

# CITY OF MADISON

## 2017 Operating Budget

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Executive Budget



Presented October 2016  
Mayor Paul Soglin

## **City of Madison, Wisconsin**

Paul R. Soglin, Mayor

### **Finance Department**

David Schmiedicke, Finance Director

### **Board of Estimates**

Paul R. Soglin, Mayor

Maurice S. Cheeks, Common Council Member

Sara Eskrich, Common Council Member

Barbara McKinney, Common Council Member

Marsha A. Rummel, Common Council Member

Michael E. Verveer, Common Council President

Zach Wood, Common Council Member

### **Common Council**

Barbara McKinney, District 1

Ledell Zellers, District 2

Amanda Hall, District 3

Michael Verveer, District 4, President

Shiva Bidar-Sielaff, District 5

Marsha Rummel, District 6, President Pro Tem

Steve King, District 7

Zach Wood, District 8

Paul Skidmore, District 9

Maurice Cheeks, District 10

Tim Gruber, District 11

Larry Palm, District 12

Sara Eskrich, District 13

Sheri Carter, District 14

David Ahrens, District 15

Denise DeMarb, District 16

Samba Baldeh, District 17

Rebecca Kemble, District 18

Mark Clear, District 19

Matt Phair, District 20



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## **CITY OF MADISON VISION AND MISSION STATEMENTS**

### *Vision Statement:*

The City of Madison will be a safe and healthy place for all to live, learn, work and play.

### *Mission Statement:*

The City of Madison, through the efforts of dedicated employees and elected officials, will deliver the highest quality services and provide a fair and orderly system of governance for our citizens and visitors.

## **FINANCIAL AND BUDGET MANAGEMENT POLICIES**

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 actions to increase the balance if it is below the 15% goal (e.g., through prudent spending reductions or 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.

## EXECUTIVE BUDGET USER'S GUIDE

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### *Agency Budgets*

Agencies were instructed to submit 2017 budget requests that did not exceed the 2016 Adopted Budget. Agency requests were updated to include planned salary adjustments (step and longevity increases), a revised fleet rate and updated insurance and workers compensation expenses, along with various cost to continue adjustments. Agencies were also instructed to provide a savings scenario that would either reduce the base budget by 2.5% or potential investments that would result in future savings.

Agency budgets are presented in Section 3 of the document. Budgets are presented in alphabetical order. Agency budget are presented by service and by fund at the major expenditure level.

- Service-An activity or set of activities performed by an agency that has: identifiable costs for budgetary purposes, and a clear purpose with measurable objectives.
- Major Object: A set of like accounts defining the nature of expenditures. Major objects within the City of Madison's chart of accounts include:
  - Revenue
  - Salaries
  - Fringe Benefits
  - Supplies
  - Purchased Services
  - Debt/Other Financing Uses
  - Inter Departmental Billings and Charges
  - Transfers Out

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

1. Agency Overview
  - a. Includes the agency overview, mission, and key highlights included in the Executive Budget.
2. Budget Overview
  - a. Provides an overview of agency budgets by service and by fund organized by major type of expenditure
  - b. Change tables are included for General Fund agencies to demonstrate changes made from the 2016 Adopted Budget to the 2017 Executive Budget
3. Service Overview
  - a. Includes a description discussing the scope of work provided by the service. All service budgets are presented at the major object level.
4. Position Detail
5. Includes the count and salary of full-time equivalent (FTE) positions funded included in the Executive Budget.
6. Line Item Detail
  - a. Outlines the all funds budget by object

### *2017 Pay Increases*

The Executive Budget includes the following wage increases:

- Sworn Police and Fire: The annualization of a 1% planned increase for December 2016 and an additional 2% to begin the first pay period after July 1<sup>st</sup> 2017.
- Teamsters: The annualization of a 3% increase planned for December 2016.
- All Other Civilian Positions: The annualization of the 2.25% pay increase planned for December 2016 and an additional 1% to begin the first pay period after July 1<sup>st</sup> 2017.

### *Payroll Allocations*

The 2017 budget reflects budgeted payroll allocations for all budgeted positions. Many internal support agencies allocate a portion of their salaries to enterprise agencies to which they provide services. Prior to the implementation of MUNIS this transaction was handled through end of year budget transfers. With the implementation of MUNIS, time is now allocated through the biweekly payroll process allowing for a more accurate real-time representation of financial data. Payroll allocations are also used for distributing staff costs across funds including capital, grants, and enterprise funds.

Agency salary budgets reflect allocated amounts. The salary scheduled provided in the position overview includes the full position cost of each position based on the primary agency where the position is located. This schedule does not reflect payroll allocations, therefore data presented in the salary major will not equal amounts presented in the supplement.

### *Allocation of Fringe Benefits*

Fringe benefit amounts reflected in agency budgets are based on anticipated 2017 rates. Benefits that remain centrally budgeted included: sick leave escrow payments, City employee bus subsidy payments, and unemployment benefits.

### *Enterprise Funds*

The operating budget includes revenue and expenditure information pertaining to several City enterprises. Operations of the Parking Utility, Sewer Utility, Stormwater Utility and Water Utility have historically been fully supported by enterprise revenues and have required no General Fund subsidy or contribution. There has been no subsidy budgeted for the Golf Enterprise. The budget contains appropriations to other enterprises including Metro Transit and Monona Terrace (from the Room Tax Fund).

Those enterprises subsidized by the General Fund receive an appropriation consistent with the budgeted level. 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.







# *Overview & Summaries*

2017 Operating Budget:  
Executive Budget

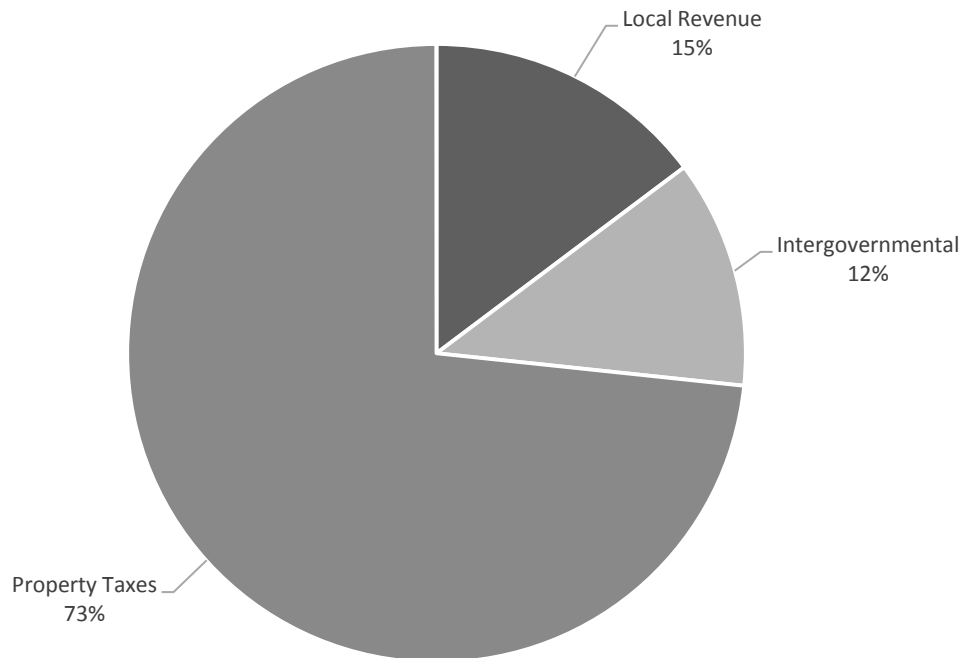
## CITY TAX RATE COMPUTATION

	2016 Adopted	2017 Executive	2017 Adopted	\$ Change	Percent Change
<b>ASSESSED VALUE</b>					
Real Property:					
Residential	14,139,750,800	14,772,509,300	-	632,758,500	4.48%
Commercial	7,689,111,500	8,148,149,200	-	459,037,700	5.97%
Agricultural	20,869,100	22,666,900	-	1,797,800	8.61%
Manufacturing	249,363,500	264,933,650	-	15,570,150	6.24%
Total Real Property	\$ 22,099,094,900	\$ 23,208,259,050	\$ -	\$ 1,109,164,150	5.02%
Personal Property:					
Locally Assessed	624,917,600	639,885,300	-	14,967,700	2.40%
Manufacturing	87,223,900	95,677,700	-	8,453,800	9.69%
	712,141,500	735,563,000	-	23,421,500	3.29%
Manufacturing Adjustments	-	(5,000,000)	-	(5,000,000)	
Board of Review Adjustments	-	(11,000,000)	-	(11,000,000)	
Total Assessable Property	22,811,236,400	23,927,822,050	-	1,121,585,650	4.89%
Less TIF Increment Value	(716,741,099)	(761,530,400)	-	(44,789,301)	6.25%
Net Taxable Property	\$ 22,094,495,301	\$ 23,166,291,650	\$ -	\$ 1,076,796,349	4.85%
<b>BUDGETED REVENUES AND EXPENDITURES</b>					
General Fund Expenditures	273,768,596	283,181,382	-	9,412,786	3.44%
Net Library Fund Expenditures	16,288,836	16,868,417	-	579,581	3.56%
Total Budgeted Expenditures	290,057,432	300,049,799	-	9,992,367	3.44%
Less Anticipated General Fund Lapse	(550,000)	(550,000)	-	-	0.00%
Net Expenditures	\$ 289,507,432	\$ 299,499,799	\$ -	\$ 9,992,367	3.45%
Total Revenues	79,650,881	80,120,991	-	470,110	0.59%
Fund Balance Applied	-	400,000	-	400,000	n/a
Total Revenues and Fund Balance	79,650,881	80,520,991	-	870,110	1.09%
<b>PROPERTY TAX LEVY</b>	\$ 209,856,551	\$ 218,978,808	\$ 0	\$ 9,122,257	4.35%
<b>MILL RATE</b>					
	<u>9.4982</u>	<u>9.4525</u>		<u>-0.0457</u>	-0.48%
General Fund Portion	8.7609	8.7243		-0.0366	-0.42%
Library Portion	0.7373	0.7282		-0.0091	-1.23%
Average Home Value	245,894	254,693		8,799	3.58%
Taxes on Average Home	2,335.55	2,407.49		71.94	3.08%

## FUNDING SOURCE BY MAJOR CATEGORY

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Payments in Lieu of Tax	9,259,832	9,730,834	9,569,980	10,048,200	10,048,200
Other Local Taxes	6,375,019	5,998,658	5,548,670	5,160,020	5,160,020
Fines and Forfeitures	6,995,567	6,971,287	7,600,000	6,850,000	6,850,000
Charges for Services	9,070,189	8,614,000	8,900,000	8,900,000	9,100,000
Licenses and Permits	6,399,224	6,836,500	6,563,500	6,413,500	6,413,500
Ungrouped Revenues	5,572,979	6,604,200	6,225,925	6,622,600	6,622,600
<b>Local Revenues</b>	<b>\$ 43,672,810</b>	<b>\$ 44,755,479</b>	<b>\$ 44,408,075</b>	<b>\$ 43,994,320</b>	<b>\$ 44,194,320</b>
Intergovernmental	35,173,106	34,895,402	35,059,959	35,043,525	35,926,671
<b>Total Revenues</b>	<b>\$ 78,845,916</b>	<b>\$ 79,650,881</b>	<b>\$ 79,468,034</b>	<b>\$ 79,037,845</b>	<b>\$ 80,120,991</b>
Fund Balance Applied (Gen)	1,387,581				400,000
Total Revenue & Fund Bal	80,233,497	79,650,881	79,468,034	79,037,845	79,550,507
Property Taxes	202,870,333	209,856,551	209,856,551	222,841,790	218,978,808
<b>Total Sources</b>	<b>\$ 283,103,830</b>	<b>\$ 289,507,432</b>	<b>\$ 289,324,585</b>	<b>\$ 301,879,635</b>	<b>\$ 299,499,799</b>

### General Fund Budget by Funding Source



## GENERAL FUND REVENUES

### Payments in Lieu of Tax

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
CDA	236,200	250,000	250,000	250,000	250,000
Parking Utility	1,258,857	1,322,784	1,300,000	1,300,000	1,300,000
Parking Meter Occ. Fee	293,521	241,848	300,000	300,000	300,000
Water Utility	5,885,009	6,325,880	6,129,700	6,600,000	6,600,000
Golf Enterprise	210,868	172,230	210,000	210,000	210,000
Monona Terrace	331,300	338,200	338,200	338,200	338,200
Other	1,044,077	1,079,892	1,042,080	1,050,000	1,050,000
<b>Total</b>	<b>\$ 9,259,832</b>	<b>\$ 9,730,834</b>	<b>\$ 9,569,980</b>	<b>\$ 10,048,200</b>	<b>\$ 10,048,200</b>

### Other Local Taxes

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Room Tax	5,697,823	5,642,158	5,142,158	4,726,020	4,726,020
Mobile Home Tax	51,512	100,000	51,512	100,000	100,000
Use Value Tax	3,861	14,000	5,000	14,000	14,000
Prior Year Taxes	52,875	20,000	50,000	20,000	20,000
Penalties on Delinquent Taxes	568,948	222,500	300,000	300,000	300,000
<b>Total</b>	<b>\$ 6,375,019</b>	<b>\$ 5,998,658</b>	<b>\$ 5,548,670</b>	<b>\$ 5,160,020</b>	<b>\$ 5,160,020</b>

### Fines And Forfeitures

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Moving Violations	669,426	700,000	700,000	700,000	700,000
Uniform Citations	950,858	850,000	1,800,000	850,000	850,000
Parking Violations	5,375,283	5,421,287	5,100,000	5,300,000	5,300,000
<b>Total</b>	<b>\$ 6,995,567</b>	<b>\$ 6,971,287</b>	<b>\$ 7,600,000</b>	<b>\$ 6,850,000</b>	<b>\$ 6,850,000</b>

### Licenses And Permits

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Dog Licenses	66,841	75,000	67,000	67,000	67,000
Cat Licenses	19,681	20,000	20,000	20,000	20,000
Bicycle Licenses	18,967	30,000	20,000	20,000	20,000
Miscellaneous Licenses	646,786	699,000	699,000	599,000	599,000
Liquor Licenses	439,509	437,500	437,500	437,500	437,500
Building Permits	4,276,495	4,950,000	4,500,000	4,500,000	4,500,000
Reinspection & Extension Fees	191,612	150,000	150,000	150,000	150,000
Weights and Measures Permits	347,680	225,000	225,000	225,000	225,000
Street Opening Permits	195,031	250,000	250,000	200,000	200,000
Other Permits	196,622	-	195,000	195,000	195,000
<b>Total</b>	<b>\$ 6,399,224</b>	<b>\$ 6,836,500</b>	<b>\$ 6,563,500</b>	<b>\$ 6,413,500</b>	<b>\$ 6,413,500</b>



## Ungrouped Revenues

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Interest on Investments	1,152,105	1,200,000	1,000,000	1,200,000	1,200,000
Other Interest	-	285,000	150,000	285,000	285,000
P-Card Rebates	265,906	270,000	265,104	270,000	270,000
Rental of City Property	645,770	800,000	811,785	800,000	800,000
Sale of Surplus Property	59,499	50,000	60,000	50,000	50,000
Cable Franchise Revenues	2,519,838	2,700,000	2,700,000	2,700,000	2,700,000
Broadband Revenues	14,000	70,000	14,000	70,000	70,000
TIF Reimbursements	-	-	190,000	-	-
Halloween Revenues	131,375	100,000	130,000	130,000	130,000
ATC Annual Fee	187,013	159,800	135,636	135,600	135,600
Shorewood Hills Fire Service	476,620	494,400	494,400	507,000	507,000
Blooming Grove Fire Service	75,000	75,000	75,000	75,000	75,000
Miscellaneous Revenues	45,853	400,000	200,000	400,000	400,000
<b>Total</b>	<b>\$ 5,572,979</b>	<b>\$ 6,604,200</b>	<b>\$ 6,225,925</b>	<b>\$ 6,622,600</b>	<b>\$ 6,622,600</b>

## Intergovernmental Revenues

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
St Municipal Aid Program	4,763,269	4,763,269	4,763,269	4,763,269	4,763,269
St Utility Aid Payment	1,254,916	1,286,793	1,254,216	1,254,916	1,268,381
St Expenditure Restraint	6,568,026	6,398,824	6,398,824	6,398,824	6,783,299
St Pmt for Municipal Services	8,096,971	8,063,000	8,063,000	8,063,000	8,063,000
St Gen Transportation Aid	9,692,213	9,653,000	9,653,000	9,653,000	9,653,000
St Connecting Highway Aid	557,364	560,000	560,000	560,000	560,000
St Recycling Aid	804,333	630,000	750,000	750,000	750,000
St Exempt Computer Reimb	2,560,013	2,650,516	2,665,527	2,650,516	2,981,714
Fire Insurance Dues Pmt	876,001	890,000	952,123	950,000	950,000
<b>Total</b>	<b>\$ 35,173,106</b>	<b>\$ 34,895,402</b>	<b>\$ 35,059,959</b>	<b>\$ 35,043,525</b>	<b>\$ 35,772,663</b>

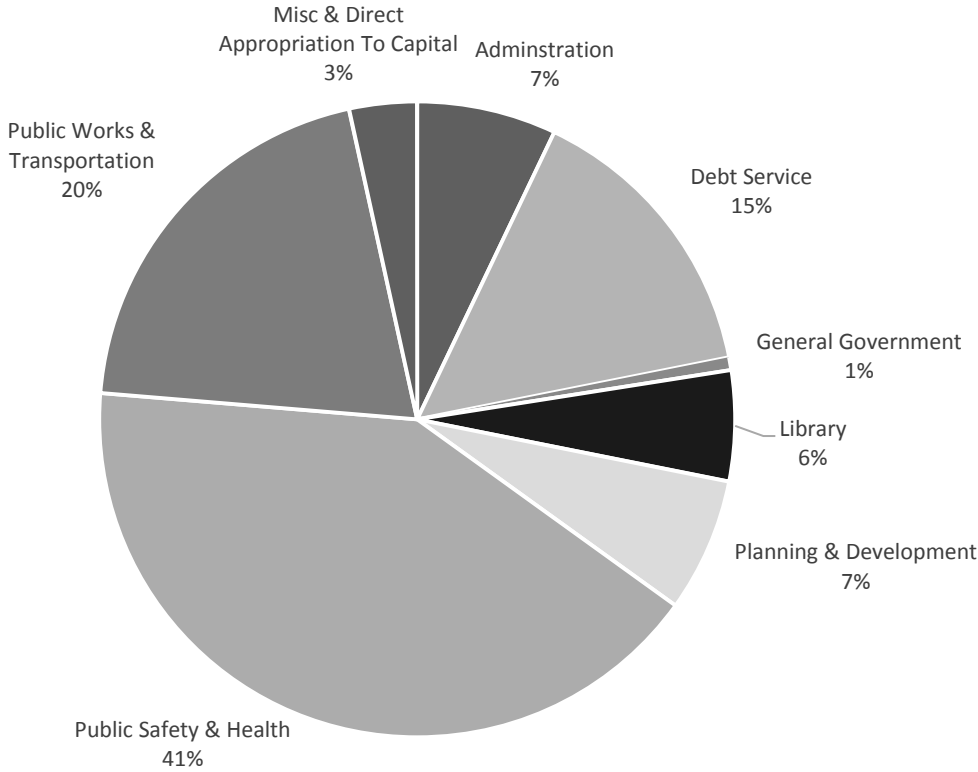
## Charges for Services

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Engineering Charges	669,920	301,000	500,000	500,000	500,000
Cemetery Fees	241,255	240,000	240,000	240,000	240,000
Parks Use Charges	584,057	658,000	630,000	630,000	630,000
Ambulance Conveyance Fees	7,440,638	7,100,000	7,400,000	7,400,000	7,600,000
Other Service Charges	134,319	315,000	130,000	130,000	130,000
<b>Total</b>	<b>\$ 9,070,189</b>	<b>\$ 8,614,000</b>	<b>\$ 8,900,000</b>	<b>\$ 8,900,000</b>	<b>\$ 9,100,000</b>

## EXPENDITURE SUMMARY BY FUNCTION

<i>Function</i>	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Adminstration	19,199,368	20,809,326	20,723,651	20,526,504	21,187,182
Debt Service	37,669,343	40,476,749	40,476,749	47,373,716	44,321,040
General Government	1,823,677	1,894,410	1,839,392	1,868,147	1,941,614
Library	15,453,335	16,288,836	16,288,836	16,575,792	16,868,417
Planning & Development	20,645,829	19,761,403	20,173,088	20,136,646	20,348,416
Public Safety & Health	119,382,314	121,011,861	123,078,703	122,405,133	124,433,404
Public Works & Transportation	62,419,874	60,207,745	59,996,777	62,613,606	60,250,974
Misc & Dir Appropriation to Cap	7,685,315	9,607,106	7,123,095	10,380,091	10,698,752
<b>Total</b>	<b>\$ 284,279,055</b>	<b>\$ 290,057,435</b>	<b>\$ 289,700,292</b>	<b>\$ 301,879,635</b>	<b>\$ 300,049,799</b>
Anticipated General Fund Lapse	-	(550,000)		(550,000)	(550,000)
<b>TOTAL EXPENDITURES</b>	<b>\$ 284,279,055</b>	<b>\$ 289,507,435</b>	<b>\$ 289,700,292</b>	<b>\$ 301,329,635</b>	<b>\$ 299,499,799</b>

Expenditure by Function



## AGENCY BUDGETS BY FUNCTION

### Public Safety And Health

Agency	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Fire	48,259,876	48,706,390	49,437,995	49,395,239	50,044,462
Police	66,333,735	67,512,205	68,847,442	68,502,742	69,880,187
Public Health	4,788,704	4,793,266	4,793,266	4,507,153	4,508,755
<b>Total</b>	<b>\$ 119,382,314</b>	<b>\$ 121,011,861</b>	<b>\$ 123,078,703</b>	<b>\$ 122,405,133</b>	<b>\$ 124,433,404</b>

### General Government

Agency	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Common Council	460,523	554,998	540,805	565,132	578,732
Mayor	1,337,744	1,339,412	1,264,526	1,303,015	1,362,882
Municipal Court	25,409	-	34,061	-	-
<b>Total</b>	<b>\$ 1,823,677</b>	<b>\$ 1,894,410</b>	<b>\$ 1,839,392</b>	<b>\$ 1,868,147</b>	<b>\$ 1,941,614</b>

### Administration

Agency	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Assessor	2,329,524	2,489,175	2,292,284	2,482,056	2,523,902
Attorney	2,685,921	2,766,556	2,733,181	2,846,182	2,914,355
Civil Rights	1,239,863	1,450,352	1,364,254	1,500,710	1,554,484
Clerk	1,290,595	1,895,757	2,227,811	1,316,536	1,437,855
EAP	-	337,144	389,371	336,845	343,314
Finance	3,414,876	3,589,531	3,469,702	3,529,942	3,726,341
Human Resources	1,972,843	1,566,299	1,712,416	1,612,637	1,654,280
Information Technology	5,589,272	6,199,309	6,016,627	6,370,284	6,495,805
Treasurer	676,474	515,204	518,004	531,312	536,846
<b>Total</b>	<b>\$ 19,199,368</b>	<b>\$ 20,809,326</b>	<b>\$ 20,723,651</b>	<b>\$ 20,526,504</b>	<b>\$ 21,187,182</b>

### Public Facilities

Agency	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Monona Terrace Comm Conv	-	-	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

### Department of Public Works and Transportation

Agency	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Engineering	3,558,216	3,662,468	3,555,535	4,199,958	4,357,542
Fleet Service	-	-	-	-	-
Golf Courses	-	-	-	-	-
Landfill	-	-	-	-	-
Metro Transit	12,971,678	12,380,384	12,380,385	12,405,008	11,783,339
Parking	-	-	-	-	-
Parks	15,252,377	13,527,118	13,608,913	13,838,064	13,074,033
Sewer	-	-	-	-	-
Stormwater	-	-	-	-	-
Streets	24,102,913	24,982,520	23,799,814	26,448,626	25,180,056
Traffic Engineering	6,534,690	5,655,255	6,652,130	5,721,950	5,856,004
Water	-	-	-	-	-
<b>Total</b>	<b>\$ 62,419,874</b>	<b>\$ 60,207,745</b>	<b>\$ 59,996,777</b>	<b>\$ 62,613,606</b>	<b>\$ 60,250,974</b>

## Department of Planning and Development

<b>Agency</b>	<b>2015 Actual</b>	<b>2016 Adopted</b>	<b>2016 Projected</b>	<b>2017 Request</b>	<b>2017 Executive</b>
Building Inspection	4,172,915	4,441,412	4,276,099	4,444,155	4,341,355
CDA Housing Operations	196,244	174,219	222,352	174,219	176,511
CDA Redevelopment	-	-	-	-	-
Community Development	9,750,311	10,268,565	10,995,190	10,367,160	10,659,359
Economic Development	1,238,540	1,462,477	1,217,240	1,361,542	1,402,238
PCED Office Of Director	757,347	684,436	632,707	706,884	704,517
Planning	4,530,472	2,730,295	2,829,500	3,082,686	3,064,436
<b>Total</b>	<b>\$ 20,645,829</b>	<b>\$ 19,761,403</b>	<b>\$ 20,173,088</b>	<b>\$ 20,136,646</b>	<b>\$ 20,348,416</b>

## Library

<b>Agency</b>	<b>2015 Actual</b>	<b>2016 Adopted</b>	<b>2016 Projected</b>	<b>2017 Request</b>	<b>2017 Executive</b>
Library	15,453,335	16,288,836	16,288,836	16,575,792	16,868,417
<b>Total</b>	<b>\$ 15,453,335</b>	<b>\$ 16,288,836</b>	<b>\$ 16,288,836</b>	<b>\$ 16,575,792</b>	<b>\$ 16,868,417</b>



## GENERAL OBLIGATION DEBT SERVICE SUMMARY

	2016 ADOPTED			2017 EXECUTIVE		
	Principal	Interest	Total	Principal	Interest	Total
<b>TYPE OF DEBT</b>						
Promissory Notes	48,055,000	10,540,882	58,595,882	53,580,000	10,499,753	64,079,753
General Obligation Bonds	1,380,000	819,685	2,199,685	1,720,000	996,101	2,716,101
Build America Bonds	9,570,000	1,487,105	11,057,105	9,570,000	1,202,315	10,772,315
Recovery Zone ED Bonds	805,000	123,990	928,990	805,000	105,475	910,475
Paying Agent Fees	-	10,000	10,000	-	10,000	10,000
<b>TOTAL</b>	<b>59,810,000</b>	<b>12,981,662</b>	<b>72,791,662</b>	<b>65,675,000</b>	<b>12,813,643</b>	<b>78,488,643</b>

### SOURCE OF FUNDS

Transit Utility	1,365,574	366,989	1,732,563	1,593,205	381,674	1,974,879
Golf Courses	8,603	3,969	12,572	9,399	3,775	13,174
TIF Districts	7,613,437	1,261,523	8,874,960	7,952,825	1,233,376	9,186,201
Impact Fee Funds	336,254	75,550	411,804	336,210	65,990	402,201
Madison Public Library	2,075,461	617,111	2,692,572	2,154,153	568,615	2,722,768
Room Tax	19,998	6,199	26,197	19,998	5,799	25,798
CDBG	6,870	3,169	10,039	7,505	3,014	10,520
Fleet Service	4,796,081	962,675	5,758,756	5,358,492	1,028,310	6,386,801
Stormwater Utility	4,956,753	1,030,154	5,986,907	5,028,158	956,411	5,984,569
Water Utility	81,499	37,597	119,096	89,040	35,764	124,804
Monona Terrace	30,048	13,862	43,910	32,828	13,186	46,014
CDA Housing Operations	32,747	15,107	47,854	35,776	14,370	50,146
CDA Redevelopment	1,001,301	140,915	1,142,216	1,001,301	123,820	1,125,121
Madison/Dane Co Health	114,922	18,498	133,420	145,238	20,139	165,377
Special Revenue Fund	50,000	-	50,000	100,000	-	100,000
Special Assessment Fund	199,981	61,994	261,975	199,981	57,994	257,975
ARRA Interest Credit	-	576,282	576,282	-	468,274	468,274
General Debt Reserves	3,411,142	672,649	4,083,791	3,907,643	865,342	4,772,985
Interest Earnings	-	350,000	350,000	-	350,000	350,000
<b>TOTAL NON-GENERAL FUND</b>	<b>26,100,669</b>	<b>6,214,244</b>	<b>32,314,913</b>	<b>27,971,752</b>	<b>6,195,854</b>	<b>34,167,606</b>
<b>General Fund Portion</b>	<b>33,709,331</b>	<b>6,767,418</b>	<b>40,476,749</b>	<b>37,703,248</b>	<b>6,617,789</b>	<b>44,321,038</b>

# STATEMENT OF INDEBTEDNESS AND DEBT SERVICE

## SUMMARY BY PURPOSE OF ISSUE

Purpose	Principal, 2017		Interest	
	Outstanding January 1	Payable	Outstanding December 31	Payable 2016
<b>Promissory Notes</b>				
Streets	\$ 149,830,107	\$ 24,532,525	\$ 125,297,582	\$ 4,756,177
Parks Improvements	20,771,624	3,057,543	17,714,081	670,318
Land Acquisition	857,643	170,354	687,289	18,902
Public Buildings	19,845,671	3,498,634	16,347,037	533,769
Equipment Purchase	18,343,369	3,615,173	14,728,197	549,021
Planning & Development	10,785,679	2,038,579	8,747,100	308,763
Refuse Reduction & Landfill	0	0	0	0
Police	8,777,237	1,365,452	7,411,785	285,122
Fire	24,412,998	3,332,631	21,080,367	701,059
<b>Total General Purposes</b>	<b>\$ 253,624,327</b>	<b>\$ 41,610,891</b>	<b>\$ 212,013,436</b>	<b>\$ 7,823,131</b>
TIF Districts	51,200,702	7,952,825	43,247,877	1,233,376
Impact Fees	1,845,875	336,210	1,509,665	65,990
Library	6,181,957	1,394,153	4,787,804	171,515
Monona Terrace	370,518	32,828	337,690	13,186
Golf Enterprise	106,085	9,399	96,686	3,775
Fleet Service	33,583,726	5,358,492	28,225,234	1,028,310
Transit Utility	12,111,118	1,593,205	10,517,913	381,674
Stormwater Utility	28,894,263	5,028,158	23,866,105	956,411
Water Utility	1,004,966	89,040	915,926	35,764
Public Health of Madison and Dane County	744,819	145,238	599,581	20,139
CDBG	84,708	7,505	77,203	3,014
CDA Housing Operations	403,796	35,776	368,020	14,370
CDA Redevelopment	5,128,310	1,001,301	4,127,009	123,820
Room Tax	159,985	19,998	139,987	5,799
Brownfield Remediation Revolving Fund	1,400,000	100,000	1,300,000	0
Special Assessments	1,599,845	199,981	1,399,864	57,994
Debt Service Reserves	0	0	0	0
ARRA Interest Credit	0	0	0	468,274
<b>Total Non-General Purposes</b>	<b>\$ 144,820,673</b>	<b>\$ 23,304,109</b>	<b>\$ 121,516,564</b>	<b>\$ 4,583,411</b>
<b>General Obligation Bonds</b>				
Library	12,160,000	760,000	11,400,000	397,100
Land Contracts & Mortgages	0	0	0	0
<b>TOTAL G.O. DEBT</b>	<b>\$ 410,605,000</b>	<b>\$ 65,675,000</b>	<b>\$ 344,930,000</b>	<b>\$ 12,803,642</b>
Paying Agent Fees	0	0	0	10,000
Revenue Debt	205,410,000	12,265,000	193,145,000	7,903,345
<b>TOTAL</b>	<b>\$ 616,015,000</b>	<b>\$ 77,940,000</b>	<b>\$ 538,075,000</b>	<b>\$ 20,716,987</b>

## MISCELLANEOUS APPROPRIATIONS

### Supplemental Compensation

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Compensated Absence Escrow	2,434,960	2,802,228	3,121,551	2,752,228	2,752,228
Flexible Spending Benefits	27,914	10,600	11,374	220,251	220,251
Unemployment Benefits	301,022	396,474	285,611	396,474	396,474
Health Insurance Benefit	37,454,866	38,418,448	36,762,389	37,354,817	37,334,330
Dental Insurance Benefit	172,271	-	209,962	201,800	201,800
Life Insurance Benefit	59,689	48,974	58,912	49,135	49,135
Wage Insurance Benefit	1,360,539	1,329,909	1,293,779	1,331,355	1,331,355
IATSE Health Benefit	31,252	21,781	58,051	21,781	21,781
Health Insurance Retiree	858,864	1,721,868	1,743,717	1,315,193	1,321,833
Health Ins Police Fire Retiree	177,588		204,499		
Accident Death Dismember Insur	964,187	961,025	917,534	961,025	961,025
WI Retirement System	16,359,778	16,712,468	16,180,424	17,829,279	18,182,490
WI Retirement System Prior Ser	110,194	648,716	119,467	153,270	153,270
FICA Medicare Benefits	13,102,224	13,666,445	13,184,294	13,458,855	13,714,627
Moving Expenses	6,000		4,000		
Tuition	111,161	151,920	142,294	115,000	115,000
Bus Pass Subsidy	141,348	150,000	150,000	150,000	150,000
Home Purchase Assistance B	500		1,000		
Licenses And Certifications	7,683	242	6,897	2,200	2,200
Post Employment Health Plans	247,413		310,399	225,550	225,550
Work Permits	100				
Tool Allowance	5,983	102,549	5,880	108,789	6,720
Other Post Employment Benefit	729,852	310,000	310,000	2,400	2,400
<b>Total Supplemental Comp</b>	<b>\$ 74,665,387</b>	<b>\$ 77,453,647</b>	<b>\$ 75,082,035</b>	<b>\$ 76,649,402</b>	<b>\$ 77,142,469</b>
Budgeted within Agencies	73,982,679	74,908,229	74,553,214	74,103,984	74,597,051
Net Benefits Appropriation	682,709	2,545,418	528,821	2,545,418	2,545,418

Budgeted authority for supplemental compensation is included in agency budgets based on budgeted staffing levels. Portions of supplemental compensation that remain centrally budgeted include the General Fund portion of sick leave escrow, flexible spending benefits, unemployment benefits, and funding for the City's bus pass subsidy program. With the transition to the new financial system, presentation of fringe amounts may vary from the 2016 Adopted publication. The gross amount budgeted in salaries and fringe is consistent with the 2016 Adopted Budget.

### Direct Appropriation to Capital

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Direct Appropriation to Capital	4,627,822	4,083,790	4,083,790	4,772,985	4,772,985
<b>Total</b>	<b>\$ 4,627,822</b>	<b>\$ 4,083,790</b>	<b>\$ 4,083,790</b>	<b>\$ 4,772,985</b>	<b>\$ 4,772,985</b>

## Direct Appropriations

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
\$15 Min Wage	-	-	-	80,000	80,000
Black Women Wellness	-	-	-	3,000	3,000
City Memberships	99,500	86,033	74,500	88,033	88,033
Clean Air Coalition	6,000	6,000	6,000	6,000	6,000
Clean Lakes	15,000	-	-	-	-
Comm. Building and Engagement	-	100,000	100,000	100,000	100,000
Community Gardens Partnership	-	25,000	25,000	25,000	25,000
Day Shelter and Gap Services	50,000	-	-	-	-
Federal Liaison	33,000	40,000	33,000	40,000	40,000
HR & Diverse Hiring Strategies	-	-	-	100,000	100,000
Improvement Initiatives	25,000	21,000	15,000	21,000	21,000
Joint Land Use Study	30,000	-	-	-	-
License Suspension	-	75,000	75,000	75,000	75,000
Madison Food Policy Council	50,000	50,000	50,000	50,000	50,000
MadMarket	-	25,000	25,000	25,000	25,000
Martin Luther King Awards	600	600	600	600	600
Martin Luther King Holiday	28,609	7,100	7,100	7,100	7,100
My Brother's Keeper	-	-	-	25,000	25,000
Operation Badger Base	-	1,000	1,000	-	-
Pathways Program	-	12,500	12,500	12,500	12,500
Police and Fire Commission	25,000	25,000	25,000	25,000	25,000
Police Policy Review	-	50,000	400,000	400,000	400,000
Prior Year Encumbrances	400,000	400,000	400,000	400,000	400,000
RESJI Initiatives	-	20,000	20,000	-	-
Revenue Sharing Payments	385,890	242,393	242,707	141,116	141,116
State Liaison	30,000	33,000	33,000	33,000	33,000
Taxes and Special Assessments	25,000	50,000	50,000	50,000	50,000
THRIVE / MadREP	18,000	18,000	18,000	18,000	18,000
Transit for Jobs	80,000	80,000	80,000	80,000	80,000
Zoo	347,520	385,272	359,972	75,000	75,000
Contingent Reserve	1,200,000	1,200,000	1,200,000	1,500,000	1,500,000
<b>Total</b>	<b>\$ 2,849,119</b>	<b>\$ 2,952,898</b>	<b>\$ 3,253,379</b>	<b>\$ 3,380,349</b>	<b>\$ 3,380,349</b>
General Fund Lapse				(550,000)	(550,000)

### Direct Appropriation Notes

**\$15 Minimum Wage:** These centrally budgeted funds will support the first phase of a \$15 minimum wage for City of Madison employees. The plan anticipates reaching \$15 within 4 years. Funds will be distributed to agency budgets based on actual expenditures in 2017.

**Black Women Wellness:** These funds support an annual health summit aimed at informing, inspiring, and empowering women and girls of African descent to build healthy, wellness-center lives.

**Comm Building and Engagement:** These funds are for programming that provides training opportunities for resident engagement and leadership training. Programming is focused in neighborhoods with high concentrations of low and moderate income households and/or NRT areas. Funding is used to support contracts with local non-profit; contracts for this item are monitored by CDD. This item was first funded in the 2015 Adopted Budget.

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



## MISCELLANEOUS APPROPRIATIONS

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### Direct Appropriation Notes (Continued)

**Day Shelter and Gap Services:** These funds were transferred to the Community Development as part of the 2016 Adopted Budget; the base funding is continued in the 2017 Executive Budget.

**HR & Diverse Hiring Strategies:** These funds will support an independent review of the City's human resources policies and procedures. The review will focus on improving diversity in our recruiting and hiring practices as well as best practices in employee retention.

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

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

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

**Martin Luther King Holiday:** These funds provide transportation services and child care for the Martin Luther King Jr. Holiday celebration. Funding was increased in 2015.

**My Brother's Keeper:** These funds are for programs geared towards increasing graduation rates among young men of color and ensuring all youth are safe from violent crime. This funding supports programming offered by community-based organizations.

**Operation Badger Base:** These were one-time funds utilized in 2016 to support a celebration honoring veterans on the 50th anniversary of the Vietnam War.

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

**Police Policy Committee:** These funds will support ongoing efforts currently being carried out by a citizen committee to review policies and procedures pertaining to the Madison Police Department. The 2016 Adopted Budget included \$50,000 for a consultant to perform the review; in June 2016 the Common Council adopted a resolution to increase the appropriation to \$400,000. The 2017 budgeted amount will be funded by assigned fund balance in the event a contract is not secured prior to the end of 2017.

**RESJI:** These funds were originally included in the 2016 Adopted Budget. The 2017 Executive Budget transfers the funding to the DCR budget.

**Transit for Jobs:** These funds support a contract with Porchlight to provide the service.

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

**Contingent Reserve:** It is the City's policy to appropriate 0.5% of budgeted expenditures to the Contingent Reserve (\$1.5 million). Contingent Reserve spending authority may later be reallocated to various agencies through resolutions of the Common Council. Funding for the Contingent Reserve is increased in the 2017 Executive Budget to maintain 0.5% of budgeted expenditures in reserves. The increased funding will be used for snow events should the number of events exceed funding for 5.5 events in the Streets Division budget. The Contingent Reserve will also fund retroactive contributions to WRS for Stagehands. This is estimated to cost at least \$250,000 in 2017 based on a payment plan established with the Wisconsin Department of Employee Trust Funds.

**General Fund Lapse:** Based on historical spending patterns, the budget includes a permanent \$550,000 anticipated general fund lapse. This is equal to approximately 0.25% of non-debt service expenditures in all general fund agencies.





