the Information Technology (IT) Department is to provide 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 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.

2021 Budget Highlights

The 2021 Executive Budget:

- Proposes \$421,000 (or 5%) in reductions to Information Technology's budget. These reductions include:
 - Allocating a portion of five IT Specialist positions (3.65 FTE) to IT's capital budget for time dedicated to supporting the capital programs (Reduction: \$421,000).
- Includes a new IT Specialist position (1.0 FTE) that provides services to and is entirely funded by the Water Utility.
- Eliminates an IT Specialist position (1.0 FTE) that was previously planned to be reclassified as the Citywide PIO (Reduction: \$78,000).
- Increases the budget for annual software subscription and maintenance costs for applications and systems originally purchased through the capital budget (Increase: \$192,000).
- Includes budget for scheduled user agreement renewal and system updates to SharePoint Online and Windows 10. Ongoing subscription costs will be included in the larger Microsoft 365 package after implementation begins in late 2021 through IT's capital budget (Increase: \$375,000).
- Maintains funding for a Digital Equity contract with DANenet to support digital literacy skills building, fix-it clinics, and providing access to low-cost, refurbished devices (\$10,000).
- Increases the budget for annual software subscription and maintenance costs not previously mentioned (Increase: \$575,000).

Budget Overview

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	6,896,332	7,192,726	7,146,741	8,222,828	7,864,314
TOTAL	\$ 6,896,332	\$ 7,192,726	\$ 7,146,741	\$ 8,222,828	\$ 7,864,314

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Application Dev & Support	4,188,527	4,174,354	3,981,963	4,504,641	4,429,629
Technical Services	2,707,805	3,018,372	3,164,778	3,718,188	3,434,686
TOTAL	\$ 6,896,332	\$ 7,192,726	\$ 7,146,741	\$ 8,222,828	\$ 7,864,314

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Intergov Revenues	(19,703)	(17,000)	(7,150)	(17,000)	(17,000)
Charges For Services	(34,778)	(38,000)	(23,600)	(30,000)	(30,000)
Other Financing Source	(4,000)	(8,000)	(8,000)	(8,000)	(8,000)
TOTAL	\$ (58,481)	\$ (63,000)	\$ (38,750)	\$ (55,000)	\$ (55,000)

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	4,342,577	4,686,474	4,599,141	4,668,312	4,337,193
Benefits	1,219,220	1,238,496	1,255,153	1,264,520	1,217,622
Supplies	25,787	23,850	22,577	23,850	23,850
Purchased Services	1,860,581	1,942,871	1,942,870	2,954,971	3,084,627
Inter Depart Charges	22,193	25,346	27,060	27,486	27,120
Inter Depart Billing	(515,545)	(661,311)	(661,311)	(661,311)	(771,098)
TOTAL	\$ 6,954,812	\$ 7,255,726	\$ 7,185,491	\$ 8,277,828	\$ 7,919,314

Service Overview

Service: Application Dev & Support

Citywide Element: Effective Government

Service Description

This service is responsible for maintaining databases and database software, the City’s website and EmployeeNet, the Electronic Document Management System (EDMS), the centralized Geographic Information System (GIS), support for enterprise applications such as MUNIS, Legistar, and Crystal Reports, and all permitting, licensing, asset management, and land/planning applications. The goal of this service is to have residents and IT customers engage with the City in an efficient, equitable manner with positive outcomes.

Major Budget Changes

- Adjusted payroll allocation to reflect a portion of one IT Specialist 3 position (0.75 FTE) being allocated to the Fiber and Wireless capital program for time dedicated to the program (\$77,000).
- Added a new IT Specialist position (1.0 FTE) for the Water Utility. This position is located in IT while the budget and payroll is included in the Water Utility (\$72,000).
- Eliminated an IT Specialist position (1.0 FTE) that was transferred to the Mayor’s Office in 2020 as a Communications Coordinator (\$78,000).
- Increased system and software maintenance for applications that were originally purchased and implemented through capital projects (\$133,000).
- Increased system and software maintenance for new modules added to the City’s enterprise-wide financial system (\$85,000).
- Increased system and software maintenance by transferring budget from Police, Engineering, and Monona Terrace for their subscription to the same timekeeping and scheduling software, resulting in IT’s budget including all City agencies that use the application (\$44,000).
- Increased system and software maintenance for a Zoom enterprise license (\$17,000).
- Maintains budget for a Digital Equity contract with DANenet to support digital literacy skills building, fix-it clinics, and providing access to low-

Activities Performed by this Service

- Project Management: This service provides the project management and process and business analysis for Information Technology related projects.
- IT Infrastructure: This service provides the backbone to support all Information Technology related resources and operations.
- Administration: This service provides all administrative functions to the Information Technology department, such as legal and contract compliance, purchasing, payroll, budget, records management and RESJI.
- Application Development and support: This service provides software and database application resources.
- Security: This service provides disaster recovery, risk management, and incidental response to all information technology systems.
- Customer Service and Communication: This service provides for customer (internal City and external residents and visitors) assistance and support, digital signage, Madison City Channel, web, email list maintenance, and communication management.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	4,188,527	4,174,354	3,981,963	4,504,641	4,429,629
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 4,188,527	\$ 4,174,354	\$ 3,981,963	\$ 4,504,641	\$ 4,429,629

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	-	-	-	-	-
Personnel	2,722,711	3,025,215	2,759,706	2,880,297	2,823,750
Non-Personnel	1,600,762	1,257,981	1,329,385	1,732,228	1,736,056
Agency Charges	(134,946)	(108,842)	(107,128)	(107,884)	(130,177)
TOTAL	\$ 4,188,527	\$ 4,174,354	\$ 3,981,963	\$ 4,504,641	\$ 4,429,629

Service Overview

Service: Technical Services

Citywide Element: Effective Government

Service Description

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

Major Budget Changes

- Adjusted payroll allocation to reflect a portion of four IT Specialist positions (2.9 FTE) being allocated to the following capital programs for time dedicated to the programs: Workstation Equipment Lifecycle Management, Network and Operations Infrastructure, and Security, Risk, and Compliance (\$344,000).
- Increased system and software maintenance for applications that were originally purchased and implemented through capital projects (\$59,000).
- Increased system and software maintenance for scheduled system update to SharePoint Online and Windows 10. Ongoing subscription costs will be included in the larger Microsoft 365 package of implementation in 2021 (\$375,000).
- Increased hardware and software maintenance costs based on 2021 rates (\$106,000).

Activities Performed by this Service

- Project Management: Project management and process and business analysis for Information Technology related projects.
- IT Infrastructure: Support to all Information Technology related resources and operations.
- Administration: Administrative support to the Information Technology department, such as legal and contract compliance, purchasing, payroll, budget, records management and RESJI.
- Application Development and Support: Software and database application resources.
- Security: Disaster recovery, risk management and incidental response to all information technology systems.
- Customer Service and Communication: Customer (internal City and external residents and visitors) assistance and support, digital signage, Madison City Channel, web, email list maintenance, and communication management.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	2,707,805	3,018,372	3,164,778	3,718,188	3,434,686
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 2,707,805	\$ 3,018,372	\$ 3,164,778	\$ 3,718,188	\$ 3,434,686

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(58,481)	(63,000)	(38,750)	(55,000)	(55,000)
Personnel	2,839,086	2,899,755	3,094,588	3,052,535	2,731,065
Non-Personnel	285,606	708,740	636,063	1,246,594	1,372,422
Agency Charges	(358,406)	(527,123)	(527,123)	(525,941)	(613,801)
TOTAL	\$ 2,707,805	\$ 3,018,372	\$ 3,164,778	\$ 3,718,188	\$ 3,434,686

Information Technology

Function: Administration

Line Item Detail

Agency Primary Fund: General

Intergovernmental Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Other Unit of Gov Rev Op	(19,703)	(17,000)	(7,150)	(17,000)	(17,000)
TOTAL	\$ (19,703)	\$ (17,000)	\$ (7,150)	\$ (17,000)	\$ (17,000)

Charges for Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Misc Charges for Service	(24,930)	(38,000)	(23,600)	(30,000)	(30,000)
Reimbursement Of Expense	(9,848)	-	-	-	-
TOTAL	\$ (34,778)	\$ (38,000)	\$ (23,600)	\$ (30,000)	\$ (30,000)

Other Finance Sources

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Sale Of Assets	(4,000)	(8,000)	(8,000)	(8,000)	(8,000)
TOTAL	\$ (4,000)	\$ (8,000)	\$ (8,000)	\$ (8,000)	\$ (8,000)

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	4,148,269	4,644,499	4,427,723	4,640,188	4,309,069
Salary Savings	-	(80,425)	-	(94,276)	(94,276)
Premium Pay	15,548	14,000	15,068	14,000	14,000
Compensated Absence	80,907	43,400	59,972	43,400	43,400
Hourly Wages	66,284	30,000	58,485	30,000	30,000
Overtime Wages Permanent	30,291	35,000	35,664	35,000	35,000
Overtime Wages Hourly	97	-	-	-	-
Election Officials Wages	1,181	-	2,229	-	-
TOTAL	\$ 4,342,577	\$ 4,686,474	\$ 4,599,141	\$ 4,668,312	\$ 4,337,193

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Comp Absence Escrow	85,415	-	57,000	-	-
Health Insurance Benefit	521,726	560,723	554,106	588,531	588,899
Wage Insurance Benefit	12,075	11,812	12,160	12,545	12,839
WRS	275,960	313,504	295,948	313,212	290,862
FICA Medicare Benefits	317,937	346,150	331,858	343,925	318,715
Post Employment Health Plans	6,108	6,307	4,081	6,307	6,307
TOTAL	\$ 1,219,220	\$ 1,238,496	\$ 1,255,153	\$ 1,264,520	\$ 1,217,622

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Office Supplies	4,973	10,000	9,000	10,000	10,000
Copy Printing Supplies	1,837	1,050	1,137	1,050	1,050
Furniture	2,434	-	-	-	-
Hardware Supplies	2,562	4,500	2,705	4,500	4,500
Software Lic & Supplies	3,619	2,700	3,489	2,700	2,700
Postage	2,118	900	1,700	900	900
Books & Subscriptions	355	500	280	500	500
Work Supplies	7,888	4,200	4,266	4,200	4,200
TOTAL	\$ 25,787	\$ 23,850	\$ 22,577	\$ 23,850	\$ 23,850

Information Technology

Function: Administration

Line Item Detail

Agency Primary Fund: General

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Telephone	7,999	10,000	8,965	15,838	8,494
Cellular Telephone	4,003	4,500	3,400	3,600	3,600
Television	-	-	1,552	1,000	1,000
Systems Comm Internet	6,199	12,000	5,850	6,000	6,000
Facility Rental	19,749	20,081	19,872	20,104	20,104
Custodial Bldg Use Charges	149,533	164,203	164,203	164,203	164,203
Process Fees Recyclables	5,043	-	-	-	-
Comm Device Mntc	107,799	-	-	-	-
Equipment Mntc	115	-	-	-	-
System & Software Mntc	1,494,606	1,669,487	1,699,502	2,696,257	2,828,257
Recruitment	327	1,000	560	1,000	1,000
Conferences & Training	45,167	35,000	6,200	35,000	30,000
Memberships	7,803	4,600	3,650	5,000	5,000
Storage Services	98	500	325	500	500
Consulting Services	2,391	-	775	-	-
Other Services & Expenses	9,747	21,500	28,017	6,470	16,470
TOTAL	\$ 1,860,581	\$ 1,942,871	\$ 1,942,870	\$ 2,954,971	\$ 3,084,627

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From Engineering	969	969	969	969	969
ID Charge From Fleet Services	6,802	5,980	7,694	9,122	8,756
ID Charge From Insurance	10,622	14,906	14,906	12,797	12,797
ID Charge From Workers Comp	3,800	3,491	3,491	4,598	4,598
TOTAL	\$ 22,193	\$ 25,346	\$ 27,060	\$ 27,486	\$ 27,120

Inter-Departmental Billings

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Billing To Landfill	(842)	(1,725)	(1,725)	(1,725)	(8,645)
ID Billing To Monona Terrace	(57,711)	(95,789)	(95,789)	(95,789)	(80,291)
ID Billing To Golf Courses	(18,787)	(19,758)	(19,758)	(19,758)	(30,508)
ID Billing To Parking	(72,366)	(113,060)	(113,060)	(113,060)	(157,531)
ID Billing To Sewer	(26,959)	(18,387)	(18,387)	(18,387)	(18,186)
ID Billing To Stormwater	(28,165)	(15,956)	(15,956)	(15,956)	(18,011)
ID Billing To Transit	(164,954)	(203,461)	(203,461)	(203,461)	(237,369)
ID Billing To Water	(145,761)	(193,175)	(193,175)	(193,175)	(220,557)
TOTAL	\$ (515,545)	\$ (661,311)	\$ (661,311)	\$ (661,311)	\$ (771,098)

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
CC ENGR-16	16	1.00	60,390	1.00	60,993	1.00	60,993
DIGITAL MEDIA SPECIALIST-16	16	3.00	194,212	3.00	196,153	3.00	196,153
DIGITAL MEDIA SPECIALIST-16 PT	16	0.70	48,230	0.70	48,712	0.70	48,712
DIGITAL MEDIA SUPERVISOR-18	18	1.00	92,024	1.00	92,944	1.00	92,944
IT ADMIN SERVS MGR-18	18	1.00	77,704	1.00	78,482	1.00	78,482
IT APP DEV MGR-18	18	1.00	129,864	1.00	131,162	1.00	131,162
IT DIRECTOR-21	21	1.00	141,864	1.00	143,282	1.00	143,282
IT SPEC 2-18	18	9.00	643,795	9.00	650,229	9.00	650,229
IT SPEC 3-18	18	15.00	1,278,446	14.00	1,217,590	14.00	1,217,590
IT SPEC 4-18	18	14.00	1,287,960	14.00	1,300,834	14.00	1,300,834
IT TECH SERVS MGR-18	18	1.00	115,950	1.00	117,109	1.00	117,109
NEW POSITION	18	-	-	1.00	72,000	1.00	72,000
PRINCIPAL IT SPEC-18	18	4.00	461,990	4.00	466,608	4.00	466,608
PROGRAM ASST 2-20	17	1.00	53,819	1.00	54,358	1.00	54,358
PUBLIC INFORMATION OFF 2-18	18	-	-	1.00	71,631	-	-
RECORDS MGT COORD 2-18	18	1.00	80,922	1.00	81,732	1.00	81,732
TOTAL		53.70	4,667,170	54.70	4,783,819	53.70	4,712,188

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

Insurance

Agency Overview

Agency Mission

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

Agency Overview

The 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.

2021 Budget Highlights

The 2021 Executive Budget includes funding for:

- General liability insurance, property, and other insurance premiums. (Increase: \$250,000)
- A decrease in funding added to reserves. (Reduction: \$765,000)
- A projected rate decrease for agencies based on anticipated claims. The decrease has been allocated to agency budgets. (Reduction: \$500,000)

Insurance

Function: Internal Services

Budget Overview

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Charges For Services	(9,034)	(10,000)	(10,000)	(10,000)	(10,000)
Investments & Other Contributions	(164,388)	(132,000)	(132,000)	(132,000)	(132,000)
Misc Revenue	(161,633)	(200,000)	(200,000)	(200,000)	(200,000)
Other Financing Source	-	(9,728)	(9,728)	-	-
TOTAL	\$ (335,055)	\$ (351,728)	\$ (351,728)	\$ (342,000)	\$ (342,000)

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	180,832	183,232	183,232	185,053	185,053
Benefits	69,285	256,818	256,818	260,304	262,950
Supplies	1,259	10,250	10,250	10,250	10,250
Purchased Services	1,931,652	2,411,880	2,411,880	2,662,005	2,662,005
Debt & Other Financing	360,817	839,548	839,548	74,390	71,744
Transfer Out	191,060	-	-	-	-
TOTAL	\$ 2,734,905	\$ 3,701,728	\$ 3,701,728	\$ 3,192,002	\$ 3,192,002

Agency Billings

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Inter Depart Billing	(2,399,850)	(3,350,000)	(3,350,000)	(2,850,002)	(2,850,002)
TOTAL	\$ (2,399,850)	\$ (3,350,000)	\$ (3,350,000)	\$ (2,850,002)	\$ (2,850,002)

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

Insurance

Function: Internal Services

Service Overview

Service: Insurance

Citywide Element: Effective Government

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.

Major Budget Changes

- Agency charges were decreased by \$500,000 based on projected claims and the current status of the Insurance Fund.

Activities Performed by this Service

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

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(335,055)	(351,728)	(351,728)	(342,000)	(342,000)
Personnel	250,117	440,050	440,050	445,357	448,003
Non-Personnel	2,484,789	3,261,678	3,261,678	2,746,645	2,743,999
TOTAL	\$ 2,399,850	\$ 3,350,000	\$ 3,350,000	\$ 2,850,002	\$ 2,850,002

Agency Billings

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Agency Charges	(2,399,850)	(3,350,000)	(3,350,000)	(2,850,002)	(2,850,002)
TOTAL	\$ (2,399,850)	\$ (3,350,000)	\$ (3,350,000)	\$ (2,850,002)	\$ (2,850,002)

Insurance

Function: Internal Services

Line Item Detail

Agency Primary Fund: Insurance

Charges for Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
License Bond	(9,034)	(10,000)	(10,000)	(10,000)	(10,000)
TOTAL	\$ (9,034)	\$ (10,000)	\$ (10,000)	\$ (10,000)	\$ (10,000)

Investments & Contributions

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Interest	(12,045)	(12,000)	(12,000)	(12,000)	(12,000)
Dividend	(152,343)	(120,000)	(120,000)	(120,000)	(120,000)
TOTAL	\$ (164,388)	\$ (132,000)	\$ (132,000)	\$ (132,000)	\$ (132,000)

Misc Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Insurance Recoveries	(161,570)	(200,000)	(200,000)	(200,000)	(200,000)
Miscellaneous Revenue	(63)	-	-	-	-
TOTAL	\$ (161,633)	\$ (200,000)	\$ (200,000)	\$ (200,000)	\$ (200,000)

Other Finance Sources

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Fund Balance Applied	-	(9,728)	(9,728)	-	-
TOTAL	\$ -	\$ (9,728)	\$ (9,728)	\$ -	\$ -

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	166,745	175,232	175,232	177,053	177,053
Pending Personnel	-	8,000	8,000	8,000	8,000
Compensated Absence	902	-	-	-	-
Hourly Wages	13,185	-	-	-	-
TOTAL	\$ 180,832	\$ 183,232	\$ 183,232	\$ 185,053	\$ 185,053

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Health Insurance Benefit	29,312	30,596	30,596	33,957	36,602
Wage Insurance Benefit	581	571	571	589	623
Health Insurance Retiree	0	-	-	-	-
WRS	10,945	11,829	11,829	11,952	11,952
FICA Medicare Benefits	13,123	13,097	13,097	13,081	13,048
Post Employment Health Plans	702	725	725	725	725
Loss Runs	-	200,000	200,000	200,000	200,000
Pension Expense	14,620	-	-	-	-
TOTAL	\$ 69,285	\$ 256,818	\$ 256,818	\$ 260,304	\$ 262,950

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Office Supplies	323	2,250	2,250	2,250	2,250
Hardware Supplies	918	-	-	-	-
Work Supplies	18	8,000	8,000	8,000	8,000
TOTAL	\$ 1,259	\$ 10,250	\$ 10,250	\$ 10,250	\$ 10,250

Insurance

Function: Internal Services

Line Item Detail

Agency Primary Fund: Insurance

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Telephone	138	250	250	250	250
Cellular Telephone	116	130	130	130	130
Conferences & Training	298	1,000	1,000	1,000	1,000
Memberships	390	1,000	1,000	1,000	1,000
Medical Services	5,049	7,500	7,500	7,500	7,500
Audit Services	600	-	-	-	-
Consulting Services	7,442	8,000	8,000	8,000	8,000
Other Services & Expenses	3,991	4,000	4,000	4,000	4,000
General Liability Insurance	636,998	700,000	700,000	870,000	870,000
Property Insurance	604,509	675,000	675,000	733,125	733,125
Other Insurance	60,684	65,000	65,000	87,000	87,000
Insurance Claims	611,437	950,000	950,000	950,000	950,000
TOTAL	\$ 1,931,652	\$ 2,411,880	\$ 2,411,880	\$ 2,662,005	\$ 2,662,005

Debt & Other Financing

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Fund Balance Generated	360,817	839,548	839,548	74,390	71,744
TOTAL	\$ 360,817	\$ 839,548	\$ 839,548	\$ 74,390	\$ 71,744

Inter-Departmental Billings

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Billing To Assessor	(4,648)	(9,355)	(9,355)	(16,429)	(16,429)
ID Billing To Attorney	(4,283)	(6,288)	(6,288)	(5,223)	(5,223)
ID Billing To Civil Rights	(2,857)	(5,028)	(5,028)	(5,708)	(5,708)
ID Billing To Clerk	(4,112)	(4,302)	(4,302)	(5,373)	(5,373)
ID Billing To Common Council	(3,329)	(9,512)	(9,512)	(1,417)	(1,417)
ID Billing To Finance	(5,497)	(9,210)	(9,210)	(7,384)	(7,384)
ID Billing To Human Resources	(9,313)	(11,052)	(11,052)	(17,560)	(17,560)
ID Billing To Information Tec	(10,622)	(14,906)	(14,906)	(12,797)	(12,797)
ID Billing To Mayor	(2,203)	(2,597)	(2,597)	(2,435)	(2,435)
ID Billing To Municipal Court	(971)	(1,279)	(1,279)	(1,051)	(1,051)
ID Billing To Treasurer	(1,023)	-	-	-	-
ID Billing To EAP	(553)	(849)	(849)	(684)	(684)
ID Billing To Fire	(124,529)	(201,575)	(201,575)	(178,853)	(178,853)
ID Billing To Police	(1,143,281)	(1,508,078)	(1,508,078)	(1,064,887)	(1,064,887)
ID Billing To Public Health	(63,130)	-	-	-	-
ID Billing To Engineering	(19,242)	(81,057)	(81,057)	(71,579)	(71,579)
ID Billing To Fleet Services	-	(27,642)	(27,642)	(46,050)	(46,050)
ID Billing To Public Works	-	(925)	(925)	(834)	(834)
ID Billing To Streets	(108,638)	(131,372)	(131,372)	(170,181)	(170,181)
ID Billing To Traffic Eng	(26,897)	(33,291)	(33,291)	(38,902)	(38,902)
ID Billing To Library	(84,335)	(109,696)	(109,696)	(102,996)	(102,996)
ID Billing To Parks	(118,213)	(154,048)	(154,048)	(144,675)	(144,675)
ID Billing To Bldg Inspection	(11,639)	(124,523)	(124,523)	(233,446)	(233,446)
ID Billing To Community Dev	(31,496)	(45,921)	(45,921)	(38,384)	(38,384)
ID Billing To Economic Dev	(5,439)	(6,526)	(6,526)	(3,746)	(3,746)
ID Billing To Office Of Dir PI	(1,068)	(1,655)	(1,655)	(1,403)	(1,403)
ID Billing To Planning	(4,813)	(6,909)	(6,909)	(7,788)	(7,788)
ID Billing To Monona Terrace	(104,980)	(135,008)	(135,008)	(112,874)	(112,874)
ID Billing To Golf Courses	(8,373)	(11,498)	(11,498)	(9,430)	(9,430)
ID Billing To Parking	(86,025)	(144,381)	(144,381)	(100,979)	(100,979)
ID Billing To Sewer	(57,795)	(88,611)	(88,611)	(81,292)	(81,292)
ID Billing To Stormwater	(23,514)	(35,390)	(35,390)	(5,836)	(5,836)
ID Billing To Transit	(133,413)	(170,881)	(170,881)	(144,915)	(144,915)
ID Billing To Water	(149,355)	(193,517)	(193,517)	(158,869)	(158,869)
ID Billing To CDA Management	(44,264)	(63,118)	(63,118)	(56,022)	(56,022)
TOTAL	\$ (2,399,850)	\$ (3,350,000)	\$ (3,350,000)	\$ (2,850,002)	\$ (2,850,002)

Insurance

Function: Internal Services

Line Item Detail

Agency Primary Fund: Insurance

Transfer Out

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer Out To General	38,572	-	-	-	-
Transfer Out To Other Restricted	1,327	-	-	-	-
Transfer Out To Capital	14,650	-	-	-	-
Transfer Out To Water	9,385	-	-	-	-
Transfer Out To Sewer	33,258	-	-	-	-
Transfer Out To Stormwater	45,111	-	-	-	-
Transfer Out To Cnvt Center	3,012	-	-	-	-
Transfer Out To Transit	14,464	-	-	-	-
Transfer Out To Fleet Services	31,281	-	-	-	-
TOTAL	\$ 191,060	\$ -	\$ -	\$ -	\$ -

Landfill

Agency Overview

Agency Mission

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

Agency Overview

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

2021 Budget Highlights

The 2021 Executive Budget includes funding for:

- An anticipated 14.3% Landfill rate increase to support a pilot program to plant prairie grass on top of the City's landfills (\$128,700). The projected rate increase translates to approximately \$1.20 per year for an average residential customer. In 2020, the Landfill rate was increased by 7.7% (\$0.60 for the average customer).

LandfillFunction: **Public Works***Budget Overview*

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Other Restricted	990,318	1,076,213	879,091	1,279,280	1,143,081
TOTAL	\$ 990,318	\$ 1,076,213	\$ 879,091	\$ 1,279,280	\$ 1,143,081

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Landfill Management Maintenance	990,318	1,076,213	879,091	1,279,280	1,143,081
TOTAL	\$ 990,318	\$ 1,076,213	\$ 879,091	\$ 1,279,280	\$ 1,143,081

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Charges For Services	(830,863)	(813,600)	(878,490)	(1,023,100)	(1,023,100)
Fine & Forfeiture	(3,359)	(2,000)	(601)	(2,500)	(2,500)
Investments & Other Contributions	(115,474)	(52,000)	-	(102,000)	(102,000)
Other Financing Source	(13,500)	(208,613)	-	(151,680)	(15,481)
Transfer In	(27,124)	-	-	-	-
TOTAL	\$ (990,318)	\$ (1,076,213)	\$ (879,091)	\$ (1,279,280)	\$ (1,143,081)

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	301,370	338,522	261,986	313,849	313,849
Benefits	96,594	105,595	106,438	93,553	97,243
Supplies	78,100	62,700	37,851	63,500	63,500
Purchased Services	270,000	312,421	233,383	569,925	569,834
Debt & Other Financing	172,818	-	29,796	-	-
Inter Depart Charges	125,136	259,875	259,875	249,453	109,655
Inter Depart Billing	(100,001)	(101,900)	(101,900)	(101,000)	(101,000)
Transfer Out	46,301	99,000	51,662	90,000	90,000
TOTAL	\$ 990,318	\$ 1,076,213	\$ 879,091	\$ 1,279,280	\$ 1,143,081

Landfill

Function: Public Works

Service Overview

Service: Landfill Management Maintenance

Citywide Element: Green and Resilient

Service Description

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

Major Budget Changes

- Increases landscaping costs to support a pilot program for planting prairie grass on top of landfills to prevent water from seeping into waste below (\$231,000).
- Reduces the amount of fund balance utilized to offset operating expenditures by \$193,000 from \$208,000 in 2020 to \$15,000 in the 2021 Executive Budget. As of the end of 2019, the unassigned fund balance in the Landfill fund was \$5.7 million.
- Assumes increased interest income from investments in 2021 (\$50,000).
- Reduces interdepartmental charges based on an updated City cost allocation plan (\$145,000).

Activities Performed by this Service

- Landfill Management and Regulatory Compliance: Plan, direct, and implement landfill management programs per the DNR-approved plan, and prepare and submit reports demonstrating regulatory compliance.
- Monitoring & Sampling: Monitor landfill gas extraction and migration control systems, and perform sampling.
- Maintenance & Repair: Perform scheduled maintenance and repair to Landfill systems.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	-	-	-	-
Other-Expenditures	990,318	1,076,213	879,091	1,279,280	1,143,081
TOTAL	\$ 990,318	\$ 1,076,213	\$ 879,091	\$ 1,279,280	\$ 1,143,081

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(990,318)	(1,076,213)	(879,091)	(1,279,280)	(1,143,081)
Personnel	397,964	444,117	368,425	407,402	411,092
Non-Personnel	567,218	474,121	352,691	723,425	723,334
Agency Charges	25,135	157,975	157,975	148,453	8,655
TOTAL	\$ 0	\$ -	\$ 0	\$ -	\$ -

Landfill

Function: Public Works

Line Item Detail

Agency Primary Fund: Other Restricted

Charges for Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Landfill Remediation	(825,541)	(813,600)	(878,490)	(1,023,100)	(1,023,100)
Sale Of Recyclables	(151)	-	-	-	-
Reimbursement Of Expense	(5,171)	-	-	-	-
TOTAL	\$ (830,863)	\$ (813,600)	\$ (878,490)	\$ (1,023,100)	\$ (1,023,100)

Fine Forfeiture & Assessments

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Late Fees	(3,359)	(2,000)	(601)	(2,500)	(2,500)
TOTAL	\$ (3,359)	\$ (2,000)	\$ (601)	\$ (2,500)	\$ (2,500)

Investments & Contributions

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Interest	(115,474)	(52,000)	-	(102,000)	(102,000)
TOTAL	\$ (115,474)	\$ (52,000)	\$ -	\$ (102,000)	\$ (102,000)

Other Finance Sources

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Trade In Allowance	(13,500)	-	-	-	-
Fund Balance Applied	-	(208,613)	-	(151,680)	(15,481)
TOTAL	\$ (13,500)	\$ (208,613)	\$ -	\$ (151,680)	\$ (15,481)

Transfer In

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer In From Grants	(25,797)	-	-	-	-
Transfer In From Insurance	(1,327)	-	-	-	-
TOTAL	\$ (27,124)	\$ -	\$ -	\$ -	\$ -

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	286,444	291,612	244,603	295,739	295,739
Premium Pay	609	400	1,351	610	610
Workers Compensation Wages	-	-	5,729	-	-
Compensated Absence	2,916	1,500	145	4,000	4,000
Hourly Wages	3,261	35,010	1,807	3,500	3,500
Overtime Wages Permanent	8,138	10,000	7,662	10,000	10,000
Overtime Wages Hourly	2	-	-	-	-
Election Officials Wages	-	-	689	-	-
TOTAL	\$ 301,370	\$ 338,522	\$ 261,986	\$ 313,849	\$ 313,849

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Comp Absence Escrow	-	-	16,147	-	-
Health Insurance Benefit	52,356	57,545	45,519	47,359	51,045
Wage Insurance Benefit	973	910	929	942	977
WRS	19,573	20,360	20,024	20,636	20,636
FICA Medicare Benefits	22,234	25,319	21,528	23,155	23,124
Post Employment Health Plans	1,458	1,461	2,291	1,461	1,461
TOTAL	\$ 96,594	\$ 105,595	\$ 106,438	\$ 93,553	\$ 97,243

Landfill

Function: Public Works

Line Item Detail

Agency Primary Fund: Other Restricted

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Office Supplies	400	500	259	500	500
Copy Printing Supplies	488	500	286	500	500
Furniture	31	500	82	50	50
Hardware Supplies	173	500	142	500	500
Software Lic & Supplies	6	500	19	500	500
Postage	854	1,000	1,489	1,000	1,000
Work Supplies	9,317	10,000	1,232	10,000	10,000
Safety Supplies	163	2,500	515	1,500	1,500
Uniform Clothing Supplies	80	100	7	100	100
Food And Beverage	6	-	16	-	-
Building Supplies	3,771	1,200	525	3,850	3,850
Landscaping Supplies	-	400	-	-	-
Machinery And Equipment	26,509	-	-	-	-
Equipment Supplies	36,303	45,000	33,278	45,000	45,000
TOTAL	\$ 78,100	\$ 62,700	\$ 37,851	\$ 63,500	\$ 63,500

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Natural Gas	1,912	1,820	-	2,030	2,030
Electricity	47,156	60,360	44,183	62,350	62,350
Water	282	360	275	330	330
Sewer	123,408	118,390	114,842	153,600	153,600
Stormwater	10,633	11,610	11,242	13,650	13,650
Telephone	73	420	698	445	354
Cellular Telephone	792	1,267	1,199	1,374	1,374
Building Improv Repair Maint	284	1,500	652	2,350	2,350
Custodial Bldg Use Charges	2,529	2,776	2,776	2,776	2,776
Landscaping	-	-	-	231,275	231,275
Comm Device Mntc	-	5,000	-	-	-
Equipment Mntc	7,693	20,000	642	10,000	10,000
System & Software Mntc	727	187	377	125	125
Vehicle Repair & Mntc	6,051	8,000	42	8,000	8,000
Rental Of Equipment	5,038	500	1,088	500	500
Recruitment	10	250	50	250	250
Conferences & Training	123	500	168	250	250
Memberships	11	21	8	30	30
Uniform Laundry	670	900	662	750	750
Medical Services	1,228	650	-	1,250	1,250
Delivery Freight Charges	18	100	-	50	50
Storage Services	57	60	18	60	60
Consulting Services	3,500	5,000	-	5,000	5,000
Lab Services	45,954	50,000	48,667	50,000	50,000
Parking Towing Services	60	100	15	100	100
Security Services	-	-	18	-	-
Other Services & Expenses	4,398	15,000	3,550	15,000	15,000
Grants	5,259	5,000	-	5,000	5,000
Bad Debt Expense	180	-	325	250	250
Taxes & Special Assessments	1,572	2,600	1,686	2,880	2,880
Permits & Licenses	382	50	199	250	250
TOTAL	\$ 270,000	\$ 312,421	\$ 233,383	\$ 569,925	\$ 569,834

Debt & Other Financing

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Fund Balance Generated	172,818	-	29,796	-	-
TOTAL	\$ 172,818	\$ -	\$ 29,796	\$ -	\$ -

Landfill

Function: Public Works

Line Item Detail

Agency Primary Fund: Other Restricted

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From GF	18,205	18,205	18,205	18,205	-
ID Charge From Civil Rights	-	-	-	-	736
ID Charge From Clerk	565	388	388	388	-
ID Charge from EAP	-	4,781	4,781	4,781	116
ID Charge From Finance	18,446	62,552	62,552	62,552	40,509
ID Charge From Human Resource	1,023	983	983	983	1,098
ID Charge From Information Tec	842	1,725	1,725	1,725	8,645
ID Charge From Treasurer	26	-	-	-	-
ID Charge From Engineering	27,970	93,629	93,629	93,309	5,033
ID Charge From Fleet Services	21,852	28,102	28,102	25,000	10,827
ID Charge From Mayor	1,250	1,244	1,244	1,244	1,425
ID Charge From Traffic Eng	222	175	175	175	175
ID Charge From Workers Comp	2,591	2,591	2,591	2,591	2,591
ID Charge From Sewer	16,370	24,000	24,000	20,000	20,000
ID Charge From Stormwater	8,399	11,500	11,500	11,500	11,500
ID Charge From Water	7,375	10,000	10,000	7,000	7,000
TOTAL	\$ 125,136	\$ 259,875	\$ 259,875	\$ 249,453	\$ 109,655

Inter-Departmental Billings

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Billing To Engineering	(7,898)	(8,400)	(8,400)	(8,000)	(8,000)
ID Billing To Sewer	(65,929)	(65,000)	(65,000)	(65,000)	(65,000)
ID Billing To Stormwater	(26,173)	(28,500)	(28,500)	(28,000)	(28,000)
TOTAL	\$ (100,001)	\$ (101,900)	\$ (101,900)	\$ (101,000)	\$ (101,000)

Transfer Out

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer Out To Capital	46,301	99,000	51,662	90,000	90,000
TOTAL	\$ 46,301	\$ 99,000	\$ 51,662	\$ 90,000	\$ 90,000

Landfill

Function: Public Works

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ENGR OPER MAINT WKR-15	15	2.00	127,380	2.00	128,653	2.00	128,653
TOTAL		2.00	127,380	2.00	128,653	2.00	128,653

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

Library

Agency Overview

Agency Mission

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

Agency Overview

The Agency is responsible for the operation of Madison's nine library branches and the 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.

2021 Budget Highlights

The 2021 Executive Budget:

- Eliminates fines in accordance with the policy goals established by the Madison Public Library Board. (Revenue Reduction: \$226,300)
- Recommends closing Youth Services at Central Library three hours earlier daily, 6 pm rather than 9 pm, to partially offset the elimination of fines. This savings will be realized through eliminating vacant hourly positions (Reduction: \$50,000)
- Applies fund balance to offset COVID-related loss of revenues and partially offset the elimination of fines. (New Revenue: \$250,000).
- Increases the payment to Dane County Library Service for Madison library card holders using other Dane County libraries. The budget also increases revenue from Dane County Library Service for Dane County library card holders using the Madison Public Library. (Increase: \$23,900)
- Proposes \$412,000 (or 2.1%) in reductions to the Library's budget. These reductions include:
 - Reduced hours at the Ashman branch from twelve hours per day to eight hours per day resulting in the reduction of a vacant Librarian position. (Reduction: \$98,300)
 - Reduced hours for Pages across the system (Reduction: \$132,200)
 - Operating the Monroe Street branch three days a week, a decrease from the current level of six days per week (Reduction: \$142,600)
 - Eliminating a vacant Library Assistant position (0.3 FTE) at the Lakeview Branch (Reduction: \$29,100)
 - Moving Sunday hours from the Pinney and Sequoya branches to either the Meadowridge or Goodman South branch and either the Hawthorne or Lakeview branch in accordance with the policy goals established by the Madison Public Library Board (Reduction: \$9,800).

Budget Overview

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Library	17,703,567	19,163,603	18,001,917	19,179,747	18,849,564
Permanent	32,001	-	-	-	-
TOTAL	\$ 17,735,568	\$ 19,163,603	\$ 18,001,917	\$ 19,179,747	\$ 18,849,564

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Public Service	13,591,418	9,814,749	8,565,748	9,368,126	8,922,631
Community Engagement	351,725	528,186	379,476	777,617	929,282
Collection Resource & Access	1,775,707	2,042,421	2,112,773	2,182,427	2,193,694
Facilities	2,016,718	2,322,203	2,322,376	2,368,412	2,401,353
Admin & Marketing	-	4,456,045	4,621,544	4,483,165	4,402,604
TOTAL	\$ 17,735,568	\$ 19,163,603	\$ 18,001,917	\$ 19,179,747	\$ 18,849,564

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Intergov Revenues	(1,295,770)	(76,226)	(41,824)	(1,368,883)	(1,368,883)
Charges For Services	(857,095)	(868,733)	(719,118)	(779,368)	(779,368)
Fine & Forfeiture	(218,597)	(250,000)	(45,848)	(23,700)	(23,700)
Investments & Other Contributions	(581,453)	(461,989)	(1,040,131)	(240,907)	(240,907)
Misc Revenue	(5,268)	(5,000)	(461)	-	-
Other Financing Source	(4,642,909)	-	-	-	(250,000)
Transfer In	(20,000)	(6,000)	(6,000)	(15,000)	(15,000)
TOTAL	\$ (7,621,093)	\$ (1,667,948)	\$ (1,853,382)	\$ (2,427,858)	\$ (2,677,858)

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	10,233,053	11,186,276	9,987,743	10,928,250	10,734,380
Benefits	2,793,386	2,890,097	3,004,218	2,875,738	2,947,470
Supplies	883,040	801,106	1,034,700	753,649	827,238
Purchased Services	3,721,340	2,776,835	2,651,401	3,873,662	3,931,812
Debt & Other Financing	4,718,544	-	-	-	-
Inter Depart Charges	110,921	132,191	132,191	131,260	131,022
Transfer Out	2,896,376	3,045,046	3,045,046	3,045,046	2,955,500
TOTAL	\$ 25,356,660	\$ 20,831,551	\$ 19,855,299	\$ 21,607,605	\$ 21,527,422

Service Overview

Service: Admin & Marketing

Citywide Element: Effective Government

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 to provide strategic direction, fiscal responsibility, and general leadership and management to all areas of library operations.

Major Budget Changes

- The Executive budget maintains the current level of service.

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	4,456,045	4,621,544	4,483,165	4,402,604
Other-Expenditures	-	-	-	-	-
TOTAL	\$ -	\$ 4,456,045	\$ 4,621,544	\$ 4,483,165	\$ 4,402,604

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(4,002,083)	(56,070)	(19,249)	(35,000)	(35,000)
Personnel	1,271,899	1,250,512	1,363,378	1,253,273	1,262,258
Non-Personnel	2,631,000	3,140,464	3,156,276	3,145,364	3,055,818
Agency Charges	99,184	121,139	121,139	119,528	119,528
TOTAL	\$ -	\$ 4,456,045	\$ 4,621,544	\$ 4,483,165	\$ 4,402,604

Service Overview

Service: Collection Resource & Access

Citywide Element: Culture and Character

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.

Major Budget Changes

- The elimination of Library fines per the Madison Public Library Board’s policy goal (\$226,000).
- Permanently reducing a full-time Cataloging Librarian position to part-time (\$54,000). The Library will implement process improvements to minimize any delay in materials available for lending. The incumbent has requested the move to part-time.
- The Library makes an annual payment to Dane County Library Service for Madison library card holders using other Dane County libraries (\$1,803,075). The Library also receives revenue from Dane County Library Service for Dane County library card holders using the Madison Public Library (\$1,277,496). In the 2020 budget, the net of this revenue and expense was shown a net expense. In 2021, the full revenue and expense are shown in the respective account categories. The net change in 2021 is an increase in expense to the Library of \$23,000.

Activities Performed by this Service

- Collection Ordering: Selects materials using data from a variety of sources and places 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 prepares the items for lending by applying jackets, cases, labels, etc.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	1,775,707	2,042,421	2,112,773	2,182,427	2,193,694
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 1,775,707	\$ 2,042,421	\$ 2,112,773	\$ 2,182,427	\$ 2,193,694

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(2,293,996)	(938,671)	(822,786)	(1,966,603)	(1,966,603)
Personnel	1,369,911	1,459,029	1,343,571	1,311,448	1,322,715
Non-Personnel	2,699,793	1,522,063	1,591,989	2,837,582	2,837,582
Agency Charges	-	-	-	-	-
TOTAL	\$ 1,775,707	\$ 2,042,421	\$ 2,112,773	\$ 2,182,427	\$ 2,193,694

Service Overview

Service: Community Engagement

Citywide Element: Economy and Opportunity

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.

Major Budget Changes

- A reduction in grant funding for a Computer Technician position (0.4 FTE) is absorbed through savings in various Service lines.
- A reduction in Friends donation revenue is anticipated based on COVID-related reductions in 2020 (\$83,600).
- The Library reduced program supplies and services in their request to offset the elimination of fine revenue and COVID-related lost revenue. The Executive budget restored \$109,000 for program supplies offset by the use of Fund Balance.

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	351,725	528,186	379,476	777,617	929,282
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 351,725	\$ 528,186	\$ 379,476	\$ 777,617	\$ 929,282

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(416,505)	(121,100)	(372,561)	(36,500)	(36,500)
Personnel	429,280	374,251	572,475	654,711	697,601
Non-Personnel	338,951	275,035	179,561	159,406	268,181
Agency Charges	-	-	-	-	-
TOTAL	\$ 351,725	\$ 528,186	\$ 379,476	\$ 777,617	\$ 929,282

Service Overview

Service: Facilities

Citywide Element: Culture and Character

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.

Major Budget Changes

- Revenues are lower than the 2020 Adopted Budget due to reductions for one-time donations (\$100,000), projected decline in donations from the Friends groups (\$48,900) and loss of event revenue (\$35,000). These projections are due to COVID-19.
- The budget for building repairs and maintenance is reduced to reflect historical spending trends (\$124,000).

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.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	2,016,718	2,322,203	2,322,376	2,368,412	2,401,353
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 2,016,718	\$ 2,322,203	\$ 2,322,376	\$ 2,368,412	\$ 2,401,353

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(385,665)	(222,459)	(239,486)	(32,100)	(32,100)
Personnel	1,074,204	1,078,590	1,024,755	1,108,346	1,118,561
Non-Personnel	1,316,442	1,455,020	1,526,055	1,280,434	1,303,398
Agency Charges	11,737	11,052	11,052	11,732	11,494
TOTAL	\$ 2,016,718	\$ 2,322,203	\$ 2,322,376	\$ 2,368,412	\$ 2,401,353

Service Overview

Service: Public Service

Citywide Element: Economy and Opportunity

Service Description

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

Major Budget Changes

- The Executive Budget applies fund balance to offset COVID-related loss of revenues and partially offset the elimination of fines. (\$250,000)
- Increased donations from the Madison Public Library Foundation are anticipated to support technology solutions for remote computer assistance and remote reference call software. (\$30,200)
- To compensate for the loss of fine revenue, the Library proposed closing Youth Services at Central Library three hours earlier daily (6 pm instead of 9 pm) which allows for fewer hourly wages (security monitor, pages). Youth Services has historically had low usage during the evening hours. (\$50,000)
- Personnel costs are lower than the 2020 Adopted Budget due to reductions made in the Executive Budget reducing hours at the Ashman and Monroe Street branches (\$240,900), reducing Page hours across the system (\$132,200), and moving Sunday hours to smaller branches (\$9,800). Further reductions in personnel costs are a reflection personnel allocations across services (\$238,700).