# *Special Fund Statements*

2017 Operating Budget:  
Executive Budget

## ROOM TAX FUND

	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>2016 Projected</u>	<u>2017 Executive</u>	<u>2017 Adopted</u>
<b>Fund Balance, January 1</b>	312,550	312,550	884,927	912,772	-
Restricted for Bond Requirements	-	-	-	-	-
Reserved for Monona Terrace Capital Projects	-	-	(466,212)	(466,212)	-
Committed for Event Booking Assistance	(312,550)	(312,550)	(446,560)	(446,560)	-
<b>Balance of Unassigned Funds, January 1</b>	\$ -	\$ -	\$ (27,845)	\$ -	\$ -

### SOURCES

Estimated Total Room Tax Receipts	13,819,792	15,144,500	14,644,500	15,744,615	-
Transfer In from General Fund (for Monona Terrace Reserves)	-	-	-	-	-
Interest Revenue	7,710	19,991	8,170	8,784	-
<b>TOTAL SOURCES</b>	\$ 13,827,502	\$ 15,164,491	\$ 14,652,670	\$ 15,753,399	\$ -

### USES

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

##### Monona Terrace:

Debt Service Payment-Revenue Bond Issue (a)	870,600	867,525	867,525	824,875	-
Debt Service Payment-Gen'l Obligation Bond Issue (a)	-	26,197	52,815	25,798	-
Operating Subsidy	3,190,538	3,386,759	3,386,759	3,726,645	-
Capital Purchases	132,065	556,000	556,000	475,000	-
Reserves (b)	150,000	(436,064)	(436,064)	(598,857)	-
Subtotal Monona Terrace	\$ 4,343,203	\$ 4,400,417	\$ 4,427,035	\$ 4,453,461	\$ -

Henry Vilas Zoo and Olbrich Gardens (j)	\$ -	\$ -	\$ -	\$ 642,352	\$ -
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<u>Overture Center Subsidy from Room Tax</u>	\$ 425,000	\$ 1,750,000	\$ 1,750,000	\$ 1,900,000	-
Subtotal Tangible Municipal Development	4,768,203	6,150,417	6,177,035	6,995,813	-
Share of Room Tax Revenues	33%	41%	42%	44%	-

## ROOM TAX FUND

	2015 Actual	2016 Budget	2016 Projected	2017 Executive	2017 Adopted
<b>Tourism Marketing (s. 66.0615 (1) (fm) 1., Wis. Stats.)</b>					
<u>Greater Madison Convention and Visitors Bureau:</u>					
Destination Marketing (c)	2,612,689	3,001,966	3,040,354	3,514,680	-
Estimated Event Booking Assistance Subsidy	78,136	200,000	200,000	200,000	-
Additional Funding (b)	316,439	-	-	-	-
Subtotal GMCVB	\$ 3,007,264	\$ 3,201,966	\$ 3,240,354	\$ 3,714,680	\$ -
<u>City Tourism Marketing Activities</u>					
Support for Fireworks Events (d)	-	15,000	15,000	10,000	-
Sister Cities Program	14,310	15,000	15,000	20,000	-
Madison Scouts and Capitol Sound (g)	-	-	-	-	-
Bad Debt Expense	-	-	-	-	-
Civic Conferences (e)	16,525	35,000	20,000	35,000	-
Civic Promotion (f)	1,500	15,000	5,000	15,000	-
Madison Music City (g)	44,500	75,000	44,500	80,000	-
Dane Dances	5,000	15,000	15,000	20,000	-
Make Music Madison	20,000	25,000	25,000	25,000	-
Songwriting Conference	10,000	25,000	25,000	25,000	-
Revelry	5,000	5,000	5,000	5,000	-
Bandswap	4,500	5,000	5,000	5,000	-
WIAA Basketball Tournament (h)	30,000	15,000	15,000	15,000	-
Madison Area Sports Commission	100,000	-	-	-	-
Subtotal City Tourism Marketing	\$ 206,835	\$ 170,000	\$ 114,500	\$ 175,000	\$ -
Subtotal Tourism Marketing	\$ 3,214,099	\$ 3,371,966	\$ 3,354,854	\$ 3,889,680	\$ -
Share of Room Tax Revenues	23%	22%	23%	25%	
<b>Room Tax Commission Administration</b>				15,745	
<b>Room Tax Commission Enforcement of Transient Tourist Rooming Houses (i)</b>				50,000	
Share of Room Tax Revenues	0.0%	0.0%	0.0%	0.4%	
<b>Reserves</b>				76,141	
Share of Room Tax Revenues				0.5%	
<b>Room Tax Commission</b>				\$ 11,027,379	
<b>Tourism-Related Share of Room Tax</b>	57%	63%	65%	70%	
<b>Room Tax Retained for General Purposes</b>					
General Purposes (b)	5,193,823	5,563,158	5,013,936	4,647,020	-
Arts Grants	79,000	79,000	79,000	79,000	-
Subtotal Retained for Other Purposes	\$ 5,272,823	\$ 5,642,158	\$ 5,092,936	\$ 4,726,020	-
Share of Room Tax Revenues	38%	37%	35%	30%	
<b>TOTAL USES</b>	\$ 13,255,125	\$ 15,164,541	\$ 14,624,825	\$ 15,677,258	\$ -
<b>Fund Balance, December 31</b>	\$ 884,927	\$ 312,500	\$ 912,772	\$ 988,913	\$ -
Committed for Monona Terrace Capital Projects	\$ (466,212)	\$ -	\$ (466,212)	\$ (466,212)	\$ -
Committed for Event Booking Assistance	(446,560)	(312,500)	(446,560)	(446,560)	-
<b>Balance of Unassigned Funds, December 31 (b)</b>	\$ (27,845)	\$ -	\$ -	\$ 76,141	\$ -

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

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

(b) Under state law, 70% of room taxes are distributed by the Room Tax Commission and 30% are retained by the City. The 2017 Executive Operating Budget appropriates \$598,857 from Monona Terrace reserves for Monona Terrace operations. The Room Tax Commission anticipates allocating sufficient room tax revenues in 2018 on a permanent basis to eliminate the reliance on Monona Terrace reserves, as well as providing additional room tax subsidy to Monona Terrace to help reach the goal that reserves are at least 20% of expenditures. The "Balance of Unassigned Funds" represent the unspent portion of the 70% of room taxes allocated to the Room Tax Commission. The Room Tax Commission plans to establish a policy for setting aside room tax revenues in the event of shortfalls in actual room tax revenues compared with estimates.

(c) In 2015, funds reflect implementation of a new contract with Greater Madison Convention and Visitors Bureau (GMCVB) through 2018, with the option of a four-year renewal. The contract will increase the room tax allocation to GMCVB from 20% of prior year revenues in 2014 to 30% by 2020 and 34% by 2022. The 2016 share of prior year revenues will increase to 22% from 21.5% in 2015. Funding increases resulting from the agreement will be invested, for the purpose of increasing conventions and other events in Madison, in additional resources in the following five areas: convention sales, convention services, marketing, sports development and strategic planning.

(d) In 2016, \$15,000 was provided to help support fireworks events, including Shake the Lake and Elver Park. The Room Tax Commission authorized \$10,000 for 2017.

(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) The Civic Promotion funding is administered by the Mayor's Office. Its primary purpose is to support efforts where neighborhoods and communities interface with economic, educational and job development activities. It is used to support local publications which further discussion of these topics and organizations which promote business development in the City and market Madison's business community. This includes supporting neighborhood-based efforts related to economic and educational development.

(g) This includes funding for Dane Dances (\$20,000); Make Music Madison, a summer solstice festival (\$25,000); a Madison Songwriting Conference and Festival (\$25,000); a Revelry Music and Arts Festival (\$5,000); and, a BandSwap event (\$5,000). In 2017, Dane Dances is increased by \$5,000.

(h) In 2017, \$15,000 is continued to support the WIAA Tournament.

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

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

By the adoption of this budget, the City Council hereby incorporates the decisions of the Room Tax Commission into the 2017 operating budget in accordance with state law.

## AFFORDABLE HOUSING TRUST FUND

	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>2016 Projected</u>	<u>2017 Executive</u>	<u>2017 Adopted</u>
Fund Balance, January 1	2,791,243	1,062,402	1,117,450	620,450	-
<b>SOURCES</b>					
<u>Dedicated:</u>					
Private Contributions	-	-	-	-	-
Payments in Lieu of Program Participation	-	-	-	-	-
Matching Funds from Federal Trust	-	-	-	-	-
Loan Repayment Principal	68,333	5,000	2,000	5,000	-
Loan Repayment Interest	23,715	2,500	1,000	2,500	-
Investment Revenue	-	-	-	-	-
<u>Discretionary:</u>					
Equity Participation Payments	-	-	-	-	-
Proceeds from Sale of Surplus Property	-	-	-	-	-
Transfer from General Fund	-	-	-	-	-
<b>TOTAL SOURCES</b>	<u>\$ 92,048</u>	<u>\$ 7,500</u>	<u>\$ 3,000</u>	<u>\$ 7,500</u>	<u>\$ -</u>
<b>USES</b>					
Loans to Create Affordable Housing	265,841	180,000	-	558,725	-
Other (Transfer to PCED Capital)	<u>1,500,000</u>	<u>500,000</u>	<u>500,000</u>	<u>-</u>	<u>-</u>
<b>TOTAL USES</b>	<u>\$ 1,765,841</u>	<u>\$ 680,000</u>	<u>\$ 500,000</u>	<u>\$ 558,725</u>	<u>\$ -</u>
Fund Balance, December 31	<u>\$ 1,117,450</u>	<u>\$ 389,902</u>	<u>\$ 620,450</u>	<u>\$ 69,225</u>	<u>\$ -</u>

On September 7, 2010, the Common Council amended the Madison General Ordinance (Section 4.22) governing administration and use of the Affordable Housing Trust Fund. This ordinance amendment eliminated the previous limitations on the annual distribution of accumulated funds. All distributions from the fund require Common Council authorization.

Projected loan expenditures in 2017 represent the maximum loan disbursements permitted using the formula defined under MGO 4.22.

In 2015, \$1.5 million was transferred to a new Affordable Housing Fund capital project in Planning and Community and Economic Development. This project represented a major new initiative to expand and improve the supply of affordable housing in Madison, providing an estimated \$24 million investment over the subsequent six years to significantly increase access to a variety of affordable housing options, including repair or improvement of existing housing inventory and owner-occupied single family housing stock; the purchase of single family homes by first-time homebuyers; and, the expansion of affordable rental housing units, especially by leveraging low-income affordable housing tax credits. In 2016, an additional \$500,000 was transferred to the Affordable Housing Fund capital project in the Community Development Division.

## CAPITAL REVOLVING FUND

	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>2016 Projected</u>	<u>2017 Executive</u>	<u>2017 Adopted</u>
<b>Fund Balance, January 1</b>	1,207,586	1,023,586	1,327,908	1,143,908	-
<b>SOURCES</b>					
Loan Repayments:					
Interest	29,366	28,000	28,000	28,000	-
Principal	188,459	172,000	182,000	172,000	-
Application Fees	900	1,000	1,000	1,000	-
Proceeds from Borrowing	-	-	-	-	-
<b>TOTAL SOURCES</b>	<u>\$ 218,725</u>	<u>\$ 201,000</u>	<u>\$ 211,000</u>	<u>\$ 201,000</u>	<u>\$ -</u>
<b>USES</b>					
Loans	-	250,000	250,000	250,000	-
Façade Grants	98,403	125,000	125,000	125,000	-
Lighting Enhancement Grants	-	-	-	-	-
Transfer to Homebuyer's Assistance	-	-	-	-	-
Staff Costs	-	20,000	20,000	20,000	-
Other	-	-	-	-	-
<b>TOTAL USES</b>	<u>\$ 98,403</u>	<u>\$ 395,000</u>	<u>\$ 395,000</u>	<u>\$ 395,000</u>	<u>\$ -</u>
Annual Net Cash Flow	<u>\$ 120,322</u>	<u>\$ (194,000)</u>	<u>\$ (184,000)</u>	<u>\$ (194,000)</u>	<u>\$ -</u>
<b>Fund Balance (Deficit), December 31</b>	<u>\$ 1,327,908</u>	<u>\$ 829,586</u>	<u>\$ 1,143,908</u>	<u>\$ 949,908</u>	<u>\$ -</u>

The Capital Revolving Fund has two components: (1) Capital Revolving Fund Loans, and (2) Façade Improvement Grants. The Capital Revolving Fund was enacted on May 19, 1987 and has closed 31 loans, totaling \$4,638,271. The Façade Improvement Grant Program was established on October 3, 2000 and has awarded 72 Façade Improvement matching grants to small businesses, totaling \$852,987. In addition \$1,599,572 of private funds were invested, resulting in a total new economic investment of \$2,521,068 in the downtown and neighborhood business districts. The Economic Development Division provides loan administration for the Capital Revolving Fund under the guidance of the Community Development Authority (CDA).



## SPECIAL ASSESSMENT REVOLVING FUND

	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>2016 Projected</u>	<u>2017 Executive</u>	<u>2017 Adopted</u>
<b>Assigned Fund Balance, January 1</b>	1,190,941	1,700,941	2,359,366	1,404,366	-
<b>SOURCES</b>					
Special Assessment Repayment					
Principal Repayment	3,555,076	3,250,000	3,250,000	3,250,000	-
General Obligation Borrowing	2,000,000	-	-	-	-
Interest on Repayments	307,544	325,000	325,000	325,000	-
Investment Income	14,225	10,000	10,000	10,000	-
Other	7,328	-	-	-	-
<b>TOTAL SOURCES</b>	<u>\$ 5,884,173</u>	<u>\$ 3,585,000</u>	<u>\$ 3,585,000</u>	<u>\$ 3,585,000</u>	<u>\$ -</u>
<b>USES</b>					
Transfer to Capital Projects	4,633,607	5,000,000	4,450,000	5,550,000	-
Other	82,141	75,000	90,000	100,000	-
<b>TOTAL USES</b>	<u>\$ 4,715,747</u>	<u>\$ 5,075,000</u>	<u>\$ 4,540,000</u>	<u>\$ 5,650,000</u>	<u>\$ -</u>
Annual Net Cash Flow	<u>\$ 1,168,425</u>	<u>\$ (1,490,000)</u>	<u>\$ (955,000)</u>	<u>\$ (2,065,000)</u>	<u>\$ -</u>
<b>Assigned Fund Balance, Dec. 31</b>	<u>\$ 2,359,366</u>	<u>\$ 210,941</u>	<u>\$ 1,404,366</u>	<u>\$ (660,634)</u>	<u>\$ -</u>

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

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

## REVERSE MORTGAGE FUND

	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>2016 Projected</u>	<u>2017 Executive</u>	<u>2017 Adopted</u>
<b>Net Assets, January 1 (Due to SARF)</b>	(471,510)	(511,324)	(533,185)	(669,184)	-
<b>SOURCES</b>					
Repayment of Principal on Loans	57,480	25,000	11,700	25,000	-
Interest Income	16,115	500	660	600	-
Other	-	-	-	-	-
<b>TOTAL SOURCES</b>	<u>\$ 73,595</u>	<u>\$ 25,500</u>	<u>\$ 12,360</u>	<u>\$ 25,600</u>	<u>\$ -</u>
<b>USES</b>					
Loan Disbursements	126,578	130,000	140,000	140,000	-
Mortgage and Title Services	2,575	300	1,359	1,400	-
Other	6,117	-	7,000	7,000	-
<b>TOTAL USES</b>	<u>\$ 135,270</u>	<u>\$ 130,300</u>	<u>\$ 148,359</u>	<u>\$ 148,400</u>	<u>\$ -</u>
<b>Net Assets, December 31 (Due to SARF)</b>	<u>\$ (533,185)</u>	<u>\$ (616,124)</u>	<u>\$ (669,184)</u>	<u>\$ (791,984)</u>	<u>\$ -</u>

The Reverse Mortgage Fund accounts for the City-administered reverse mortgage program that enables elderly homeowners on fixed incomes to utilize equity in their homes to pay all or a portion of their annual property taxes. Eligibility guidelines are the same as for the City's Special Assessment Deferral Program. As of December 31, 2015, twenty-eight households are participating in this program, with total outstanding mortgages of \$814,955.

The funding source for this reverse mortgage program is an interest-free loan from the Special Assessment Revolving Fund (SARF), and the negative fund balance at the beginning of any year represents the unpaid principal balance of that loan.

## GENERAL LAND ACQUISITION FUND

	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>2016 Projected</u>	<u>2017 Executive</u>	<u>2017 Adopted</u>
<b>Fund Balance, January 1</b>	1,433,111	1,820,111	2,211,109	1,198,109	-
<b>SOURCES</b>					
Land Sales	773,497	-	-	-	-
Operating Lease Payments	11,118	7,000	7,000	7,000	-
Promissory Notes	-	-	-	-	-
<b>TOTAL SOURCES</b>	<u>\$ 784,615</u>	<u>\$ 7,000</u>	<u>\$ 7,000</u>	<u>\$ 7,000</u>	<u>\$ -</u>
<b>USES</b>					
Land Acquisition	-	-	1,000,000	-	-
Design and Related Costs for Fire Admin. Building and Fire Station No. 1	-	-	-	-	-
Transfer to Fleet Service - New Facility	-	-	-	-	-
Disparity Study	-	-	-	-	-
Apprenticeship Program	-	-	-	-	-
Holding Costs	4,697	20,000	20,000	20,000	-
Staff Charges	1,920	-	-	-	-
<b>TOTAL USES</b>	<u>\$ 6,617</u>	<u>\$ 20,000</u>	<u>\$ 1,020,000</u>	<u>\$ 20,000</u>	<u>\$ -</u>
<b>Fund Balance, December 31</b>	<u>\$ 2,211,109</u>	<u>\$ 1,807,111</u>	<u>\$ 1,198,109</u>	<u>\$ 1,185,109</u>	<u>\$ -</u>

Funded primarily with the proceeds from surplus land sales, the General Land Acquisition Fund provides available resources for the acquisition of land for municipal purposes when unanticipated opportunities arise. Purchases from this fund may be completed to the extent that funds are available and specific Common Council approval is obtained.

## HOME-BUY THE AMERICAN DREAM FUND

	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>2016 Projected</u>	<u>2017 Executive</u>	<u>2017 Adopted</u>
<b>Fund Balance, January 1</b>	129,791	98,204	351,632	445,117	-
<b>SOURCES</b>					
Loan Repayments:					
Interest	-	5,000	-	-	-
Principal	65,711	185,000	65,000	60,546	-
Federal Funds	288,658	130,000	225,000	220,000	-
State Funds	130,073	95,000	131,485	397,416	-
<b>TOTAL SOURCES</b>	<u>\$ 484,442</u>	<u>\$ 415,000</u>	<u>\$ 421,485</u>	<u>\$ 677,962</u>	<u>\$ -</u>
<b>USES</b>					
Loans	236,801	474,074	275,000	600,000	-
Staff Costs / Service Delivery	25,800	25,000	53,000	81,123	-
<b>TOTAL USES</b>	<u>\$ 262,601</u>	<u>\$ 499,074</u>	<u>\$ 328,000</u>	<u>\$ 681,123</u>	<u>\$ -</u>
<b>Fund Balance, December 31</b>	<u>\$ 351,632</u>	<u>\$ 14,130</u>	<u>\$ 445,117</u>	<u>\$ 441,956</u>	<u>\$ -</u>

In 2014, the City's HOME-BUY and American Dream Downpayment Initiative (ADDI) programs merged to become the "HOME-BUY the American Dream" program. For 2015, the fund has been updated to reflect this merger, with the former ADDI funds (repayments from loans made using federal HOME and/or CDBG funds) now included in the figures above.

The HOME-BUY THE AMERICAN DREAM fund provides up to \$10,000 no-interest, deferred payment loans to assist eligible first-time home buyers with down payment and closing costs in the purchase of a home within the greater Madison area. Funding is provided by the Wisconsin Division of Housing through its Housing Cost Reduction Initiative (HCRI) program, available fund balance, loan repayments and program income. The Community Development Division (CDD) serves as the lead fiscal agency and provides loan administration.

In 2015, the City was again awarded funds from the State of Wisconsin HCRI application process, in the amount of \$371,167 for the period from April 1, 2015 through March 31, 2017.

## HOUSING REHABILITATION SERVICES

	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>2016 Projected</u>	<u>2017 Executive</u>	<u>2017 Adopted</u>
<b>Fund Balance, January 1</b>	634,488	858,562	502,318	355,318	-
<b>SOURCES</b>					
Loan Repayments:					
Interest	44,577	49,000	25,000	30,000	-
Principal	324,153	325,000	160,000	155,000	-
Application Fees	4,100	3,500	3,500	5,500	-
New Federal Funds	-	-	-	-	-
<b>TOTAL SOURCES</b>	<u>\$ 372,830</u>	<u>\$ 377,500</u>	<u>\$ 188,500</u>	<u>\$ 190,500</u>	<u>\$ -</u>
<b>USES</b>					
Loans	479,909	506,500	319,000	350,000	-
Staff Costs / Service Delivery	25,091	22,100	16,500	10,000	-
<b>TOTAL USES</b>	<u>\$ 505,000</u>	<u>\$ 528,600</u>	<u>\$ 335,500</u>	<u>\$ 360,000</u>	<u>\$ -</u>
<b>Fund Balance, December 31</b>	<u>\$ 502,318</u>	<u>\$ 707,462</u>	<u>\$ 355,318</u>	<u>\$ 185,818</u>	<u>\$ -</u>

The Housing Rehabilitation Services Program (HRSP) provides loans for the rehabilitation of single-family to eight-unit buildings. Deferred payment loans are available to single-family homeowners at or below 80% of County median income, and installment loans are available to property owners who own a 1-8 unit building. The HRSP was established in 1974 and through August 2016 has closed 1,864 loans to assist 3,057 units for a total investment of \$32,575,080.

Funding is provided through available fund balance, Community Development Block Grant (CDBG) and HOME loan repayments, installment loan repayments, and Rehabilitation Program income. Additional funds for energy efficiency improvements are provided through Energy Efficiency Conservation Block Grant (EECBG) loan repayments.

The Community Development Division (CDD) provides loan administration.

## SCATTERED SITE FUND

	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>2017 Projected</u>	<u>2017 Executive</u>	<u>2017 Adopted</u>
<b>Fund Balance, January 1</b>	\$ 87,000	\$ 87,000	\$ 87,000	\$ 87,000	\$ -
<b>SOURCES</b>					
Loan Repayments:					
Appreciation	\$ -	\$ -	\$ -	\$ -	\$ -
Principal	-	-	-	-	-
Transfer In (UDAG funds)	-	-	-	-	-
Application Fee	-	-	-	-	-
<b>TOTAL SOURCES</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>USES</b>					
Loans	\$ -	\$ 87,000	\$ -	\$ 87,000	\$ -
Staff Costs / Service Delivery	-	-	-	-	-
<b>TOTAL USES</b>	<u>\$ -</u>	<u>\$ 87,000</u>	<u>\$ -</u>	<u>\$ 87,000</u>	<u>\$ -</u>
<b>Fund Balance, December 31</b>	<u>\$ 87,000</u>	<u>\$ -</u>	<u>\$ 87,000</u>	<u>\$ -</u>	<u>\$ -</u>

The Scattered Site Fund, established to broaden housing choices throughout the community, provides loans to non-profit organizations to help purchase residential properties outside of areas where service-enriched housing has traditionally been located. Housing operated as part of community correction programs is ineligible. The Community Development Division (CDD) provides loan administration under the guidance of the Community Development Block Grant Committee. Funding for this program is from repayments of Urban Development Action Grant loans.

## HOMEBUYER'S ASSISTANCE PROGRAM

	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>2016 Projected</u>	<u>2017 Executive</u>	<u>2017 Adopted</u>
<b>Fund Balance, January 1</b>	47,714	257,264	331,985	377,985	-
<b>SOURCES</b>					
Loan Repayments:					
Interest	11,852	6,000	12,000	12,000	-
Principal	157,227	50,000	120,000	125,000	-
Transfer in from Cap. Revolving Fund	-	-	-	-	-
Transfer from Contingent Reserve	-	-	-	-	-
Transfer in from Capital	200,000	-	-	-	-
Application Fees	1,281	2,000	-	\$ 2,000	\$ -
<b>TOTAL SOURCES</b>	<u>\$ 370,360</u>	<u>\$ 58,000</u>	<u>\$ 132,000</u>	<u>\$ 139,000</u>	<u>\$ -</u>
<b>USES</b>					
Loans	78,700	150,000	80,000	80,000	-
Workforce Housing Loans	-	-	-	-	-
Staff Costs / Service Delivery	7,389	6,000	6,000	6,000	-
<b>TOTAL USES</b>	<u>\$ 86,089</u>	<u>\$ 156,000</u>	<u>\$ 86,000</u>	<u>\$ 86,000</u>	<u>\$ -</u>
<b>Fund Balance, December 31</b>	<u>\$ 331,985</u>	<u>\$ 159,264</u>	<u>\$ 377,985</u>	<u>\$ 430,985</u>	<u>\$ -</u>

The Homebuyer's Assistance program, which began in 1974, provides loans to eligible buyers to finance a portion of the acquisition and rehabilitation cost of an eligible property. These loans are available to owner-occupants/developers of 1-8 unit buildings. Funding is from available fund balances, loan repayments, and program income.

The Community Development Division provides loan administration.

In 2014, \$100,000 was transferred from the City Contingent Reserve (RES-14-00684, adopted 9/16/14). In order to sustain the program through 2015, the 2015 Adopted Capital budget authorized borrowing of \$200,000 in General Obligation debt proceeds to support continued loan activity.

## INSURANCE FUND

	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>2016 Projected</u>	<u>2017 Executive</u>	<u>2017 Adopted</u>
Cash and Other Assets	4,464,837	4,690,214	3,571,777	3,735,205	-
Claims Payable and Other Liabilities	<u>(2,422,123)</u>	<u>(2,600,000)</u>	<u>(3,612,227)</u>	<u>(2,600,000)</u>	-
Net Assets: January 1	\$ 2,042,714	\$ 2,090,214	\$ (40,450)	\$ 1,135,205	\$ -
<b>REVENUES</b>					
Billings to Departments	977,539	1,350,000	1,350,000	2,000,000	-
Interest Income	16,340	12,000	16,000	16,000	-
Appropriation from Other Funds	500,000	-	1,650,000	-	-
Insurance Recoveries	270,869	200,000	200,000	200,000	-
Miscellaneous Revenue	34,291	10,000	10,000	10,000	-
WMMIC Dividend	<u>387,677</u>	<u>370,000</u>	<u>370,000</u>	<u>370,000</u>	-
Total Revenues	\$ 2,186,716	\$ 1,942,000	\$ 3,596,000	\$ 2,596,000	\$ -
<b>EXPENSES</b>					
Liability Premium	426,804	470,000	436,345	485,000	-
Property Premium	532,169	476,000	530,000	555,000	-
Other Premiums	5,636	65,000	65,000	65,000	-
Claims	-	250,000	250,000	250,000	-
Reserve Adjustment	2,415,158	450,000	600,000	700,000	-
Interest Expense	-	-	-	-	-
Loss Payments to Departments	610,783	200,000	200,000	200,000	-
Emergency Management	-	-	-	16,000	-
Driver Simulator	-	-	14,000	-	-
Administrative Expense	<u>279,330</u>	<u>275,000</u>	<u>325,000</u>	<u>325,000</u>	-
Total Expenses	\$ 4,269,880	\$ 2,186,000	\$ 2,420,345	\$ 2,596,000	\$ -
Net Assets: December 31	(40,450)	1,846,214	1,135,205	1,135,205	-
Net Asset Goal	<u>1,500,000</u>	<u>1,550,000</u>	<u>1,550,000</u>	<u>1,550,000</u>	-
Surplus (Deficiency)	<u>\$ (1,540,450)</u>	<u>\$ 296,214</u>	<u>\$ (414,795)</u>	<u>\$ (414,795)</u>	<u>\$ -</u>

Note on Reserve Policy:

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

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

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

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

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

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

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

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

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



## WORKERS COMPENSATION FUND

	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>2016 Projected</u>	<u>2017 Executive</u>	<u>2017 Adopted</u>
Cash and Other Assets	14,069,194	13,456,324	14,926,758	13,382,600	-
Claims Payable and Other Liabilities	<u>(12,787,870)</u>	<u>(12,500,000)</u>	<u>(14,937,158)</u>	<u>(12,500,000)</u>	-
Net Assets: January 1	\$ 1,281,324	\$ 956,324	\$ (10,400)	\$ 882,600	\$ -
<b>REVENUES</b>					
Billings to Departments	3,694,791	3,850,000	3,850,000	4,000,000	-
Appropriation from Other Funds	-	-	350,000	-	-
Misc. Revenue (3rd Party Subrogation)	<u>117,712</u>	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>	-
Total Revenue	\$ 3,812,503	\$ 3,925,000	\$ 4,275,000	\$ 4,075,000	\$ -
<b>EXPENSES</b>					
Workers' Compensation Losses Paid	2,613,180	3,250,000	3,250,000	3,250,000	-
Actuarial Reserve Adjustment	1,904,154	-	(600,000)	342,600	-
Legal Services	-	80,000	80,000	-	-
Outside Services	159,056	192,000	192,000	190,000	-
Administrative Expense	148,048	105,000	160,000	175,000	-
Insurance	<u>279,790</u>	<u>300,000</u>	<u>300,000</u>	<u>350,000</u>	-
Total Expenses	\$ 5,104,228	\$ 3,927,000	\$ 3,382,000	\$ 4,307,600	\$ -
Net Assets: December 31	(10,401)	954,324	882,600	650,000	-
Net Asset Goal	<u>600,000</u>	<u>650,000</u>	<u>650,000</u>	<u>650,000</u>	-
Surplus (Deficiency)	<u>\$ (610,401)</u>	<u>\$ 304,324</u>	<u>\$ 232,600</u>	<u>\$ -</u>	<u>\$ -</u>

**Note on Workers Compensation Fund Policy:**

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

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

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

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





# *Agency Operating Budgets*

2017 Operating Budget:  
Executive Budget



## **Assessor**

**Function: Administration**

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### *Agency Overview*

### **Agency Mission**

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

### **Agency Overview**

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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. To achieve this goal, the Assessor will implement a modern Computer Assisted Mass Appraisal (CAMA) system and update commercial property valuation procedures.

### **2017 Budget Highlights**

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The Executive Budget includes funding for contractual services to analyze the real estate market to reflect equitable assessment (\$50,000).

**Assessor**Function: **Administration***Budget Overview***Budget by Service (All Funds)**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Assessor	2,329,524	2,489,175	2,292,284	2,482,056	2,523,902
<b>TOTAL</b>	<b>\$ 2,329,524</b>	<b>\$ 2,489,175</b>	<b>\$ 2,292,284</b>	<b>\$ 2,482,056</b>	<b>\$ 2,523,902</b>

**Budget by Fund & Major**

Fund: General					
	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Salaries	1,551,259	1,696,744	1,557,530	1,654,995	1,715,169
Benefits	589,782	532,234	527,039	568,829	575,501
Supplies	37,627	41,000	52,614	43,000	43,000
Purchased Services	134,645	199,653	135,557	195,857	170,857
Inter Depart Charges	16,211	19,544	19,544	19,375	19,375
<b>TOTAL</b>	<b>\$ 2,329,524</b>	<b>\$ 2,489,175</b>	<b>\$ 2,292,284</b>	<b>\$ 2,482,056</b>	<b>\$ 2,523,902</b>

**Change Table (General Fund)**

<b>2016 Adopted</b>	<b>2,489,175</b>
<b>Adjustments with Service Impact</b>	
Funding for contractual services to analyze market to ensure equitable assessments	50,000
<b>Adjustments with No Service Impact</b>	
Increase in Salaries	6,108
Increase in Fringe	4,284
Increase in Supplies	2,000
Increase in Purchased Services	1,204
2017 Pay Increase	46,172
Increase in Retirement Costs based on 2017 WRS rates	5,944
Adjustment to Health Insurance based on 2017 rates	(23,255)
Change in allocation of Worker's Compensation & Insurance costs	(169)
Adjustment to salary savings to reflect actual turnover rates	22,989
Adjustment to hourly wages to reflect prior year spending	(14,550)
Defer funding for property assessment software to reflect project timeline	(66,000)
<b>2017 Executive Budget</b>	<b>2,523,902</b>

**Assessor****Function: Administration***Service Overview***Service: Assessor***Service Description*

This service provides three major duties: to discover, to list, and to value all taxable property within Madison. The primary customers for this service are all property taxpayers in the City. The goal of this service is to provide accurate, up-to-date property assessments to ensure the fair and equitable distribution of property taxes. The major initiatives planned for this service include implementing a modern Computer Assisted Mass Appraisal (CAMA) system which will provide better analysis tools for determining assessments and updating commercial property valuation procedures to better capture commercial property value.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Salaries	1,551,259	1,696,744	1,557,530	1,654,995	1,715,169
Benefits	589,782	532,234	527,039	568,829	575,501
Supplies	37,627	41,000	52,614	43,000	43,000
Purchased Services	134,645	199,653	135,557	195,857	170,857
Inter Depart Charges	16,211	19,544	19,544	19,375	19,375
<b>TOTAL</b>	<b>\$ 2,329,524</b>	<b>\$ 2,489,175</b>	<b>\$ 2,292,284</b>	<b>\$ 2,482,056</b>	<b>\$ 2,523,902</b>

**Assessor**

Function: Administration

*Position Summary*

	CG	2016 Budget		2017 Request		2017 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN CLERK	20	2.00	105,142	2.00	108,532	2.00	111,528
ASSESS SERVS SUPV	18	1.00	77,953	1.00	80,256	1.00	82,471
ASSESS TECH	16	3.00	159,591	3.00	167,319	3.00	171,937
ASST CITY ASSESS	18	2.00	166,889	2.00	172,109	2.00	176,859
CITY ASSESSOR	21	1.00	114,647	1.00	116,691	1.00	119,911
PROG ASST	20	1.00	49,508	1.00	53,424	1.00	54,899
PROP LISTER	20	2.00	101,001	2.00	105,220	2.00	108,124
PROPERTY APPRAISER	16	12.00	895,285	12.00	914,774	12.00	940,021
<b>TOTAL</b>		<b>24.00</b>	<b>\$ 1,670,017</b>	<b>24.00</b>	<b>\$ 1,718,324</b>	<b>24.00</b>	<b>\$ 1,765,750</b>



**Assessor****Function: Administration***Line Item Detail***Supplies**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Office Supplies	3,864	6,000	7,309	6,000	6,000
Copy Printing Supplies	10,616	5,000	5,000	5,000	5,000
Postage	20,449	20,000	39,017	22,000	22,000
Books And Subscriptions	236	1,000	161	1,000	1,000
Work Supplies	2,461	9,000	1,128	9,000	9,000
<b>Total</b>	<b>\$ 37,627</b>	<b>\$ 41,000</b>	<b>\$ 52,614</b>	<b>\$ 43,000</b>	<b>\$ 43,000</b>

**Purchased Services**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Telephone	2,560	2,500	3,875	1,945	1,945
Cellular Telephone	2,448	2,796	2,352	2,796	2,796
Facility Rental	-	46,515	-	-	-
Custodial Building Use Charges	46,515	-	46,515	46,515	46,515
Equip Improv Repair Maint	-	100	-	100	100
Recruitment	-	-	200	-	-
Mileage	42,144	40,000	39,650	35,500	35,500
Conferences And Training	13,588	8,000	8,583	8,000	8,000
Memberships	600	400	510	400	400
Storage Services	1,066	1,000	813	1,000	1,000
Transcription Services	-	500	-	500	500
Other Services And Expenses	3,032	75,000	8,958	75,000	50,000
Taxes And Special Assessments	22,693	22,842	24,101	24,101	24,101
<b>Total</b>	<b>\$ 134,645</b>	<b>\$ 199,653</b>	<b>\$ 135,557</b>	<b>\$ 195,857</b>	<b>\$ 170,857</b>

**Inter-Departmental Charges**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Insurance	1,633	2,282	2,282	3,989	3,989
ID Charge From Workers Comp	14,578	17,262	17,262	15,386	15,386
<b>Total</b>	<b>\$ 16,211</b>	<b>\$ 19,544</b>	<b>\$ 19,544</b>	<b>\$ 19,375</b>	<b>\$ 19,375</b>



## **Attorney**

**Function: Administration**

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### *Agency Overview*

### **Agency Mission**

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

### **Agency Overview**

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The Agency is responsible for drafting and revising the City's ordinances, enforcing ordinances, providing legislative counsel to the City, Common Council, City Boards, Committees and Commissions and representation to the City. The goal of the Attorney's Office is to enhance existing services and improve accessibility to online ordinances. To achieve this goal, the Attorney's Office will apply Racial Equity and Social Justice Initiative principles on ordinance drafting. The Attorney's Office is an active participant in the Neighborhood Resource Team program.

### **2017 Budget Highlights**

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The Executive Budget will maintain the current level of service.

**Attorney**Function: **Administration***Budget Overview***Budget by Service (All Funds)**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Counsel And Representation	1,742,153	1,730,169	1,805,392	1,852,789	1,899,072
Legislative Services	205,453	220,606	204,526	215,432	219,597
Ordinance Enforcement	738,315	815,781	723,263	777,961	795,686
<b>TOTAL</b>	<b>\$ 2,685,921</b>	<b>\$ 2,766,556</b>	<b>\$ 2,733,181</b>	<b>\$ 2,846,182</b>	<b>\$ 2,914,355</b>

**Budget by Fund & Major**

Fund: General	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(18,057)	-	(34,909)	-	-
Salaries	1,995,303	2,006,279	2,074,003	2,081,859	2,142,938
Benefits	551,986	563,573	535,907	570,572	577,666
Supplies	41,022	51,501	37,563	51,501	51,501
Purchased Services	107,841	138,397	113,810	133,397	133,397
Inter Depart Charges	7,827	6,806	6,806	8,853	8,853
<b>TOTAL</b>	<b>\$ 2,685,921</b>	<b>\$ 2,766,556</b>	<b>\$ 2,733,181</b>	<b>\$ 2,846,182</b>	<b>\$ 2,914,355</b>

**Change Table (General Fund)**

<b>2016 Adopted</b>	<b>2,766,556</b>
<b>Adjustments with No Service Impact</b>	
Increase in Salaries	76,388
Increase in Fringe	9,374
Decrease in Purchased Services	(5,000)
2017 Pay Increase	60,271
Increase in Retirement Costs based on 2017 WRS rates	10,983
Adjustment to Health Insurance based on 2017 rates	(6,264)
Change in allocation of Worker's Compensation & Insurance costs	2,047
<b>2017 Executive Budget</b>	<b>2,914,355</b>

*Service Overview*

**Service: Counsel And Representation**

*Service Description*

This service assists City officials and agencies with carrying out their policies in compliance with legal requirements by preparing, publishing, and distributing formal opinions and reports on legal issues affecting City policy; informing officials and agencies of current legal developments; preparing and presenting training sessions for City officials and staff; answering legal questions from City officials, staff and committees; and attending meetings of staff teams and public bodies to provide legal advice. Additionally, this service assures that courts uphold the decisions of the Mayor and the Council, and of those officials and agencies authorized by the Mayor and Council to make decisions. The primary customers of this service are all City Agencies and Officials. The goal of this service is to enhance service levels by increasing the interaction with the Racial Equity and Social Justice Initiative (RESJI). The major initiative planned for this service includes applying the RESJI Equity Lens to ordinance review.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Salaries	1,340,373	1,306,476	1,397,148	1,402,566	1,444,444
Benefits	331,968	340,055	339,934	366,762	371,167
Supplies	18,736	23,176	16,194	23,176	23,176
Purchased Services	47,555	57,949	49,605	57,074	57,074
Inter Depart Charges	3,521	2,513	2,513	3,211	3,211
<b>TOTAL</b>	<b>\$ 1,742,153</b>	<b>\$ 1,730,169</b>	<b>\$ 1,805,392</b>	<b>\$ 1,852,789</b>	<b>\$ 1,899,072</b>

**Service: Legislative Services**

*Service Description*

This service assures that Madison ordinances accurately express the policies chosen by the Mayor and Common Council, that current ordinances are easily available to the public, to advise City officials on legal issues, and to provide parliamentary and procedural advice to the Common Council and other City bodies. This is done through drafting ordinances requested by the Mayor and alderpersons; researching and reporting on issues raised by ordinance requests; preparing ordinance amendments; publishing current ordinances; and advising on parliamentary and procedural issues. The primary customers of this service are all City Agencies and the public. The goal of this service is to improve accessibility to online ordinances. There are no major initiatives planned for this service.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Salaries	121,627	131,079	128,418	135,132	138,771
Benefits	52,893	50,824	41,990	42,657	43,183
Supplies	9,294	10,815	8,574	10,815	10,815
Purchased Services	19,995	26,249	23,905	24,674	24,674
Inter Depart Charges	1,644	1,639	1,639	2,154	2,154
<b>TOTAL</b>	<b>\$ 205,453</b>	<b>\$ 220,606</b>	<b>\$ 204,526</b>	<b>\$ 215,432</b>	<b>\$ 219,597</b>

*Service Overview*

**Service: Ordinance Enforcement**

*Service Description*

This service assists enforcement agencies to deter conduct which is dangerous or interferes with public health and welfare through the prosecution of civil enforcement actions; providing advice and training to enforcement staff; researching legal issues raised by new enforcement techniques, recent case law developments and changes in state law; identifying legal solutions to enforcement problems and drafting appropriate ordinance amendments; and conducting appellate proceedings. The primary customers for this service include the Municipal Court, Police Departments, Building Inspection, and other enforcement agencies. The goal of this service is to maintain service. There are no major initiatives planned for this service.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(18,057)	-	(34,909)	-	-
Salaries	533,303	568,724	548,437	544,161	559,723
Benefits	167,125	172,694	153,983	161,153	163,316
Supplies	12,991	17,510	12,796	17,510	17,510
Purchased Services	40,291	54,199	40,301	51,649	51,649
Inter Depart Charges	2,662	2,654	2,654	3,488	3,488
<b>TOTAL</b>	<b>\$ 738,315</b>	<b>\$ 815,781</b>	<b>\$ 723,263</b>	<b>\$ 777,961</b>	<b>\$ 795,686</b>

**Attorney**

Function: Administration

*Position Summary*

	CG	2016 Budget		2017 Request		2017 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ASST CITY ATTY	23	14.00	1,482,741	14.00	1,576,699	14.00	1,620,216
ATTY CITY	21	1.00	156,296	1.00	159,085	1.00	163,476
CLERK	20	1.00	47,885	1.00	49,711	1.00	51,083
COMM CO LEG ANAL	18	1.00	69,821	1.00	73,807	1.00	75,844
DEPUTY CITY ATTY	18	1.00	136,829	1.00	140,872	1.00	144,760
LEGAL OFFICE ASST	20	1.00	47,500	1.00	48,903	1.00	50,253
LITIGATION ASST	17	1.00	65,629	1.00	67,568	1.00	69,433
ORD REVISIONS SPEC	20	1.00	59,430	1.00	61,561	1.00	63,260
SECRETARY	17	1.00	58,193	1.00	60,230	1.00	61,893
SECRETARY	20	4.50	221,478	4.50	241,923	4.50	248,600
<b>TOTAL</b>		<b>26.50</b>	<b>\$ 2,345,802</b>	<b>26.50</b>	<b>\$ 2,480,359</b>	<b>26.50</b>	<b>\$ 2,548,817</b>

**Attorney****Function: Administration***Line Item Detail***Supplies**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Office Supplies	5,080	5,000	5,021	5,000	5,000
Copy Printing Supplies	7,620	12,000	6,527	12,000	12,000
Furniture	9,014	8,411	6,680	8,411	8,411
Hardware Supplies	1,384	3,000	1,817	3,000	3,000
Postage	2,005	3,000	1,515	3,000	3,000
Books And Subscriptions	15,919	20,090	16,002	20,090	20,090
<b>Total</b>	<b>\$ 41,022</b>	<b>\$ 51,501</b>	<b>\$ 37,563</b>	<b>\$ 51,501</b>	<b>\$ 51,501</b>

**Purchased Services**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Telephone	2,943	5,000	4,120	5,000	5,000
Systems Communication Internet	12,357	19,662	17,673	19,662	19,662
Custodial Building Use Charges	47,124	45,695	45,695	45,695	45,695
Communication Device Rpr Main	-	200	-	200	200
System And Software Maintenanc	900	1,200	747	1,200	1,200
Mileage	-	-	64	-	-
Conferences And Training	17,980	27,740	21,449	27,740	27,740
Memberships	10,371	12,000	9,354	12,000	12,000
Work Study Services	-	5,000	-	-	-
Legal Services	5,773	8,800	6,075	8,800	8,800
Delivery Freight Charges	181	500	194	500	500
Storage Services	3,308	4,200	2,555	4,200	4,200
Printing Services	2,119	2,400	2,687	2,400	2,400
Transcription Services	1,637	3,000	3,038	3,000	3,000
Other Services And Expenses	3,147	3,000	160	3,000	3,000
<b>Total</b>	<b>\$ 107,841</b>	<b>\$ 138,397</b>	<b>\$ 113,810</b>	<b>\$ 133,397</b>	<b>\$ 133,397</b>

**Inter-Departmental Charges**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Insurance	6,012	5,053	5,053	7,109	7,109
ID Charge From Workers Comp	1,815	1,753	1,753	1,744	1,744
<b>Total</b>	<b>\$ 7,827</b>	<b>\$ 6,806</b>	<b>\$ 6,806</b>	<b>\$ 8,853</b>	<b>\$ 8,853</b>

**Revenue**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Miscellaneous Revenue	(18,057)	-	(34,909)	-	-
<b>Total</b>	<b>\$ (18,057)</b>	<b>\$ -</b>	<b>\$ (34,909)</b>	<b>\$ -</b>	<b>\$ -</b>



## **Building Inspection**

**Function: Planning & Development**

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### *Agency Overview*

#### **Agency Mission**

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

#### **Agency Overview**

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The Agency is responsible for inspection; zoning and code enforcement; and consumer protection. The goal of the Building Inspection Division is to enhance existing services. To achieve this goal, the Division will introduce a Bilingual Inspector Program and examine electronic plan review. The Building Inspection Division is an active participant in the Neighborhood Resource Team program.

#### **2017 Budget Highlights**

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- The Executive Budget adjusts the authorized FTE count to reflect previously authorized levels.

# Building Inspection

Function: Planning & Development

## Budget Overview

### Budget by Service (All Funds)

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Consumer Protection	247,266	268,539	259,984	272,311	278,441
Health and Welfare	462,214	549,476	464,772	544,680	494,733
Inspection	2,038,630	1,813,684	2,077,135	1,782,624	1,826,828
Systematic Code Enforcement	836,329	1,066,109	888,385	1,103,754	1,050,269
Zoning And Signs	588,477	743,604	585,824	740,786	691,084
<b>TOTAL</b>	<b>\$ 4,172,915</b>	<b>\$ 4,441,412</b>	<b>\$ 4,276,099</b>	<b>\$ 4,444,155</b>	<b>\$ 4,341,355</b>

### Budget by Fund & Major

Fund: General	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(65,511)	(46,500)	(65,300)	(46,500)	(46,500)
Salaries	2,832,927	3,095,014	3,024,737	3,112,177	3,040,437
Benefits	1,056,955	1,023,549	983,910	1,005,453	974,393
Supplies	53,296	59,323	52,053	59,523	59,523
Purchased Services	193,649	205,696	176,627	205,696	205,696
Inter Depart Charges	101,599	104,330	104,072	107,806	107,806
<b>TOTAL</b>	<b>\$ 4,172,915</b>	<b>\$ 4,441,412</b>	<b>\$ 4,276,099</b>	<b>\$ 4,444,155</b>	<b>\$ 4,341,355</b>

### Change Table (General Fund)

<b>2016 Adopted</b>	<b>4,441,412</b>
<b>Adjustments with No Service Impact</b>	
Decrease in Fringe	(1,639)
Increase in Supplies	200
Decrease in Inter Departmental Billings	(200)
2017 Pay Increase	88,303
Increase in Retirement Costs based on 2017 WRS rates	2,783
Adjustment to Health Insurance based on 2017 rates	(50,300)
Change in allocation of Worker's Compensation & Insurance costs	2,884
Change in allocation of Fleet charges	792
Adjustment to Salary budget to reflect true FTE count	(142,880)
<b>2017 Executive Budget</b>	<b>4,341,355</b>

## Building Inspection

Function: Planning & Development

### Service Overview

#### Service: Consumer Protection

##### Service Description

This service is responsible for inspecting packaging, weighing and measuring devices in gas stations, grocery stores, pharmacies, bakeries, taxis, fuel trucks, etc. The goal of this service is to ensure that Madison's consumers receive the correct amount of product for which they pay.

##### Service Budget by Major

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Salaries	166,572	194,076	188,665	194,053	199,411
Benefits	53,345	62,253	60,742	62,700	63,472
Supplies	653	2,690	250	2,690	2,690
Purchased Services	6,319	6,162	7,063	6,162	6,162
Inter Depart Charges	20,376	3,358	3,265	6,706	6,706
<b>TOTAL</b>	<b>\$ 247,266</b>	<b>\$ 268,539</b>	<b>\$ 259,984</b>	<b>\$ 272,311</b>	<b>\$ 278,441</b>

#### Service: Health and Welfare

##### Service Description

This service is responsible for enforcing and educating residents regarding sidewalk snow removal, trash, junk and debris removal, and graffiti removal. The goal of this service is to provide assistance to those who need help taking care of environmental and related problems.

##### Service Budget by Major

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(1,000)	(1,500)	(1,300)	(1,500)	(1,500)
Salaries	305,697	369,829	312,652	365,240	327,575
Benefits	119,211	132,315	114,517	132,833	120,551
Supplies	161	9,253	-	9,253	9,253
Purchased Services	20,309	20,303	19,951	20,303	20,303
Inter Depart Charges	17,836	19,276	18,952	18,551	18,551
<b>TOTAL</b>	<b>\$ 462,214</b>	<b>\$ 549,476</b>	<b>\$ 464,772</b>	<b>\$ 544,680</b>	<b>\$ 494,733</b>

## Building Inspection

Function: Planning & Development

### Service Overview

#### Service: Inspection

##### Service Description

This service is responsible for the review and inspection of construction projects, contractor licensing, permit records, sales surveys, pre-occupancy inspections, and underground utilities. The goal of this service is to ensure compliance with Madison's building and mechanical system ordinances. In 2017 the service will begin studying the feasibility of implementing electronic plan review, allowing the storage of building plans electronically.

##### Service Budget by Major

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(64,511)	(45,000)	(64,000)	(45,000)	(45,000)
Salaries	1,359,972	1,263,797	1,464,301	1,255,657	1,294,422
Benefits	538,466	436,984	476,876	413,390	418,829
Supplies	52,403	22,776	51,049	22,976	22,976
Purchased Services	117,539	100,370	113,113	100,370	100,370
Inter Depart Charges	34,761	34,757	35,796	35,231	35,231
<b>TOTAL</b>	<b>\$ 2,038,630</b>	<b>\$ 1,813,684</b>	<b>\$ 2,077,135</b>	<b>\$ 1,782,624</b>	<b>\$ 1,826,828</b>

#### Service: Systematic Code Enforcement

##### Service Description

This service inspects properties in areas of the City showing signs of blight. Activities are coordinated with the rehabilitation and property improvement programs. Inspection activities are scheduled through the Community Development Authority using data gathered by Inspection staff and input from the Neighborhood Resource Teams. This section 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 help maintain property values by eliminating blighting influences. In 2017 the service will automate the notice writing process allowing official notices to be produced in the field during the inspection process.

##### Service Budget by Major

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Salaries	584,797	728,038	637,382	768,017	727,267
Benefits	203,001	230,893	194,741	227,513	214,778
Supplies	80	12,684	755	12,684	12,684
Purchased Services	37,661	66,611	28,343	66,611	66,611
Inter Depart Charges	10,790	27,883	27,165	28,929	28,929
<b>TOTAL</b>	<b>\$ 836,329</b>	<b>\$ 1,066,109</b>	<b>\$ 888,385</b>	<b>\$ 1,103,754</b>	<b>\$ 1,050,269</b>

## Building Inspection

Function: Planning & Development

### Service Overview

#### Service: Zoning and Signs

##### Service Description

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

##### Service Budget by Major

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Salaries	415,889	539,274	421,738	529,210	491,762
Benefits	142,931	161,104	137,035	169,017	156,763
Supplies	-	11,920	-	11,920	11,920
Purchased Services	11,821	12,250	8,157	12,250	12,250
Inter Depart Charges	17,836	19,056	18,894	18,389	18,389
<b>TOTAL</b>	<b>\$ 588,477</b>	<b>\$ 743,604</b>	<b>\$ 585,824</b>	<b>\$ 740,786</b>	<b>\$ 691,084</b>

# Building Inspection

Function: Planning & Development

## Position Summary

	CG	2016 Budget		2017 Request		2017 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN CLERK	20	3.00	155,504	3.00	155,052	3.00	159,331
BLDG INSPECT DIV DIR	21	1.00	123,428	1.00	125,630	1.00	129,097
CODE ENFC OFF	16	14.00	964,206	13.00	944,775	13.00	970,850
ELEC/HEAT INSPECTOR	16	4.00	294,414	4.00	224,614	4.00	230,813
HSG INSPECTION SUPV	18	1.00	84,778	1.00	89,104	1.00	91,564
INFORMATION CLERK	20	2.00	94,042	2.00	96,851	2.00	99,524
PLAN REV & INSP SUPV	18	1.00	108,111	1.00	111,306	1.00	114,378
PLAN REVIEW SPEC	16	3.00	224,522	3.00	232,102	3.00	238,509
PLUMB/HEAT INSPECTOR	16	3.00	198,266	3.00	214,025	3.00	219,932
PROG ASST	17	1.00	55,425	1.00	51,125	1.00	52,536
PROPERTY CODE INSP	16	4.00	224,522	3.00	183,632	3.00	188,701
WGTS MEASURES INSP	16	3.00	186,821	3.00	195,279	3.00	200,668
ZONING ADMIN ASST	16	1.00	74,424	1.00	76,624	1.00	78,739
ZONING ADMINISTRATOR	18	1.00	97,641	1.00	100,527	1.00	103,301
ZONING CODE OFF	16	6.00	357,190	5.00	323,842	5.00	332,780
<b>TOTAL</b>		<b>48.00</b>	<b>\$ 3,243,295</b>	<b>45.00</b>	<b>\$ 3,124,487</b>	<b>45.00</b>	<b>\$ 3,210,723</b>

## Building Inspection

## Function: Planning & Development

### Line Item Detail

#### Supplies

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Purchasing Card Unallocated	-	-	7,268	-	-
Office Supplies	6,089	10,463	6,032	10,663	10,663
Copy Printing Supplies	6,255	13,960	5,166	13,960	13,960
Furniture	-	2,500	1,036	2,500	2,500
Hardware Supplies	2,510	1,000	-	1,000	1,000
Software Licenses & Supplies	1,675	-	-	-	-
Postage	22,676	20,000	17,047	20,000	20,000
Books And Subscriptions	2,267	900	3,525	900	900
Work Supplies	3,743	3,500	497	3,500	3,500
Safety Supplies	1,062	2,000	521	2,000	2,000
Inventory	7,020	5,000	10,961	5,000	5,000
<b>Total</b>	<b>\$ 53,296</b>	<b>\$ 59,323</b>	<b>\$ 52,053</b>	<b>\$ 59,523</b>	<b>\$ 59,523</b>

#### Purchased Services

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Telephone	4,660	8,000	8,440	8,000	8,000
Cellular Telephone	4,158	7,362	4,785	7,362	7,362
Graffiti Removal	3,651	6,500	4,913	6,500	6,500
Communication Device Rpr Main	1,247	3,400	519	3,400	3,400
System And Software Maintenanc	4,075	4,183	590	4,183	4,183
Mileage	134,836	128,860	100,020	128,860	128,860
Conferences And Training	4,035	7,750	1,494	7,750	7,750
Memberships	429	1,200	1,344	1,200	1,200
Legal Services	5,691	7,500	10,114	7,500	7,500
Storage Services	1,118	1,500	1,162	1,500	1,500
Consulting Services	14	1,221	-	1,221	1,221
Advertising Services	7,784	7,808	5,815	7,808	7,808
Interpreters Signing Services	-	500	-	500	500
Other Services And Expenses	21,880	19,912	37,432	19,912	19,912
Permits And Licenses	72	-	-	-	-
<b>Total</b>	<b>\$ 193,649</b>	<b>\$ 205,696</b>	<b>\$ 176,627</b>	<b>\$ 205,696</b>	<b>\$ 205,696</b>

#### Inter-Departmental Charges

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Engineering	62,598	62,598	62,598	62,598	62,598
ID Charge From Fleet Services	2,874	3,647	3,647	4,439	4,439
ID Charge From Traffic Enginee	3,023	2,315	2,057	2,115	2,115
ID Charge From Insurance	6,619	8,331	8,331	8,026	8,026
ID Charge From Workers Comp	26,485	27,439	27,439	30,628	30,628
<b>Total</b>	<b>\$ 101,599</b>	<b>\$ 104,330</b>	<b>\$ 104,072</b>	<b>\$ 107,806</b>	<b>\$ 107,806</b>

#### Revenue

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Miscellaneous Chrgs For Servic	(54,635)	(40,000)	(54,000)	(40,000)	(40,000)
Graffiti Removal	(1,000)	(1,500)	(1,300)	(1,500)	(1,500)
Building Permits	481	-	-	-	-
Other Permits	(10,357)	(5,000)	(10,000)	(5,000)	(5,000)
<b>Total</b>	<b>\$ (65,511)</b>	<b>\$ (46,500)</b>	<b>\$ (65,300)</b>	<b>\$ (46,500)</b>	<b>\$ (46,500)</b>





*Agency Overview***Agency Mission**

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The mission of the 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**

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The Division provides management, maintenance, and other resident services to Public Housing units, and administers the Section 8 Housing Choice Voucher Program. The goal of the Division is to provide rental assistance to low-income families. To achieve this goal the Division will pilot a program addressing youth homelessness. CDA Housing Operations is an active participant in the Neighborhood Resource Team program.

**2017 Budget Highlights**

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The 2017 Executive Budget includes funding for:

- The creation of 3 Custodial Worker positions to assist in meal site services; the cost of these positions will be offset by abolishing 3 currently vacant positions.
- The creation of a 0.6 FTE Information Clerk; funding for the position is offset by a reduction in hourly wages.
- Facility improvements to CDA owned public housing locations; these are ongoing funds that, in the past, were not included in the presentation of the CDA Housing Operations budget. The anticipated 2017 award is \$1.68 million.

**CDA Housing Operations****Function: Planning & Development***Budget Overview***Budget by Service (All Funds)**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Housing Vouchers	182,267	9,205	1,623,257	35,578	55,873
Public Housing	13,976	165,013	(1,400,905)	138,641	120,638
<b>TOTAL</b>	<b>\$ 196,244</b>	<b>\$ 174,218</b>	<b>\$ 222,352</b>	<b>\$ 174,219</b>	<b>\$ 176,511</b>

**Budget by Fund & Major**

Fund: CDA					
	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(18,305,950)	(18,130,306)	(22,402,744)	(21,502,953)	(21,578,982)
Salaries	2,299,679	2,627,002	2,289,824	2,738,735	2,806,028
Benefits	741,987	776,826	761,299	810,099	819,817
Supplies	426,486	408,016	512,466	742,757	742,757
Purchased Services	14,155,795	13,592,184	18,161,011	16,196,011	16,196,011
Debt Other Financing	562,252	573,595	573,595	400,476	402,768
Inter Depart Charges	826,984	1,456,001	1,456,001	876,425	875,443
Inter Depart Billing	(510,990)	(1,129,100)	(1,129,100)	(507,613)	(507,613)
Transfer Out	-	-	-	420,281	420,281
<b>TOTAL</b>	<b>\$ 196,244</b>	<b>\$ 174,218</b>	<b>\$ 222,352</b>	<b>\$ 174,219</b>	<b>\$ 176,511</b>

## CDA Housing Operations

Function: Planning & Development

### Service Overview

#### Service: Housing Vouchers

##### Service Description

This service provides Section 8 housing vouchers across the City of Madison. Section 8 New Construction projects are owned and operated by the Community Development Authority (CDA). The primary customer of this service: Households with incomes below 50% of area median income. The goal of this service is to provide rental assistance for low-income families to secure decent, safe, and sanitary housing. The major initiatives planned for this service include: CDA will address youth homelessness by making the Family Self-Sufficiency program available to youth aging out of the foster care system. CDA will also pilot a partnership with Madison Urban Ministry to serve ex-offenders who would otherwise be screened out of any opportunity to be added to a Section 8 household.

#### Service Budget by Major

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(12,438,172)	(12,699,482)	(14,572,601)	(14,205,445)	(14,205,445)
Salaries	707,537	718,064	680,436	762,474	781,066
Benefits	221,926	212,419	189,211	191,635	194,320
Supplies	24,236	22,800	9,762	26,725	26,725
Purchased Services	11,619,960	11,646,507	15,207,552	13,143,489	13,143,489
Debt Other Financing	3,999	13,639	13,639	13,639	13,639
Inter Depart Charges	42,782	95,259	95,259	103,061	102,079
<b>TOTAL</b>	<b>\$ 182,267</b>	<b>\$ 9,205</b>	<b>\$ 1,623,257</b>	<b>\$ 35,578</b>	<b>\$ 55,873</b>

#### Service: Public Housing

##### Service Description

This service provides public housing assistance across the City of Madison through the Community Development Authority (CDA). The CDA owns, manages, and maintains 766 units of Low Rent Public Housing on 37 sites throughout the City, with funding from HUD. It also owns, manages, and maintains 114 units with funding from Wisconsin Housing and Economic Development Authority (WHEDA). In addition, it administers the Housing Choice Voucher Program (Section 8). The primary customers of this service are low-income residents of the City of Madison. The goal of this service is to provide decent and safe rental housing for eligible low-income families, the elderly, and persons with disabilities. The major initiatives planned for this service include: preparing Public Housing residents for the implementation of HUD's smoke-free housing policy to take effect by the end of 2017; eliminate the use of outside contractors for common area cleaning and provide that service with the addition of a custodian position at each of the three Public Housing sites; and bring back a meal site at Triangle Public Housing that was eliminated when the mix of residents shifted from mostly elderly to mostly non-elderly disabled.

#### Service Budget by Major

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(5,867,777)	(5,430,824)	(7,830,142)	(7,297,508)	(7,373,537)
Salaries	1,592,142	1,908,938	1,609,388	1,976,261	2,024,962
Benefits	520,060	564,409	572,087	618,464	625,497
Supplies	402,250	385,216	502,704	716,032	716,032
Purchased Services	2,535,835	1,945,677	2,953,459	3,052,522	3,052,522
Debt Other Financing	558,253	559,956	559,956	386,837	389,129
Inter Depart Charges	784,202	1,360,742	1,360,742	773,364	773,364
Inter Depart Billing	(510,990)	(1,129,100)	(1,129,100)	(507,613)	(507,613)
Transfer Out	-	-	-	420,281	420,281
<b>TOTAL</b>	<b>\$ 13,976</b>	<b>\$ 165,014</b>	<b>\$ (1,400,905)</b>	<b>\$ 138,641</b>	<b>\$ 120,638</b>

# CDA Housing Operations

Function: Planning & Development

## Position Summary

	CG	2016 Budget		2017 Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN CLERK	20	-	-	1.00	46,548	1.00	47,833
CARPENTER	71	1.00	51,400	-	-	-	-
CUSTODIAL WKR	16	-	-	3.00	131,799	3.00	135,437
HSG ADMIN COORD	18	1.00	66,851	1.00	70,137	1.00	72,072
HSG ASST CLERK	20	4.00	203,530	4.00	214,857	4.00	220,787
HSG ASST CLK	20	1.00	57,405	1.00	59,101	1.00	60,732
HSG ASST OUTREACH COORD	20	0.50	14,028	0.50	14,554	0.50	14,956
HSG ASST PROGRAM SUPV	18	1.00	73,088	1.00	75,956	1.00	78,053
HSG MAINT WKR	16	7.00	356,336	6.00	325,085	6.00	334,057
HSG MOD GRTS MGR	18	1.00	77,953	1.00	80,256	1.00	82,471
HSG OPER PROG MGR	18	1.00	114,474	1.00	118,855	1.00	122,135
HSG SITE MGR	18	3.00	223,768	3.00	230,735	3.00	237,104
INFORMATION CLERK	20	1.00	41,849	0.60	24,915	0.60	25,603
MAINT MECH	16	3.00	181,736	3.00	189,801	3.00	195,039
PAINTER	71	2.00	102,172	1.00	57,226	1.00	58,805
PROG ASST	17	2.00	108,308	2.00	111,945	2.00	115,035
PROG ASST	20	6.00	301,864	5.85	304,434	5.85	312,836
SECTION 8 INSPECTOR	16	2.00	109,528	2.00	113,492	2.00	116,625
TENANT SVS AIDE	20	4.00	199,755	4.00	210,885	4.00	216,706
<b>TOTAL</b>		<b>40.50</b>	<b>\$ 2,284,046</b>	<b>40.95</b>	<b>\$ 2,380,582</b>	<b>40.95</b>	<b>\$ 2,446,287</b>

# CDA Housing Operations

## Function: Planning & Development

### Line Item Detail

#### Supplies

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Purchasing Card Unallocated	-	-	189,969	-	-
Office Supplies	27,557	24,370	12,869	20,215	20,215
Copy Printing Supplies	9,861	10,800	12,307	10,471	10,471
Furniture	237	-	-	-	-
Hardware Supplies	22,917	4,395	16,230	39,243	39,243
Software Licenses & Supplies	3,100	500	-	-	-
Postage	28,209	28,000	16,368	28,235	28,235
Books And Subscriptions	27	3,800	462	200	200
Work Supplies	38,192	40,550	59,244	48,023	48,023
Janitorial Supplies	15,515	16,600	12,108	15,685	15,685
Safety Supplies	261	700	907	665	665
Snow Removal Supplies	1,776	1,700	-	1,700	1,700
Uniform Clothing Supplies	2,773	1,551	1,636	2,300	2,300
Food And Beverage	322	-	-	500	500
Building	1,039	100	4,776	100	100
Building Supplies	63,171	93,900	45,638	216,000	216,000
Electrical Supplies	37,618	26,300	31,682	39,700	39,700
HVAC Supplies	20,683	24,900	11,250	170,931	170,931
Plumbing Supplies	79,311	38,600	48,569	83,839	83,839
Machinery And Equipment	55,041	-	1,771	1,000	1,000
Equipment Supplies	73,322	39,700	46,678	63,950	63,950
Inventory	-	51,550	-	-	-
<b>Total</b>	<b>\$ 480,933</b>	<b>\$ 408,016</b>	<b>\$ 512,466</b>	<b>\$ 742,757</b>	<b>\$ 742,757</b>

# CDA Housing Operations

# Function: Planning & Development

## Line Item Detail

### Purchased Services

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Natural Gas	145,150	248,400	194,070	215,000	215,000
Electricity	358,316	354,840	302,151	384,000	384,000
Water	132,263	231,589	151,252	160,750	160,750
Sewer	133,082	137,160	124,084	144,800	144,800
Stormwater	35,668	26,600	43,279	44,000	44,000
Telephone	31,261	19,000	23,678	27,774	27,774
Cellular Telephone	12,084	13,650	9,686	16,530	16,530
Systems Communication Internet	4,258	-	3,409	4,500	4,500
Building Improv Repair Maint	617,262	191,000	912,204	670,715	670,715
Waste Disposal	90,682	84,500	95,425	95,300	95,300
Fire Protection	418	-	-	-	-
Pest Control	57,484	71,700	46,198	62,700	62,700
Elevator Repair	38,913	29,900	41,118	40,000	40,000
Grounds Improv Repair Maint	27,394	1,000	12,985	8,000	8,000
Landscaping	90,094	44,600	144,925	68,208	68,208
Snow Removal	10,517	50,600	43,221	29,600	29,600
Office Equipment Repair	18	-	-	-	-
Communication Device Rpr Main	5,125	70,100	-	-	-
Equip Improv Repair Maint	17,586	13,300	163,692	14,760	14,760
System And Software Maintenanc	26,363	-	-	44,564	44,564
Lease Rental Of Equipment	250	2,400	2,468	1,475	1,475
Mileage	3,173	4,100	2,172	3,070	3,070
Conferences And Training	11,311	17,600	18,840	33,450	33,450
Memberships	7,198	3,100	10,239	4,625	4,625
Audit Services	26,920	43,200	39,634	49,200	49,200
Bank Services	188	144	-	200	200
Legal Services	7,215	9,100	6,652	7,930	7,930
Credit Card Services	-	7,514	-	7,514	7,514
Collection Services	117	-	-	-	-
Storage Services	10,751	5,100	5,218	3,600	3,600
Consulting Services	14,917	300	6,206	11,000	11,000
Advertising Services	795	550	1,410	6,450	6,450
Printing Services	-	-	1,051	150	150
Engineering Services	6	-	10,465	40,000	40,000
Inspection Services	20,162	2,000	26,730	26,700	26,700
Investigative Services	12,377	11,700	10,210	18,385	18,385
Security Services	176,342	13,000	218,344	179,781	179,781
Interpreters Signing Services	2,073	1,200	-	1,550	1,550
Transportation Services	125	-	-	-	-
Other Services And Expenses	164,633	37,500	70,105	57,160	57,160
Grants	50,353	-	5,100	416,127	416,127
Community Agency Contracts	32,378	72,472	(27,556)	-	-
Housing Assistance Payments	11,041,857	11,580,000	14,746,938	12,460,000	12,460,000
Portable Voucher Adm Fees	30,385	20,200	26,708	30,400	30,400
Bad Debt Expense	55,724	-	20,904	22,893	22,893
Property Insurance	96,667	106,200	234,671	114,636	114,636
Taxes And Special Assessments	48,412	64,830	1,280	66,730	66,730
Portable Housing Assistance Prmths	506,708	-	411,845	600,000	600,000
Permits And Licenses	820	2,035	-	1,785	1,785
<b>Total</b>	<b>\$ 14,155,795</b>	<b>\$ 13,592,184</b>	<b>\$ 18,161,011</b>	<b>\$ 16,196,011</b>	<b>\$ 16,196,011</b>

## CDA Housing Operations

## Function: Planning & Development

### Line Item Detail

#### Debt and Other Financing Uses

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Interest	246,657	103,875	103,875	113,971	113,234
Paying Agent Services	23,417	-	-	23,426	23,426
Principal	-	265,720	265,720	41,697	44,726
Payments In Lieu Of Taxes	186,872	180,000	180,000	197,382	197,382
Contingent Reserve	-	24,000	24,000	24,000	24,000
Fund Balance Generated	105,306	-	-	-	-
<b>Total</b>	<b>\$ 562,252</b>	<b>\$ 573,595</b>	<b>\$ 573,595</b>	<b>\$ 400,476</b>	<b>\$ 402,768</b>

#### Inter-Departmental Charges

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Information Tec	101,284	104,469	104,469	104,469	103,487
ID Charge From Treasurer	-	8,216	8,216	8,216	8,216
ID Charge From Engineering	51,209	51,209	51,209	51,209	51,209
ID Charge From Fleet Services	83,781	87,325	87,325	71,688	71,688
ID Charge From Traffic Enginee	2,668	-	-	1,200	1,200
ID Charge From Insurance	23,798	26,851	26,851	40,914	40,914
ID Charge From Workers Comp	53,254	48,831	48,831	91,116	91,116
ID Charge From CDA	-	659,100	659,100	-	-
ID Charge From CDA Management	439,260	408,600	408,600	439,313	439,313
ID Charge From CDA Bookkeeping	71,730	61,400	61,400	68,300	68,300
<b>Total</b>	<b>\$ 826,984</b>	<b>\$ 1,456,001</b>	<b>\$ 1,456,001</b>	<b>\$ 876,425</b>	<b>\$ 875,443</b>

#### Inter-Departmental Billings

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Billing To CDA	-	(659,100)	(659,100)	-	-
ID Billing To CDA Management	(439,260)	(408,600)	(408,600)	(439,313)	(439,313)
ID Billing To CDA Bookkeeping	(71,730)	(61,400)	(61,400)	(68,300)	(68,300)
<b>Total</b>	<b>\$ (510,990)</b>	<b>\$ (1,129,100)</b>	<b>\$ (1,129,100)</b>	<b>\$ (507,613)</b>	<b>\$ (507,613)</b>

#### Revenue

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Federal Revenues Operating	(13,615,583)	(13,526,300)	(15,963,644)	(15,991,883)	(15,991,883)
Federal Revenues Capital	(776,044)	-	(122,211)	(1,681,123)	(1,681,123)
State Revenues Capital	(421,527)	(579,000)	(339,070)	-	-
Local Revenues Operating	(25,636)	(27,600)	(12,110)	(36,000)	(36,000)
Other Unit Of Gov Revenues Op	(279,602)	(280,000)	(158,465)	(360,000)	(360,000)
Miscellaneous Chrgs For Servic	(144,992)	-	(111,768)	(157,032)	(157,032)
Reimbursement Of Expense	(12,577)	(32,400)	(7,639)	(6,000)	(6,000)
Application Fees	(25,394)	-	-	-	-
Dwelling Rent	(2,903,464)	(2,907,560)	(2,590,905)	(3,004,285)	(3,004,285)
Non Dwelling Rent	(109,863)	(108,120)	(63,080)	(109,560)	(109,560)
Interest	(26,712)	(21,500)	(7,928)	(16,221)	(16,221)
Contributions And Donations	(695)	-	-	(695)	(695)
Insurance Recoveries	(525)	-	(300)	-	-
Miscellaneous Revenue	(54,533)	(102,600)	(141,125)	(58,700)	(58,700)
Sale Of Assets	-	-	(3,588)	-	-
(Gain) Loss On Sale Of Asset	91,197	-	-	-	-
Fund Balance Applied	-	(361,526)	(2,880,910)	(81,454)	(157,483)
Transfer In From Other Restrict	-	(183,700)	-	-	-
<b>Total</b>	<b>\$ (18,305,950)</b>	<b>\$ (18,130,306)</b>	<b>\$ (22,402,744)</b>	<b>\$ (21,502,953)</b>	<b>\$ (21,578,982)</b>

# CDA Housing Operations

# Function: Planning & Development

*Line Item Detail*

## Transfers Out

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Transfer Out To CDA	-	-	-	420,281	420,281
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 420,281</b>	<b>\$ 420,281</b>



*Agency Overview***Agency Mission**

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

**Agency Overview**

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The Agency provides: assisted housing development and management, neighborhood revitalization, housing finance and rehabilitation, and urban renewal and redevelopment. As the City's housing authority, the CDA is charged with the 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, by ordinance the Common Council has designated the CDA as the administrative entity for the City's various housing rehabilitation and home buyers' assistance loan programs.

**2017 Budget Highlights**

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The Executive Budget maintains the current level of service.

**CDA Redevelopment****Function: Planning & Development***Budget Overview***Budget by Service (All Funds)**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Redevelopment	-	-	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Budget by Fund & Major**

Fund: CDA					
	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(2,844,615)	(1,980,998)	(1,803,258)	(1,821,732)	(2,227,293)
Salaries	117,750	274,641	140,305	191,856	197,270
Benefits	45,453	57,008	42,319	59,430	60,202
Supplies	447,370	1,060	506	1,060	1,060
Purchased Services	807,045	704,790	676,628	725,640	725,640
Debt Other Financing	1,426,996	943,500	943,500	843,746	1,243,121
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

*Service Overview*

**Service: Redevelopment**

*Service Description*

This service encompasses the Community Development Authority’s efforts to carry out various economic and redevelopment initiatives of the City. Active CDA redevelopment work includes: The Village on Park, public housing redevelopment in the Triangle and Allied Drive Neighborhood Redevelopment. The CDA also operates more than 200 affordable apartments with long term rent restrictions but no federally funded operating subsidy. The primary customers of this service are low-income residents of the City of Madison. The goal of this service is to strengthen neighborhoods and provide affordable housing. Planned initiatives for 2017 include: creating a strategic plan to redevelop public housing in the Triangle Neighborhood; develop affordable ownership housing in the Allied Drive neighborhood; supporting the development of permanent supportive housing for residents experiencing homelessness; and continuing to support the City's initiative to create affordable housing.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(2,844,615)	(1,980,998)	(1,803,258)	(1,821,732)	(2,227,293)
Salaries	117,750	274,641	140,305	191,856	197,270
Benefits	45,453	57,008	42,319	59,430	60,202
Supplies	447,370	1,060	506	1,060	1,060
Purchased Services	807,045	704,790	676,628	725,640	725,640
Debt Other Financing	1,426,996	943,500	943,500	843,746	1,243,121
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**CDA Redevelopment**

Function: **Planning & Development**

*Position Summary*

	CG	2016 Budget		2017 Request		2017 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
CDA EXECUTIVE DIRECTOR	21	1.00	88,224	1.00	95,062	1.00	97,686
ECON REV SUPV	18	1.00	88,224	1.00	95,062	1.00	97,686
<b>TOTAL</b>		<b>2.00</b>	<b>\$ 176,448</b>	<b>2.00</b>	<b>\$ 190,124</b>	<b>2.00</b>	<b>\$ 195,372</b>

# CDA Redevelopment

# Function: Planning & Development

## Line Item Detail

### Supplies

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Office Supplies	15	-	-	-	-
Furniture	714	-	-	-	-
Postage	294	-	251	-	-
Work Supplies	-	1,060	-	1,060	1,060
Food And Beverage	-	-	255	-	-
Building	20,200	-	-	-	-
Land	425,977	-	-	-	-
Equipment Supplies	170	-	-	-	-
<b>Total</b>	<b>\$ 447,370</b>	<b>\$ 1,060</b>	<b>\$ 506</b>	<b>\$ 1,060</b>	<b>\$ 1,060</b>

### Purchased Services

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Natural Gas	533	-	-	-	-
Electricity	2,411	-	506	1,000	1,000
Water	2,000	-	2,304	2,000	2,000
Sewer	61	-	-	-	-
Stormwater	631	1,800	461	700	700
Cellular Telephone	20	240	-	240	240
Building Improv Repair Maint	250	-	-	-	-
Waste Disposal	250	-	-	-	-
Landscaping	4,867	5,250	5,774	6,200	6,200
Conferences And Training	306	4,000	2,895	4,000	4,000
Appraisal Services	-	2,000	-	2,000	2,000
Audit Services	19,100	12,000	-	19,000	19,000
Legal Services	500	-	3,329	-	-
Mortgage And Title Services	700	500	1,800	500	500
Management Services	647,821	648,000	573,089	651,000	651,000
Consulting Services	84,030	-	-	-	-
Advertising Services	25	-	-	-	-
Engineering Services	4,757	-	10,955	-	-
Architectural Services	1,915	-	-	-	-
Surveying Services	4,014	-	-	-	-
Other Services And Expenses	10,292	15,000	150	15,000	15,000
Property Insurance	22,943	16,000	75,366	24,000	24,000
Taxes And Special Assessments	7,720	-	-	-	-
Permits And Licenses	(8,100)	-	-	-	-
<b>Total</b>	<b>\$ 807,045</b>	<b>\$ 704,790</b>	<b>\$ 676,628</b>	<b>\$ 725,640</b>	<b>\$ 725,640</b>

### Debt and Other Financing Uses

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Interest	739,745	209,000	209,000	206,246	171,820
Paying Agent Services	2,425	-	-	-	-
Principal	-	664,500	664,500	567,500	1,001,301
Payments In Lieu Of Taxes	70,000	70,000	70,000	70,000	70,000
Fund Balance Generated	614,827	-	-	-	-
<b>Total</b>	<b>\$ 1,426,996</b>	<b>\$ 943,500</b>	<b>\$ 943,500</b>	<b>\$ 843,746</b>	<b>\$ 1,243,121</b>

**CDA Redevelopment****Function: Planning & Development***Line Item Detail***Revenue**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Development Fees	(7,961)	(340,773)	(340,773)	(168,020)	(168,020)
Reimbursement Of Expense	(10,720)	-	-	-	-
Non Dwelling Rent	(1,520,375)	(1,463,000)	(1,218,661)	(1,495,000)	(1,495,000)
Interest	(853,699)	(85,182)	(72,473)	(100,000)	(100,000)
Miscellaneous Revenue	(25,883)	(79,000)	(81,042)	(57,500)	(57,500)
(Gain) Loss On Sale Of Asset	-	-	212,005	-	-
Fund Balance Applied	-	(13,043)	(302,314)	(1,212)	(406,773)
Transfer In From Tax Increment	(425,977)	-	-	-	-
<b>Total</b>	<b>\$ (2,844,615)</b>	<b>\$ (1,980,998)</b>	<b>\$ (1,803,258)</b>	<b>\$ (1,821,732)</b>	<b>\$ (2,227,293)</b>

## Civil Rights

Function: Administration

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### *Agency Overview*

### Agency Mission

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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, including oversight of the Divisions of Affirmative Action, Equal Opportunities, and the Disability Rights and Services Program.

### Agency Overview

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The Agency is responsible for the management, development, and implementation of Chapter 39 of the Madison General Ordinances. The goals of Civil Rights are to assist City agencies and contractors to further diversify workforce and reduce underrepresentation among women, people of color, and individuals with disabilities; provide additional training venues, subjects, and opportunities for City employees, community members, contractors and their employees; provide more direct contact with under-served segments of the community; reduce case processing time and increase the amount of contracted cases from the EEOC. To achieve these goals, Civil Rights will create additional partnerships with community based organizations along with administering the Job Skills Bank; provide improved automated access for contractors doing business with the City in order to reduce case processing and application time; and promote universal design concepts throughout City agencies. The Department of Civil Rights is an active participant in the Neighborhood Team Resource program.

### 2017 Budget Highlights

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The Executive Budget transfers funding for Racial Equity and Social Justice Initiative from Miscellaneous Appropriations to Department of Civil Rights (\$20,000).

## Civil Rights

Function: Administration

### Budget Overview

#### Budget by Service (All Funds)

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Civil Rights	1,239,863	1,450,352	1,364,254	1,500,710	1,554,484
<b>TOTAL</b>	<b>\$ 1,239,863</b>	<b>\$ 1,450,352</b>	<b>\$ 1,364,254</b>	<b>\$ 1,500,710</b>	<b>\$ 1,554,484</b>

#### Budget by Fund & Major

Fund: General	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Salaries	863,056	1,088,714	975,966	1,095,103	1,124,827
Benefits	272,751	275,576	277,930	320,803	324,853
Supplies	13,593	10,375	9,619	8,735	11,935
Purchased Services	88,712	70,775	95,827	71,703	88,503
Inter Depart Charges	1,751	4,913	4,913	4,366	4,366
<b>TOTAL</b>	<b>\$ 1,239,863</b>	<b>\$ 1,450,352</b>	<b>\$ 1,364,254</b>	<b>\$ 1,500,710</b>	<b>\$ 1,554,484</b>

#### Change Table (General Fund)

<b>2016 Adopted</b>	<b>1,450,352</b>
<b>Adjustments with No Service Impact</b>	
Increase in Salaries	6,771
Increase in Fringe	6,292
Decrease in Supplies	(1,640)
Increase in Purchased Services	929
2017 Pay Increase	29,342
Increase in Retirement Costs based on 2017 WRS rates	8,739
Adjustment to Health Insurance based on 2017 rates	34,246
Change in allocation of Worker's Compensation & Insurance costs	(547)
Funding for RESJI transferred from Direct Appropriations	20,000
<b>2017 Executive Budget</b>	<b>1,554,484</b>



## Civil Rights

Function: Administration

### Service Overview

#### Service: Civil Rights

##### Service Description

This service includes three components: Affirmative Action, Disability Rights and Equal Opportunities. The primary customers of this service include the Mayor and Common Council, contractors performing work for the City, applicants and employees of contractors, individuals filing complaints of discrimination or violations of law, respondents named in complaints, businesses seeking certification through targeted business enterprise programs, applicants and employees of the City of Madison, organizations seeking Affirmative Action, Disability Rights, EEO, and Equity training, and community partners. The goals of this service are to assist City agencies to further diversify workforce and reduce under-representation among women, people of color, and individuals with disabilities; assist City contractors to further diversify workforce and reduce under-representation among women, people of color, and individuals with disabilities; provide additional training venues, subjects and opportunities; provide more direct contact with under-served segments of the community; and reduce case processing time and increase amount of contracted cases from the EEOC through the acquisition of LawBase Technology software. The major initiatives planned for this service include creating more partnerships with community based organizations and the administration of the Job Skills Bank, to deploy community trust and engagement initiatives; provide more automated access for contractors doing business with the City, to reduce case processing and application time; and promote universal design concepts throughout City agencies.