Activities Performed by this Service

- Reference and User Services: Provide reference services, reader's advisory services, 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.
- Youth Services: Develop and lead programs for youth ages 0-18 and their caregivers.
- Neighborhood Library Management: Supervise nine Library locations.
- Library Technology: Replace computers and procure software and licensing.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	13,559,416	9,814,749	8,565,748	9,368,126	8,922,631
Other-Expenditures	32,001	-	-	-	-
TOTAL	\$ 13,591,418	\$ 9,814,749	\$ 8,565,748	\$ 9,368,126	\$ 8,922,631

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(522,844)	(329,648)	(399,300)	(357,655)	(607,655)
Personnel	8,881,147	9,913,992	8,687,782	9,476,210	9,280,715
Non-Personnel	5,233,115	230,405	277,267	249,571	249,571
Agency Charges	-	-	-	-	-
TOTAL	\$ 13,591,418	\$ 9,814,749	\$ 8,565,748	\$ 9,368,126	\$ 8,922,631

Library

Function: Public Facilities

Line Item Detail

Agency Primary Fund: Library

Intergovernmental Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Federal Revenues Operating	(13,141)	(2,826)	(21,809)	(27,100)	(27,100)
Other Unit of Gov Rev Op	(1,282,629)	(73,400)	(20,015)	(1,341,783)	(1,341,783)
TOTAL	\$ (1,295,770)	\$ (76,226)	\$ (41,824)	\$ (1,368,883)	\$ (1,368,883)

Charges for Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Reproduction Services	(102,424)	(111,950)	(23,625)	(85,829)	(85,829)
Appliance Collection	(13,013)	(9,700)	(1,220)	(6,500)	(6,500)
Catering Concessions	(9,679)	(15,000)	55	-	-
Facility Rental	(41,854)	(38,900)	(16,626)	(5,000)	(5,000)
Southcentral Library Services	(266,184)	(270,284)	(270,284)	(270,284)	(270,284)
Library Collection Fees	(14,962)	(15,400)	(3,140)	(7,500)	(7,500)
Cataloging Services	(404,255)	(404,255)	(404,255)	(404,255)	(404,255)
Reimbursement Of Expense	(4,724)	(3,244)	(23)	-	-
TOTAL	\$ (857,095)	\$ (868,733)	\$ (719,118)	\$ (779,368)	\$ (779,368)

Fine Forfeiture & Assessments

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Library Fines	(218,597)	(250,000)	(45,848)	(23,700)	(23,700)
TOTAL	\$ (218,597)	\$ (250,000)	\$ (45,848)	\$ (23,700)	\$ (23,700)

Investments & Contributions

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Contributions & Donations	(581,453)	(461,989)	(1,040,131)	(240,907)	(240,907)
TOTAL	\$ (581,453)	\$ (461,989)	\$ (1,040,131)	\$ (240,907)	\$ (240,907)

Misc Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Miscellaneous Revenue	(5,268)	(5,000)	(461)	-	-
TOTAL	\$ (5,268)	\$ (5,000)	\$ (461)	\$ -	\$ -

Other Finance Sources

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Fund Balance Applied	(4,642,909)	-	-	-	(250,000)
TOTAL	\$ (4,642,909)	\$ -	\$ -	\$ -	\$ (250,000)

Transfer In

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer In From Permanent	(20,000)	(6,000)	(6,000)	(15,000)	(15,000)
TOTAL	\$ (20,000)	\$ (6,000)	\$ (6,000)	\$ (15,000)	\$ (15,000)

Library

Function: Public Facilities

Line Item Detail

Agency Primary Fund: Library

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	8,408,631	9,029,263	8,427,621	9,104,556	8,987,899
Salary Savings	-	(249,852)	-	(249,852)	(249,852)
Pending Personnel	-	574,000	-	195,670	247,852
Premium Pay	48,063	48,589	38,069	48,589	48,589
Workers Compensation Wages	-	-	1,079	-	-
Compensated Absence	58,142	70,000	70,000	70,000	70,000
Hourly Wages	1,649,963	1,627,332	1,393,166	1,672,343	1,542,948
Overtime Wages Permanent	68,159	86,944	55,657	86,944	86,944
Overtime Wages Hourly	94	-	-	-	-
Election Officials Wages	-	-	2,150	-	-
TOTAL	\$ 10,233,053	\$ 11,186,276	\$ 9,987,743	\$ 10,928,250	\$ 10,734,380

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Comp Absence Escrow	17,090	101,338	122,583	101,338	101,338
Unemployment Benefits	2,288	-	4,094	-	-
Health Insurance Benefit	1,290,394	1,372,881	1,366,003	1,364,456	1,452,839
Wage Insurance Benefit	22,497	20,982	23,030	22,093	23,052
Health Insurance Retiree	-	7,330	-	7,330	7,330
WRS	607,854	607,356	618,785	603,691	595,817
FICA Medicare Benefits	756,099	679,889	764,062	676,509	666,773
Post Employment Health Plans	97,165	100,321	105,660	100,321	100,321
TOTAL	\$ 2,793,386	\$ 2,890,097	\$ 3,004,218	\$ 2,875,738	\$ 2,947,470

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Office Supplies	15,213	7,805	6,413	7,805	7,805
Copy Printing Supplies	44,008	42,600	33,619	44,330	44,330
Furniture	32,534	40,000	66,911	-	22,964
Hardware Supplies	86,732	115,000	150,311	115,000	115,000
Software Lic & Supplies	26,960	18,900	25,333	19,785	19,785
Postage	35,630	38,320	38,320	38,320	38,320
Program Supplies	146,597	115,500	66,025	64,875	115,500
Work Supplies	88,929	86,000	86,000	88,925	88,925
Janitorial Supplies	42,867	49,000	60,363	49,000	49,000
Library Materials	302,500	251,036	326,714	251,036	251,036
Safety Supplies	6,198	2,400	12,599	29,200	29,200
Uniform Clothing Supplies	317	120	120	317	317
Food And Beverage	4,043	2,125	-	-	-
Building	7,916	-	200	-	-
Building Supplies	5,819	6,600	108,170	6,600	6,600
Electrical Supplies	21,654	8,000	8,000	21,656	21,656
HVAC Supplies	2,599	3,500	8,233	2,600	2,600
Plumbing Supplies	4,113	5,000	5,000	5,000	5,000
Machinery And Equipment	2,766	3,500	26,671	3,500	3,500
Equipment Supplies	5,644	5,700	5,700	5,700	5,700
TOTAL	\$ 883,040	\$ 801,106	\$ 1,034,700	\$ 753,649	\$ 827,238

Library

Function: Public Facilities

Line Item Detail

Agency Primary Fund: Library

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Natural Gas	48,765	48,100	40,119	47,600	47,600
Electricity	267,422	301,000	258,992	297,800	297,800
Water	12,445	10,820	11,144	13,525	13,525
Sewer	9,689	9,500	9,044	10,690	10,690
Stormwater	5,267	4,830	5,321	5,470	5,470
Telephone	12,041	18,750	37,313	39,766	39,766
Cellular Telephone	12,178	11,175	10,400	12,228	12,228
Systems Comm Internet	623,845	611,005	614,881	623,872	623,872
Building Improv Repair Maint	209,222	406,519	406,519	282,710	282,710
Waste Disposal	8,963	8,620	8,146	9,010	9,010
Fire Protection	10,398	7,820	10,398	10,410	10,410
Pest Control	2,613	2,870	3,284	2,620	2,620
Elevator Repair	7,623	4,000	-	4,000	4,000
Facility Rental	351,215	252,749	246,775	219,520	219,520
Custodial Bldg Use Charges	135,366	136,488	147,833	153,673	153,673
Process Fees Recyclables	10,840	9,800	7,211	10,840	10,840
Office Equipment Repair	170	-	-	170	170
Comm Device Mntc	26,496	1,400	35,745	26,498	26,498
Equipment Mntc	66,615	84,000	43,247	66,620	66,620
System & Software Mntc	12,469	1,000	4,250	2,500	2,500
Rental Of Equipment	509	400	424	510	510
Recruitment	667	500	988	500	500
Mileage	10,987	11,755	2,860	5,495	5,495
Conferences & Training	48,625	57,933	25,000	44,000	44,000
Memberships	4,960	13,600	12,869	11,923	11,923
Uniform Laundry	6,993	5,000	5,810	6,995	6,995
Medical Services	1,800	1,800	-	-	-
Audit Services	-	-	2,000	-	-
Credit Card Services	3,707	4,000	1,120	4,000	4,000
Collection Services	8,449	9,000	1,709	-	-
Armored Car Services	21,959	18,100	5,996	11,772	11,772
Management Services	1,160	800	-	-	-
Consulting Services	18,000	-	21,969	-	-
Advertising Services	20,090	32,200	32,200	23,800	23,800
Printing Services	801	-	-	-	-
Parking Towing Services	1,628	3,450	30	-	-
Security Services	5,707	6,050	6,144	5,820	5,820
Program Services	146,979	135,450	95,137	77,300	135,450
Other Services & Expenses	1,017	600	-	-	-
Grants	8,360	10,000	-	-	-
Comm Agency Contracts	1,537,180	502,542	502,542	1,803,075	1,803,075
Taxes & Special Assessments	37,310	32,009	33,400	38,300	38,300
Permits & Licenses	649	1,200	580	650	650
TOTAL	\$ 3,721,177	\$ 2,776,835	\$ 2,651,401	\$ 3,873,662	\$ 3,931,812

LibraryFunction: **Public Facilities***Line Item Detail*Agency Primary Fund: **Library**

Debt & Other Financing

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Fund Balance Generated	4,706,706	-	-	-	-
TOTAL	\$ 4,706,706	\$ -	\$ -	\$ -	\$ -

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From Engineering	3,537	3,537	3,537	3,537	3,537
ID Charge From Fleet Services	4,819	4,201	4,201	4,429	4,191
ID Charge From Traffic Eng	3,380	3,314	3,314	3,766	3,766
ID Charge From Insurance	84,335	109,696	109,696	102,996	102,996
ID Charge From Workers Comp	14,849	11,443	11,443	16,532	16,532
TOTAL	\$ 110,921	\$ 132,191	\$ 132,191	\$ 131,260	\$ 131,022

Transfer Out

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer Out To Debt Service	2,826,376	3,045,046	3,045,046	3,045,046	2,955,500
Transfer Out To Capital	50,000	-	-	-	-
TOTAL	\$ 2,876,376	\$ 3,045,046	\$ 3,045,046	\$ 3,045,046	\$ 2,955,500

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCOUNTANT 2-18	18	1.00	77,277	1.00	78,049	1.00	78,049
ACCT TECH 1-32	32	1.00	67,390	1.00	68,063	1.00	68,063
ADMIN CLK 1-32	32	4.00	220,028	4.00	222,226	4.00	222,226
ADMIN CLK 1-32 PT	32	0.70	41,683	0.70	42,099	0.70	42,099
CLERK 2-32	32	13.00	626,397	13.00	632,658	13.00	632,658
CLERK 2-32 PT	32	6.55	334,044	5.85	300,811	5.85	300,811
CUSTODIAL WORKER 2-15	15	3.00	161,773	3.00	163,389	3.00	163,389
CUSTODIAL WORKER 3-15	15	1.00	59,851	1.00	60,449	1.00	60,449
FACILITY MAINT WKR-15	15	1.00	62,109	1.00	62,730	1.00	62,730
LIB COMP TECH-32	32	1.00	58,463	2.00	59,047	2.00	106,947
LIB COMPT SPEC 2-33	33	2.00	149,276	2.00	150,768	2.00	150,768
LIB MAINT COORD-15	15	1.00	65,233	1.00	65,885	1.00	65,885
LIB MEDIA COORD-18	18	1.00	97,254	1.00	98,226	1.00	98,226
LIBRARIAN 1-33	33	4.00	258,872	4.00	261,460	4.00	261,460
LIBRARIAN 2-33	33	30.00	2,151,508	29.50	2,134,010	28.50	2,054,538
LIBRARIAN 2-33 PT	33	4.70	356,057	4.70	359,614	4.70	359,614
LIBRARIAN 3-18	18	6.00	502,469	6.00	507,491	6.00	507,491
LIBRARIAN 3-33	33	2.00	146,302	2.00	147,764	2.00	147,764
LIBRARIAN SUPV-18	18	3.00	285,628	3.00	288,483	3.00	288,483
LIBRARY ASSOC DIR-18	18	1.00	124,066	1.00	125,306	1.00	125,306
LIBRARY ASST 1-32	32	26.00	1,468,203	26.00	1,482,876	26.00	1,482,876
LIBRARY ASST 1-32 PT	32	9.70	548,432	9.70	553,911	8.70	468,826
LIBRARY BUS OPER MGR-18	18	1.00	118,135	1.00	119,316	1.00	119,316
LIBRARY DIRECTOR-21	21	1.00	148,636	1.00	150,122	1.00	150,122
LIBRARY FACILITIES MGR-18	18	1.00	104,874	1.00	105,922	1.00	105,922
LIBRARY PRESS OPR-32	32	1.00	60,029	1.00	60,629	1.00	60,629
LIBRARY PROGRAM SUPV-18	18	2.00	187,605	2.00	189,480	2.00	189,480
MAINT MECH 1-15	15	1.00	58,530	1.00	59,115	1.00	59,115
MAINT MECH 2-15	15	1.00	58,530	1.00	59,115	1.00	59,115
MKTG/COMMUN SPEC-18	18	1.00	58,239	1.00	58,821	1.00	58,821
PLANNER 2-18	18	1.00	69,867	1.00	70,565	1.00	70,565
PROG ASST 1-32	32	5.00	298,599	4.00	301,583	4.00	301,583
PROGRAM ASST 1-17	17	1.00	63,934	1.00	64,573	1.00	64,573
TOTAL		138.65	9,089,293	137.45	9,104,556	135.45	8,987,899

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

Mayor

Agency Overview

Agency Mission

The 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.

2021 Budget Highlights

The 2021 Executive Budget:

- Proposes transferring the following services:
 - Sustainability: This service will be transferred from Engineering-Facilities Management to the Mayor's Office. This transfer includes two positions. (Reduction: \$217,000)
 - Food Policy and Programming: This service will be transferred from the Mayor's Office to Economic Development. This transfer includes one position and continued funding for Summer Meals, Community Garden Partnership, Madison Food Policy Council, MadMarket, and SEED Grants. (Reduction: \$250,500)
 - Neighborhood Resource Team: This service will be transferred to the Department of Civil Rights. This transfer includes one position and funding allocated for NRT programming. This change annualizes a change approved by Council midyear in 2020. (Reduction: \$150,000)
 - My Brother's Keeper: This funding will be transferred to the Community Development Division's Community Support Service. (Reduction: \$25,000)
- Includes a pay raise for the Mayor in accordance with Madison General Ordinances Subchapter 3C, Section 3.50 (Increase: \$3,600).
- Proposes \$33,000 (or 1.74%) in reductions to the Mayor's Office budget. These reductions include:
 - Reduces Conferences and Training in the Mayor's service. (Reduction: \$33,000)

MayorFunction: **General Government***Budget Overview*

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	1,353,887	1,513,669	1,466,780	1,901,297	1,123,505
TOTAL	\$ 1,353,887	\$ 1,513,669	\$ 1,466,780	\$ 1,901,297	\$ 1,123,505

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Mayor	1,353,887	1,262,265	1,195,884	1,766,297	906,570
Food Policy & Programming	-	251,404	270,896	135,000	-
Sustainability	-	-	-	-	216,935
TOTAL	\$ 1,353,887	\$ 1,513,669	\$ 1,466,780	\$ 1,901,297	\$ 1,123,505

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Charges For Services	(2,188)	-	-	-	-
TOTAL	\$ (2,188)	\$ -	\$ -	\$ -	\$ -

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	1,180,560	1,200,867	1,185,279	1,518,964	1,146,188
Benefits	357,940	330,517	324,632	377,255	295,482
Supplies	15,377	14,142	16,014	14,142	14,142
Purchased Services	126,839	291,436	264,148	314,210	67,297
Inter Depart Charges	2,934	3,104	3,104	3,123	3,123
Inter Depart Billing	(327,576)	(326,397)	(326,397)	(326,397)	(402,727)
TOTAL	\$ 1,356,075	\$ 1,513,669	\$ 1,466,780	\$ 1,901,297	\$ 1,123,505

Service Overview

Service: Mayor

Citywide Element: Effective Government

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.

Major Budget Changes

- The Neighborhood Resource Team (NRT) program is transferred to the Department of Civil Rights (\$150,000).
- My Brother's Keeper funding is transferred to the Community Development Division's Community Support service. These funds will continue to support a contract with the Urban League (\$25,000).

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.
- Citizen Participation: Specific functions of this service include: (1) encourage citizen participation in City government by making citizen appointments to City committees, (2) training committee members on "open meetings" requirements, parliamentary procedure, and ethics requirements, (3) maintaining a database of citizen candidates interested in appointment to City committees, and (4) responding to concerns and initiatives presented by citizens 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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	1,353,887	1,262,265	1,195,884	1,766,297	906,570
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 1,353,887	\$ 1,262,265	\$ 1,195,884	\$ 1,766,297	\$ 906,570

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(2,188)	-	-	-	-
Personnel	1,538,500	1,414,980	1,374,015	1,896,219	1,227,185
Non-Personnel	142,216	170,578	145,162	193,352	78,989
Agency Charges	(324,642)	(323,293)	(323,293)	(323,274)	(399,604)
TOTAL	\$ 1,353,887	\$ 1,262,265	\$ 1,195,884	\$ 1,766,297	\$ 906,570

Service Overview

Service: Food Policy & Programming

Citywide Element: Economy and Opportunity

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.

Major Budget Changes

- The Food Policy & Programming service is transferred to the Economic Development Division. This transfer includes one position and continued funding for Summer Meals, Community Garden Partnership, Madison Food Policy Council, MadMarket, and SEED Grants (\$250,500). In the 2021 Request, funding for the position was included in the Mayor's service.

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.
- MadMarket: 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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	251,404	270,896	135,000	-
Other-Expenditures	-	-	-	-	-
TOTAL	\$ -	\$ 251,404	\$ 270,896	\$ 135,000	\$ -

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	-	-	-	-	-
Personnel	-	116,404	135,896	-	-
Non-Personnel	-	135,000	135,000	135,000	-
Agency Charges	-	-	-	-	-
TOTAL	\$ -	\$ 251,404	\$ 270,896	\$ 135,000	\$ -

Service Overview

Service: Sustainability

Citywide Element: Green and Resilient

Service Description

This service is focused on reducing the City's energy footprint and implementing the 100% Renewable plan. This service is responsible for overseeing the Sustainability capital program funded in the Engineering-Facilities Management capital budget. The goal of this service is to serve as a catalyst to produce a culture change for the community that integrates sustainability and environmental value.

Major Budget Changes

- The Executive Budget proposes transferring this service from Engineering-Facilities Management. This transfer includes the Sustainability Program Coordinator and the Facility and Sustainability Manager positions (\$217,000).

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: Provide staff support, including meeting minutes and agendas, for this Committee.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	-	-	-	216,935
Other-Expenditures	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 216,935

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	-	-	-	-	-
Personnel	-	-	-	-	214,485
Non-Personnel	-	-	-	-	2,450
Agency Charges	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 216,935

MayorFunction: **General Government***Line Item Detail*Agency Primary Fund: **General**

Charges for Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Reimbursement Of Expense	(2,188)	-	-	-	-
TOTAL	\$ (2,188)	\$ -	\$ -	\$ -	\$ -

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	1,110,034	1,226,456	1,183,165	1,544,553	1,171,777
Salary Savings	-	(25,589)	-	(25,589)	(25,589)
Compensated Absence	65,245	-	1,900	-	-
Overtime Wages Permanent	5,282	-	-	-	-
Election Officials Wages	-	-	214	-	-
TOTAL	\$ 1,180,560	\$ 1,200,867	\$ 1,185,279	\$ 1,518,964	\$ 1,146,188

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Comp Absence Escrow	64,125	-	-	-	-
Health Insurance Benefit	131,031	151,974	151,975	169,489	131,688
Wage Insurance Benefit	2,990	3,859	1,976	2,536	1,459
WRS	71,061	82,786	80,007	95,017	74,921
FICA Medicare Benefits	88,733	91,898	90,674	110,213	87,414
TOTAL	\$ 357,940	\$ 330,517	\$ 324,632	\$ 377,255	\$ 295,482

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Office Supplies	2,867	3,240	3,240	3,240	3,240
Artwork	468	-	-	-	-
Copy Printing Supplies	3,423	4,082	2,000	4,082	4,082
Furniture	3,155	3,000	3,000	3,000	3,000
Hardware Supplies	148	-	4,500	-	-
Postage	2,709	3,000	1,500	3,000	3,000
Books & Subscriptions	137	820	250	820	820
Work Supplies	800	-	24	-	-
Food And Beverage	1,668	-	1,500	-	-
TOTAL	\$ 15,377	\$ 14,142	\$ 16,014	\$ 14,142	\$ 14,142

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Telephone	1,123	7,850	1,600	3,174	1,761
Cellular Telephone	1,707	1,000	600	1,000	1,000
Custodial Bldg Use Charges	33,892	37,216	37,216	37,216	37,216
Office Equipment Repair	11	144	144	144	144
Comm Device Mntc	-	226	226	226	226
System & Software Mntc	1,398	-	-	-	-
Mileage	164	-	-	-	-
Conferences & Training	34,863	57,000	35,000	104,000	24,000
Memberships	100	-	100	5,450	2,450
Storage Services	49	500	500	500	500
Consulting Services	1,659	-	-	-	-
Advertising Services	482	-	-	-	-
Other Services & Expenses	6,447	112,500	112,500	112,500	-
Grants	18,947	50,000	51,262	50,000	-
Comm Agency Contracts	26,000	25,000	25,000	-	-
TOTAL	\$ 126,839	\$ 291,436	\$ 264,148	\$ 314,210	\$ 67,297

Line Item Detail

Agency Primary Fund: General

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From Insurance	2,203	2,597	2,597	2,435	2,435
ID Charge From Workers Comp	731	507	507	688	688
TOTAL	\$ 2,934	\$ 3,104	\$ 3,104	\$ 3,123	\$ 3,123

Inter-Departmental Billings

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Billing To Landfill	(1,250)	(1,244)	(1,244)	(1,244)	(1,425)
ID Billing To Monona Terrace	(22,806)	(22,695)	(22,695)	(22,695)	(31,237)
ID Billing To Golf Courses	(3,332)	(3,317)	(3,317)	(3,317)	(4,276)
ID Billing To Parking	(29,013)	(29,286)	(29,286)	(29,286)	(37,841)
ID Billing To Sewer	(14,996)	(14,923)	(14,923)	(14,923)	(27,080)
ID Billing To Stormwater	(4,999)	(4,975)	(4,975)	(4,975)	(14,252)
ID Billing To Transit	(197,028)	(196,069)	(196,069)	(196,069)	(220,580)
ID Billing To Water	(54,152)	(53,888)	(53,888)	(53,888)	(66,036)
TOTAL	\$ (327,576)	\$ (326,397)	\$ (326,397)	\$ (326,397)	\$ (402,727)

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget		Executive	
		Adopted		Request			
		FTEs	Amount	FTEs	Amount	FTEs	Amount
DEPUTY MAYOR 2-19	19	4.00	467,294	4.00	471,965	5.00	589,865
DEPUTY MAYOR 2-19-PT	19	1.00	124,278	1.00	125,520	-	-
FAC/SUS MGR-18	18	-	-	1.00	97,177	1.00	97,177
FOOD POLICY ADMIN-18	18	1.00	83,658	1.00	84,494	-	-
MAYOR-19	19	1.00	147,180	1.00	152,060	1.00	152,060
MAYORAL OFF CLK-17	17	1.00	55,450	1.00	56,004	1.00	56,004
MAYORAL OFF CLK-20	17	1.00	48,744	1.00	49,231	1.00	49,231
MAYOR'S OFF ADMIN COORD-18	18	1.00	80,751	1.00	81,558	1.00	81,558
NH RESOURCES COORD-18	18	1.00	90,244	1.00	91,146	-	-
SECY TO MAYOR-19	19	1.00	60,714	1.00	61,321	1.00	61,321
SUSTAIN PROG COORD-18	18	-	-	1.00	76,941	1.00	76,941
TOTAL		12.00	1,158,313	14.00	1,347,417	12.00	1,164,157

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

Metro Transit

Agency Overview

Agency Mission

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

Agency Overview

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

2021 Budget Highlights

The 2021 Executive Budget:

- Proposes an operating model based on providing service levels at 85% of pre-COVID levels. Adjustments include:
 - Lowering expected charge for service revenues given reduced service (Reduction: \$2.8m)
 - Eliminating one vacant Transit Operator position and converts five vacant Transit Operator positions to five Bus Cleaner positions to meet the ongoing COVID response, while also creating personnel savings (Reduction: \$468,000)
 - Lowering growth in overtime expenses as a result of reduced service levels
- Adjusts budgeted revenue for sources not impacted by the change in service levels (Increase: \$5.7m):
 - Utilizes a portion of CARES Act funding awarded to Metro in 2020 (Increase: \$3m)
 - Annualizes the Vehicle Registration Fee, first implemented in 2020 (\$7.5m)
 - Adjusts state transportation revenues (\$17.7m)
 - Updates payments from partner jurisdictions based on allocation formula (Increase: \$2.4m)
- Proposes funding to create a new Risk & Safety Coordinator position to mitigate risk throughout the organization (Increase: \$72,000).
- Proposes utilizing \$2.0 million from the City's debt service fund to fund a portion of Metro's anticipated principal and interest payments in 2021. This recommendation is consistent with how Metro's debt service payments are funded in the 2020 Adopted Budget.

Metro Transit

Function: Transportation

Budget Overview

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Metro Transit	58,125,655	59,413,849	54,921,150	59,856,902	62,234,102
TOTAL	\$ 58,125,655	\$ 59,413,849	\$ 54,921,150	\$ 59,856,902	\$ 62,234,102

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Fixed Route	54,555,891	54,667,456	51,947,554	55,129,432	57,503,194
Paratransit	3,569,765	4,746,393	2,973,596	4,727,470	4,730,908
TOTAL	\$ 58,125,655	\$ 59,413,849	\$ 54,921,150	\$ 59,856,902	\$ 62,234,102

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Intergov Revenues	(28,394,856)	(28,487,200)	(27,576,706)	(31,600,000)	(33,977,200)
Charges For Services	(14,636,899)	(14,844,000)	(6,350,079)	(12,045,587)	(12,045,587)
Licenses & Permits	(5,775)	(7,330,000)	(6,381,067)	(7,500,000)	(7,500,000)
Misc Revenue	(577,175)	(200,000)	(448,962)	(200,000)	(200,000)
Other Financing Source	(7,752)	-	-	-	-
General Fund Subsidy	(14,503,198)	(8,552,649)	(8,552,649)	(8,511,315)	(8,511,315)
TOTAL	\$ (58,125,655)	\$ (59,413,849)	\$ (49,309,463)	\$ (59,856,902)	\$ (62,234,102)

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	29,612,815	31,596,692	30,082,178	31,947,186	31,890,730
Benefits	14,085,290	11,484,950	11,463,851	11,810,149	12,300,718
Supplies	5,107,849	5,386,983	4,964,538	5,721,983	5,721,983
Purchased Services	6,914,171	8,242,337	6,122,080	8,149,868	8,141,204
Debt & Other Financing	563,677	1,062,630	648,245	562,630	-
Inter Depart Charges	1,841,853	1,640,257	1,640,257	1,665,086	2,114,977
Transfer Out	-	-	-	-	2,064,490
TOTAL	\$ 58,125,655	\$ 59,413,849	\$ 54,921,150	\$ 59,856,902	\$ 62,234,102

Service Overview

Service: Fixed Route

Citywide Element: Land Use and Transportation

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.

Major Budget Changes

Revenues increased by \$1.4m compared to the 2020 Adopted Budget. These adjustments include:

- Utilizing CARES Act funding (Increase: \$3.1m)
- Increased revenue from partner jurisdictions based on formulas used to set annual reimbursement (Increase: \$2.8m)
- Decreased charge for service revenues based on reduced service in 2021 and projected lower ridership (Reduction: \$2.4m)
- Annualizing the Vehicle Registration Fee (Increase: \$170,000)
- Reduction in the portion of the General Fund subsidy allocated to the fixed route service (Reduction: \$2.3m)

Expenditures increased by \$2.8m compared to the 2020 Adopted Budget. These adjustments include:

- Increased personnel costs (Increase: \$1.1m)
- Net increases in supplies and purchased services expenditures (Increase: \$300,000)
- Increased cost allocation charges (Increase: \$400,000)
- Increased debt service costs (Increase: \$1.5m)
- Eliminating the assumption of fund balance generated included in the 2020 Adopted Budget (Reduction: \$500,000)

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	-	-	-	-
Other-Expenditures	54,555,891	54,667,456	51,947,554	55,129,432	57,503,194
TOTAL	\$ 54,555,891	\$ 54,667,456	\$ 51,947,554	\$ 55,129,432	\$ 57,503,194

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(53,673,294)	(56,156,533)	(46,821,965)	(55,129,362)	(57,506,562)
Personnel	43,187,592	42,503,095	41,013,162	43,217,627	43,648,302
Non-Personnel	9,537,068	10,537,708	9,307,739	10,318,256	11,811,452
Agency Charges	1,831,232	1,626,653	1,626,653	1,593,549	2,043,440
TOTAL	\$ 882,596	\$ (1,489,077)	\$ 5,125,589	\$ 70	\$ (3,368)

Service Overview

Service: Paratransit

Citywide Element: Land Use and Transportation

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.

Major Budget Changes

- Increase in total revenues as a larger portion of the General Fund subsidy is allocated to the paratransit service (\$1.5m)
- Assumes declining senior/disabled pass revenue due to reduced demand from COVID (\$375,000)
- Reduces community agency contract expenses to reflect maximum contract amounts and historical trends (\$310,000)
- Increases transportation services based on new contract rates adopted in 2020 (\$250,000)

Activities Performed by this Service

- Transportation of Individual 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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	-	-	-	-
Other-Expenditures	3,569,765	4,746,393	2,973,596	4,727,470	4,730,908
TOTAL	\$ 3,569,765	\$ 4,746,393	\$ 2,973,596	\$ 4,727,470	\$ 4,730,908

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(4,452,361)	(3,257,316)	(2,487,498)	(4,727,540)	(4,727,540)
Personnel	510,514	578,547	532,868	539,708	543,146
Non-Personnel	3,048,630	4,154,242	2,427,125	4,116,225	4,116,225
Agency Charges	10,621	13,604	13,604	71,537	71,537
TOTAL	\$ (882,596)	\$ 1,489,077	\$ 486,099	\$ (70)	\$ 3,368

Metro Transit

Function: Transportation

Line Item Detail

Agency Primary Fund: Metro Transit

Intergovernmental Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Federal Revenues Operating	(6,425,534)	(6,300,000)	(6,312,809)	(8,800,000)	(9,370,000)
Federal Revenues Capital	-	-	(28,290)	-	-
State Revenues Operating	(17,352,591)	(17,707,200)	(17,627,200)	(15,900,000)	(17,707,200)
Local Revenues Operating	(4,616,731)	(4,480,000)	(3,608,407)	(6,900,000)	(6,900,000)
TOTAL	\$ (28,394,856)	\$ (28,487,200)	\$ (27,576,706)	\$ (31,600,000)	\$ (33,977,200)

Charges for Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Reimbursement Of Expense	(570)	-	-	-	-
Advertising	(822,204)	(1,075,000)	(281,636)	(675,000)	(675,000)
Transit Farebox	(1,498,655)	(1,525,000)	(559,127)	(954,284)	(954,284)
Adult Passes	(2,067,851)	(2,025,000)	(813,418)	(1,240,355)	(1,240,355)
Senior/Disabled Passes	(1,829,149)	(1,630,000)	(786,878)	(1,097,901)	(1,097,901)
Youth Passes	(2,070,552)	(2,039,000)	(1,035,276)	(1,231,422)	(1,231,422)
Unlimited Ride Pass	(6,347,919)	(6,550,000)	(2,873,744)	(6,846,625)	(6,846,625)
TOTAL	\$ (14,636,899)	\$ (14,844,000)	\$ (6,350,079)	\$ (12,045,587)	\$ (12,045,587)

Licenses & Permits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Vehicle Registration	(5,775)	(7,330,000)	(6,381,067)	(7,500,000)	(7,500,000)
TOTAL	\$ (5,775)	\$ (7,330,000)	\$ (6,381,067)	\$ (7,500,000)	\$ (7,500,000)

Misc Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Miscellaneous Revenue	(577,175)	(200,000)	(448,962)	(200,000)	(200,000)
TOTAL	\$ (577,175)	\$ (200,000)	\$ (448,962)	\$ (200,000)	\$ (200,000)

Other Finance Sources

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Sale Of Assets	(7,752)	-	-	-	-
TOTAL	\$ (7,752)	\$ -	\$ -	\$ -	\$ -

Transfer In

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer In From General	(14,503,198)	(8,552,649)	(8,552,649)	(8,511,315)	(8,511,315)
TOTAL	\$ (14,503,198)	\$ (8,552,649)	\$ (8,552,649)	\$ (8,511,315)	\$ (8,511,315)

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	25,570,327	29,236,745	26,329,305	29,873,207	29,816,751
Salary Savings	-	(1,300,000)	-	(1,300,000)	(1,300,000)
Pending Personnel	-	340,000	-	-	-
Premium Pay	718,407	624,831	574,764	624,831	624,831
Workers Compensation Wages	238,303	200,000	195,709	200,000	200,000
Compensated Absence	177,812	465,116	480,915	465,116	465,116
Hourly Wages	10,503	81,000	102	-	-
Overtime Wages Permanent	2,897,465	1,949,000	2,500,000	2,084,032	2,084,032
Election Officials Wages	-	-	1,384	-	-
TOTAL	\$ 29,612,815	\$ 31,596,692	\$ 30,082,178	\$ 31,947,186	\$ 31,890,730

Metro Transit

Function: Transportation

Line Item Detail

Agency Primary Fund: Metro Transit

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Comp Absence Escrow	390,268	120,000	336,921	400,000	400,000
Unemployment Benefits	6,220	25,000	28,796	25,000	25,000
Health Insurance Benefit	5,642,643	5,954,935	5,742,781	5,962,203	6,426,522
Wage Insurance Benefit	761,258	766,750	735,228	751,335	786,256
Health Insurance Retiree	449,119	463,000	463,000	463,000	463,000
WRS	1,930,864	1,931,255	1,959,620	1,958,391	1,954,579
FICA Medicare Benefits	2,219,925	2,224,010	2,185,853	2,250,220	2,245,361
Moving Expenses	-	-	11,499	-	-
Licenses & Certifications	520	-	155	-	-
Other Post Emplmnt Benefit	79,154	-	-	-	-
Pension Expense	2,605,319	-	-	-	-
TOTAL	\$ 14,085,290	\$ 11,484,950	\$ 11,463,851	\$ 11,810,149	\$ 12,300,718

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Purchasing Card Unallocated	-	-	58,550	-	-
Office Supplies	11,664	25,000	9,526	25,000	25,000
Copy Printing Supplies	14,580	14,983	8,363	14,983	14,983
Hardware Supplies	68,549	222,000	100,000	222,000	222,000
Software Lic & Supplies	20,983	20,000	13,879	20,000	20,000
Postage	15,556	14,000	9,251	14,000	14,000
Work Supplies	268,381	197,000	280,381	400,000	400,000
Janitorial Supplies	6,881	40,000	-	40,000	40,000
Snow Removal Supplies	2,730	-	-	-	-
Uniform Clothing Supplies	96,084	108,000	108,000	110,000	110,000
Building	-	-	7,491	-	-
Building Supplies	196,131	150,000	165,551	200,000	200,000
Machinery And Equipment	12,899	75,000	12,899	75,000	75,000
Equipment Supplies	69,892	10,000	82,916	10,000	10,000
Tires	259,047	264,000	228,042	264,000	264,000
Gasoline	20,824	24,000	32,891	24,000	24,000
Diesel	2,791,580	2,780,000	2,100,000	2,860,000	2,860,000
Lubricants	141,003	175,000	146,800	175,000	175,000
Inventory	1,111,066	1,268,000	1,600,000	1,268,000	1,268,000
TOTAL	\$ 5,107,849	\$ 5,386,983	\$ 4,964,538	\$ 5,721,983	\$ 5,721,983

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Natural Gas	152,431	200,000	176,128	200,000	200,000
Electricity	187,343	290,000	205,892	290,000	290,000
Water	13,375	15,000	7,879	15,000	15,000
Sewer	10,258	10,000	13,848	10,000	10,000
Stormwater	19,763	20,000	19,010	20,000	20,000
Telephone	5,621	6,300	13,843	15,978	8,528
Cellular Telephone	11,235	11,000	13,379	11,000	11,000
Systems Comm Internet	315	-	-	-	-
Building Improv Repair Maint	1,225	11,000	-	11,000	11,000
Waste Disposal	13,683	10,000	9,526	10,000	10,000
Pest Control	6,969	8,000	5,620	8,000	8,000
Elevator Repair	1,796	-	-	-	-
Facility Rental	492,100	550,000	500,000	550,000	550,000
Grounds Improv Repair Maint	3,168	5,000	-	5,000	5,000
Snow Removal	70,608	50,000	64,009	75,000	75,000
Comm Device Mntc	443,669	560,000	499,452	560,000	560,000
Equipment Mntc	6,194	30,000	11,811	30,000	30,000
System & Software Mntc	9,032	-	-	-	-
Vehicle Repair & Mntc	89,306	35,000	30,311	100,000	100,000

Metro Transit

Function: Transportation

Line Item Detail

Agency Primary Fund: Metro Transit

Sidewalk Mntc	118,144	100,000	137,347	150,000	150,000
Recruitment	183	-	12,667	-	-
Conferences & Training	39,481	42,000	18,285	42,000	42,000
Memberships	62,992	65,000	89,151	65,000	65,000
Uniform Laundry	15,814	22,000	19,903	22,000	22,000
Medical Services	53,907	30,000	55,505	75,000	75,000
Audit Services	22,200	22,000	22,000	22,000	22,000
Bank Services	1,045	2,290	726	2,290	2,290
Legal Services	-	-	1,300	-	-
Credit Card Services	26,060	16,900	11,382	16,900	16,900
Armored Car Services	6,684	9,000	10,617	9,000	9,000
Delivery Freight Charges	2,101	2,500	2,721	2,500	2,500
Storage Services	2,388	2,200	741	2,200	2,200
Mortgage & Title Services	700	-	-	-	-
Consulting Services	12,960	40,000	39,140	-	-
Advertising Services	251,981	425,000	137,912	175,000	175,000
Printing Services	115,943	75,000	54,219	75,000	75,000
Inspection Services	7,530	-	-	-	-
Parking Towing Services	10,330	20,000	6,200	20,000	20,000
Transportation Services	2,849,368	3,450,000	2,212,796	3,700,000	3,700,000
Other Services & Expenses	362,070	312,017	375,829	550,000	548,786
Comm Agency Contracts	198,441	520,000	198,441	210,000	210,000
General Liability Insurance	1,215,761	1,275,130	1,144,491	1,100,000	1,100,000
TOTAL	\$ 6,914,171	\$ 8,242,337	\$ 6,122,080	\$ 8,149,868	\$ 8,141,204

Debt & Other Financing

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Principal	-	273,782	273,782	273,782	-
Interest	563,677	288,848	374,463	288,848	-
Fund Balance Generated	-	500,000	-	-	-
TOTAL	\$ 563,677	\$ 1,062,630	\$ 648,245	\$ 562,630	\$ -

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From Attorney	27,128	47,212	47,212	47,212	42,645
ID Charge From Civil Rights	-	-	-	-	94,346
ID Charge From Clerk	565	388	388	388	-
ID Charge from EAP	23,271	25,766	25,766	25,766	18,875
ID Charge From Finance	51,315	121,326	121,326	121,326	237,027
ID Charge From Human Resource	308,624	174,399	174,399	174,399	328,490
ID Charge From Information Tec	164,954	203,461	203,461	203,461	237,369
ID Charge From Treasurer	58,615	-	-	-	-
ID Charge From Engineering	3,888	20,670	20,670	20,670	-
ID Charge From Fleet Services	6,377	6,505	6,505	-	-
ID Charge From Mayor	197,028	196,069	196,069	196,069	220,580
ID Charge From Traffic Eng	45,339	42,132	42,132	42,132	101,982
ID Charge From Econ Dev	113	-	-	-	-
ID Charge From Insurance	133,413	170,881	170,881	144,915	144,915
ID Charge From Workers Comp	817,212	631,448	631,448	688,748	688,748
ID Charge From Stormwater	4,010	-	-	-	-
TOTAL	\$ 1,841,853	\$ 1,640,257	\$ 1,640,257	\$ 1,665,086	\$ 2,114,977

Transfer Out

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer Out To Debt Service	-	-	-	-	2,064,490
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 2,064,490

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
NEW POSITION	18	1.00	72,903	1.00	73,632	1.00	73,632
PARA PROG MGR-44	44	1.00	96,186	1.00	97,147	1.00	97,147
PARA SCHEDULING COOR-42	42	2.00	109,893	2.00	113,211	2.00	113,211
TRANS ACCT 3-44	44	1.00	94,594	1.00	95,539	1.00	95,539
TRANS ACCT 4-44	44	1.00	98,110	1.00	99,091	1.00	99,091
TRANS ACCT CLK 1-42	42	2.00	84,116	2.00	86,656	2.00	86,656
TRANS ACCT CLK 3-42	42	3.00	165,454	3.00	170,449	3.00	170,449
TRANS ACCTG TECH 1-42	42	1.00	50,660	1.00	52,189	1.00	52,189
TRANS ADMIN SUPV-44	43	1.00	67,890	1.00	68,568	1.00	68,568
TRANS ADV/SALES ASSOC-19	19	1.00	62,229	1.00	62,851	1.00	62,851
TRANS ASST SCH PLANNER-44	44	1.00	83,010	1.00	83,840	1.00	83,840
TRANS BLD MT GEN SUPV-44	44	1.00	90,322	1.00	91,225	1.00	91,225
TRANS BUS CLEANER-41	41	3.00	156,164	19.00	844,801	8.00	358,913
TRANS CLASS A MECH-41	41	13.00	863,633	13.00	889,710	13.00	889,710
TRANS CLASS B MECH-41	41	15.00	864,311	15.00	890,408	15.00	890,408
TRANS CLASS C MECH-41	41	17.00	884,815	17.00	911,528	17.00	911,528
TRANS CUS SERV SUPV-44	44	1.00	71,242	1.00	71,954	1.00	71,954
TRANS CUST SERVS REPR-42	42	8.00	378,523	8.00	389,950	8.00	389,950
TRANS CUST SERVS REPR-42 PT	42	1.80	72,240	1.80	74,420	1.80	74,420
TRANS EMPL REL ASST-43	43	1.00	63,878	1.00	64,516	1.00	64,516
TRANS FINANCE MGR-44	44	1.00	111,770	1.00	112,887	1.00	112,887
TRANS GARAGE DISPAT-41	41	1.00	62,349	1.00	64,231	1.00	64,231
TRANS GENERAL MGR-21	21	1.00	118,750	1.00	119,937	1.00	119,937
TRANS GRAPHICS TECH-42 PT	42	1.20	84,100	1.20	86,638	1.20	86,638
TRANS INFO SYS COORD-44	44	1.00	107,728	1.00	108,805	1.00	108,805
TRANS INFO SYS SPEC 2-44	44	1.00	84,451	1.00	85,295	1.00	85,295
TRANS INFO SYS SPEC 3-44	44	1.00	95,470	1.00	96,424	1.00	96,424
TRANS JANITOR-41	41	2.00	106,513	2.00	109,729	2.00	109,729
TRANS MAINT GEN SUPV-44	44	2.00	177,300	2.00	179,072	2.00	179,072
TRANS MAINT MGR-44	44	1.00	113,879	1.00	115,017	1.00	115,017
TRANS MAINT SUPERV-44	44	7.00	544,797	7.00	550,242	7.00	550,242
TRANS MARKETING GEN SUPV-44	44	1.00	90,215	1.00	91,117	1.00	91,117
TRANS MECH LEADWKR-41	41	1.00	68,003	1.00	70,056	1.00	70,056
TRANS MK/CU SERV MGR-44	44	1.00	115,987	1.00	117,146	1.00	117,146
TRANS MKT SPEC 1-44	44	1.00	62,048	1.00	62,668	1.00	62,668
TRANS OPER GEN SUPV-44	44	3.00	264,265	3.00	266,906	3.00	266,906
TRANS OPER MGR-44	44	1.00	111,770	1.00	112,887	1.00	112,887
TRANS OPER OFF COOR-42	42	1.00	54,158	1.00	55,793	1.00	55,793
TRANS OPER SUPER-44	44	17.00	1,373,167	17.00	1,386,891	17.00	1,386,891
TRANS OPERATOR-41	41	308.00	18,547,386	292.00	18,156,631	302.00	18,581,591
TRANS OPERATOR-41 PT	41	4.80	630,720	4.80	649,758	4.80	649,758
TRANS PAINT & BODY-41	41	2.00	114,985	2.00	118,457	2.00	118,457
TRANS PARTS SPEC-42	42	2.00	100,132	2.00	103,155	2.00	103,155

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
TRANS PARTS SUPER-44	42	1.00	40,594	1.00	41,819	1.00	41,819
TRANS PLAN&SCH MGR-44	44	1.00	118,096	1.00	119,276	1.00	119,276
TRANS PLANNER 2-44	44	1.00	85,247	1.00	86,099	1.00	86,099
TRANS PLANNER 3-44	44	1.00	97,221	1.00	98,193	1.00	98,193
TRANS SCHED PLANNER-44	44	1.00	79,670	1.00	80,466	1.00	80,466
TRANS SERVICE MGR-44	44	1.00	127,503	1.00	128,778	1.00	128,778
TRANS SERVICE WKR-41	41	11.00	624,810	11.00	643,673	11.00	643,673
TRANS SERVICE WKR-41 PT	41	0.50	29,099	0.50	29,977	0.50	29,977
TRANS UTIL WKR-41	41	7.00	437,623	7.00	450,836	7.00	450,836
TOTAL		462.30	29,209,979	462.30	29,730,544	461.30	29,669,616

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

Monona Terrace

Agency Overview

Agency Mission

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

Agency Overview

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

2021 Budget Highlights

The 2021 Executive Budget:

- Proposes \$1.62 million (or 17%) in expenditure reductions, not including catering concessions, to offset projected revenue losses in 2021. These reductions are intended to be temporary and align with scheduled events and projected revenues. These reductions include:
 - Permanent Wages (\$680,000)
 - Hourly Wages (\$424,000)
 - Supplies (\$216,000)
 - Purchased Services (\$310,000)
- Assumes a decrease in event revenue based on 2021 event analysis (\$574,000).
- Decreases Room Tax net operating subsidy as approved by the Room Tax Commission (\$736,000).