##### Service Budget by Major

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Salaries	863,056	1,088,714	975,966	1,095,103	1,124,827
Benefits	272,751	275,576	277,930	320,803	324,853
Supplies	13,593	10,375	9,619	8,735	11,935
Purchased Services	88,712	70,775	95,827	71,703	88,503
Inter Depart Charges	1,751	4,913	4,913	4,366	4,366
<b>TOTAL</b>	<b>\$ 1,239,863</b>	<b>\$ 1,450,352</b>	<b>\$ 1,364,254</b>	<b>\$ 1,500,710</b>	<b>\$ 1,554,484</b>

**Civil Rights**

Function: Administration

*Position Summary*

	2016			2017		Executive	
	CG	FTEs	Amount	FTEs	Amount	FTEs	Amount
AA MGR	18	1.00	95,584	1.00	98,630	1.00	101,352
ADMIN CLERK	17	1.00	45,421	-	-	-	-
ADMIN CLERK	20	1.00	42,261	1.00	40,936	1.00	42,066
AFF ACTION SPEC	18	1.00	78,811	1.00	65,548	1.00	67,358
CIVIL RIGHTS DIR	21	1.00	120,729	1.00	115,581	1.00	118,771
CLERK	20	0.90	38,463	0.90	39,781	0.90	40,879
CONTRACT COMP SPEC	18	3.00	203,023	3.00	210,495	3.00	216,304
DR & PS COORD	18	1.00	59,385	1.00	62,197	1.00	63,914
EO INV/CONC	18	3.00	159,665	3.00	178,083	3.00	182,998
EQ OPPT MGR	18	1.00	72,780	1.00	75,219	1.00	77,295
EQUILTY COORD	18	1.00	63,423	1.00	74,085	1.00	76,130
HEARING EXAM	23	1.00	144,518	1.00	148,789	1.00	152,895
PROG ASST	17	-	-	1.00	51,719	1.00	53,146
<b>TOTAL</b>		<b>15.90</b>	<b>\$ 1,124,063</b>	<b>15.90</b>	<b>\$ 1,161,061</b>	<b>15.90</b>	<b>\$ 1,193,107</b>

**Civil Rights****Function: Administration***Line Item Detail***Supplies**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Office Supplies	3,089	1,875	2,651	2,000	2,000
Copy Printing Supplies	2,524	2,000	1,203	2,000	4,000
Hardware Supplies	1,589	1,000	1,073	435	435
Software Licenses & Supplies	344	-	-	-	-
Postage	4,152	4,000	3,191	3,800	3,800
Books And Subscriptions	1,871	1,500	1,500	500	900
Work Supplies	23	-	-	-	800
<b>Total</b>	<b>\$ 13,593</b>	<b>\$ 10,375</b>	<b>\$ 9,619</b>	<b>\$ 8,735</b>	<b>\$ 11,935</b>

**Purchased Services**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Telephone	2,094	1,167	3,058	1,593	1,593
Facility Rental	-	31,973	-	-	-
Custodial Building Use Charges	31,973	-	31,973	31,973	31,973
Communication Device Rpr Main	4,397	-	6,147	6,147	6,147
Mileage	-	-	-	-	100
Conferences And Training	10,047	9,000	8,494	9,000	18,700
Memberships	3,195	550	2,099	550	5,550
Storage Services	82	150	26	40	40
Advertising Services	666	400	1,546	400	400
Interpreters Signing Services	32,052	27,535	42,145	22,000	22,000
Other Services And Expenses	1,007	-	338	-	2,000
Community Agency Contracts	3,198	-	-	-	-
<b>Total</b>	<b>\$ 88,712</b>	<b>\$ 70,775</b>	<b>\$ 95,827</b>	<b>\$ 71,703</b>	<b>\$ 88,503</b>

**Inter-Departmental Charges**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Insurance	1,020	4,208	4,208	3,666	3,666
ID Charge From Workers Comp	731	705	705	700	700
<b>Total</b>	<b>\$ 1,751</b>	<b>\$ 4,913</b>	<b>\$ 4,913</b>	<b>\$ 4,366</b>	<b>\$ 4,366</b>



## Clerk

Function: Administration

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### *Agency Overview*

### Agency Mission

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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

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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. To achieve this goal, the Clerk's Office will remain engaged in the Racial Equity and Social Justice Initiative and Neighborhood Resource Teams; streamline city agency approvals of license applications; continue computer-free voter registration at community centers, food pantries, and community events despite changes in state law; develop informative materials to increase compliance with the city's lobbying ordinance; and post committee meeting agendas more than 48 hours in advance. The Clerk's Office is an active participant in the Neighborhood Resource Team program.

### 2017 Budget Highlights

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The 2017 Executive Budget reflects:

- A reduction in election costs to reflect the 2017 election cycle (\$567,632).
- Creating a new position to support the alcohol licensing process (\$50,000).

**Clerk**Function: **Administration***Budget Overview***Budget by Service (All Funds)**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Clerk	1,290,595	1,895,757	2,227,811	1,316,536	1,437,855
<b>TOTAL</b>	<b>\$ 1,290,595</b>	<b>\$ 1,895,757</b>	<b>\$ 2,227,811</b>	<b>\$ 1,316,536</b>	<b>\$ 1,437,855</b>

**Budget by Fund & Major**

Fund: General					
	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(1,500)	-	(114)	-	-
Salaries	831,042	1,483,699	1,767,209	883,689	996,078
Benefits	176,945	147,147	168,287	152,039	160,969
Supplies	161,315	78,225	120,841	172,500	172,500
Purchased Services	119,822	183,506	168,409	104,563	104,563
Inter Depart Charges	2,971	3,180	3,180	3,745	3,745
<b>TOTAL</b>	<b>\$ 1,290,595</b>	<b>\$ 1,895,757</b>	<b>\$ 2,227,811</b>	<b>\$ 1,316,536</b>	<b>\$ 1,437,855</b>

**Change Table (General Fund)**

<b>2016 Adopted</b>	<b>1,895,757</b>
<b>Adjustments with Service Impact</b>	
Creation of position to support the alcohol licensing process	50,203
<b>Adjustments with No Service Impact</b>	
Increase in Salaries	27,128
Increase in Fringe	4,479
Increase in Supplies	32,500
Decrease in Purchased Services	(22,998)
Decrease in Inter Departmental Billings	(950)
2017 Pay Increase	11,910
Increase in Retirement Costs based on 2017 WRS rates	3,875
Adjustment to Health Insurance based on 2017 rates	2,068
Change in allocation of Worker's Compensation & Insurance costs	1,515
Adjustment to election budget to reflect 2017 election schedule	(567,632)
<b>2017 Executive Budget</b>	<b>1,437,855</b>

*Service Overview*

**Service: Clerk**

*Service Description*

This service administers elections for the City of Madison. In addition, the service 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 primary customers of this service are the Madison residents, Dane County entrepreneurs, and staff from other city agencies. The goal of this service is to increase access to open government. The major initiatives planned for this service include remaining engaged in RESJI and Neighborhood Resource Teams; streamlining city agency approvals of license applications; developing informative materials to increase compliance with the city's lobbying ordinance; making voter registration available to Madison residents who do not have computer access as the state eliminates Special Registration Deputies; applying an equity lens to the operator license application process; and providing additional support to the Alcohol License Review Committee and Madison Police Department following the elimination of the Alcohol Policy Coordinator position.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(1,500)	-	(114)	-	-
Salaries	831,042	1,483,699	1,767,209	883,689	996,078
Benefits	176,945	147,147	168,287	152,039	160,969
Supplies	161,315	78,225	120,841	172,500	172,500
Purchased Services	119,822	183,506	168,409	104,563	104,563
Inter Depart Charges	2,971	3,180	3,180	3,745	3,745
<b>TOTAL</b>	<b>\$ 1,290,595</b>	<b>\$ 1,895,757</b>	<b>\$ 2,227,811</b>	<b>\$ 1,316,536</b>	<b>\$ 1,437,855</b>

# Clerk

Function: Administration

*Position Summary*

	CG	2016 Budget		2017 Request		2017 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN ASST	17	-	-	-	-	1.00	50,203
CERT MUNI CLK	20	6.50	306,201	6.50	335,110	6.50	344,359
CITY CLERK	21	1.00	106,226	1.00	108,122	1.00	111,106
<b>TOTAL</b>		<b>7.50</b>	<b>\$ 412,427</b>	<b>7.50</b>	<b>\$ 443,231</b>	<b>8.50</b>	<b>\$ 505,668</b>



**Clerk****Function: Administration***Line Item Detail***Supplies**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Office Supplies	15,609	1,500	6,269	2,500	2,500
Copy Printing Supplies	39,813	40,500	43,359	15,000	15,000
Election Supplies	74,698	12,725	16,971	100,000	100,000
Software Licenses & Supplies	-	-	-	20,000	20,000
Postage	31,195	23,500	54,241	35,000	35,000
<b>Total</b>	<b>\$ 161,315</b>	<b>\$ 78,225</b>	<b>\$ 120,841</b>	<b>\$ 172,500</b>	<b>\$ 172,500</b>

**Purchased Services**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Telephone	1,032	4,500	1,524	1,850	1,850
Cellular Telephone	642	3,500	375	600	600
Facility Rental	16,232	56,275	16,716	-	-
Custodial Building Use Charges	40,801	-	39,559	58,018	58,018
Mileage	1,303	-	2,893	-	-
Conferences And Training	12,987	8,500	7,000	7,500	7,500
Memberships	1,248	455	497	520	520
Delivery Freight Charges	16,128	36,256	33,600	18,000	18,000
Storage Services	2,415	2,000	2,076	2,000	2,000
Advertising Services	22,911	44,070	44,070	16,075	16,075
Other Services And Expenses	30	27,950	20,000	-	-
Community Agency Contracts	4,093	-	-	-	-
Permits And Licenses	-	-	100	-	-
<b>Total</b>	<b>\$ 119,822</b>	<b>\$ 183,506</b>	<b>\$ 168,409</b>	<b>\$ 104,563</b>	<b>\$ 104,563</b>

**Inter-Departmental Charges**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Traffic Engine	930	950	950	-	-
ID Charge From Insurance	1,370	1,490	1,490	3,130	3,130
ID Charge From Workers Comp	671	740	740	615	615
<b>Total</b>	<b>\$ 2,971</b>	<b>\$ 3,180</b>	<b>\$ 3,180</b>	<b>\$ 3,745</b>	<b>\$ 3,745</b>

**Revenue**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Reimbursement Of Expense	(1,500)	-	(114)	-	-
<b>Total</b>	<b>\$ (1,500)</b>	<b>\$ -</b>	<b>\$ (114)</b>	<b>\$ -</b>	<b>\$ -</b>



## Common Council

Function: **General Government**

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### *Agency Overview*

### Agency Mission

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

### Agency Overview

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

### 2017 Budget Highlights

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The 2017 Executive Budget includes funding for:

- WRS benefits for Alders on the Common Council (\$10,000)
- Increased funding for constituent outreach efforts; offset by revenue from outside organizations (\$7,000)

# Common Council

Function: **General Government**

## Budget Overview

### Budget by Service (All Funds)

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Common Council	460,523	554,998	540,805	565,132	578,732
<b>TOTAL</b>	<b>\$ 460,523</b>	<b>\$ 554,998</b>	<b>\$ 540,805</b>	<b>\$ 565,132</b>	<b>\$ 578,732</b>

### Budget by Fund & Major

Fund: General					
	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(11,556)	(7,000)	(8,961)	(14,000)	(14,000)
Salaries	345,522	403,886	403,791	409,459	412,603
Benefits	58,539	61,299	60,515	62,519	72,975
Supplies	39,914	52,265	53,286	59,265	59,265
Purchased Services	23,407	36,533	24,159	36,533	36,533
Inter Depart Charges	4,698	8,015	8,015	11,356	11,356
<b>TOTAL</b>	<b>\$ 460,523</b>	<b>\$ 554,998</b>	<b>\$ 540,805</b>	<b>\$ 565,132</b>	<b>\$ 578,732</b>

### Change Table (General Fund)

<b>2016 Adopted</b>	<b>554,998</b>
<b>Adjustments with Service Impact</b>	
Increased revenue for constituent mailings	(7,000)
Increase for constituent outreach efforts (offset by revenue)	7,000
<b>Adjustments with No Service Impact</b>	
Increase in Salaries	5,573
Increase in Fringe	640
2017 Pay Increase	3,144
Increase in Retirement Costs based on 2017 WRS rates	464
Adjustment to Health Insurance based on 2017 rates	572
Change in allocation of Worker's Compensation & Insurance costs	3,341
Increased funding to provide WRS benefit for Alders	10,000
<b>2017 Executive Budget</b>	<b>578,732</b>

**Common Council****Function: General Government***Service Overview***Service: Common Council***Service Description*

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

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(11,556)	(7,000)	(8,961)	(14,000)	(14,000)
Salaries	345,522	403,886	403,791	409,459	412,603
Benefits	58,539	61,299	60,515	62,519	72,975
Supplies	39,914	52,265	53,286	59,265	59,265
Purchased Services	23,407	36,533	24,159	36,533	36,533
Inter Depart Charges	4,698	8,015	8,015	11,356	11,356
<b>TOTAL</b>	<b>\$ 460,523</b>	<b>\$ 554,998</b>	<b>\$ 540,805</b>	<b>\$ 565,132</b>	<b>\$ 578,732</b>

**Common Council**

Function: **General Government**

*Position Summary*

	2016			Request		2017	
	CG	FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN ASST	17	1.00	60,730	1.00	62,524	1.00	64,250
SECRETARY	17	1.00	52,784	1.00	54,466	1.00	55,969
<b>TOTAL</b>		<b>2.00</b>	<b>\$ 113,513</b>	<b>2.00</b>	<b>\$ 116,990</b>	<b>2.00</b>	<b>\$ 120,219</b>

# Common Council

# Function: General Government

## Line Item Detail

### Supplies

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Purchasing Card Unallocated	-	-	1,154	-	-
Office Supplies	14,097	26,500	4,836	26,500	26,500
Copy Printing Supplies	5,359	5,800	4,757	5,800	5,800
Postage	18,858	19,765	41,669	26,765	26,765
Books And Subscriptions	276	200	302	200	200
Food And Beverage	1,324	-	568	-	-
<b>Total</b>	<b>\$ 39,914</b>	<b>\$ 52,265</b>	<b>\$ 53,286</b>	<b>\$ 59,265</b>	<b>\$ 59,265</b>

### Purchased Services

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Telephone	1,049	650	1,409	650	650
Systems Communication Internet	473	-	1,374	-	-
Facility Rental	971	10,283	2,385	10,283	10,283
Custodial Building Use Charges	10,605	-	12,103	-	-
Conferences And Training	8,150	25,500	5,801	25,500	25,500
Delivery Freight Charges	149	-	44	-	-
Storage Services	67	100	35	100	100
Consulting Services	800	-	1,009	-	-
Community Agency Contracts	1,143	-	-	-	-
<b>Total</b>	<b>\$ 23,407</b>	<b>\$ 36,533</b>	<b>\$ 24,159</b>	<b>\$ 36,533</b>	<b>\$ 36,533</b>

### Inter-Departmental Charges

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Insurance	4,456	7,780	7,780	11,079	11,079
ID Charge From Workers Comp	242	235	235	277	277
<b>Total</b>	<b>\$ 4,698</b>	<b>\$ 8,015</b>	<b>\$ 8,015</b>	<b>\$ 11,356</b>	<b>\$ 11,356</b>

### Revenue

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Miscellaneous Revenue	(11,556)	(7,000)	(8,961)	(14,000)	(14,000)
<b>Total</b>	<b>\$ (11,556)</b>	<b>\$ (7,000)</b>	<b>\$ (8,961)</b>	<b>\$ (14,000)</b>	<b>\$ (14,000)</b>





*Agency Overview***Agency Mission**

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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**

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The Agency accomplishes this mission by helping to expand access to affordable housing; improve economic opportunities; promote and support healthy, thriving neighborhoods; expand access to quality child care for all children; support programming designed to enhance the quality of life for children and families; and promote successful aging of Madison's older adults. The Community Development Division is an active participant in the Neighborhood Resource Team initiative.

## 2017 Budget Highlights

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The Executive Budget includes funding for:

- Homeless Street Teams that will work to connect chronically homeless individuals with resources and services geared towards connecting them to stable housing. The budget includes funding for at least two teams, at least one of which would be focused on working with persons in the downtown area. These efforts will not be supported by the levy; instead, efforts focused on downtown will be funded by revenue from the Business Improvement District (\$70,000), while those serving areas outside of downtown will be funded by revenue from the Ambulance Conveyance fee (\$100,000).
- Support for City lease, insurance and property management costs for the Meadowridge Neighborhood Center, Teresa Terrace Neighborhood Center and Park Edge Park Ridge Neighborhood Employment Center (\$15,000).
- Tuition assistance (\$50,000) that will be made available to families in the newly developed Northside Early Childhood Zone through a partnership between the City of Madison, the Rennebohm Foundation, Dane County, and the United Way of Dane County. In addition, contracted services will be leveraged (\$50,000) to help expand the supply of quality home-based child care within the Zone. Funding for this initiative is provided by reallocating existing resources within the CDD base budget.
- Funding to support portions of the 15 Point Plan to address racial disparities, violence prevention and recidivism in the City of Madison, offered by the Focused Interruption Coalition. Allocation of these funds will be based on recommendations provided by the Central Organizational Committee of the Common Council. Recommended uses of the plan must demonstrate measurable outcomes geared towards violence reduction. Organizations chosen to receive funds will be expected to provide evidence-based solutions that can be measured through an evaluation plan. The budget includes new funding for the plan (\$200,000); and \$200,000 of existing funds within the Community Development Division budget to be reallocated toward this initiative, including \$150,000 from the Emerging Opportunities Program. The total commitment for the initiative in 2017 is \$400,000.
- The continuation of existing community agency contracts. Detailed 2017 program allocations, as recommended by CD Division-staffed committees, are available by request to the CDD Office, as well as on the published list of 2017 CDD Contracts, which is viewable and downloadable as a PDF file found at the following link: [www.cityofmadison.com/cdbg/docs/2017\\_CDD\\_contracts.pdf](http://www.cityofmadison.com/cdbg/docs/2017_CDD_contracts.pdf). Included among the programs on this list is the continuation of previously authorized 2016 contracts. Deviation from the listed programs or their allocations during 2017 will require Council approval.
- A feasibility study to examine a potential Men's Dormitory model to provide wraparound services to young men. The model is based on a service previously supported by the City on Henry Street.

# Community Development

Function: Planning & Development

## Budget Overview

### Budget by Service (All Funds)

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Affordable Housing	1,122,045	821,458	1,007,443	1,315,746	1,342,727
Community Support Services	5,804,899	6,660,280	6,645,574	6,267,471	6,304,795
Econ Dev And Emp Opportunities	1,388,793	1,343,068	1,171,829	1,288,297	1,259,489
Overall Program Administration	385,488	95,741	836,061	147,160	383,642
Strong Healthy Neighborhoods	1,049,085	1,348,018	1,334,283	1,348,486	1,368,706
<b>TOTAL</b>	<b>\$ 9,750,311</b>	<b>\$ 10,268,565</b>	<b>\$ 10,995,190</b>	<b>\$ 10,367,160</b>	<b>\$ 10,659,359</b>

### Budget by Fund & Major

Fund: General					
	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(149,193)	(663,226)	(217,238)	(536,673)	(606,673)
Salaries	1,912,784	1,948,106	1,879,652	1,747,193	1,796,813
Benefits	631,114	624,759	696,606	567,810	574,979
Supplies	41,474	31,950	28,871	29,450	44,450
Purchased Services	7,361,922	8,514,816	8,794,855	8,573,417	8,843,417
Debt Other Financing	-	10,039	10,039	8,000	8,000
Inter Depart Charges	43,853	63,761	64,046	89,606	89,606
Inter Depart Billing	(91,643)	(261,640)	(261,640)	(111,643)	(91,233)
<b>TOTAL</b>	<b>\$ 9,750,311</b>	<b>\$ 10,268,565</b>	<b>\$ 10,995,190</b>	<b>\$ 10,367,160</b>	<b>\$ 10,659,359</b>

Fund: Community Development Grants					
	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(6,374,610)	(9,457,492)	(9,457,492)	(8,269,787)	(8,301,708)
Salaries	581,142	694,774	694,774	822,249	844,953
Benefits	221,906	198,240	198,240	218,206	221,486
Supplies	5,109	20,695	20,695	-	-
Purchased Services	5,432,340	8,203,198	8,203,198	7,157,619	7,163,556
Debt Other Financing	76,110	249,126	249,126	-	-
Inter Depart Charges	105,290	81,385	81,385	71,713	71,713
Inter Depart Billing	(56,825)	-	-	-	-
Transfer Out	9,537	10,075	10,075	-	-
<b>TOTAL</b>	<b>\$ (0)</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>\$ -</b>

Fund: Loans					
	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(975,818)	(2,063,100)	(2,063,100)	(60,894)	(62,300)
Benefits	22,075	-	-	16,127	16,305
Purchased Services	832,246	1,961,100	1,961,100	250	250
Debt Other Financing	56,854	-	-	-	-
<b>TOTAL</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

*Budget Overview*

**Change Table (General Fund)**

<b>2016 Adopted</b>	<b>10,517,441</b>
<b>Adjustments with Service Impact</b>	
Funding for 15-Point Focused Interruption Plan	400,000
Increased revenue from BID to support Downtown Street Team	(70,000)
Increased increased funding to support Downtown Street Team	70,000
<b>Adjustments with No Service Impact</b>	
Increase in Revenue	(192,323)
Increase in Fringe	46,402
Increase in Supplies	12,500
Increase in Purchased Service	32,108
Decrease in Debt & Other Financing	(2,039)
2017 Pay Increase	55,923
Increase in Retirement Costs based on 2017 WRS rates	2,171
Adjustment to Health Insurance based on 2017 rates	(28,353)
Change in allocation of Worker's Compensation & Insurance costs	25,845
Increase for holding costs associated with city-owned Neighborhood Centers	15,000
Elimination of one-time funding for technical assistance job training program	(150,000)
Elimination of transfer to to fund technical assistance job training program in 2016	150,000
Reduction in revenue transferred from Municipal Court	20,407
Allocation of staff time to various grant sources	(230,023)
Increase in salary savings to anticipate 2017 turnover	(15,700)
<b>2017 Executive Budget</b>	<b>10,659,359</b>

*Service Overview*

**Service: Affordable Housing**

*Service Description*

This service contracts with non-profit partners to preserve, improve and expand the supply of affordable housing for homeowners and renters through owner-occupied housing rehabilitation activities and the development of owner-occupied and rental housing; and to improve housing stability for homebuyers, renters, homeless and special needs populations through the provision of homebuyer assistance, homeless services and other housing resources. The primary customer of this service is low- to moderate-income individuals and families who live in the City of Madison. The goal of this service is to provide decent, safe, sanitary and affordable housing opportunities for low- and moderate-income households in order to enhance household, neighborhood and community stability. Major initiatives planned for this service include the following: construction completion on the first set of City Affordable Housing Initiative (AHI) projects – three projects totaling 242 units, 205 of which will be affordable. Start of construction on the second set of City AHI projects – three projects totaling 180 units, 153 of which will be affordable; start of construction on the City’ second AHI-funded permanent supportive housing project, a family project totaling approximately 45 units; continued efforts to secure Low Income Housing Tax Credit (LIHTC) funding for a third AHI-funded permanent supportive housing project, a project serving adult men and women and projected to total approximately 60 units; and formal evaluation of City-administered funding intended to prevent and end homelessness.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(4,871,459)	(8,395,436)	(8,384,941)	(5,375,224)	(5,446,630)
Salaries	475,379	514,645	632,719	662,102	681,717
Benefits	157,954	115,597	164,481	181,628	184,463
Supplies	8,380	-	1,676	-	-
Purchased Services	5,332,548	8,586,652	8,593,508	5,847,240	5,923,177
Debt Other Financing	56,854	-	-	-	-
Inter Depart Billing	(37,611)	-	-	-	-
<b>TOTAL</b>	<b>\$ 1,122,045</b>	<b>\$ 821,458</b>	<b>\$ 1,007,443</b>	<b>\$ 1,315,746</b>	<b>\$ 1,342,727</b>

*Service Overview*

**Service: Community Support Services**

*Service Description*

This service is comprised of several discrete program areas, including: Child Care Services and Support; Madison Senior Center; Family Support and Services for Children and Youth; Services for Older Adults; and Safety and Support Services. CDD contracts with nonprofit partners to provide many of the direct services associated with the above program areas. In addition, agencies funded by the Division are provided with contract administration, technical assistance, grant writing, and collaborative planning and consultation by CDD staff, as needed. The primary customers for these services are City of Madison low income Individuals and families, residents of color and vulnerable populations, and the neighborhoods in which they live. Goals for this service include: supporting a continuum of services that promote youth development; promoting strategies for individual and household stability; and equitable access to resources. The major initiatives planned for this service include: participation in emerging community efforts to address issues surrounding violence prevention, positive youth development, disparities and recidivism; and the development of Madison Out of School Time (MOST) Quality standards through a collaborative effort involving MMSD and numerous out- of- school time program providers.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(94,932)	(133,000)	(138,795)	(133,000)	(133,000)
Salaries	1,180,470	1,288,762	1,161,601	1,181,050	1,213,663
Benefits	406,745	413,572	428,407	391,395	396,106
Supplies	18,889	10,550	20,750	10,550	10,550
Purchased Services	4,285,850	5,072,519	5,165,447	4,809,599	4,809,599
Inter Depart Charges	7,877	7,877	8,162	7,877	7,877
<b>TOTAL</b>	<b>\$ 5,804,899</b>	<b>\$ 6,660,280</b>	<b>\$ 6,645,574</b>	<b>\$ 6,267,471</b>	<b>\$ 6,304,795</b>

**Service: Econ Dev And Emp Opportunities**

*Service Description*

This service ensures the success and engagement of City of Madison employees and agencies through the coordinated work of the EDOE and HR Services staff. The EDOE unit oversees the City’s employee engagement initiatives, coordinates internal and external training for employees, facilitates planning initiatives, and works with agencies to develop structures that will allow employees to be successful and meet the City’s goals. The primary customer for this service is low- to moderate-income individuals and families who live in the City of Madison. Goals for this service include: improved family stability and quality of life; increased educational attainment; improved economic stability and mobility; and improved physical and mental health outcomes. The major initiatives planned for this service include: youth employment coordination, and align with the Madison Metropolitan Schools District Pathways program; employment services at Park Edge Park Ridge Neighborhood Center; and a review and evaluation of City-funded efforts to support construction training targeting women and people of color.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(878,733)	(1,505,894)	(1,505,894)	(1,691,057)	(1,722,978)
Salaries	69,141	234,113	89,385	98,553	101,275
Benefits	14,872	68,226	16,693	16,018	16,409
Purchased Services	2,183,513	2,546,623	2,571,645	2,864,783	2,864,783
<b>TOTAL</b>	<b>\$ 1,388,793</b>	<b>\$ 1,343,068</b>	<b>\$ 1,171,829</b>	<b>\$ 1,288,297</b>	<b>\$ 1,259,489</b>

*Service Overview*

**Service: Overall Program Administration**

*Service Description*

This service provides general day-to-day management and administrative aspects of the Community Development Division, including staff's participation in citywide efforts and initiatives not specifically tied to one of the four other major service areas. CDD/CDBG staff participate in Neighborhood Resource Teams, along with a variety of other City and community networks and committees that identify strategies to respond to emerging issues in our community. The primary customers for these services are City of Madison low-income individuals and families. The major initiatives planned for this service include strengthening staff capacity; developing and implementing systems for on-boarding, training and supporting staff to streamline small grants administration; and a review and update of policies in order to simplify contracts related to small grants.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(929,097)	(844,407)	(634,786)	(773,631)	(773,631)
Salaries	613,994	475,696	579,001	507,180	521,225
Benefits	239,294	154,799	193,714	160,197	162,224
Supplies	19,314	42,095	27,139	18,900	18,900
Purchased Services	325,927	413,066	567,624	226,215	426,215
Debt Other Financing	76,110	259,165	259,165	8,000	8,000
Inter Depart Charges	141,266	95,769	95,769	111,942	111,942
Inter Depart Billing	(110,857)	(261,640)	(261,640)	(111,643)	(91,233)
Transfer Out	9,537	10,075	10,075	-	-
<b>TOTAL</b>	<b>\$ 385,488</b>	<b>\$ 344,617</b>	<b>\$ 836,061</b>	<b>\$ 147,160</b>	<b>\$ 383,642</b>

*Service Overview*

**Service: Strong Healthy Neighborhoods**

*Service Description*

This service focuses on strengthening neighborhoods through strategic investments in physical assets and amenities like neighborhood centers, community gardens or other community facilities, as well as other planning and revitalization efforts. CDD contracts with non-profit partners to address Planning Councils & Capacity Building by assisting residents in becoming engaged in decisions affecting their neighborhood, including increasing leadership capacity, problem identification and problem solving, and advocacy. Through its CDBG Office, CDD also contracts with non-profit partners and other units of City government by creating, enhancing, or sustaining the development and operation of neighborhood centers, community gardens that help bring people of diverse backgrounds together, serve as neighborhood focal points, or help residents develop skills or take advantage of opportunities that will strengthen neighborhoods. The primary customer for this service is low- to moderate-income Individuals and families who live in the City of Madison. The major initiatives planned for this service include: working with MMSD to Pilot community schools at Mendota and Leopold, and coordinate planning with community partners for future neighborhood needs; developing and utilizing MMSD partnership to undertake community engagement with the goal of identifying needs in targeted service areas; working with City and interagency work groups to address neighborhood data and processes for identifying neighborhood needs and investments; developing and building new centers in Bridge Lake Point Waunona and Park Edge Park Ridge neighborhoods.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(725,400)	(1,056,205)	(1,073,415)	(894,442)	(894,442)
Salaries	219,586	231,664	213,720	165,074	169,631
Benefits	56,230	70,805	91,550	52,905	53,568
Supplies	-	-	-	-	15,000
Purchased Services	1,498,669	2,060,254	2,060,928	1,983,449	1,983,449
Inter Depart Charges	-	41,500	41,500	41,500	41,500
<b>TOTAL</b>	<b>\$ 1,049,085</b>	<b>\$ 1,348,018</b>	<b>\$ 1,334,283</b>	<b>\$ 1,348,486</b>	<b>\$ 1,368,706</b>



**Community Development**

**Function: Planning & Development**

*Position Summary*

	2016			2017			
	CG	FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCT TECH	20	-	-	1.00	66,723	1.00	68,564
ADMIN CLERK	20	2.00	94,254	2.00	97,328	2.00	100,015
ADMIN ASST	17	1.00	60,186	-	-	-	-
CHILD CARE ASST COOR	20	1.00	57,657	1.00	59,361	1.00	60,999
CHILD CARE PROG COORD	18	1.00	94,109	1.00	96,890	1.00	99,564
CHILD CARE PROG SPEC	18	6.00	440,949	6.00	449,199	6.00	461,597
CLERK	20	1.00	45,610	1.00	47,508	1.00	48,819
COM SERVS PROG COORD	18	1.00	88,672	1.00	91,699	1.00	94,230
COMM DEV DIV DIR	21	1.00	114,304	1.00	116,344	1.00	119,555
COMM DEV GRTS SUPV	18	1.00	89,264	1.00	96,305	1.00	98,963
COMM DEVEL AIDE	20	1.00	57,405	1.00	59,101	1.00	60,732
COMM SERVS SPEC	18	5.00	342,946	5.00	342,498	5.00	351,951
CUSTODIAL WKR	16	1.00	51,910	1.00	53,730	1.00	55,213
GRANTS ADMIN	18	6.50	463,902	6.50	464,421	6.50	477,239
HSG INIT SPEC	18	1.00	65,548	1.00	65,548	1.00	67,358
HSG REHAB SPEC	18	2.00	155,385	2.00	160,512	2.00	164,942
PLANNER	18	1.00	63,423	-	-	-	-
PROG ASST	20	3.00	167,875	4.00	222,069	4.00	228,198
S.C. VOLUNTEER COORD	20	1.00	48,720	1.00	51,534	1.00	52,956
SENIOR CTR DIR	18	1.00	94,108	1.00	96,890	1.00	99,564
SR CTR PROG COORD	18	1.00	52,721	1.00	56,320	1.00	57,874
<b>TOTAL</b>		<b>38.50</b>	<b>\$ 2,648,948</b>	<b>38.50</b>	<b>\$ 2,693,981</b>	<b>38.50</b>	<b>\$ 2,768,334</b>

## Community Development

## Function: Planning & Development

### Line Item Detail

#### Supplies

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Purchasing Card Unallocated	-	-	6,809	-	-
Office Supplies	9,628	10,695	8,929	5,500	5,500
Copy Printing Supplies	10,039	12,600	8,332	4,100	4,100
Furniture	220	-	863	-	-
Hardware Supplies	11,715	12,000	8,240	6,000	6,000
Software Licenses & Supplies	87	500	674	-	-
Postage	3,159	4,250	4,893	3,250	3,250
Program Supplies	1,501	2,000	1,014	2,000	17,000
Books And Subscriptions	2,693	2,800	3,620	800	800
Work Supplies	603	-	1,010	-	-
Janitorial Supplies	3,551	4,800	2,890	4,800	4,800
Food And Beverage	3,052	2,400	2,055	2,400	2,400
Building Supplies	336	600	237	600	600
<b>Total</b>	<b>\$ 46,583</b>	<b>\$ 52,645</b>	<b>\$ 49,566</b>	<b>\$ 29,450</b>	<b>\$ 44,450</b>

# Community Development

# Function: Planning & Development

## Line Item Detail

### Purchased Services

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Natural Gas	2,089	3,300	2,451	3,300	3,300
Electricity	27,852	28,800	26,438	29,178	29,178
Water	2,151	3,393	2,163	3,393	3,393
Stormwater	359	-	454	-	-
Telephone	4,014	10,105	9,533	7,500	7,500
Cellular Telephone	772	1,270	980	730	730
Building Improv Repair Maint	6,229	5,500	8,021	6,372	6,372
Pest Control	-	150	-	150	150
Elevator Repair	1,730	2,300	3,502	2,300	2,300
Grounds Improv Repair Maint	-	-	-	2,500	2,500
Snow Removal	-	-	-	700	700
Equip Improv Repair Maint	1,930	3,405	1,610	12,405	12,405
System And Software Maintenanc	2,825	8,200	9,180	4,000	4,000
Lease Rental Of Equipment	4,127	-	690	-	-
Mileage	858	1,460	1,157	460	460
Conferences And Training	17,648	38,050	33,328	16,050	16,050
Memberships	1,639	1,450	26,300	850	850
Appraisal Services	3,300	1,000	1,000	-	-
Audit Services	7,000	9,000	9,000	-	-
Bank Services	2,771	500	500	250	250
Legal Services	70	-	-	-	-
Delivery Freight Charges	79	250	250	-	-
Storage Services	4,144	1,725	4,871	175	175
Mortgage And Title Services	5,972	1,600	1,600	-	-
Consulting Services	31,899	1,500	50,550	1,500	1,500
Advertising Services	14,788	14,950	42,321	12,450	12,450
Printing Services	263	200	1,946	200	200
Inspection Services	30,175	35,000	35,000	-	-
Parking Towing Services	-	-	309	-	-
Interpreters Signing Services	-	50	50	-	-
Transportation Services	38,000	19,000	19,000	19,000	19,000
Catering Vending Services	1,105	2,350	-	2,350	2,350
Program Services	799,941	858,051	939,008	793,051	793,051
Other Services And Expenses	26,927	167,500	166,028	9,500	15,437
Grants	1,007,047	1,143,029	1,116,327	1,264,750	1,264,750
Community Agency Contracts	8,169,539	10,000,445	10,130,904	10,059,577	10,329,577
Loans	3,408,919	6,314,681	6,314,681	3,392,700	3,392,700
Property Insurance	-	-	-	6,034	6,034
Taxes And Special Assessments	-	-	-	78,961	78,961
Permits And Licenses	349	900	-	900	900
<b>Total</b>	<b>\$ 13,626,508</b>	<b>\$ 18,679,114</b>	<b>\$ 18,959,153</b>	<b>\$ 15,731,286</b>	<b>\$ 16,007,223</b>

### Debt and Other Financing Uses

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Interest	-	3,169	3,169	8,000	8,000
Principal	-	6,870	6,870	-	-
Fund Balance Generated	132,964	249,126	249,126	-	-
<b>Total</b>	<b>\$ 132,964</b>	<b>\$ 259,165</b>	<b>\$ 259,165</b>	<b>\$ 8,000</b>	<b>\$ 8,000</b>

## Community Development

## Function: Planning & Development

### Line Item Detail

#### Inter-Departmental Charges

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Engineering	79,793	79,793	79,793	79,793	79,793
ID Charge From Com Dev Blk Gnt	56,825	-	-	-	-
ID Charge From Planning	-	41,500	41,500	41,500	41,500
ID Charge From Insurance	12,525	17,942	17,942	31,949	31,949
ID Charge From Workers Comp	-	5,911	5,911	8,077	8,077
ID Charge From Parking	-	-	285	-	-
<b>Total</b>	<b>\$ 149,143</b>	<b>\$ 145,146</b>	<b>\$ 145,431</b>	<b>\$ 161,319</b>	<b>\$ 161,319</b>

#### Inter-Departmental Billings

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Billing To Municipal Court	(91,643)	-	-	-	-
ID Billing To Com Dev Blk Gnt	(56,825)	(261,640)	(261,640)	(111,643)	(91,233)
<b>Total</b>	<b>\$ (148,468)</b>	<b>\$ (261,640)</b>	<b>\$ (261,640)</b>	<b>\$ (111,643)</b>	<b>\$ (91,233)</b>

#### Revenue

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Federal Revenues Operating	(532,933)	(482,705)	(482,705)	(4,092,318)	(4,092,318)
Federal Revenues Capital	(2,662,310)	(6,009,256)	(6,009,256)	(1,697,940)	(1,697,940)
State Revenues Operating	-	(600,000)	(600,000)	(322,071)	(322,071)
State Revenues Capital	(498,676)	(150,000)	(150,000)	-	-
Other Unit Of Gov Revenues Op	(3,160)	-	(1,905)	-	-
Facility Rental	(26,945)	(43,000)	(35,457)	(43,000)	(43,000)
Program Income Principal	(3,089,538)	(2,997,129)	(2,982,129)	(2,283,352)	(2,316,679)
Program Income Appreciation	(200,534)	(53,807)	(53,807)	-	-
Application Fees	(14,676)	(23,500)	(24,600)	(1,500)	(1,500)
Interest	(335,352)	(392,595)	(384,595)	(8,000)	(8,000)
Contributions And Donations	(43,453)	(36,000)	(37,760)	(36,000)	(36,000)
Miscellaneous Revenue	(92,045)	(134,000)	(89,516)	(256,323)	(326,323)
Fund Balance Applied	-	(886,100)	(886,100)	-	-
Transfer In From Other Restric	-	(53,000)	-	(53,000)	(53,000)
Transfer In From Capital Proje	-	(73,850)	-	(73,850)	(73,850)
<b>Total</b>	<b>\$ (7,499,621)</b>	<b>\$ (11,934,942)</b>	<b>\$ (11,737,830)</b>	<b>\$ (8,867,354)</b>	<b>\$ (8,970,681)</b>

#### Transfers Out

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Transfer Out To Debt Service	9,537	10,075	10,075	-	-
<b>Total</b>	<b>\$ 9,537</b>	<b>\$ 10,075</b>	<b>\$ 10,075</b>	<b>\$ -</b>	<b>\$ -</b>

*Agency Overview***Agency Mission**

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

**Agency Overview**

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The Agency is responsible for real estate transactions, financial assistance, and business assistance. The goal of Economic Development Division is management of City real estate projects and expansion of economic development initiatives. To achieve this goal, the Economic Development Division will improve business assistance programs, and increase the number of real estate projects. The Economic Development Division is an active participant in the Neighborhood Resource Team program.

**2017 Budget Highlights**

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The 2017 Executive Budget reflects:

- Transferring funding for downtown programming to the Planning Division (\$50,000).
- Annualizing funding for a Real Estate position that was created midyear in 2016 (\$69,099).
- Continuation of Capital Revolving Loans (\$250,000) and the Façade Grant Program (\$125,000) funded through the Capital Revolving Loan Fund (Loan Fund).

# Economic Development

Function: Planning & Development

## Budget Overview

### Budget by Service (All Funds)

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Office Of Business Resources	485,485	794,772	669,713	669,366	687,533
Office Of Real Estate Services	753,055	667,705	547,527	692,176	714,705
<b>TOTAL</b>	<b>\$ 1,238,540</b>	<b>\$ 1,462,477</b>	<b>\$ 1,217,240</b>	<b>\$ 1,361,542</b>	<b>\$ 1,402,238</b>

### Budget by Fund & Major

Fund: General					
	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	-	(12,500)	-	-	-
Salaries	798,098	913,060	795,766	942,571	973,826
Benefits	324,392	321,283	180,858	270,637	275,078
Supplies	5,210	17,900	12,474	17,900	17,900
Purchased Services	52,748	161,610	167,018	68,700	68,700
Inter Depart Charges	58,093	61,124	61,124	61,734	66,734
<b>TOTAL</b>	<b>\$ 1,238,540</b>	<b>\$ 1,462,477</b>	<b>\$ 1,217,240</b>	<b>\$ 1,361,542</b>	<b>\$ 1,402,238</b>

Fund: Loans					
	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(218,725)	(395,000)	(395,000)	(395,000)	(395,000)
Purchased Services	96,403	395,000	395,000	395,000	395,000
Debt Other Financing	122,322	-	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

### Change Table (General Fund)

2016 Adopted	1,462,477
<b>Adjustments with Service Impact</b>	
Annualization of Real Estate position created midyear in 2016	69,099
<b>Adjustments with No Service Impact</b>	
Decrease in Revenue	-
Decrease in Salaries	(15,678)
Decrease in Fringe	(43,228)
Decrease in Purchased Services	(42,910)
Increase in Inter Departmental Billings	5,000
Contractual Salary Increase	30,351
Increase in Retirement Costs based on 2017 WRS rates	(24,262)
Adjustment to Health Insurance based on 2017 rates	6,361
Change in allocation of Worker's Compensation & Insurance costs	610
Eliminate one-time cost for double filled position in 2016	(8,082)
Technical Adjustment for Banner Rental revenue	12,500
Transfer funding for Downtown Programming to Planning	(50,000)
<b>2017 Executive Budget</b>	<b>1,402,238</b>

*Service Overview*

**Service: Office Of Business Resources**

*Service Description*

This service helps businesses locate, open, or expand within the City of Madison through financial and technical assistance programs; guiding businesses through City permitting and approval processes; facilitating appropriate space for business development; and maintaining and providing demographic/community information to businesses. The primary customers of the Office of Business Resources are business owners, developers, and property owners. Major initiatives planned for this service include: proactive and reactive business expansion and retention; along with assisting new entrepreneurs; cultivating a street vending and sidewalk café program; management of the following programs: Healthy Retail Access Program, Cooperative Enterprise Development Fund, Entrepreneurship & Small Business Development Resource Fund, and State Street Retail Grant Program; and management of the following projects: Madison Public Market, Connect Madison implementation, implementation of work related to the 800 South Block of E. Washington Avenue, and Oscar Mayer related planning.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	-	(12,500)	-	-	-
Salaries	355,503	538,355	411,399	495,348	509,364
Benefits	79,028	112,005	88,787	110,016	111,967
Supplies	2,278	7,900	6,150	7,900	7,900
Purchased Services	24,679	125,015	139,379	32,105	32,105
Inter Depart Charges	23,997	23,997	23,997	23,997	26,197
<b>TOTAL</b>	<b>\$ 485,485</b>	<b>\$ 794,772</b>	<b>\$ 669,713</b>	<b>\$ 669,366</b>	<b>\$ 687,533</b>

**Service: Office Of Real Estate Services**

*Service Description*

This service acquires all real estate needed by City agencies for expansion of their programs; expedites the implementation of redevelopment activities; administers the City's Tax Increment Financing and Capital Revolving Fund loan programs and analysis; provides relocation assistance; leases and manages City buildings and land held for future projects; inventories City lands and sells surplus properties; and investigates, evaluates and protects the title to City lands. The primary customers of the Office of Real Estate Services are other City agencies, residents, business owners, developers, and property owners. Major initiatives planned for this service in 2017 include: completion of real estate projects; sale of City-owned business park property; maintenance of City real estate holdings; implementation of TIF projects and districts; changes to the Madison Capital Revolving Fund; assisting with Oscar Mayer site planning initiatives.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(218,725)	(395,000)	(395,000)	(395,000)	(395,000)
Salaries	442,595	374,705	384,367	447,223	464,462
Benefits	245,364	209,278	92,071	160,621	163,111
Supplies	2,932	10,000	6,323	10,000	10,000
Purchased Services	124,472	431,595	422,639	431,595	431,595
Debt Other Financing	122,322	-	-	-	-
Inter Depart Charges	34,096	37,127	37,127	37,737	40,537
<b>TOTAL</b>	<b>\$ 753,055</b>	<b>\$ 667,705</b>	<b>\$ 547,527</b>	<b>\$ 692,176</b>	<b>\$ 714,705</b>

**Economic Development**

Function: **Planning & Development**

*Position Summary*

	2016			2017			
	CG	FTEs	Amount	Request		Executive	
				FTEs	Amount	FTEs	Amount
BUSINESS DEV SPEC	18	1.00	85,253	1.00	89,104	1.00	91,564
CLERK	20	0.50	11,551	0.50	20,255	0.50	20,814
COM DEV PROJ MGR	18	1.00	89,072	1.00	91,699	1.00	94,230
ECON DEV DIV DIR	21	1.00	114,406	1.00	116,448	1.00	119,662
ECON DEV SPEC	18	1.00	80,392	1.00	88,685	1.00	91,132
ECONOMIC DEVELOPMENT PROC	16	1.00	72,542	1.00	57,790	1.00	59,385
PLANNER	18	1.00	79,863	1.00	82,539	1.00	84,818
PROG ASST	17	1.00	54,365	1.00	55,972	1.00	57,517
REAL ESTATE AGENT	18	5.00	380,870	6.00	458,815	6.00	471,478
REAL ESTATE DEV SPEC	18	1.00	92,091	1.00	94,801	1.00	97,417
REAL ESTATE SUPERV	18	1.00	108,111	1.00	82,539	1.00	84,818
ST VENDING MONITOR	16	0.50	13,021	0.50	13,406	0.50	13,776
STR VENDING COORD	16	1.00	64,863	1.00	66,779	1.00	68,622
<b>TOTAL</b>		<b>16.00</b>	<b>\$ 1,246,401</b>	<b>17.00</b>	<b>\$ 1,318,833</b>	<b>17.00</b>	<b>\$ 1,355,233</b>



## Economic Development

## Function: Planning & Development

### Line Item Detail

#### Supplies

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Purchasing Card Unallocated	-	-	4,894	-	-
Office Supplies	2,767	3,500	1,822	3,500	3,500
Copy Printing Supplies	(3,353)	5,000	2,984	5,000	5,000
Furniture	2,663	3,500	196	3,500	3,500
Hardware Supplies	(531)	1,000	-	1,000	1,000
Software Licenses & Supplies	667	-	-	-	-
Postage	2,697	4,500	850	4,500	4,500
Books And Subscriptions	300	400	-	400	400
HVAC Supplies	-	-	1,728	-	-
<b>Total</b>	<b>\$ 5,210</b>	<b>\$ 17,900</b>	<b>\$ 12,474</b>	<b>\$ 17,900</b>	<b>\$ 17,900</b>

#### Purchased Services

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Water	41	-	-	-	-
Stormwater	127	500	179	500	500
Telephone	1,298	2,500	2,655	2,500	2,500
Cellular Telephone	255	600	253	600	600
Facility Rental	374	500	-	500	500
Communication Device Rpr Main	-	500	-	500	500
Sidewalk Improv Repair Maint	2,280	-	-	-	-
Recruitment	2,503	3,000	13,563	3,000	3,000
Mileage	2,174	1,300	1,338	1,300	1,300
Conferences And Training	17,249	30,000	21,228	30,000	30,000
Memberships	2,949	4,000	2,790	4,000	4,000
Appraisal Services	-	-	4,600	-	-
Storage Services	-	2,500	-	2,500	2,500
Mortgage And Title Services	9,000	6,000	6,000	6,000	6,000
Management Services	170	47,210	42,910	4,300	4,300
Advertising Services	10,113	10,000	16,750	10,000	10,000
Other Services And Expenses	2,658	53,000	54,753	3,000	3,000
Grants	96,403	395,000	395,000	395,000	395,000
Community Agency Contracts	1,557	-	-	-	-
<b>Total</b>	<b>\$ 149,151</b>	<b>\$ 556,610</b>	<b>\$ 562,018</b>	<b>\$ 463,700</b>	<b>\$ 463,700</b>

#### Debt and Other Financing Uses

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Fund Balance Generated	122,322	-	-	-	-
<b>Total</b>	<b>\$ 122,322</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

#### Inter-Departmental Charges

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Engineering	54,539	54,539	54,539	54,539	59,539
ID Charge From Insurance	2,172	4,472	4,472	5,957	5,957
ID Charge From Workers Comp	1,382	2,113	2,113	1,238	1,238
<b>Total</b>	<b>\$ 58,093</b>	<b>\$ 61,124</b>	<b>\$ 61,124</b>	<b>\$ 61,734</b>	<b>\$ 66,734</b>

# Economic Development

# Function: Planning & Development

## Line Item Detail

### Revenue

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Facility Rental	-	(12,500)	-	-	-
Program Income Principal	(218,725)	-	-	-	-
Fund Balance Applied	-	(395,000)	(395,000)	(395,000)	(395,000)
<b>Total</b>	<b>\$ (218,725)</b>	<b>\$ (407,500)</b>	<b>\$ (395,000)</b>	<b>\$ (395,000)</b>	<b>\$ (395,000)</b>

## **Employee Assistance Program**

**Function: Administration**

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### *Agency Overview*

#### **Agency Mission**

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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's well-being and job performance.

#### **Agency Overview**

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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. The goal of the agency is to collaborate with other city agencies, insurance providers, and our external EAP provider to improve service delivery. To achieve this goal, EAP will recruit and train Peer Support Team members and develop a Suicide Prevention Program for the Madison Fire Department; develop an outreach plan to employees' family members/significant others and conduct two outreach campaigns; expand outreach and education by producing a minimum of four electronic newsletters to be available on the EAP website; and develop a resource database to be accessed in the event of a large scale or small scale trauma event that has the potential to impact members of the community and City staff.

#### **2017 Budget Highlights**

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The Executive Budget fully funds the EAP service provider contract to reflect current trends.

## Employee Assistance Program

Function: Administration

### Budget Overview

#### Budget by Service (All Funds)

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
EAP Services	-	337,144	389,371	336,845	343,314
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 337,144</b>	<b>\$ 389,371</b>	<b>\$ 336,845</b>	<b>\$ 343,314</b>

#### Budget by Fund & Major

Fund: General	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Salaries	-	197,645	185,866	206,801	212,452
Benefits	-	67,899	61,956	60,108	60,926
Supplies	-	-	10,063	3,377	3,377
Purchased Services	-	71,600	131,486	66,060	66,060
Inter Depart Charges	-	-	-	499	499
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 337,144</b>	<b>\$ 389,371</b>	<b>\$ 336,845</b>	<b>\$ 343,314</b>

#### Change Table (General Fund)

<b>2016 Adopted</b>	<b>337,144</b>
<b>Adjustments with No Service Impact</b>	
Increase in Salaries	9,156
Increase in Fringe	6,592
Increase in Supplies	3,377
Decrease in Purchased Services	(10,540)
2017 Pay Increase	5,651
Increase in Retirement Costs based on 2017 WRS rates	4,771
Adjustment to Health Insurance based on 2017 rates	(18,336)
Change in allocation of Worker's Compensation & Insurance costs	499
Adjustment to contractual budget for EAP service provider	5,000
<b>2017 Executive Budget</b>	<b>343,314</b>

## Employee Assistance Program

Function: Administration

### Service Overview

#### Service: EAP Services

##### Service Description

This service provides 24-hour professional and confidential assistance, information, resource referral and support. Individuals may call and talk over the phone or schedule an appointment. EAP provides a variety of services, including but not limited to critical incident stress management services, consultation services for supervisors and union stewards, ongoing education and training and supervision of Madison Police Peer Support Officer Team and EAP Facilitators. The primary customers of this service are City of Madison employees and their family members/significant others. The goal of this service is to collaborate with other city agencies, insurance providers, and our external EAP provider to improve service delivery. The major initiatives planned for this service include developing a Suicide Prevention Program and Peer Support Team for Madison Fire Department; conducting outreach to employees' family members/significant others; expanding use of electronic communication for prevention-focused education; collaborating with other city agencies, insurance providers, and our external EAP provider to improve service delivery; improving utilization data and client follow-up through the use of industry specific software to be installed by the end of 2016; serving on the Community Trauma Response Team and identify the necessary resources for both small and large scale events that have the potential to impact city employees and community members.

##### Service Budget by Major

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Salaries	-	197,645	185,866	206,801	212,452
Benefits	-	67,899	61,956	60,108	60,926
Supplies	-	-	10,063	3,377	3,377
Purchased Services	-	71,600	131,486	66,060	66,060
Inter Depart Charges	-	-	-	499	499
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 337,144</b>	<b>\$ 389,371</b>	<b>\$ 336,845</b>	<b>\$ 343,314</b>

# Employee Assistance Program

Function: Administration

*Position Summary*

	2016			Request		2017	
	CG	FTEs	Amount	FTEs	Amount	FTEs	Amount
EAP PROG ADMIN	18	1.00	89,068	1.00	91,699	1.00	94,230
EMP ASST SPEC	18	1.00	59,423	1.00	64,185	1.00	65,957
PROG ASST	17	1.00	54,405	1.00	54,405	1.00	55,907
<b>TOTAL</b>		<b>3.00</b>	<b>\$ 202,896</b>	<b>3.00</b>	<b>\$ 210,290</b>	<b>3.00</b>	<b>\$ 216,094</b>

**Employee Assistance Program****Function: Administration***Line Item Detail***Supplies**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Office Supplies	-	-	-	877	877
Copy Printing Supplies	-	-	438	1,400	1,400
Furniture	-	-	-	200	200
Hardware Supplies	-	-	9,306	-	-
Postage	-	-	319	400	400
Books And Subscriptions	-	-	-	500	500
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,063</b>	<b>\$ 3,377</b>	<b>\$ 3,377</b>

**Purchased Services**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Telephone	-	-	-	235	235
Cellular Telephone	-	-	-	480	480
Facility Rental	-	31,600	8,391	7,459	7,459
Office Equipment Repair	-	-	-	400	400
System And Software Maintenanc	-	-	-	2,955	2,955
Mileage	-	-	-	2,000	2,000
Conferences And Training	-	-	267	5,000	5,000
Memberships	-	-	-	590	590
Consulting Services	-	-	-	45,816	45,816
Printing Services	-	-	-	900	900
Other Services And Expenses	-	40,000	122,828	-	-
Permits And Licenses	-	-	-	225	225
<b>Total</b>	<b>\$ -</b>	<b>\$ 71,600</b>	<b>\$ 131,486</b>	<b>\$ 66,060</b>	<b>\$ 66,060</b>

**Inter-Departmental Charges**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Insurance	-	-	-	499	499
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 499</b>	<b>\$ 499</b>





*Agency Overview***Agency Mission**

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The mission of the Engineering Division is to provide a variety of Public Works services to the city residents and customers of Madison in a fair and consistent manner that encourages public input.

**Agency Overview**

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The Engineering Division is responsible for: (1) the design, supervision, inspection, and construction of the City's transportation system infrastructure; (2) the construction, maintenance, repair, and energy efficient retrofits to City-owned facilities; and (3) the City surveying and mapping operations. In 2017 the agency will work to update the division's asset records with accurate locations to allow for efficient project planning. The Engineering Division is an active participant in the Neighborhood Resource Team program.

**2017 Budget Highlights**

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The 2017 Executive Budget includes funding for:

- The annualized cost of salaries and fringe benefits for two positions that were newly created in 2016 (\$179,818).
- Rental costs associated with the closure of the Madison Municipal Building (MMB) due to renovation efforts that will begin in 2017. The impact of the MMB project on the Engineering operating budget is an increase for rental charges of leased office space (\$291,354); projected savings from utilities costs are anticipated to be \$163,504.

## Engineering

Function: Public Works & Transportation

### Budget Overview

#### Budget by Service (All Funds)

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Engineering And Administration	3,217,093	2,136,884	2,776,520	2,950,891	3,032,049
Facilities Management	284,354	556,497	508,254	370,750	396,246
Facilities Operations & Mainte	(226,235)	607,597	(139,319)	493,115	537,039
Mapping And Records	283,004	361,490	410,080	385,202	392,208
<b>TOTAL</b>	<b>\$ 3,558,216</b>	<b>\$ 3,662,468</b>	<b>\$ 3,555,535</b>	<b>\$ 4,199,958</b>	<b>\$ 4,357,542</b>

#### Budget by Fund & Major

Fund: General	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(477,822)	(645,135)	(645,135)	(441,460)	(441,460)
Salaries	3,185,974	2,759,299	3,283,647	3,211,787	3,349,636
Benefits	1,111,080	1,722,323	1,226,634	1,408,268	1,428,003
Supplies	273,357	380,560	325,541	322,560	322,560
Purchased Services	619,418	641,997	561,425	820,544	820,544
Inter Depart Charges	364,794	347,837	347,837	411,633	411,633
Inter Depart Billing	(1,532,144)	(1,544,413)	(1,544,413)	(1,533,374)	(1,533,374)
Transfer Out	13,559	-	-	-	-
<b>TOTAL</b>	<b>\$ 3,558,216</b>	<b>\$ 3,662,468</b>	<b>\$ 3,555,535</b>	<b>\$ 4,199,958</b>	<b>\$ 4,357,542</b>

*Budget Overview*

## Change Table (General Fund)

<b>2016 Adopted</b>	<b>3,662,468</b>
<b>Adjustments with Service Impact</b>	
Annualize salaries and fringe for 2 positions created in 2016	179,818
<b>Adjustments with No Service Impact</b>	
Decrease in Salaries	(4,309)
Increase in Fringe	46,725
Increase in Inter Departmental Billings	42,660
Decrease in Inter Departmental Charges	11,039
2017 Pay Increase	136,733
Decrease in overtime costs	(128,491)
Savings from Utility and Capital staff time charges	(91,209)
Increase in leave payouts	45,000
Increase in Retirement Costs based on 2017 WRS rates	38,569
Adjustment to Health Insurance based on 2017 rates	73,181
Change in allocation of Worker's Compensation & Insurance costs	1,221
Change in allocation of Fleet charges	19,915
Increase in revenue from billable work completed by Facilities Maintenance	(56,430)
Decrease in capital project transfer revenue	272,735
Increase in miscellaneous revenue for private development reimbursements	(12,630)
Increased rental charges for staff space while MMB is offline	291,354
Reduction in utility costs during MMB renovation	(163,504)
Increase in landscaping contract costs	30,500
Decrease in work supplies to reflect shift in charges to capital projects	(37,803)
<b>2017 Executive Budget</b>	<b>4,357,542</b>

## Engineering

Function: Public Works & Transportation

### Service Overview

#### Service: Engineering and Administration

##### Service Description

This service is responsible for 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. In 2017 the service will conduct biennial bridge and pavement inspections to aid with effective project planning for improved safety of the City's transportation system.

##### Service Budget by Major

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(61,731)	(107,110)	(107,110)	(120,240)	(120,240)
Salaries	1,862,170	724,253	1,526,837	1,675,644	1,746,715
Benefits	663,196	816,713	644,729	548,422	558,509
Supplies	95,111	60,060	115,206	116,460	116,460
Purchased Services	359,641	324,081	277,970	403,850	403,850
Inter Depart Charges	316,084	318,887	318,887	357,695	357,695
Inter Depart Billing	(30,936)	-	-	(30,940)	(30,940)
Transfer Out	13,559	-	-	-	-
<b>TOTAL</b>	<b>\$ 3,217,093</b>	<b>\$ 2,136,884</b>	<b>\$ 2,776,520</b>	<b>\$ 2,950,891</b>	<b>\$ 3,032,049</b>

#### Service: Facilities Management

##### Service Description

This service is responsible for the design, project management, and construction supervision of remodeling and construction projects for City-owned facilities. The goal of this service is to implement projects that decrease energy use, conserve water, use renewable sources of energy, and provide high quality facilities. Initiatives planned for 2017 include the development of a retro-commissioning program which will aid in identifying energy saving opportunities for the City's facilities.

##### Service Budget by Major

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Salaries	194,849	351,244	329,518	235,787	258,065
Benefits	58,816	182,123	94,176	111,798	115,016
Supplies	16,170	8,100	60,492	9,050	9,050
Purchased Services	13,449	12,030	21,068	13,035	13,035
Inter Depart Charges	1,070	3,000	3,000	1,080	1,080
<b>TOTAL</b>	<b>\$ 284,354</b>	<b>\$ 556,497</b>	<b>\$ 508,254</b>	<b>\$ 370,750</b>	<b>\$ 396,246</b>

*Service Overview***Service: Facilities Operations & Maintenance (FOM)***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, 4 district police stations, the police training center, 13 fire stations, 7 Public Works facilities, the Madison Senior Center, 6 parking ramps, 3 leased facilities, and various storage buildings. The goal of this service is to improve the operational efficiency of the facilities by implementing energy savings components to the scheduled facility improvements. In 2017 initiatives planned for this service include evaluation of the facilities HVAC, plumbing, and electrical systems.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(416,091)	(538,025)	(538,025)	(321,220)	(321,220)
Salaries	941,382	1,435,198	1,162,410	1,066,689	1,105,070
Benefits	325,461	650,701	404,567	635,493	641,036
Supplies	162,076	308,200	149,777	192,050	192,050
Purchased Services	214,505	269,986	200,416	369,679	369,679
Inter Depart Charges	47,640	25,950	25,950	52,858	52,858
Inter Depart Billing	(1,501,208)	(1,544,413)	(1,544,413)	(1,502,434)	(1,502,434)
<b>TOTAL</b>	<b>\$ (226,235)</b>	<b>\$ 607,597</b>	<b>\$ (139,319)</b>	<b>\$ 493,115</b>	<b>\$ 537,039</b>

**Service: Mapping and Records***Service Description*

This service is responsible for the oversight of records pertaining to the general maintenance, acquisition, or disposal of City of Madison real estate. 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. In 2017 initiatives include conducting a private development records review to aid City stakeholders in resolving issues related to dividing lands; and the continued efforts for administering and tracking City street names and addresses.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Salaries	187,573	248,604	264,882	233,667	239,786
Benefits	63,608	72,786	83,161	112,555	113,442
Supplies	-	4,200	66	5,000	5,000
Purchased Services	31,823	35,900	61,971	33,980	33,980
<b>TOTAL</b>	<b>\$ 283,004</b>	<b>\$ 361,490</b>	<b>\$ 410,080</b>	<b>\$ 385,202</b>	<b>\$ 392,208</b>

# Engineering

Function: Public Works & Transportation

## Position Summary

	2016			2017			
	CG	FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCOUNTANT	18	1.00	68,587	1.60	109,321	1.60	112,339
ACCT CLERK	20	1.00	41,096	-	-	-	-
ADMIN CLERK	17	-	-	1.00	45,952	1.00	47,220
ADMIN ASST	20	1.00	48,851	1.00	50,488	1.00	51,882
ARCHITECT	18	5.00	424,350	5.00	430,362	5.00	442,240
ASST CITY ENGINEER	18	1.00	118,712	1.00	122,221	1.00	125,595
CCTV INSPEC TECH	15	3.00	166,977	3.00	172,757	3.00	177,525
CIVIL TECH	16	1.00	54,750	1.00	61,533	1.00	63,232
COMP MAP/GIS COORD	18	1.00	89,154	1.00	92,444	1.00	94,995
CONSTRUCT INSP	15	13.00	820,306	13.00	835,834	13.00	858,903
CONSTRUCTION MGR	18	1.00	72,092	2.00	143,015	2.00	146,962
CUSTODIAL SERV COORD	16	1.00	47,695	1.00	49,294	1.00	50,654
CUSTODIAL WKR	16	13.50	630,419	12.50	623,948	12.50	641,169
ELECTRICIAN	71	2.00	125,445	2.00	134,117	2.00	137,819
ELECTRICIAN FOREPERS	71	1.00	65,482	1.00	69,775	1.00	71,701
ENGINEER	18	16.00	1,271,044	17.00	1,336,509	17.00	1,373,396
ENGINEERING FINANCIAL MANA	18	1.00	89,355	1.00	101,475	1.00	104,276
ENGR CITY	21	1.00	143,090	1.00	145,643	1.00	149,663
ENGR FIELD AIDE	15	2.00	107,915	2.00	99,797	2.00	102,551
ENGR OPER MGR	18	1.00	107,146	1.00	110,312	1.00	113,357
ENGR PROG SPEC	16	3.00	203,699	3.00	219,643	3.00	225,705
FAC/SUS MGR	18	1.00	108,694	1.00	112,593	1.00	115,700
HYDROGEOLOGIST	18	0.60	28,372	0.60	29,211	0.60	30,017
IT SPEC	18	1.00	69,600	1.00	73,807	1.00	75,844
LANDSCAPE ARCHITECT	18	1.00	52,381	1.00	58,896	1.00	60,522
MAINT MECH	15	1.00	60,994	1.00	63,174	1.00	64,917
MAINT MECH	16	3.00	188,814	4.00	250,106	4.00	257,009
PLUMBER	71	1.00	66,733	1.00	68,705	1.00	70,602
PRINCIPAL ENGR	18	5.00	527,468	5.00	548,171	5.00	563,300
PROG ASST	17	1.00	54,366	-	-	-	-
PROG ASST	20	4.00	215,824	4.00	217,699	4.00	223,708
PUB WKS GEN FORE	18	1.00	74,513	1.00	75,571	1.00	77,657
PW DEVL MANAGER	18	1.00	64,447	1.00	83,504	1.00	85,809
S/D MAINT TECH	15	4.00	206,107	2.00	117,864	2.00	121,117
SEWER REPAIR LDWKR	15	-	-	1.00	65,976	1.00	67,797
SIDEWALK PROG SUPERV	18	1.00	75,445	1.00	76,506	1.00	78,617
SSMO	15	10.00	488,221	7.00	356,011	7.00	365,837
SSMW	15	2.00	83,470	5.00	215,917	5.00	221,877
SURVEYOR	18	3.00	216,054	3.00	223,327	3.00	229,491
WATER RES SPEC	18	1.00	69,600	1.00	71,657	1.00	73,635
<b>TOTAL</b>		<b>111.10</b>	<b>\$ 7,347,269</b>	<b>111.70</b>	<b>\$ 7,663,136</b>	<b>111.70</b>	<b>\$ 7,874,639</b>

# Engineering

# Function: Public Works & Transportation

## Line Item Detail

### Supplies

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Purchasing Card Unallocated	-	-	50,000	-	-
Office Supplies	7,907	6,880	4,811	8,910	8,910
Copy Printing Supplies	8,171	3,620	7,214	8,200	8,200
Furniture	2,130	1,200	269	2,250	2,250
Hardware Supplies	14,936	12,000	44,426	15,000	15,000
Software Licenses & Supplies	22,436	6,500	27,771	5,000	5,000
Postage	13,044	10,500	12,156	13,000	13,000
Books And Subscriptions	1,323	3,000	1,685	1,500	1,500
Work Supplies	45,442	148,000	30,542	52,100	52,100
Janitorial Supplies	27,214	29,200	16,243	25,000	25,000
Safety Supplies	5,054	5,000	9,869	5,000	5,000
Snow Removal Supplies	1,037	-	-	-	-
Uniform Clothing Supplies	527	2,600	281	2,600	2,600
Food And Beverage	100	-	158	-	-
Building Supplies	11,487	12,500	22,049	21,600	21,600
Electrical Supplies	22,411	20,000	25,067	24,600	24,600
HVAC Supplies	30,752	20,000	33,204	33,740	33,740
Plumbing Supplies	11,902	10,000	10,700	13,060	13,060
Landscaping Supplies	11,634	15,000	7,792	16,000	16,000
Trees Shrubs Plants	148	8,500	130	8,000	8,000
Machinery And Equipment	19,575	11,060	869	11,700	11,700
Equipment Supplies	16,129	55,000	20,306	55,300	55,300
<b>Total</b>	<b>\$ 273,357</b>	<b>\$ 380,560</b>	<b>\$ 325,541</b>	<b>\$ 322,560</b>	<b>\$ 322,560</b>

# Engineering

## Function: Public Works & Transportation

### Line Item Detail

#### Purchased Services

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Natural Gas	35,610	49,240	40,831	17,000	17,000
Electricity	119,278	127,125	106,102	12,190	12,190
Water	10,929	25,265	1,197	12,130	12,130
Sewer	1,355	3,354	1,079	160	160
Stormwater	16,702	20,515	14,895	19,000	19,000
Telephone	4,888	4,760	6,315	5,243	5,243
Cellular Telephone	8,233	8,593	3,509	8,584	8,584
Building Improv Repair Maint	18,226	20,000	17,822	20,000	20,000
Waste Disposal	1,185	-	-	-	-
Pest Control	6,291	5,475	-	3,775	3,775
Elevator Repair	4,808	4,800	9,733	4,800	4,800
Facility Rental	70	100	-	291,454	291,454
Custodial Building Use Charges	37,271	36,140	36,140	37,494	37,494
Process Fees Recyclables	1,683	500	-	300	300
Grounds Improv Repair Maint	6,451	3,500	4,882	6,500	6,500
Landscaping	118,879	120,000	139,491	150,500	150,500
Office Equipment Repair	143	200	-	200	200
Equip Improv Repair Maint	4,945	12,600	390	5,000	5,000
System And Software Maintenanc	36,093	35,700	80,419	44,090	44,090
Vehicle Repair And Maintenance	8,495	500	3,415	8,500	8,500
Lease Rental Of Equipment	4,267	3,350	7,148	3,350	3,350
Street Improv Repair Maint	(5,498)	-	1,054	-	-
Bridge Improv Repair Maint	248	-	-	-	-
Sidewalk Improv Repair Maint	21	-	-	-	-
Traffic Signal Improv Repair	37	-	-	-	-
St Light Improv Repair Maint	24	-	-	-	-
Bike Path Improv Repair Maint	51	-	-	-	-
Plant In Service Improv Repair	(93)	-	-	-	-
Recruitment	417	500	3,956	500	500
Mileage	18,069	10,800	7,556	18,000	18,000
Conferences And Training	9,446	18,000	11,011	10,000	10,000
Memberships	11,343	10,930	8,282	10,904	10,904
Medical Services	841	600	-	600	600
Work Study Services	7,767	-	-	-	-
Delivery Freight Charges	714	650	305	750	750
Storage Services	948	970	743	970	970
Consulting Services	56,976	36,040	2,552	55,540	55,540
Advertising Services	2,700	4,620	1,229	2,700	2,700
Inspection Services	7,334	5,000	6,235	7,500	7,500
Security Services	1,727	730	508	320	320
Other Services And Expenses	53,315	67,500	33,501	55,000	55,000
Taxes And Special Assessments	5,557	-	9,455	6,000	6,000
Permits And Licenses	1,674	3,940	1,668	1,490	1,490
<b>Total</b>	<b>\$ 619,418</b>	<b>\$ 641,997</b>	<b>\$ 561,425</b>	<b>\$ 820,544</b>	<b>\$ 820,544</b>



# Engineering

# Function: Public Works & Transportation

## Line Item Detail

### Inter-Departmental Charges

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Engineering	9,837	9,837	9,837	13,080	13,080
ID Charge From Fleet Services	33,802	26,543	26,543	46,458	46,458
ID Charge From Landfill	6,970	7,510	7,510	7,000	7,000
ID Charge From Traffic Enginee	6,485	5,510	5,510	7,437	7,437
ID Charge From Insurance	29,453	54,109	54,109	38,999	38,999
ID Charge From Workers Comp	136,006	140,328	140,328	156,659	156,659
ID Charge From Sewer	70,688	64,500	64,500	70,000	70,000
ID Charge From Stormwater	71,553	39,500	39,500	72,000	72,000
<b>Total</b>	<b>\$ 364,794</b>	<b>\$ 347,837</b>	<b>\$ 347,837</b>	<b>\$ 411,633</b>	<b>\$ 411,633</b>

### Inter-Departmental Billings

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Billing To Finance	(7,072)	-	-	-	-
ID Billing To Human Resources	(32,867)	-	-	(33,767)	(33,767)
ID Billing To Information Tec	(37,769)	-	-	(969)	(969)
ID Billing To Fire	(249,692)	-	-	(278,163)	(278,163)
ID Billing To Police	(531,289)	-	-	(536,303)	(536,303)
ID Billing To Public Health M	(13,130)	-	-	(13,130)	(13,130)
ID Billing To Engineering	(9,837)	(1,501,323)	(1,501,323)	(13,080)	(13,080)
ID Billing To Fleet Services	(27,065)	-	-	(27,065)	(27,065)
ID Billing To Landfill	(12,467)	-	-	(12,468)	(12,468)
ID Billing To Streets	(52,682)	-	-	(55,152)	(55,152)
ID Billing To Traffic Enginee	(54,539)	-	-	(54,539)	(54,539)
ID Billing To Library	(3,537)	-	-	(3,537)	(3,537)
ID Billing To Parks	(14,111)	-	-	(14,111)	(14,111)
ID Billing To Building Inspec	(62,598)	-	-	(62,598)	(62,598)
ID Billing To Com Dev Blk Gnt	(41,703)	-	-	(41,703)	(41,703)
ID Billing To Community Devel	(38,090)	(43,090)	(43,090)	(38,090)	(38,090)
ID Billing To Economic Develo	(54,539)	-	-	(59,539)	(59,539)
ID Billing To Office Of Dir Pl	(16,245)	-	-	(16,245)	(16,245)
ID Billing To Planning	(79,364)	-	-	(79,364)	(79,364)
ID Billing To Parking	(37,269)	-	-	(37,269)	(37,269)
ID Billing To Sewer	(64,164)	-	-	(64,167)	(64,167)
ID Billing To Stormwater	(40,906)	-	-	(40,906)	(40,906)
ID Billing To CDA	(51,209)	-	-	(51,209)	(51,209)
<b>Total</b>	<b>\$ (1,532,144)</b>	<b>\$ (1,544,413)</b>	<b>\$ (1,544,413)</b>	<b>\$ (1,533,374)</b>	<b>\$ (1,533,374)</b>

### Revenue

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Sale Of Recyclables	(2,669)	(1,500)	(1,500)	(1,000)	(1,000)
Facility Rental	(125,585)	(113,790)	(113,790)	-	-
Reimbursement Of Expense	(287,226)	(150,000)	(150,000)	(320,220)	(320,220)
Contributions And Donations	(2,326)	-	-	-	-
Miscellaneous Revenue	(51,243)	(107,110)	(107,110)	(120,240)	(120,240)
Transfer In From Capital Proje	-	(272,735)	(272,735)	-	-
Transfer In From Insurance	(8,773)	-	-	-	-
<b>Total</b>	<b>\$ (477,822)</b>	<b>\$ (645,135)</b>	<b>\$ (645,135)</b>	<b>\$ (441,460)</b>	<b>\$ (441,460)</b>



*Agency Overview***Agency Mission**

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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**

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

**2017 Budget Highlights**

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The 2017 Executive Budget includes funding for:

- Implementation efforts surrounding a strategic management framework for the City towards improving outcomes, using data towards deploying strategies and measuring progress, and seeking greater equity through continuous improvement and inter-disciplinary efforts. This funding builds on the outside support provided by the What Works Cities Initiative funded by Bloomberg Philanthropies (\$75,000).
- A third-party consultant to review the City's existing employee insurance programs to identify areas of efficiency, modernization, and savings to both the City and its employees (\$50,000).

# Finance

Function: Administration

## Budget Overview

### Budget by Service (All Funds)

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Accounting	2,186,033	2,276,449	2,187,143	2,296,089	2,338,332
Administrative Support	560,417	548,817	575,917	605,303	619,117
Budget & Prgm Eval	604,483	639,612	625,355	549,168	687,449
Risk Management	63,943	124,653	81,287	79,382	81,443
<b>TOTAL</b>	<b>\$ 3,414,876</b>	<b>\$ 3,589,531</b>	<b>\$ 3,469,702</b>	<b>\$ 3,529,942</b>	<b>\$ 3,726,341</b>

### Budget by Fund & Major

Fund: General	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(16,241)	(15,000)	(7,500)	(15,000)	(15,000)
Salaries	2,020,262	2,262,490	2,120,406	2,193,817	2,256,362
Benefits	803,152	691,524	709,199	712,045	720,899
Supplies	36,518	35,200	52,149	32,250	32,250
Purchased Services	558,985	581,613	564,690	584,308	709,308
Inter Depart Charges	12,200	33,704	30,757	22,522	22,522
<b>TOTAL</b>	<b>\$ 3,414,876</b>	<b>\$ 3,589,531</b>	<b>\$ 3,469,702</b>	<b>\$ 3,529,942</b>	<b>\$ 3,726,341</b>

### Change Table (General Fund)

<b>2016 Adopted</b>	<b>3,589,531</b>
<b>Adjustments with Service Impact</b>	
Funding to support Strategic Management Implementation	75,000
Funding for Benefits Consultant	50,000
<b>Adjustments with No Service Impact</b>	
Decrease in Salaries	(18,671)
Increase in Fringe	5,656
2017 Pay Increase	62,543
Increase in Retirement Costs based on 2017 WRS rates	7,594
Adjustment to Health Insurance based on 2017 rates	15,870
Change in allocation of Worker's Compensation & Insurance costs	9,185
Change in allocation of Fleet charges	(20,367)
Decrease in one-time funding for double-filled positions in 2016	(50,000)
<b>2017 Executive Budget</b>	<b>3,726,341</b>

*Service Overview***Service: Accounting***Service Description*

This service is responsible for overseeing and processing all financial transactions within the City of Madison. Specific functions performed by the service include procuring goods for City departments, processing the biweekly payroll, and preparing the Comprehensive Annual Financial Report. The goal of the service is to provide high quality service to City departments while ensuring financial activity is compliant with Generally Accepted Account Principles. In 2017 the service will begin work on implementing the next phase of the City's Enterprise Wide Financial System and launch an online platform for vendors doing business with the City.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(15,239)	(15,000)	(7,500)	(15,000)	(15,000)
Salaries	1,182,623	1,287,570	1,184,298	1,291,190	1,328,167
Benefits	486,545	412,487	444,838	438,186	443,452
Supplies	13,119	22,199	18,189	21,739	21,739
Purchased Services	506,785	535,489	516,561	537,452	537,452
Inter Depart Charges	12,200	33,704	30,757	22,522	22,522
<b>TOTAL</b>	<b>\$ 2,186,033</b>	<b>\$ 2,276,449</b>	<b>\$ 2,187,143</b>	<b>\$ 2,296,089</b>	<b>\$ 2,338,332</b>

**Service: Administrative Support***Service Description*

This service provides administrative support to City agencies through Document Services and the Administrative Support Team. The goal of the service is to provide assistance to agencies for ad-hoc projects through deploying additional staffing resources when necessary and assisting in document preparation. In 2017 the service will partner with various City agencies to participate in process improvement efforts.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(1,002)	-	-	-	-
Salaries	378,990	390,763	392,126	434,929	447,012
Benefits	143,077	140,838	138,163	156,158	157,889
Supplies	17,105	1,971	26,646	2,141	2,141
Purchased Services	22,246	15,245	18,981	12,075	12,075
<b>TOTAL</b>	<b>\$ 560,417</b>	<b>\$ 548,817</b>	<b>\$ 575,917</b>	<b>\$ 605,303</b>	<b>\$ 619,117</b>

*Service Overview*

**Service: Budget & Program Evaluation**

*Service Description*

This service is responsible for preparing and monitoring the City’s operating and capital budgets. The service also evaluates City programs by performing audits of City operations and analyzing various data sources. The goal of the service is to provide high quality analysis regarding the City’s budget and operations and share this information in a transparent and meaningful manner with both internal and external stakeholders. In 2017 the service will continue to assist in planning efforts surrounding the implementation of strategic management; specifically as it pertains to connecting citywide goals with the budget process.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Salaries	416,855	501,812	486,378	425,877	437,559
Benefits	158,833	110,218	110,388	94,935	96,534
Supplies	5,655	5,955	6,783	4,935	4,935
Purchased Services	23,141	21,627	21,806	23,421	148,421
<b>TOTAL</b>	<b>\$ 604,483</b>	<b>\$ 639,612</b>	<b>\$ 625,355</b>	<b>\$ 549,168</b>	<b>\$ 687,449</b>

**Service: Risk Management**

*Service Description*

This service is responsible for administering Madison’s Worker Compensation and Insurance programs. The goal of this service is to partner with City agencies to promote accident prevention, safety training, and ensure regulatory compliance. In 2017 the service will partner with the Police and Fire Departments to provide community trainings for Active Shooter situations as well as assisting with the citywide emergency management program.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Salaries	41,794	82,345	57,604	41,821	43,624
Benefits	14,697	27,981	15,810	22,766	23,024
Supplies	639	5,075	530	3,435	3,435
Purchased Services	6,813	9,252	7,343	11,360	11,360
<b>TOTAL</b>	<b>\$ 63,943</b>	<b>\$ 124,653</b>	<b>\$ 81,287</b>	<b>\$ 79,382</b>	<b>\$ 81,443</b>

**Finance**

**Function: Administration**

*Position Summary*

	CG	2016 Budget		2017 Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCOUNTANT	18	11.00	764,524	10.00	698,362	10.00	717,637
ACCT CLERK	20	4.00	203,400	4.00	209,698	4.00	215,485
ACCT SERVICES MGR	18	1.00	114,474	1.00	118,125	1.00	121,385
ACCT TECH	20	4.75	276,776	4.75	286,487	4.75	294,394
ADMIN ANAL	18	3.00	251,080	3.00	238,052	3.00	244,622
ADMIN CLERK	20	1.00	49,133	-	-	-	-
ADMIN SUPPORT CLK	20	4.00	201,329	4.00	208,864	4.00	214,629
BUDGET/PROG EVAL MGR	18	1.00	105,985	1.00	109,126	1.00	112,138
BUYER	16	1.00	59,553	1.00	59,935	1.00	61,589
COMP OFF ADMIN SERVS SUPV	18	1.00	71,306	1.00	73,414	1.00	75,440
DOC SERVS LDWKR	17	1.00	59,250	1.00	61,001	1.00	62,685
DOC SERVS SPEC	17	2.00	107,062	2.00	110,680	2.00	113,735
FINANCE DIR	21	1.00	151,331	1.00	154,026	1.00	158,277
GRANT WRITER	18	1.00	71,368	1.00	73,814	1.00	75,851
PRINCIPAL ACCOUNTANT	18	2.00	198,949	3.00	305,827	3.00	314,268
PROG ASST	20	1.00	43,599	2.00	100,540	2.00	103,315
RISK MANAGER	18	1.00	100,400	1.00	103,363	1.00	106,216
SAFETY COORDINATOR	18	1.00	74,514	1.00	76,715	1.00	78,832
<b>TOTAL</b>		<b>41.75</b>	<b>\$ 2,904,032</b>	<b>41.75</b>	<b>\$ 2,988,029</b>	<b>41.75</b>	<b>\$ 3,070,498</b>

## Finance

## Function: Administration

### Line Item Detail

#### Supplies

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Purchasing Card Unallocated	-	-	11,889	-	-
Office Supplies	5,816	6,000	3,201	6,000	6,000
Copy Printing Supplies	10,212	9,500	7,589	9,500	9,500
Furniture	2,967	2,200	230	1,600	1,600
Hardware Supplies	3,614	2,350	6,319	2,000	2,000
Software Licenses & Supplies	1,702	150	-	150	150
Postage	8,186	11,000	11,978	9,000	9,000
Books And Subscriptions	2,133	2,500	2,775	2,500	2,500
Work Supplies	1,889	1,400	8,169	1,400	1,400
Safety Supplies	-	100	-	100	100
<b>Total</b>	<b>\$ 36,518</b>	<b>\$ 35,200</b>	<b>\$ 52,149</b>	<b>\$ 32,250</b>	<b>\$ 32,250</b>

#### Purchased Services

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Telephone	4,369	5,700	6,942	5,500	5,500
Custodial Building Use Charges	76,036	73,013	73,013	73,013	73,013
Communication Device Rpr Main	504	3,700	6,653	3,700	3,700
Recruitment	3,174	1,500	2,334	1,500	1,500
Mileage	218	100	1,974	300	300
Conferences And Training	19,085	22,200	3,836	22,200	22,200
Memberships	5,362	5,000	2,538	5,000	5,000
Financial Actuary Services	-	12,500	11,000	12,500	12,500
Audit Services	88,500	91,500	91,500	94,245	94,245
Bank Services	-	100	30	100	100
Collection Services	57,839	60,000	58,022	60,000	60,000
Delivery Freight Charges	104	500	756	500	500
Storage Services	7,145	3,800	3,207	3,800	3,800
Management Services	295,546	300,000	300,000	300,000	300,000
Advertising Services	-	200	-	200	200
Printing Services	-	1,200	-	1,200	1,200
Interpreters Signing Services	-	50	-	-	-
Other Services And Expenses	1,102	-	2,235	-	125,000
Circuit Court Fee	-	50	-	50	50
Other Insurance	-	-	40	-	-
Permits And Licenses	-	500	610	500	500
<b>Total</b>	<b>\$ 558,985</b>	<b>\$ 581,613</b>	<b>\$ 564,690</b>	<b>\$ 584,308</b>	<b>\$ 709,308</b>

#### Inter-Departmental Charges

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Engineering	7,072	7,072	4,125	7,072	7,072
ID Charge From Fleet Services	-	20,367	20,367	-	-
ID Charge From Insurance	2,755	3,968	3,968	12,900	12,900
ID Charge From Workers Comp	2,373	2,297	2,297	2,550	2,550
<b>Total</b>	<b>\$ 12,200</b>	<b>\$ 33,704</b>	<b>\$ 30,757</b>	<b>\$ 22,522</b>	<b>\$ 22,522</b>

#### Revenue

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Other Unit Of Gov Revenues Op	(1,002)	-	-	-	-
Miscellaneous Revenue	(15,241)	(15,000)	(7,500)	(15,000)	(15,000)
Sale Of Assets	2	-	-	-	-
<b>Total</b>	<b>\$ (16,241)</b>	<b>\$ (15,000)</b>	<b>\$ (7,500)</b>	<b>\$ (15,000)</b>	<b>\$ (15,000)</b>



*Agency Overview***Agency Mission**

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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, the Department provides high-quality services accessible to all members of the community. Cross-training of fire suppression personnel allows the Department to provide premier pre-hospital emergency medical care, extrication, hazardous material release management and water rescue services.