Budget Overview

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Convention Center	15,411,295	15,297,347	9,572,472	12,632,745	12,693,037
TOTAL	\$ 15,411,295	\$ 15,297,347	\$ 9,572,472	\$ 12,632,745	\$ 12,693,037

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Community Convention Center	15,411,295	15,297,347	9,572,472	12,632,745	12,693,037
TOTAL	\$ 15,411,295	\$ 15,297,347	9,572,472	12,632,745	12,693,037

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Charges For Services	(10,160,966)	(10,484,275)	(4,218,948)	(8,484,170)	(8,835,170)
Investments & Other Contributions	(3)	(23,700)	-	(23,700)	(23,700)
Misc Revenue	(62,774)	(172,800)	(147,384)	(139,800)	(139,800)
Other Financing Source	(5,329)	(321,556)	(2,308,632)	(582,575)	(135,065)
Transfer In	(5,182,223)	(4,295,016)	(2,897,508)	(3,402,500)	(3,559,302)
TOTAL	\$ (15,411,295)	\$ (15,297,347)	\$ (9,572,472)	\$ (12,632,745)	\$ (12,693,037)

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	4,443,995	4,511,764	3,255,381	3,389,822	3,361,042
Benefits	1,734,301	1,318,295	1,395,603	1,319,456	1,372,314
Supplies	904,956	558,784	253,019	342,745	342,745
Purchased Services	7,040,133	8,023,082	4,108,881	6,713,282	6,713,282
Debt & Other Financing	532,318	386,494	48,294	386,494	-
Inter Depart Charges	417,390	498,928	498,928	480,946	514,231
Transfer Out	338,200	-	12,365	-	389,423
TOTAL	\$ 15,411,295	\$ 15,297,347	\$ 9,572,472	\$ 12,632,745	\$ 12,693,037

Service Overview

Service: Community Convention Center

Citywide Element: Economy and Opportunity

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.

Major Budget Changes

- Reduced revenues \$1.4 million compared to the 2020 Adopted Budget, not including catering concessions or applied fund balance. This reduction is based on the following assumptions:
 - o Room Tax: decreased by \$736,000 from \$4.3 million to \$3.56 million
 - o Event Bookings: decreased by \$574,000 from \$4.33 million to \$3.75 million
 - o Gift Shop and Miscellaneous: decreased by \$108,000
- Reduced expenditures, not including catering concessions, by \$1.62 million by implementing the following reductions:
 - o Permanent Wages: decreased by \$680,000, which will require holding 9.75 FTE positions vacant for all of 2021
 - o Hourly Wages: decreased by \$424,000 from \$800,000 to \$376,000
 - o Supplies: decreased by \$216,000 from \$559,000 to \$343,000
 - o Purchased Services: decreased by \$310,000 from \$2.02 million to \$1.7 million

Activities Performed by this Service

- Community Center: Hosting community based events, including rooftop concerts and educational and health related events at Monona Terrace and within Madison schools.
- Conferences and Conventions: Hosting conventions, conferences, consumer shows, banquets, meetings, entertainment events, and community use events.
- Tourism: Operating 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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	-	-	-	-
Other-Expenditures	15,411,295	15,297,347	9,572,472	12,632,745	12,693,037
TOTAL	\$ 15,411,295	\$ 15,297,347	\$ 9,572,472	\$ 12,632,745	\$ 12,693,037

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(15,411,295)	(15,297,347)	(9,572,472)	(12,632,745)	(12,693,037)
Personnel	6,178,297	5,830,059	4,650,984	4,709,278	4,733,356
Non-Personnel	8,815,608	8,968,360	4,422,559	7,442,521	7,445,450
Agency Charges	417,390	498,928	498,928	480,946	514,231
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -

Monona Terrace Comm Conv Ctr

Function: Public Facilities

Line Item Detail

Agency Primary Fund: Convention Center

Charges for Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Catering Concessions	(4,975,737)	(6,000,000)	(2,487,869)	(5,000,000)	(5,000,000)
Facility Rental	(5,028,535)	(4,325,525)	(1,643,408)	(3,400,575)	(3,751,575)
Reimbursement Of Expense	(422)	-	-	-	-
Gift Shop Sales	(146,882)	(148,000)	(84,408)	(76,500)	(76,500)
Building Tours	(9,389)	(10,750)	(3,263)	(7,095)	(7,095)
TOTAL	\$ (10,160,966)	\$ (10,484,275)	\$ (4,218,948)	\$ (8,484,170)	\$ (8,835,170)

Investments & Contributions

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Interest	(3)	-	-	-	-
Contributions & Donations	-	(23,700)	-	(23,700)	(23,700)
TOTAL	\$ (3)	\$ (23,700)	\$ -	\$ (23,700)	\$ (23,700)

Misc Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Miscellaneous Revenue	(62,774)	(172,800)	(147,384)	(139,800)	(139,800)
TOTAL	\$ (62,774)	\$ (172,800)	\$ (147,384)	\$ (139,800)	\$ (139,800)

Other Finance Sources

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Sale Of Assets	-	-	(150)	-	-
Capital Contributions	(5,329)	-	-	-	-
Fund Balance Applied	-	(321,556)	(2,308,482)	(582,575)	(135,065)
TOTAL	\$ (5,329)	\$ (321,556)	\$ (2,308,632)	\$ (582,575)	\$ (135,065)

Transfer In

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer In From Other Restrict	(5,179,211)	(4,295,016)	(2,897,508)	(3,402,500)	(3,559,302)
Transfer In From Insurance	(3,012)	-	-	-	-
TOTAL	\$ (5,182,223)	\$ (4,295,016)	\$ (2,897,508)	\$ (3,402,500)	\$ (3,559,302)

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	3,424,785	3,723,417	2,879,843	3,729,227	3,729,227
Salary Savings	-	(150,276)	-	(807,080)	(835,860)
Pending Personnel	-	28,099	-	-	-
Premium Pay	17,403	28,974	10,972	28,974	28,974
Compensated Absence	109,654	45,201	106,999	45,201	45,201
Hourly Wages	761,206	800,249	222,148	375,500	375,500
Overtime Wages Permanent	38,195	36,100	13,046	18,000	18,000
Overtime Wages Hourly	92,752	-	20,721	-	-
Election Officials Wages	-	-	1,651	-	-
TOTAL	\$ 4,443,995	\$ 4,511,764	\$ 3,255,381	\$ 3,389,822	\$ 3,361,042

Line Item Detail

Agency Primary Fund: Convention Center

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Comp Absence Escrow	49,897	54,531	164,720	54,531	54,531
Unemployment Benefits	3,583	-	35,194	-	-
Health Insurance Benefit	611,187	673,354	615,091	678,195	731,082
Wage Insurance Benefit	11,876	10,813	10,196	10,598	11,168
IATSE Health Benefit	48,783	21,780	25,313	21,780	21,780
WRS	258,423	247,806	236,752	244,532	244,532
FICA Medicare Benefits	324,359	279,333	277,900	279,142	278,543
Post Employment Health Plans	29,712	30,678	30,438	30,678	30,678
Other Post Emplmnt Benefit	76,025	-	-	-	-
Pension Expense	320,457	-	-	-	-
TOTAL	\$ 1,734,301	\$ 1,318,295	\$ 1,395,603	\$ 1,319,456	\$ 1,372,314

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Office Supplies	8,811	21,944	7,948	16,200	16,200
Copy Printing Supplies	5,414	6,500	2,364	4,000	4,000
Hardware Supplies	9,375	9,000	5,114	6,000	6,000
Software Lic & Supplies	10,483	15,220	14,630	14,120	14,120
Postage	10,234	9,600	4,616	4,950	4,950
Books & Subscriptions	156	1,105	615	650	650
Work Supplies	46,428	55,368	32,812	42,800	42,800
Janitorial Supplies	77,046	64,000	35,856	44,000	44,000
Safety Supplies	2,529	4,400	1,736	3,000	3,000
Uniform Clothing Supplies	3,600	13,800	10,146	8,850	8,850
Food And Beverage	19,595	21,775	18,580	20,975	20,975
Building	3,395	-	3,250	-	-
Building Supplies	17,395	33,017	8,161	29,000	29,000
Electrical Supplies	23,874	30,103	23,674	25,500	25,500
HVAC Supplies	9,736	20,000	18,030	22,000	22,000
Plumbing Supplies	3,837	8,000	10,789	8,000	8,000
Trees Shrubs Plants	7,184	10,000	8,049	10,000	10,000
Equipment Supplies	564,136	134,112	34,955	32,400	32,400
Inventory	81,728	100,840	11,694	50,300	50,300
TOTAL	\$ 904,956	\$ 558,784	\$ 253,019	\$ 342,745	\$ 342,745

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Natural Gas	4,738	8,000	3,492	8,000	8,000
Fuel Oil	2,723	1,500	500	1,500	1,500
Electricity	372,175	350,000	291,581	360,000	360,000
Water	39,319	50,000	31,538	50,000	50,000
Steam	183,508	200,000	196,852	200,000	200,000
Telephone	14,916	12,000	10,575	10,000	10,000
Cellular Telephone	6,742	6,000	6,099	6,000	6,000
Systems Comm Internet	7,350	-	7,350	-	-
Building Improv Repair Maint	136,614	122,000	102,892	105,000	105,000
Waste Disposal	22,331	35,000	18,012	30,000	30,000
Pest Control	2,636	2,500	1,760	2,500	2,500
Elevator Repair	75,805	100,000	94,962	100,000	100,000
Facility Rental	25,219	25,000	25,511	25,000	25,000
Landscaping	5,333	20,000	9,191	20,000	20,000
Comm Device Mntc	85,238	30,000	46,693	30,000	30,000
Equipment Mntc	40,042	36,000	32,737	35,000	35,000
System & Software Mntc	9,994	9,350	8,116	9,350	9,350

Monona Terrace Comm Conv Ctr

Function: Public Facilities

Line Item Detail

Agency Primary Fund: Convention Center

Rental Of Equipment	130,652	65,503	135,713	29,651	29,651
Recruitment	916	1,000	2,685	500	500
Mileage	71	425	-	250	250
Conferences & Training	41,775	46,088	5,435	14,500	14,500
Memberships	13,859	10,740	7,700	7,405	7,405
Uniform Laundry	61,372	100,000	51,064	80,000	80,000
Audit Services	4,000	4,000	4,000	4,000	4,000
Credit Card Services	112,092	100,000	59,367	85,000	85,000
Delivery Freight Charges	1,036	1,000	19	500	500
Storage Services	330	360	150	300	300
Management Services	117,089	90,000	61,514	80,000	80,000
Consulting Services	55,595	50,500	73,413	23,500	23,500
Advertising Services	247,167	290,426	190,917	209,926	209,926
Printing Services	7,735	12,100	10,203	11,100	11,100
Security Services	76,704	75,000	34,986	45,000	45,000
Catering Vending Services	4,975,737	6,000,000	2,487,869	5,000,000	5,000,000
Other Services & Expenses	154,785	162,590	90,985	122,300	122,300
Permits & Licenses	4,536	6,000	5,000	7,000	7,000
TOTAL	\$ 7,040,133	\$ 8,023,082	\$ 4,108,881	\$ 6,713,282	\$ 6,713,282

Debt & Other Financing

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Principal	-	35,929	-	35,929	-
Interest	61,951	12,365	48,294	12,365	-
PILOT	-	338,200	-	338,200	-
Fund Balance Generated	470,367	-	-	-	-
TOTAL	\$ 532,318	\$ 386,494	\$ 48,294	\$ 386,494	\$ -

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From Attorney	32,437	38,408	38,408	38,408	60,656
ID Charge From Civil Rights	-	-	-	-	16,122
ID Charge From Clerk	565	388	388	388	-
ID Charge from EAP	2,454	9,725	9,725	9,725	13,810
ID Charge From Finance	76,429	86,837	86,837	86,837	71,753
ID Charge From Human Resource	64,351	67,844	67,844	67,844	86,516
ID Charge From Information Tec	57,711	95,789	95,789	95,789	80,291
ID Charge From Treasurer	9,051	-	-	-	-
ID Charge From Engineering	690	5,115	5,115	5,115	-
ID Charge From Fleet Services	3,642	2,927	2,927	3,934	3,635
ID Charge From Mayor	22,806	22,695	22,695	22,695	31,237
ID Charge From Insurance	104,980	135,008	135,008	112,874	112,874
ID Charge From Workers Comp	42,274	34,192	34,192	37,337	37,337
TOTAL	\$ 417,390	\$ 498,928	\$ 498,928	\$ 480,946	\$ 514,231

Transfer Out

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer Out To General	338,200	-	12,365	-	338,200
Transfer Out To Debt Service	-	-	-	-	51,223
TOTAL	\$ 338,200	\$ -	\$ 12,365	\$ -	\$ 389,423

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCT TECH 2-20	20	2.00	109,418	2.00	110,511	2.00	110,511
ADMIN CLK 1-20	20	3.00	178,041	3.00	179,820	3.00	179,820
COMM EVENTS COORD-18	18	1.00	68,109	1.00	68,790	1.00	68,790
CUSTODIAL WKR 2-16	16	5.00	276,191	5.00	278,951	5.00	278,951
CUSTODIAL WKR 2-16 PT	16	0.50	48,265	0.50	48,747	0.50	48,747
FACILITY MAINT WKR-16	16	2.00	126,398	2.00	127,661	2.00	127,661
GARDENER-16	16	1.00	60,625	1.00	61,231	1.00	61,231
IT SPEC 2-18	18	1.00	80,751	1.00	81,558	1.00	81,558
IT SPEC 3-18	18	1.00	95,501	1.00	96,456	1.00	96,456
M.T. ASSOC DIRECTOR-18	18	2.00	207,825	2.00	209,903	2.00	209,903
M.T. ASST OPERATIONS MGR-18	18	1.00	77,553	1.00	78,328	1.00	78,328
M.T. ASST OPERATIONS SUPV-18	18	1.00	74,548	1.00	75,293	1.00	75,293
M.T. BLDG MAINT SUPV-18	18	1.00	76,180	1.00	76,941	1.00	76,941
M.T. BOOKING COORD-20	20	1.00	63,250	1.00	63,882	1.00	63,882
M.T. COM.REL.SUPV-18	18	1.00	76,180	1.00	76,941	1.00	76,941
M.T. COMMAND CTR OPER-16	16	4.00	238,278	4.00	240,660	4.00	240,660
M.T. DIRECTOR-21	21	1.00	137,398	1.00	138,771	1.00	138,771
M.T. EVENT COORD-20	20	3.00	184,494	3.00	186,337	3.00	186,337
M.T. EVENT SERVS MGR-18	18	1.00	80,193	1.00	80,994	1.00	80,994
M.T. GIFT SHOP MGR-18	18	1.00	68,109	1.00	68,790	1.00	68,790
M.T. OPER LDWKR-16	16	4.00	247,076	4.00	249,545	4.00	249,545
M.T. OPERS WKR-16	16	6.00	322,581	6.00	325,803	6.00	325,803
M.T. SALES ASSOC-19	19	2.00	115,865	2.00	117,022	2.00	117,022
M.T. SALES MGR-19	19	1.00	89,933	1.00	90,832	1.00	90,832
M.T. TECH SERVS SPEC 1-16	16	1.00	68,076	1.00	68,756	1.00	68,756
M.T. VOL/TOUR COORD-18	18	1.00	71,383	1.00	72,096	1.00	72,096
MAINT MECH 1-16	16	2.00	140,861	2.00	142,269	2.00	142,269
MAINT MECH 1-16 PT	16	0.50	57,194	0.50	57,765	0.50	57,765
MAINT MECH 2-16	16	1.00	57,194	1.00	57,765	1.00	57,765
MKTG/COMMUN SPEC-18	18	1.00	69,175	1.00	69,866	1.00	69,866
QI & OPER MGR-18	18	1.00	87,667	1.00	88,543	1.00	88,543
SALES CLERK-20 PT	20	0.75	38,020	0.75	38,400	0.75	38,400
TOTAL		54.75	3,692,332	54.75	3,729,227	54.75	3,729,227

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

Municipal Court

Agency Overview

Agency Mission

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

Agency Overview

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

2021 Budget Highlights

The 2021 Executive Budget:

- o Proposes \$12,000 (or 5%) in reductions to the Municipal Court overtime budget to reflect current trends (Reduction: \$12,000).

Municipal CourtFunction: **General Government***Budget Overview*

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	124,414	223,501	226,054	236,824	231,548
TOTAL	\$ 124,414	\$ 223,501	\$ 226,054	\$ 236,824	\$ 231,548

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Court Services	124,414	223,501	226,054	236,824	231,548
TOTAL	\$ 124,414	\$ 223,501	\$ 226,054	\$ 236,824	\$ 231,548

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Charges For Services	(493,252)	(430,000)	(400,000)	(430,000)	(430,000)
Fine & Forfeiture	11,575	-	11,162	-	-
Misc Revenue	323	-	576	-	-
TOTAL	\$ (481,354)	\$ (430,000)	\$ (388,262)	\$ (430,000)	\$ (430,000)

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	357,695	368,085	367,690	380,037	368,196
Benefits	133,584	138,577	141,508	139,203	146,564
Supplies	30,693	23,000	20,500	23,000	23,000
Purchased Services	82,592	122,385	83,164	123,327	122,531
Inter Depart Charges	1,205	1,454	1,454	1,257	1,257
TOTAL	\$ 605,768	\$ 653,501	\$ 614,316	\$ 666,824	\$ 661,548

Service Overview

Service: Court Services

Citywide Element: Effective Government

Service Description

This service handles approximately 20,000-cases-per year including traffic, parking, first offense drunk driving, disorderly conduct, trespassing, retail theft, battery, building and health code violations, and juvenile violations. The Municipal Court also issues inspection warrants for properties when legally appropriate. The court offers payment plan options and community service options for persons who need that accommodation.

Major Budget Changes

- The assumed revenue from court fees is consistent with the 2020 Adopted Budget. The overall General Fund support for the Municipal Court is up by 3.6%, the increase is driven entirely by expenditure increases.

Activities Performed by this Service

- Court Appearances, Motions, and Trials: Provide a neutral forum for hearing ordinance violation cases.
- Habitual Truancy Court: Work with students, parents, guardians, school staff, social workers, counselors, and community partners to address truancy in high schools.
- Court Administration: Respond to and manage emails, letters, court documents, payment plan requests, hearing reopening requests, indigence hearings, and other court matters.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	124,414	223,501	226,054	236,824	231,548
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 124,414	\$ 223,501	\$ 226,054	\$ 236,824	\$ 231,548

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(481,354)	(430,000)	(388,262)	(430,000)	(430,000)
Personnel	491,278	506,662	509,198	519,240	514,760
Non-Personnel	113,284	145,385	103,664	146,327	145,531
Agency Charges	1,205	1,454	1,454	1,257	1,257
TOTAL	\$ 124,414	\$ 223,501	\$ 226,054	\$ 236,824	\$ 231,548

Municipal Court

Function: General Government

Line Item Detail

Agency Primary Fund: General

Charges for Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Court Fees	(493,252)	(430,000)	(400,000)	(430,000)	(430,000)
TOTAL	\$ (493,252)	\$ (430,000)	\$ (400,000)	\$ (430,000)	\$ (430,000)

Fine Forfeiture & Assessments

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Moving Violations	1,426	-	1,530	-	-
Uniform Citations	10,149	-	9,632	-	-
TOTAL	\$ 11,575	\$ -	\$ 11,162	\$ -	\$ -

Misc Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Miscellaneous Revenue	323	-	576	-	-
TOTAL	\$ 323	\$ -	\$ 576	\$ -	\$ -

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	344,277	351,345	354,690	363,297	363,297
Salary Savings	-	(6,260)	-	(6,260)	(6,260)
Compensated Absence	6,991	7,000	7,000	7,000	7,000
Hourly Wages	695	1,000	1,000	1,000	1,000
Overtime Wages Permanent	5,732	15,000	5,000	15,000	3,159
TOTAL	\$ 357,695	\$ 368,085	\$ 367,690	\$ 380,037	\$ 368,196

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Health Insurance Benefit	79,768	84,035	84,038	84,035	90,580
Wage Insurance Benefit	1,432	1,378	1,554	1,539	1,623
WRS	23,416	23,715	24,752	24,148	24,523
FICA Medicare Benefits	26,014	26,400	28,128	26,432	26,789
Post Employment Health Plans	2,953	3,049	3,036	3,049	3,049
TOTAL	\$ 133,584	\$ 138,577	\$ 141,508	\$ 139,203	\$ 146,564

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Office Supplies	2,461	4,000	2,500	4,000	4,000
Copy Printing Supplies	5,479	4,000	4,000	4,000	4,000
Furniture	-	1,000	-	1,000	1,000
Postage	21,987	13,000	13,000	13,000	13,000
Books & Subscriptions	765	1,000	1,000	1,000	1,000
TOTAL	\$ 30,693	\$ 23,000	\$ 20,500	\$ 23,000	\$ 23,000

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Telephone	723	963	1,450	1,905	1,109
Custodial Bldg Use Charges	23,747	26,076	26,076	26,076	26,076
System & Software Mntc	593	28,418	25,545	28,418	28,418
Conferences & Training	1,270	1,500	1,500	1,500	1,500
Memberships	539	1,300	1,247	1,300	1,300
Collection Services	16,957	24,000	6,596	24,000	24,000
Storage Services	901	1,000	1,000	1,000	1,000
Security Services	33,863	34,028	15,000	34,028	34,028
Interpreters Signing Services	3,615	5,000	4,500	5,000	5,000
Transcription Services	-	100	100	100	100
Other Services & Expenses	384	-	150	-	-
TOTAL	\$ 82,592	\$ 122,385	\$ 83,164	\$ 123,327	\$ 122,531

Municipal Court

Function: General Government

Line Item Detail

Agency Primary Fund: General

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From Insurance	971	1,279	1,279	1,051	1,051
ID Charge From Workers Comp	234	175	175	206	206
TOTAL	\$ 1,205	\$ 1,454	\$ 1,454	\$ 1,257	\$ 1,257

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
MUNI JUDGE	19	1.00	108,616	1.00	113,120	1.00	113,120
JUD SUPPORT CLK 1-20	20	2.00	117,076	2.00	118,245	2.00	118,245
JUD SUPPORT CLK 2-20	20	1.00	63,250	1.00	63,882	1.00	63,882
JUD SUPPORT CLK 3-20	20	1.00	67,377	1.00	68,050	1.00	68,050
TOTAL		5.00	356,319	5.00	363,297	5.00	363,297

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.

Office of the Independent Monitor

Agency Overview

Agency Mission

The mission of the Office of the Independent Monitor 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 (“Monitor”), and required to work collaboratively with the Office of the Independent Police Monitor (“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.

2021 Budget Highlights

The 2021 Executive Budget includes funding for:

- The full annual cost of the Office of the Independent Monitor. The recommended budget includes the following:
 - Funding for the Office’s three positions authorized in 2020, including non-personnel costs for new Office (\$371,169)
 - Funding for the Police Civilian Oversight Board (\$29,600)
 - Funding for legal services for residents wishing to bring a case to the Oversight Board (\$50,000)

Budget Overview

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	-	-	-	450,769
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 450,769

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Independent Monitor	-	-	-	-	450,769
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 450,769

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	-	-	-	-	221,238
Benefits	-	-	-	-	53,931
Supplies	-	-	-	-	30,000
Purchased Services	-	-	-	-	145,600
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 450,769

Service Overview

Service: Independent Monitor

Citywide Element: Health & Safety

Service Description

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

Major Budget Changes

- The Executive Budget includes the full operating costs for the creation of the new Office as called for in Resolution RES-20-00632 authorized by the Common Council on September 1st, 2020. Costs for the new office are broken into the following 3 activities:
 - o Staff Costs for the Independent Monitor: 3 Positions; Total Cost=\$371,169
 - o Police Civilian Oversight Board Costs: \$29,600
 - o Legal Costs: \$50,000
- The 2020 Adopted Budget included \$200,000 for the creation of Independent Monitor. That portion of funding has been transferred to the new agency. The overall increase from the 2020 Adopted Budget to the 2021 Executive Budget is \$250,769.

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: Act as the supervisory body for the Independent Monitor and provide community forum 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
- 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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	-	-	-	450,769
Other-Expenditures	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 450,769

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	-	-	-	-	-
Personnel	-	-	-	-	275,169
Non-Personnel	-	-	-	-	175,600
Agency Charges	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 450,769

Line Item Detail

Agency Primary Fund: General

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	-	-	-	-	221,238
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 221,238

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Health Insurance Benefit	-	-	-	-	22,209
WRS	-	-	-	-	14,933
FICA Medicare Benefits	-	-	-	-	16,789
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 53,931

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Program Supplies	-	-	-	-	30,000
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 30,000

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Legal Services	-	-	-	-	50,000
Program Services	-	-	-	-	29,600
Other Services & Expenses	-	-	-	-	66,000
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 145,600

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget		Executive	
		Adopted	Request	Request	Executive	FTEs	Amount
		FTEs	Amount	FTEs	Amount	FTEs	Amount
DATA ANALYST 2	18	-	-	-	-	1.00	65,988
NEW POSITION	21	-	-	-	-	1.00	104,000
PROGRAM ASST 2-20	20	-	-	-	-	1.00	51,250
TOTAL		-	-	-	-	3.00	221,238

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Parking

Agency Overview

Agency Mission

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

Agency Overview

The Agency is responsible for providing services across garage parking, lot parking, on street parking, and parking operations. The goal of the Agency is to provide continuous improvement for the customer experience and to improve the City's parking infrastructure. The Parking Utility will advance this goal through system efficiencies, expanding cross-training for continuity of operations, and completion of an on-street meter replacement project.

2021 Budget Highlights

The 2021 Executive Budget:

- o Maintains the current staffing levels in the Parking Utility for 2021, including a reclassification converting vacant Parking Cashier Positions to Customer Service Ambassadors (3.0 FTE), Parking Maintenance Worker (2.0 FTE), and Program Assistant (1.0 FTE). The overall position count does not change under this proposal.
- o Proposes utilizing \$4.8 million in fund balance to offset temporary revenue loss. Based on current 2020 projections, and the amount of fund balance included in the Executive Budget, the Parking Utility fund balance will be \$13.4 million at the end of 2021; a little over one-year of expenditures. The actual fund balance applied in the 2021 Budget will be based on actual 2021 expenditures.
- o Continues funding for the Parking Enforcement service operated by the Police Department. Parking Enforcement is now presented as a service within the Police Department budget. The 2021 Executive Budget continues fully funding this service through the Parking Utility.

ParkingFunction: **Transportation***Budget Overview*

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Parking Utility	18,263,771	16,829,130	14,574,377	14,813,555	12,451,415
TOTAL	\$ 18,263,771	\$ 16,829,130	\$ 14,574,377	\$ 14,813,555	\$ 12,451,415

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Garage Parking	10,832,906	10,277,689	7,913,267	9,426,869	8,169,274
Lot Parking	265,769	243,390	194,591	251,897	249,172
On Street Parking	2,364,108	1,641,422	1,540,871	1,514,795	946,668
Parking Operations	4,800,987	4,666,629	4,925,648	3,619,994	3,086,301
TOTAL	\$ 18,263,771	\$ 16,829,130	\$ 14,574,377	\$ 14,813,555	\$ 12,451,415

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Charges For Services	(13,560,825)	(12,853,000)	(4,830,355)	(6,881,500)	(5,479,061)
Licenses & Permits	(3,194,796)	(2,645,000)	(2,496,525)	(2,072,000)	(2,072,000)
Investments & Other Contributions	(758,735)	(100,000)	(100,000)	(100,000)	(100,000)
Misc Revenue	(20,852)	(6,000)	(8,051)	(6,000)	(6,000)
Other Financing Source	(728,563)	(1,225,130)	1,010	(5,754,055)	(4,794,354)
TOTAL	\$ (18,263,771)	\$ (16,829,130)	\$ (7,433,921)	\$ (14,813,555)	\$ (12,451,415)

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	5,296,367	5,652,312	6,630,968	6,911,420	5,213,855
Benefits	2,037,024	1,859,762	2,095,107	2,239,270	1,735,584
Supplies	712,222	372,250	200,893	318,750	318,750
Purchased Services	2,232,583	3,004,549	2,911,492	3,007,061	3,001,509
Debt & Other Financing	7,284,244	4,260,702	559,892	1,520,000	-
Inter Depart Charges	701,331	801,555	801,555	817,054	1,040,864
Inter Depart Billing	-	-	-	-	(9,147)
Transfer Out	-	878,000	1,374,470	-	1,150,000
TOTAL	\$ 18,263,771	\$ 16,829,130	\$ 14,574,377	\$ 14,813,555	\$ 12,451,415

Parking

Function: Transportation

Service Overview

Service: Garage Parking

Citywide Element: Land Use and Transportation

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.

Major Budget Changes

- Decreased user fee revenues based on projected decline in demand for special event and daily parking for all of 2021. (\$4.6 million)

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	-	-	-	-
Other-Expenditures	10,832,906	10,277,689	7,913,267	9,426,869	8,169,274
TOTAL	\$ 10,832,906	\$ 10,277,689	\$ 7,913,267	\$ 9,426,869	\$ 8,169,274

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(13,343,273)	(12,681,748)	(5,780,674)	(6,520,000)	(6,500,535)
Personnel	5,056,010	5,542,721	4,695,618	5,728,611	4,802,442
Non-Personnel	5,742,156	4,705,100	3,187,781	3,645,200	3,316,582
Agency Charges	34,739	29,868	29,868	53,058	50,250
TOTAL	\$ (2,510,367)	\$ (2,404,059)	\$ 2,132,593	\$ 2,906,869	\$ 1,668,739

Parking

Function: Transportation

Service Overview

Service: Lot Parking

Citywide Element: Land Use and Transportation

Service Description

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

Major Budget Changes

- Charge for service revenues reduced to reflect decreased demand for all of 2021 (\$385,000)
- Permit revenues reduced to reflect lower levels of utilization throughout all of 2021 (\$82,000)

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	-	-	-	-
Other-Expenditures	265,769	243,390	194,591	251,897	249,172
TOTAL	\$ 265,769	\$ 243,390	\$ 194,591	\$ 251,897	\$ 249,172

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(1,193,516)	(1,182,000)	(511,972)	(715,500)	(591,895)
Personnel	82,066	1,500	67,783	1,500	1,500
Non-Personnel	149,986	212,900	97,818	212,100	212,100
Agency Charges	33,718	28,990	28,990	38,297	35,572
TOTAL	\$ (927,747)	\$ (938,610)	\$ (317,381)	\$ (463,603)	\$ (342,723)

Parking

Function: Transportation

Service Overview

Service: On Street Parking

Citywide Element: Land Use and Transportation

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.

Major Budget Changes

- Decreased metered revenue driven by projected decline in demand for all of 2021 (\$947,000)

Activities Performed by this Service

- On-Street Meters: Manage approximately 1,300 on-street metered spaces.
- Residential Parking Permit Program (RP3): Administration of the program.
- Other On-Street Restrictions: Administration of loading zone, ADA, time limit restrictions (non-RP3), and temporary no-parking restrictions.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	-	-	-	-
Other-Expenditures	2,364,108	1,641,422	1,540,871	1,514,795	946,668
TOTAL	\$ 2,364,108	\$ 1,641,422	\$ 1,540,871	\$ 1,514,795	\$ 946,668

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(3,705,147)	(2,830,000)	(1,136,364)	(1,818,000)	(558,631)
Personnel	1,262,803	1,083,904	1,132,324	1,028,670	504,650
Non-Personnel	1,067,587	491,700	342,729	411,000	369,618
Agency Charges	33,718	65,818	65,818	75,125	72,400
TOTAL	\$ (1,341,039)	\$ (1,188,578)	\$ 404,507	\$ (303,205)	\$ 388,037

Parking

Function: Transportation

Service Overview

Service: Parking Operations

Citywide Element: Land Use and Transportation

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.

Major Budget Changes

- Utilizes \$4.8 million in fund balance to fund operating costs across all services
- Decrease in Parking's estimated PILOT payment compared to the 2020 Adopted Budget (\$609,000)
- In previous budgets, costs for the Parking Enforcement program were included in this service. Parking Enforcement is now shown as a service in the Police budget.

Activities Performed by this Service

- Management: General management and administrative support for the Parking Division.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	-	-	-	-
Other-Expenditures	4,800,987	4,666,629	4,925,648	3,619,994	3,086,301
TOTAL	\$ 4,800,987	\$ 4,666,629	\$ 4,925,648	\$ 3,619,994	\$ 3,086,301

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(21,834)	(135,382)	(4,911)	(5,760,055)	(4,800,354)
Personnel	932,511	883,949	2,830,350	2,391,909	1,640,847
Non-Personnel	3,269,320	3,105,801	1,418,419	577,511	571,959
Agency Charges	599,156	676,879	676,879	650,574	873,495
TOTAL	\$ 4,779,153	\$ 4,531,247	\$ 4,920,737	\$ (2,140,061)	\$ (1,714,053)

Parking

Function: Transportation

Line Item Detail

Agency Primary Fund: Parking Utility

Charges for Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Reimbursement Of Expense	(15,871)	-	(992)	-	-
Cashiered Revenue	(10,426,260)	(9,921,000)	-	(5,018,000)	(5,018,000)
Metered Revenue	(3,118,693)	(2,932,000)	(4,829,363)	(1,863,500)	(461,061)
TOTAL	\$ (13,560,825)	\$ (12,853,000)	\$ (4,830,355)	\$ (6,881,500)	\$ (5,479,061)

Licenses & Permits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Parking Permits	(3,171,608)	(2,615,000)	(2,382,631)	(2,057,000)	(2,057,000)
Other Permits	(23,188)	(30,000)	(113,894)	(15,000)	(15,000)
TOTAL	\$ (3,194,796)	\$ (2,645,000)	\$ (2,496,525)	\$ (2,072,000)	\$ (2,072,000)

Investments & Contributions

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Interest	(758,735)	(100,000)	(100,000)	(100,000)	(100,000)
TOTAL	\$ (758,735)	\$ (100,000)	\$ (100,000)	\$ (100,000)	\$ (100,000)

Misc Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Easements	(439)	-	-	-	-
Miscellaneous Revenue	(20,413)	(6,000)	(8,051)	(6,000)	(6,000)
TOTAL	\$ (20,852)	\$ (6,000)	\$ (8,051)	\$ (6,000)	\$ (6,000)

Other Finance Sources

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Fund Balance Applied	(728,563)	(1,225,130)	1,010	(5,754,055)	(4,794,354)
TOTAL	\$ (728,563)	\$ (1,225,130)	\$ 1,010	\$ (5,754,055)	\$ (4,794,354)

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	4,401,512	5,137,268	5,836,368	6,468,616	4,771,051
Salary Savings	-	(235,996)	-	(235,996)	(235,996)
Pending Personnel	-	37,240	-	-	-
Premium Pay	52,117	60,000	37,337	60,000	60,000
Workers Compensation Wages	9,155	9,000	2,041	9,000	9,000
Compensated Absence	358,304	238,500	377,092	238,500	238,500
Hourly Wages	407,338	360,000	333,030	330,000	330,000
Overtime Wages Permanent	67,052	45,000	43,351	40,000	40,000
Overtime Wages Hourly	411	500	-	500	500
Election Officials Wages	477	800	1,749	800	800
TOTAL	\$ 5,296,367	\$ 5,652,312	\$ 6,630,968	\$ 6,911,420	\$ 5,213,855

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Comp Absence Escrow	131	100,000	125,555	100,000	100,000
Unemployment Benefits	5,415	5,000	8,931	10,000	10,000
Health Insurance Benefit	830,185	964,826	1,021,350	1,162,250	892,437
Wage Insurance Benefit	13,770	13,878	15,388	15,953	12,611
Health Insurance Retiree	0	-	-	-	-
WRS	308,456	341,381	410,487	418,872	315,961
FICA Medicare Benefits	365,434	385,605	456,394	483,123	355,503
Post Employment Health Plans	47,527	49,072	57,002	49,072	49,072
Other Post Emplmnt Benefit	61,306	-	-	-	-
Pension Expense	404,801	-	-	-	-
TOTAL	\$ 2,037,024	\$ 1,859,762	\$ 2,095,107	\$ 2,239,270	\$ 1,735,584

Parking

Function: Transportation

Line Item Detail

Agency Primary Fund: Parking Utility

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Purchasing Card Unallocated	-	-	11,654	-	-
Office Supplies	11,202	12,000	6,985	10,500	10,500
Copy Printing Supplies	30,985	25,000	2,403	25,000	25,000
Furniture	4,116	10,000	7,366	6,000	6,000
Hardware Supplies	29,631	40,000	7,486	40,000	40,000
Software Lic & Supplies	889	10,000	343	5,000	5,000
Postage	4,865	6,500	2,361	6,500	6,500
Books & Subscriptions	122	750	-	750	750
Work Supplies	30,801	40,000	28,656	40,000	40,000
Janitorial Supplies	16,563	11,000	13,487	13,000	13,000
Medical Supplies	219	500	614	500	500
Safety Supplies	9,192	5,500	2,670	5,500	5,500
Snow Removal Supplies	3,990	6,000	2,494	5,000	5,000
Uniform Clothing Supplies	838	2,500	-	2,500	2,500
Building	50	17,500	-	500	500
Building Supplies	5,658	30,000	6,064	15,000	15,000
Electrical Supplies	9,923	12,000	3,164	12,000	12,000
HVAC Supplies	2,597	6,000	1,753	4,000	4,000
Plumbing Supplies	1,236	2,000	-	2,000	2,000
Machinery And Equipment	452,100	15,000	6,146	15,000	15,000
Equipment Supplies	97,248	120,000	97,248	110,000	110,000
TOTAL	\$ 712,222	\$ 372,250	\$ 200,893	\$ 318,750	\$ 318,750

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Natural Gas	18,165	24,500	15,690	24,500	24,500
Electricity	209,261	297,500	258,140	297,500	297,500
Water	20,000	30,000	17,079	30,000	30,000
Stormwater	15,604	18,900	20,740	20,200	20,200
Telephone	4,469	7,000	8,995	11,861	6,309
Cellular Telephone	11,010	12,000	10,216	12,000	12,000
Systems Comm Internet	54,118	35,500	45,516	40,000	40,000
Building Improv Repair Maint	350,849	655,500	1,018,745	655,500	655,500
Elevator Repair	19,145	30,000	5,257	30,000	30,000
Facility Rental	3,071	10,000	2,559	5,000	5,000
Landfill	197	500	-	500	500
Grounds Improv Repair Maint	(285)	-	-	-	-
Landscaping	-	35,000	-	35,000	35,000
Snow Removal	268,759	345,000	345,000	345,000	345,000
Comm Device Mntc	2,085	20,000	-	20,000	20,000
Equipment Mntc	48,222	84,000	36,434	84,000	84,000
System & Software Mntc	39,500	60,000	91,276	71,000	71,000
Rental Of Equipment	166	5,000	192	5,000	5,000
Sidewalk Mntc	3,634	30,000	9,914	30,000	30,000
Street Light Mntc	20,749	-	-	-	-
Recruitment	56	1,000	42	500	500
Mileage	7,660	10,000	3,109	10,000	10,000
Conferences & Training	4,429	30,000	3,685	10,000	10,000
Memberships	1,015	2,000	1,390	2,000	2,000
Uniform Laundry	31,895	15,000	35,242	35,000	35,000
Audit Services	7,649	7,649	8,000	8,000	8,000
Bank Services	6,395	15,000	4,444	10,000	10,000
Credit Card Services	595,611	610,000	450,000	610,000	610,000
Delivery Freight Charges	53	500	-	500	500
Storage Services	80	-	27	-	-
Consulting Services	142,557	200,000	120,000	200,000	200,000
Advertising Services	2,500	20,000	10,500	6,000	6,000

Parking

Function: Transportation

Line Item Detail

Agency Primary Fund: Parking Utility

Parking Towing Services	61,154	62,000	55,669	62,000	62,000
Security Services	235,999	290,000	292,053	290,000	290,000
Other Services & Expenses	15,652	10,000	11,580	15,000	15,000
Taxes & Special Assessments	30,297	30,000	30,000	30,000	30,000
Permits & Licenses	862	1,000	-	1,000	1,000
TOTAL	\$ 2,232,583	\$ 3,004,549	\$ 2,911,492	\$ 3,007,061	\$ 3,001,509

Debt & Other Financing

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
PILOT	1,528,636	1,759,000	-	1,520,000	-
Depreciation	-	-	559,892	-	-
Fund Balance Generated	5,755,608	2,501,702	-	-	-
TOTAL	\$ 7,284,244	\$ 4,260,702	\$ 559,892	\$ 1,520,000	\$ -

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From GF	1,765	14,330	14,330	14,330	50,813
ID Charge From Attorney	23,143	11,717	11,717	11,717	48,614
ID Charge From Civil Rights	-	-	-	-	19,530
ID Charge From Clerk	565	388	388	388	-
ID Charge from EAP	-	4,781	4,781	4,781	3,775
ID Charge From Finance	59,939	185,983	185,983	185,983	265,252
ID Charge From Human Resources	46,038	50,000	50,000	50,000	60,652
ID Charge From Information Tec	72,366	113,060	113,060	113,060	157,532
ID Charge From Treasurer	125,124	-	-	-	-
ID Charge From Engineering	64,127	65,364	65,364	78,964	55,570
ID Charge From Fleet Services	102,313	88,102	88,102	116,210	107,940
ID Charge From Mayor	29,013	29,286	29,286	29,286	37,841
ID Charge From Traffic Eng	12,309	43,210	43,210	43,678	64,688
ID Charge From Econ Dev	515	-	-	-	-
ID Charge From Insurance	86,025	144,381	144,381	100,979	100,979
ID Charge From Workers Comp	78,088	50,953	50,953	67,678	67,678
TOTAL	\$ 701,331	\$ 801,555	\$ 801,555	\$ 817,054	\$ 1,040,864

Inter-Departmental Billings

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Billing To Engineering	-	-	-	-	(9,147)
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ (9,147)

Transfer Out

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer Out To General	-	878,000	1,374,470	-	1,150,000
TOTAL	\$ -	\$ 878,000	\$ 1,374,470	\$ -	\$ 1,150,000

Parking Utility

Function: Transportation

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN CLK 1-20	20	2.00	117,264	2.00	118,435	2.00	118,435
ADMIN SUPV-18	17	1.00	62,088	1.00	62,708	1.00	62,708
ASST PKG UTIL MGR-18	18	1.00	122,907	1.00	124,136	1.00	124,136
CIVIL TECH 2-16	16	1.00	55,672	1.00	56,228	1.00	56,228
CUSTODIAL WKR 2-16	16	1.00	60,653	1.00	61,259	1.00	61,259
CUSTOMER SERVICE AMBASSADC	16	1.00	44,628	1.00	45,074	4.00	220,470
CUSTOMER SVC AMBASSADOR-16	16	1.50	89,256	1.50	90,148	1.50	90,148
ENGINEER 4-18	18	1.00	106,799	1.00	107,866	1.00	107,866
INFORMATION CLERK-20	20	1.00	49,238	1.00	49,730	1.00	49,730
INFORMATION CLERK-20 PT	20	1.55	81,260	1.55	82,072	1.55	82,072
MAINT ELECTR 1-16	16	1.00	70,107	1.00	70,808	1.00	70,808
PKG ANALYST-18	18	1.00	79,697	1.00	80,493	1.00	80,493
PKG ASSET GIS COOR-18	18	1.00	76,180	1.00	76,941	1.00	76,941
PKG CASHIER-16	16	11.00	511,809	11.00	516,921	7.00	360,459
PKG CASHIER-16 PT	16	17.70	869,701	17.70	878,388	15.70	744,397
PKG COMM OUTREACH SPEC-18	18	1.00	65,595	1.00	66,250	1.00	66,250
PKG EQUIP MECH-16	16	3.00	191,418	3.00	193,330	3.00	193,330
PKG EQUIP TECH 1-16	16	2.00	126,707	2.00	127,973	2.00	127,973
PKG MAINT SUPV-18	18	1.00	81,651	1.00	82,467	1.00	82,467
PKG MAINT WKR 1-16	16	7.00	406,651	7.00	410,714	9.00	511,326
PKG MAINT WKR 2-16	16	1.00	70,749	1.00	71,456	1.00	71,456
PKG OPER ASST-20	20	1.00	68,905	1.00	69,594	1.00	69,594
PKG OPER SUPV-18	18	1.00	93,697	1.00	94,633	1.00	94,633
PKG REVENUE CLK-20	20	1.00	50,715	1.00	51,222	1.00	51,222
PKG REVENUE LDWKR-16	16	4.00	251,026	4.00	253,535	4.00	253,535
PKG REVENUE LDWKR-16 PT	16	0.90	59,243	0.90	59,835	0.90	59,835
PKG REVENUE SUPV-18	18	1.00	81,651	1.00	82,467	1.00	82,467
PKG SERVICE WKR-16	16	4.00	248,298	4.00	250,778	4.00	250,778
PKG TECH AIDE-16	16	1.00	67,637	1.00	68,313	1.00	68,313
PROGRAM ASST 1-20	20	2.00	114,156	2.00	115,297	3.00	165,315
TOTAL		74.65	4,375,358	74.65	4,419,071	74.65	4,454,644

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

Parks Division

Agency Overview

Agency Mission

The mission of the Parks Division is to provide a quality system of parks, natural resources, and recreational opportunities, improving connectivity 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.

2021 Budget Highlights

The 2021 Executive Budget:

- Proposes \$196,600 (or 1.0%) in reductions to the Park Division's budget. These reductions include:
 - Delaying hiring of the Olbrich Botanical Gardens Facility Maintenance Worker and reduces Olbrich Botanical Gardens laborer hours (Reduction: \$40,256).
 - Delaying hiring of Community Services Manager until midway through 2021 (Reduction: \$50,286).
 - Reducing maintenance services to the State Street Mall Concourse (Reduction: \$45,772).
 - Reducing funding for lifeguards at beaches (Reduction: \$38,000).
 - Reducing funding for Parks Maintenance and Facilities financial interns and conferences (Reduction: \$13,000).
 - Reducing funding for updating pavement ratings and the Parks facility database (Reduction: \$9,293).

Budget Overview

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	13,828,427	14,736,923	14,867,723	16,188,990	15,539,382
Other Restricted	4,845,318	391,050	-	376,050	376,050
Permanent	430,793	343,400	-	312,400	312,400
TOTAL	\$ 19,104,538	\$ 15,471,373	\$ 14,867,723	\$ 16,877,440	\$ 16,227,832

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Community Recreation Services	979,393	1,259,468	1,311,261	1,290,029	1,207,852
Olbrich Botanical Gardens	880,495	1,125,579	1,297,773	1,508,577	1,426,106
Park Maintenance & Forestry	16,118,102	11,827,596	11,070,899	12,582,614	12,293,731
Planning & Development	749,546	800,711	734,715	1,037,351	838,045
Warner Park & Community Center	377,001	458,018	453,077	458,868	462,097
TOTAL	\$ 19,104,538	\$ 15,471,373	\$ 14,867,723	\$ 16,877,440	\$ 16,227,832

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Intergov Revenues	(85,029)	(87,500)	(87,500)	(93,000)	(93,000)
Charges For Services	(1,329,785)	(1,444,900)	(654,212)	(1,435,670)	(1,435,670)
Licenses & Permits	(41,307)	(48,000)	(38,585)	(48,000)	(48,000)
Fine & Forfeiture	(536,273)	(762,000)	(716,280)	(773,000)	(727,229)
Investments & Other Contributions	(60,121)	(122,000)	10	(115,000)	(115,000)
Misc Revenue	(67,893)	(53,200)	(21,221)	(52,500)	(52,500)
Other Financing Source	(53,400)	(45,800)	(47,895)	(45,800)	(45,800)
Transfer In	(4,275,837)	(526,500)	(202,492)	(201,500)	(201,500)
TOTAL	\$ (6,449,646)	\$ (3,089,900)	\$ (1,768,176)	\$ (2,764,470)	\$ (2,718,699)

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	11,431,350	10,307,978	9,110,903	10,643,796	10,123,961
Benefits	3,533,528	2,761,050	2,722,120	2,929,856	2,932,043
Supplies	1,207,774	984,335	915,336	1,026,258	1,002,858
Purchased Services	1,898,001	2,015,592	1,838,282	1,965,224	1,923,689
Debt & Other Financing	273,946	146,560	-	115,327	112,863
Inter Depart Charges	2,508,568	2,049,258	2,049,258	2,634,949	2,524,617
Transfer Out	4,701,016	296,500	-	326,500	326,500
TOTAL	\$ 25,554,184	\$ 18,561,273	\$ 16,635,899	\$ 19,641,910	\$ 18,946,531

Service Overview

Service: Community Recreation Services

Citywide Element: Culture and Character

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.

Major Budget Changes

- Increases anticipated contract costs for portable toilets, pool chemicals, and concessions (\$6,700).
- Delays hiring of Community Services Manager position until 7/12/21 (\$50,300).
- Reduces funding for lifeguards at beaches (\$38,000).
- 2020 Projection data does not include other fund expenditures.

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: Provide access and lifeguard service to beaches and the community pool and manage beach, pool, and splash park usage for the community.
- Programs: Oversee recreational programming for all residents, including Ride the Drive, Hayrides, Learn to Series, Sina Davis Movies in the Park, and other park-sponsored events.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	979,393	1,259,468	1,311,261	1,290,029	1,207,852
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 979,393	\$ 1,259,468	\$ 1,311,261	\$ 1,290,029	\$ 1,207,852

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(1,049,152)	(1,012,050)	(446,226)	(1,022,620)	(1,022,620)
Personnel	1,737,859	1,934,680	1,452,216	1,951,198	1,872,961
Non-Personnel	226,019	260,270	228,702	266,521	266,216
Agency Charges	64,667	76,568	76,568	94,930	91,295
TOTAL	\$ 979,393	\$ 1,259,468	\$ 1,311,261	\$ 1,290,029	\$ 1,207,852

Service Overview

Service: Olbrich Botanical Gardens

Citywide Element: Culture and Character

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.

Major Budget Changes

- Increases reimbursement from UW-Madison for the Horticulturist position that maintains the Thai Pavilion (\$5,500).
- Delays hiring of the Olbrich Botanical Gardens Facility Maintenance Worker until 7/12/21 (\$34,200).
- Reduces Olbrich Botanical Gardens laborer hours for outdoor gardens by 365 hours reducing the schedule for mowing, mulching, tree planting, and related activities. Staff indicate that this delay could impact the tasks noted above, but that the magnitude of the delay depends on weather, volunteer availability, and horticulturist plans, among other factors. (\$6,100)

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: Nourish, share, and interpret the gardens as well as managing facility rentals and the Bolz Conservatory admissions program.
- Exotic Plant Conservation: Maintain plant collections native to the world's tropical forests for study, enjoyment, and public benefit.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	880,495	1,125,579	1,297,773	1,508,577	1,426,106
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 880,495	\$ 1,125,579	\$ 1,297,773	\$ 1,508,577	\$ 1,426,106

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(651,913)	(614,000)	(199,957)	(294,500)	(294,500)
Personnel	1,185,796	1,325,990	1,199,434	1,381,322	1,304,144
Non-Personnel	309,634	359,130	243,837	368,265	364,995
Agency Charges	36,978	54,459	54,459	53,490	51,467
TOTAL	\$ 880,495	\$ 1,125,579	\$ 1,297,773	\$ 1,508,577	\$ 1,426,106

Service Overview

Service: Park Maintenance & Forestry

Citywide Element: Green and Resilient

Service Description

This service is responsible for the maintenance of all park facilities, open spaces and parkland, dog parks, and disc golf courses. Specific functions of this service include (1) general park maintenance, (2) facilities maintenance, (3) conservation park maintenance, (4) Mall/Concourse park maintenance, (5) park construction, and (6) the operation of the Forest Hill Cemetery. The goal of the service is a well-maintained and well-used park system.

Major Budget Changes

- Increases hourly wages and benefits for Park maintenance (\$29,000) based on trends in staffing needs.
- Reduces Mall Concourse services including: seasonal flower planter program, delays snow removal, reduces sidewalk washing, and suspends decorative fountain operations. The total savings from these reductions is \$80,600; the City's share of the proposed savings is \$45,800.
- Reduces funding for finance interns, supplies, and conferences (\$13,000).

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 general parkland and conservation areas and other city-owned property and manage turf on medians and other city-owned property.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	10,841,991	11,093,146	11,070,899	11,894,164	11,605,281
Other-Expenditures	5,276,111	734,450	-	688,450	688,450
TOTAL	\$ 16,118,102	\$ 11,827,596	\$ 11,070,899	\$ 12,582,614	\$ 12,293,731

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(4,547,924)	(1,183,150)	(1,043,141)	(1,194,550)	(1,148,779)
Personnel	10,894,208	8,502,858	8,118,632	8,715,660	8,547,937
Non-Personnel	7,385,788	2,613,609	2,101,129	2,604,662	2,541,650
Agency Charges	2,386,030	1,894,279	1,894,279	2,456,842	2,352,923
TOTAL	\$ 16,118,102	\$ 11,827,596	\$ 11,070,899	\$ 12,582,614	\$ 12,293,731

Service Overview

Service: Planning & Development

Citywide Element: Culture and Character

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.

Major Budget Changes

- Reduces the hourly budget for updating pavement ratings and maintaining the Parks facility database (\$9,300).
- Personnel adjustments between Agency Request and Executive reflect updates to how staff costs are allocated between the operating and capital budget. The allocations included in the Executive Budget are consistent with assumptions used in the 2020 Adopted Budget.

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, manage and coordinate requests for use of parkland including Temporary Land Use permits, and participate 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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	749,546	800,711	734,715	1,037,351	838,045
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 749,546	\$ 800,711	\$ 734,715	\$ 1,037,351	\$ 838,045

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(1,650)	(6,500)	(1,700)	(1,500)	(1,500)
Personnel	684,638	743,623	657,427	974,502	775,689
Non-Personnel	57,545	54,970	70,369	51,310	51,310
Agency Charges	9,013	8,618	8,618	13,039	12,546
TOTAL	\$ 749,546	\$ 800,711	\$ 734,715	\$ 1,037,351	\$ 838,045

Service Overview

Service: Warner Park & Community Center

Citywide Element: Neighborhoods and Housing

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.

Major Budget Changes

- The Executive Budget maintains the current level of service.

Activities Performed by this Service

- Facility Maintenance and Rental: Maintain and make various spaces within WCPRC available for use and rent to the community for meetings, classes, parties, weddings, and catering 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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	377,001	458,018	453,077	458,868	462,097
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 377,001	\$ 458,018	\$ 453,077	\$ 458,868	\$ 462,097

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(199,007)	(274,200)	(77,152)	(251,300)	(251,300)
Personnel	462,378	561,876	405,313	550,969	555,272
Non-Personnel	101,751	155,008	109,581	142,551	141,739
Agency Charges	11,879	15,334	15,334	16,648	16,386
TOTAL	\$ 377,001	\$ 458,018	\$ 453,077	\$ 458,868	\$ 462,097

Parks

Function: Public Works

Line Item Detail

Agency Primary Fund: General

Intergovernmental Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Local Revenues Operating	(85,029)	(87,500)	(87,500)	(93,000)	(93,000)
TOTAL	\$ (85,029)	\$ (87,500)	\$ (87,500)	\$ (93,000)	\$ (93,000)

Charges for Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Parks Use Charges	(91,159)	(60,000)	(4,744)	(60,000)	(60,000)
Boat Launch	(206,251)	(225,000)	(203,159)	(225,000)	(225,000)
Catering Concessions	(148,220)	(189,650)	(124,875)	(189,650)	(189,650)
Facility Rental	(330,613)	(438,600)	(113,297)	(431,670)	(431,670)
Admissions	(311,480)	(267,000)	(148,228)	(297,000)	(297,000)
Lessons	(82,535)	(72,600)	(1,133)	(72,600)	(72,600)
Program Revenue	(96)	(37,000)	(12,021)	(5,100)	(5,100)
Memberships	(42,502)	(45,000)	(6,864)	(45,000)	(45,000)
Reimbursement Of Expense	(116,915)	(109,200)	(39,716)	(108,800)	(108,800)
Service Charges Commissions	(13)	(850)	(175)	(850)	(850)
TOTAL	\$ (1,329,785)	\$ (1,444,900)	\$ (654,212)	\$ (1,435,670)	\$ (1,435,670)

Licenses & Permits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Other Permits	(41,307)	(48,000)	(38,585)	(48,000)	(48,000)
TOTAL	\$ (41,307)	\$ (48,000)	\$ (38,585)	\$ (48,000)	\$ (48,000)

Fine Forfeiture & Assessments

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Spec Assessments Service	(536,273)	(762,000)	(716,280)	(773,000)	(727,229)
TOTAL	\$ (536,273)	\$ (762,000)	\$ (716,280)	\$ (773,000)	\$ (727,229)

Investments & Contributions

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Contributions & Donations	(60,121)	(122,000)	10	(115,000)	(115,000)
TOTAL	\$ (60,121)	\$ (122,000)	\$ 10	\$ (115,000)	\$ (115,000)

Misc Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Miscellaneous Revenue	(67,893)	(53,200)	(21,221)	(52,500)	(52,500)
TOTAL	\$ (67,893)	\$ (53,200)	\$ (21,221)	\$ (52,500)	\$ (52,500)

Other Finance Sources

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Trade In Allowance	(53,400)	(45,800)	(47,895)	(45,800)	(45,800)
TOTAL	\$ (53,400)	\$ (45,800)	\$ (47,895)	\$ (45,800)	\$ (45,800)

Transfer In

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer In From Grants	(192,424)	-	-	-	-
Transfer In From Other Restric	(3,883,275)	(325,000)	-	-	-
Transfer In From Permanent	(187,901)	(201,500)	(190,255)	(201,500)	(201,500)
Transfer In From Insurance	(12,237)	-	(12,237)	-	-
TOTAL	\$ (4,275,837)	\$ (526,500)	\$ (202,492)	\$ (201,500)	\$ (201,500)

ParksFunction: **Public Works***Line Item Detail*Agency Primary Fund: **General**

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	9,567,326	8,308,558	7,929,544	8,761,742	8,434,784
Salary Savings	-	(190,782)	-	(190,782)	(315,127)
Pending Personnel	-	307,665	-	152,348	152,348
Premium Pay	52,101	55,700	27,168	57,510	57,510
Workers Compensation Wages	36,730	-	48,692	-	-
Compensated Absence	73,790	80,000	3,038	82,600	82,600
Hourly Wages	1,473,291	1,464,138	1,093,094	1,511,726	1,443,194
Overtime Wages Permanent	111,679	143,245	-	147,900	147,900
Overtime Wages Hourly	4,980	5,000	5,961	5,000	5,000
Election Officials Wages	766	600	3,404	600	600
TOTAL	\$ 11,320,663	\$ 10,174,125	\$ 9,110,903	\$ 10,528,645	\$ 10,008,810

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Comp Absence Escrow	124,773	-	56,833	-	-
Health Insurance Benefit	1,725,796	1,417,907	1,466,914	1,525,677	1,573,176
Wage Insurance Benefit	35,193	27,339	43,944	31,806	31,769
Health Insurance Retiree	43	-	-	-	-
WRS	662,865	560,829	502,431	586,448	564,373
FICA Medicare Benefits	831,856	623,971	570,983	647,586	621,922
Licenses & Certifications	483	-	386	-	-
Post Employment Health Plans	111,549	89,467	80,629	89,467	89,467
TOTAL	\$ 3,492,557	\$ 2,719,513	\$ 2,722,120	\$ 2,880,984	\$ 2,880,707

Parks

Function: Public Works

Line Item Detail

Agency Primary Fund: General

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Purchasing Card Unallocated	-	-	3,288	-	-
Office Supplies	16,183	16,300	14,383	15,050	15,050
Copy Printing Supplies	34,794	32,700	29,114	32,893	31,493
Furniture	9,755	9,000	3,280	3,200	3,200
Hardware Supplies	16,241	6,500	10,740	6,900	6,900
Software Lic & Supplies	12,978	1,000	1,210	1,000	1,000
Postage	46,931	37,000	38,951	38,000	38,000
Program Supplies	6,267	31,800	8,236	33,800	33,800
Books & Subscriptions	924	-	682	-	-
Work Supplies	172,771	107,055	129,535	132,455	132,455
Janitorial Supplies	49,336	56,500	56,008	56,500	56,500
Medical Supplies	1,812	1,500	2,262	1,500	1,500
Safety Supplies	26,415	23,300	25,077	19,700	19,700
Snow Removal Supplies	21,522	10,000	16,793	10,000	10,000
Uniform Clothing Supplies	18,078	24,200	22,894	21,650	21,650
Food And Beverage	2,594	6,300	4,228	6,400	6,400
Building	314	-	1,253	-	-
Building Supplies	54,940	84,600	69,570	80,100	80,100
HVAC Supplies	21,075	14,000	17,026	11,000	11,000
Plumbing Supplies	4,836	6,000	7,049	6,000	6,000
Landscaping Supplies	72,362	80,800	66,287	66,550	66,550
Trees Shrubs Plants	15,383	22,300	22,351	81,500	63,500
Fertilizers And Chemicals	258,945	47,150	31,896	48,510	48,510
Machinery And Equipment	85,459	71,430	81,263	88,430	84,430
Equipment Supplies	171,342	187,500	208,660	167,500	167,500
Tires	2,505	5,000	6,270	5,000	5,000
Gasoline	460	1,200	1,312	600	600
Diesel	302	1,200	1,414	500	500
Propane Gas	4,482	15,100	6,834	15,100	15,100
Oil	7,528	4,900	7,911	4,900	4,900
Inventory	31,722	42,000	19,562	42,320	42,320
TOTAL	\$ 1,168,257	\$ 946,335	\$ 915,336	\$ 997,058	\$ 973,658

Parks

Function: Public Works

Line Item Detail

Agency Primary Fund: General

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Natural Gas	114,163	112,700	178,528	112,700	112,700
Electricity	464,833	443,095	397,738	439,095	439,095
Water	429,399	474,347	425,907	469,247	469,247
Stormwater	292,065	287,000	293,565	287,000	287,000
Telephone	13,316	23,330	26,451	29,110	17,675
Cellular Telephone	13,379	12,560	11,724	13,110	13,110
Systems Comm Internet	4,582	4,400	4,700	4,400	4,400
Building Improv Repair Maint	18,753	26,000	38,687	25,000	25,000
Waste Disposal	15,776	-	20,186	-	-
Pest Control	4,228	5,770	3,716	4,770	4,770
Elevator Repair	3,518	4,000	3,166	5,000	5,000
Facility Rental	42,456	6,000	16,989	6,000	6,000
Custodial Bldg Use Charges	70,553	77,474	77,474	77,474	77,474
Landfill	31,845	50,000	15,528	50,000	50,000
Grounds Improv Repair Maint	6,779	-	-	-	-
Landscaping	26,888	27,300	27,005	500	500
Office Equipment Repair	119	-	-	-	-
Equipment Mntc	31,333	32,660	33,000	32,660	32,660
System & Software Mntc	24,654	50,140	30,548	46,197	46,197
Rental Of Equipment	66,054	94,350	100,981	99,550	99,550
Sidewalk Mntc	5,717	-	-	-	-
Recruitment	2,893	4,000	2,228	4,000	4,000
Mileage	6,427	1,800	3,274	2,200	2,200
Conferences & Training	28,862	24,860	8,000	30,280	18,180
Memberships	10,974	9,650	13,010	9,450	9,450
Uniform Laundry	876	2,150	1,185	2,150	2,150
Bank Services	88	-	60	30	30
Credit Card Services	1,111	960	1,141	910	910
Storage Services	594	630	584	630	630
Consulting Services	570	1,000	4,336	1,800	1,800
Advertising Services	3,007	5,100	1,090	3,600	3,600
Printing Services	2,212	500	500	1,180	1,180
Engineering Services	28,827	30,000	31,800	33,340	33,340
Investigative Services	378	-	-	-	-
Security Services	4,524	6,908	6,042	7,108	7,108
Program Services	608	9,800	471	9,800	9,800
Other Services & Expenses	48,377	84,058	40,914	82,483	64,483
Comm Agency Contracts	16,655	21,000	16,655	17,000	17,000
Permits & Licenses	3,936	4,050	1,101	4,050	4,050
TOTAL	\$ 1,841,326	\$ 1,937,592	\$ 1,838,282	\$ 1,911,824	\$ 1,870,289

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From Engineering	14,111	14,111	14,111	14,111	14,111
ID Charge From Fleet Services	2,050,135	1,668,724	1,668,724	2,200,116	2,089,784
ID Charge From Traffic Eng	28,423	22,424	22,424	22,424	22,424
ID Charge From Insurance	118,213	137,532	137,532	144,675	144,675
ID Charge From Workers Comp	244,386	206,467	206,467	253,623	253,623
TOTAL	\$ 2,455,268	\$ 2,049,258	\$ 2,049,258	\$ 2,634,949	\$ 2,524,617

Parks Division

Function: Public Works

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCOUNTANT 3-18	18	1.00	89,368	1.00	90,260	1.00	90,260
ACCT CLERK 3-20	20	1.00	53,952	1.00	54,491	1.00	54,491
ADMIN ASST-20	20	1.00	68,905	1.00	69,594	1.00	69,594
ADMIN CLK 1-20	20	4.00	218,432	4.00	220,614	4.00	220,614
ADMIN CLK 1-20 PT	20	0.60	31,296	0.60	31,608	0.60	31,608
ADMIN SUPV-18	17	1.00	64,211	1.00	64,853	1.00	64,853
ARBORIST 1-16	16	4.00	232,302	2.00	122,166	2.00	122,166
ARBORIST 2-16	16	1.00	68,555	1.00	69,240	1.00	69,240
ASST PKS SUPERINTENDENT-18	18	2.00	240,016	2.00	242,415	2.00	242,415
BOTANICAL CENTER DIR-18	18	1.00	108,690	1.00	109,776	1.00	109,776
CARPENTER-71	71	2.00	143,503	2.00	144,937	2.00	144,937
CEMETERY OPRS LDWKR-16	16	1.00	68,076	1.00	68,756	1.00	68,756
CONS CURATOR ASST-16	16	1.00	58,909	1.00	59,498	1.00	59,498
CONS RESOURCE SUPV-18	18	1.00	79,697	1.00	80,493	1.00	80,493
CONSERVATION TECH-16	16	2.00	127,228	2.00	128,500	2.00	128,500
CUSTODIAL WKR 1-16	16	1.00	42,813	1.00	43,241	1.00	43,241
ELECTRICIAN FOREPERS-71	71	1.00	84,556	1.00	85,401	1.00	85,401
ENGINEER 3-18	18	1.00	92,873	1.00	93,801	1.00	93,801
EQPT OPR 2-16	16	3.00	180,462	3.00	182,265	3.00	182,265
EQPT OPR 3-16	16	4.00	269,278	4.00	271,969	4.00	271,969
FACILITY MAINT WKR-16	16	3.00	175,310	3.00	177,062	3.00	177,062
GARDENER-16	16	6.00	289,002	6.00	291,889	6.00	291,889
GARDENER-LEAD-16	16	1.00	68,555	1.00	69,240	1.00	69,240
HORTICULTURE SUPV-18	18	1.00	89,260	1.00	90,152	1.00	90,152
HORTICULTURIST-16	16	1.00	63,488	1.00	64,122	1.00	64,122
LANDSCAPE ARCHITECT 2-18	18	1.00	72,903	1.00	73,632	1.00	73,632
LANDSCAPE ARCHITECT 3-18	18	2.00	183,117	2.00	184,947	2.00	184,947
LANDSCAPE ARCHITECT 4-18	18	1.00	99,102	1.00	100,093	1.00	100,093
LANDSCAPE CONSTR SUP-18	18	1.00	83,682	1.00	84,518	1.00	84,518
MAINT MECH 2-16	16	2.00	131,630	2.00	132,946	2.00	132,946
MAINT PAINTER-16	16	1.00	65,650	1.00	66,305	1.00	66,305
NEW POSITION	18	1.00	72,903	1.00	73,632	1.00	73,632
OLBR FAC/VOL COORD-18	18	1.00	70,740	1.00	71,447	1.00	71,447
PARKS SUPT-21	21	1.00	147,010	1.00	148,480	1.00	148,480
PARKS WORKER16-PT	16	3.75	181,017	3.75	182,827	3.75	182,827
PKS COMM SERVS MGR-18	18	1.00	79,697	1.00	80,493	1.00	80,493
PKS EQUIP MECH 1-16	16	2.00	136,399	2.00	137,762	2.00	137,762
PKS EQUIP MECH 2-16	16	1.00	76,233	1.00	76,995	1.00	76,995
PKS FAC/MAINT SUPV-18	18	1.00	83,658	1.00	84,494	1.00	84,494
PKS GEN SUPV-18	18	3.00	243,834	3.00	246,271	3.00	246,271
PKS MAINT MECHANIC-16	16	4.00	290,148	4.00	293,048	4.00	293,048
PKS MAINT WKR-16	16	40.00	2,376,580	40.00	2,400,330	40.00	2,400,330
PKS OPER MGR-18	18	1.00	100,638	1.00	101,644	1.00	101,644

Parks Division

Function: Public Works

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
PKS OPR LDWKR-16	16	3.00	205,714	3.00	207,770	3.00	207,770
PKS PLAN/DEV MGR-18	18	1.00	105,477	1.00	106,531	1.00	106,531
PKS RANGER LDWKR-16	16	1.00	63,614	1.00	64,251	1.00	64,251
PKS RANGER-16	16	2.60	126,834	2.60	128,100	2.60	128,100
PLAYGROUND TECH-16	16	1.00	66,093	1.00	66,753	1.00	66,753
PLUMBER-71	71	1.00	78,640	1.00	79,426	1.00	79,426
PROGRAM ASST 1-20	20	1.00	58,691	1.00	59,277	1.00	59,277
PROGRAM ASST 1-20 PT	20	1.60	79,846	1.60	80,643	1.60	96,390
PROGRAM ASST 2-20	20	2.00	125,763	2.00	127,020	2.00	127,020
PUB WKS FORE-18	18	1.00	74,758	1.00	75,505	1.00	75,505
PUB WKS LEADWKR-16	16	4.00	264,497	4.00	267,139	4.00	267,139
PUBLIC INFORMATION OFF 2-18	18	1.00	86,168	1.00	87,029	1.00	87,029
RECR SERVS COORD-18	18	2.00	165,770	2.00	167,426	2.00	167,426
STS USE STAFF TEAM COORD-18	18	1.00	74,548	1.00	75,293	1.00	75,293
SURVEYOR 2-18	18	1.00	84,479	1.00	85,323	1.00	85,323
WARNER PK FACILTY MGR-18	18	1.00	72,903	1.00	73,632	1.00	73,632
WELDER-16	16	1.00	74,024	1.00	74,764	1.00	74,764
TOTAL		139.55	9,311,497	137.55	9,292,089	137.55	9,307,836

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

PCED Office of the Director

Agency Overview

Agency Mission

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

Agency Overview

The Agency is responsible for the overall leadership and management of PCED divisions: Community Development, Economic Development, Planning, CDA Housing Operations, CDA Redevelopment, and Building Inspection. The PCED Director 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.

2021 Budget Highlights

The 2021 Executive Budget:

- Proposes \$28,000 (or 5%) in reductions to PCED Office of the Director's budget. These reductions include:
 - Reallocating part of PCED Director's salary and benefits (0.15 FTE) to the Community Development Authority for the time spent supporting the CDA (Reduction: \$28,000).
- Adjusts salaries and benefits to reflect the transfer of three Administrative Clerk positions (3.0 FTE) from PCED Office of the Director to the Planning Division (Reduction: \$237,000).

Budget Overview

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	878,177	872,102	525,838	556,084	527,617
TOTAL	\$ 878,177	\$ 872,102	\$ 525,838	\$ 556,084	\$ 527,617

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
PCED Administration	878,177	872,102	525,838	556,084	527,617
TOTAL	\$ 878,177	\$ 872,102	\$ 525,838	\$ 556,084	\$ 527,617

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	562,218	586,657	399,910	375,951	356,499
Benefits	232,756	184,781	95,503	83,077	84,537
Supplies	9,733	7,050	2,038	7,800	7,800
Purchased Services	56,716	76,352	11,125	72,139	61,664
Inter Depart Charges	16,755	17,262	17,262	17,117	17,117
TOTAL	\$ 878,177	\$ 872,102	\$ 525,838	\$ 556,084	\$ 527,617

Service Overview

Service: PCED Administration

Citywide Element: Effective Government

Service Description

This service supports the overall administration of the Department of Planning, Community, and Economic Development (DPCED). The DPCED director also serves as the executive director of the Community Development Authority (CDA), which includes the Housing Operations. The office provides centralized services to DPCED divisions, advances department-wide initiatives, and aligns agency activities with City priorities. The goal is to reduce the time that department heads and professional staff spend on administrative functions such as committee support, document management, budgeting, and financial management.

Major Budget Changes

- Transferred three Administrative Clerk positions (3.0 FTE) from PCED Office of the Director to the Planning Division to align the budgeted location of the staff with the location where the three Administrative Clerks provide services. This change was approved by the Common Council midyear in 2020 (\$237,000).
- Reallocated part of the PCED Director's payroll (0.15 FTE) to CDA Housing and CDA Redevelopment for the time spent supporting the Community Development Authority (\$28,000).
- Reduced budget for consultant blights studies (\$8,000).
- Removed budget for conferences and training as part of city reduction to training (\$10,000).

Activities Performed by this Service

- 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.
- Staffing City Committees and Boards: The Office of the Director (OOD) supports and staffs City committees. The most recent DPCED Director also served as the Executive Director of the Community Development Authority (CDA). Under the CDA Contract for Services with the City, OOD staff the CDA Board and Finance Subcommittee.
- Graphic Design and Document Development: The OOD hired a new 0.6 FTE Graphics Technician position in June to support the document design and creation needs of all DPCED divisions.
- Supporting Citywide Initiatives: The OOD provides coordination, leadership, and staff to support citywide initiatives like the annual budget process, Results Madison, Performance Excellence, Employee Voice Survey, and Racial Equity and Social Justice.
- Supporting DPCED Projects and Activities: As needed, OOD staff provide additional administrative support for projects led by DPCED divisions. This may include meeting scheduling, clerical responsibilities, communication, and meeting logistics.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	878,177	872,102	525,838	556,084	527,617
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 878,177	\$ 872,102	\$ 525,838	\$ 556,084	\$ 527,617

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	-	-	-	-	-
Personnel	794,973	771,438	495,413	459,028	441,036
Non-Personnel	66,449	83,402	13,163	79,939	69,464
Agency Charges	16,755	17,262	17,262	17,117	17,117
TOTAL	\$ 878,177	\$ 872,102	\$ 525,838	\$ 556,084	\$ 527,617

Line Item Detail

Agency Primary Fund: General

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	542,217	561,723	397,432	348,734	329,282
Salary Savings	-	(23,548)	-	(8,566)	(8,566)
Compensated Absence	18,209	2,935	1,888	2,935	2,935
Hourly Wages	-	40,547	-	31,848	31,848
Overtime Wages Permanent	1,405	5,000	203	1,000	1,000
Election Officials Wages	387	-	387	-	-
TOTAL	\$ 562,218	\$ 586,657	\$ 399,910	\$ 375,951	\$ 356,499

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Comp Absence Escrow	67,001	-	-	-	-
Health Insurance Benefit	88,821	103,152	52,829	37,939	40,918
Wage Insurance Benefit	1,496	1,805	957	698	737
WRS	30,516	35,992	17,723	14,786	14,786
FICA Medicare Benefits	41,720	40,528	21,477	26,350	24,792
Post Employment Health Plans	3,200	3,304	2,518	3,304	3,304
TOTAL	\$ 232,756	\$ 184,781	\$ 95,503	\$ 83,077	\$ 84,537

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Office Supplies	4,195	3,000	1,350	3,000	3,000
Copy Printing Supplies	2,147	1,000	186	1,000	1,000
Furniture	458	1,000	-	1,000	1,000
Hardware Supplies	2,610	1,500	84	2,250	2,250
Software Lic & Supplies	-	400	368	400	400
Postage	117	150	50	150	150
Food And Beverage	205	-	-	-	-
TOTAL	\$ 9,733	\$ 7,050	\$ 2,038	\$ 7,800	\$ 7,800

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Telephone	-	500	752	752	272
Cellular Telephone	-	240	690	900	900
Facility Rental	6,219	500	2,559	-	-
System & Software Mntc	1,532	1,650	3,400	900	900
Recruitment	4,164	4,000	-	2,000	2,000
Conferences & Training	342	10,000	1,000	10,000	5
Memberships	15	50	12	50	50
Storage Services	57	50	63	60	60
Consulting Services	41,150	55,402	-	47,477	47,477
Printing Services	246	-	-	-	-
Other Services & Expenses	2,990	3,960	2,649	10,000	10,000
TOTAL	\$ 56,716	\$ 76,352	\$ 11,125	\$ 72,139	\$ 61,664

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From Engineering	15,388	15,388	15,388	15,388	15,388
ID Charge From Insurance	1,068	1,655	1,655	1,403	1,403
ID Charge From Workers Comp	299	219	219	326	326
TOTAL	\$ 16,755	\$ 17,262	\$ 17,262	\$ 17,117	\$ 17,117

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN CLK 1-20	20	4.00	223,868	1.00	48,463	1.00	48,463
ADMIN SUPV-18	17	1.00	53,819	1.00	54,357	1.00	54,357
DIRECTOR PLAN COMM ECON DE	21	1.00	128,396	1.00	129,679	1.00	129,679
DPCED ADMIN SERVS MGR-18	18	1.00	100,638	1.00	101,644	1.00	101,644
GRAPHICS TECH-20 PT	20	0.60	29,543	0.60	29,838	0.60	29,838
TOTAL		7.60	536,264	4.60	363,981	4.60	363,981

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

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, initiating a Citywide long-range facilities plan, and continuing with Neighborhood Roundtables.

2021 Budget Highlights

The 2021 Executive Budget:

- Proposes \$82,000 (or 2.2%) in reductions to Planning's budget. These reductions include:
 - Allocating part of the Arts Administrator position to the Municipal Art Fund capital program (Reduction: \$60,000).
 - Reducing funding for an ongoing contract with the UW Applied Population Lab Neighborhood Indicators Project (Reduction: \$30,000).
 - Reducing funding for consultant planning studies (reduction: \$6,500).
- Adds funding for a development of a communication plan related to the upcoming Town of Madison attachment (Increase: \$30,000).
- Adjusts salaries and benefits to reflect the transfer of three Administrative Clerk positions (3.0 FTE) from PCED Office of the Director to the Planning Division that was authorized midyear in 2020 (Increase: \$237,000).
- Continues funding for the following programs:
 - Placemaking activities (\$10,000).
 - 2021 Neighborhood Roundtables (\$10,000).
 - Neighborhood Grant Program (\$30,000).
 - Annual Municipal Arts Grant Program (\$80,500).
 - BLINK temporary art program (\$10,000).
 - Poet Laureate Program (\$1,500).
 - Business Improvement District programming (\$65,500).

The 2021 Executive Budget includes \$940,516 in anticipated grant revenues and expenditures:

- Metropolitan Planning Organization (MPO) intergovernmental revenues (\$923,708). The City's local match for the MPO decreased by \$4,000 to \$152,000.
- Wisconsin Arts Grants (\$10,500).

Budget Overview

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	3,233,345	3,315,474	3,681,157	3,621,016	3,543,616
Other Grants	1,142,355	1,131,712	1,076,517	1,120,827	1,120,827
TOTAL	\$ 4,375,699	\$ 4,447,186	\$ 4,757,674	\$ 4,741,843	\$ 4,664,443

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Neigh Planning Pres & Design	1,272,614	1,327,020	1,483,100	1,408,893	1,375,313
Comp Planning & Dev Review	1,812,970	1,841,673	2,044,258	2,056,900	2,026,453
Metropolitan Planning Org	1,290,116	1,278,493	1,230,316	1,276,050	1,262,677
TOTAL	\$ 4,375,699	\$ 4,447,186	\$ 4,757,674	\$ 4,741,843	\$ 4,664,443

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Intergov Revenues	(10,510)	(20,154)	(20,154)	(20,154)	(20,154)
Charges For Services	(26,145)	(5,457)	(5,457)	(5,457)	(5,457)
Investments & Other Contributions	(12,500)	(13,000)	(12,000)	(1,500)	(1,500)
TOTAL	\$ (49,155)	\$ (38,611)	\$ (37,611)	\$ (27,111)	\$ (27,111)

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	2,703,351	2,731,212	2,930,848	3,011,582	2,944,012
Benefits	732,273	794,955	803,647	853,792	873,586
Supplies	73,893	96,925	73,790	82,895	112,895
Purchased Services	697,024	632,152	756,446	580,708	534,457
Inter Depart Charges	88,455	89,867	89,867	90,495	90,495
Inter Depart Billing	(41,500)	(41,500)	(41,500)	(41,500)	(41,500)
Transfer Out	171,357	182,186	182,186	190,982	177,609
TOTAL	\$ 4,424,854	\$ 4,485,797	\$ 4,795,285	\$ 4,768,954	\$ 4,691,554

Service Overview

Service: Comp Planning & Dev Review

Citywide Element: Land Use and Transportation

Service Description

This service maintains the City's urban development and growth management policy through the preparation and maintenance of long-range and Comprehensive Plan elements and neighborhood plans, 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, conducts needs assessments, inventories and analyzes urban development policy issues, and maintains the City's geographic database. The goal of this service is to plan for equitable and sustainable growth, efficient use of land, efficient and equitable transportation systems, and complete neighborhoods.

Major Budget Changes

- Administrative Clerk position (1.0 FTE) transferred from PCED Office of the Director to this service to align the budgeted location of staff with the location where the Administrative Clerk provides services. This change was approved by the Common Council midyear in 2020 (\$65,000).
- Allocated part of the Arts Administrator position to the Municipal Art Fund capital program for the time annually committed to the program (\$60,000).
- Reduced funding for the ongoing contract with the UW Applied Population Lab for the Neighborhood Indicators Project. The reduced budget allows for an update of the project every other year instead of every year (\$30,000).

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	1,812,970	1,841,673	2,044,258	2,056,900	2,026,453
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 1,812,970	\$ 1,841,673	\$ 2,044,258	\$ 2,056,900	\$ 2,026,453

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	-	-	-	-	-
Personnel	1,609,856	1,624,448	1,840,802	1,832,528	1,833,727
Non-Personnel	160,468	173,775	160,006	180,823	149,177
Agency Charges	42,645	43,450	43,450	43,549	43,549
TOTAL	\$ 1,812,970	\$ 1,841,673	\$ 2,044,258	\$ 2,056,900	\$ 2,026,453

Service Overview

Service: Metropolitan Planning Org

Citywide Element: Land Use and Transportation

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.

Major Budget Changes

- The Executive Budget assumes intergovernmental grant revenue to decrease by \$6,308, requiring the City's match to decrease by \$4,000 to \$152,000 to fully leverage the federal funding. The increase in total budgeted revenue is not expected to adversely affect the MPO's current level of service.

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	157,896	157,291	164,309	165,733	152,360
Other-Expenditures	1,132,220	1,121,202	1,066,007	1,110,317	1,110,317
TOTAL	\$ 1,290,116	\$ 1,278,493	\$ 1,230,316	\$ 1,276,050	\$ 1,262,677

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(26,145)	(25,611)	(25,611)	(25,611)	(25,611)
Personnel	758,070	857,605	806,944	842,718	849,177
Non-Personnel	555,027	443,533	446,017	455,546	435,714
Agency Charges	3,164	2,966	2,966	3,397	3,397
TOTAL	\$ 1,290,116	\$ 1,278,493	\$ 1,230,316	\$ 1,276,050	\$ 1,262,677

Service Overview

Service: Neigh Planning Pres & Design

Citywide Element: Neighborhoods and Housing

Service Description

This service maintains and strengthens existing residential and commercial neighborhoods focusing on the downtown, isthmus, and central city, as well as protecting and enhancing the City's natural, cultural, aesthetic, and historic resources. This service provides neighborhood planning services and technical services to neighborhoods, carries out the City's preservation planning program, administers the Madison Arts program, develops and maintains urban design guidelines, prepares development concept plans, and monitors and recommends changes to the City's land development regulations. The goal of this service is planning for efficient and equitable land use and complete neighborhoods in developed, mature parts of the City, balancing the growth and change in Madison with integration of art and cultural/historic preservation, and building leadership and capacity in neighborhoods.

Major Budget Changes

- Two Administrative Clerk positions (2.0 FTE) transferred from PCED Office of the Director to this service to align the budgeted location of staff with the location where the Administrative Clerks provide services. This change was approved by the Common Council midyear in 2020 (\$172,000).
- Increases hourly wages to support an arts-related internship (\$3,000).
- Reduced budget for consultant planning studies by \$6,500 from \$15,000 to \$8,500.
- One-time funding added to execute a communication and outreach plan related to the upcoming Town of Madison attachment (\$30,000).

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	1,262,479	1,316,510	1,472,590	1,398,383	1,364,803
Other-Expenditures	10,135	10,510	10,510	10,510	10,510
TOTAL	\$ 1,272,614	\$ 1,327,020	\$ 1,483,100	\$ 1,408,893	\$ 1,375,313

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(23,010)	(13,000)	(12,000)	(1,500)	(1,500)
Personnel	1,067,698	1,044,114	1,086,751	1,190,128	1,134,694
Non-Personnel	226,780	293,955	406,398	218,216	240,070
Agency Charges	1,146	1,951	1,951	2,049	2,049
TOTAL	\$ 1,272,614	\$ 1,327,020	\$ 1,483,100	\$ 1,408,893	\$ 1,375,313

Planning

Function: Planning & Development

Line Item Detail

Agency Primary Fund: General

Intergovernmental Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
State Revenues Operating	(10,510)	-	-	-	-
Local Revenues Operating	-	(20,154)	(20,154)	(20,154)	(20,154)
TOTAL	\$ (10,510)	\$ (20,154)	\$ (20,154)	\$ (20,154)	\$ (20,154)

Charges for Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Reimbursement Of Expense	(26,145)	(5,457)	(5,457)	(5,457)	(5,457)
TOTAL	\$ (26,145)	\$ (5,457)	\$ (5,457)	\$ (5,457)	\$ (5,457)

Investments & Contributions

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Contributions & Donations	(12,500)	(13,000)	(12,000)	(1,500)	(1,500)
TOTAL	\$ (12,500)	\$ (13,000)	\$ (12,000)	\$ (1,500)	\$ (1,500)

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	2,062,977	2,067,703	2,261,480	2,361,944	2,309,867
Salary Savings	-	(52,000)	-	(47,102)	(62,102)
Compensated Absence	25,755	-	26,767	24,001	24,001
Hourly Wages	19,757	14,000	6,141	17,000	17,000
Overtime Wages Permanent	-	24,001	1,051	-	-
Election Officials Wages	-	-	4,243	-	-
TOTAL	\$ 2,108,489	\$ 2,053,704	\$ 2,299,681	\$ 2,355,843	\$ 2,288,766

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Health Insurance Benefit	277,020	295,226	309,943	311,866	332,112
Wage Insurance Benefit	8,988	9,367	8,952	9,945	10,196
WRS	137,085	145,598	148,275	159,431	155,916
FICA Medicare Benefits	155,401	162,948	167,242	183,852	179,712
Post Employment Health Plans	1,997	2,062	805	1,719	1,719
TOTAL	\$ 580,491	\$ 615,201	\$ 635,216	\$ 666,813	\$ 679,655

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Office Supplies	3,651	4,000	3,838	5,200	5,200
Copy Printing Supplies	16,186	26,000	16,186	15,170	15,170
Furniture	511	400	-	800	800
Hardware Supplies	3,237	3,000	1,500	3,600	3,600
Software Lic & Supplies	742	500	3,530	1,000	1,000
Postage	15,517	20,000	17,868	16,000	16,000
Program Supplies	-	-	-	-	30,000
Books & Subscriptions	-	250	-	250	250
Food And Beverage	555	975	-	975	975
Building Supplies	-	2,500	-	1,000	1,000
TOTAL	\$ 40,398	\$ 57,625	\$ 42,922	\$ 43,995	\$ 73,995

Planning

Function: Planning & Development

Line Item Detail

Agency Primary Fund: General

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Telephone	2,956	5,000	4,441	7,366	4,074
Cellular Telephone	308	300	310	300	300
Facility Rental	495	6,000	495	4,000	4,000
System & Software Mntc	10,206	6,300	14,039	11,000	11,000
Recruitment	-	1,000	-	1,000	1,000
Mileage	16	250	-	93	93
Conferences & Training	12,170	15,000	7,500	17,000	17,000
Memberships	6,910	7,873	6,910	7,862	7,862
Storage Services	538	520	538	550	550
Consulting Services	80,791	144,225	246,957	84,225	47,725
Advertising Services	4,260	6,000	4,699	4,000	4,000
Printing Services	112	-	-	-	-
Other Services & Expenses	80,947	85,500	89,209	85,500	85,500
Grants	138,263	122,000	138,263	122,000	122,000
TOTAL	\$ 337,973	\$ 399,968	\$ 513,361	\$ 344,896	\$ 305,104

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From Engineering	80,304	80,304	80,304	80,304	80,304
ID Charge From Insurance	3,597	4,606	4,606	5,192	5,192
ID Charge From Workers Comp	1,390	1,991	1,991	1,602	1,602
TOTAL	\$ 85,291	\$ 86,901	\$ 86,901	\$ 87,098	\$ 87,098

Inter-Departmental Billings

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Billing To Community Dev	(41,500)	(41,500)	(41,500)	(41,500)	(41,500)
TOTAL	\$ (41,500)	\$ (41,500)	\$ (41,500)	\$ (41,500)	\$ (41,500)

Transfer Out

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer Out To Grants	171,357	182,186	182,186	190,982	177,609
TOTAL	\$ 171,357	\$ 182,186	\$ 182,186	\$ 190,982	\$ 177,609

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN CLK 1-20	20	-	-	3.00	177,641	3.00	177,641
ADMIN CLK 1-20 PT	20	0.50	47,984	0.50	48,463	0.50	48,463
MAD ARTS PROG ADMIN-18	18	1.00	93,749	1.00	94,686	1.00	94,686
PLAN GIS SPECIALIST-18	18	3.00	263,525	3.00	266,159	3.00	266,159
PLANNER 1-18	18	1.00	80,922	1.00	81,731	1.00	81,731
PLANNER 2-18	18	10.00	796,134	10.00	804,088	10.00	804,088
PLANNER 3-18	18	7.00	583,743	7.00	589,577	7.00	589,577
PLANNER 4-18	18	3.00	292,332	3.00	295,253	3.00	295,253
PLANNING DIV DIR-21	21	1.00	124,531	1.00	125,776	1.00	125,776
PRINCIPAL PLANNER-18	18	3.00	358,119	3.00	361,698	3.00	361,698
PROGRAM ASST 2-20	20	1.00	65,514	1.00	66,168	1.00	66,168
TRANSP PLANNING MGR-18	18	1.00	128,704	1.00	129,991	1.00	129,991
TOTAL		31.50	2,835,257	34.50	3,041,231	34.50	3,041,231

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

Police Department

Agency Overview

Agency Mission

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

Agency Overview

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

2021 Budget Highlights

The 2021 Executive Budget includes funding for:

- The 2021 Preservice Academy. Each year the Academy will include recruits hired to fill all commissioned positions vacant at that time, as well as an estimated overhire for anticipated vacancies based on an average three-year attrition. In 2021, the three-year average for attrition is 39. (Increase: \$2.1 million)
- Transferring the Crossing Guard program to the Traffic Engineering Division. This proposal does not change the overall funding level for the program. (Reduction: \$601,275)
- Continuing Parking Enforcement activities at the current level of service. Parking Enforcement is a service within the Police Department and is funded by the Parking Utility. Previous budgets included Parking Enforcement costs within services in the Parking Division. There are no operational changes with this presentation
- Proposes \$1,031,000 (or 1.2%) in reductions to the Police Department's budget. These reductions include:
 - Eliminating revenue from the Madison Metropolitan School District for the School Resource Officer (SRO) program. The lost revenue will be offset by eliminating four vacant Police Officers positions. (Reduction: \$31,000)
 - Assumed savings that can be realized either through renegotiating the final year of the contract with the Madison Professional Police Officers Association or through eliminating positions as they become vacant through the 1st Quarter in 2021. (Reduction: \$1,000,000)

The Executive Budget includes \$2,115,400 in anticipated grant and restricted revenues and expenditures:

- The 2021 Beat Patrol grant (\$388,400). The Executive Budget includes \$261,700 as the General Fund match for non-grant eligible expenses.
- Dane County Narcotics Task Force (\$370,550).
- Federal equitable sharing funds as part of the asset forfeiture program (\$217,400).
- The Department of Justice Officer Recertification program (\$187,000).
- US Department of Transportation traffic enforcement grants (\$295,000).
- US Department of Justice Stop School Violence & Mental Health Training Program (\$120,000).
- US Department of Justice Edward Byrne Memorial Justice Assistance Grants (\$71,500).
- Comprehensive Opioid Abuse Program: This three-year federal grant from the US Department of Justice was authorized in 2020 and will continue through 2023. Specifically, the grant funds an Addiction Resource Team to facilitate the delivery of harm reduction messaging, distribution of naloxone, and a direct link to assessment and treatment referrals. The Police Field service budget includes grant funding for a Police Officer, a Data Analyst position, and grant related supplies and services (\$344,750). The Madison Fire Department and Public Health of Madison Dane County are also participants in the grant.
- Other Federal and State grants (\$120,800).