**Agency Overview**

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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 goals of the Department include addressing concerns related to opiate usage and frequent users of emergency services, enhancing Tactical Emergency Medical Service (TEMS), and achieving efficiencies in the areas of staffing, learning management and medical supply inventory. The Fire Department is an active participant in the Neighborhood Resource Team program.

**2017 Budget Highlights**

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The 2017 Executive Budget includes funding for:

- Leave payouts and premium pay (\$644,900).
- Removal of one time funding for the Firefighter application process (\$108,431).
- The 2017 Firefighter recruit class for 13 recruits (\$323,100).
- Recently negotiated contracts between the City and the International Association of Firefighters Local 311 and the Association of Madison Fire Supervisors. The contract calls for a 1% increase in December of 2016 and a 2% in July of 2017 (\$559,470).

The Executive Budget includes \$272,307 in anticipated grant revenue and expenditures. Specific grants reflected in the recommended budget include:

- Dane County & State of Wisconsin Emergency Management Division HAZMAT Team that provides specialized response to incidents involving hazardous materials. These activities are funded through the Restricted Fund (\$127,100).
- The Community Paramedicine program focusing on educating frequent users of emergency medical services to reduce the number of emergency room visits through proactive care. 2017 is the second year of this program (\$63,130).
- The Metropolitan Medical Response Service program coordinating medical response services from city, county and state agencies in the event of a significant incident affecting the Madison metropolitan area through funding provided by the state (\$30,000).

# Fire Department

Function: Public Safety & Health

## Budget Overview

### Budget by Service (All Funds)

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Fire Operations	46,894,649	47,351,338	47,990,599	48,083,137	48,681,013
Fire Prevention	1,365,227	1,355,052	1,447,396	1,312,102	1,363,449
<b>TOTAL</b>	<b>\$ 48,259,876</b>	<b>\$ 48,706,390</b>	<b>\$ 49,437,995</b>	<b>\$ 49,395,239</b>	<b>\$ 50,044,462</b>

### Budget by Fund & Major

Fund: General					
	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(1,477,703)	(1,476,786)	(1,407,761)	(1,488,814)	(1,488,814)
Salaries	31,932,146	32,275,391	32,278,380	32,729,191	33,343,040
Benefits	12,353,475	11,746,077	12,510,496	11,544,481	11,654,958
Supplies	1,032,368	1,016,679	1,152,104	1,007,794	1,007,794
Purchased Services	972,438	1,648,702	1,408,448	1,539,971	1,539,971
Inter Depart Charges	3,447,152	3,497,828	3,497,828	4,064,116	3,989,013
Inter Depart Billing	-	(1,500)	(1,500)	(1,500)	(1,500)
<b>TOTAL</b>	<b>\$ 48,259,875</b>	<b>\$ 48,706,390</b>	<b>\$ 49,437,995</b>	<b>\$ 49,395,239</b>	<b>\$ 50,044,462</b>

Fund: Other Grants					
	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(927,891)	(93,129)	(93,129)	(139,788)	(139,788)
Salaries	2,049	50,385	50,385	59,208	59,208
Benefits	859	7,742	7,742	8,060	8,060
Supplies	-	8,638	8,638	20,000	20,000
Purchased Services	68,236	26,364	26,364	52,520	52,520
Transfer Out	856,748	-	-	-	-
<b>TOTAL</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Fund: Other Restricted					
	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(348,283)	(127,098)	(127,098)	(160,086)	(160,086)
Salaries	134,683	20,000	20,000	70,799	70,799
Benefits	50,230	64,966	64,966	23,220	23,220
Purchased Services	47,377	24,210	24,210	38,500	38,500
Debt Other Financing	90,833	-	-	-	-
<b>TOTAL</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

*Budget Overview*

Change Table (General Fund)

<b>2016 Adopted</b>	<b>48,706,390</b>
<b>Adjustments with No Service Impact</b>	
Increase in Revenue	(12,028)
Decrease in Salaries	(129,005)
Decrease in Fringe	(46,640)
Decrease in Supplies	(8,885)
Decrease in Purchased Services	(300)
2017 Pay Increase	614,348
Increase in Retirement Costs based on 2017 WRS rates	449,424
Adjustment to Health Insurance based on 2017 rates	(263,831)
Change in allocation of Worker's Compensation & Insurance costs	85,460
Change in allocation of Fleet charges	405,725
Increase funding in leave payouts and Premium Pay	644,921
Decrease in overtime	(62,615)
Decrease in Retiree Health Insurance to reflect actual trends	(230,072)
Decrease for the removal of one time funding for the Firefighter application process	(108,431)
<b>2017 Executive Budget</b>	<b>50,044,462</b>

**Fire Department****Function: Public Safety & Health***Service Overview***Service: Fire Operations***Service Description*

This service is responsible for emergency responses to: (1) fires, (2) emergency medical care, (3) lake rescue, (4) hazardous materials, and other disaster responses. Specific non-emergency functions include: (1) semi-annual inspections, (2) fire safety education, and (3) participating in community events. The goals of this service are enhancing responses to areas currently under served by the Department, enhancing the response capabilities of the Fire Department's Tactical Emergency Medical Service (TEMS), and reducing frequent users of emergency medical services. The major initiatives planned for this service include collaborating with Public Health and Dane County EMS to improve data exchange to identify and address problems within Madison and Dane County, implementing staffing software that will provide efficiencies for emergency call back and routine scheduling, implementing a learning management platform to assist with training needs, and implementing a perpetual inventory software to help with ordering and tracking of EMS medical supplies.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(1,579,868)	(549,988)	(550,121)	(635,343)	(475,257)
Salaries	30,327,285	30,565,969	30,576,509	31,100,466	31,598,888
Benefits	11,762,502	11,245,144	11,943,874	11,008,336	11,088,874
Supplies	1,005,867	985,023	1,120,448	1,006,461	978,894
Purchased Services	984,129	1,608,863	1,403,560	1,540,601	1,502,101
Debt Other Financing	90,833	-	-	-	-
Inter Depart Charges	3,447,152	3,497,828	3,497,828	4,064,116	3,989,013
Inter Depart Billing	-	(1,500)	(1,500)	(1,500)	(1,500)
Transfer Out	856,748	-	-	-	-
<b>TOTAL</b>	<b>\$ 46,894,649</b>	<b>\$ 47,351,338</b>	<b>\$ 47,990,599</b>	<b>\$ 48,083,137</b>	<b>\$ 48,681,013</b>

**Service: Fire Prevention***Service Description*

This service provides fire safety education, fire inspection, fire protection engineering, public information, elevator inspection, and fire/arson investigation services. The goal of this service is to meet state inspection mandates, community expectations for safety education, and revenue projections. The major initiatives planned for this service include improved citizen access to information and data relative to the property they own, live in or frequent and the realignment of inspection staff assignments to meet increasing demand for construction and development technical support.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(1,174,009)	(1,147,025)	(1,077,867)	(1,153,345)	(1,153,345)
Salaries	1,741,593	1,779,807	1,772,256	1,758,732	1,803,360
Benefits	642,061	573,641	639,330	567,425	574,144
Supplies	51,662	58,216	58,216	48,900	48,900
Purchased Services	103,921	90,413	55,462	90,390	90,390
<b>TOTAL</b>	<b>\$ 1,365,227</b>	<b>\$ 1,355,052</b>	<b>\$ 1,447,396</b>	<b>\$ 1,312,102</b>	<b>\$ 1,363,449</b>

**Fire Department**

Function: Public Safety & Health

*Position Summary*

Civilian Positions	2016			2017			
		Budget		Request		Executive	
	CG	FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCT TECH	20	1.00	51,160	1.00	50,488	1.00	51,882
ADMIN ASST	17	1.00	57,422	1.00	60,291	1.00	61,955
ADMIN CLERK	17 & 20	4.00	209,661	4.00	217,516	4.00	223,520
CLERK	20	1.00	35,791	1.00	38,751	1.00	39,821
COMM PARA	16	1.00	58,965	1.00	58,965	1.00	60,593
ELEVATOR CODE ENFC OFF	16	3.00	210,554	3.00	208,107	3.00	213,851
FIRE ADM SERV MGR	18	1.00	93,749	1.00	76,013	1.00	78,111
FIRE CODE ENFORCE	16	9.00	661,890	9.00	642,247	9.00	659,973
FIRE ED/ENFC OFF	16	2.00	135,482	2.00	143,661	2.00	147,626
FIRE MARSHAL	18	1.00	112,977	1.00	116,763	1.00	119,986
FIRE PROTECTION ENGR	18	1.00	91,727	1.00	95,011	1.00	97,633
FIRE PUB INFO SPEC	18	1.00	63,752	1.00	68,848	1.00	70,748
IT SPEC	18	1.00	77,748	1.00	81,140	1.00	83,380
<b>TOTAL</b>		<b>27.00</b>	<b>\$ 1,860,879</b>	<b>27.00</b>	<b>\$ 1,857,803</b>	<b>27.00</b>	<b>\$ 1,909,078</b>

*Sworn Positions*

	CG	FTEs	Amount	FTEs	Amount	FTEs	Amount
ASST FIRE CHIEF	14	4.00	509,138	4.00	519,372	4.00	529,604
DIVISION FIRE CHIEF	14	6.00	707,469	6.00	659,731	6.00	672,728
FIRE APPARATUS ENGR	13	62.00	4,749,055	62.00	4,656,491	62.00	4,748,223
FIRE APPARATUS ENGR	13	3.00	239,200	3.00	239,022	3.00	243,730
FIRE CAPT	13	6.00	547,852	6.00	561,143	6.00	572,198
FIRE CHIEF	21	1.00	143,579	1.00	146,704	1.00	150,753
FIRE LIEUTENANT	13	66.00	4,961,714	66.00	5,687,099	66.00	5,799,135
FIREFIGHTER	13	134.00	8,982,240	134.00	9,049,812	134.00	9,228,093
FIREFIGHTER PARAMEDIC	13	84.00	6,838,769	84.00	6,594,129	84.00	6,724,033
<b>TOTAL</b>		<b>366.00</b>	<b>\$ 27,679,016</b>	<b>366.00</b>	<b>\$ 28,113,503</b>	<b>366.00</b>	<b>\$ 28,668,498</b>

**TOTAL AUTHORIZED FTEs** **393.00** **393.00** **393.00**

# Fire Department

# Function: Public Safety & Health

## Line Item Detail

### Supplies

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Office Supplies	1,860	15,000	15,000	12,500	12,500
Copy Printing Supplies	16,792	12,000	12,000	12,000	12,000
Furniture	1,564	22,000	22,000	22,000	22,000
Hardware Supplies	8,331	14,500	14,500	13,000	13,000
Software Licenses & Supplies	3,503	13,338	13,338	29,700	29,700
Postage	9,529	11,500	11,500	11,500	11,500
Books And Subscriptions	16,057	13,500	13,500	13,500	13,500
Work Supplies	106,979	173,286	173,286	149,689	149,689
Medical Supplies	283,578	235,500	370,925	250,500	250,500
Safety Supplies	243,137	191,800	191,800	202,182	202,182
Uniform Clothing Supplies	213,458	205,000	205,000	210,811	210,811
Food And Beverage	7,833	12,320	12,320	12,320	12,320
Machinery And Equipment	123	10,000	10,000	10,000	10,000
Equipment Supplies	144,785	113,495	113,495	105,659	105,659
<b>Total</b>	<b>\$ 1,057,528</b>	<b>\$ 1,043,239</b>	<b>\$ 1,178,664</b>	<b>\$ 1,055,361</b>	<b>\$ 1,055,361</b>

### Purchased Services

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Natural Gas	53,818	153,700	75,807	153,700	153,700
Electricity	148,061	180,000	145,468	180,000	180,000
Water	39,927	71,896	38,111	71,896	71,896
Telephone	21,003	45,000	30,110	45,000	45,000
Cellular Telephone	40,481	49,471	47,663	46,327	46,327
Building Improv Repair Maint	68,028	197,032	202,987	197,032	197,032
Facility Rental	66,175	67,700	82,000	67,700	67,700
Communication Device Rpr Main	40,089	65,000	65,000	65,000	65,000
Equip Improv Repair Maint	51,414	44,000	88,107	36,500	36,500
System And Software Maintenanc	74,875	60,000	60,000	105,000	105,000
Lease Rental Of Equipment	10,430	13,000	12,604	13,000	13,000
Recruitment	1,120	-	150	-	-
Mileage	37,086	55,000	32,082	55,000	55,000
Conferences And Training	28,408	25,636	25,636	31,136	31,136
In Service Training	53,281	186,618	106,618	161,618	161,618
Memberships	7,929	6,520	5,639	6,810	6,810
Uniform Laundry	55,073	72,000	55,000	72,000	72,000
Medical Services	50,611	85,000	27,000	110,000	110,000
Storage Services	1,297	1,500	1,148	1,500	1,500
Consulting Services	205,408	169,250	187,653	169,250	169,250
Advertising Services	1,990	2,602	2,062	2,602	2,602
Parking Towing Services	6,600	5,000	5,000	5,000	5,000
Other Services And Expenses	22,731	142,851	162,678	34,420	34,420
Community Agency Contracts	1,726	-	-	-	-
Permits And Licenses	490	500	500	500	500
<b>Total</b>	<b>\$ 1,088,050</b>	<b>\$ 1,699,276</b>	<b>\$ 1,459,022</b>	<b>\$ 1,630,991</b>	<b>\$ 1,630,991</b>

### Debt and Other Financing Uses

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Fund Balance Generated	90,833	-	-	-	-
<b>Total</b>	<b>\$ 90,833</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Fire Department

## Function: Public Safety & Health

### Line Item Detail

#### Inter-Departmental Charges

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Human Resources	-	11,500	11,500	11,500	11,500
ID Charge From Engineering	249,692	278,213	278,213	278,213	278,213
ID Charge From Fleet Services	2,425,885	2,311,377	2,311,377	2,792,205	2,717,102
ID Charge From Traffic Enginee	105,221	108,231	108,231	108,231	108,231
ID Charge From Insurance	48,858	73,384	73,384	112,480	112,480
ID Charge From Workers Comp	617,495	715,123	715,123	761,487	761,487
<b>Total</b>	<b>\$ 3,447,152</b>	<b>\$ 3,497,828</b>	<b>\$ 3,497,828</b>	<b>\$ 4,064,116</b>	<b>\$ 3,989,013</b>

#### Inter-Departmental Billings

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Billing To Water	-	(1,500)	(1,500)	(1,500)	(1,500)
<b>Total</b>	<b>\$ -</b>	<b>\$ (1,500)</b>	<b>\$ (1,500)</b>	<b>\$ (1,500)</b>	<b>\$ (1,500)</b>

#### Revenue

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Federal Revenues Operating	106	(110,361)	(110,361)	(132,968)	(132,968)
State Revenues Operating	(1,068,867)	(270,927)	(270,927)	(285,675)	(285,675)
Payment For Municipal Service	(8,450)	(13,500)	(13,500)	(13,500)	(13,500)
Other Unit Of Gov Revenues Op	(115,775)	(47,500)	(47,500)	(47,500)	(47,500)
Reproduction Services	(2,514)	(4,400)	(4,400)	(4,400)	(4,400)
Special Duty	(83,384)	(86,000)	(86,000)	(86,000)	(86,000)
Inspect And Reinspect Fees	(6,075)	(10,000)	(10,000)	(10,000)	(10,000)
Reimbursement Of Expense	(89,673)	(36,025)	(36,025)	(36,025)	(36,025)
Elevator Permits And Inspects	(617,670)	(719,920)	(639,170)	(719,920)	(719,920)
Fire Permits	(403,745)	(375,700)	(387,292)	(375,700)	(375,700)
Interest	(4,959)	-	-	-	-
Contributions And Donations	(16,828)	(20,680)	(20,680)	(20,000)	(20,000)
Miscellaneous Revenue	(95,388)	(2,000)	(2,000)	(2,000)	(2,000)
Sale Of Assets	(224)	-	(133)	-	-
Fund Balance Applied	(240,432)	-	-	(55,000)	(55,000)
<b>Total</b>	<b>\$ (2,753,877)</b>	<b>\$ (1,697,013)</b>	<b>\$ (1,627,988)</b>	<b>\$ (1,788,688)</b>	<b>\$ (1,788,688)</b>

#### Transfers Out

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Transfer Out To General	856,748	-	-	-	-
<b>Total</b>	<b>\$ 856,748</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>





*Agency Overview***Agency Mission**

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

**Agency Overview**

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The agency manages and administers the municipal fleet through maintenance, inspection, repair, and replacement of vehicles for City agencies. Major initiatives planned for 2017 include the review of the vehicle maintenance procedures to improve vehicle readiness for the City agencies.

**2017 Budget Highlights**

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- The 2017 Executive Budget reflects an increased Fleet rate to recover depreciation costs of the City fleet to maintain a positive balance in the Fleet Internal Service Fund. The impact of the Fleet rate has been distributed across agency budgets based on prior trends and proportional value of each agency's fleet. The impact of the increased rate to the General Fund agencies is \$1.63 million; the Stormwater Utility's charges decreased by \$241,720; and the Sewer Utility's charges increased by \$16,195.
- Expenditure authority for fleet equipment that is anticipated to be funded through the operating budget is included in the Transfer Out major, transferring this authority to the capital budget. These purchases include Police Squad Cars and Bobcats.

## Fleet Services

Function: Public Works & Transportation

### Budget Overview

#### Budget by Service (All Funds)

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Fleet Maintenance Procurement	-	-	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

#### Budget by Fund & Major

Fund: Fleet Services	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(3,093,446)	(6,587,407)	(8,731,246)	(7,532,724)	(8,426,964)
Salaries	2,408,952	2,575,735	2,397,155	2,624,227	2,446,823
Benefits	1,056,637	1,072,990	995,329	1,057,205	1,067,470
Supplies	5,927,822	6,284,392	6,457,567	4,709,918	4,709,918
Purchased Services	985,207	918,615	1,211,668	1,323,015	1,323,015
Debt Other Financing	7,847,396	11,024,906	12,958,758	13,344,855	14,009,448
Inter Depart Charges	184,103	649,852	649,852	158,929	158,929
Inter Depart Billing	(15,464,274)	(15,939,083)	(15,939,083)	(17,039,445)	(16,642,659)
Transfer Out	147,604	-	-	1,354,020	1,354,020
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Fleet Services

Function: Public Works & Transportation

## Service Overview

### Service: Fleet Maintenance Procurement

#### Service Description

This service is responsible for the purchase, preparation, and maintenance of 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. In 2017 the service will perform an analysis of the vehicle maintenance procedures to improve vehicle readiness for user agencies.

#### Service Budget by Major

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(3,093,446)	(6,587,407)	(8,731,246)	(7,532,724)	(8,426,964)
Salaries	2,408,952	2,575,735	2,397,155	2,624,227	2,446,823
Benefits	1,056,637	1,072,990	995,329	1,057,205	1,067,470
Supplies	5,927,822	6,284,392	6,457,567	4,709,918	4,709,918
Purchased Services	985,207	918,615	1,211,668	1,323,015	1,323,015
Debt Other Financing	7,847,396	11,024,906	12,958,758	13,344,855	14,009,448
Inter Depart Charges	184,103	649,852	649,852	158,929	158,929
Inter Depart Billing	(15,464,274)	(15,939,083)	(15,939,083)	(17,039,445)	(16,642,659)
Transfer Out	147,604	-	-	1,354,020	1,354,020
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Fleet Services

Function: Public Works & Transportation

## Position Summary

	CG	2016 Budget		2017 Request		2017 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN ASST	17	1.00	60,644	1.00	62,524	1.00	64,250
AUTO MAINT WKR	15	4.00	193,542	4.00	199,705	4.00	205,217
FACILITY MAINT WKR	15	1.00	51,288	1.00	53,813	1.00	55,298
FLEET OPER MGR	18	1.00	81,716	1.00	89,026	1.00	91,483
FLEET PARTS TECH	15	3.00	160,624	3.00	160,228	3.00	164,650
FLEET PROG MGR	18	1.00	89,713	1.00	93,430	1.00	96,008
FLEET SERVICE PARTS LDWKR	15	1.00	61,360	1.00	54,914	1.00	56,429
FLEET SERVS SUPT	21	1.00	135,383	1.00	137,451	1.00	141,245
FLEET TECH	15	23.00	1,290,755	23.00	1,412,213	23.00	1,451,190
FLEET TIRE TECH	15	1.00	44,546	1.00	46,040	1.00	47,310
MASTER AUTO BODY TEC	15	1.00	61,196	1.00	63,004	1.00	64,743
OPERATIONS CLERK	15	1.00	57,718	1.00	59,732	1.00	61,381
PARTS ROOM ASST	15	1.00	49,699	1.00	51,322	1.00	52,739
PUB WKS GEN FORE	18	2.00	147,029	2.00	151,717	2.00	155,904
WELDER	15	1.00	64,660	1.00	66,571	1.00	68,408
<b>TOTAL</b>		<b>43.00</b>	<b>\$ 2,549,876</b>	<b>43.00</b>	<b>\$ 2,701,689</b>	<b>43.00</b>	<b>\$ 2,776,255</b>

## Fleet Services

## Function: Public Works & Transportation

### Line Item Detail

#### Supplies

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Purchasing Card Unallocated	-	-	27,618	-	-
Office Supplies	2,703	2,000	1,681	2,000	2,000
Copy Printing Supplies	1,591	2,000	1,176	2,000	2,000
Software Licenses & Supplies	3,436	7,605	10,326	7,605	7,605
Postage	69	50	41	50	50
Books And Subscriptions	4,200	2,500	3,600	4,000	4,000
Work Supplies	116,715	92,000	112,285	92,000	92,000
Safety Supplies	2,225	3,220	761	3,220	3,220
Building Supplies	6,146	5,900	9,480	5,900	5,900
Land	163	-	-	-	-
Machinery And Equipment	946,563	1,408,800	1,408,800	-	-
Equipment Supplies	1,575,171	1,579,968	1,567,912	1,579,968	1,579,968
Tires	405,162	385,689	349,853	385,689	385,689
Gasoline	950,340	863,040	925,000	983,655	983,655
Diesel	1,735,011	1,761,620	1,885,458	1,473,831	1,473,831
Lubricants	178,327	170,000	153,577	170,000	170,000
<b>Total</b>	<b>\$ 5,927,822</b>	<b>\$ 6,284,392</b>	<b>\$ 6,457,567</b>	<b>\$ 4,709,918</b>	<b>\$ 4,709,918</b>

#### Purchased Services

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Natural Gas	9,268	10,500	9,775	10,500	10,500
Electricity	42,095	40,000	33,824	40,000	40,000
Water	6,348	10,440	6,083	10,440	10,440
Stormwater	888	-	-	-	-
Telephone	5,203	5,300	7,575	5,300	5,300
Cellular Telephone	5,465	6,500	3,403	3,300	3,300
Building Improv Repair Maint	17,957	10,500	8,592	10,500	10,500
Process Fees Recyclables	775	800	4,680	6,100	6,100
Communication Device Rpr Main	31,785	30,000	8,186	30,000	30,000
Equip Improv Repair Maint	47,568	55,500	43,473	55,500	55,500
Vehicle Repair And Maintenance	756,594	662,000	1,009,235	1,050,000	1,050,000
Lease Rental Of Equipment	100	23,000	14,000	17,000	17,000
Conferences And Training	6,939	13,000	6,235	13,000	13,000
Memberships	975	2,000	2,830	2,000	2,000
Uniform Laundry	8,942	11,600	9,351	11,600	11,600
Medical Services	-	-	4,800	-	-
Arbitrator	-	200	-	200	200
Audit Services	1,000	1,300	-	1,300	1,300
Delivery Freight Charges	1,000	3,000	2,000	3,000	3,000
Consulting Services	1,375	1,375	2,750	1,375	1,375
Advertising Services	295	100	-	400	400
Inspection Services	1,201	3,500	1,104	3,500	3,500
Parking Towing Services	37,731	25,000	32,349	45,000	45,000
Permits And Licenses	1,700	3,000	1,422	3,000	3,000
<b>Total</b>	<b>\$ 985,207</b>	<b>\$ 918,615</b>	<b>\$ 1,211,668</b>	<b>\$ 1,323,015</b>	<b>\$ 1,323,015</b>

## Fleet Services

## Function: Public Works & Transportation

### Line Item Detail

#### Debt and Other Financing Uses

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Interest	951,571	962,676	962,676	955,000	1,057,183
Principal	-	4,796,082	4,796,082	4,796,082	5,358,492
Depreciation	6,895,824	5,266,148	7,200,000	7,593,773	7,593,773
<b>Total</b>	<b>\$ 7,847,396</b>	<b>\$ 11,024,906</b>	<b>\$ 12,958,758</b>	<b>\$ 13,344,855</b>	<b>\$ 14,009,448</b>

#### Inter-Departmental Charges

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Engineering	27,065	27,065	27,065	27,065	27,065
ID Charge From Fleet Services	88,224	515,875	515,875	-	-
ID Charge From Traffic Enginee	7,185	5,500	5,500	5,500	5,500
ID Charge From Insurance	14,202	20,681	20,681	16,435	16,435
ID Charge From Workers Comp	47,426	80,731	80,731	109,929	109,929
<b>Total</b>	<b>\$ 184,103</b>	<b>\$ 649,852</b>	<b>\$ 649,852</b>	<b>\$ 158,929</b>	<b>\$ 158,929</b>

#### Inter-Departmental Billings

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Billing To Information Tec	(307)	-	-	-	-
ID Billing To Fire	(2,425,885)	-	-	-	-
ID Billing To Police	(1,970,311)	-	-	-	-
ID Billing To Public Health M	(55,019)	-	-	-	-
ID Billing To Engineering	(256,226)	-	-	-	-
ID Billing To Fleet Services	(88,224)	(15,939,083)	(15,939,083)	(17,039,445)	(16,642,659)
ID Billing To Streets	(7,660,864)	-	-	-	-
ID Billing To Traffic Enginee	(624,640)	-	-	-	-
ID Billing To Library	(7,992)	-	-	-	-
ID Billing To Parks	(1,977,535)	-	-	-	-
ID Billing To Building Inspec	(2,874)	-	-	-	-
ID Billing To Monona Terrace	(3,756)	-	-	-	-
ID Billing To Golf Courses	(191,062)	-	-	-	-
ID Billing To Parking	(69,112)	-	-	-	-
ID Billing To Water	(46,682)	-	-	-	-
ID Billing To CDA Management	(83,781)	-	-	-	-
<b>Total</b>	<b>\$ (15,464,274)</b>	<b>\$ (15,939,083)</b>	<b>\$ (15,939,083)</b>	<b>\$ (17,039,445)</b>	<b>\$ (16,642,659)</b>

#### Revenue

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Federal Revenues Operating	(38,204)	(35,500)	(35,500)	(35,500)	(35,500)
Reimbursement Of Expense	(9,522)	(25,000)	(25,000)	(25,000)	(25,000)
Fuel Tax Refund	(64,603)	(60,000)	(60,000)	(64,000)	(64,000)
Miscellaneous Revenue	(71,048)	(97,000)	(97,000)	(97,000)	(97,000)
Sale Of Assets	(423,357)	(600,600)	(600,600)	(600,600)	(600,600)
Trade In Allowance	(375,050)	(554,800)	(554,800)	(426,000)	(426,000)
(Gain) Loss On Sale Of Asset	265,080	-	-	-	-
Fund Balance Applied	(1,111,216)	(4,777,977)	(6,921,816)	(4,898,603)	(5,792,843)
Transfer In From General	-	(366,530)	(366,530)	(928,021)	(928,021)
Transfer In From Other Restric	-	(25,000)	(25,000)	(25,000)	(25,000)
Transfer In From Fleet Service	-	(45,000)	(45,000)	(433,000)	(433,000)
Transfer In From Insurance	(262,849)	-	-	-	-
<b>Total</b>	<b>\$ (2,090,769)</b>	<b>\$ (6,587,407)</b>	<b>\$ (8,731,246)</b>	<b>\$ (7,532,724)</b>	<b>\$ (8,426,964)</b>

**Fleet Services****Function: Public Works & Transportation***Line Item Detail***Transfers Out**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Transfer Out To Debt Service	147,604	-	-	-	-
Transfer Out To Capital Projec	-	-	-	1,354,020	1,354,020
<b>Total</b>	<b>\$ 147,604</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,354,020</b>	<b>\$ 1,354,020</b>





## **Golf Courses**

**Function: Public Works & Transportation**

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### *Agency Overview*

### **Agency Mission**

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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**

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The Agency is responsible for golf course maintenance and operations. The goals for the Golf Enterprise include providing quality and affordable golf at all four courses and achieving operational profitability. To achieve these goals Golf will consider changing the pro shop merchandise structure and evaluate opportunities for revenue enhancements.

### **2017 Budget Highlights**

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The Executive Budget maintains the current level of service.

## Golf Courses

Function: Public Works & Transportation

### Budget Overview

#### Budget by Service (All Funds)

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Golf Operations	-	-	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

#### Budget by Fund & Major

Fund: Golf Courses	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(3,065,706)	(3,235,333)	(3,065,629)	(3,257,656)	(3,257,656)
Salaries	1,294,078	1,267,401	1,283,130	1,235,719	1,248,627
Benefits	211,928	153,872	237,558	229,970	231,837
Supplies	497,809	558,125	559,225	617,675	617,675
Purchased Services	399,400	515,829	506,786	522,949	522,949
Debt Other Financing	439,242	269,922	225,950	408,993	390,580
Inter Depart Charges	223,250	470,184	252,980	222,330	225,968
Transfer Out	-	-	-	20,020	20,020
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Golf Courses

Function: Public Works & Transportation

### Service Overview

#### Service: Golf Operations

##### Service Description

This service oversees the operation and maintenance of the Yahara, Odana, Monona and Glenway Courses, which provide a total of 72 holes of play. The primary customers of this service are recreational golfers. The major initiatives planned for this service include funding capital needs, such as course infrastructure renovation, new maintenance equipment, and clubhouse repairs.

##### Service Budget by Major

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(3,065,706)	(3,235,333)	(3,065,629)	(3,257,656)	(3,257,656)
Salaries	1,294,078	1,267,401	1,283,130	1,235,719	1,248,627
Benefits	211,928	153,872	237,558	229,970	231,837
Supplies	497,809	558,125	559,225	617,675	617,675
Purchased Services	399,400	515,829	506,786	522,949	522,949
Debt Other Financing	439,242	269,922	225,950	408,993	390,580
Inter Depart Charges	223,250	470,184	252,980	222,330	225,968
Transfer Out	-	-	-	20,020	20,020
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>

# Golf Courses

Function: Public Works & Transportation

*Position Summary*

	CG	2016 Budget		2017 Request		2017 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
GOLF CLUB OPER SUPV	18	2.00	112,098	2.00	120,131	2.00	123,446
GREENSKEEPER	16	4.00	229,149	4.00	236,794	4.00	243,329
MAINT MECH	16	1.00	61,424	1.00	63,770	1.00	65,530
PKS EQUIP MECH	16	1.00	58,044	1.00	59,758	1.00	61,407
<b>TOTAL</b>		<b>8.00</b>	<b>\$ 460,714</b>	<b>8.00</b>	<b>\$ 480,453</b>	<b>8.00</b>	<b>\$ 493,713</b>

# Golf Courses

# Function: Public Works & Transportation

## Line Item Detail

### Supplies

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Purchasing Card Unallocated	-	-	55,168	-	-
Office Supplies	4,040	3,500	26,658	3,650	3,650
Copy Printing Supplies	694	2,150	709	2,150	2,150
Hardware Supplies	4,385	4,000	67	6,500	6,500
Software Licenses & Supplies	631	-	-	-	-
Work Supplies	18,488	31,000	20,017	29,800	29,800
Janitorial Supplies	6,758	9,250	6,132	9,250	9,250
Safety Supplies	1,167	2,675	2,356	4,975	4,975
Uniform Clothing Supplies	1,887	1,000	-	1,000	1,000
Building	397	-	-	-	-
Building Supplies	2,035	48,000	4,216	48,000	48,000
HVAC Supplies	39	1,500	-	1,500	1,500
Landscaping Supplies	7,897	-	-	5,000	5,000
Trees Shrubs Plants	617	3,250	203	3,250	3,250
Fertilizers And Chemicals	125,118	133,000	104,207	133,000	133,000
Machinery And Equipment	17,218	90,000	82,720	90,000	90,000
Equipment Supplies	108,167	42,800	99,622	69,600	69,600
Inventory	198,270	186,000	157,150	210,000	210,000
<b>Total</b>	<b>\$ 497,809</b>	<b>\$ 558,125</b>	<b>\$ 559,225</b>	<b>\$ 617,675</b>	<b>\$ 617,675</b>

### Purchased Services

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Natural Gas	8,098	19,000	19,000	17,000	17,000
Electricity	75,504	68,000	68,000	88,000	88,000
Water	83,531	182,699	182,699	96,400	96,400
Stormwater	24,495	10,500	10,500	47,500	47,500
Telephone	5,670	12,500	2,362	13,438	13,438
Cellular Telephone	889	800	470	800	800
Systems Communication Internet	1,131	3,500	319	3,500	3,500
Building Improv Repair Maint	980	16,800	2,866	2,000	2,000
Waste Disposal	62	-	-	-	-
Pest Control	984	1,000	-	1,000	1,000
Landscaping	750	-	-	-	-
Communication Device Rpr Main	2,100	7,750	-	7,750	7,750
Equip Improv Repair Maint	9,614	7,800	1,413	10,300	10,300
System And Software Maintenanc	3,991	3,991	4,100	3,991	3,991
Lease Rental Of Equipment	103,027	108,039	147,788	150,205	150,205
Recruitment	-	2,000	-	-	-
Mileage	-	2,000	-	500	500
Uniform Laundry	702	300	743	800	800
Audit Services	1,500	1,700	-	1,700	1,700
Credit Card Services	41,999	35,500	39,050	39,075	39,075
Delivery Freight Charges	-	-	125	-	-
Management Services	3,947	9,750	6,964	9,750	9,750
Advertising Services	7,882	10,500	2,330	10,500	10,500
Printing Services	7,583	-	-	-	-
Security Services	1,465	-	2,410	1,240	1,240
Other Services And Expenses	11,110	6,000	9,948	12,100	12,100
Permits And Licenses	2,388	5,700	5,700	5,400	5,400
<b>Total</b>	<b>\$ 399,400</b>	<b>\$ 515,829</b>	<b>\$ 506,786</b>	<b>\$ 522,949</b>	<b>\$ 522,949</b>

## Golf Courses

## Function: Public Works & Transportation

### Line Item Detail

#### Debt and Other Financing Uses

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Interest	4,214	3,970	3,969	3,970	3,775
Principal	-	8,603	8,603	8,603	9,400
Payments In Lieu Of Taxes	210,868	172,230	172,230	172,230	172,230
Fund Balance Generated	224,160	85,119	41,149	224,190	205,175
<b>Total</b>	<b>\$ 439,242</b>	<b>\$ 269,922</b>	<b>\$ 225,950</b>	<b>\$ 408,993</b>	<b>\$ 390,580</b>

#### Inter-Departmental Charges

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Information Tec	14,520	15,756	15,756	15,756	19,394
ID Charge From Fleet Services	191,062	434,408	217,204	182,521	182,521
ID Charge From Traffic Enginee	35	-	-	-	-
ID Charge From Insurance	4,131	4,929	4,929	7,867	7,867
ID Charge From Workers Comp	13,501	15,091	15,091	16,186	16,186
<b>Total</b>	<b>\$ 223,250</b>	<b>\$ 470,184</b>	<b>\$ 252,980</b>	<b>\$ 222,330</b>	<b>\$ 225,968</b>

#### Revenue

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Local Revenues Operating	-	(6,000)	(6,000)	(46,000)	(46,000)
Catering Concessions	(434,352)	(410,000)	(468,242)	(481,000)	(481,000)
Facility Rental	(661,480)	(1,500)	(620,166)	(679,098)	(679,098)
Memberships	(5,778)	(5,000)	(304,534)	(5,000)	(5,000)
Reimbursement Of Expense	(1,685)	(1,500)	(505)	(1,500)	(1,500)
Golf Courses	(1,949,041)	(2,565,162)	(1,642,961)	(2,017,558)	(2,017,558)
Interest	(294)	(1,200)	-	(1,200)	(1,200)
Miscellaneous Revenue	(13,077)	(23,800)	(23,221)	(23,800)	(23,800)
Trade In Allowance	-	(2,500)	-	(2,500)	(2,500)
Fund Balance Applied	-	(218,671)	-	-	-
<b>Total</b>	<b>\$ (3,065,706)</b>	<b>\$ (3,235,333)</b>	<b>\$ (3,065,629)</b>	<b>\$ (3,257,656)</b>	<b>\$ (3,257,656)</b>

#### Transfers Out

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Transfer Out To Insurance	-	-	-	4,929	4,929
Transfer Out To Workers Compe	-	-	-	15,091	15,091
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,020</b>	<b>\$ 20,020</b>

*Agency Overview***Agency Mission**

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

**Agency Overview**

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The Agency supports the City's goals by recruiting, developing, and sustaining a diverse, talented, and engaged workforce. The goal of this Agency is to continue to focus on quality, continuous improvement, compliance, and outreach. To achieve this goal, Human Resources will implement the HR strategic plan; implement the recommendations from the Racial Equity and Social Justice analysis of the hiring process; and implement the Diverse and Inclusive Workplace Initiative.

**2017 Budget Highlights**

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The Executive Budget will maintain the current level of service.

## Human Resources

Function: Administration

### Budget Overview

#### Budget by Service (All Funds)

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Employee & Labor Relations	699,117	688,662	657,110	622,316	636,545
HR Services	481,073	366,611	519,555	451,051	465,976
Organizational & Health Devel	792,652	511,026	535,750	539,270	551,759
<b>TOTAL</b>	<b>\$ 1,972,843</b>	<b>\$ 1,566,299</b>	<b>\$ 1,712,416</b>	<b>\$ 1,612,637</b>	<b>\$ 1,654,280</b>

#### Budget by Fund & Major

Fund: General	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(39,774)	(25,500)	(28,710)	(25,500)	(25,500)
Salaries	1,394,692	1,270,602	1,329,864	1,323,262	1,359,836
Benefits	564,998	341,115	431,898	332,768	337,837
Supplies	15,869	14,719	14,111	29,250	29,250
Purchased Services	195,546	136,728	135,308	128,704	128,704
Inter Depart Charges	36,035	38,549	39,858	41,122	41,122
Inter Depart Billing	(194,523)	(209,914)	(209,914)	(216,969)	(216,969)
<b>TOTAL</b>	<b>\$ 1,972,843</b>	<b>\$ 1,566,299</b>	<b>\$ 1,712,416</b>	<b>\$ 1,612,637</b>	<b>\$ 1,654,280</b>

#### Change Table (General Fund)

<b>2016 Adopted</b>	<b>1,566,299</b>
<b>Adjustments with No Service Impact</b>	
Increase in Salaries	52,660
Increase in Fringe	2,916
Increase in Supplies	3,031
Increase in Purchased Services	775
Increase in Inter Departmental Charges	(7,055)
2017 Pay Increase	36,574
Increase in Retirement Costs based on 2017 WRS rates	4,507
Adjustment to Health Insurance based on 2017 rates	(10,701)
Change in allocation of Worker's Compensation & Insurance costs	2,573
Decrease in Consulting Services to reflect spending patterns	(8,799)
Increase for various supplies used during trainings	11,500
<b>2017 Executive Budget</b>	<b>1,654,280</b>



## Human Resources

Function: Administration

### Service Overview

#### Service: Employee & Labor Relations

##### Service Description

This service fulfills the City's obligations for contract negotiation, interpretation, and administration; works with Employee Associations, who advocate on behalf of employees post Act 10, in the development and implementation of employee handbooks; and is responsible for the administration of FMLA, disability leave and layoff, occupational accommodations, and the development and implementation of the employee benefits program. The primary customers of this service are City employees, managers and labor and association members. 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. The major initiatives planned for this service include leading contract negotiations and/or administration with MPPOA, IAFF, Teamsters, and stagehands; leading the annual Meet and Confer Process with employee associations; overseeing the annual open enrollment processes for health insurance, dental insurance, and flexible spending accounts; and conducting a Racial Equity Impact Analysis of the City's benefit plans and recommending and implementing improvements.