Budget Overview

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	77,829,025	81,830,699	84,284,442	84,184,382	83,571,571
Other Grants	1,784,345	1,099,230	2,525,441	1,937,151	1,934,865
Other Restricted	278,307	190,100	224,500	180,500	180,500
Parking Utility	-	-	-	-	1,402,439
TOTAL	\$ 79,891,676	\$ 83,120,029	\$ 87,034,383	\$ 86,302,033	\$ 87,089,375

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Police Field	71,088,899	73,914,669	78,543,051	76,940,591	76,298,368
Police Support	8,802,778	9,205,360	8,491,332	9,361,442	9,388,568
Parking Enforcement	-	-	-	-	1,402,439
TOTAL	\$ 79,891,676	\$ 83,120,029	\$ 87,034,383	\$ 86,302,033	\$ 87,089,375

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Intergov Revenues	(653,949)	(674,312)	(472,623)	(689,086)	(329,086)
Charges For Services	(930,720)	(843,350)	(425,250)	(833,350)	(833,350)
Investments & Other Contributions	3,364	(183,585)	(245,585)	(171,700)	(171,700)
Misc Revenue	(24,464)	(21,700)	(21,700)	(21,700)	(21,700)
Transfer In	(61,471)	(878,000)	-	-	-
TOTAL	\$ (1,667,240)	\$ (2,600,947)	\$ (1,165,158)	\$ (1,715,836)	\$ (1,355,836)

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	51,845,152	56,806,497	55,273,544	58,988,138	58,409,179
Benefits	19,791,517	18,340,058	20,851,953	18,238,730	19,247,843
Supplies	1,386,137	1,608,961	2,144,949	1,627,282	1,624,282
Purchased Services	3,081,376	3,113,230	4,076,865	3,681,110	3,600,394
Inter Depart Charges	5,219,551	5,809,992	5,809,992	5,440,371	5,301,775
Transfer Out	235,183	42,238	42,238	42,238	261,738
TOTAL	\$ 81,558,916	\$ 85,720,976	\$ 88,199,541	\$ 88,017,869	\$ 88,445,211

Service Overview

Service: Police Field

Citywide Element: Health & Safety

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 be involved in various community engagement efforts.

Major Budget Changes

- The proposed Police Field budget is \$2.4 million more than the 2020 Adopted budget due almost entirely to the pay increase negotiated in 2019. The proposed budget includes the following changes:

General Fund

• *Cost to Continue Adjustments*

- o Compensation Changes Increase: \$3,825,000
- o Supplies & Services Increase: \$84,000
- o Interdepartmental Billings Reduction: \$414,000
- o Grant Matches Increase: \$219,500

• *Other Changes*

- o Parking Enforcement to Parking Enforcement Service Reduction: \$524,500
- o Crossing Guards to Traffic Engineering Reduction: \$601,000
- o Eliminating SRO Program (4 Positions) Reduction: \$31,000
- o Assumed Contract Savings Reduction: \$1,000,000

Other Funds

- Comprehensive Opioid Abuse Program Increase: \$344,750
- Beat Patrol Grant Adjustment Increase: \$129,500
- Stop School Violence Grant Increase: \$120,000
- US Department of Justice Edward Byrne Memorial Justice Assistance Grants Increase: \$71,500
- Other Grant Adjustments Increase: \$160,400

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, parking 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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	69,026,247	72,625,339	75,793,110	74,822,940	74,183,003
Other-Expenditures	2,062,651	1,289,330	2,749,941	2,117,651	2,115,365
TOTAL	\$ 71,088,899	\$ 73,914,669	\$ 78,543,051	\$ 76,940,591	\$ 76,298,368

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(1,476,751)	(2,404,290)	(968,501)	(1,514,405)	(1,154,405)
Personnel	64,096,611	67,003,828	68,701,798	68,892,053	67,851,053
Non-Personnel	3,962,732	3,896,873	5,391,496	4,429,751	4,607,124
Agency Charges	4,506,307	5,418,258	5,418,258	5,133,192	4,994,596
TOTAL	\$ 71,088,899	\$ 73,914,669	\$ 78,543,051	\$ 76,940,591	\$ 76,298,368

Service Overview

Service: Police Support

Citywide Element: Health & Safety

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.

Major Budget Changes

- The Executive Budget maintains the current level of service.

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 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 and 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, public high school service and support, 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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	8,802,778	9,205,360	8,491,332	9,361,442	9,388,568
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 8,802,778	\$ 9,205,360	\$ 8,491,332	\$ 9,361,442	\$ 9,388,568

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(190,489)	(196,657)	(196,657)	(201,431)	(201,431)
Personnel	7,540,059	8,142,727	7,423,699	8,334,815	8,403,530
Non-Personnel	739,964	867,556	872,556	920,879	879,290
Agency Charges	713,244	391,734	391,734	307,179	307,179
TOTAL	\$ 8,802,778	\$ 9,205,360	\$ 8,491,332	\$ 9,361,442	\$ 9,388,568

Service Overview

Service: Parking Enforcement

Citywide Element: Land Use and Transportation

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. This service was previously included in the Police Field service. Beginning in 2020 the full cost of this service began to be funded by the Parking Utility. Prior year budgeted amounts and actual expenditures are included in the Parking Utility budget presentation.

Major Budget Changes

- In 2020 Adopted Budget the full cost of Parking Enforcement began to be funded by the Parking Utility. While the Parking Utility funds the operating cost of the service it remains within the Police Department for organizational purposes.
- The 2021 Executive Budget maintains the current level of service. Expenditures for this service will now be presented as a standalone service within the Police Department budget.

Activities Performed by this Service

- **Enforcement:** Monitor and enforce parking areas including meters, residential restricted parking, no parking zones, Clean Lakes/Clean Streets areas, and special events. Identify and address concerns of abandoned vehicles both on street and private property. Provide public information/clarification regarding parking ordinances and policies of the City and department. Ticket and tow vehicles parked in an unsafe manner or that may cause disruption in traffic flow.
- **Calls for Service:** Respond to all parking related calls dispatched by Dane County 911 Communications. Provide assistance to property owners/managers with vehicles parked illegally on their property. Assist residents with vehicles blocking driveways, mailboxes, etc. Assist citizens with locating lost or stolen autos.
- **Disabled Fraud Investigations:** Identify areas where possible disabled parking fraud is occurring. Investigate and identify possible suspect and vehicle information. Ticket vehicles for permit violations. Assist police on identifying fraud suspects.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General		<i>Prior Year Data not Available</i>			-
Other-Expenditures					1,402,439
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 1,402,439

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue					-
Personnel		<i>Prior Year Data not Available</i>			1,402,439
Non-Personnel					-
Agency Charges					-
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 1,402,439

PoliceFunction: **Public Safety & Health***Line Item Detail*Agency Primary Fund: **General**

Intergovernmental Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
State Revenues Operating	(140,000)	(140,055)	(140,055)	(150,055)	(150,055)
Local Revenues Operating	(513,949)	(534,257)	(332,568)	(539,031)	(179,031)
TOTAL	\$ (653,949)	\$ (674,312)	\$ (472,623)	\$ (689,086)	\$ (329,086)

Charges for Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Police Services	(344,124)	(321,100)	(155,000)	(321,100)	(321,100)
Special Duty	(517,610)	(442,000)	(235,000)	(442,000)	(442,000)
Background Checks	-	(250)	(250)	(250)	(250)
Facility Rental	(53,710)	(75,000)	(30,000)	(65,000)	(65,000)
Reimbursement Of Expense	(15,276)	(5,000)	(5,000)	(5,000)	(5,000)
TOTAL	\$ (930,720)	\$ (843,350)	\$ (425,250)	\$ (833,350)	\$ (833,350)

Investments & Contributions

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Contributions & Donations	3,364	(183,585)	(245,585)	(171,700)	(171,700)
TOTAL	\$ 3,364	\$ (183,585)	\$ (245,585)	\$ (171,700)	\$ (171,700)

Misc Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Miscellaneous Revenue	(24,464)	(21,700)	(21,700)	(21,700)	(21,700)
TOTAL	\$ (24,464)	\$ (21,700)	\$ (21,700)	\$ (21,700)	\$ (21,700)

Transfer In

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer In From Grants	(54,167)	-	-	-	-
Transfer In From Parking	-	(878,000)	-	-	-
Transfer In From Insurance	(7,305)	-	-	-	-
TOTAL	\$ (61,471)	\$ (878,000)	\$ -	\$ -	\$ -

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	43,799,130	48,345,541	45,548,028	49,310,113	48,997,707
Salary Savings	-	(815,947)	-	(815,947)	(1,815,947)
Pending Personnel	-	1,348,798	-	1,817,489	1,986,441
Premium Pay	1,101,305	1,090,000	1,350,000	1,196,688	1,196,688
Workers Compensation Wages	145,402	-	50,990	-	-
Compensated Absence	1,807,410	1,887,650	1,949,809	1,968,500	1,968,500
Hourly Wages	504,176	541,590	439,090	559,192	59,182
Overtime Wages Permanent	3,682,594	3,728,700	5,331,310	3,986,209	3,986,209
Overtime Wages Hourly	45	-	500	-	-
Election Officials Wages	599	-	472	-	-
TOTAL	\$ 51,040,661	\$ 56,126,332	\$ 54,670,199	\$ 58,022,244	\$ 56,378,780

PoliceFunction: **Public Safety & Health***Line Item Detail*Agency Primary Fund: **General**

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Comp Absence Escrow	1,284,056	-	1,346,471	-	-
Health Insurance Benefit	7,359,524	7,710,384	7,186,965	7,409,174	7,794,044
Wage Insurance Benefit	175,443	165,214	188,534	187,254	196,657
Health Insurance Retiree	539,158	520,128	563,152	550,368	546,546
Health Ins Police Fire Retiree	206,027	140,000	280,474	240,000	240,000
Accident Death Insurance	662,942	595,694	669,080	595,694	595,694
WRS	5,386,132	5,426,490	6,193,857	5,357,893	5,619,051
WRS-Prior Service	25,142	67,324	25,000	67,324	67,324
FICA Medicare Benefits	3,818,323	3,600,601	4,182,270	3,577,938	3,592,794
Tuition	44,886	51,290	51,290	51,290	51,290
Post Employment Health Plans	60,952	62,933	55,602	62,933	62,933
TOTAL	\$ 19,562,585	\$ 18,340,058	\$ 20,742,695	\$ 18,099,868	\$ 18,766,333

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Office Supplies	35,765	50,000	38,000	50,000	50,000
Copy Printing Supplies	46,754	59,000	59,000	59,000	59,000
Furniture	587	-	-	-	-
Hardware Supplies	22,047	26,500	26,500	26,500	26,500
Postage	71,477	65,000	50,000	65,000	65,000
Books & Subscriptions	2,457	3,200	3,200	3,200	3,200
Work Supplies	146,980	216,476	441,976	229,607	226,607
Gun Ammunition Supplies	154,230	168,800	168,800	168,050	168,050
Lab And Photo Supplies	18,098	24,775	24,775	24,775	24,775
Medical Supplies	10,098	10,000	10,000	10,000	10,000
Uniform Clothing Supplies	523,772	469,750	524,750	525,320	525,320
Food And Beverage	5,742	9,060	19,060	9,060	9,060
Building Supplies	-	800	800	800	800
Trees Shrubs Plants	382	800	800	800	800
Machinery And Equipment	-	132,000	132,000	44,000	44,000
Equipment Supplies	165,527	199,905	199,905	193,225	193,225
Gasoline	7,834	7,000	7,000	7,000	7,000
TOTAL	\$ 1,211,750	\$ 1,443,066	\$ 1,706,566	\$ 1,416,337	\$ 1,413,337

Police

Function: **Public Safety & Health**

Line Item Detail

Agency Primary Fund: **General**

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Natural Gas	30,355	30,765	29,265	30,765	30,765
Electricity	121,477	128,370	128,370	128,370	128,370
Water	27,070	31,760	31,760	31,760	31,760
Stormwater	250	-	-	-	-
Telephone	22,310	32,846	32,846	71,677	37,550
Cellular Telephone	104,316	138,880	123,880	138,880	138,880
Systems Comm Internet	72,979	77,035	77,035	79,166	79,166
Building Improv Repair Maint	53,886	51,095	51,095	51,095	51,095
Pest Control	1,077	1,125	1,125	1,125	1,125
Facility Rental	122,271	124,894	132,394	132,216	132,216
Custodial Bldg Use Charges	505,367	554,943	554,943	554,943	554,943
Comm Device Mntc	16,117	20,800	20,800	21,500	21,500
Equipment Mntc	17,371	18,917	18,917	18,917	18,917
System & Software Mntc	417,119	504,880	504,880	556,733	515,144
Vehicle Repair & Mntc	2,079	2,300	2,300	2,300	2,300
Rental Of Equipment	24,323	25,095	25,095	25,850	25,850
Conferences & Training	61,679	68,790	53,790	126,090	121,090
Memberships	4,684	7,165	7,165	7,165	7,165
Medical Services	66,379	53,125	83,125	55,338	55,338
Arbitrator	-	500	500	500	500
Delivery Freight Charges	500	1,350	1,350	1,350	1,350
Storage Services	1,668	1,800	1,800	1,800	1,800
Consulting Services	3,690	3,585	3,585	3,585	3,585
Advertising Services	12,050	13,000	13,000	13,000	13,000
Printing Services	9,851	20,500	15,500	20,500	20,500
Parking Towing Services	281,310	256,100	206,100	281,310	281,310
Prisoner Holding Services	25,342	20,500	20,500	20,500	20,500
Investigative Services	12,362	17,000	17,000	17,000	17,000
Security Services	30,917	35,000	91,200	36,750	36,750
Interpreters Signing Services	-	500	500	500	500
Transcription Services	-	500	500	500	500
Other Services & Expenses	113,782	354,840	151,590	367,975	367,975
Comm Agency Contracts	48,692	60,000	60,000	60,000	60,000
Taxes & Special Assessments	18,192	19,500	19,500	19,500	19,500
Permits & Licenses	1,162	2,500	6,500	7,500	7,500
TOTAL	\$ 2,230,627	\$ 2,679,960	\$ 2,487,910	\$ 2,886,160	\$ 2,805,444

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From Engineering	644,424	579,674	579,674	579,674	579,674
ID Charge From Fleet Services	2,344,065	2,853,654	2,853,654	2,847,941	2,716,345
ID Charge From Traffic Eng	281,100	224,839	224,839	224,839	224,839
ID Charge From Insurance	1,143,281	1,508,078	1,508,078	1,064,887	1,064,887
ID Charge From Workers Comp	802,588	633,747	633,747	716,030	716,030
TOTAL	\$ 5,215,458	\$ 5,799,992	\$ 5,799,992	\$ 5,433,371	\$ 5,301,775

Transfer Out

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer Out To Grants	235,183	42,238	42,238	42,238	261,738
TOTAL	\$ 235,183	\$ 42,238	\$ 42,238	\$ 42,238	\$ 261,738

Police Department

Function: Public Safety & Health

Position Summary

Civilian Positions

Classification	CG	2020 Adopted Budget		2021 Budget		Executive	
		Adopted		Request			
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCOUNTANT 2-18	18	1.00	74,059	1.00	74,799	1.00	74,799
ACCT TECH 2-20	20	1.00	55,466	1.00	56,020	1.00	56,020
ADMIN ASST-17	17	1.00	63,951	1.00	64,590	1.00	64,590
ADMIN CLK 1-20	20	3.00	175,345	3.00	177,096	3.00	177,096
ADMIN CLK 1-20 PT	20	1.50	82,098	1.50	82,918	1.50	82,918
ADMIN SUPV-18	17	1.00	60,491	1.00	61,095	1.00	61,095
CLERK-TYP 2-20	20	13.00	620,434	13.00	626,631	13.00	626,631
CRIME ANALYST 2-18	18	3.00	238,028	3.00	240,406	3.00	240,406
CROSSING GUARD SUPV-18 PT	18	1.70	107,073	1.70	-	-	-
DATA ANALYST 2	18	1.00	67,160	1.00	67,831	1.00	67,831
FORENSIC VIDEO ANALYST-18	18	1.00	83,037	1.00	83,867	1.00	83,867
GRANTS ADMIN 3-18	18	1.00	92,873	1.00	93,801	1.00	93,801
HRA 2-18	18	1.00	69,867	1.00	70,565	1.00	70,565
IT SPEC 2-18	18	5.00	404,594	5.00	408,636	5.00	408,636
PKG ENFC FIELD SUPV-18	18	1.00	64,309	1.00	64,952	1.00	64,952
PKG ENFC LDWKR-16	16	1.00	67,562	1.00	68,237	1.00	68,237
PKG ENFC OFF-16	16	28.00	1,767,409	28.00	1,785,073	28.00	1,785,073
PKG ENFC SUPV-18	18	1.00	86,869	1.00	87,737	1.00	87,737
PO RECORDS CUSTOD-18	18	1.00	87,616	1.00	88,492	1.00	88,492
POLICE ADMIN SERV MGR-18	18	1.00	105,477	1.00	106,531	1.00	106,531
POLICE COURT SERV SUPV-18	18	1.00	67,160	1.00	67,831	1.00	67,831
POLICE INFO SYS COORD-18	18	1.00	102,950	1.00	103,979	1.00	103,979
POLICE PROPERTY CLK 2-16	16	5.00	275,966	5.00	278,723	5.00	278,723
POLICE PROPERTY SUPERVISOR-1	18	1.00	87,667	1.00	88,543	1.00	88,543
POLICE RCDS SVS CLK-20	20	9.00	479,657	9.00	484,449	9.00	484,449
POLICE RECORDS SEC MGR-18	18	1.00	116,057	1.00	117,217	1.00	117,217
POLICE REPORT SUPV-18	18	1.00	74,758	1.00	75,505	1.00	75,505
POLICE RPT LEADWKR-20	20	1.00	60,401	1.00	61,005	1.00	61,005
POLICE RPT TYPIST 2-20	20	21.00	1,107,271	21.00	1,118,336	21.00	1,118,336
POLICE RPT TYPIST 2-20 PT	20	0.50	21,306	0.50	21,519	0.50	21,519
PROGRAM ASST 1-20	20	9.00	550,753	9.00	556,256	9.00	556,256
PUBLIC INFORMATION OFF 2-18	18	1.00	92,873	1.00	93,801	1.00	93,801
TRAINING CTR COORD-18	18	1.00	64,309	1.00	64,952	1.00	64,952
TOTAL		120.70	7,474,846	120.70	7,441,393	119.00	7,441,393

Position Summary

Sworn Positions

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ASST POLICE CHIEF-12	12	3.00	379,674	3.00	397,849	3.00	397,849
DETECTIVE 1-11	11	68.00	5,952,599	68.00	6,237,544	68.00	6,237,544
DETECTIVE SERGEANT	11	4.00	383,978	4.00	402,359	4.00	402,359
POLICE CAPT-12	12	11.00	1,333,661	11.00	1,397,503	11.00	1,397,503
POLICE CHIEF-21	21	1.00	149,298	1.00	150,790	1.00	150,790
POLICE INVESTIGATOR-11	11	13.00	1,160,915	13.00	1,216,488	13.00	1,216,488
POLICE LT.-12	12	23.00	2,422,669	23.00	2,538,642	23.00	2,538,642
POLICE OFFICER-11	11	314.00	23,835,092	314.00	24,976,007	310.00	24,730,857
POLICE SGT-11	11	46.00	4,283,569	46.00	4,488,623	46.00	4,488,623
TOTAL		483.00	39,901,455	483.00	41,805,805	479.00	41,560,655
TOTAL FTEs		603.70	47,376,301	603.70	49,247,198	598.00	49,002,048

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

Public Health

Agency Overview

Agency Mission

The mission of Public Health Madison and Dane County (PHMDC) is to work with the community to enhance, protect, and promote the health of the environment and the well-being of all people.

Agency Overview

The Agency is a joint venture between the City of Madison and Dane County with funding divided between the City and County based on equalized value. The Agency is responsible for promoting wellness, preventing disease and fostering a healthful environment. The goal of Public Health is to reduce the incidence and prevalence of death and disease. The Department advances this goal by providing services that focus on decreasing the transmission of disease and on engagement with clients and community members increasing their capacity to achieve optimal health and wellbeing.

2021 Budget Highlights

The 2021 Executive Budget:

- o Jointly funds \$14.6 million net of revenues received from grants and fees. The City levy support is \$6.6 million (45%); County general purpose revenue is \$8 million (55%).
- o Assumes utilizing unassigned fund balance for enhancing the Violence Prevention program within the Policy Planning and Evaluation service. A Public Health Planner and a Public Health Supervisor position are created for this effort. The 2020 Adopted Operating Budget did not include applying unassigned fund balance for ongoing operating costs. (Increase: \$250,000)
- o Annualizes funding for 9 new positions authorized midyear in 2020 through CARES Act funding. In 2021, and beyond, the cost of these positions will be shared between the City and the County (Increase: \$929,000; City Share: \$419,200). These positions include:
 - o 1 Deputy Director (\$138,000)
 - o 4 Disease Intervention Specialists (\$348,600)
 - o 2 Infection Prevention Specialists (\$219,400)
 - o 1 Health Educator Coordinator (\$112,500)
 - o 1 Public Health Communications Coordinator (\$110,800)
- o Increases in various facility expenses to reflect 2021 costs to continue. (Increase: \$55,600)
- o Fully funds City of Madison contracts that include:
 - o Access Community Health Center (\$188,000);
 - o Safe Communities Coalition (\$20,000);
 - o Safe Communities Heroin/Opiates Poisoning Initiative (\$78,276);
 - o Equity tools (\$10,000);
 - o Wellness initiatives (\$10,000);
 - o Aids Resource Center of Wisconsin (\$27,394);
 - o Violence Prevention (\$10,000);
 - o Narcan for Businesses (\$15,000).

The following federal and state funded programs:

- o The Comprehensive Opioid Abuse Program: This three-year federal grant from the US Department of Justice was authorized in 2020 and will continue through 2023. The Policy Planning and Evaluation service budget includes grant funding for an LTE Public Health Project Coordinator position (\$84,000).
- o The Overdose Data to Action (OD2A) Grant: This two year program funded by the WI Department of Health and Human Services was authorized in 2020 and will continue in 2022. The Policy Planning and Evaluation service budget includes grant funding for a Public Health Specialist to oversee implementation of the program (\$92,000).

Budget Overview

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	5,384,683	6,233,474	6,233,474	6,839,180	6,937,629
Permanent	79,701	-	-	-	-
Public Health Madison Dane	20,103,616	19,863,933	20,170,853	21,354,459	21,823,248
TOTAL	\$ 25,568,000	\$ 26,097,407	\$ 26,404,327	\$ 28,193,639	\$ 28,760,877

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Administration	8,969,496	9,703,263	9,269,058	11,621,475	11,055,320
Animal Services	1,318,303	1,162,309	1,085,570	1,150,336	1,150,366
Community Health	8,015,661	8,471,535	6,340,283	8,661,669	8,661,669
Environmental Protection	945,508	1,120,924	781,328	1,130,700	1,130,770
Emergency Response Planning	265,344	224,801	5,492,640	210,934	1,002,224
Licensed Establishments	2,537,941	2,326,624	1,510,010	2,325,904	2,325,904
Laboratory	852,792	526,995	601,567	542,403	542,403
Policy Planning & Eval	2,662,954	2,560,955	1,323,869	2,550,217	2,892,220
TOTAL	\$ 25,568,000	\$ 26,097,407	\$ 26,404,327	\$ 28,193,639	\$ 28,760,877

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Intergov Revenues	(8,981,392)	(9,633,566)	(10,480,006)	(10,518,386)	(10,638,726)
Charges For Services	(671,297)	(897,158)	(700,702)	(897,158)	(897,158)
Licenses & Permits	(2,519,979)	(3,048,235)	(2,699,235)	(3,048,235)	(3,048,235)
Investments & Other Contributions	(175,080)	(39,000)	(39,000)	(39,000)	(39,000)
Misc Revenue	(4,650)	(12,500)	(12,500)	(12,500)	(12,500)
Other Financing Source	(2,446,236)	-	(1,712)	-	(250,000)
General Fund Subsidy	(5,384,683)	(6,233,474)	(6,233,474)	(6,839,180)	(6,937,629)
TOTAL	\$ (20,183,317)	\$ (19,863,933)	\$ (20,166,629)	\$ (21,354,459)	\$ (21,823,248)

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	10,687,938	11,487,975	11,606,669	12,766,208	13,235,741
Benefits	4,720,166	5,248,579	5,195,796	5,248,538	5,248,568
Supplies	577,372	524,249	790,170	547,356	547,356
Purchased Services	2,479,441	2,156,225	2,131,314	2,371,057	2,383,855
Debt & Other Financing	1,651,803	357,056	357,056	357,056	-
Inter Depart Charges	66,597	89,848	89,848	64,243	62,030
Transfer Out	5,384,683	6,233,474	6,233,474	6,839,180	7,283,326
TOTAL	\$ 25,568,000	\$ 26,097,407	\$ 26,404,327	\$ 28,193,639	\$ 28,760,877

*Service Overview***Service:** Administration**Citywide Element:** Effective Government*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.

Major Budget Changes

- Annualized funding for a Deputy Director position was added midyear via resolution in 2020 and is fully funded in the 2021 Executive budget. This position will serve as part of the Public Health leadership team and will help to shape the strategy of the COVID response (\$138,000).

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, oversee quality improvement and performance management activities, and direct emergency preparedness efforts.
- 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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	5,384,683	6,233,474	6,233,474	6,839,180	6,937,629
Other-Expenditures	3,584,813	3,469,789	3,035,584	4,782,295	4,117,691
TOTAL	\$ 8,969,496	\$ 9,703,263	\$ 9,269,058	\$ 11,621,475	\$ 11,055,320

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(2,253,589)	(13,477,275)	(13,479,287)	(14,828,801)	(15,205,587)
Personnel	2,422,214	2,531,047	2,095,485	3,809,404	3,158,372
Non-Personnel	6,494,784	7,097,084	7,098,441	7,762,544	7,849,634
Agency Charges	52,497	75,132	75,132	49,527	47,314
TOTAL	\$ 6,715,907	\$ (3,774,012)	\$ (4,210,228)	\$ (3,207,326)	\$ (4,150,267)

*Service Overview***Service:** Animal Services**Citywide Element:** Health & Safety*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.

Major Budget Changes

- The Executive Budget maintains the current level of service.

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, and enforcement of laws related to controlling animal behavior and licensing.
- 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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	-	-	-	-
Other-Expenditures	1,318,303	1,162,309	1,085,570	1,150,336	1,150,366
TOTAL	\$ 1,318,303	\$ 1,162,309	\$ 1,085,570	\$ 1,150,336	\$ 1,150,366

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(506,251)	(485,073)	(485,073)	(485,073)	(485,073)
Personnel	655,111	729,678	651,561	729,513	729,543
Non-Personnel	662,223	431,045	432,423	419,237	419,237
Agency Charges	970	1,586	1,586	1,586	1,586
TOTAL	\$ 812,052	\$ 677,236	\$ 600,497	\$ 665,263	\$ 665,293

*Service Overview***Service:** Community Health**Citywide Element:** Effective Government*Service Description*

This service incorporates a variety of program areas which work collectively to positively impact and improve the health of the 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 (6) perinatal nurse home visiting programs.

Major Budget Changes

- The Executive Budget maintains the current level of service.

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 orientation.
- 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.
- Community Based Public Health Nursing Team: Partnership between Dane County Human Services and Public Health that entails the placement of three public health nurses into various Joining Forces for Families (JFF) offices throughout the county to be rooted in community engagement, strengthen linkages between available services and infuse more data and evaluation into practice.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	-	-	-	-
Other-Expenditures	8,015,661	8,471,535	6,340,283	8,661,669	8,661,669
TOTAL	\$ 8,015,661	\$ 8,471,535	\$ 6,340,283	\$ 8,661,669	\$ 8,661,669

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(5,159,645)	(2,146,579)	(2,087,118)	(2,200,579)	(2,200,579)
Personnel	6,786,270	7,392,948	5,271,852	7,392,948	7,392,948
Non-Personnel	1,216,262	1,065,457	1,055,301	1,255,591	1,255,591
Agency Charges	13,130	13,130	13,130	13,130	13,130
TOTAL	\$ 2,856,016	\$ 6,324,956	\$ 4,253,165	\$ 6,461,090	\$ 6,461,090

*Service Overview***Service:** Emergency Response Planning**Citywide Element:** Health & Safety*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.

Major Budget Changes

- Annualized funding for eight positions added midyear via resolution in 2020 and is fully funded in the 2021 Executive budget. These positions include four Disease Intervention Specialists, two Infection Prevention Specialists, one Health Educator Coordinator, and one Public Health Communications Coordinator (\$791,290).

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.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	-	-	-	-
Other-Expenditures	265,344	224,801	5,492,640	210,934	1,002,224
TOTAL	\$ 265,344	\$ 224,801	\$ 5,492,640	\$ 210,934	\$ 1,002,224

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(355,774)	(242,590)	(942,590)	(242,590)	(242,590)
Personnel	158,180	154,303	5,172,142	154,303	945,593
Non-Personnel	107,164	70,498	320,498	56,631	56,631
Agency Charges	-	-	-	-	-
TOTAL	\$ (90,430)	\$ (17,789)	\$ 4,550,050	\$ (31,656)	\$ 759,634

*Service Overview***Service:** Environmental Protection**Citywide Element:** Health & Safety*Service Description*

This service protects environmental health. The goals of the service are the prevention of groundwater contamination by improperly installed, abandoned or neglected wells and private waste water treatment systems in Dane County and clean up and prevention of human health hazards such as household hygiene, mold, lead and radon.

Major Budget Changes

- The Executive Budget maintains the current level of service.

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 investigations, household hygiene, mold, indoor air quality, etc.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	-	-	-	-
Other-Expenditures	945,508	1,120,924	781,328	1,130,700	1,130,770
TOTAL	\$ 945,508	\$ 1,120,924	\$ 781,328	\$ 1,130,700	\$ 1,130,770

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(2,153,536)	(761,412)	(740,287)	(761,412)	(761,412)
Personnel	862,265	1,040,952	701,356	1,040,952	1,040,952
Non-Personnel	83,243	79,972	79,972	89,748	89,818
Agency Charges	-	-	-	-	-
TOTAL	\$ (1,208,028)	\$ 359,512	\$ 41,041	\$ 369,288	\$ 369,358

Service Overview

Service: Laboratory

Citywide Element: Health & Safety

Service Description

This service provides sample collection, analysis, interpretation and advice on environmental sample quality; responds to environmental spills and hazardous materials releases; and collaborates with other municipal, state and federal agencies on environmental projects. The goal of the service is prevention of waterborne illness due to surface water contamination, identifying sources of contamination and trends that will impact human health, and prevention of illegal discharge of harmful substances.

Major Budget Changes

- The Executive Budget maintains the current level of service.

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 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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	-	-	-	-
Other-Expenditures	852,792	526,995	601,567	542,403	542,403
TOTAL	\$ 852,792	\$ 526,995	\$ 601,567	\$ 542,403	\$ 542,403

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(343,049)	(100,900)	(100,900)	(100,900)	(100,900)
Personnel	631,923	410,583	485,155	410,583	410,583
Non-Personnel	220,870	116,412	116,412	131,820	131,820
Agency Charges	-	-	-	-	-
TOTAL	\$ 509,743	\$ 426,095	\$ 500,667	\$ 441,503	\$ 441,503

Service Overview

Service: Licensed Establishments

Citywide Element: Health & Safety

Service Description

This service inspects all restaurants, retail food stores, school food programs, public pools, hotels, motels, Bed and Breakfasts, recreational-educational camps, campgrounds, body art establishments and mobile home parks in Madison and Dane County. The goal of this service is prevention of foodborne and other communicable disease outbreaks.

Major Budget Changes

- A Sanitarian position and a Supervisor position in Licensed Establishments were created in the 2020 Adopted Budget funded by a 17% increase in licensed establishment fees. Due to COVID and the temporary closing of many of these establishments, the fee increase was rescinded and the positions have not been filled. The 2021 Executive Budget reinstates the 17% fee increase (\$329,600) and funds the positions (\$287,400).

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, promoting 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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	-	-	-	-
Other-Expenditures	2,537,941	2,326,624	1,510,010	2,325,904	2,325,904
TOTAL	\$ 2,537,941	\$ 2,326,624	\$ 1,510,010	\$ 2,325,904	\$ 2,325,904

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(2,815,594)	(2,368,193)	(1,969,562)	(2,368,193)	(2,368,193)
Personnel	1,834,577	2,192,681	1,376,067	2,192,681	2,192,681
Non-Personnel	703,365	133,943	133,943	133,223	133,223
Agency Charges	-	-	-	-	-
TOTAL	\$ (277,653)	\$ (41,569)	\$ (459,552)	\$ (42,289)	\$ (42,289)

*Service Overview***Service:** Policy Planning & Eval**Citywide Element:** Health & Safety*Service Description*

This service provides program planning, surveillance and analysis, research, and evaluation and is the de facto technical assistance branch of Public Health. The goal of this service is to ensure that Public Health has the information and support needed to guide its work.

Major Budget Changes

- Funding to create a Violence Prevention Unit has been added to the Executive Budget. This funding includes creating two new positions (a Public Health Planner and a Public Health Supervisor position). In 2021 this increase will be funded through fund balance.
- The Comprehensive Opioid Abuse Program grant was awarded in 2020 and funds an Addiction Resource Team to facilitate the delivery of harm reduction messaging, distribution of naloxone, and a direct link to assessment and treatment referrals. The Madison Police Department and the Madison Fire Department are also participants in the grant. The Policy Planning and Evaluation service budget includes grant funding for an LTE Public Health Project Coordinator position (\$84,000).
- The Overdose Data to Action (OD2A) grant promotes strategies and activities that build local capacity to prevent morbidity and mortality associated with opioid overdoses. Work on this grant will begin in 2020 and continue in 2022. The Policy Planning and Evaluation service budget includes grant funding for a Public Health Specialist to oversee implementation of the program (\$92,000)

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.
- Data Collection and Analysis: Collect, analyze, and communicate health-related data to assess community health status, track trends, prevent diseases, and inform policies and programs to improve health.
- 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).
- Opioid/Violence Prevention: Remove silos and bring together the strengths of stakeholders with both lived experience and content expertise to move towards systems-level change and improved health outcomes.
- Accreditation: Standardize procedures and protocols within Public Health to align with best practices around the planning, implementation, and evaluation of public health programs and policies to support the health, wellbeing, and safety of Dane County residents.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	-	-	-	-
Other-Expenditures	2,662,954	2,560,955	1,323,869	2,550,217	2,892,220
TOTAL	\$ 2,662,954	\$ 2,560,955	\$ 1,323,869	\$ 2,550,217	\$ 2,892,220

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(1,211,195)	(281,911)	(361,812)	(366,911)	(458,914)
Personnel	2,057,566	2,284,362	1,048,845	2,284,362	2,613,637
Non-Personnel	605,388	276,593	275,024	265,855	278,583
Agency Charges	-	-	-	-	-
TOTAL	\$ 1,451,759	\$ 2,279,044	\$ 962,057	\$ 2,183,306	\$ 2,433,306

Line Item Detail

Agency Primary Fund: Public Health Madison Dane

Intergovernmental Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Federal Revenues Operating	(2,106,904)	(2,025,007)	(3,009,057)	(2,025,007)	(2,117,010)
State Revenues Operating	(440,854)	(357,758)	(216,648)	(496,758)	(496,758)
Payment for Muni Service	(11,896)	(11,500)	-	(11,500)	(11,500)
Local Revenues Operating	(28,815)	-	(15,000)	-	-
Other Unit of Gov Rev Op	(6,392,924)	(7,239,301)	(7,239,301)	(7,985,121)	(8,013,458)
TOTAL	\$ (8,981,392)	\$ (9,633,566)	\$ (10,480,006)	\$ (10,518,386)	\$ (10,638,726)

Charges for Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Reproduction Services	(1,352)	-	(200)	-	-
Lab Fees	(122,037)	(112,150)	(102,525)	(112,150)	(112,150)
Clinic Fees	(123,942)	(267,000)	(150,000)	(267,000)	(267,000)
Inspect & Reinspect Fees	(60,808)	(129,031)	(60,400)	(129,031)	(129,031)
Reimbursement Of Expense	(12,074)	(3,000)	(1,600)	(3,000)	(3,000)
Application Fees	(351,085)	(385,977)	(385,977)	(385,977)	(385,977)
TOTAL	\$ (671,297)	\$ (897,158)	\$ (700,702)	\$ (897,158)	\$ (897,158)

Licenses & Permits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Animal Licenses	(243,000)	(485,073)	(485,073)	(485,073)	(485,073)
Clerks Licenses	(2,009,486)	(2,239,162)	(1,894,162)	(2,239,162)	(2,239,162)
Other Licenses	(21,749)	(21,000)	(17,000)	(21,000)	(21,000)
Other Permits	(245,744)	(303,000)	(303,000)	(303,000)	(303,000)
TOTAL	\$ (2,519,979)	\$ (3,048,235)	\$ (2,699,235)	\$ (3,048,235)	\$ (3,048,235)

Investments & Contributions

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Contributions & Donations	(95,379)	(39,000)	(39,000)	(39,000)	(39,000)
TOTAL	\$ (95,379)	\$ (39,000)	\$ (39,000)	\$ (39,000)	\$ (39,000)

Misc Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Miscellaneous Revenue	(4,650)	(12,500)	(12,500)	(12,500)	(12,500)
TOTAL	\$ (4,650)	\$ (12,500)	\$ (12,500)	\$ (12,500)	\$ (12,500)

Other Finance Sources

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Fund Balance Applied	(2,446,236)	-	(1,712)	-	(250,000)
TOTAL	\$ (2,446,236)	\$ -	\$ (1,712)	\$ -	\$ (250,000)

Transfer In

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer In From General	-	(6,233,474)	(6,233,474)	(6,839,180)	(6,937,629)
TOTAL	\$ -	\$ (6,233,474)	\$ (6,233,474)	\$ (6,839,180)	\$ (6,937,629)

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	10,312,739	11,605,524	10,746,733	11,605,400	11,605,400
Salary Savings	-	(278,731)	-	(278,731)	(278,731)
Pending Personnel	-	123,136	-	1,401,493	1,871,026
Hourly Wages	338,857	38,046	480,732	38,046	38,046
Overtime Wages Permanent	36,343	-	379,204	-	-
TOTAL	\$ 10,687,938	\$ 11,487,975	\$ 11,606,669	\$ 12,766,208	\$ 13,235,741

Line Item Detail

Agency Primary Fund: Public Health Madison Dane

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Unemployment Benefits	(370)	600	927	600	600
Health Insurance Benefit	2,373,627	2,946,052	2,767,048	2,946,034	2,946,063
Dental Insurance Benefit	179,377	202,092	179,652	202,092	202,092
Life Insurance Benefit	2,688	3,037	5,946	3,037	3,037
Wage Insurance Benefit	3,183	3,772	25,419	3,768	3,769
Health Insurance Retiree	444,700	271,600	271,600	271,600	271,600
WRS	798,555	868,938	924,552	868,930	868,930
FICA Medicare Benefits	808,945	857,788	925,952	857,777	857,777
Workers Compensation	109,460	94,700	94,700	94,700	94,700
TOTAL	\$ 4,720,166	\$ 5,248,579	\$ 5,195,796	\$ 5,248,538	\$ 5,248,568

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Office Supplies	11,647	14,220	13,601	17,991	17,991
Copy Printing Supplies	30,232	23,795	33,589	22,649	22,649
Furniture	10,481	6,332	6,613	8,300	8,300
Hardware Supplies	37,919	60,900	66,637	42,047	42,047
Software Lic & Supplies	61,333	58,474	58,419	57,468	57,468
Postage	21,227	14,625	15,365	9,675	9,675
Program Supplies	33,743	33,949	259,149	38,099	38,099
Books & Subscriptions	715	1,800	1,409	2,600	2,600
Work Supplies	70,536	56,091	72,560	69,439	69,439
Janitorial Supplies	3,131	805	823	2,770	2,770
Lab And Photo Supplies	56,095	70,000	70,000	81,800	81,800
Medical Supplies	210,560	173,968	173,968	185,168	185,168
Uniform Clothing Supplies	120	1,000	-	500	500
Food And Beverage	15,143	8,290	8,037	8,850	8,850
Equipment Supplies	14,492	-	10,000	-	-
TOTAL	\$ 577,372	\$ 524,249	\$ 790,170	\$ 547,356	\$ 547,356

Line Item Detail

Agency Primary Fund: Public Health Madison Dane

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Natural Gas	3,573	6,499	6,271	4,000	4,000
Electricity	41,479	44,101	41,989	44,649	44,649
Water	751	750	716	750	750
Sewer	855	874	834	875	875
Telephone	8,919	8,204	13,890	9,028	9,098
Cellular Telephone	53,595	54,264	52,084	57,322	57,322
Systems Comm Internet	108	-	-	-	-
Building Improv Repair Maint	58,855	33,318	33,424	29,318	29,318
Waste Disposal	1,791	1,699	1,927	2,383	2,383
Fire Protection	2,697	500	500	1,500	1,500
Facility Rental	442,252	390,303	396,261	462,236	462,236
Custodial Bldg Use Charges	201,037	233,288	221,068	224,131	224,131
Equipment Mntc	2,731	1,250	1,250	6,350	6,350
System & Software Mntc	29,408	27,772	33,678	75,403	75,403
Vehicle Repair & Mntc	-	5,000	-	-	-
Recruitment	623	450	218	415	415
Mileage	110,245	110,992	109,974	113,554	113,554
Conferences & Training	142,420	115,184	72,583	123,933	123,933
Memberships	11,358	37,875	30,954	14,270	14,270
Medical Services	11,807	9,750	9,450	7,358	7,358
Audit Services	7,500	9,600	9,600	9,600	9,600
Delivery Freight Charges	265	1,720	1,720	1,620	1,620
Storage Services	1,122	350	608	1,750	1,750
Consulting Services	331,623	142,680	171,829	207,310	207,310
Advertising Services	2,362	5,780	3,447	4,050	4,050
Printing Services	49	3,600	3,600	3,250	3,250
Lab Services	616	725	725	3,725	3,725
Parking Towing Services	-	45	45	45	45
Interpreters Signing Services	43,816	18,050	17,990	53,450	53,450
Transcription Services	1,191	7,000	9,000	5,600	5,600
Transportation Services	8,763	4,800	5,877	7,820	7,820
Catering Vending Services	996	4,400	4,400	4,400	4,400
Program Services	766	-	-	-	-
Other Services & Expenses	12,084	16,505	16,505	13,660	26,388
Grants	-	7,000	7,000	7,000	7,000
Comm Agency Contracts	918,304	833,670	833,670	851,670	851,670
Housing Assistance Payments	998	5,000	5,000	5,000	5,000
General Liability Insurance	6,353	13,207	13,207	13,207	13,207
Permits & Licenses	1,468	20	20	425	425
TOTAL	\$ 2,462,779	\$ 2,156,225	\$ 2,131,314	\$ 2,371,057	\$ 2,383,855

Debt & Other Financing

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Principal	288,397	284,132	284,132	284,132	-
Interest	77,489	72,924	72,924	72,924	-
Fund Balance Generated	1,222,876	-	-	-	-
TOTAL	\$ 1,588,763	\$ 357,056	\$ 357,056	\$ 357,056	\$ -

Line Item Detail

Agency Primary Fund: Public Health Madison Dane

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From Engineering	13,130	13,130	13,130	13,130	13,130
ID Charge From Fleet Services	52,497	75,132	75,132	49,527	47,314
ID Charge From Traffic Eng	970	1,586	1,586	1,586	1,586
TOTAL	\$ 66,597	\$ 89,848	\$ 89,848	\$ 64,243	\$ 62,030

Transfer Out

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer Out To Debt Service	-	-	-	-	345,697
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 345,697

Position Summary

Classification	CG	2020 Budget		2021 Request		2021 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCOUNT CLERK	-	1.00	60,060	1.00	59,825	1.00	59,825
ADMINISTRATIVE ASSISTANT	-	1.00	53,849	-	-	-	-
CHEMICAL ANALYST	-	1.00	93,282	1.00	92,916	1.00	92,916
CHRONIC DISEASE SPECIALIST	-	1.00	64,412	1.00	65,093	1.00	65,093
BILLING SPECIALIST	-	-	-	1.00	53,032	1.00	53,032
CLERK	-	5.25	335,798	6.25	379,948	6.25	379,948
CLERK TYPIST	-	3.80	210,814	1.80	103,359	1.80	103,359
COMMUNICABLE DISEASE OUT	-	1.00	81,501	1.00	81,172	1.00	81,172
COMMUNITY HEALTH ED SPEC	-	2.00	157,015	2.00	162,846	2.00	162,846
DIETETIC SPECIALIST	-	5.80	332,972	5.80	328,397	5.80	328,397
DISEASE INTRVN SPEC	-	3.00	163,359	3.00	167,737	7.00	379,549
ENV HEALTH SERVICES SUPER	-	2.00	210,337	3.00	298,823	3.00	298,823
ENV HEALTH TECHNICIAN	-	2.00	123,035	2.00	128,060	2.00	128,060
ENV TECH SERVICES SUPER	-	1.00	83,163	-	-	-	-
GRANTS & BILLING SPECIALIST	-	1.00	60,763	1.00	66,064	1.00	66,064
HEALTH EDUCATION COOR	-	2.85	219,783	2.85	229,164	3.85	304,433
HEALTH EQUITY COOR	-	2.00	158,029	2.00	165,213	2.00	165,213
HUMANE OFFICER	-	6.00	393,511	6.00	388,773	6.00	388,773
LEADWORKER	-	6.90	607,745	7.75	663,183	7.75	663,183
MEDICAL INTERPRETER	-	2.65	162,467	2.65	164,585	2.65	164,585
MICROBIOLOGIST	-	1.00	87,840	1.00	87,487	1.00	87,487
NEW POSITIONS	-	-	-	-	-	2.00	240,496
NURSE FAMILY PRNTRSP COOR	-	1.00	97,064	1.00	96,875	1.00	96,875
PUBLIC HEALTH AIDE	-	7.50	458,855	7.50	454,936	7.50	454,936
PUBLIC HEALTH ANALYST	-	2.00	158,385	2.00	164,384	2.00	164,384
PH COMMUNICATIONS COOR	-	-	-	-	-	1.00	73,703
PH DEPUTY DIRECTOR	-	-	-	-	-	1.00	97,715
PUBLIC HEALTH DIRECTOR	-	1.00	141,002	1.00	140,439	1.00	140,439
PUBLIC HEALTH DIV DIRECTOR	-	4.00	467,834	4.00	451,472	4.00	451,472
PH EPIDEMIOLOGIST	-	4.00	384,944	4.00	387,398	4.00	387,398
PH INFECTION PREVENTIONIST	-	-	-	-	-	2.00	145,546
PUBLIC HEALTH NURSE	-	30.30	2,457,723	30.30	2,492,468	30.30	2,492,468
PUBLIC HEALTH PLANNER	-	6.00	536,128	6.00	544,014	6.00	544,014
PH PREPAREDNESS COOR	-	1.00	79,801	1.00	74,330	1.00	74,330
PH PROGRAM COORDINATOR	-	2.00	177,766	2.00	166,990	2.00	166,990
PUBLIC HEALTH SPECIALIST	-	2.00	128,200	3.00	201,768	4.00	258,989
PUBLIC HEALTH SUPERVISOR	-	12.00	1,186,356	12.00	1,178,634	12.00	1,178,634
QUALITY IMP/PERF MGMT	-	1.00	87,913	1.00	90,782	1.00	90,782
SANITARIAN	-	19.00	1,620,887	19.00	1,614,979	19.00	1,614,979
WELL WOMAN PRG SPEC	-	1.00	73,956	1.00	73,665	1.00	73,665
TOTAL		146.05	\$ 11,716,549	146.90	\$ 11,818,811	158.90	\$ 12,720,573

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.

Room Tax Commission

Agency Overview

Agency Mission

The agency's mission is to promote Madison as a destination through marketing and promotional efforts.

Agency Overview

Starting in 2017, Room Tax revenues are allocated through the Room Tax Commission. Under Wisconsin state law, 70% of total revenue must be utilized for tourism and marketing efforts and tangible municipal development. The budget outlined in the Executive Budget reflects the budget adopted by the Room Tax Commission.

2021 Budget Highlights

The 2021 Executive Budget reflects funding allocations adopted by the Room Tax Commission. These adjustments reflect an overall \$6.2 million reduction in 2021 Room Tax revenues. These reductions will be implemented by:

- Budgeting \$13.4 million in Room Tax receipts, a \$6.2 million decrease from the 2020 Adopted Budget.
- Allocating \$3.9 million to the Greater Madison Convention and Visitors Bureau, a \$1.6 million decrease from the 2020 Adopted Budget.
- Allocating \$158,000 for City Tourism Marketing Activities, an \$80,000 decrease from the 2020 Adopted Budget.
- Allocating \$3.75 million to fund operating costs and capital improvements at Monona Terrace, a \$1.7 million decrease from the 2020 Adopted Budget.
- Allocating \$1.5 million to the Overture Center, a \$595,000 decrease from the 2020 Adopted Budget.
- Allocating \$0 to Henry Vilas Zoo and Olbrich Gardens, a \$642,000 decrease from the 2020 Adopted Budget.
- See the Room Tax Fund in the Cash Flow section for a full breakout of 2021 expenditures authorized by the Room Tax Commission.

Room Tax Commission

Function: Planning & Development

Budget Overview

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Other Restricted	18,948,817	19,800,372	9,811,759	14,670,630	13,471,768
TOTAL	\$ 18,948,817	\$ 19,800,372	\$ 9,811,759	\$ 14,670,630	\$ 13,471,768

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Room Tax Commission	18,948,817	19,800,372	9,811,759	14,670,630	13,471,768
TOTAL	\$ 18,948,817	\$ 19,800,372	\$ 9,811,759	\$ 14,670,630	\$ 13,471,768

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General Revenues	(18,929,841)	(19,552,138)	(9,464,921)	(14,664,103)	(13,402,327)
Investments & Other Contributions	(18,976)	(12,674)	(6,135)	(6,527)	(7,590)
Other Financing Source	-	(235,560)	(340,703)	-	(61,851)
TOTAL	\$ (18,948,817)	\$ (19,800,372)	\$ (9,811,759)	\$ (14,670,630)	\$ (13,471,768)

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Purchased Services	7,637,209	8,552,441	4,381,500	5,960,000	5,588,000
Debt & Other Financing	111,978	-	-	511,399	23,198
Transfer Out	11,199,630	11,247,931	5,430,259	8,199,231	7,860,570
TOTAL	\$ 18,948,817	\$ 19,800,372	\$ 9,811,759	\$ 14,670,630	\$ 13,471,768

Service Overview

Service: Room Tax Commission

Citywide Element: Culture and Character

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.

Major Budget Changes

- Room Tax receipts are expected to decrease by \$6.15 million (31%) from the 2020 Adopted Budget. The budgeted \$13.4 million in Room Tax receipts will fund:
 - o Monona Terrace net operating subsidy (\$3.56 million), capital improvements (\$168,000), and debt service payments (\$23,000)
 - o Greater Madison Convention and Visitors Bureau marketing (\$3.75 million) and event booking assistance subsidy (\$150,000)
 - o Overture Center Subsidy (\$1.5 million)
 - o Retained for general purposes (\$3.94 million) and arts grants (\$79,000)

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	-	-	-	-
Other-Expenditures	18,948,817	19,800,372	9,811,759	14,670,630	13,471,768
TOTAL	\$ 18,948,817	\$ 19,800,372	\$ 9,811,759	\$ 14,670,630	\$ 13,471,768

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(18,948,817)	(19,800,372)	(9,811,759)	(14,670,630)	(13,471,768)
Personnel	-	-	-	-	-
Non-Personnel	18,948,817	19,800,372	9,811,759	14,670,630	13,471,768
Agency Charges	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -

Room Tax Commission

Function: Planning & Development

Line Item Detail

Agency Primary Fund: Other Restricted

General Revenues

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Room Tax	(18,904,300)	(19,552,138)	(9,464,921)	(14,664,103)	(13,402,327)
Pen Int Delinq Other Tax	(25,541)	-	-	-	-
TOTAL	\$ (18,929,841)	\$ (19,552,138)	\$ (9,464,921)	\$ (14,664,103)	\$ (13,402,327)

Investments & Contributions

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Interest	(18,976)	(12,674)	(6,135)	(6,527)	(7,590)
TOTAL	\$ (18,976)	\$ (12,674)	\$ (6,135)	\$ (6,527)	\$ (7,590)

Other Finance Sources

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Fund Balance Applied	-	(235,560)	(340,703)	-	(61,851)
TOTAL	\$ -	\$ (235,560)	\$ (340,703)	\$ -	\$ (61,851)

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Conferences & Training	4,663	-	-	-	-
Memberships	28,400	-	-	-	-
Consulting Services	15,000	-	-	-	-
Advertising Services	982	-	-	-	-
Program Services	5,000	19,552	-	15,000	15,000
Other Services & Expenses	2,350	15,000	-	506,900	15,000
Grants	7,580,814	8,517,889	4,381,500	5,438,100	5,558,000
TOTAL	\$ 7,637,209	\$ 8,552,441	\$ 4,381,500	\$ 5,960,000	\$ 5,588,000

Debt & Other Financing

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Interest	-	-	-	-	23,198
Fund Balance Generated	111,978	-	-	511,399	-
TOTAL	\$ 111,978	\$ -	\$ -	\$ 511,399	\$ 23,198

Transfer Out

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer Out To General	6,015,090	5,786,642	2,760,476	4,399,231	4,020,698
Transfer Out To Debt Service	-	-	-	-	113,070
Transfer Out To Capital	5,329	-	-	-	167,500
Transfer Out To Cnvt Center	5,179,211	5,461,289	2,669,783	3,800,000	3,559,302
TOTAL	\$ 11,199,630	\$ 11,247,931	\$ 5,430,259	\$ 8,199,231	\$ 7,860,570

Sewer Utility

Agency Overview

Agency Mission

The mission of the Sewer Utility is to provide waste water collection for the City of Madison.

Agency Overview

The Agency oversees the collection, conveyance, and treatment of City waste water. The Sewer Utility transfers the waste water via design, construction, and maintenance of the sewer and lift station system throughout the City.

2021 Budget Highlights

The 2021 Executive Budget includes funding for:

- An anticipated 10% rate increase based on increased sewage treatment costs and projected debt service costs (\$4.4 million). The projected rate increase translates to approximately \$36 per year for an average residential customer. In 2020, the Sewer Utility rate was increased by 10.5% (\$34 for the average customer).
- Additional revenue from Special Assessments (\$450,000).
- An anticipated increase of \$3.1 million in Madison Metropolitan Sewerage District disposal charges.
- \$1.5 million for capital projects, a \$1.49 million increase compared to 2020.
- An increase to the Utility's Contingent Reserve (\$899,000).

Sewer

Function: Public Works

Budget Overview

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Sewer Utility	43,018,324	46,176,529	42,551,109	51,329,180	51,356,032
TOTAL	\$ 43,018,324	\$ 46,176,529	\$ 42,551,109	\$ 51,329,180	\$ 51,356,032

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Sewer Engineering & Admin	13,997,179	14,377,990	12,850,764	16,689,439	16,689,439
Sewer Operations	29,021,144	31,798,539	29,700,346	34,639,741	34,666,593
TOTAL	\$ 43,018,324	\$ 46,176,529	\$ 42,551,109	\$ 51,329,180	\$ 51,356,032

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Intergov Revenues	(104,339)	(98,270)	(92,472)	(78,030)	(78,030)
Charges For Services	(40,800,885)	(44,658,550)	(41,029,378)	(49,346,360)	(49,346,360)
Licenses & Permits	(52,694)	(30,200)	(8,917)	(51,600)	(51,600)
Fine & Forfeiture	(1,110,286)	(620,000)	(525,932)	(1,070,000)	(1,070,000)
Investments & Other Contributions	(662,476)	(450,000)	(450,000)	(650,000)	(650,000)
Misc Revenue	(20,471)	(1,290)	(2,898)	(1,390)	(1,390)
Other Financing Source	(214,864)	(318,219)	(426,205)	(131,800)	(158,652)
Transfer In	(52,308)	-	(15,308)	-	-
TOTAL	\$ (43,018,324)	\$ (46,176,529)	\$ (42,551,109)	\$ (51,329,180)	\$ (51,356,032)

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	3,019,612	3,539,574	3,180,971	3,406,042	3,406,042
Benefits	1,438,261	1,401,922	958,880	1,594,864	1,635,252
Supplies	509,491	529,500	528,790	504,660	504,660
Purchased Services	26,024,670	28,239,857	27,081,559	31,407,767	31,404,396
Debt & Other Financing	9,124,317	9,360,621	5,977,137	10,185,459	10,354,437
Inter Depart Charges	3,171,718	3,539,055	3,750,773	3,213,388	3,034,245
Inter Depart Billing	(472,756)	(444,000)	(444,000)	(483,000)	(483,000)
Transfer Out	203,010	10,000	1,517,000	1,500,000	1,500,000
TOTAL	\$ 43,018,324	\$ 46,176,529	\$ 42,551,109	\$ 51,329,180	\$ 51,356,032

Service Overview

Service: Sewer Engineering & Admin

Citywide Element: Effective Government

Service Description

This service is responsible for: (1) the inspection, design, evaluation, and construction of the City's sewer collection system, (2) reviewing and inspecting permits related to sanitary sewer system excavation and plugging, and (3) collection of sewer area connection fees as well as impact fees related municipal sewer improvements. The goal of this service is to centrally plan and monitor the City's sewer system.

Major Budget Changes

- Removes funding for orthophotos, aerial photos used for mapping, which are taken every other year (\$10,000).
- Increases funding for Engineering Service Building Improvements, which were previously funded under the capital budget but are not capital in nature (\$19,900).
- Increases funding to support the Sewer Utility's contingent reserve (\$825,000).
- Increases funding for capital projects to fund a portion of the Utility's overall capital program with current year revenues rather than borrowing (\$1,500,000).

Activities Performed by this Service

- Utility Management & Administration: Plan, direct, and implement storm water infrastructure design, construction, operations, and maintenance. Oversee Utility administrative and technical activities.
- Sewer Design: Planning, design, and project management for new and replacement or rehabilitation of aging sanitary sewer infrastructure.
- Construction Inspection: Ensure sanitary sewer construction complies with plans and specifications.
- GIS: Create and maintain sanitary sewer infrastructure assets in GIS for asset and work order management.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	-	-	-	-
Other-Expenditures	13,997,179	14,377,990	12,850,764	16,689,439	16,689,439
TOTAL	\$ 13,997,179	\$ 14,377,990	\$ 12,850,764	\$ 16,689,439	\$ 16,689,439

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(13,997,180)	(14,377,990)	(12,850,764)	(16,689,439)	(16,689,439)
Personnel	1,730,261	1,959,356	1,124,685	2,058,129	2,071,665
Non-Personnel	9,932,330	9,921,836	8,757,715	12,269,922	12,435,529
Agency Charges	2,334,588	2,496,798	2,968,364	2,361,388	2,182,245
TOTAL	\$ (1)	\$ -	\$ (0)	\$ -	\$ -

Service Overview

Service: Sewer Operations

Citywide Element: Green and Resilient

Service Description

This service is responsible for the operation and maintenance of the City's sanitary sewer system, which consists of nearly 790 miles of sanitary sewer mains connected by more than 18,000 sanitary access structures. This system is supported by 31 pumping stations and transports 27.8 million gallons of raw sewage per day from Madison homes and businesses to the Nine Springs Wastewater Treatment Plant (WWTP). The goal of this service is to eliminate preventable main backups and overflows and convey wastewater to the WWTP with minimum inflow, infiltration, and exfiltration to prevent public health hazards and protect the environment.

Major Budget Changes

- Anticipates increases to Madison Metropolitan Sewerage District waste disposal charges (\$3.1 million).

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. Perform 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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	-	-	-	-
Other-Expenditures	29,021,144	31,798,539	29,700,346	34,639,741	34,666,593
TOTAL	\$ 29,021,144	\$ 31,798,539	\$ 29,700,346	\$ 34,639,741	\$ 34,666,593

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(29,021,144)	(31,798,539)	(29,700,346)	(34,639,741)	(34,666,593)
Personnel	2,727,612	2,982,140	3,015,166	2,942,777	2,969,629
Non-Personnel	25,929,159	28,218,142	26,346,771	31,327,964	31,327,964
Agency Charges	364,374	598,257	338,409	369,000	369,000
TOTAL	\$ 0	\$ -	\$ 0	\$ -	\$ -

Sewer

Function: Public Works

Line Item Detail

Agency Primary Fund: Sewer Utility

Intergovernmental Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Federal Revenues Operating	(104,339)	(98,270)	(92,472)	(78,030)	(78,030)
TOTAL	\$ (104,339)	\$ (98,270)	\$ (92,472)	\$ (78,030)	\$ (78,030)

Charges for Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Misc Charges for Service	(476,648)	(100,000)	(120,067)	(100,000)	(100,000)
Engineering Services	(62,572)	(60,000)	(60,000)	(57,000)	(57,000)
Sale Of Recyclables	(4,133)	(5,000)	(1,580)	(5,000)	(5,000)
Reimbursement Of Expense	(603,456)	(300,000)	(382,244)	(350,000)	(350,000)
Utility Fee	(7,551,265)	(8,152,480)	(8,607,031)	(9,299,450)	(9,299,450)
Residential	(18,137,694)	(20,706,130)	(20,041,657)	(22,336,740)	(22,336,740)
Commercial	(7,533,030)	(8,060,470)	(6,787,556)	(9,277,000)	(9,277,000)
Industrial	(1,740,256)	(1,581,490)	(1,341,246)	(2,143,140)	(2,143,140)
Public Authorities	(4,691,832)	(5,692,980)	(3,687,997)	(5,778,030)	(5,778,030)
TOTAL	\$ (40,800,885)	\$ (44,658,550)	\$ (41,029,378)	\$ (49,346,360)	\$ (49,346,360)

Licenses & Permits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Building Permits	(2,630)	(2,200)	(2,140)	(2,600)	(2,600)
Street Opening Permits	(4,300)	(3,000)	(1,400)	(4,000)	(4,000)
Other Permits	(45,764)	(25,000)	(5,377)	(45,000)	(45,000)
TOTAL	\$ (52,694)	\$ (30,200)	\$ (8,917)	\$ (51,600)	\$ (51,600)

Fine Forfeiture & Assessments

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Spec Assessments Capital	(974,874)	(500,000)	(500,000)	(950,000)	(950,000)
Late Fees	(135,413)	(120,000)	(25,932)	(120,000)	(120,000)
TOTAL	\$ (1,110,286)	\$ (620,000)	\$ (525,932)	\$ (1,070,000)	\$ (1,070,000)

Investments & Contributions

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Interest	(662,476)	(450,000)	(450,000)	(650,000)	(650,000)
TOTAL	\$ (662,476)	\$ (450,000)	\$ (450,000)	\$ (650,000)	\$ (650,000)

Misc Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Miscellaneous Revenue	(20,471)	(1,290)	(2,898)	(1,390)	(1,390)
TOTAL	\$ (20,471)	\$ (1,290)	\$ (2,898)	\$ (1,390)	\$ (1,390)

Other Finance Sources

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Sale Of Assets	(42,188)	(25,000)	(25,000)	(25,000)	(25,000)
Trade In Allowance	(172,676)	(85,000)	(85,000)	(106,800)	(106,800)
(Gain) Loss On Sale Of Asset	(0)	-	-	-	-
Capital Contributions	(0)	-	-	-	-
Fund Balance Applied	-	(208,219)	(316,205)	-	(26,852)
TOTAL	\$ (214,864)	\$ (318,219)	\$ (426,205)	\$ (131,800)	\$ (158,652)

Transfer In

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer In From Grants	(19,049)	-	-	-	-
Transfer In From Insurance	(33,258)	-	(15,308)	-	-
TOTAL	\$ (52,308)	\$ -	\$ (15,308)	\$ -	\$ -

Sewer

Function: Public Works

Line Item Detail

Agency Primary Fund: Sewer Utility

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	2,674,107	3,074,714	3,043,020	3,069,852	3,069,852
Salary Savings	-	(51,180)	-	(51,180)	(51,180)
Premium Pay	12,333	10,500	10,057	12,320	12,320
Workers Compensation Wages	88	-	2,569	-	-
Compensated Absence	63,210	155,000	6,708	80,000	80,000
Hourly Wages	33,575	90,490	27,502	35,000	35,000
Overtime Wages Permanent	234,488	258,460	90,105	258,460	258,460
Overtime Wages Hourly	1,170	1,590	274	1,590	1,590
Election Officials Wages	642	-	736	-	-
TOTAL	\$ 3,019,612	\$ 3,539,574	\$ 3,180,971	\$ 3,406,042	\$ 3,406,042

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Comp Absence Escrow	88,092	100,000	-	100,000	100,000
Health Insurance Benefit	475,301	509,980	486,409	518,042	558,422
Wage Insurance Benefit	8,916	14,329	9,008	15,144	15,657
Health Insurance Retiree	-	36,653	-	36,653	36,653
WRS	195,284	221,642	202,552	224,768	224,768
FICA Medicare Benefits	221,772	253,964	221,505	274,903	274,398
Licenses & Certifications	86	1,500	105	1,500	1,500
Post Employment Health Plans	18,261	18,854	39,300	18,854	18,854
Other Post Emplmnt Benefit	153,136	80,000	-	155,000	155,000
Pension Expense	277,413	165,000	-	250,000	250,000
TOTAL	\$ 1,438,261	\$ 1,401,922	\$ 958,880	\$ 1,594,864	\$ 1,635,252

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Purchasing Card Unallocated	-	-	49,109	-	-
Office Supplies	4,717	6,000	3,026	6,000	6,000
Copy Printing Supplies	5,686	6,000	3,330	6,000	6,000
Furniture	363	2,000	961	2,000	2,000
Hardware Supplies	2,491	10,000	2,957	10,000	10,000
Software Lic & Supplies	587	10,000	8,958	8,910	8,910
Postage	9,956	10,500	17,366	10,500	10,500
Books & Subscriptions	310	500	-	500	500
Work Supplies	176,788	195,000	177,875	195,000	195,000
Safety Supplies	7,873	15,000	4,643	15,000	15,000
Uniform Clothing Supplies	4,659	5,000	2,239	5,000	5,000
Food And Beverage	74	-	189	-	-
Building Supplies	2,037	-	268	9,950	9,950
Land	2,902	-	-	-	-
Landscaping Supplies	-	2,000	4,507	2,000	2,000
Machinery And Equipment	193,551	167,500	167,500	133,800	133,800
Equipment Supplies	97,497	100,000	85,862	100,000	100,000
Contra Expense	(0)	-	-	-	-
TOTAL	\$ 509,491	\$ 529,500	\$ 528,790	\$ 504,660	\$ 504,660

Sewer

Function: Public Works

Line Item Detail

Agency Primary Fund: Sewer Utility

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Natural Gas	9,770	9,610	10,543	11,340	11,340
Electricity	90,640	92,580	90,238	97,260	97,260
Water	32,248	34,670	31,071	34,810	34,810
Sewer	1,372	1,540	1,365	1,630	1,630
Stormwater	4,929	5,480	5,312	6,250	6,250
Telephone	939	4,901	4,250	5,469	2,098
Cellular Telephone	5,846	8,291	8,500	8,433	8,433
Building Improv Repair Maint	10,222	5,000	5,561	14,950	14,950
Waste Disposal	25,001,191	27,164,900	25,222,431	30,233,680	30,233,680
Custodial Bldg Use Charges	29,480	32,372	32,372	32,372	32,372
Landfill	1,802	5,600	3,595	3,000	3,000
Grounds Improv Repair Maint	2,000	-	2,000	-	-
Equipment Mntc	57,107	60,000	54,864	60,000	60,000
System & Software Mntc	81,985	79,903	74,861	67,722	67,722
Vehicle Repair & Mntc	60,630	79,800	2,781	79,800	79,800
Rental Of Equipment	64	3,500	64	3,500	3,500
Street Mntc	139,751	100,000	180,088	150,000	150,000
Plant In Service Mntc	322,324	425,000	1,199,216	425,000	425,000
Recruitment	119	1,200	-	1,200	1,200
Mileage	5,870	5,500	1,293	100	100
Conferences & Training	7,266	10,000	9,998	10,000	10,000
Memberships	1,061	1,140	743	1,241	1,241
Uniform Laundry	3,685	5,000	3,850	5,000	5,000
Medical Services	1,743	1,500	166	1,800	1,800
Audit Services	3,750	6,000	6,000	6,210	6,210
Delivery Freight Charges	732	1,000	76	1,000	1,000
Storage Services	668	720	620	720	720
Consulting Services	795	20,000	5,096	20,000	20,000
Advertising Services	1,139	1,500	1,450	1,500	1,500
Inspection Services	1,127	-	-	-	-
Locating Marking Services	15,034	15,000	15,034	15,050	15,050
Lab Services	7,103	8,500	8,700	8,500	8,500
Parking Towing Services	982	1,500	456	1,500	1,500
Security Services	282	-	133	-	-
Other Services & Expenses	65,579	32,000	39,411	36,700	36,700
Bad Debt Expense	38,789	-	38,790	45,000	45,000
Taxes & Special Assessments	5,427	3,650	4,133	4,530	4,530
Permits & Licenses	11,217	12,500	16,498	12,500	12,500
TOTAL	\$ 26,024,670	\$ 28,239,857	\$ 27,081,559	\$ 31,407,767	\$ 31,404,396

Debt & Other Financing

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Principal	4,320,000	4,475,000	3,605,000	4,521,000	4,521,000
Interest	1,832,325	1,600,000	1,610,000	1,650,000	1,650,000
Amortization	(169,257)	-	(170,000)	(170,000)	(170,000)
Paying Agent Services	3,350	2,700	2,700	2,800	2,800
Depreciation	0	-	-	-	-
Fund Balance Generated	-	-	929,437	-	168,978
Contingent Reserve	3,137,899	3,282,921	-	4,181,659	4,181,659
TOTAL	\$ 9,124,317	\$ 9,360,621	\$ 5,977,137	\$ 10,185,459	\$ 10,354,437

Sewer

Function: **Public Works**

Line Item Detail

Agency Primary Fund: **Sewer Utility**

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From GF	41,628	42,444	42,444	42,444	28,739
ID Charge From Attorney	5,962	3,447	3,447	3,447	6,088
ID Charge From Civil Rights	-	-	-	-	13,976
ID Charge From Clerk	565	388	388	388	-
ID Charge from EAP	-	513	513	513	-
ID Charge From Finance	41,918	56,854	56,854	56,854	148,314
ID Charge From Human Resource	15,489	12,608	12,608	12,608	19,524
ID Charge From Information Tec	26,958	18,387	18,387	18,387	18,186
ID Charge From Treasurer	2,706	-	-	-	-
ID Charge From Engineering	184,139	224,142	224,142	224,142	90,345
ID Charge From Fleet Services	239,591	147,446	359,164	250,000	92,311
ID Charge From Landfill	65,929	65,000	65,000	65,000	65,000
ID Charge From Mayor	14,996	14,923	14,923	14,923	27,080
ID Charge From Traffic Eng	2,561	2,043	2,043	2,043	2,043
ID Charge From Econ Dev	1,178	-	-	-	-
ID Charge From Insurance	57,795	88,611	88,611	81,292	81,292
ID Charge From Workers Comp	48,752	32,249	32,249	36,347	36,347
ID Charge From Stormwater	296,198	250,000	250,000	300,000	300,000
ID Charge From Water	2,125,353	2,580,000	2,580,000	2,105,000	2,105,000
TOTAL	\$ 3,171,718	\$ 3,539,055	\$ 3,750,773	\$ 3,213,388	\$ 3,034,245

Inter-Departmental Billings

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Billing To Engineering	(87,138)	(85,000)	(85,000)	(90,000)	(90,000)
ID Billing To Landfill	(16,370)	(24,000)	(24,000)	(18,000)	(18,000)
ID Billing To Stormwater	(369,248)	(335,000)	(335,000)	(375,000)	(375,000)
TOTAL	\$ (472,756)	\$ (444,000)	\$ (444,000)	\$ (483,000)	\$ (483,000)

Transfer Out

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer Out To Capital	20,678	10,000	1,517,000	1,500,000	1,500,000
Transfer Out To Water	182,332	-	-	-	-
TOTAL	\$ 203,010	\$ 10,000	\$ 1,517,000	\$ 1,500,000	\$ 1,500,000

Sewer Utility

Function: Public Works

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ENGR OPER CLK-15	15	1.00	68,261	1.00	68,942	1.00	68,942
PROGRAM ASST 2-20	20	1.00	64,344	1.00	64,987	1.00	64,987
S/D MAINT TECH 2	15	8.00	544,510	8.00	549,952	8.00	549,952
SSMO 1-15	15	6.00	358,074	6.00	361,653	6.00	361,653
SURVEYOR 1-15	15	1.00	80,042	1.00	80,841	1.00	80,841
TOTAL		17.00	1,115,231	17.00	1,126,375	17.00	1,126,375

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

Stormwater Utility

Agency Overview

Agency Mission

The mission of the Stormwater Utility is to provide stormwater management services to the City of Madison with an equitable rate structure.

Agency Overview

The Agency is responsible for reducing flooding, improving the water quality of the lakes and waterways, and complying with the Wisconsin Pollutant Discharge Elimination System 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.

2021 Budget Highlights

The 2021 Executive Budget includes funding for:

- An anticipated 9.1% rate increase based on projected debt service costs (\$1.8 million). The projected rate increases translates to approximately \$10.90 per year for an average residential customer. In 2020, the Stormwater Utility rate was increased by 9% (\$10 for the average customer).
- An anticipated increase in special assessment revenue (\$350,000).
- A \$250,000 increase in the City's watershed studies to prepare the City for future flooding events (\$1.1 million).
- \$490,000 for capital projects, a \$480,000 increase compared to 2020.
- An increase to the Utility's Contingent Reserve (\$2.3 million).

Stormwater

Function: Public Works

Budget Overview

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Stormwater Utility	18,804,773	19,737,960	21,362,925	23,623,600	20,650,262
TOTAL	\$ 18,804,773	\$ 19,737,960	\$ 21,362,925	\$ 23,623,600	\$ 20,650,262

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Stormwater Engineering & Admin	12,326,488	12,637,805	14,635,296	16,628,963	16,038,963
Stormwater Operations	6,478,285	7,100,155	6,727,629	6,994,637	4,611,299
TOTAL	\$ 18,804,773	\$ 19,737,960	\$ 21,362,925	\$ 23,623,600	\$ 20,650,262

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Intergov Revenues	(23,402)	(5,190)	(4,799)	-	-
Charges For Services	(17,252,937)	(19,205,160)	(19,595,586)	(22,737,800)	(19,756,099)
Licenses & Permits	(4,500)	(5,000)	(3,120)	(4,500)	(4,500)
Fine & Forfeiture	(655,497)	(190,000)	(159,717)	(540,000)	(540,000)
Investments & Other Contributions	(305,667)	(175,000)	(175,000)	(280,000)	(280,000)
Misc Revenue	(1,851)	(640)	(50,578)	(700)	(700)
Other Financing Source	(202,816)	(156,970)	(1,358,818)	(60,600)	(68,963)
Transfer In	(358,105)	-	(15,308)	-	-
TOTAL	\$ (18,804,774)	\$ (19,737,960)	\$ (21,362,925)	\$ (23,623,600)	\$ (20,650,262)

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	4,615,614	5,220,770	4,241,327	5,345,545	3,711,008
Benefits	1,757,384	1,653,731	1,411,883	1,948,619	1,423,650
Supplies	574,266	606,450	634,118	609,220	609,220
Purchased Services	2,141,918	2,478,642	3,312,893	2,752,473	2,750,129
Debt & Other Financing	8,293,186	8,358,978	10,217,971	11,047,597	2,585,451
Inter Depart Charges	1,788,466	1,730,889	1,816,233	1,738,646	1,370,150
Inter Depart Billing	(368,764)	(321,500)	(321,500)	(318,500)	(318,500)
Transfer Out	2,704	10,000	50,000	500,000	8,519,154
TOTAL	\$ 18,804,773	\$ 19,737,960	\$ 21,362,925	\$ 23,623,600	\$ 20,650,262

Stormwater

Function: Public Works

Service Overview

Service: Stormwater Engineering & Admin

Citywide Element: Effective Government

Service Description

The Stormwater Utility provides services for design, review, construction, and maintenance of a storm system including storm sewer pipe, open channel systems and ponds which are 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.

Major Budget Changes

- Assumes additional revenue from interest (\$95,000) and special assessment charges (\$350,000).
- Increases funding for consultation work on flood studies to \$1.07 million (\$254,000).
- Transfers the funding for Engineering Service Building Improvements from the Capital Budget to the Operating Budget due to the nature of the expenses (\$11,600).
- Removes funding for orthophotos, aerial photos used for mapping, which are taken every other year (\$10,000).
- Increases Interdepartmental Charges to reflect updates to the City's cost allocation model (\$60,000).
- Increases funding to support the Stormwater Utility's contingent reserve, which is needed to support budgeted capital expenditures (\$2,100,000).

Activities Performed by this Service

- Utility Management & Administration: Plan, direct, and implement storm water infrastructure design, construction, operations, and maintenance. Oversee Utility administrative and technical activities.
- Flood Mitigation & Resiliency: Watershed study management including data collection, modeling, development, and prioritization of engineering solutions, as well as green infrastructure design and management and community engagement.
- Design – Reconstruction: Planning, design, and project management for replacement or rehabilitation of aging storm sewer infrastructure.
- Construction Inspection: Manage storm sewer construction of Public Works projects to ensure compliances with plans and specifications.
- GIS: Create and maintain stormwater infrastructure assets in GIS for asset and work order management, and create and maintain layer for billing and modeling.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	-	-	-	-
Other-Expenditures	12,326,488	12,637,805	14,635,296	16,628,963	16,038,963
TOTAL	\$ 12,326,488	\$ 12,637,805	\$ 14,635,296	\$ 16,628,963	\$ 16,038,963

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(12,326,489)	(13,135,391)	(14,635,296)	(16,628,963)	(16,038,963)
Personnel	2,099,903	2,328,342	1,652,420	2,619,937	2,638,175
Non-Personnel	9,920,326	10,149,395	12,445,884	13,622,757	13,177,421
Agency Charges	306,258	160,068	536,992	386,269	223,367
TOTAL	\$ (0)	\$ (497,586)	\$ (0)	\$ -	\$ -

Service Overview

Service: Stormwater Operations

Citywide Element: Green and Resilient

Service Description

This service is responsible for operating and maintaining Stormwater Utility system infrastructure of storm sewer system including 500+ miles of pipe, 40,000+ structures and 1,300+ acres of stormwater management lands. The goal of the service is to maintain, repair, rehabilitate, and construct stormwater system infrastructure to reduce flooding while improving the water quality of our lakes and waterways.

Major Budget Changes

- Increases funding for the Community Development Division to expand the Operation Fresh Start youth employment program. This funding will support a year-round program with additional supervisory staffing and participants. (\$102,000)
- Decreases Interdepartmental Charges to reflect updates to the City’s cost allocation model (\$421,000).
- The Street Sweeping service has historically been funded through the Stormwater Utility. In previous budget presentations the Stormwater Utility portion of the service was shown in the Stormwater Operations service. Moving forward, the portion of this service funded by the Stormwater Utility will be shown in the Streets Division. This change is being made in order to show the full cost of providing the service. There is no proposed change in the overall funding for the service.

Activities Performed by this Service

- Storm Sewer Cleaning: Scheduled pipe and structure cleaning to maintain existing system capacity and prevent sediment from reaching surface waters.
- Emergency Response: Respond to reports of flooding, spills, missing covers, and plugged inlets, and stock sandbag sites.
- 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.
- Utility Locating and Marking: Respond to Diggers Hotline requests to locate and mark underground stormwater utilities to prevent damage during excavation.
- Greenway & Pond Maintenance and Repair: Vegetation maintenance, including mowing, tree removal, small-scale dredging, cleaning and repair, and post-storm debris removal.
- Inspection and Condition Assessment: Internal pipe and structure inspection and condition assessment, dry weather inspections, and pond depth surveys.
- 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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	-	-	-	-
Other-Expenditures	6,478,285	7,100,155	6,727,629	6,994,637	4,611,299
TOTAL	\$ 6,478,285	\$ 7,100,155	\$ 6,727,629	\$ 6,994,637	\$ 4,611,299

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(6,478,285)	(6,602,569)	(6,727,629)	(6,994,637)	(4,611,299)
Personnel	4,273,094	4,546,159	4,000,790	4,674,227	2,496,483
Non-Personnel	1,091,748	1,304,675	1,769,098	1,286,533	1,286,533
Agency Charges	1,113,443	1,249,321	957,741	1,033,877	828,283
TOTAL	\$ -	\$ 497,586	\$ (0)	\$ -	\$ -

Stormwater

Function: Public Works

Line Item Detail

Agency Primary Fund: Stormwater Utility

Intergovernmental Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Federal Revenues Operating	(17,291)	(5,190)	(5,863)	-	-
State Revenues Operating	(6,111)	-	-	-	-
Other Unit Of Gov Rev Cap	-	-	1,064	-	-
TOTAL	\$ (23,402)	\$ (5,190)	\$ (4,799)	\$ -	\$ -

Charges for Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Misc Charges for Service	(1,842)	-	-	-	-
Engineering Services	(2,708)	(3,500)	(3,835)	(3,000)	(3,000)
Sale Of Recyclables	(3,489)	(2,500)	(2,314)	(3,500)	(3,500)
Reimbursement Of Expense	(213,804)	(100,000)	(100,000)	(150,000)	(150,000)
Utility Fee	(1,450,005)	(1,428,500)	(1,666,257)	(1,930,270)	(1,672,423)
Erosion Control Fee	(147,474)	(135,000)	(161,262)	(150,000)	(150,000)
Stormwater Mgmt Fee	(116,026)	(95,000)	(124,892)	(110,000)	(110,000)
Stormwater Only	(3,475,911)	(4,062,700)	(4,051,051)	(4,627,190)	(4,009,086)
Residential	(5,447,915)	(6,328,570)	(6,249,076)	(7,252,360)	(6,283,582)
Commercial	(4,726,767)	(4,865,430)	(5,385,267)	(6,292,350)	(5,451,812)
Industrial	(165,002)	(196,400)	(193,290)	(219,650)	(190,309)
Public Authorities	(1,501,993)	(1,987,560)	(1,658,341)	(1,999,480)	(1,732,387)
TOTAL	\$ (17,252,937)	\$ (19,205,160)	\$ (19,595,586)	\$ (22,737,800)	\$ (19,756,099)

Licenses & Permits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Street Opening Permits	(4,500)	(5,000)	(3,120)	(4,500)	(4,500)
TOTAL	\$ (4,500)	\$ (5,000)	\$ (3,120)	\$ (4,500)	\$ (4,500)

Fine Forfeiture & Assessments

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Spec Assessments Capital	(608,842)	(150,000)	(150,000)	(500,000)	(500,000)
Late Fees	(46,656)	(40,000)	(9,717)	(40,000)	(40,000)
TOTAL	\$ (655,497)	\$ (190,000)	\$ (159,717)	\$ (540,000)	\$ (540,000)

Investments & Contributions

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Interest	(303,951)	(175,000)	(175,000)	(280,000)	(280,000)
Contributions & Donations	(1,716)	-	-	-	-
TOTAL	\$ (305,667)	\$ (175,000)	\$ (175,000)	\$ (280,000)	\$ (280,000)

Misc Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Insurance Recoveries	-	-	(50,578)	-	-
Easements	(1,000)	-	-	-	-
Miscellaneous Revenue	(851)	(640)	-	(700)	(700)
TOTAL	\$ (1,851)	\$ (640)	\$ (50,578)	\$ (700)	\$ (700)

Stormwater

Function: Public Works

Line Item Detail

Agency Primary Fund: Stormwater Utility

Other Finance Sources

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Sale Of Assets	(65,062)	(25,000)	(25,000)	(25,000)	(25,000)
Trade In Allowance	(137,754)	(30,000)	(30,000)	(35,600)	(35,600)
Fund Balance Applied	-	(101,970)	(1,303,818)	-	(8,363)
TOTAL	\$ (202,816)	\$ (156,970)	\$ (1,358,818)	\$ (60,600)	\$ (68,963)

Transfer In

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer In From Grants	(312,994)	-	-	-	-
Transfer In From Insurance	(45,111)	-	(15,308)	-	-
TOTAL	\$ (358,105)	\$ -	\$ (15,308)	\$ -	\$ -

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	4,077,027	4,608,740	3,984,287	4,803,665	3,169,128
Salary Savings	-	(46,310)	-	(46,310)	(46,310)
Pending Personnel	-	45,000	-	-	-
Premium Pay	17,451	13,500	11,640	14,850	14,850
Workers Compensation Wages	9,408	-	34,009	-	-
Compensated Absence	51,635	190,000	11,385	103,000	103,000
Hourly Wages	143,121	147,840	99,647	147,840	147,840
Overtime Wages Permanent	312,900	260,000	97,641	320,000	320,000
Overtime Wages Hourly	4,073	2,000	903	2,500	2,500
Election Officials Wages	-	-	1,816	-	-
TOTAL	\$ 4,615,614	\$ 5,220,770	\$ 4,241,327	\$ 5,345,545	\$ 3,711,008

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Comp Absence Escrow	-	50,000	-	50,000	50,000
Health Insurance Benefit	693,829	758,785	780,974	798,320	511,611
Wage Insurance Benefit	14,461	14,809	14,011	15,808	10,436
Health Insurance Retiree	-	4,887	-	-	-
WRS	295,336	320,926	288,702	341,292	230,964
FICA Medicare Benefits	342,641	365,080	318,516	404,205	281,645
Licenses & Certifications	86	500	105	250	250
Post Employment Health Plans	13,312	13,744	9,575	13,744	13,744
Other Post Emplmnt Benefit	28,830	25,000	-	25,000	25,000
Pension Expense	368,889	100,000	-	300,000	300,000
TOTAL	\$ 1,757,384	\$ 1,653,731	\$ 1,411,883	\$ 1,948,619	\$ 1,423,650

StormwaterFunction: **Public Works***Line Item Detail*Agency Primary Fund: **Stormwater Utility**

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Office Supplies	4,329	6,100	3,262	6,100	6,100
Copy Printing Supplies	12,918	21,440	13,809	22,940	22,940
Furniture	253	2,500	669	2,500	2,500
Hardware Supplies	5,802	11,500	9,943	11,500	11,500
Software Lic & Supplies	1,807	13,000	17,631	5,000	5,000
Postage	41,897	99,180	30,703	100,180	100,180
Books & Subscriptions	-	1,500	-	500	500
Work Supplies	259,418	222,000	303,519	272,000	272,000
Janitorial Supplies	2,297	1,700	1,218	1,700	1,700
Medical Supplies	205	250	36	250	250
Safety Supplies	9,687	11,250	3,791	11,250	11,250
Uniform Clothing Supplies	6,674	6,200	6,032	7,700	7,700
Food And Beverage	1,625	2,000	132	2,000	2,000
Building Supplies	2,775	1,700	2,591	7,500	7,500
Landscaping Supplies	7,997	10,000	7,730	10,000	10,000
Trees Shrubs Plants	9,237	6,000	10,000	9,500	9,500
Fertilizers And Chemicals	951	1,000	-	1,000	1,000
Machinery And Equipment	159,228	139,130	196,272	87,600	87,600
Equipment Supplies	47,166	50,000	26,781	50,000	50,000
TOTAL	\$ 574,266	\$ 606,450	\$ 634,118	\$ 609,220	\$ 609,220

Stormwater

Function: Public Works

Line Item Detail

Agency Primary Fund: Stormwater Utility

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Natural Gas	13,704	15,650	10,671	16,040	16,040
Electricity	28,063	30,850	27,308	29,860	29,860
Water	19,767	18,140	21,350	17,600	17,600
Sewer	444	520	543	500	500
Stormwater	134,472	146,360	146,144	171,620	171,620
Telephone	818	3,764	3,255	4,018	1,674
Cellular Telephone	7,286	9,304	9,697	10,080	10,080
Building Improv Repair Maint	7,445	9,500	7,196	12,300	12,300
Pest Control	134	200	210	200	200
Facility Rental	300	300	300	300	300
Custodial Bldg Use Charges	20,533	22,547	22,547	22,547	22,547
Landfill	114,150	82,000	90,443	122,000	122,000
Grounds Improv Repair Maint	6,050	25,000	35,333	25,000	25,000
Landscaping	29,158	40,000	39,641	40,000	40,000
Equipment Mntc	29,629	44,000	32,544	44,000	44,000
System & Software Mntc	113,084	108,614	104,141	102,717	102,717
Vehicle Repair & Mntc	33,895	44,400	2,680	44,400	44,400
Rental Of Equipment	45	5,020	1,005	5,020	5,020
Plant In Service Mntc	-	25,000	-	25,000	25,000
Recruitment	83	1,000	-	1,000	1,000
Mileage	5,870	5,500	1,042	1,500	1,500
Conferences & Training	12,060	10,100	10,100	12,100	12,100
Memberships	22,308	27,163	27,163	27,281	27,281
Uniform Laundry	3,140	4,600	2,886	4,600	4,600
Medical Services	-	750	-	750	750
Audit Services	3,000	5,000	5,000	5,180	5,180
Delivery Freight Charges	543	550	37	550	550
Storage Services	466	480	173	480	480
Consulting Services	783,593	816,200	1,814,646	1,070,600	1,070,600
Advertising Services	1,122	1,500	1,433	1,500	1,500
Engineering Services	15,950	5,000	-	8,000	8,000
Inspection Services	4,570	-	-	-	-
Locating Marking Services	7,190	7,000	7,190	7,200	7,200
Lab Services	11,156	10,000	108	5,000	5,000
Parking Towing Services	5,546	5,000	126	5,000	5,000
Security Services	141	-	66	-	-
Other Services & Expenses	564,929	775,200	698,500	683,200	683,200
Bad Debt Expense	5,919	-	15,186	15,000	15,000
Taxes & Special Assessments	104,547	142,280	148,021	177,680	177,680
Permits & Licenses	30,810	30,150	26,207	32,650	32,650
TOTAL	\$ 2,141,918	\$ 2,478,642	\$ 3,312,893	\$ 2,752,473	\$ 2,750,129

Stormwater

Function: Public Works

Line Item Detail

Agency Primary Fund: Stormwater Utility

Debt & Other Financing

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Principal	5,860,837	7,020,000	6,471,297	7,250,000	-
Interest	1,241,414	1,300,000	1,300,000	1,490,000	-
Fund Balance Generated	-	-	2,446,674	-	277,854
Contingent Reserve	1,190,936	38,978	-	2,307,597	2,307,597
TOTAL	\$ 8,293,186	\$ 8,358,978	\$ 10,217,971	\$ 11,047,597	\$ 2,585,451

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From GF	387	16,465	16,465	16,465	387
ID Charge From Attorney	6,092	7,505	7,505	7,505	7,610
ID Charge From Civil Rights	-	-	-	-	7,356
ID Charge From Clerk	565	388	388	388	-
ID Charge from EAP	-	711	711	711	693
ID Charge From Finance	75,997	102,804	102,804	102,804	146,763
ID Charge From Human Resource	4,840	4,062	4,062	4,062	9,295
ID Charge From Information Tec	28,166	15,956	15,956	15,956	18,011
ID Charge From Treasurer	1,825	-	-	-	-
ID Charge From Engineering	170,096	158,618	158,618	165,618	50,170
ID Charge From Fleet Services	830,859	657,577	738,466	726,667	320,118
ID Charge From Landfill	26,173	28,500	28,500	28,500	28,500
ID Charge From Mayor	4,999	4,975	4,975	4,975	14,252
ID Charge From Traffic Eng	11,621	3,653	8,108	3,653	3,653
ID Charge From Community Dev	-	47,000	47,000	51,000	153,000
ID Charge From Econ Dev	1,619	-	-	-	-
ID Charge From Insurance	22,602	35,390	35,390	5,836	5,836
ID Charge From Workers Comp	19,430	12,295	12,295	15,506	15,506
ID Charge From Sewer	369,248	335,000	335,000	375,000	375,000
ID Charge From Water	213,946	299,990	299,990	214,000	214,000
TOTAL	\$ 1,788,466	\$ 1,730,889	\$ 1,816,233	\$ 1,738,646	\$ 1,370,150

Inter-Departmental Billings

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Billing To Engineering	(60,157)	(60,000)	(60,000)	(60,000)	(60,000)
ID Billing To Landfill	(8,399)	(11,500)	(11,500)	(8,500)	(8,500)
ID Billing To Sewer	(296,198)	(250,000)	(250,000)	(250,000)	(250,000)
ID Billing To Transit	(4,010)	-	-	-	-
TOTAL	\$ (368,764)	\$ (321,500)	\$ (321,500)	\$ (318,500)	\$ (318,500)

Transfer Out

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer Out To Debt Service	-	-	-	-	8,019,154
Transfer Out To Capital	2,704	10,000	50,000	500,000	500,000
TOTAL	\$ 2,704	\$ 10,000	\$ 50,000	\$ 500,000	\$ 8,519,154

Stormwater Utility

Function: Public Works

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
CONSTRUCT INSP 2-15	15	1.00	79,646	1.00	80,443	1.00	80,443
ENGINEER 1-18	18	2.00	123,834	2.00	125,072	2.00	125,072
ENGINEER 2-18	18	1.00	87,667	1.00	88,543	1.00	88,543
ENGINEER 3-18	18	1.00	90,244	1.00	91,147	1.00	91,147
ENGR OPR LDWKR 1-15	15	1.00	66,432	1.00	67,097	1.00	67,097
ENGR OPR LDWKR 3-15	15	1.00	74,274	1.00	75,015	1.00	75,015
ENGR PROG SPEC 2-16	16	1.00	88,944	1.00	89,833	1.00	89,833
PUB WKS DEV MGR 2-18	18	1.00	104,874	1.00	105,922	1.00	105,922
SSMO 2-15	15	2.00	126,111	2.00	127,371	2.00	127,371
SSMO 3-15	15	1.00	62,776	1.00	63,402	1.00	63,402
TOTAL		12.00	904,802	12.00	913,845	12.00	913,845

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

Streets Division

Agency Overview

Agency Mission

The mission of the Streets Division is to provide a clean, safe, welcoming atmosphere for the City of Madison residents, businesses, and guests by providing high quality, cost-effective, and essential public works services.