##### Service Budget by Major

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Salaries	478,721	514,191	490,867	466,340	478,835
Benefits	213,757	168,850	158,730	149,080	150,814
Supplies	105	-	-	-	-
Purchased Services	6,534	3,595	5,488	4,870	4,870
Inter Depart Charges	-	2,026	2,026	2,026	2,026
<b>TOTAL</b>	<b>\$ 699,117</b>	<b>\$ 688,662</b>	<b>\$ 657,110</b>	<b>\$ 622,316</b>	<b>\$ 636,545</b>

#### Service: HR Services

##### Service Description

This service provides strategic Human Resources (HR) support to departments throughout the City in order to assist in achieving 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 primary customers of this service are all City agencies and applicants. The goals of this service are to increase diversity of applicants for City jobs across all classifications, identify positions where we struggle to attract qualified applicants and implement strategies to increase the number of qualified applicants. The major initiatives planned for this service include implementing outcomes from the Racial Equity Analysis of the Hiring Process, including a revised job application and updated job announcement template; increasing use of the Racial Equity Hiring Tool; enhancing partnerships with community organizations to increase diversity of applicants; implementing recruitment sources developed by HR's AASPIRE Intern; and identifying specific positions where we struggle to attract qualified applicants to review wages compared to external comparables.

##### Service Budget by Major

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(2,816)	-	-	-	-
Salaries	415,523	385,604	463,684	465,639	478,742
Benefits	150,215	78,287	159,662	84,192	86,014
Supplies	14,332	11,219	9,243	14,000	14,000
Purchased Services	93,149	96,633	90,916	96,834	96,834
Inter Depart Charges	5,194	4,782	5,964	7,355	7,355
Inter Depart Billing	(194,523)	(209,914)	(209,914)	(216,969)	(216,969)
<b>TOTAL</b>	<b>\$ 481,073</b>	<b>\$ 366,611</b>	<b>\$ 519,555</b>	<b>\$ 451,051</b>	<b>\$ 465,976</b>

*Service Overview*

**Service: Organizational & Health Devel**

*Service Description*

This service ensures the success and engagement of City of Madison employees and agencies through the coordinated work of the Organizational Development and Wellness Programs, overseeing the City’s employee engagement initiatives, coordinating internal and external training for employees, facilitating planning initiatives, and developing and delivering wellness initiatives for employees. The primary customers of this service are all City employees and external attendees of trainings. The goals of this service are to improve the on-boarding experience for new employees, enhance opportunities for employee development at various stages in their careers, and improve overall employee engagement city-wide. The major planned initiatives for this service include implementation of an on-boarding process which provides a quality experience for new employees throughout their initial employment; continuing to refine offerings such as Leadership Academy, Supervisory Academy, the Women's Leadership Series, and the annual City-wide Leadership Conference; developing new courses that are responsive to employee or agency needs; working with agency engagement teams to ensure high levels of engagement among all employees; and leading the City-wide engagement team.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(36,958)	(25,500)	(28,710)	(25,500)	(25,500)
Salaries	500,448	370,807	375,314	391,283	402,259
Benefits	201,025	93,978	113,506	99,496	101,009
Supplies	1,433	3,500	4,868	15,250	15,250
Purchased Services	95,864	36,500	38,904	27,000	27,000
Inter Depart Charges	30,841	31,741	31,868	31,741	31,741
<b>TOTAL</b>	<b>\$ 792,652</b>	<b>\$ 511,026</b>	<b>\$ 535,750</b>	<b>\$ 539,270</b>	<b>\$ 551,759</b>

# Human Resources

Function: Administration

*Position Summary*

	CG	2016 Budget		2017 Request		2017 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN CLERK	17	1.00	48,411	-	-	-	-
ADMIN ASST	17	1.00	60,730	1.00	62,524	1.00	64,250
EE & LABOR MGR	18	1.00	109,173	1.00	112,400	1.00	115,502
HR SERVS MGR	18	1.00	109,173	1.00	113,206	1.00	116,330
HRA	18	6.00	423,569	5.00	370,823	5.00	381,057
HUMAN RESOURCE DIR	21	1.00	130,066	1.00	132,387	1.00	136,041
LABOR RELATIONS SPEC	18	-	-	1.00	91,699	1.00	94,230
OCCUP/ACCOM SPEC	18	1.00	77,256	1.00	79,776	1.00	81,978
ORG HEALTH/DEV MGR	18	1.00	106,180	1.00	110,063	1.00	113,101
ORGAN DEV/TRAIN OFF	18	2.00	160,082	2.00	183,259	2.00	188,317
PROG ASST	17	-	-	1.00	54,156	1.00	55,651
PROG ASST	20	1.00	47,800	1.00	50,834	1.00	52,237
<b>TOTAL</b>		<b>16.00</b>	<b>\$ 1,272,440</b>	<b>16.00</b>	<b>\$ 1,361,128</b>	<b>16.00</b>	<b>\$ 1,398,695</b>

## Human Resources

## Function: Administration

### Line Item Detail

#### Supplies

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Office Supplies	4,167	6,250	3,803	7,000	7,000
Copy Printing Supplies	8,488	3,500	4,143	4,500	4,500
Postage	937	1,000	869	1,000	1,000
Books And Subscriptions	148	750	472	1,250	1,250
Work Supplies	1,497	3,219	3,429	4,000	4,000
Food And Beverage	633	-	1,396	11,500	11,500
<b>Total</b>	<b>\$ 15,869</b>	<b>\$ 14,719</b>	<b>\$ 14,111</b>	<b>\$ 29,250</b>	<b>\$ 29,250</b>

#### Purchased Services

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Telephone	4,201	7,000	4,833	7,000	7,000
Facility Rental	265	35,435	366	1,775	1,775
Custodial Building Use Charges	34,997	-	36,935	33,935	33,935
Communication Device Rpr Main	222	6,500	222	6,500	6,500
System And Software Maintenanc	11,598	11,598	11,598	11,598	11,598
Recruitment	1,868	1,000	1,000	1,000	1,000
Mileage	-	-	635	-	-
Conferences And Training	22,027	33,400	35,338	32,900	32,900
Memberships	2,375	3,695	120	3,695	3,695
Medical Services	24,950	21,500	21,731	21,500	21,500
Arbitrator	-	-	800	1,000	1,000
Storage Services	2,562	2,500	1,545	2,500	2,500
Consulting Services	87,200	10,600	16,417	1,801	1,801
Advertising Services	3,281	3,500	3,769	3,500	3,500
<b>Total</b>	<b>\$ 195,546</b>	<b>\$ 136,728</b>	<b>\$ 135,308</b>	<b>\$ 128,704</b>	<b>\$ 128,704</b>

#### Inter-Departmental Charges

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Engineering	32,867	33,767	34,949	33,767	33,767
ID Charge From Insurance	1,896	3,575	3,575	6,068	6,068
ID Charge From Workers Comp	1,272	1,207	1,207	1,287	1,287
ID Charge From Parking	-	-	127	-	-
<b>Total</b>	<b>\$ 36,035</b>	<b>\$ 38,549</b>	<b>\$ 39,858</b>	<b>\$ 41,122</b>	<b>\$ 41,122</b>

#### Inter-Departmental Billings

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Billing To Human Resources	(194,523)	(209,914)	(209,914)	(216,969)	(216,969)
<b>Total</b>	<b>\$ (194,523)</b>	<b>\$ (209,914)</b>	<b>\$ (209,914)</b>	<b>\$ (216,969)</b>	<b>\$ (216,969)</b>

#### Revenue

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Payment For Municipal Service	(375)	(3,300)	(3,300)	(3,300)	(3,300)
Other Unit Of Gov Revenues Op	-	(9,450)	(9,450)	(9,450)	(9,450)
Miscellaneous Chrgs For Servic	(37,721)	-	(3,210)	(6,375)	(6,375)
Miscellaneous Revenue	(1,678)	(12,750)	(12,750)	(6,375)	(6,375)
<b>Total</b>	<b>\$ (39,774)</b>	<b>\$ (25,500)</b>	<b>\$ (28,710)</b>	<b>\$ (25,500)</b>	<b>\$ (25,500)</b>

*Agency Overview***Agency Mission**

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

**Agency Overview**

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The Agency supports a wide variety of hardware, software, and a large wide-area telecommunications network which is in operation twenty four hours a day, seven days a week, and is connected to other computer networks at the county, state, and federal levels. The Department also supports a wide variety of software from email to document management systems to enterprise databases; facilitates the dissemination of City information to the public via the City website; and provides the ability for the public to conduct business with the City via the internet. In addition, the IT Department's Media Team unit provides television and internet streaming coverage of public meetings. Goals of the Agency include completing the final phases of the Contract Management System Project; implementing the Asset Management System; implementing the new Municipal Court System; completing the final phases of implementation of the Computer Assisted Mass Appraisal System; upgrading to Microsoft Office Suite and Exchange (email); supporting the Data Management; keeping existing technology current; upgrading the City's security infrastructure; standardizing physical access technology in outlying facilities; standardizing media systems in City conference rooms; continuing to support and lead the City's efforts to bridge the Digital Divide; and continuing to support City agencies in their IT needs. The Information Technology Department is an active participant in the Neighborhood Resource Team program.

**2017 Budget Highlights**

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The recommended budget will maintain the current level of service including software maintenance contracts.

# Information Technology

Function: Administration

## Budget Overview

### Budget by Service (All Funds)

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Application Dev And Support	3,393,721	3,308,887	3,173,373	3,303,265	3,360,805
Technical Services	2,195,550	2,890,422	2,843,254	3,067,019	3,135,000
<b>TOTAL</b>	<b>\$ 5,589,272</b>	<b>\$ 6,199,309</b>	<b>\$ 6,016,627</b>	<b>\$ 6,370,284</b>	<b>\$ 6,495,805</b>

### Budget by Fund & Major

Fund: General	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(15,969)	(25,800)	(70,800)	(73,000)	(73,000)
Salaries	3,496,722	3,823,922	3,773,761	4,007,213	4,117,075
Benefits	1,142,711	1,225,137	1,096,969	1,201,497	1,217,156
Supplies	29,205	39,421	35,546	39,421	39,421
Purchased Services	1,374,762	1,619,660	1,619,182	1,671,057	1,671,057
Inter Depart Charges	50,077	54,258	54,258	27,513	27,513
Inter Depart Billing	(488,236)	(537,289)	(492,289)	(503,417)	(503,417)
<b>TOTAL</b>	<b>\$ 5,589,272</b>	<b>\$ 6,199,309</b>	<b>\$ 6,016,627</b>	<b>\$ 6,370,284</b>	<b>\$ 6,495,805</b>

### Change Table (General Fund)

<b>2016 Adopted</b>	<b>6,199,309</b>
<b>Adjustments with No Service Impact</b>	
Decrease in Salaries	(10,258)
Increase in Fringe	12,743
Increase in Purchased Services	5,666
2017 Pay Increase	111,967
Increase in Retirement Costs based on 2017 WRS rates	19,272
Adjustment to Health Insurance based on 2017 rates	(39,996)
Change in allocation of Worker's Compensation & Insurance costs	3,186
Change in allocation of Fleet charges	6,869
Adjustment to funding for positions created in 2016	176,949
Increased funding for leave payouts	14,495
Increases in Software Maintenance contracts	20,219
Decrease in Inter Departmental Charge for City Channel move from MMB to CCB	(36,800)
Increase in Custodial Charge for City Channel move from MMB to CCB	25,512
Increase in Revenue from Metro Transit and Monona Terrace for City Channel charges	(13,328)
<b>2017 Executive Budget</b>	<b>6,495,805</b>

*Service Overview*

**Service: Application Dev And Support**

*Service Description*

This service is responsible for 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 develop standardized methods for performing business and process analysis, and to develop central agency contacts to provide greater visibility for agency management on IT initiatives. The major initiatives planned for this service include completing the final phases of the Contract Management Project and retiring several legacy systems; the initial implementation and configuration of the Public Works Asset Management Program; implementation of the new Municipal Court system; completing the final phases of implementation of the CAMA system; developing system requirements and beginning the procurement process of a tax billing and collection system; upgrading the Microsoft Office Suite to 2016; and supporting the Data Management Initiative.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Salaries	1,646,883	1,826,682	1,747,775	1,825,742	1,876,118
Benefits	536,129	634,124	531,212	577,770	584,934
Supplies	2,965	14,700	17,015	14,700	14,700
Purchased Services	1,202,429	1,362,715	1,361,705	1,379,117	1,379,117
Inter Depart Charges	5,315	7,955	7,955	9,353	9,353
Inter Depart Billing	-	(537,289)	(492,289)	(503,417)	(503,417)
<b>TOTAL</b>	<b>\$ 3,393,721</b>	<b>\$ 3,308,887</b>	<b>\$ 3,173,373</b>	<b>\$ 3,303,265</b>	<b>\$ 3,360,805</b>

**Service: Technical Services**

*Service Description*

This service supports the city-wide network of high speed fiber; city-owned computers and telephones; software upgrades and security patches; a city-owned wireless hot spot 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. The Media Team (Madison City Channel) 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 customer’s missions in all City departments/divisions; to complete the fiber-optic build-out for the Digital Divide project; and to continue the educational and free device programs for new residents in the pilot areas. The major initiatives planned for this service include keeping existing technology current by replacing end-of-life equipment; improving the City’s network security posture; installing a system that will consolidate network logs and correlate any events that might be malicious; expanding the card access system; standardization of media systems in city-owned conference rooms; and implementation of the latest version of the Microsoft Office Suite.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(15,969)	(25,800)	(70,800)	(73,000)	(73,000)
Salaries	1,849,839	1,997,240	2,025,986	2,181,471	2,240,957
Benefits	606,582	591,013	565,757	623,727	632,222
Supplies	26,240	24,721	18,531	24,721	24,721
Purchased Services	172,333	256,945	257,478	291,940	291,940
Inter Depart Charges	44,762	46,303	46,303	18,160	18,160
Inter Depart Billing	(488,236)	-	-	-	-
<b>TOTAL</b>	<b>\$ 2,195,550</b>	<b>\$ 2,890,422</b>	<b>\$ 2,843,254</b>	<b>\$ 3,067,019</b>	<b>\$ 3,135,000</b>

# Information Technology

Function: Administration

*Position Summary*

	CG	2016 Budget		2017 Request		2017 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN ASST	20	1.00	59,834	1.00	61,599	1.00	63,299
CC PROD/DIR	16	1.00	51,714	-	-	-	-
CC PROD/DIR	20	3.00	155,931	4.70	238,530	4.70	245,113
IT APP DEV MGR	18	1.00	113,411	1.00	116,763	1.00	119,986
IT DIRECTOR	21	1.00	127,592	1.00	129,870	1.00	133,454
IT SPEC	18	41.50	3,161,247	37.50	2,893,312	37.50	2,973,167
IT TECH SERVS MGR	18	1.00	113,411	1.00	116,763	1.00	119,986
MEDIA TEAM LDWKR	16	1.00	67,693	1.00	70,011	1.00	71,943
PRINCIPAL IT SPEC	18	-	-	4.00	418,443	4.00	429,992
PROCESS IMPROVEMENT SPEC	18	1.00	85,699	1.00	79,464	1.00	81,658
PROG ASST	20	1.70	49,204	1.00	50,106	1.00	51,489
<b>TOTAL</b>		<b>53.20</b>	<b>\$ 3,985,736</b>	<b>53.20</b>	<b>\$ 4,174,861</b>	<b>53.20</b>	<b>\$ 4,290,088</b>



# Information Technology

# Function: Administration

## Line Item Detail

### Supplies

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Office Supplies	6,295	18,971	18,540	18,971	18,971
Copy Printing Supplies	1,079	1,050	1,040	1,050	1,050
Hardware Supplies	8,748	11,900	7,189	11,900	11,900
Software Licenses & Supplies	9,801	1,200	3,288	1,200	1,200
Postage	258	500	490	500	500
Books And Subscriptions	21	800	-	800	800
Work Supplies	3,003	5,000	5,000	5,000	5,000
<b>Total</b>	<b>\$ 29,205</b>	<b>\$ 39,421</b>	<b>\$ 35,546</b>	<b>\$ 39,421</b>	<b>\$ 39,421</b>

### Purchased Services

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Telephone	15,341	15,000	18,147	15,000	15,000
Cellular Telephone	2,963	3,038	2,820	2,802	2,802
Systems Communication Internet	13,215	16,500	17,260	19,050	19,050
Waste Disposal	2,542	-	-	-	-
Facility Rental	18,113	18,656	18,657	19,217	19,217
Custodial Building Use Charges	110,489	107,138	107,138	132,650	132,650
Process Fees Recyclables	7,527	4,000	-	4,000	4,000
Office Equipment Repair	-	7,500	15,000	-	-
Communication Device Rpr Main	22,628	93,400	93,400	107,470	107,470
Equip Improv Repair Maint	1,652	2,180	2,300	2,180	2,180
System And Software Maintenanc	1,133,067	1,270,329	1,270,329	1,290,548	1,290,548
Recruitment	990	1,000	2,084	1,000	1,000
Conferences And Training	28,863	40,200	40,200	40,200	40,200
Memberships	670	3,200	3,200	3,200	3,200
Work Study Services	4,446	7,300	212	7,300	7,300
Storage Services	563	140	176	140	140
Consulting Services	3,634	23,779	23,779	20,000	20,000
Other Services And Expenses	8,058	6,300	4,480	6,300	6,300
<b>Total</b>	<b>\$ 1,374,762</b>	<b>\$ 1,619,660</b>	<b>\$ 1,619,182</b>	<b>\$ 1,671,057</b>	<b>\$ 1,671,057</b>

### Inter-Departmental Charges

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Engineering	37,769	37,769	37,769	969	969
ID Charge From Fleet Services	1,104	1,893	1,893	8,762	8,762
ID Charge From Traffic Enginee	41	-	-	-	-
ID Charge From Insurance	4,405	6,168	6,168	9,202	9,202
ID Charge From Workers Comp	6,758	8,428	8,428	8,580	8,580
<b>Total</b>	<b>\$ 50,077</b>	<b>\$ 54,258</b>	<b>\$ 54,258</b>	<b>\$ 27,513</b>	<b>\$ 27,513</b>

# Information Technology

# Function: Administration

## Line Item Detail

### Inter-Departmental Billings

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Billing To Information Tec	-	(537,289)	(492,289)	(503,417)	(503,417)
ID Billing To Library	(20,990)	-	-	-	-
ID Billing To Monona Terrace	(65,340)	-	-	-	-
ID Billing To Golf Courses	(14,520)	-	-	-	-
ID Billing To Parking	(36,300)	-	-	-	-
ID Billing To Sewer	(15,726)	-	-	-	-
ID Billing To Stormwater	(18,145)	-	-	-	-
ID Billing To Transit	(107,060)	-	-	-	-
ID Billing To Water	(108,871)	-	-	-	-
ID Billing To CDA	(101,284)	-	-	-	-
<b>Total</b>	<b>\$ (488,236)</b>	<b>\$ (537,289)</b>	<b>\$ (492,289)</b>	<b>\$ (503,417)</b>	<b>\$ (503,417)</b>

### Revenue

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Other Unit Of Gov Revenues Op	(8,234)	(16,500)	(16,500)	(20,000)	(20,000)
Miscellaneous Chrgs For Servic	(7,735)	(1,300)	(46,300)	(45,000)	(45,000)
Sale Of Assets	-	(8,000)	(8,000)	(8,000)	(8,000)
<b>Total</b>	<b>\$ (15,969)</b>	<b>\$ (25,800)</b>	<b>\$ (70,800)</b>	<b>\$ (73,000)</b>	<b>\$ (73,000)</b>

## Landfill

Function: **Public Works & Transportation**

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### *Agency Overview*

### Agency Mission

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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

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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.

### 2017 Budget Highlights

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The recommended budget will maintain the current level of service. The Landfill fee is not expected to increase in 2017 due to a healthy reserve balance.

**Landfill****Function: Public Works & Transportation***Budget Overview***Budget by Service (All Funds)**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Landfill Management Maintenanc	-	-	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Budget by Fund & Major**

Fund: Other Restricted					
	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(1,374,835)	(1,759,580)	(879,790)	(526,110)	(526,110)
Salaries	489,210	541,908	257,472	277,982	285,238
Benefits	149,022	146,366	93,171	98,161	99,204
Supplies	59,685	61,100	39,849	31,800	31,800
Purchased Services	448,801	395,874	178,735	239,871	239,871
Debt Other Financing	-	221,654	114,224	(358,663)	(368,263)
Inter Depart Charges	246,403	390,816	195,408	260,938	260,938
Inter Depart Billing	(92,431)	-	-	(95,500)	(95,500)
Transfer Out	74,144	1,862	931	71,521	72,822
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Landfill****Function: Public Works & Transportation***Service Overview***Service: Landfill Management Maintenance***Service Description*

This service manages the five closed landfills overseen by the City. The goal of this service is to eliminate the migration of landfill contamination and gas to maintain a clean environment. In 2017 the service will update the Supervisory Control and Data Acquisition (SCADA) system to enhance remote monitoring of the landfills.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(1,374,835)	(1,759,580)	(879,790)	(526,110)	(526,110)
Salaries	489,210	541,908	257,472	277,982	285,238
Benefits	149,022	146,366	93,171	98,161	99,204
Supplies	59,685	61,100	39,849	31,800	31,800
Purchased Services	448,801	395,874	178,735	239,871	239,871
Debt Other Financing	-	221,654	114,224	(358,663)	(368,263)
Inter Depart Charges	246,403	390,816	195,408	260,938	260,938
Inter Depart Billing	(92,431)	-	-	(95,500)	(95,500)
Transfer Out	74,144	1,862	931	71,521	72,822
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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

	CG	2016 Budget		2017 Request		2017 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ENGR OPER MAINT WKR	15	2.00	104,560	2.00	109,484	2.00	112,506
PUB WKS GEN FORE	18	1.00	65,546	1.00	70,504	1.00	72,449
<b>TOTAL</b>		<b>3.00</b>	<b>\$ 170,107</b>	<b>3.00</b>	<b>\$ 179,988</b>	<b>3.00</b>	<b>\$ 184,956</b>

# Landfill

## Function: Public Works & Transportation

### Line Item Detail

#### Supplies

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Purchasing Card Unallocated	-	-	15,220	-	-
Office Supplies	951	1,200	266	600	600
Copy Printing Supplies	1,013	1,200	388	600	600
Furniture	20	100	17	1,000	1,000
Hardware Supplies	34	1,400	70	500	500
Software Licenses & Supplies	558	1,000	-	500	500
Postage	1,619	1,400	754	800	800
Books And Subscriptions	-	100	-	50	50
Work Supplies	11,820	10,200	2,674	6,000	6,000
Safety Supplies	2,845	2,000	393	1,500	1,500
Uniform Clothing Supplies	-	500	-	250	250
Building Supplies	509	10,000	-	5,000	5,000
Equipment Supplies	40,316	32,000	20,067	15,000	15,000
<b>Total</b>	<b>\$ 59,685</b>	<b>\$ 61,100</b>	<b>\$ 39,849</b>	<b>\$ 31,800</b>	<b>\$ 31,800</b>

#### Purchased Services

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Natural Gas	3,111	5,088	-	2,500	2,500
Electricity	121,666	124,178	45,460	62,900	62,900
Water	211	394	114	150	150
Sewer	123,629	92,646	69,138	66,450	66,450
Stormwater	16,769	20,570	7,520	9,940	9,940
Telephone	504	590	359	285	285
Cellular Telephone	596	68	250	260	260
Building Improv Repair Maint	2,631	10,000	1,404	5,000	5,000
Custodial Building Use Charges	2,311	4,480	2,636	2,326	2,326
Equip Improv Repair Maint	71,618	-	10,600	20,000	20,000
System And Software Maintenanc	786	1,600	796	400	400
Vehicle Repair And Maintenance	29,895	30,000	12,774	15,000	15,000
Lease Rental Of Equipment	27	1,500	3	-	-
Recruitment	28	-	-	-	-
Conferences And Training	334	1,000	228	500	500
Memberships	140	140	13	75	75
Uniform Laundry	1,592	1,800	809	900	900
Medical Services	816	2,400	-	500	500
Delivery Freight Charges	385	600	151	350	350
Storage Services	118	120	46	60	60
Consulting Services	926	10,000	-	5,000	5,000
Inspection Services	-	150	-	-	-
Lab Services	38,110	60,000	13,052	30,000	30,000
Parking Towing Services	165	200	-	100	100
Security Services	341	350	346	175	175
Other Services And Expenses	3,856	6,000	6,593	3,000	3,000
Grants	20,258	20,000	5,703	10,000	10,000
Taxes And Special Assessments	7,980	2,000	725	4,000	4,000
Permits And Licenses	-	-	15	-	-
<b>Total</b>	<b>\$ 448,801</b>	<b>\$ 395,874</b>	<b>\$ 178,735</b>	<b>\$ 239,871</b>	<b>\$ 239,871</b>

# Landfill

## Function: Public Works & Transportation

### Line Item Detail

#### Debt and Other Financing Uses

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Fund Balance Generated	-	221,654	114,224	(358,663)	(368,263)
<b>Total</b>	<b>\$ -</b>	<b>\$ 221,654</b>	<b>\$ 114,224</b>	<b>\$ (358,663)</b>	<b>\$ (368,263)</b>

#### Inter-Departmental Charges

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Public Health M	159,325	297,572	148,786	181,500	181,500
ID Charge From Engineering	12,467	22,296	11,148	12,468	12,468
ID Charge From Fleet Services	29,252	36,364	18,182	38,102	38,102
ID Charge From Traffic Enginee	294	584	292	368	368
ID Charge From Sewer	19,471	24,000	12,000	20,000	20,000
ID Charge From Stormwater	8,589	10,000	5,000	8,500	8,500
ID Charge From Water	17,005	-	-	-	-
<b>Total</b>	<b>\$ 246,403</b>	<b>\$ 390,816</b>	<b>\$ 195,408</b>	<b>\$ 260,938</b>	<b>\$ 260,938</b>

#### Inter-Departmental Billings

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Billing To Engineering	(6,970)	-	-	(7,000)	(7,000)
ID Billing To Sewer	(56,970)	-	-	(60,000)	(60,000)
ID Billing To Stormwater	(28,491)	-	-	(28,500)	(28,500)
<b>Total</b>	<b>\$ (92,431)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (95,500)</b>	<b>\$ (95,500)</b>

#### Revenue

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Landfill Remediation	(972,228)	(1,681,580)	(840,790)	(486,110)	(486,110)
Late Fees	(5,489)	(7,000)	(3,500)	(3,000)	(3,000)
Interest	(73,906)	(71,000)	(35,500)	(37,000)	(37,000)
Fund Balance Applied	(323,211)	-	-	-	-
<b>Total</b>	<b>\$ (1,374,835)</b>	<b>\$ (1,759,580)</b>	<b>\$ (879,790)</b>	<b>\$ (526,110)</b>	<b>\$ (526,110)</b>

#### Transfers Out

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Transfer Out To Insurance	-	1,862	931	931	2,232
Transfer Out To Capital Projec	74,144	-	-	70,590	70,590
<b>Total</b>	<b>\$ 74,144</b>	<b>\$ 1,862</b>	<b>\$ 931</b>	<b>\$ 71,521</b>	<b>\$ 72,822</b>



## Library

Function: Library

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### *Agency Overview*

### Agency Mission

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

### Agency Overview

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The Agency provides book collections and services; patron experience; community spaces; computers, Internet, and technology; classes, events, and programming; outreach and community partnerships; and online branch services. The goals for the Library include: supporting early literacy, providing community engagement opportunities, and integrating equity initiatives across service areas. To achieve these goals, the Library will support literacy outreach initiatives, further develop the "Tell Us" community conversation tool, and develop a strategic approach to increase the number and diversity of partnerships. The Library is an active participant in the Neighborhood Resource Team program.

### 2017 Budget Highlights

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The 2017 Executive Budget includes funding for:

- Increases in HVAC supplies (\$33,450) and building and equipment repair/maintenance (\$46,550), security services (\$2,600) and utilities (\$33,485) for Central Library actual costs.
- A decrease in Library Fines and Collection Fees based on current trends (\$39,600).

# Library

Function: Library

## Budget Overview

### Budget by Service (All Funds)

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Col Res & Access	1,213,194	2,222,627	2,187,784	2,174,533	2,202,744
Community Engagement	22,777	355,596	103,606	149,025	149,025
Facilities	1,752,030	1,768,986	1,766,727	1,946,439	1,960,460
Public Service	12,465,334	11,941,627	12,230,719	12,305,796	12,556,189
<b>TOTAL</b>	<b>\$ 15,453,335</b>	<b>\$ 16,288,836</b>	<b>\$ 16,288,836</b>	<b>\$ 16,575,792</b>	<b>\$ 16,868,417</b>

### Budget by Fund & Major

Fund: Library	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(1,682,535)	(1,446,834)	(1,459,085)	(1,685,899)	(1,685,899)
Salaries	8,130,988	8,947,031	8,678,544	8,967,113	9,177,145
Benefits	2,752,557	2,595,302	2,717,325	2,683,561	2,713,263
Supplies	592,762	1,209,056	1,332,369	1,421,994	1,421,994
Purchased Services	2,156,848	2,193,069	2,190,475	2,368,350	2,368,350
Debt Other Financing	165,480	2,692,572	37,683	-	-
Inter Depart Charges	79,694	98,640	98,952	128,101	128,101
Transfer Out	3,257,540	-	2,692,572	2,692,572	2,745,463
<b>TOTAL</b>	<b>\$ 15,453,334</b>	<b>\$ 16,288,836</b>	<b>\$ 16,288,836</b>	<b>\$ 16,575,792</b>	<b>\$ 16,868,417</b>

### Change Table (Library Fund)

2016 Adopted	16,288,836
<b>Adjustments with Service Impact</b>	
Increase in Donations	(323,400)
Increase in Salaries, Benefits, Supplies and Purchased Services from anticipated donations	323,400
<b>Adjustments with No Service Impact</b>	
Increase in Revenue	(1,807)
Decrease in Salaries	(4,597)
Increase in Fringe	6,782
2017 Pay Increase	197,019
Increase in Retirement Costs based on 2017 WRS rates	30,281
Adjustment to Health Insurance based on 2017 rates	67,329
Change in allocation of Worker's Compensation & Insurance costs	23,931
Change in allocation of Fleet charges	5,530
Decrease in Library Fines and Collection Fees	39,600
Increase in Salaries previously charged to Capital	46,542
Adjustment in Supplies for Central Library actual costs	33,450
Adjustment in Building and Equipment Repair/Maintenance for Central Library actual costs	46,546
Adjustment in Security Services for Central Library actual costs	2,600
Adjustment in Utilities for Central Library actual costs	33,484
Increase in Debt Service	52,891
<b>2017 Executive Budget</b>	<b>16,868,417</b>

# Library

Function: Library

## Service Overview

### Service: Col Res & Access

#### Service Description

This service includes costs for the library materials collection in all formats. It also includes staffing and supply costs for the acquisition, cataloging, and processing of these materials. The goals of this service are to provide an equitable collection of materials in a variety of formats that meets the cultural, educational, and recreational needs of our patrons and using social media and other tools, to connect with current users and reach out to new ones about the collection, including expansion of non-English language materials. The major planned initiatives of this service include marketing the collection to non-traditional library users, providing collection support to community engagement programs, and strategic use of collection analysis reports and tools to ensure an equitable delivery of resources to the community.

#### Service Budget by Major

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(964,227)	(1,026,544)	(976,497)	(989,242)	(989,242)
Salaries	810,119	1,086,745	878,461	956,610	981,324
Benefits	299,011	289,079	330,853	300,319	303,816
Supplies	334,089	994,036	1,093,492	1,066,024	1,066,024
Purchased Services	734,201	879,311	861,476	840,822	840,822
<b>TOTAL</b>	<b>\$ 1,213,194</b>	<b>\$ 2,222,627</b>	<b>\$ 2,187,784</b>	<b>\$ 2,174,533</b>	<b>\$ 2,202,744</b>

### Service: Community Engagement

#### Service Description

This service covers costs for non-staff program providers and performers associated with community engagement activities and collaborative projects for all ages. The goals of this service are developing a strategic approach to expand the number and diversity of partnerships/collaborations with other agencies and organizations, supporting early literacy efforts, and offering innovative, hands-on programming on a variety of topics. The major initiatives planned for this service include expanding the "Parents as First Teachers" early literacy program in collaboration with the Public Health Department, expanding the "Read Up" program to six schools from the prior year of four schools, recruiting and training Spanish and Hmong community members to provide "Community Storytime" programs to reach audiences in their communities and neighborhood libraries, and further deployment of the "Tell Us" community input tool to continue a community conversation as inspiration for strategic development of services.

#### Service Budget by Major

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(202,204)	(3,600)	(14,583)	(34,100)	(34,100)
Salaries	391	212,736	310	-	-
Benefits	1,189	53,610	24	-	-
Supplies	82,308	36,000	42,522	53,500	53,500
Purchased Services	141,092	56,850	75,334	129,625	129,625
<b>TOTAL</b>	<b>\$ 22,777</b>	<b>\$ 355,596</b>	<b>\$ 103,606</b>	<b>\$ 149,025</b>	<b>\$ 149,025</b>

**Library****Function: Library***Service Overview***Service: Facilities***Service Description*

This service covers all costs associated with operation of nine facilities: rent, utilities, maintenance, custodial tasks, and supplies, as well as the staff costs of the Maintenance Services staff. The goals of this service are the construction of the New Pinney Neighborhood Library and completion of Badger Road Maintenance Support Center. The major initiatives planned for this service include creation of The Play Lab at the Pinney Neighborhood to expand early literacy support, learning, and activities, increasing the number of programs offered at Pinney and in the community and investigating the possibility of expanding the print shop customer base.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(69,956)	(75,991)	(72,046)	(75,000)	(75,000)
Salaries	446,766	478,989	461,819	493,503	505,754
Benefits	164,684	152,410	168,136	179,273	181,043
Supplies	76,324	77,520	90,140	110,970	110,970
Purchased Services	1,119,495	1,122,738	1,105,047	1,218,843	1,218,843
Inter Depart Charges	14,718	13,320	13,632	18,850	18,850
<b>TOTAL</b>	<b>\$ 1,752,030</b>	<b>\$ 1,768,986</b>	<b>\$ 1,766,727</b>	<b>\$ 1,946,439</b>	<b>\$ 1,960,460</b>

**Service: Public Service***Service Description*

This service focuses on direct provision of services such as reference and research assistance, reader's advisory, literacy support, programming, technology training, collection management, and participatory learning and creation. The goals of this service are to expand programs and support for literacy activities including the development of metrics to evaluate the effectiveness of programming, to develop a strategic approach to increase the number and diversity of collaborations with outside agencies, and to implement RESJI initiative in all aspects of the organization with the application of an equity lens in decision-making. The major initiatives planned for this service include the expansion of "Parents as First Teachers," an in-home early literacy program in collaboration with the Public Health Department; the expansion from four schools to six schools in the "Read Up" summer reading program; recruiting and training of Spanish and Hmong community members to reach over 1000 non-English speakers with "Community Storytimes"; further deployment of the "Tell Us" to facilitate community input into library services; developing a satellite program at Sandburg Elementary School; adding ten new makers to the Bubbler program to represent communities of color; and addressing Digital Inclusion by providing educational materials and hardware.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(486,341)	(340,699)	(395,958)	(587,557)	(587,557)
Salaries	6,873,713	7,168,561	7,337,954	7,517,001	7,690,068
Benefits	2,287,672	2,100,203	2,218,313	2,203,969	2,228,404
Supplies	100,041	101,500	106,216	191,500	191,500
Purchased Services	162,254	134,170	148,619	179,060	179,060
Debt Other Financing	165,480	2,692,572	37,683	-	-
Inter Depart Charges	64,976	85,320	85,320	109,251	109,251
Transfer Out	3,297,540	-	2,692,572	2,692,572	2,745,463
<b>TOTAL</b>	<b>\$ 12,465,334</b>	<b>\$ 11,941,627</b>	<b>\$ 12,230,719</b>	<b>\$ 12,305,796</b>	<b>\$ 12,556,189</b>

# Library

Function: Library

## Position Summary

	CG	2016 Budget		2017 Request		2017 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCT TECH	32	1.60	81,701	2.00	119,544	2.00	122,843
ADMIN CLERK	32	6.70	343,782	6.70	354,059	6.70	363,831
CLERK	32	13.30	524,742	11.30	463,489	11.30	476,282
CUSTODIAL WKR	15	3.00	152,131	4.00	201,778	4.00	207,347
FACILITY MAINT WKR	15	1.00	53,379	1.00	55,336	1.00	56,863
LIB BUS OPER MGR	18	1.00	103,168	1.00	106,217	1.00	109,149
LIB COM SERVS MGR	18	2.00	152,446	1.00	78,777	1.00	80,952
LIB COMP TECH	32	2.00	97,645	2.00	103,929	2.00	106,798
LIB COMPT SPEC	33	2.00	123,130	2.00	129,015	2.00	132,576
LIB FAC MGR	18	1.00	89,068	1.00	92,272	1.00	94,818
LIB MAINT COORD	15	1.00	67,162	1.00	69,676	1.00	71,599
LIB MEDIA COORD	18	0.90	68,225	1.00	86,655	1.00	89,047
LIB PROG COORD	18	1.00	62,171	1.00	64,009	1.00	65,775
LIBRARIAN	18	6.00	430,308	6.00	446,969	6.00	459,305
LIBRARIAN	33	35.90	2,204,445	35.20	2,226,797	35.20	2,288,257
LIBRARIAN SUPV	18	2.00	165,977	3.00	239,862	3.00	246,483
LIBRARY ASSOCIATE DIRECTOR	18	-	-	1.00	96,363	1.00	99,023
LIBRARY ASST	32	33.20	1,447,982	33.30	1,509,628	33.30	1,551,294
LIBRARY DIRECTOR	21	1.00	125,190	1.00	127,424	1.00	130,941
LIBRARY PRESS OPR	32	1.00	52,599	1.00	54,153	1.00	55,648
MAINT MECH	15	2.00	125,253	2.00	129,150	2.00	132,714
PLANNER	18	1.00	63,189	1.00	67,951	1.00	69,827
PROG ASST	17	1.00	55,835	1.00	57,485	1.00	59,071
PROG ASST	32	4.00	198,260	4.00	207,339	4.00	213,062
<b>TOTAL</b>		<b>123.60</b>	<b>\$ 6,787,788</b>	<b>123.50</b>	<b>\$ 7,087,879</b>	<b>123.50</b>	<b>\$ 7,283,505</b>

# Library

## Function: Library

### Line Item Detail

#### Supplies

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Office Supplies	18,291	6,500	7,403	6,500	6,500
Copy Printing Supplies	8,630	10,000	10,000	10,000	10,000
Furniture	3,895	5,000	5,000	46,000	46,000
Hardware Supplies	85,080	75,000	79,764	121,000	121,000
Software Licenses & Supplies	2,101	5,000	5,000	5,000	5,000
Postage	38,611	38,000	44,007	38,000	38,000
Program Supplies	52,023	36,000	38,876	53,000	53,000
Work Supplies	3,920	2,700	4,162	2,700	2,700
Janitorial Supplies	33,356	40,000	51,903	40,000	40,000
Library Materials	295,486	956,036	1,049,595	1,028,024	1,028,024
Safety Supplies	1,701	550	550	550	550
Uniform Clothing Supplies	56	120	223	120	120
Food And Beverage	5,336	-	2,514	3,500	3,500
Building	3,823	6,400	327	6,400	6,400
Building Supplies	5,781	2,450	6,075	2,450	2,450
Electrical Supplies	4,429	4,250	4,291	4,250	4,250
HVAC Supplies	17,268	18,000	18,000	51,450	51,450
Plumbing Supplies	2,827	400	1,395	400	400
Machinery And Equipment	7,809	-	1,133	-	-
Equipment Supplies	2,276	2,100	2,150	2,100	2,100
Inventory	65	550	-	550	550
<b>Total</b>	<b>\$ 592,762</b>	<b>\$ 1,209,056</b>	<b>\$ 1,332,369</b>	<b>\$ 1,421,994</b>	<b>\$ 1,421,994</b>

# Library

## Function: Library

### Line Item Detail

#### Purchased Services

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Natural Gas	48,358	76,500	60,984	58,800	58,800
Electricity	310,292	275,000	267,281	322,500	322,500
Water	8,178	10,440	7,709	9,350	9,350
Sewer	9,784	7,500	6,889	9,700	9,700
Stormwater	3,773	2,626	5,509	5,200	5,200
Telephone	24,924	14,120	22,088	20,470	20,470
Cellular Telephone	9,655	10,000	10,789	10,542	10,542
Systems Communication Internet	563,047	588,228	581,819	594,502	594,502
Building Improv Repair Maint	148,649	165,463	165,503	177,010	177,010
Waste Disposal	-	-	3,168	4,920	4,920
Fire Protection	188	-	263	410	410
Pest Control	2,515	2,690	2,354	2,892	2,892
Elevator Repair	3,539	4,000	4,000	4,000	4,000
Facility Rental	310,103	307,000	304,834	317,000	317,000
Custodial Building Use Charges	147,306	153,609	151,616	155,792	155,792
Process Fees Recyclables	8,073	7,635	4,847	5,160	5,160
Office Equipment Repair	9,536	12,000	12,000	12,000	12,000
Communication Device Rpr Main	25,951	15,000	15,000	17,450	17,450
Equip Improv Repair Maint	3,976	2,000	3,324	37,000	37,000
Lease Rental Of Equipment	988	360	382	400	400
Recruitment	462	2,000	500	500	500
Mileage	7,721	13,000	4,949	8,500	8,500
Conferences And Training	29,379	20,000	40,095	46,000	46,000
Memberships	10,239	11,000	11,137	11,000	11,000
Uniform Laundry	3,929	3,200	5,165	4,200	4,200
Work Study Services	-	-	1,000	-	-
Bank Services	194	-	-	-	-
Credit Card Services	2,573	2,000	2,425	3,000	3,000
Collection Services	9,406	10,000	7,464	10,000	10,000
Armored Car Services	14,924	19,170	19,619	15,100	15,100
Consulting Services	103	2,000	2,000	2,000	2,000
Advertising Services	64,841	35,750	36,987	58,850	58,850
Printing Services	19,521	37,000	26,393	20,000	20,000
Investigative Services	-	200	-	200	200
Security Services	6,511	8,525	9,284	11,122	11,122
Interpreters Signing Services	-	1,000	-	1,000	1,000
Transportation Services	1,002	-	40	600	600
Program Services	80,949	55,000	74,159	124,400	124,400
Other Services And Expenses	685	500	42	13,900	13,900
Grants	48,106	-	-	-	-
Community Agency Contracts	169,009	260,453	260,453	221,080	221,080
Taxes And Special Assessments	48,074	58,000	58,000	51,300	51,300
Permits And Licenses	580	100	404	500	500
<b>Total</b>	<b>\$ 2,157,042</b>	<b>\$ 2,193,069</b>	<b>\$ 2,190,475</b>	<b>\$ 2,368,350</b>	<b>\$ 2,368,350</b>

# Library

## Function: Library

### Line Item Detail

#### Debt and Other Financing Uses

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Interest	-	617,111	-	-	-
Principal	-	2,075,461	-	-	-
Fund Balance Generated	165,480	-	37,683	-	-
<b>Total</b>	<b>\$ 165,480</b>	<b>\$ 2,692,572</b>	<b>\$ 37,683</b>	<b>\$ -</b>	<b>\$ -</b>

#### Inter-Departmental Charges

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Information Tec	20,990	23,028	23,028	23,028	23,028
ID Charge From Engineering	3,537	3,537	3,537	3,537	3,537
ID Charge From Fleet Services	7,992	8,545	8,545	14,075	14,075
ID Charge From Traffic Enginee	3,189	1,238	1,550	1,238	1,238
ID Charge From Insurance	31,196	47,968	47,968	73,287	73,287
ID Charge From Workers Comp	12,790	14,324	14,324	12,936	12,936
<b>Total</b>	<b>\$ 79,694</b>	<b>\$ 98,640</b>	<b>\$ 98,952</b>	<b>\$ 128,101</b>	<b>\$ 128,101</b>

#### Revenue

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Federal Revenues Operating	(32,346)	(27,973)	(27,973)	(27,973)	(27,973)
Other Unit Of Gov Revenues Op	(126,133)	(65,289)	(67,904)	(64,587)	(64,587)
Reproduction Services	(85,935)	(105,000)	(105,000)	(105,000)	(105,000)
Appliance Collection	(7,475)	(5,500)	(4,773)	(7,500)	(7,500)
Catering Concessions	(27,621)	(22,000)	(22,000)	(25,000)	(25,000)
Facility Rental	(38,971)	(53,991)	(49,991)	(50,000)	(50,000)
Southcentral Library Services	(268,343)	(269,784)	(272,664)	(270,284)	(270,284)
Library Collection Fees	(30,010)	(45,000)	(23,941)	(30,400)	(30,400)
Cataloging Services	(455,858)	(454,255)	(454,255)	(454,255)	(454,255)
Reimbursement Of Expense	(18,703)	(3,500)	(15,152)	(3,500)	(3,500)
Library Fines	(298,454)	(325,000)	(300,000)	(300,000)	(300,000)
Interest	(34,473)	-	-	-	-
Net (Increase) Decr Fmv Invest	21,445	-	-	-	-
Contributions And Donations	(268,153)	-	(92,431)	(323,400)	(323,400)
Miscellaneous Revenue	(4,533)	(3,000)	(3,000)	(4,000)	(4,000)
Fund Balance Applied	(27,166)	-	-	-	-
Transfer In From Other Restrict	(20,000)	(20,000)	(20,000)	(20,000)	(20,000)
Transfer In From Capital Proje	-	(46,542)	-	-	-
<b>Total</b>	<b>\$ (1,722,729)</b>	<b>\$ (1,446,834)</b>	<b>\$ (1,459,085)</b>	<b>\$ (1,685,899)</b>	<b>\$ (1,685,899)</b>

#### Transfers Out

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Transfer Out To Library	40,000	-	-	-	-
Transfer Out To Debt Service	2,577,190	-	2,692,572	2,692,572	2,745,463
Transfer Out To Capital Projec	680,351	-	-	-	-
<b>Total</b>	<b>\$ 3,297,540</b>	<b>\$ -</b>	<b>\$ 2,692,572</b>	<b>\$ 2,692,572</b>	<b>\$ 2,745,463</b>



*Agency Overview***Agency Mission**

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

**Agency Overview**

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

**2017 Budget Highlights**

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The 2017 Executive Budget includes funding for:

- The reclassification of 4 Deputy Mayors positions (\$30,000).
- Funding to continue a Summer Food Program offered in Madison's parks; in 2017 the program will be supported by fundraising efforts with the local healthcare community (\$15,000).