Agency Overview

The Agency is responsible for the City's recycling program, roadside clean up, snow and ice control, solid waste management, and street maintenance. The Agency's goal is to effectively provide these services for the City of Madison with an emphasis on customer service and reduced environmental impact.

2021 Budget Highlights

The 2021 Executive Budget includes funding for:

- An anticipated 9.9% increase to the Urban Forestry Special Charge The projected increase translates to approximately \$6 for the average customer (\$526,300). The UFSC was increased 18.2% in 2020 (\$10 for the average customer).
- Proposes \$428,000 (or 1.5%) in reductions to the Streets Division's budget. These reductions include:
 - Eliminating funding to conference travel (Reduction: \$5,000).
 - Reducing sealcoating of unimproved streets from \$100,000 to \$25,000 (Reduction: \$75,000).
 - Eliminating the mattress recycling program (Reduction: \$120,000).
 - Implementing an overnight shift schedule for snow and ice removal (Reduction: \$165,000).
 - Holding a vacant Administrative Clerk position open for all of 2021 (Reduction: \$63,000).
 - Reducing funding for hourly positions for leaf collection, drop off sites, and brush collection (Reduction: \$41,000).

Streets

Function: Public Works

Budget Overview

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	26,286,079	26,394,124	26,664,306	28,959,165	27,804,921
Other Restricted	23,085	5,269,341	5,587,667	4,968,907	5,750,804
Stormwater Utility	-	-	-	-	2,391,703
TOTAL	\$ 26,309,164	\$ 31,663,465	\$ 32,251,973	\$ 33,928,072	\$ 35,947,428

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Solid Waste Management	9,548,769	9,288,865	9,798,963	10,024,686	9,833,453
Recycling	7,588,256	8,060,864	7,464,727	8,780,920	8,531,578
Snow & Ice Control	6,592,581	6,577,722	7,060,879	6,998,911	6,721,993
Street Sweeping	366,918	138,576	304,358	123,441	2,638,327
Street Repair & Maintenance	1,738,036	1,963,964	1,767,057	2,059,217	2,045,659
Roadside Cleanup	453,346	364,133	268,323	971,990	425,614
Forestry	21,258	5,269,341	5,587,667	4,968,907	5,750,804
TOTAL	\$ 26,309,164	\$ 31,663,465	\$ 32,251,973	\$ 33,928,072	\$ 35,947,428

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Intergov Revenues	(225)	(5,000)	(5,400)	(5,000)	(5,000)
Charges For Services	(1,086,433)	(1,146,000)	(1,100,533)	(1,025,000)	(1,025,000)
Misc Revenue	(28,414)	(25,000)	(27,715)	(25,000)	(25,000)
Transfer In	(932,552)	-	-	-	-
TOTAL	\$ (2,047,623)	\$ (1,176,000)	\$ (1,133,648)	\$ (1,055,000)	\$ (1,055,000)

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	10,274,821	12,778,349	12,264,585	13,075,934	14,830,400
Benefits	3,783,967	4,482,342	4,480,002	4,501,823	5,421,602
Supplies	1,382,048	1,833,975	1,792,218	1,844,975	1,844,975
Purchased Services	4,971,204	5,165,690	5,301,592	5,223,770	5,019,305
Debt & Other Financing	-	-	968,113	-	-
Inter Depart Charges	7,942,004	8,579,109	8,579,109	10,336,570	9,886,146
Transfer Out	2,742	-	-	-	-
TOTAL	\$ 28,356,787	\$ 32,839,465	\$ 33,385,620	\$ 34,983,072	\$ 37,002,428

Streets

Function: Public Works

Service Overview

Service: Solid Waste Management

Citywide Element: Culture and Character

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.

Major Budget Changes

- Increased Fleet Service charges based on the projected 2021 rate (\$377,000).
- Eliminates the mattress recycling program, which recycles approximately 8,000 mattresses annually (\$120,000).

Activities Performed by this Service

- Solid Waste Collection: Weekly refuse route service.
- 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.
- Large Item Collection: Collect large items from the curbside to be disposed of properly.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	9,548,769	9,288,865	9,798,963	10,024,686	9,833,453
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 9,548,769	\$ 9,288,865	\$ 9,798,963	\$ 10,024,686	\$ 9,833,453

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(328,451)	(340,000)	(258,621)	(340,000)	(340,000)
Personnel	4,358,236	4,085,166	4,412,850	4,279,994	4,334,297
Non-Personnel	3,161,286	3,253,920	3,354,955	3,260,740	3,136,275
Agency Charges	2,357,698	2,289,779	2,289,779	2,823,952	2,702,881
TOTAL	\$ 9,548,769	\$ 9,288,865	\$ 9,798,963	\$ 10,024,686	\$ 9,833,453

Service Overview

Service: Recycling

Citywide Element: Green and Resilient

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.

Major Budget Changes

- Increases the budget for the City's external recycling provider based on current contract commitments (\$23,660).
- Decreases anticipated revenue from recycling based on actual trends (\$121,000).
- Increases Fleet Service charges based on the projected 2021 rate (\$330,000).
- Reduces the hourly funding for leaf collection, drop-off sites, and brush collection (\$41,000).

Activities Performed by this Service

- Recycling collection: Bi-weekly curbside recycling collection.
- Drop Off Sites: Operation of three drop-off locations for residents to bring materials.
- Brush Collection: Curbside brush collection.
- Brush Processing: Brush processing at the Transfer Station.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	7,588,256	8,060,864	7,464,727	8,780,920	8,531,578
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 7,588,256	\$ 8,060,864	\$ 7,464,727	\$ 8,780,920	\$ 8,531,578

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(783,638)	(831,000)	(862,116)	(710,000)	(710,000)
Personnel	3,902,284	4,130,120	3,723,020	4,181,695	4,106,022
Non-Personnel	1,338,727	1,488,600	1,330,679	1,510,810	1,508,310
Agency Charges	3,130,884	3,273,144	3,273,144	3,798,415	3,627,246
TOTAL	\$ 7,588,256	\$ 8,060,864	\$ 7,464,727	\$ 8,780,920	\$ 8,531,578

Streets

Function: Public Works

Service Overview

Service: Snow & Ice Control

Citywide Element: Health and Safety

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.

Major Budget Changes

- Increases the budget for snow removal contractors by 3% based on negotiated rates (\$14,250).
- Increased Fleet Service charges based on the projected 2021 rate (\$371,000).
- Anticipates savings on overtime for snow and ice removal by transitioning to an overnight schedule (\$165,000).

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	6,592,581	6,577,722	7,060,879	6,998,911	6,721,993
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 6,592,581	\$ 6,577,722	\$ 7,060,879	\$ 6,998,911	\$ 6,721,993

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(6,941)	-	(8,190)	-	-
Personnel	3,581,763	3,396,180	3,752,900	3,334,253	3,141,456
Non-Personnel	1,471,115	1,777,950	1,912,577	1,790,600	1,788,100
Agency Charges	1,546,645	1,403,592	1,403,592	1,874,058	1,792,437
TOTAL	\$ 6,592,581	\$ 6,577,722	\$ 7,060,879	\$ 6,998,911	\$ 6,721,993

Streets

Function: Public Works

Service Overview

Service: Street Sweeping

Citywide Element: Green and Resilient

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.

Major Budget Changes

- This service has historically been funded through the Stormwater Utility. In previous budget presentations the Stormwater Utility portion of the service was shown in the Stormwater Operations service. Moving forward, the portion of this service funded by the Stormwater Utility will be shown in the Streets Division. This change is being made in order to show the full cost of providing the service. There is no proposed change in the overall funding for the 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.
- Leaf/Yard Waste Collection: Spring and fall curbside collection (expense shared 50-50 with Stormwater).

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	366,918	138,576	304,358	123,441	246,624
Other-Expenditures	-	-	-	-	2,391,703
TOTAL	\$ 366,918	\$ 138,576	\$ 304,358	\$ 123,441	\$ 2,638,327

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(6,941)	-	-	-	-
Personnel	252,989	26,391	192,172	16,778	2,534,457
Non-Personnel	10,818	-	1	100	100
Agency Charges	103,110	112,185	112,185	106,563	103,770
TOTAL	\$ 359,976	\$ 138,576	\$ 304,358	\$ 123,441	\$ 2,638,327

Streets

Function: Public Works

Service Overview

Service: Street Repair & Maintenance

Citywide Element: Land Use and Transportation

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.

Major Budget Changes

- Reduces the sealcoating of unimproved streets from \$100,000 to \$25,000 (\$75,000 savings).

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	1,738,036	1,963,964	1,767,057	2,059,217	2,045,659
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 1,738,036	\$ 1,963,964	\$ 1,767,057	\$ 2,059,217	\$ 2,045,659

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(156,313)	-	-	-	-
Personnel	1,062,737	1,240,316	1,046,778	1,225,125	1,313,043
Non-Personnel	291,230	184,805	181,436	184,005	109,005
Agency Charges	540,383	538,843	538,843	650,087	623,611
TOTAL	\$ 1,738,036	\$ 1,963,964	\$ 1,767,057	\$ 2,059,217	\$ 2,045,659

Streets

Function: Public Works

Service Overview

Service: Roadside Cleanup

Citywide Element: Culture and Character

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.

Major Budget Changes

- The Executive Budget maintains the current level of service.

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	451,519	364,133	268,323	971,990	425,614
Other-Expenditures	1,827	-	-	-	-
TOTAL	\$ 453,346	\$ 364,133	\$ 268,323	\$ 971,990	\$ 425,614

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(772,279)	(5,000)	(4,720)	(5,000)	(5,000)
Personnel	879,532	315,094	204,334	922,428	378,470
Non-Personnel	82,808	1,000	15,670	1,100	1,100
Agency Charges	263,284	53,039	53,039	53,462	51,044
TOTAL	\$ 453,346	\$ 364,133	\$ 268,323	\$ 971,990	\$ 425,614

Streets

Function: Public Works

Service Overview

Service: Forestry

Citywide Element: Green and Resilient

Service Description

This service is responsible for all forestry activities associated with maintaining Madison's urban forest. This service is 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.

Major Budget Changes

- The Streets operating proposal reflects increasing the share of existing positions charged to the Urban Forestry Special Charge (\$377,000).

Activities Performed by this Service

- Stump Removal: Removal of tree stumps from City property.
- Forestry Activities: Terrace tree planting, maintenance, and storm clean-up
- Emerald Ash Borer Eradication: Combats the Emerald Ash Borer through tree treatment activities.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	-	-	-	-	-
Other-Expenditures	21,258	5,269,341	5,587,667	4,968,907	5,750,804
TOTAL	\$ 21,258	\$ 5,269,341	\$ 5,587,667	\$ 4,968,907	\$ 5,750,804

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	-	-	-	-	-
Personnel	21,247	4,067,424	3,412,534	3,617,484	4,444,257
Non-Personnel	10	293,390	1,266,606	321,390	321,390
Agency Charges	-	908,527	908,527	1,030,033	985,157
TOTAL	\$ 21,258	\$ 5,269,341	\$ 5,587,667	\$ 4,968,907	\$ 5,750,804

Streets

Function: Public Works

Line Item Detail

Agency Primary Fund: General

Intergovernmental Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Local Revenues Operating	(225)	-	(400)	-	-
Other Unit of Gov Rev Op	-	(5,000)	(5,000)	(5,000)	(5,000)
TOTAL	\$ (225)	\$ (5,000)	\$ (5,400)	\$ (5,000)	\$ (5,000)

Charges for Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Misc Charges for Service	(2,749)	-	(8,190)	-	-
Appliance Collection	(268,954)	(245,000)	(216,787)	(245,000)	(245,000)
Refuse Collection	(264,938)	(260,000)	(234,866)	(260,000)	(260,000)
Sale Of Recyclables	(548,752)	(636,000)	(636,000)	(515,000)	(515,000)
Graffiti Removal	(1,040)	(5,000)	(4,720)	(5,000)	(5,000)
Reimbursement Of Expense	-	-	30	-	-
TOTAL	\$ (1,086,433)	\$ (1,146,000)	\$ (1,100,533)	\$ (1,025,000)	\$ (1,025,000)

Misc Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Miscellaneous Revenue	(28,414)	(25,000)	(27,715)	(25,000)	(25,000)
TOTAL	\$ (28,414)	\$ (25,000)	\$ (27,715)	\$ (25,000)	\$ (25,000)

Transfer In

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer In From Grants	(156,313)	-	-	-	-
Transfer In From Other Restrict	(771,239)	-	-	-	-
Transfer In From Insurance	(5,000)	-	-	-	-
TOTAL	\$ (932,552)	\$ -	\$ -	\$ -	\$ -

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	8,910,377	9,001,410	8,851,851	9,659,168	9,357,897
Salary Savings	-	(523,000)	-	(523,000)	(586,000)
Pending Personnel	-	65,000	-	-	-
Premium Pay	27,732	30,526	54,193	30,526	30,526
Workers Compensation Wages	48,828	-	34,995	-	-
Compensated Absence	141,957	200,000	17,163	200,000	200,000
Hourly Wages	284,340	326,557	99,555	326,557	285,557
Overtime Wages Permanent	825,512	708,584	684,723	708,584	543,584
Overtime Wages Hourly	15,433	-	15	-	-
Election Officials Wages	455	-	1,565	-	-
TOTAL	\$ 10,254,635	\$ 9,809,077	\$ 9,744,060	\$ 10,401,835	\$ 9,831,564

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Comp Absence Escrow	346,030	-	126,902	-	-
Health Insurance Benefit	1,798,583	1,787,218	1,912,752	1,920,700	2,000,724
Wage Insurance Benefit	34,712	30,754	34,569	35,122	36,296
WRS	653,979	646,893	607,581	651,957	631,558
FICA Medicare Benefits	755,021	720,682	734,184	752,016	717,257
Licenses & Certifications	365	-	-	-	-
Post Employment Health Plans	192,390	198,643	172,007	198,643	198,643
TOTAL	\$ 3,781,079	\$ 3,384,190	\$ 3,587,993	\$ 3,558,438	\$ 3,584,478

Streets

Function: Public Works

Line Item Detail

Agency Primary Fund: General

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Office Supplies	7,917	7,500	5,193	7,500	7,500
Copy Printing Supplies	20,530	15,000	9,422	15,000	15,000
Furniture	1,167	2,500	-	2,500	2,500
Hardware Supplies	2,754	3,000	578	3,000	3,000
Software Lic & Supplies	267	-	137	-	-
Postage	8,227	5,000	3,025	5,000	5,000
Work Supplies	373,511	283,000	256,320	283,000	283,000
Asphalt Repair Materials	24,490	55,000	55,000	55,000	55,000
Janitorial Supplies	17,671	15,000	10,146	15,000	15,000
Medical Supplies	1,328	1,775	5,878	1,775	1,775
Safety Supplies	18,193	15,000	10,726	15,000	15,000
Snow Removal Supplies	782,915	1,012,000	983,390	1,012,000	1,012,000
Uniform Clothing Supplies	18,744	25,000	17,395	25,000	25,000
Building Supplies	9,183	10,000	14,026	10,000	10,000
Machinery And Equipment	294	-	-	-	-
Equipment Supplies	94,856	110,000	146,618	110,000	110,000
TOTAL	\$ 1,382,048	\$ 1,559,775	\$ 1,517,854	\$ 1,559,775	\$ 1,559,775

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Natural Gas	50,381	75,000	56,913	75,000	75,000
Electricity	82,195	100,000	98,630	100,000	100,000
Water	52,231	60,000	47,746	60,000	60,000
Stormwater	7,681	10,000	6,670	10,000	10,000
Telephone	4,035	7,000	11,052	10,170	5,705
Cellular Telephone	10,239	12,000	8,951	12,000	12,000
Systems Comm Internet	3,250	5,000	1,166	5,000	5,000
Building Improv Repair Maint	25,038	36,000	32,852	36,000	36,000
Waste Disposal	187,644	165,000	171,400	165,000	165,000
Pest Control	2,544	2,500	1,567	2,500	2,500
Elevator Repair	1,676	-	-	-	-
Landfill	2,603,869	2,708,000	2,708,000	2,708,000	2,708,000
Process Fees Recyclables	894,148	910,000	910,000	933,660	933,660
Resource Recovery	301,400	384,000	344,400	384,000	264,000
Grounds Improv Repair Maint	114,753	100,000	99,796	100,000	25,000
Snow Removal	526,295	475,000	702,391	489,250	489,250
Equipment Mntc	21,752	25,000	10,253	25,000	25,000
System & Software Mntc	3,451	-	1,636	-	-
Rental Of Equipment	1,382	-	277	-	-
Street Mntc	1,715	-	-	-	-
Recruitment	294	-	364	-	-
Conferences & Training	16,056	11,000	1,951	11,000	6,000
Memberships	61	-	234	-	-
Uniform Laundry	5,922	7,500	6,045	7,500	7,500
Consulting Services	285	6,000	570	6,000	6,000
Advertising Services	23,707	25,000	24,388	25,000	25,000
Other Services & Expenses	21,369	15,000	22,479	15,000	15,000
Permits & Licenses	7,821	7,500	7,730	7,500	7,500
TOTAL	\$ 4,971,194	\$ 5,146,500	\$ 5,277,464	\$ 5,187,580	\$ 4,983,115

Streets

Function: Public Works

Line Item Detail

Agency Primary Fund: General

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From Engineering	55,153	55,153	55,153	55,153	55,153
ID Charge From Fleet Services	7,202,545	7,057,675	7,057,675	8,594,524	8,188,976
ID Charge From Traffic Eng	53,731	46,874	46,874	46,874	46,874
ID Charge From Insurance	109,550	131,372	131,372	170,181	170,181
ID Charge From Workers Comp	521,025	379,508	379,508	439,805	439,805
TOTAL	\$ 7,942,004	\$ 7,670,582	\$ 7,670,582	\$ 9,306,537	\$ 8,900,989

Transfer Out

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer Out To Grants	2,742	-	-	-	-
TOTAL	\$ 2,742	\$ -	\$ -	\$ -	\$ -

Streets Division

Function: Public Works

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCT TECH 2-20	20	1.00	66,775	1.00	67,442	1.00	67,442
ADMIN CLK 1-20	20	2.00	87,218	2.00	88,091	2.00	88,089
ARBORIST 1-16	16	17.00	1,038,840	19.00	1,161,674	19.00	1,161,674
ARBORIST 2-16	16	7.00	460,824	7.00	465,428	7.00	465,428
ASST STREETS SUPER-18	18	1.00	123,794	1.00	125,031	1.00	125,031
CITY FORESTER-18	18	1.00	101,899	1.00	102,917	1.00	102,917
EQPT OPR 3-16	16	3.00	203,194	3.00	205,224	3.00	205,224
FORESTRY OPR SUPV-18	18	1.00	86,072	1.00	86,932	1.00	86,932
FORESTRY SPEC-16	16	3.00	216,447	3.00	218,611	3.00	218,611
MAINT MECH 1-15	15	2.00	141,790	2.00	143,202	2.00	143,202
MAINT/REPR COORD-18	18	2.00	175,977	2.00	177,733	2.00	177,733
OPERATING ASST-15	15	1.00	72,056	1.00	72,779	1.00	72,779
OPERATING MAINT WKR-15	15	6.00	395,547	6.00	399,491	6.00	399,489
OPERATIONS CLERK-16	16	2.00	116,151	2.00	117,311	2.00	117,310
PROCESS PLANT SUPV-18	18	1.00	89,260	1.00	90,152	1.00	90,152
PROGRAM ASST 1-20	20	1.00	58,691	1.00	59,277	1.00	59,277
PUB WKS FORE-18	18	4.00	288,279	4.00	291,159	4.00	291,160
PUB WKS GEN SUPV-18	18	2.00	195,384	2.00	197,335	2.00	197,337
SECRETARY 2-ADMIN-17	17	1.00	57,048	1.00	57,620	1.00	57,619
SMO 1-15	15	91.00	4,993,538	91.00	5,043,510	91.00	5,043,507
SMO 2-15	15	27.00	1,618,511	27.00	1,634,691	27.00	1,634,688
SMO 3-15	15	30.00	1,960,248	30.00	1,997,983	30.00	1,997,984
SSMW 1-15	15	4.00	208,671	4.00	210,752	4.00	210,753
SSMW 2-15	15	6.00	372,706	6.00	376,426	6.00	376,426
STREETS GEN SUPV-18	18	6.00	516,798	6.00	521,964	6.00	521,964
STREETS SUPT-21	21	1.00	131,356	1.00	132,669	1.00	132,669
STS OPER ANAL-18	18	1.00	90,244	1.00	91,146	1.00	91,146
STS/PW SIC-18	18	1.00	92,873	1.00	93,801	1.00	93,801
TREE TRIMMER FORE-18	18	2.00	155,805	2.00	157,362	2.00	157,362
TOTAL		227.00	14,115,996	229.00	14,387,713	229.00	14,387,706

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

Traffic Engineering

Agency Overview

Agency Mission

The mission of the Traffic Engineering Division is to provide and manage the environmentally sensitive, safe, efficient, affordable, reliable and convenient movement of people and goods through communications; transportation planning; and the design, operation, and maintenance of transportation facilities.

Agency Overview

The Division is responsible for managing Madison's network of traffic and streetlight infrastructure. The Division is also responsible for coordinating pedestrian and traffic safety initiatives. The goal of the Division is to efficiently maintain city infrastructure and facilities while providing a high level of customer service and improved safety to customers.

2021 Budget Highlights

The 2021 Executive Budget:

- Proposes \$271,000 (3.6%) in reductions to Traffic Engineering's budget. These reductions include:
 - Holding a Traffic Signal Maintenance position vacant for all of 2021 (Reduction: \$70,700)
 - Eliminates funding for the epoxy pavement marking contract (Reduction: \$170,000)
 - Not hiring an hourly employee within the mapping section of Traffic Engineering (Reduction: \$30,000)
- Increases funding for the annual software subscription costs for the radio system utilized by Public Safety and Public Works departments. In 2021, the increased cost will be funded through General Fund balance. The use of fund balance will be replaced by updating charges to external user agencies in 2022 (Increase: \$550,000)
- Proposes transferring the Crossing Guard program from the Police Department to Traffic Engineering-Bicycle and Pedestrian Services. Under this proposal, the full Crossing Guard program will be moved to Traffic Engineering for both budgeting and organizational purposes. This transfer includes two permanent positions and hourly funding for Crossing Guards. The proposed transfer does not adjust the overall budget for the program and maintains the current level of service (\$601,275).

Traffic Engineering

Function: Transportation

Budget Overview

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	6,474,719	6,907,718	7,022,618	7,435,707	8,014,955
Other Grants	29,604	81,816	-	26,685	99,540
TOTAL	\$ 6,504,324	\$ 6,989,534	\$ 7,022,618	\$ 7,462,392	\$ 8,114,495

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Signing	1,122,305	1,114,472	1,693,301	1,160,898	1,106,582
Streetlighting	1,760,382	1,729,547	1,841,400	1,861,082	1,864,765
Pavement Markings	791,281	876,291	705,007	1,005,886	835,330
Communications	512,218	666,072	385,360	714,161	1,059,459
Signals	681,055	803,625	787,297	791,888	833,800
Services	1,269,077	1,365,827	1,296,151	1,427,978	1,496,689
Bicycle & Pedestrian Services	368,004	433,701	314,102	500,500	917,870
TOTAL	\$ 6,504,324	\$ 6,989,534	\$ 7,022,618	\$ 7,462,392	\$ 8,114,495

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Intergov Revenues	(403,227)	(531,900)	(389,297)	(522,200)	(522,200)
Charges For Services	(249,820)	(257,960)	(236,446)	(265,960)	(265,960)
Misc Revenue	(346,320)	(360,000)	(350,000)	(360,000)	(360,000)
Transfer In	(53,654)	(55,000)	(8,431)	-	-
TOTAL	\$ (1,053,021)	\$ (1,204,860)	\$ (984,174)	\$ (1,148,160)	\$ (1,148,160)

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	4,238,915	4,533,204	4,511,982	4,699,499	5,098,626
Benefits	1,337,869	1,398,490	1,425,156	1,401,810	1,470,450
Supplies	308,879	330,137	344,130	336,889	339,889
Purchased Services	1,829,594	1,922,140	1,917,688	1,925,065	2,295,431
Inter Depart Charges	386,054	522,469	338,415	737,859	755,020
Inter Depart Billing	(549,413)	(530,545)	(549,077)	(509,070)	(715,261)
Transfer Out	5,448	18,500	18,500	18,500	18,500
TOTAL	\$ 7,557,345	\$ 8,194,394	\$ 8,006,793	\$ 8,610,552	\$ 9,262,654

Service Overview

Service: Signing

Citywide Element: Land Use and Transportation

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.

Major Budget Changes

- Increased revenue from billings for damaged signs based on recent actual trends (\$6,000).
- Increase in safety supplies to continue supporting the Steatery and Shared Streets programs (\$3,000)

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 through-out 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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	1,122,305	1,114,472	1,693,301	1,160,898	1,106,582
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 1,122,305	\$ 1,114,472	\$ 1,693,301	\$ 1,160,898	\$ 1,106,582

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(176,684)	(96,000)	(102,825)	(102,000)	(102,000)
Personnel	1,195,613	1,111,420	1,369,492	1,109,536	1,051,658
Non-Personnel	96,933	81,808	195,286	86,306	85,327
Agency Charges	6,443	17,244	231,348	67,056	71,597
TOTAL	\$ 1,122,305	\$ 1,114,472	\$ 1,693,301	\$ 1,160,898	\$ 1,106,582

Traffic Engineering

Function: Transportation

Service Overview

Service: Streetlighting

Citywide Element: Health & Safety

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.

Major Budget Changes

- Increased personnel expenses driven by increasing the share of TE staff time charged to this service. (\$107,000)

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.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	1,760,382	1,729,547	1,841,400	1,861,082	1,864,765
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 1,760,382	\$ 1,729,547	\$ 1,841,400	\$ 1,861,082	\$ 1,864,765

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(130,449)	(186,000)	(108,215)	(141,000)	(141,000)
Personnel	608,708	496,194	666,531	598,124	603,028
Non-Personnel	1,290,940	1,380,532	1,283,084	1,376,967	1,376,413
Agency Charges	(8,817)	38,821	-	26,991	26,324
TOTAL	\$ 1,760,382	\$ 1,729,547	\$ 1,841,400	\$ 1,861,082	\$ 1,864,765

Service Overview

Service: Pavement Markings

Citywide Element: Land Use and Transportation

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.

Major Budget Changes

- The Executive Budget proposes reduced funding for the pavement marking epoxy contract responsible for proactive remarking on major roadways and crosswalks. At the proposed level of funding, all pavement marking in 2021 will be performed with in-house staff and equipment and will be largely focused on reactive improvements. (\$107,000)
- Increased personnel expenses driven by additional staff time allocated to the pavement marking service. (\$100,000)

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	791,281	876,291	705,007	1,005,886	835,330
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 791,281	\$ 876,291	\$ 705,007	\$ 1,005,886	\$ 835,330

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(6,328)	-	-	-	-
Personnel	467,208	490,299	375,623	585,592	590,296
Non-Personnel	266,192	294,078	329,385	294,527	124,114
Agency Charges	64,209	91,914	-	125,767	120,920
TOTAL	\$ 791,281	\$ 876,291	\$ 705,007	\$ 1,005,886	\$ 835,330

Service Overview

Service: Communications

Citywide Element: Health & Safety

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.

Major Budget Changes

- The Executive Budget proposes funding for the annual software subscription costs for the citywide radio system. The 2016 Capital Budget included funding to upgrade to the current system. The increased costs will be ongoing. Beginning in 2022, a portion of the increased costs will be funded by increasing billing to external user agencies (\$550,000).

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	512,218	666,072	385,360	714,161	1,059,459
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 512,218	\$ 666,072	\$ 385,360	\$ 714,161	\$ 1,059,459

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(104,389)	(127,900)	(146,593)	(135,200)	(135,200)
Personnel	949,274	1,035,111	997,095	1,048,728	1,057,262
Non-Personnel	90,835	107,749	71,067	107,677	656,698
Agency Charges	(423,501)	(348,888)	(536,208)	(307,044)	(519,301)
TOTAL	\$ 512,218	\$ 666,072	\$ 385,360	\$ 714,161	\$ 1,059,459

Service Overview

Service: Signals

Citywide Element: Land Use and Transportation

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 the City's traffic signals.

Major Budget Changes

- The Executive Budget proposes holding a Traffic Signal Maintenance position vacant for all of 2021 (\$71,000).

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	681,055	803,625	787,297	791,888	833,800
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 681,055	\$ 803,625	\$ 787,297	\$ 791,888	\$ 833,800

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(635,172)	(794,960)	(626,541)	(769,960)	(769,960)
Personnel	931,972	1,166,743	987,845	1,138,139	1,148,312
Non-Personnel	337,198	359,870	361,796	367,567	366,966
Agency Charges	47,057	71,972	64,198	56,141	88,482
TOTAL	\$ 681,055	\$ 803,625	\$ 787,297	\$ 791,888	\$ 833,800

Service Overview

Service: Services

Citywide Element: Effective Government

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.

Major Budget Changes

- The Executive Budget proposes eliminating funding for an hourly employee in 2021 that assists the mapping section (\$30,000)
- Increased agency charges driven by the addition of Fleet service charges (\$106,000)

Activities Performed by this Service

- Right-of-Way Permits: Review plans for proposed use of the public right-of-way for public safety and pedestrian and traffic flow.
- Plan Review and Enforcement: Review projects and developments that may affect public safety and traffic flow and issue citations if warranted.
- 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: Maintain the Cityworks database system which tracks agency workflow and spatially plots City assets.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	1,269,077	1,365,827	1,296,151	1,427,978	1,496,689
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 1,269,077	\$ 1,365,827	\$ 1,296,151	\$ 1,427,978	\$ 1,496,689

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	-	-	-	-	-
Personnel	1,151,767	1,306,831	1,248,064	1,259,401	1,337,470
Non-Personnel	23,967	16,040	18,087	16,062	10,744
Agency Charges	93,342	42,956	30,000	152,515	148,475
TOTAL	\$ 1,269,077	\$ 1,365,827	\$ 1,296,151	\$ 1,427,978	\$ 1,496,689

Service Overview

Service: Bicycle & Pedestrian Services

Citywide Element: Land Use and Transportation

Service Description

This service manages bicycle and pedestrian infrastructure improvements and program administration. Beginning in 2021, this service will also include administering the Crossing Guard program. The goal of this service is a safe, efficient and accessible infrastructure and public awareness of pedestrian and bicycle safety best practices.

Major Budget Changes

- The Executive Budget proposes transferring the Crossing Guard program from the Police Department. The full program budget for the Crossing Guard program is \$601,275. The proposed transfer does not impact the overall program budget. The budget includes two permanent supervisor positions (1.7 FTE - \$160,265), 57 hourly positions (\$438,010), and supplies (\$3,000).

Activities Performed by this Service

- Pedestrian and Bicycle Plans: Update plans that incorporate modern design principles and increase the mode share for walking and biking, including developing winter maintenance plans that support year round walking and bicycling and that are financially sustainable.
- Pedestrian and Bicycle Network: Develop projects that will close gaps in the network and ensure improvements equitably benefit low-income neighborhoods.
- Bicycle Infrastructure: Develop projects that improve the current pedestrian bicycle network through the use of innovative infrastructure and support the addition of infrastructure such as wayfinding signage, bicycle parking, pedestrian flags, repair stations, bike share stations and information kiosks.
- Bicycle Programs: Provide programming that fosters an active pedestrian bicycle culture, attracts new bikers and walkers, promotes safety, and ensures that programs are available to underserved neighborhoods.
- Crossing Guard Program: Help children who walk or bike to school safely cross streets at key locations, while also reminding drivers of the presence of pedestrians.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	338,400	351,885	314,102	473,815	818,330
Other-Expenditures	29,604	81,816	-	26,685	99,540
TOTAL	\$ 368,004	\$ 433,701	\$ 314,102	\$ 500,500	\$ 917,870

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	-	-	-	-	-
Personnel	272,241	325,096	292,488	361,789	781,050
Non-Personnel	37,856	30,700	21,614	31,348	33,558
Agency Charges	57,908	77,905	-	107,363	103,262
TOTAL	\$ 368,004	\$ 433,701	\$ 314,102	\$ 500,500	\$ 917,870

Traffic Engineering

Function: Transportation

Line Item Detail

Agency Primary Fund: General

Intergovernmental Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Federal Revenues Operating	(332)	(900)	(2,664)	(1,200)	(1,200)
State Revenues Operating	(119,140)	(93,000)	(93,000)	(98,000)	(98,000)
Payment for Muni Service	(47,597)	(30,000)	(36,340)	(35,000)	(35,000)
Local Revenues Operating	(182,668)	(333,000)	(192,293)	(313,000)	(313,000)
Other Unit of Gov Rev Op	(53,491)	(75,000)	(65,000)	(75,000)	(75,000)
TOTAL	\$ (403,227)	\$ (531,900)	\$ (389,297)	\$ (522,200)	\$ (522,200)

Charges for Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Traffic Private Entity	(81,471)	(128,960)	(70,606)	(130,960)	(130,960)
Reimbursement Of Expense	(168,349)	(129,000)	(165,841)	(135,000)	(135,000)
TOTAL	\$ (249,820)	\$ (257,960)	\$ (236,446)	\$ (265,960)	\$ (265,960)

Misc Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Miscellaneous Revenue	(346,320)	(360,000)	(350,000)	(360,000)	(360,000)
TOTAL	\$ (346,320)	\$ (360,000)	\$ (350,000)	\$ (360,000)	\$ (360,000)

Transfer In

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer In From Grants	(39,722)	-	-	-	-
Transfer In From Insurance	(13,932)	(55,000)	(8,431)	-	-
TOTAL	\$ (53,654)	\$ (55,000)	\$ (8,431)	\$ -	\$ -

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	3,984,252	4,323,774	4,293,634	4,534,646	4,538,408
Salary Savings	-	(100,000)	-	(100,000)	(170,694)
Premium Pay	18,611	18,000	19,285	18,000	18,000
Workers Compensation Wages	984	-	80	-	-
Compensated Absence	53,616	49,999	68,393	49,999	49,999
Hourly Wages	102,363	125,000	102,363	125,000	533,010
Overtime Wages Permanent	62,980	51,802	27,319	51,802	51,802
Election Officials Wages	-	-	908	-	-
TOTAL	\$ 4,222,806	\$ 4,468,575	\$ 4,511,982	\$ 4,679,447	\$ 5,020,525

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Comp Absence Escrow	53,782	-	78,855	-	-
Health Insurance Benefit	646,299	709,002	666,913	693,380	746,566
Wage Insurance Benefit	17,193	16,926	20,871	17,404	18,354
WRS	269,309	291,854	293,205	306,087	306,341
FICA Medicare Benefits	311,722	325,469	327,550	340,254	339,698
Licenses & Certifications	240	-	24	-	-
Post Employment Health Plans	36,854	38,052	37,738	38,052	38,052
TOTAL	\$ 1,335,398	\$ 1,381,303	\$ 1,425,156	\$ 1,395,177	\$ 1,449,011

Traffic Engineering

Function: Transportation

Line Item Detail

Agency Primary Fund: General

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Purchasing Card Unallocated	-	100	11,720	3,000	3,000
Office Supplies	14,684	5,300	5,300	5,300	5,300
Copy Printing Supplies	7,669	4,100	4,435	5,100	5,100
Furniture	122	2,400	-	2,300	2,300
Hardware Supplies	8,573	2,300	7,589	2,300	2,300
Software Lic & Supplies	1,726	6,300	10,880	6,300	6,300
Postage	4,214	2,800	3,472	3,100	3,100
Books & Subscriptions	362	100	800	100	100
Work Supplies	196,687	214,586	215,394	216,588	219,588
Janitorial Supplies	3,189	4,700	8,018	7,500	7,500
Medical Supplies	358	500	1,277	200	200
Safety Supplies	14,350	11,100	22,000	16,250	16,250
Snow Removal Supplies	2,815	-	-	-	-
Building	2,930	200	4,000	200	200
Building Supplies	1,707	700	1,646	1,600	1,600
Electrical Supplies	489	1,500	557	1,500	1,500
HVAC Supplies	1,006	900	501	800	800
Plumbing Supplies	17	100	-	100	100
Machinery And Equipment	-	-	6,550	-	-
Equipment Supplies	26,229	19,100	19,867	12,000	12,000
Street Light Supplies	5,157	25,000	-	25,000	25,000
Traffic Signal Supplies	7,657	27,551	10,950	27,551	27,551
Inventory	65	800	9,174	100	100
TOTAL	\$ 300,007	\$ 330,137	\$ 344,130	\$ 336,889	\$ 339,889

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Natural Gas	8,012	6,800	9,557	7,400	7,400
Electricity	1,420,411	1,540,021	1,447,741	1,540,021	1,540,021
Water	2,104	1,980	1,780	1,980	1,980
Telephone	5,100	9,200	11,608	11,445	6,811
Cellular Telephone	17,702	14,260	22,195	13,710	13,710
Systems Comm Internet	81,600	82,500	91,200	82,500	82,500
Building Improv Repair Maint	3,266	-	636	-	-
Waste Disposal	448	-	-	-	-
Facility Rental	6,142	800	3,583	800	800
Landfill	2,332	2,000	1,189	2,000	2,000
Landscaping	-	600	-	600	600
Comm Device Mntc	16,055	10,400	15,392	12,530	12,530
Equipment Mntc	22,425	29,500	32,000	28,500	28,500
System & Software Mntc	16,199	1,000	15,000	1,000	551,000
Rental Of Equipment	4,643	6,100	684	5,600	5,600
Street Mntc	170,063	170,000	218,687	170,000	-
Street Light Mntc	3,170	-	6,465	-	-
Recruitment	77	-	70	-	-
Mileage	-	1,000	136	1,000	1,000
Conferences & Training	9,769	12,700	3,270	12,700	7,700
Memberships	3,092	4,400	8,092	4,400	4,400
Delivery Freight Charges	161	200	212	200	200
Storage Services	12	-	2	-	-
Advertising Services	838	1,600	40	1,600	1,600
Printing Services	3,495	3,800	-	3,800	3,800
Locating Marking Services	21,570	17,000	21,570	17,000	17,000
Other Services & Expenses	8,724	5,779	6,459	5,779	5,779
Permits & Licenses	30	500	120	500	500
TOTAL	\$ 1,827,442	\$ 1,922,140	\$ 1,917,688	\$ 1,925,065	\$ 2,295,431

Traffic Engineering

Function: Transportation

Line Item Detail

Agency Primary Fund: General

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From Engineering	(8,222)	54,233	(25,000)	54,233	54,233
ID Charge From Fleet Services	278,349	374,038	269,217	564,017	581,177
ID Charge From Insurance	26,897	30,000	30,000	38,902	38,902
ID Charge From Workers Comp	89,031	64,198	64,198	80,708	80,708
TOTAL	\$ 386,054	\$ 522,469	\$ 338,415	\$ 737,859	\$ 755,020

Inter-Departmental Billings

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Billing To Clerk	(975)	(900)	(1,179)	(900)	(900)
ID Billing To Fire	(89,688)	(102,952)	(87,102)	(101,552)	(101,552)
ID Billing To Police	(286,021)	(225,839)	(312,788)	(225,839)	(225,839)
ID Billing To Public Health	(970)	(1,644)	(3,065)	(1,644)	(1,644)
ID Billing To Engineering	(4,911)	(3,826)	(2,959)	(3,826)	(3,826)
ID Billing To Fleet Services	(5,574)	(4,999)	(4,745)	(4,999)	(4,999)
ID Billing To Landfill	(1,924)	(2,043)	(161)	(2,043)	(2,043)
ID Billing To Streets	(53,731)	(48,373)	(56,920)	(48,373)	(48,373)
ID Billing To Library	(3,463)	(3,481)	(3,356)	(3,766)	(3,766)
ID Billing To Parks	(28,758)	(31,043)	(19,717)	(31,043)	(31,043)
ID Billing To Bldg Inspection	(934)	(914)	(814)	(914)	(914)
ID Billing To Parking	(12,407)	(43,210)	(8,771)	(22,850)	(50,710)
ID Billing To Sewer	(1,760)	(1,423)	(1,885)	(1,423)	(1,423)
ID Billing To Stormwater	(10,384)	(175)	(10,289)	(175)	(175)
ID Billing To Transit	(45,339)	(42,717)	(20,818)	(42,717)	(144,699)
ID Billing To Water	(516)	(17,007)	(14,507)	(17,007)	(93,356)
ID Billing To CDA	(2,059)	-	-	-	-
TOTAL	\$ (549,413)	\$ (530,545)	\$ (549,077)	\$ (509,070)	\$ (715,261)

Transfer Out

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer Out To Grants	5,448	18,500	18,500	18,500	18,500
TOTAL	\$ 5,448	\$ 18,500	\$ 18,500	\$ 18,500	\$ 18,500

Traffic Engineering

Function: Transportation

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCT TECH 2-20	20	1.00	63,368	1.00	64,001	1.00	64,001
ASST CITY TRAFFIC ENGR-18	18	1.00	135,935	1.00	137,295	1.00	137,295
BIC REGISTRATION COORD-20 PT	20	0.60	35,096	0.60	35,446	0.60	35,446
CITY TRAFFIC ENGR-21	21	1.00	147,118	1.00	148,589	1.00	148,589
CIVIL TECH 2-16	16	2.00	131,218	2.00	132,529	2.00	132,529
COM OPER LDWKR-16	16	1.00	79,414	1.00	80,207	1.00	80,207
COMMUNIC OPER SUPV-18	18	1.00	93,636	1.00	94,572	1.00	94,572
COMMUNIC TECH 1-16	16	2.00	138,135	2.00	139,515	2.00	139,515
COMMUNIC TECH 2-16	16	3.00	204,642	3.00	206,687	3.00	206,687
COMMUNIC TECH 3-16	16	1.00	63,488	1.00	64,123	1.00	64,123
COMMUNICATION WKR-16	16	2.00	131,651	2.00	132,967	2.00	132,967
COMP MAP/GIS COORD-18	18	1.00	108,690	1.00	109,776	1.00	109,776
CROSSING GUARD SUPV-18 PT	18	-	-	-	-	1.70	108,143
ENGR PROG SPEC 1-16	16	5.00	371,427	5.00	375,141	5.00	375,141
ENGR PROG SPEC 2-16	16	1.00	81,797	1.00	82,614	1.00	82,614
MAINT MECH 1-16	16	1.00	58,717	1.00	59,303	1.00	59,303
MAINT PAINTER-16	16	2.00	133,212	2.00	134,543	2.00	134,543
PED BICYCLE ADMIN-18	18	1.00	90,244	1.00	91,146	1.00	91,146
PED BICYCLE SAFETY ASST-20	20	1.00	49,238	1.00	49,730	1.00	49,730
PROGRAM ASST 1-20	20	2.00	126,500	2.00	127,764	2.00	127,764
SIGN PAINTER-16	16	2.00	131,777	2.00	133,093	2.00	133,093
STOREKEEPER-16	16	1.00	55,672	1.00	56,228	1.00	56,228
TRAFF CONT MAINT WKR-16	16	6.00	334,005	6.00	337,342	6.00	337,342
TRAFF ENGR 1-18	18	1.00	82,088	1.00	82,908	1.00	82,908
TRAFF ENGR 2-18	18	4.00	342,871	4.00	346,297	4.00	346,297
TRAFF ENGR 3-18	18	1.00	67,160	1.00	67,830	1.00	67,830
TRAFF ENGR 4-18	18	2.00	213,384	2.00	215,517	2.00	215,517
TRAFF OPER LDWKR-16	16	2.00	146,340	2.00	147,804	2.00	147,804
TRAFF OPER MGR-18	18	1.00	117,162	1.00	118,332	1.00	118,332
TRAFF SIG ELECTR 1-16	16	2.00	135,565	2.00	136,920	2.00	136,920
TRAFF SIG ELECTR 2-16	16	6.00	457,028	6.00	461,595	6.00	461,595
TRAFF SIG ELECTR 3-16	16	1.00	82,245	1.00	83,067	1.00	83,067
TRAFF SIG MAINT WKR-16	16	4.00	219,656	4.00	221,850	4.00	221,850
TRAFF SYS/NET SPEC	16	1.00	98,719	1.00	99,705	1.00	99,705
TRAFFIC OPER SUPV-18	18	1.00	87,616	1.00	88,492	1.00	88,492
TRANSP OPNS ANAL-18	18	1.00	93,749	1.00	94,686	1.00	94,686
TOTAL		65.60	4,908,563	65.60	4,957,614	67.30	5,065,757

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

Transportation

Agency Overview

Agency Mission

The mission of the Department of Transportation is to develop and maintain a safe, efficient, economical, equitable, and sustainable transportation system for Madison's residents and visitors in a way that is consistent with the City's land use system and regional transportation goals.

Agency Overview

The Agency is responsible for planning and maintaining each element of the City's transportation system, including bicycle, bus, freight, automobile traffic, parking, pedestrians, street, curb and right-of-way use, and public transit.

2021 Budget Highlights

The 2021 Executive Budget:

- Proposes \$26,000 (5%) in reductions to Transportation's budget. These reductions include:
 - Allocating a portion of staff time to capital projects based on 2021 work plans (Reduction: \$26,000).

TransportationFunction: **Transportation***Budget Overview*

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	486,325	518,601	457,604	516,441	486,692
TOTAL	\$ 486,325	\$ 518,601	\$ 457,604	\$ 516,441	\$ 486,692

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transportation Management	486,325	518,601	457,604	516,441	486,692
TOTAL	\$ 486,325	\$ 518,601	\$ 457,604	\$ 516,441	\$ 486,692

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	363,784	374,822	336,543	371,304	349,025
Benefits	93,444	102,484	96,016	103,858	101,388
Supplies	2,739	4,500	45	4,500	4,500
Purchased Services	16,122	25,500	13,705	25,500	20,500
Inter Depart Charges	10,236	11,295	11,295	11,279	11,279
TOTAL	\$ 486,325	\$ 518,601	\$ 457,604	\$ 516,441	\$ 486,692

Transportation

Function: Transportation

Service Overview

Service: Transportation Management

Citywide Element: Land Use and Transportation

Service Description

This service is responsible for planning and maintaining each element of the City's transportation system, including bicycle, bus, freight, automobile traffic, parking, pedestrians, street, curb and right-of-way use, and public transit. Organizationally, leadership within this department is responsible for the oversight of Metro Transit, Parking Utility, and Traffic Engineering.

Major Budget Changes

The Executive Budget maintains the current level of service.

Activities Performed by this Service

- Transportation Planning: Identify transportation needs, develop and evaluate solutions, and recommend projects.
- 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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	486,325	518,601	457,604	516,441	486,692
Other-Expenditures	-	-	-	-	-
TOTAL	\$ 486,325	\$ 518,601	\$ 457,604	\$ 516,441	\$ 486,692

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	-	-	-	-	-
Personnel	457,228	477,306	432,558	475,162	450,413
Non-Personnel	18,861	30,000	13,750	30,000	25,000
Agency Charges	10,236	11,295	11,295	11,279	11,279
TOTAL	\$ 486,325	\$ 518,601	\$ 457,604	\$ 516,441	\$ 486,692

Transportation

Function: Transportation

Line Item Detail

Agency Primary Fund: General

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	357,338	369,822	335,404	371,304	349,025
Pending Personnel	-	5,000	-	-	-
Compensated Absence	5,845	-	-	-	-
Election Officials Wages	601	-	1,139	-	-
TOTAL	\$ 363,784	\$ 374,822	\$ 336,543	\$ 371,304	\$ 349,025

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Health Insurance Benefit	42,543	50,421	46,209	50,421	51,087
Wage Insurance Benefit	1,322	1,103	1,714	1,866	1,850
WRS	23,861	24,963	22,810	25,062	23,559
FICA Medicare Benefits	25,718	25,997	25,282	26,509	24,892
TOTAL	\$ 93,444	\$ 102,484	\$ 96,016	\$ 103,858	\$ 101,388

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Purchasing Card Unallocated	-	-	14	-	-
Office Supplies	446	1,000	31	1,000	1,000
Hardware Supplies	1,273	-	-	-	-
Software Lic & Supplies	-	3,500	-	3,500	3,500
Books & Subscriptions	1,021	-	-	-	-
TOTAL	\$ 2,739	\$ 4,500	\$ 45	\$ 4,500	\$ 4,500

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Telephone	407	-	588	-	-
Recruitment	1,000	-	-	-	-
Conferences & Training	4,234	12,500	2,117	12,500	7,500
Memberships	10,481	13,000	11,000	13,000	13,000
TOTAL	\$ 16,122	\$ 25,500	\$ 13,705	\$ 25,500	\$ 20,500

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From Engineering	10,236	10,236	10,236	10,236	10,236
ID Charge From Insurance	-	925	925	834	834
ID Charge From Workers Comp	-	134	134	209	209
TOTAL	\$ 10,236	\$ 11,295	\$ 11,295	\$ 11,279	\$ 11,279

Transportation

Function: Transportation

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
DIR OF TRANSPORTATION-21	21	1.00	162,881	1.00	164,509	1.00	164,509
PRINCIPAL PLANNER-18	18	1.00	122,689	1.00	123,915	1.00	123,915
TRANS PLANNER 2-44	44	1.00	82,060	1.00	82,880	1.00	82,880
TOTAL		3.00	367,630	3.00	371,304	3.00	371,304

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

Water Utility

Agency Overview

Agency Mission

The mission of the Madison Water Utility is to provide the essential supply of water for consumption and fire protection via quality service and price, for present and future generations.

Agency Overview

The Agency seeks to maintain the City's water utility network by replacing and rehabilitating new and existing infrastructure. 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.

2021 Budget Highlights

The 2021 Executive Budget:

- o Does not assume a rate increase. The Executive Budget reflects annualizing a 13% rate increase for the average residential customer implemented in July 2020.
- o Funds a new position dedicated to overseeing the Utility IT infrastructure. This position will be funded by the Water Utility but housed in IT, the new position is shown in the IT position summary (\$72,000).

Note: The online version of the Water Utility budget reflects a correction to the fund balance applied and generated amounts included in the 2021 budget. These corrections are not included in the printed version of the budget document.

Water**Function: Public Works***Budget Overview*

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Water Utility	45,882,963	45,232,406	57,843,166	45,582,700	45,585,921
TOTAL	\$ 45,882,963	\$ 45,232,406	\$ 57,843,166	\$ 45,582,700	\$ 45,585,921

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Water Quality	898,587	986,974	638,305	1,082,095	1,087,499
Water Engineering	2,253,257	2,006,758	1,802,084	2,182,815	2,193,586
Water Operations & Maintenance	10,122,867	9,908,211	9,913,338	12,751,521	12,815,340
Water Customer Service	2,601,328	3,031,380	2,342,841	3,056,615	3,070,915
Water Finance & Admin	30,006,926	29,299,083	43,146,598	26,509,654	26,418,581
TOTAL	\$ 45,882,963	\$ 45,232,406	\$ 57,843,166	\$ 45,582,700	\$ 45,585,921

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Intergov Revenues	(133,361)	(138,000)	-	-	-
Charges For Services	(43,100,382)	(43,785,220)	(42,760,220)	(44,965,000)	(44,965,000)
Fine & Forfeiture	(251,660)	(242,300)	(37,463)	(59,000)	(59,000)
Investments & Other Contributions	(977,467)	(300,000)	(300,000)	(280,000)	(280,000)
Misc Revenue	(561,898)	(322,780)	(276,949)	(278,700)	(278,700)
Other Financing Source	(830,623)	(444,106)	(14,468,533)	-	(3,221)
Transfer In	(27,572)	-	-	-	-
TOTAL	\$ (45,882,963)	\$ (45,232,406)	\$ (57,843,166)	\$ (45,582,700)	\$ (45,585,921)

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	8,677,134	9,039,183	8,488,880	9,586,202	9,586,202
Benefits	3,751,270	2,804,480	2,954,403	2,921,699	3,031,255
Supplies	1,026,036	2,322,500	1,842,060	2,447,300	2,447,300
Purchased Services	4,240,842	5,430,000	4,087,648	5,107,000	5,100,790
Debt & Other Financing	29,926,286	27,646,350	42,474,081	19,365,329	18,968,000
Inter Depart Charges	843,701	949,893	949,893	940,170	1,098,441
Inter Depart Billing	(2,582,305)	(2,960,000)	(2,960,000)	(2,385,000)	(2,385,000)
Transfer Out	-	-	6,200	7,600,000	7,738,933
TOTAL	\$ 45,882,963	\$ 45,232,406	\$ 57,843,166	\$ 45,582,700	\$ 45,585,921

Service Overview

Service: Water Quality

Citywide Element: Health and Safety

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.

Major Budget Changes

- Removes one-time Packer Test to measure well permeability at Unit Well #14 (\$60,000).

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	<i>Data not available</i>	-	-	-	-
Other-Expenditures		986,974	638,305	1,082,095	1,087,499
TOTAL	\$ -	\$ 986,974	\$ 638,305	\$ 1,082,095	\$ 1,087,499

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue		(29,228)	(638,305)	-	(3,221)
Personnel		748,974	499,986	829,295	835,390
Non-Personnel	<i>Data not available</i>	238,000	138,318	252,800	252,109
Agency Charges		-	-	-	-
TOTAL	\$ -	\$ 957,746	\$ 0	\$ 1,082,095	\$ 1,084,278

Water

Function: Public Works

Service Overview

Service: Water Engineering

Citywide Element: Effective Government

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.

Major Budget Changes

- Increases funding for consulting services to develop an Asset Management Plan (\$150,000).
- Removes one-time funding for consulting for a risk and resiliency plan that was completed in 2020 (\$25,000).
- Removes temporary funding (\$169,500) for the Utility Billing system conversion that is projected to be completed in 2021. The proposed budget includes \$25,000 to support the remainder of this conversion.

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	<i>Data not available</i>	-	-	-	-
Other-Expenditures		2,006,758	1,802,084	2,182,815	2,193,586
TOTAL	\$ -	\$ 2,006,758	\$ 1,802,084	\$ 2,182,815	\$ 2,193,586

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue		(53,625)	(1,802,084)	-	-
Personnel	<i>Data not available</i>	1,476,558	1,468,847	1,576,415	1,588,648
Non-Personnel		530,200	333,237	606,400	604,938
Agency Charges		-	-	-	-
TOTAL	\$ -	\$ 1,953,133	\$ (0)	\$ 2,182,815	\$ 2,193,586

Service Overview

Service: Water Operations & Maintenance

Citywide Element: Green and Resilient

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.

Major Budget Changes

- Transfers the full budget for electricity utilized by the Utility from Finance and Administration to this service (\$2.0m transfer-no overall budgetary change).
- Increases funding for equipment and supplies based on increased maintenance levels associated with less frequent vehicle replacement (\$120,000).
- Removes funding for National Emission Standards for Hazardous Air Pollutants (NESHAP) 5-year generator testing (\$30,000).
- Removes funding for consultant services to assist with the Cityworks implementation completed in 2020 (\$50,000).

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: Test and treat raw water to monitor that a quality product enters the distribution system.
- 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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	<i>Data not available</i>	-	-	-	-
Other-Expenditures		9,908,211	9,913,338	12,751,521	12,815,340
TOTAL	\$ -	\$ 9,908,211	\$ 9,913,338	\$ 12,751,521	\$ 12,815,340

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue		(277,800)	(9,913,338)	-	-
Personnel	<i>Data not available</i>	7,066,711	5,424,505	7,446,121	7,515,412
Non-Personnel		2,805,500	4,442,267	5,270,400	5,267,809
Agency Charges		36,000	46,566	35,000	32,119
TOTAL	\$ -	\$ 9,630,411	\$ (0)	\$ 12,751,521	\$ 12,815,340

Service Overview

Service: Water Customer Service

Citywide Element: Green and Resilient

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.

Major Budget Changes

- The Executive Budget proposes creating a new IT Specialist position dedicated to overseeing Water Utility projects. This position will be funded by the Water Utility and housed in Information Technology (\$72,000).
- Reduces the budget for software maintenance by \$50,000 to reflect one-time implementation costs of cloud-based water meter and water usage portal software in 2020. In 2021, \$275,000 is budgeted to support all customer service software subscription and maintenance costs.

Activities Performed by this Service

- Customer Billing: Manage meter reading and customer billing data to provide monthly billing to 70,000 active accounts.
- Manage Customer Inquiries: Conduct inquiries into customer accounts to address billing questions from ratepayers.
- 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 the community regarding current operational and promotional initiatives.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	<i>Data not available</i>	-	-	-	-
Other-Expenditures		3,031,380	2,342,841	3,056,615	3,070,915
TOTAL	\$ -	\$ 3,031,380	\$ 2,342,841	\$ 3,056,615	\$ 3,070,915

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue		(64,916)	(2,342,841)	-	-
Personnel	<i>Data not available</i>	1,831,980	1,418,775	1,919,915	1,935,311
Non-Personnel		1,199,400	924,066	1,136,700	1,135,604
Agency Charges		-	-	-	-
TOTAL	\$ -	\$ 2,966,464	\$ 0	\$ 3,056,615	\$ 3,070,915

Service Overview

Service: Water Finance & Admin

Citywide Element: Effective Government

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.

Major Budget Changes

- Decreases funding for federally-required cyber vulnerability assessment completed in 2020 (\$50,000).

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 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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
General	<i>Data not available</i>	-	-	-	-
Other-Expenditures		29,299,083	43,146,598	26,509,654	26,418,581
TOTAL	\$ -	\$ 29,299,083	\$ 43,146,598	\$ 26,509,654	\$ 26,418,581

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue		(44,806,837)	(43,146,598)	(45,582,700)	(45,582,700)
Personnel		719,440	2,631,170	736,155	742,696
Non-Personnel	<i>Data not available</i>	30,625,750	42,572,101	27,253,329	26,994,563
Agency Charges		(2,046,107)	(2,056,673)	(1,479,830)	(1,318,678)
TOTAL	\$ -	\$ (15,507,754)	\$ 0	\$ (19,073,046)	\$ (19,164,119)

Water

Function: Public Works

Line Item Detail

Agency Primary Fund: Water Utility

Intergovernmental Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Federal Revenues Operating	(133,361)	(138,000)	-	-	-
TOTAL	\$ (133,361)	\$ (138,000)	\$ -	\$ -	\$ -

Charges for Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Misc Charges for Service	(94,370)	-	(113,230)	(130,000)	(130,000)
Facility Rental	(278,637)	(262,220)	(262,775)	(297,000)	(297,000)
Development Fees	(320,290)	-	(214,500)	-	-
Metered Revenue	(11,767,399)	(11,663,000)	(12,643,069)	(12,888,000)	(12,888,000)
Residential	(16,627,493)	(17,227,000)	(17,092,437)	(19,270,000)	(19,270,000)
Commercial	(7,271,502)	(7,800,000)	(6,091,627)	(5,567,000)	(5,567,000)
Industrial	(803,469)	(770,000)	(836,420)	(893,000)	(893,000)
Public Authorities	(5,517,178)	(5,609,000)	(5,088,561)	(5,461,000)	(5,461,000)
Fire EMS Protection	(139,369)	(87,000)	(144,078)	(152,000)	(152,000)
Wholesale Water	(280,675)	(367,000)	(273,523)	(307,000)	(307,000)
TOTAL	\$ (43,100,382)	\$ (43,785,220)	\$ (42,760,220)	\$ (44,965,000)	\$ (44,965,000)

Fine Forfeiture & Assessments

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Spec Assessments Service	(34,071)	(70,000)	(3,889)	(50,000)	(50,000)
Late Fees	(209,038)	(172,300)	(22,955)	-	-
NSF Fees	(8,552)	-	(10,620)	(9,000)	(9,000)
TOTAL	\$ (251,660)	\$ (242,300)	\$ (37,463)	\$ (59,000)	\$ (59,000)

Investments & Contributions

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Interest	(916,621)	(300,000)	(300,000)	(280,000)	(280,000)
Net (Increase) Decr Fmv Invest	(60,847)	-	-	-	-
TOTAL	\$ (977,467)	\$ (300,000)	\$ (300,000)	\$ (280,000)	\$ (280,000)

Misc Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Insurance Recoveries	(2,345)	-	-	-	-
Miscellaneous Revenue	(559,554)	(322,780)	(276,949)	(278,700)	(278,700)
TOTAL	\$ (561,898)	\$ (322,780)	\$ (276,949)	\$ (278,700)	\$ (278,700)

Other Finance Sources

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Sale Of Assets	(96)	-	(1,295)	-	-
(Gain) Loss On Sale Of Asset	(400,304)	-	-	-	-
Capital Contributions	0	-	-	-	-
Fund Balance Applied	(430,224)	(444,106)	(14,467,238)	-	(3,221)
TOTAL	\$ (830,623)	\$ (444,106)	\$ (14,468,533)	\$ -	\$ (3,221)

Transfer In

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer In From Grants	(18,186)	-	-	-	-
Transfer In From Insurance	(9,385)	-	-	-	-
TOTAL	\$ (27,572)	\$ -	\$ -	\$ -	\$ -

WaterFunction: **Public Works***Line Item Detail*Agency Primary Fund: **Water Utility**

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	7,933,612	8,231,783	8,329,858	8,784,102	8,784,102
Salary Savings	-	(125,000)	-	(125,000)	(125,000)
Premium Pay	31,342	30,000	36,625	30,000	30,000
Workers Compensation Wages	38,037	30,000	18,370	30,000	30,000
Compensated Absence	179,583	200,000	14,986	200,000	200,000
Hourly Wages	99,077	262,300	38,156	258,000	258,000
Overtime Wages Permanent	389,924	400,000	41,774	400,000	400,000
Overtime Wages Hourly	5,558	10,100	8,154	9,100	9,100
Election Officials Wages	-	-	956	-	-
TOTAL	\$ 8,677,134	\$ 9,039,183	\$ 8,488,880	\$ 9,586,202	\$ 9,586,202

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Comp Absence Escrow	81,415	150,000	41,077	150,000	150,000
Unemployment Benefits	5,384	-	9,426	-	-
Health Insurance Benefit	1,483,343	1,379,877	1,515,996	1,428,827	1,538,161
Wage Insurance Benefit	30,450	26,030	27,789	26,942	28,346
WRS	594,826	555,648	610,366	588,827	588,827
FICA Medicare Benefits	672,474	617,925	669,881	652,103	650,921
Licenses & Certifications	179	-	-	-	-
Post Employment Health Plans	72,270	75,000	79,869	75,000	75,000
Other Post Emplmnt Benefit	89,141	-	-	-	-
Pension Expense	721,788	-	-	-	-
TOTAL	\$ 3,751,270	\$ 2,804,480	\$ 2,954,403	\$ 2,921,699	\$ 3,031,255

Water

Function: Public Works

Line Item Detail

Agency Primary Fund: Water Utility

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Office Supplies	11,210	11,000	8,989	12,200	12,200
Copy Printing Supplies	3,504	4,200	2,467	4,400	4,400
Furniture	3,119	2,400	9,560	6,500	6,500
Hardware Supplies	78,341	123,000	64,857	114,700	114,700
Software Lic & Supplies	7,691	89,600	89,600	132,600	132,600
Postage	254,531	293,000	258,387	297,100	297,100
Program Supplies	2,153	17,500	17,500	17,500	17,500
Books & Subscriptions	1,170	3,000	-	2,400	2,400
Work Supplies	491,460	842,700	499,500	749,600	749,600
Asphalt Repair Materials	92,807	120,000	100,365	110,000	110,000
Janitorial Supplies	17,407	25,300	24,546	31,100	31,100
Lab And Photo Supplies	19,571	33,800	33,800	30,000	30,000
Safety Supplies	46,469	44,600	33,649	59,300	59,300
Snow Removal Supplies	3,866	2,000	2,000	3,500	3,500
Uniform Clothing Supplies	10,290	21,600	10,290	22,200	22,200
Building	572	-	-	10,000	10,000
Building Supplies	4,579	30,300	10,902	25,200	25,200
Electrical Supplies	28,033	22,100	24,894	28,500	28,500
HVAC Supplies	9,192	24,400	9,489	22,000	22,000
Plumbing Supplies	14,997	23,300	23,202	22,000	22,000
Landscaping Supplies	2,485	5,000	6,464	5,000	5,000
Fertilizers And Chemicals	132,042	172,100	154,429	167,000	167,000
Machinery And Equipment	5,900	-	24,267	75,900	75,900
Equipment Supplies	213,361	204,000	250,903	275,600	275,600
Tires	21,709	25,000	27,000	30,000	30,000
Gasoline	77,699	85,000	80,000	90,000	90,000
Diesel	60,544	85,000	63,500	90,000	90,000
Oil	8,461	9,100	9,186	9,000	9,000
Lubricants	1,652	3,500	2,314	4,000	4,000
Contra Expense	(598,781)	-	-	-	-
TOTAL	\$ 1,026,036	\$ 2,322,500	\$ 1,842,060	\$ 2,447,300	\$ 2,447,300

Water

Function: Public Works

Line Item Detail

Agency Primary Fund: Water Utility

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Natural Gas	49,607	79,200	61,474	59,900	59,900
Electricity	2,069,793	2,300,000	1,973,340	2,100,000	2,100,000
Sewer	21,777	600	43,797	23,100	23,100
Stormwater	22,612	45,500	25,909	23,100	23,100
Telephone	12,912	21,400	17,011	19,900	13,690
Cellular Telephone	17,074	40,200	17,788	30,200	30,200
Television	1,618	1,800	1,765	1,800	1,800
Building Improv Repair Maint	37,167	70,700	16,133	50,100	50,100
Waste Disposal	983	500	500	1,500	1,500
Fire Protection	2,481	6,000	6,000	6,000	6,000
Pest Control	1,413	2,300	1,922	2,000	2,000
Elevator Repair	3,351	-	465	8,000	8,000
Facility Rental	75	-	-	-	-
Landfill	2,141	2,700	2,932	3,000	3,000
Process Fees Recyclables	107	-	306	1,000	1,000
Grounds Improv Repair Maint	-	2,500	2,990	2,500	2,500
Landscaping	-	5,000	-	15,000	15,000
Office Equipment Repair	308	500	308	500	500
Comm Device Mntc	1,150	-	2,186	1,200	1,200
Equipment Mntc	67,234	90,400	67,736	90,000	90,000
System & Software Mntc	282,336	482,500	340,125	398,300	398,300
Vehicle Repair & Mntc	17,109	35,000	8,715	35,000	35,000
Rental Of Equipment	13,030	26,200	9,743	15,000	15,000
Street Mntc	534,861	500,000	550,263	550,000	550,000
Sidewalk Mntc	116,971	175,000	175,000	150,000	150,000
Plant In Service Mntc	67,439	-	-	70,000	70,000
Recruitment	232	-	414	-	-
Mileage	655	1,000	267	1,500	1,500
Conferences & Training	40,781	75,600	26,607	61,500	61,500
Memberships	44,906	48,600	44,109	45,600	45,600
Uniform Laundry	3,674	31,800	4,000	7,000	7,000
Audit Services	11,300	16,000	11,500	12,000	12,000
Bank Services	28,109	60,000	19,292	30,000	30,000
Credit Card Services	2,116	5,000	3,811	5,000	5,000
Delivery Freight Charges	6,272	8,000	4,150	6,500	6,500
Mortgage & Title Services	400	-	-	-	-
Consulting Services	98,652	194,500	104,442	312,500	312,500
Advertising Services	5,642	16,700	4,961	16,700	16,700
Printing Services	85,688	116,800	86,229	110,000	110,000
Inspection Services	15,933	7,000	53,353	35,000	35,000
Locating Marking Services	21,570	20,000	21,570	25,000	25,000
Lab Services	57,766	102,000	52,305	83,000	83,000
Parking Towing Services	800	1,500	300	1,500	1,500
Security Services	13,006	10,300	10,708	15,000	15,000
Other Services & Expenses	316,936	551,000	161,585	400,600	400,600
Grants	141,937	194,600	88,914	194,600	194,600
Bad Debt Expense	(16,370)	-	4,447	-	-
Taxes & Special Assessments	(39,946)	100	8,276	10,000	10,000
Permits & Licenses	57,234	81,500	50,003	76,900	76,900
TOTAL	\$ 4,240,842	\$ 5,430,000	\$ 4,087,648	\$ 5,107,000	\$ 5,100,790

Water

Function: Public Works

Line Item Detail

Agency Primary Fund: Water Utility

Debt & Other Financing

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Principal	14,042,022	11,487,000	11,487,000	11,654,000	11,654,000
Interest	8,279,847	7,975,000	7,975,000	7,108,000	7,108,000
Bond Notes Issuance Services	407,453	175,000	-	200,000	200,000
Paying Agent Services	5,125	5,000	5,000	6,000	6,000
PILOT	7,191,839	7,500,000	7,500,000	-	-
Fund Balance Generated	-	504,350	15,507,081	397,329	-
TOTAL	\$ 29,926,286	\$ 27,646,350	\$ 42,474,081	\$ 19,365,329	\$ 18,968,000

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Charge From GF	6,346	6,346	6,346	6,346	3,096
ID Charge From Attorney	14,548	15,033	15,033	15,033	13,767
ID Charge From Civil Rights	-	-	-	-	34,082
ID Charge From Clerk	565	388	388	388	-
ID Charge from EAP	4,601	8,478	8,478	8,478	7,627
ID Charge From Finance	146,845	205,348	205,348	205,348	237,084
ID Charge From Human Resource	60,296	20,859	20,859	20,859	80,229
ID Charge From Information Tec	145,761	193,175	193,175	193,175	220,558
ID Charge From Treasurer	23,462	28,900	28,900	28,900	-
ID Charge From Engineering	5,910	25,261	25,261	25,261	-
ID Charge From Fleet Services	30,575	36,000	36,000	35,000	32,119
ID Charge From Mayor	54,152	53,888	53,888	53,888	66,036
ID Charge From Traffic Eng	386	18,000	18,000	20,000	76,349
ID Charge From Econ Dev	799	-	-	-	-
ID Charge From Insurance	149,355	193,517	193,517	158,869	158,869
ID Charge From Workers Comp	200,100	144,700	144,700	168,625	168,625
TOTAL	\$ 843,701	\$ 949,893	\$ 949,893	\$ 940,170	\$ 1,098,441

Inter-Departmental Billings

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Billing To Landfill	(7,587)	(10,000)	(10,000)	(7,000)	(7,000)
ID Billing To Streets	-	-	-	(54,000)	(54,000)
ID Billing To Parks	(53,300)	(70,000)	(70,000)	-	-
ID Billing To Sewer	(2,307,472)	(2,580,000)	(2,580,000)	(2,105,000)	(2,105,000)
ID Billing To Stormwater	(213,946)	(300,000)	(300,000)	(219,000)	(219,000)
TOTAL	\$ (2,582,305)	\$ (2,960,000)	\$ (2,960,000)	\$ (2,385,000)	\$ (2,385,000)

Transfer Out

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Transfer Out To General	-	-	-	7,600,000	7,600,000
Transfer Out To Debt Service	-	-	-	-	138,933
Transfer Out To Capital	-	-	6,200	-	-
TOTAL	\$ -	\$ -	\$ 6,200	\$ 7,600,000	\$ 7,738,933

Water Utility

Function: Public Works

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCOUNTANT 2-18	18	1.00	86,869	1.00	87,737	1.00	87,737
ACCOUNTANT 4-18	18	1.00	98,139	1.00	99,120	1.00	99,120
ADMIN CLK 1-20	20	5.00	290,802	5.00	293,708	5.00	293,708
ASSET MGR 2-18	18	1.00	79,697	1.00	80,493	1.00	80,493
AUTO MECH-16	16	2.00	126,040	2.00	127,299	2.00	127,299
CIVIL TECH 2-16	16	1.00	72,703	1.00	73,430	1.00	73,430
COMP MAP/GIS COORD-18	18	1.00	105,670	1.00	106,726	1.00	106,726
CONSTRUCTION SUPV-18	18	1.00	86,168	1.00	87,029	1.00	87,029
CONTROL SYSTEMS TECH-16	16	1.00	70,563	1.00	71,268	1.00	71,268
CROSS CONNECT CTRL INSPEC-16	16	3.00	236,387	3.00	238,750	3.00	238,750
CTRL SYS PROG-18	18	1.00	96,215	1.00	97,177	1.00	97,177
CUST SERV SUPV-18	18	1.00	84,479	1.00	85,324	1.00	85,324
DISPATCHER-16	16	1.00	64,002	1.00	64,642	1.00	64,642
ELECTRICIAN FOREPERS-71	71	1.00	72,070	1.00	72,790	1.00	72,790
ENGINEER 3-18	18	1.00	67,160	1.00	67,831	1.00	67,831
ENGINEER 4-18	18	2.00	203,976	2.00	206,014	2.00	206,014
ENGR AIDE 1-16	16	1.00	55,672	1.00	56,228	1.00	56,228
ENGR PROG SPEC 1-16	16	1.00	75,457	1.00	76,211	1.00	76,211
EQPT OPR 1-16	16	10.00	570,611	10.00	576,309	10.00	576,309
EQPT OPR 2-16	16	1.00	52,459	1.00	52,983	1.00	52,983
EQPT OPR 3-16	16	7.00	471,855	7.00	476,569	7.00	476,569
FIELD SERV REP 2-16	16	4.00	227,231	4.00	229,502	4.00	229,502
FIELD SERV REP 3-16	16	1.00	67,562	1.00	68,237	1.00	68,237
FIELD SERVICE ANALYST-16	16	3.00	201,829	3.00	203,845	3.00	203,845
FIELD SERVICE LDWKR 1-16	16	1.00	73,363	1.00	74,096	1.00	74,096
FIELD SERVICE LDWKR 2-16	16	1.00	60,158	1.00	121,518	1.00	121,518
FIN OPER LDWKR-20	20	1.00	64,929	1.00	65,578	1.00	65,578
MAINT MECH 1-16	16	2.00	132,858	2.00	134,186	2.00	134,186
MAINT MECH 2-16	16	4.00	282,735	4.00	285,560	4.00	285,560
MAINT WORKER-16	16	1.00	54,154	1.00	54,695	1.00	54,695
MASTER MECHANIC-16	16	1.00	76,233	1.00	76,995	1.00	76,995
OPERATIONS CLERK-16	16	1.00	62,240	1.00	62,862	1.00	62,862
PAINTER-71	71	1.00	64,113	1.00	64,754	1.00	64,754
PRINCIPAL ENGR 1-18	18	1.00	117,162	1.00	118,333	1.00	118,333
PROGRAM ASST 1-20	20	4.00	244,453	4.00	246,896	4.00	246,896
PUB WKS GEN FORE-18	18	3.00	254,442	3.00	256,987	3.00	256,987
PUB WKS GEN SUPV-18	18	1.00	97,254	1.00	98,226	1.00	98,226
PUB WKS LEADWKR-16	16	1.00	58,909	1.00	59,498	1.00	59,498
PUB WKS MAINT WKR 1-16	16	5.00	274,691	5.00	277,436	5.00	277,436
PUB WKS MAINT WKR 2-16	16	4.00	231,846	4.00	234,163	4.00	234,163
PUB WKS MAINT WKR 3-16	16	8.00	511,329	8.00	516,440	8.00	516,440
PUBLIC INFORMATION OFF 2-18	18	1.00	90,244	1.00	91,146	1.00	91,146
SURVEYOR 2-18	18	1.00	81,291	1.00	82,103	1.00	82,103

Water Utility

Function: Public Works

Position Summary

Classification	CG	2020 Adopted Budget		2021 Budget			
		Adopted		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
WATER CIVIL TECH 2-16	16	3.00	218,040	3.00	220,218	3.00	220,218
WATER CIVIL TECH 3-16	16	2.00	147,477	2.00	148,950	2.00	148,950
WATER COMM OUTREACH SPEC-	18	1.00	71,190	1.00	71,901	1.00	71,901
WATER HYDRANT INSPEC-16	16	3.00	205,046	3.00	207,095	3.00	207,095
WATER ONE CALL COORD-16	16	3.00	199,891	3.00	201,889	3.00	201,889
WATER QUALITY MGR-18	18	1.00	113,915	1.00	115,054	1.00	115,054
WATER QUALITY SAMPLER 2-16	16	1.00	52,459	1.00	52,983	1.00	52,983
WATER QUALITY SAMPLER 3-16	16	1.00	65,650	1.00	66,306	1.00	66,306
WATER SUPPLY MGR-18	18	1.00	118,135	1.00	119,316	1.00	119,316
WATER UTIL ACCT/COMP SPEC-21	20	1.00	68,019	1.00	68,699	1.00	68,699
WATER UTIL ASST GEN MGR-18	18	1.00	134,721	1.00	136,069	1.00	136,069
WATER UTIL FIN MGR-18	18	1.00	110,530	1.00	111,635	1.00	111,635
WATER UTIL GEN MGR-21	21	1.00	158,689	1.00	160,275	1.00	160,275
WATER UTIL MAINT SUPV-18	18	1.00	105,837	1.00	106,895	1.00	106,895
WATER UTIL OPER MGR-18	18	1.00	123,794	1.00	125,032	1.00	125,032
WATER UTIL OPR LDWKR-16	16	5.00	373,300	5.00	377,030	5.00	377,030
WATERWKS OPR 1-16	16	4.00	255,035	4.00	257,583	4.00	257,583
WATERWKS OPR 2-16	16	5.00	400,684	5.00	404,689	5.00	404,689
TOTAL		130.00	9,318,432	130.00	9,472,313	130.00	9,472,313

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

Worker's Compensation

Agency Overview

Agency Mission

The mission of Worker's Compensation is to protect the interests of City workers who are injured or become ill on the job by making timely, appropriate, and accurate decisions on claims, providing prompt payment of benefits, and assisting injured workers in returning to work as soon as is feasible.

Agency Overview

The 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 Workers' Compensation laws of Wisconsin.

2021 Budget Highlights

The 2021 Executive Budget includes funding for:

- A projected rate increase of \$500,000 based on anticipated claims and assumes utilizing \$355,000 in fund balance in 2021.

Workers Compensation

Function: Internal Services

Budget Overview

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Investments & Other Contributions	(41)	-	-	-	-
Misc Revenue	(30,085)	(75,000)	(75,000)	(75,000)	(75,000)
Other Financing Source	-	(816,682)	(816,682)	(355,250)	(356,559)
TOTAL	\$ (30,125)	\$ (891,682)	\$ (891,682)	\$ (430,250)	\$ (431,559)

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Salaries	82,613	94,177	94,177	94,416	94,416
Benefits	25,151	16,217	16,217	29,546	30,855
Supplies	7,551	10,000	10,000	10,000	10,000
Purchased Services	3,827,791	3,921,288	3,921,288	3,946,288	3,946,288
Debt & Other Financing	137,018	-	-	-	-
TOTAL	\$ 4,080,124	\$ 4,041,682	\$ 4,041,682	\$ 4,080,250	\$ 4,081,559

Agency Billings

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Inter Depart Billing	(4,049,999)	(3,150,000)	(3,150,000)	(3,650,000)	(3,650,000)
TOTAL	\$ (4,049,999)	\$ (3,150,000)	\$ (3,150,000)	\$ (3,650,000)	\$ (3,650,000)

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

Workers Compensation

Function: Internal Services

Service Overview

Service: Workers Comp

Citywide Element: Health & Safety

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.

Major Budget Changes

- Agency charges were increased by \$500,000 based on claim trends. The 2021 budget assumes utilizing \$355,000 from fund balance.

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

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Revenue	(30,125)	(891,682)	(891,682)	(430,250)	(431,559)
Personnel	107,764	110,394	110,394	123,962	125,271
Non-Personnel	3,972,360	3,931,288	3,931,288	3,956,288	3,956,288
TOTAL	\$ 4,049,999	\$ 3,150,000	\$ 3,150,000	\$ 3,650,000	\$ 3,650,000

Agency Billings

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Agency Charges	(4,049,999)	(3,150,000)	(3,150,000)	(3,650,000)	(3,650,000)
TOTAL	\$ (4,049,999)	\$ (3,150,000)	\$ (3,150,000)	\$ (3,650,000)	\$ (3,650,000)

Workers Compensation

Function: Internal Services

Line Item Detail

Agency Primary Fund: Worker'S Compensation

Investments & Contributions

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Interest	(41)	-	-	-	-
TOTAL	\$ (41)	\$ -	\$ -	\$ -	\$ -

Misc Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Miscellaneous Revenue	(30,085)	(75,000)	(75,000)	(75,000)	(75,000)
TOTAL	\$ (30,085)	\$ (75,000)	\$ (75,000)	\$ (75,000)	\$ (75,000)

Other Finance Sources

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Fund Balance Applied	-	(816,682)	(816,682)	(355,250)	(356,559)
TOTAL	\$ -	\$ (816,682)	\$ (816,682)	\$ (355,250)	\$ (356,559)

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Permanent Wages	76,462	86,177	86,177	86,416	86,416
Pending Personnel	-	8,000	8,000	-	-
Compensated Absence	6,151	-	-	-	-
Hourly Wages	-	-	-	8,000	8,000
TOTAL	\$ 82,613	\$ 94,177	\$ 94,177	\$ 94,416	\$ 94,416

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Health Insurance Benefit	3,250	3,704	3,704	17,150	18,486
Wage Insurance Benefit	264	258	258	266	281
WRS	5,018	5,817	5,817	5,833	5,833
FICA Medicare Benefits	5,637	6,438	6,438	6,297	6,255
Pension Expense	10,982	-	-	-	-
TOTAL	\$ 25,151	\$ 16,217	\$ 16,217	\$ 29,546	\$ 30,855

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Office Supplies	168	1,000	1,000	1,000	1,000
Hardware Supplies	514	-	-	-	-
Work Supplies	6,701	9,000	9,000	9,000	9,000
Safety Supplies	169	-	-	-	-
TOTAL	\$ 7,551	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Telephone	113	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	1,597	1,000	1,000	1,000	1,000
Memberships	524	1,000	1,000	1,000	1,000
Audit Services	600	-	-	-	-
Management Services	167,849	165,000	165,000	180,000	180,000
Consulting Services	45,359	60,000	60,000	60,000	60,000
Other Services & Expenses	4,374	5,000	5,000	5,000	5,000
Other Insurance	300,428	330,000	330,000	340,000	340,000
Insurance Claims	3,306,917	3,350,000	3,350,000	3,350,000	3,350,000
TOTAL	\$ 3,827,791	\$ 3,921,288	\$ 3,921,288	\$ 3,946,288	\$ 3,946,288

Workers Compensation

Function: Internal Services

Line Item Detail

Agency Primary Fund: Worker'S Compensation

Debt & Other Financing

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
Fund Balance Generated	137,018	-	-	-	-
TOTAL	\$ 137,018	\$ -	\$ -	\$ -	\$ -

Workers Compensation

Function: Internal Services

Line Item Detail

Agency Primary Fund: Worker'S Compensation

Inter-Departmental Billings

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive
ID Billing To Assessor	(14,564)	(11,091)	(11,091)	(11,273)	(11,273)
ID Billing To Attorney	(1,732)	(1,238)	(1,238)	(1,467)	(1,467)
ID Billing To Civil Rights	(804)	(725)	(725)	(923)	(923)
ID Billing To Clerk	(724)	(810)	(810)	(720)	(720)
ID Billing To Common Council	(284)	(277)	(277)	(349)	(349)
ID Billing To Finance	(2,222)	(1,777)	(1,777)	(2,127)	(2,127)
ID Billing To Human Resources	(1,260)	(761)	(761)	(961)	(961)
ID Billing To Information Tec	(3,800)	(3,491)	(3,491)	(4,598)	(4,598)
ID Billing To Mayor	(731)	(507)	(507)	(688)	(688)
ID Billing To Municipal Court	(234)	(175)	(175)	(206)	(206)
ID Billing To Treasurer	(268)	-	-	-	-
ID Billing To EAP	(136)	(106)	(106)	(142)	(142)
ID Billing To Fire	(863,575)	(682,419)	(682,419)	(847,776)	(847,776)
ID Billing To Police	(802,588)	(633,747)	(633,747)	(716,030)	(716,030)
ID Billing To Engineering	(103,077)	(103,078)	(103,078)	(137,109)	(137,109)
ID Billing To Fleet Services	(65,541)	(57,595)	(57,595)	(34,768)	(34,768)
ID Billing To Landfill	(2,591)	-	-	-	-
ID Billing To Public Works	-	(134)	(134)	(209)	(209)
ID Billing To Streets	(521,025)	(379,508)	(379,508)	(439,805)	(439,805)
ID Billing To Traffic Eng	(89,031)	(64,198)	(64,198)	(80,708)	(80,708)
ID Billing To Library	(14,849)	(11,443)	(11,443)	(16,532)	(16,532)
ID Billing To Parks	(244,386)	(206,467)	(206,467)	(253,623)	(253,623)
ID Billing To Bldg Inspection	(31,316)	(23,934)	(23,934)	(27,738)	(27,738)
ID Billing To Community Dev	(7,477)	(3,083)	(3,083)	(3,094)	(3,094)
ID Billing To Economic Dev	(1,296)	(949)	(949)	(1,463)	(1,463)
ID Billing To Office Of Dir PI	(299)	(219)	(219)	(326)	(326)
ID Billing To Planning	(3,338)	(1,991)	(1,991)	(2,402)	(2,402)
ID Billing To Monona Terrace	(42,274)	(34,192)	(34,192)	(37,337)	(37,337)
ID Billing To Golf Courses	(16,340)	(12,355)	(12,355)	(13,929)	(13,929)
ID Billing To Parking	(78,088)	(50,953)	(50,953)	(67,678)	(67,678)
ID Billing To Sewer	(48,752)	(32,249)	(32,249)	(36,347)	(36,347)
ID Billing To Stormwater	(19,430)	(12,295)	(12,295)	(15,506)	(15,506)
ID Billing To Transit	(817,212)	(631,448)	(631,448)	(688,748)	(688,748)
ID Billing To Water	(200,100)	(144,700)	(144,700)	(168,625)	(168,625)
ID Billing To CDA Management	(50,655)	(42,085)	(42,085)	(36,793)	(36,793)
TOTAL	\$ (4,049,999)	\$ (3,150,000)	\$ (3,150,000)	\$ (3,650,000)	\$ (3,650,000)



Glossary

2021 Operating Budget: Executive Budget

Glossary

AGENCY: A unit of organization within the City. Agencies include departments, divisions, and utilities. Each agency is responsible for submitting to the Finance Director capital and operating budget requests outlining projected costs of operation for the upcoming fiscal year.

APPROPRIATION: The legislative authority to spend and obligate a specified amount from a designated fund account for a specific purpose.

COMPENSATION GROUP: A grouping of classifications based on shared attributes of classifications, professional/supervisory requirements, and work functions assigned to established salary ranges in the Compensation Plan.

DEBT SERVICE: Principal and interest payments on debt incurred by the City.

DIRECT APPROPRIATION: Budget appropriations made for a specific activity or initiative but not housed within a specific agency. These appropriations fall under the purview of the Mayor.

EXECUTIVE BUDGET: The Mayor's plan for expenditures and funding sources during the fiscal year. The plan reflects potential appropriations and is presented to the Common Council for their amendments and adoption, at which time the funds are legally appropriated.

EXPENDITURE RESTRAINT PROGRAM: A state aid program that provides funding to municipalities that keep growth in spending from funds supported by property taxes to no more than the consumer price index plus 60% of net new construction.

EXPENDITURE TYPE: The category that describes the type of expenditure being made, for example, Building, Machinery and Equipment, or Fiber Network.

FULL TIME EQUIVALENT POSITION (FTE): A term used to express the position count. A person working in a half-time position is considered to be working at 0.5 FTE.

FUNCTION: A grouping of agencies that provide like services. The functions identified within Madison's operating budget include: Administration, General Government, Library, Planning and Development, Public Safety and Health, and Public Works and Transportation.

FUND: A sum of money segregated for specific activities. Use of this money requires adherence to special regulations established for each fund. The funds identified within the City of Madison's Adopted Budget include: Capital Projects Fund, General Fund, Community Development Grants, Convention Center, Debt Service, Fleet Services, Golf Courses, Impact Fees, Insurance, Library, Loans, Metro Transit, Other Grants, Other Restricted, Parking Utility, Public Health Madison & Dane County, Sewer Utility, Stormwater Utility, Water Utility, Worker's Compensation, and Community Development Authority.

GENERAL FUND: A central fund into which most of the City's tax and unrestricted revenues are budgeted to support basic City operations.

HOLDING COSTS: Expenses for upkeep and maintenance of the unoccupied areas of the Tax Increment Financing (TIF) district properties throughout Madison.

LEVY (PROPERTY TAX): Taxes levied on all taxable property within the City of Madison. The annual levy is determined by the amount of funding needed to support ongoing operating functions of the City. The property tax represents 73% of Madison’s total General Fund budget.

LEVY LIMIT: A state law requirement that a municipality’s property tax levy, net of general obligation debt service, does not increase more than the increase in net new construction.

MAJOR: A set of like accounts defining the nature of expenditures. Major objects within the City of Madison’s chart of accounts include:

- Revenue
- Salaries
- Fringe
- Supplies
- Purchased Services
- Debt & Other Financing
- Inter-Departmental Billings
- Inter-Departmental Charges
- Transfer Out

MILL RATE: A figure used to represent the amount per \$1,000 of the assessed property used to determine the amount of property tax.

NET NEW CONSTRUCTION: Used for state levy limits and expenditure restraint program; it’s the percentage calculated from the ratio of new construction value to the total equalized property value in the City.

OPERATING BUDGET: A plan, approved by the Mayor and Common Council, appropriating funds to agencies for operating costs during the upcoming year. This plan establishes legal expenditure authority for agencies to carry out business as authorized in the adopted budget. Amendments to the operating budget that exceed \$5,000 are subject to super majority approval by the Common Council.

PAYMENT IN LIEU OF TAX: A payment made by entities exempt from the property tax to reflect services received from the City.

RACIAL EQUITY AND SOCIAL JUSTICE (RESJI): An initiative within the City of Madison focused on establishing racial equity and social justice as core principles in all decisions, policies, and functions of the City of Madison.

SERVICE: An activity or set of activities performed by an agency that has identifiable costs for budgetary purposes and a clear purpose with measurable objectives.

SPECIAL ASSESSMENTS: Charges designated for improvements and services provided to real property within the City and charged to the property owners. Examples of improvements funded by special assessments include sewer repair and sidewalk replacement.

TAXES ON AVERAGE VALUE HOME (TOAH): A calculation used to reflect the impact of budgetary decisions on the property tax levy by calculating the impact on the average assessed property value of a single family home.

VALUE INCREMENT: The equalized value of all taxable property in a TID in any year minus the tax incremental base. In any year, “value increment” is positive if the tax incremental base is less than the aggregate value of taxable property as equalized by the Wisconsin Department of Revenue; it is negative if that base exceeds the aggregate value.

FINANCE DEPARTMENT

OFFICE OF BUDGET & PROGRAM EVALUATION

FINANCE DIRECTOR
David Schmiedicke

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