**Mayor**Function: **General Government***Budget Overview***Budget by Service (All Funds)**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Mayor	1,337,744	1,339,412	1,264,526	1,303,015	1,362,882
<b>TOTAL</b>	<b>\$ 1,337,744</b>	<b>\$ 1,339,412</b>	<b>\$ 1,264,526</b>	<b>\$ 1,303,015</b>	<b>\$ 1,362,882</b>

**Budget by Fund & Major**

Fund: General					
	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(102,500)	(20,000)	-	(20,000)	(35,000)
Salaries	941,834	954,297	857,457	926,770	983,066
Benefits	281,732	276,679	249,941	267,147	270,718
Supplies	15,948	11,142	16,310	11,142	11,142
Purchased Services	199,080	115,220	138,743	115,220	130,220
Inter Depart Charges	1,649	2,074	2,074	2,736	2,736
<b>TOTAL</b>	<b>\$ 1,337,744</b>	<b>\$ 1,339,412</b>	<b>\$ 1,264,526</b>	<b>\$ 1,303,015</b>	<b>\$ 1,362,882</b>

**Change Table (General Fund)**

<b>2016 Adopted</b>	<b>1,339,412</b>
<b>Adjustments with Service Impact</b>	
Increased revenue from private donations for Summer Food Program	(15,000)
Increase supply costs to continue Summer Food Program	15,000
<b>Adjustments with No Service Impact</b>	
Decrease in Salaries	(27,528)
Increase in Fringe	454
2017 Pay Increase	26,297
Increase in Retirement Costs based on 2017 WRS rates	224
Adjustment to Health Insurance based on 2017 rates	(6,639)
Change in allocation of Worker's Compensation & Insurance costs	662
Funding for Deputy Mayor reclassifications	30,000
<b>2017 Executive Budget</b>	<b>1,362,882</b>

*Service Overview*

**Service: Mayor**

*Service Description*

This service directs City officers in the performance of their duties and responsibilities and supervises the development and implementation of operational goals for City agencies. It appoints and evaluates agency heads as provided by ordinance, reviews agency plans, policies and procedures for soundness and proper coordination, and provides direct guidance to agencies experiencing significant policy or organizational difficulties. It directs inter-agency staff teams in the identification and resolution of management problems that affect more than one City agency. The Mayor's Office submits an annual Executive Budget to the Common Council after establishing guidelines and considering the capital and operating budget requests of City agencies. The Mayor's Office is responsible for encouraging citizen participation in City government by making citizen appointments to City committees; training committee members on "open meetings" requirements, parliamentary procedure, and ethics requirements; maintaining a database of citizen candidates interested in appointment to City committees; and responding to concerns and initiatives presented by citizens and assisting them in their relations with City agencies. The Mayor's Office monitors State and national issues that affect the welfare of City residents. This includes representing the City's interests in the State budget process, State legislation and administration, acting as liaison with the City's State legislative delegation, and maintaining contact with State and Federal legislators and administrators. The Mayor's Office provides public information through preparing and distributing press releases, position papers and correspondence, scheduling and conducting press conferences and interviews, representing the City at civic meetings and official functions and responding to inquiries from the press, organizations and individuals.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(102,500)	(20,000)	-	(20,000)	(35,000)
Salaries	941,834	954,297	857,457	926,770	983,066
Benefits	281,732	276,679	249,941	267,147	270,718
Supplies	15,948	11,142	16,310	11,142	11,142
Purchased Services	199,080	115,220	138,743	115,220	130,220
Inter Depart Charges	1,649	2,074	2,074	2,736	2,736
<b>TOTAL</b>	<b>\$ 1,337,744</b>	<b>\$ 1,339,412</b>	<b>\$ 1,264,526</b>	<b>\$ 1,303,015</b>	<b>\$ 1,362,882</b>

# Mayor

Function: General Government

*Position Summary*

	CG	2016 Budget		2017 Request		2017 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
DEPUTY MAYOR	19	5.00	481,473	5.00	473,025	5.00	486,080
FOOD POLICY COORDINATOR	18	1.00	78,811	1.00	81,140	1.00	83,380
MAYOR	19	1.00	137,458	1.00	136,833	1.00	140,609
MAYORAL OFF CLK	17	2.00	96,686	2.00	94,357	2.00	96,961
NH RESOURCES COORD	18	1.00	76,516	1.00	81,140	1.00	83,380
PROG ASST	17	1.00	52,828	1.00	54,388	1.00	55,889
SECY TO MAYOR	19	1.00	56,114	1.00	57,773	1.00	59,367
<b>TOTAL</b>		<b>12.00</b>	<b>\$ 979,886</b>	<b>12.00</b>	<b>\$ 978,656</b>	<b>12.00</b>	<b>\$ 1,005,667</b>

**Mayor****Function: General Government***Line Item Detail***Supplies**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Purchasing Card Unallocated	-	-	6,964	-	-
Office Supplies	9,104	3,240	957	3,240	3,240
Artwork	-	-	300	-	-
Copy Printing Supplies	3,929	4,082	1,146	4,082	4,082
Postage	1,611	3,000	939	3,000	3,000
Books And Subscriptions	1,304	820	5,964	820	820
Work Supplies	-	-	41	-	-
<b>Total</b>	<b>\$ 15,948</b>	<b>\$ 11,142</b>	<b>\$ 16,310</b>	<b>\$ 11,142</b>	<b>\$ 11,142</b>

**Purchased Services**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Telephone	1,420	7,850	3,083	7,850	7,850
Cellular Telephone	2,618	1,000	1,884	1,000	1,000
Facility Rental	-	31,000	494	31,000	31,000
Custodial Building Use Charges	31,000	-	36,486	-	-
Office Equipment Repair	-	144	-	144	144
Communication Device Rpr Main	-	226	-	226	226
Conferences And Training	51,643	57,000	30,051	57,000	57,000
Memberships	-	-	4,280	-	-
Storage Services	169	500	90	500	500
Consulting Services	69,500	-	39,000	-	-
Other Services And Expenses	24,991	17,500	26,375	17,500	17,500
Grants	15,000	-	(3,000)	-	15,000
Community Agency Contracts	2,740	-	-	-	-
<b>Total</b>	<b>\$ 199,080</b>	<b>\$ 115,220</b>	<b>\$ 138,743</b>	<b>\$ 115,220</b>	<b>\$ 130,220</b>

**Inter-Departmental Charges**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Insurance	913	1,272	1,272	2,010	2,010
ID Charge From Workers Comp	736	802	802	726	726
<b>Total</b>	<b>\$ 1,649</b>	<b>\$ 2,074</b>	<b>\$ 2,074</b>	<b>\$ 2,736</b>	<b>\$ 2,736</b>

**Revenue**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Contributions And Donations	-	-	-	-	(15,000)
Miscellaneous Revenue	(102,500)	(20,000)	-	(20,000)	(20,000)
<b>Total</b>	<b>\$ (102,500)</b>	<b>\$ (20,000)</b>	<b>\$ -</b>	<b>\$ (20,000)</b>	<b>\$ (35,000)</b>



*Agency Overview***Agency Mission**

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

**Agency Overview**

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The Agency is responsible for the operation, planning, development, and coordination of the public transit system in the Madison urban area. In 2017, the agency will work to improve weekend service for high-demand bus routes through internal analysis of the fixed route service. Metro Transit is an active participant in the Neighborhood Resource Team program.

**2017 Budget Highlights**

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The 2017 Executive Budget reflects:

- Decreasing salaries to reflect the actual turnover rate of Metro's Transit Coach Driver positions (\$1,000,000)
- Increasing passenger revenue to reflect the bus fare increase adopted in August 2016 (\$530,000)
- Increasing Advertising revenues net of advertising costs due to increasing the number of bus wrap contracts (\$65,000)

**Metro Transit****Function: Public Works & Transportation***Budget Overview***Budget by Service (All Funds)**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Fixed Route	11,231,769	9,233,621	9,999,646	9,314,424	8,636,098
Paratransit	1,739,909	3,146,763	2,380,738	3,090,584	3,147,241
<b>TOTAL</b>	<b>\$ 12,971,678</b>	<b>\$ 12,380,384</b>	<b>\$ 12,380,385</b>	<b>\$ 12,405,008</b>	<b>\$ 11,783,339</b>

**Budget by Fund & Major**

Fund: Metro Transit	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(49,017,598)	(46,217,917)	(45,476,655)	(47,094,728)	(47,094,728)
Salaries	27,766,241	29,514,786	28,628,256	30,316,854	29,434,613
Benefits	11,729,305	11,403,404	11,462,911	10,962,328	10,979,108
Supplies	6,134,933	6,100,000	5,604,319	5,682,000	5,682,000
Purchased Services	7,742,667	8,593,610	9,175,052	9,410,490	9,410,490
Debt Other Financing	3,533,010	1,732,563	1,732,563	1,732,563	1,979,064
Inter Depart Charges	1,178,470	1,253,938	1,253,938	1,395,501	1,392,792
Transfer Out	3,904,649	-	-	-	-
<b>TOTAL</b>	<b>\$ 12,971,678</b>	<b>\$ 12,380,384</b>	<b>\$ 12,380,385</b>	<b>\$ 12,405,008</b>	<b>\$ 11,783,339</b>



*Budget Overview*

**Change Table (Metro Fund)**

<b>2016 Adopted</b>	<b>12,380,384</b>
<b>Adjustments with No Service Impact</b>	
Increase in passenger revenue due to fare increase adopted in August 2016	(530,000)
Increase in advertising revenue for anticipated bus wrap contracts	(315,000)
Decrease in anticipated farebox revenue	128,000
Increase in Miscellaneous Revenue	5,789
Adjustment to reflect Transit Coach Driver position turnover rate	(1,000,000)
2017 Pay Increase (Civilian)	117,752
2017 Pay Increase (Teamster)	336,959
Net increase to salaries for leave payout adjustments	285,116
Increase in Retirement Costs based on 2017 WRS rates	73,425
Adjustment to Health Insurance based on 2017 rates	(360,274)
Increase to Wage Insurance and FICA	42,553
Adjustment for fuel savings with 2017 contracted diesel price	(498,000)
Adjustment to machinery and equipment reflecting fewer planned purchases in 2017	(170,000)
Increase in cost of bus parts due to environmental standards requirements	250,000
Change in allocation of Worker's Compensation & Insurance costs	144,824
Increase in general liability insurance costs	330,400
Increase in costs for advertising services	250,000
Increase in facility rental and improvements	115,000
Increase in training and armored car services	8,400
Change in allocation of Fleet charges	6,907
Decrease in utilities costs	(52,520)
Decrease in Inter Departmental Billings	(12,877)
Increase in Debt Service	246,501
<b>2017 Executive Budget</b>	<b>11,783,339</b>

*Service Overview*

**Service: Fixed Route**

*Service Description*

This service is responsible for: (1) planning and coordinating all fixed route transit improvements and programs, and (2) the repair and maintenance of Metro transit bus fleet. The goal of this service is to provide transportation for customers to a comprehensive network of destinations throughout the City. In 2017 the service will perform an analysis of on-time performance and travel time improvement of the bus routes.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(44,174,373)	(40,996,617)	(40,255,355)	(41,581,428)	(41,581,428)
Salaries	26,602,292	28,293,818	27,440,963	29,040,868	28,152,199
Benefits	11,253,722	10,911,481	11,030,208	10,495,266	10,511,118
Supplies	6,134,731	5,664,400	5,604,319	5,274,400	5,274,400
Purchased Services	2,867,255	2,809,093	3,628,065	3,399,865	3,399,865
Debt Other Financing	3,533,010	1,386,051	1,386,051	1,386,051	1,583,251
Inter Depart Charges	1,110,482	1,165,395	1,165,395	1,299,402	1,296,693
Transfer Out	3,904,649	-	-	-	-
<b>TOTAL</b>	<b>\$ 11,231,769</b>	<b>\$ 9,233,621</b>	<b>\$ 9,999,646</b>	<b>\$ 9,314,424</b>	<b>\$ 8,636,098</b>

**Service: Paratransit**

*Service Description*

This service provides paratransit services for customers with disabilities in need of transportation services for work, post secondary education, medical needs, sheltered workshops, and other personal purposes. In 2017 the service will upgrade dispatch software enhancing driver communication with Metro dispatch.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(4,843,225)	(5,221,300)	(5,221,300)	(5,513,300)	(5,513,300)
Salaries	1,163,949	1,220,968	1,187,293	1,275,986	1,282,414
Benefits	475,583	491,923	432,703	467,062	467,990
Supplies	202	435,600	-	407,600	407,600
Purchased Services	4,875,412	5,784,517	5,546,987	6,010,625	6,010,625
Debt Other Financing	-	346,512	346,512	346,512	395,813
Inter Depart Charges	67,988	88,543	88,543	96,099	96,099
<b>TOTAL</b>	<b>\$ 1,739,909</b>	<b>\$ 3,146,763</b>	<b>\$ 2,380,738</b>	<b>\$ 3,090,584</b>	<b>\$ 3,147,241</b>

# Metro Transit

Function: Public Works & Transportation

## Position Summary

	2016			2017			
	Budget			Request		Executive	
	CG	FTEs	Amount	FTEs	Amount	FTEs	Amount
PARA PROG MGR	44	1.00	90,932	1.00	80,169	1.00	82,382
PARA SCHEDULING COOR	42	2.00	88,692	2.00	91,737	2.00	91,737
TRANS ACCT	44	2.00	147,437	2.00	154,667	2.00	158,936
TRANS ACCT CLK	42	5.00	213,792	6.00	275,116	6.00	275,116
TRANS ADV/SALES ASSOC	19	1.00	52,808	1.00	54,369	1.00	55,869
TRANS BLD MT	44	1.00	77,668	1.00	80,459	1.00	82,680
TRANS BUS CLEANER	41	5.00	209,095	5.00	126,241	5.00	196,279
TRANS CLASS A MECH	41	14.00	841,551	13.00	802,949	13.00	802,949
TRANS CLASS B MECH	41	15.00	811,673	15.00	859,527	15.00	859,527
TRANS CLASS C MECH	41	18.00	806,162	18.00	820,940	18.00	820,940
TRANS CUS SERV SUPV	44	1.00	62,217	1.00	56,711	1.00	58,277
TRANS CUST SERVS REPR	42	9.50	355,311	9.50	415,890	9.50	415,890
TRANS EMPL REL ASST	43	1.00	55,786	1.00	57,434	1.00	59,019
TRANS FINANCE MGR	44	1.00	94,847	1.00	99,072	1.00	101,806
TRANS GARAGE DISPAT	41	1.00	56,069	1.00	57,543	1.00	57,543
TRANS GENERAL MGR	21	1.00	131,453	1.00	133,798	1.00	137,491
TRANS GRAPHICS TECH	42	1.00	55,464	1.00	41,990	1.00	41,990
TRANS INFO SYS COORD	44	1.00	94,080	1.00	96,861	1.00	99,534
TRANS INFO SYS SPEC	44	2.00	146,236	2.00	150,551	2.00	154,706
TRANS JANITOR	41	2.00	106,434	2.00	109,478	2.00	109,478
TRANS MAINT GEN SUPV	44	1.00	84,140	1.00	86,756	1.00	89,151
TRANS MAINT MGR	44	1.00	96,689	1.00	100,968	1.00	103,755
TRANS MAINT SUPERV	44	7.00	521,718	7.00	539,519	7.00	554,410
TRANS MECH LEADWKR	41	1.00	42,709	1.00	43,893	1.00	43,893
TRANS MK/CU SERV MGR	44	1.00	100,454	1.00	104,286	1.00	107,165
TRANS MKT SPEC	44	2.00	109,285	2.00	124,523	2.00	127,960
TRANS OFF MGR	43	1.00	54,349	1.00	55,950	1.00	57,494
TRANS OPER GEN SUPV	44	3.00	222,044	3.00	234,252	3.00	240,717
TRANS OPER MGR	44	1.00	85,592	1.00	92,196	1.00	94,740
TRANS OPER OFF COOR	42	1.00	35,097	1.00	44,703	1.00	44,703
TRANS OPER SUPER	44	16.00	1,155,254	16.00	1,209,225	16.00	1,242,600
TRANS OPERATOR	41	325.30	17,295,486	325.60	17,467,279	325.60	17,586,247
TRANS PAINT & BODY	41	2.00	121,213	2.00	125,202	2.00	125,202
TRANS PARTS SPEC	42	2.00	99,753	2.00	102,684	2.00	102,684
TRANS PARTS SUPER	44	1.00	68,316	1.00	70,335	1.00	72,276
TRANS PLAN&SCH MGR	44	1.00	103,135	1.00	106,183	1.00	109,113
TRANS PLANNER	44	3.00	208,414	3.00	223,803	3.00	229,980
TRANS SCHED/DATA ASST	42	1.00	51,134	1.00	53,467	1.00	53,467
TRANS SCHED PLANNER	44	1.00	85,669	1.00	88,201	1.00	90,635
TRANS SERVICE MGR	44	1.00	112,114	1.00	109,658	1.00	112,685

**Metro Transit**

Function: **Public Works & Transportation**

*Position Summary*

	CG	2016 Budget		2017 Request		2017 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
TRANS SERVICE WKR	41	10.80	508,486	11.50	553,667	11.50	553,667
TRANS UTIL WKR	41	8.00	407,656	7.00	369,792	7.00	369,792
<b>TOTAL</b>		<b>475.60</b>	<b>\$ 26,066,413</b>	<b>475.60</b>	<b>\$ 26,472,044</b>	<b>475.60</b>	<b>\$ 26,774,484</b>

# Metro Transit

## Function: Public Works & Transportation

### Line Item Detail

#### Supplies

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Purchasing Card Unallocated	-	-	126,052	-	-
Office Supplies	28,791	25,000	30,686	25,000	25,000
Copy Printing Supplies	13,791	12,000	11,700	12,000	12,000
Hardware Supplies	15,312	25,000	20,794	25,000	25,000
Software Licenses & Supplies	-	-	1,781	-	-
Postage	14,131	14,000	11,420	14,000	14,000
Work Supplies	285,869	155,000	134,093	155,000	155,000
Janitorial Supplies	17,706	40,000	13,512	40,000	40,000
Uniform Clothing Supplies	78,555	80,000	44,575	80,000	80,000
Building Supplies	203,247	210,000	182,069	210,000	210,000
Machinery And Equipment	-	350,000	15,146	180,000	180,000
Equipment Supplies	498,258	10,000	92,563	10,000	10,000
Tires	227,047	270,000	231,771	270,000	270,000
Gasoline	16,676	34,000	37,006	24,000	24,000
Diesel	3,881,732	3,630,000	3,686,248	3,142,000	3,142,000
Lubricants	148,019	175,000	148,598	175,000	175,000
Inventory	705,800	1,070,000	816,305	1,320,000	1,320,000
<b>Total</b>	<b>\$ 6,134,933</b>	<b>\$ 6,100,000</b>	<b>\$ 5,604,319</b>	<b>\$ 5,682,000</b>	<b>\$ 5,682,000</b>

# Metro Transit

## Function: Public Works & Transportation

### Line Item Detail

#### Purchased Services

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Natural Gas	182,102	250,000	209,556	200,000	200,000
Electricity	296,406	290,000	285,941	290,000	290,000
Water	3,040	17,400	6,399	15,000	15,000
Sewer	3,127	10,000	6,349	10,000	10,000
Stormwater	30,034	20,000	17,087	20,000	20,000
Telephone	9,502	5,000	12,217	5,000	5,000
Cellular Telephone	11,066	11,120	7,835	11,000	11,000
Building Improv Repair Maint	54,309	11,000	738	11,000	11,000
Waste Disposal	11,123	10,000	7,965	10,000	10,000
Pest Control	7,094	8,000	5,646	8,000	8,000
Elevator Repair	1,704	-	3,700	-	-
Facility Rental	222,590	320,000	336,096	375,000	375,000
Grounds Improv Repair Maint	3,832	45,000	-	100,000	100,000
Snow Removal	18,440	50,000	33,140	50,000	50,000
Communication Device Rpr Main	389,241	415,000	390,871	415,000	415,000
Equip Improv Repair Maint	17,742	30,000	53,651	30,000	30,000
Vehicle Repair And Maintenance	27,531	35,000	169,275	35,000	35,000
Sidewalk Improv Repair Maint	216,626	-	11,578	-	-
Conferences And Training	48,122	30,000	59,900	35,000	35,000
Memberships	58,066	60,000	45,430	60,000	60,000
Uniform Laundry	22,500	24,000	23,137	24,000	24,000
Medical Services	32,893	31,000	40,692	31,000	31,000
Audit Services	18,156	22,000	-	22,000	22,000
Bank Services	2,813	2,290	-	2,290	2,290
Legal Services	3,900	-	-	-	-
Credit Card Services	11,896	11,000	7,476	11,000	11,000
Armored Car Services	6,130	5,600	6,676	9,000	9,000
Delivery Freight Charges	2,946	-	6,654	-	-
Storage Services	1,886	2,200	1,526	2,200	2,200
Consulting Services	30,551	-	59,953	-	-
Advertising Services	32,783	30,000	33,188	280,000	280,000
Printing Services	48,303	96,000	48,949	96,000	96,000
Parking Towing Services	-	-	20,110	25,000	25,000
Transportation Services	4,619,492	4,825,000	4,787,339	4,825,000	4,825,000
Other Services And Expenses	423,207	309,000	372,579	89,000	89,000
Community Agency Contracts	242,738	750,000	750,000	950,000	950,000
General Liability Insurance	630,776	868,000	1,353,397	1,364,000	1,364,000
<b>Total</b>	<b>\$ 7,742,667</b>	<b>\$ 8,593,610</b>	<b>\$ 9,175,052</b>	<b>\$ 9,410,490</b>	<b>\$ 9,410,490</b>

#### Debt and Other Financing Uses

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Interest	337,788	366,989	366,989	366,989	385,859
Principal	-	1,365,574	1,365,574	1,365,574	1,593,205
Fund Balance Generated	3,195,222	-	-	-	-
<b>Total</b>	<b>\$ 3,533,010</b>	<b>\$ 1,732,563</b>	<b>\$ 1,732,563</b>	<b>\$ 1,732,563</b>	<b>\$ 1,979,064</b>

# Metro Transit

## Function: Public Works & Transportation

### Line Item Detail

#### Inter-Departmental Charges

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Human Resources	139,776	142,572	142,572	147,300	147,300
ID Charge From Information Tec	107,060	113,000	113,000	113,000	110,291
ID Charge From Treasurer	-	1,796	1,796	4,900	4,900
ID Charge From Fleet Services	5,901	-	-	6,907	6,907
ID Charge From Streets	1,050	-	-	-	-
ID Charge From Traffic Enginee	74,822	101,000	101,000	83,000	83,000
ID Charge From Insurance	35,096	64,662	64,662	146,240	146,240
ID Charge From Workers Comp	814,765	812,908	812,908	876,154	876,154
ID Charge From Stormwater	-	18,000	18,000	18,000	18,000
<b>Total</b>	<b>\$ 1,178,470</b>	<b>\$ 1,253,938</b>	<b>\$ 1,253,938</b>	<b>\$ 1,395,501</b>	<b>\$ 1,392,792</b>

#### Revenue

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Federal Revenues Operating	(6,519,244)	(6,299,302)	(6,299,302)	(6,550,000)	(6,550,000)
Federal Revenues Capital	(3,847,037)	(280,000)	(280,000)	(144,000)	(144,000)
State Revenues Operating	(17,375,936)	(17,376,000)	(17,376,000)	(17,360,000)	(17,360,000)
Local Revenues Operating	(7,407,232)	(7,555,000)	(7,555,000)	(8,085,000)	(8,085,000)
Advertising	(468,304)	(385,000)	(385,000)	(700,000)	(700,000)
Transit Farebox	(1,623,335)	(1,652,000)	(1,152,000)	(1,524,000)	(1,524,000)
Adult 31 Day	(2,083,760)	(2,175,500)	(2,175,500)	(2,202,000)	(2,202,000)
Senior/Disabled 31 Day	(587,316)	(570,000)	(570,000)	(580,000)	(580,000)
Low Income 31 Day	(2,256,952)	(2,165,000)	(2,165,000)	(2,175,000)	(2,175,000)
Paratransit Tickets	1,345	-	-	-	-
Unlimited Ride Pass	(6,649,110)	(6,721,300)	(6,721,300)	(6,727,300)	(6,727,300)
Miscellaneous Revenue	(172,726)	(59,500)	(319,500)	(47,500)	(47,500)
Sale Of Assets	8	-	-	-	-
(Gain) Loss On Sale Of Asset	55	-	-	-	-
Fund Balance Applied	-	(979,315)	(478,053)	(834,328)	(834,328)
Transfer In From Insurance	(28,055)	-	-	(165,600)	(165,600)
<b>Total</b>	<b>\$ (49,017,598)</b>	<b>\$ (46,217,917)</b>	<b>\$ (45,476,655)</b>	<b>\$ (47,094,728)</b>	<b>\$ (47,094,728)</b>

#### Transfers Out

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Transfer Out To Capital Projec	3,904,649	-	-	-	-
<b>Total</b>	<b>\$ 3,904,649</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>





*Agency Overview***Agency Mission**

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The mission of Monona Terrace Community and Convention Center is to deliver an exceptional and inspirational experience for visitors and attendees.

**Agency Overview**

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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. To achieve these goals the Agency will; improve its social media efforts, implement safety and security projects, and enhance sustainable maintenance and landscaping practices.

**2017 Budget Highlights**

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The Executive Budget maintains the current level of service.

# Monona Terrace Comm Conv Ctr

Function: Public Facilities

## Budget Overview

### Budget by Service (All Funds)

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Community Convention Center	-	-	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

### Budget by Fund & Major

Fund: Convention Center	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(14,206,236)	(14,004,017)	(14,175,486)	(14,200,859)	(14,299,800)
Salaries	3,626,518	3,655,224	3,724,625	3,793,461	3,885,363
Benefits	1,277,073	1,151,493	1,224,938	1,218,159	1,231,085
Supplies	525,348	519,384	561,885	546,331	546,331
Purchased Services	7,215,008	8,089,658	8,075,780	8,015,623	8,015,623
Debt Other Financing	1,077,170	382,110	382,110	382,110	410,011
Inter Depart Charges	146,920	206,148	206,148	245,175	211,387
Transfer Out	338,200	-	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

*Service Overview*

**Service: Community Convention Center**

*Service Description*

This service supports the community in three ways: as a convention center attracting new dollars to Madison and Dane County, as a tourism destination, and as a community center for the citizens of our community. The goal of this service is to deliver exceptional and inspirational customer experiences. The primary customer of this service is patrons of Monona Terrace including clients, guests, visitors, and tourists. The major initiatives planned for this service include continuing operations and maintaining Monona Terrace as a community gathering place, a tourist destination, and a catalyst for economic activity. To support these mandates, efforts will be focused on improving social media efforts, as well as redesigning the website and managing its contents in-house; safety and security projects identified by Homeland Security will remain a priority and sustainable maintenance and landscaping practices will be enhanced.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(14,206,236)	(14,004,017)	(14,175,486)	(14,200,859)	(14,299,800)
Salaries	3,626,518	3,655,224	3,724,625	3,793,461	3,885,363
Benefits	1,277,073	1,151,493	1,224,938	1,218,159	1,231,085
Supplies	525,348	519,384	561,885	546,331	546,331
Purchased Services	7,215,008	8,089,658	8,075,780	8,015,623	8,015,623
Debt Other Financing	1,077,170	382,110	382,110	382,110	410,011
Inter Depart Charges	146,920	206,148	206,148	245,175	211,387
Transfer Out	338,200	-	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Monona Terrace Comm Conv Ctr**

Function: **Public Facilities**

*Position Summary*

	2016			2017		Executive	
	CG	FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCT TECH	20	1.00	59,790	1.00	61,601	1.00	63,301
ADMIN CLERK	20	4.00	209,723	4.00	216,634	4.00	222,613
COMM EVENTS COORD	18	1.00	59,480	1.00	61,422	1.00	63,118
CUSTODIAL WKR	16	4.50	216,031	5.50	247,216	5.50	254,039
FACILITY MAINT WKR	16	2.00	90,187	2.00	114,187	2.00	117,339
GARDENER	16	1.00	45,093	1.00	54,536	1.00	56,041
GIFT SHOP SALES LDWKR	20	1.00	54,580	1.00	56,536	1.00	58,097
IT SPEC	18	1.00	74,080	1.00	76,916	1.00	79,038
M.T. ASSOC DIRECTOR	18	2.00	198,523	2.00	205,795	2.00	211,475
M.T. BOOKING COORD	20	1.00	55,338	1.00	57,055	1.00	58,630
M.T. COM.REL.SUPV	18	1.00	72,920	1.00	75,956	1.00	78,053
M.T. COMMAND CTR OPER	16	4.00	208,272	4.00	214,758	4.00	220,685
M.T. DIRECTOR	21	1.00	117,732	1.00	132,393	1.00	136,047
M.T. EVENT COORD	20	3.00	160,274	3.00	165,608	3.00	170,179
M.T. EVENT SERVS MGR	18	1.00	69,398	1.00	71,448	1.00	73,420
M.T. OPER LDWKR	16	3.00	154,953	3.00	161,790	3.00	166,256
M.T. OPERS WKR	16	8.00	386,033	7.00	334,473	7.00	343,704
M.T. SALES ASSOC	19	2.00	107,420	2.00	112,079	2.00	115,172
M.T. SALES MGR	19	1.00	67,784	1.00	69,787	1.00	71,714
M.T. TECH SERVS SPEC	16	2.00	114,097	2.00	122,543	2.00	125,925
M.T. VOL/TOUR COORD	18	1.00	61,217	1.00	63,121	1.00	64,863
M.T.BLDG MAINT SUPV	18	1.00	76,560	1.00	79,539	1.00	81,735
MAINT MECH	16	3.50	199,221	3.50	216,860	3.50	222,845
MKTG/COMMUN SPEC	18	1.00	58,652	1.00	60,385	1.00	62,052
MT ASST OPERATIONS MGR	18	2.00	127,847	2.00	133,973	2.00	137,671
QI & OPER MGR	18	1.00	84,555	1.00	87,443	1.00	89,856
SALES CLERK	20	0.75	23,685	0.75	25,618	0.75	26,325
<b>TOTAL</b>		<b>54.75</b>	<b>\$ 3,153,445</b>	<b>54.75</b>	<b>\$ 3,279,673</b>	<b>54.75</b>	<b>\$ 3,370,192</b>

**Monona Terrace Comm Conv Ctr**

**Function: Public Facilities**

*Line Item Detail*

**Supplies**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Purchasing Card Unallocated	-	-	76,252	-	-
Office Supplies	27,815	15,400	6,877	17,689	17,689
Copy Printing Supplies	6,245	10,000	5,731	10,000	10,000
Furniture	-	-	72	500	500
Hardware Supplies	7,609	12,000	14,601	12,000	12,000
Software Licenses & Supplies	2,149	12,740	6,234	14,740	14,740
Postage	9,064	9,600	9,605	9,600	9,600
Books And Subscriptions	270	905	301	1,005	1,005
Work Supplies	50,186	33,568	109,578	34,168	34,168
Janitorial Supplies	48,706	60,000	29,326	60,000	60,000
Safety Supplies	4,712	1,911	1,538	3,400	3,400
Uniform Clothing Supplies	6,962	13,250	5,683	13,250	13,250
Food And Beverage	26,264	21,134	32,103	19,577	19,577
Building	20,715	-	12,343	-	-
Building Supplies	22,036	24,731	26,558	25,517	25,517
Electrical Supplies	25,635	38,103	35,610	30,103	30,103
HVAC Supplies	3,670	20,000	17,090	20,000	20,000
Plumbing Supplies	7,488	17,600	14,725	10,000	10,000
Trees Shrubs Plants	15,082	5,000	3,957	25,000	25,000
Machinery And Equipment	-	38,860	-	5,400	5,400
Equipment Supplies	147,668	84,042	52,974	134,042	134,042
Inventory	93,070	100,540	100,727	100,340	100,340
<b>Total</b>	<b>\$ 525,348</b>	<b>\$ 519,384</b>	<b>\$ 561,885</b>	<b>\$ 546,331</b>	<b>\$ 546,331</b>

# Monona Terrace Comm Conv Ctr

# Function: Public Facilities

## Line Item Detail

### Purchased Services

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Natural Gas	6,327	7,900	5,752	8,500	8,500
Fuel Oil	-	1,800	-	2,000	2,000
Electricity	395,908	387,000	338,436	387,000	387,000
Water	28,525	53,940	16,922	54,000	54,000
Steam	164,400	200,000	200,000	200,000	200,000
Telephone	15,498	9,600	25,072	9,600	9,600
Cellular Telephone	13,697	26,520	8,094	4,720	4,720
Building Improv Repair Maint	100,437	22,000	61,901	55,000	55,000
Waste Disposal	22,842	20,000	20,587	25,000	25,000
Pest Control	1,210	1,300	2,120	1,500	1,500
Elevator Repair	73,915	82,000	43,797	44,000	44,000
Facility Rental	-	-	11,305	24,500	24,500
Landscaping	66,104	25,000	68,355	13,000	13,000
Communication Device Rpr Main	77,941	132,000	74,405	75,000	75,000
Equip Improv Repair Maint	39,430	38,183	39,379	38,208	38,208
System And Software Maintenanc	13,931	-	11,723	1,450	1,450
Lease Rental Of Equipment	65,272	71,075	112,333	74,075	74,075
Recruitment	218	1,500	1,286	1,500	1,500
Mileage	835	675	56	625	625
Conferences And Training	30,348	36,575	32,193	39,988	39,988
Memberships	11,900	12,224	6,432	12,143	12,143
Uniform Laundry	82,631	91,900	130,000	85,000	85,000
Audit Services	3,000	4,000	-	4,000	4,000
Credit Card Services	94,777	102,800	31,099	95,000	95,000
Delivery Freight Charges	595	1,275	244	1,200	1,200
Storage Services	3,313	480	264	480	480
Management Services	95,908	83,000	85,208	80,000	80,000
Consulting Services	67,360	38,703	74,143	36,500	36,500
Advertising Services	312,354	433,984	437,137	437,864	437,864
Printing Services	14,233	16,139	47,547	15,700	15,700
Security Services	68,359	62,000	50,000	62,000	62,000
Catering Vending Services	5,202,688	6,000,000	5,952,723	6,000,000	6,000,000
Other Services And Expenses	135,800	119,385	177,783	119,370	119,370
Permits And Licenses	5,253	6,700	9,484	6,700	6,700
<b>Total</b>	<b>\$ 7,215,008</b>	<b>\$ 8,089,658</b>	<b>\$ 8,075,780</b>	<b>\$ 8,015,623</b>	<b>\$ 8,015,623</b>

### Debt and Other Financing Uses

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Interest	138,665	13,862	13,862	13,862	18,985
Principal	-	30,048	30,048	30,048	52,826
Payments In Lieu Of Taxes	-	338,200	338,200	338,200	338,200
Fund Balance Generated	938,505	-	-	-	-
<b>Total</b>	<b>\$ 1,077,170</b>	<b>\$ 382,110</b>	<b>\$ 382,110</b>	<b>\$ 382,110</b>	<b>\$ 410,011</b>

# Monona Terrace Comm Conv Ctr

Function: Public Facilities

*Line Item Detail*

## Inter-Departmental Charges

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Information Tec	65,340	96,812	96,812	96,812	63,024
ID Charge From Fleet Services	3,756	4,732	4,732	3,887	3,887
ID Charge From Traffic Enginee	360	10,000	10,000	10,000	10,000
ID Charge From Insurance	40,729	55,316	55,316	88,317	88,317
ID Charge From Workers Comp	36,735	39,288	39,288	46,159	46,159
<b>Total</b>	<b>\$ 146,920</b>	<b>\$ 206,148</b>	<b>\$ 206,148</b>	<b>\$ 245,175</b>	<b>\$ 211,387</b>

## Revenue

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Catering Concessions	(5,202,688)	(6,000,000)	(6,000,000)	(6,000,000)	(6,000,000)
Facility Rental	(4,520,993)	(4,355,200)	(4,805,200)	(4,288,655)	(4,288,655)
Reimbursement Of Expense	(6,070)	-	-	-	-
Gift Shop Sales	(154,453)	(153,000)	(153,000)	(153,000)	(153,000)
Building Tours	(10,922)	(10,000)	(10,000)	(10,000)	(10,000)
Interest	(13)	-	-	-	-
Contributions And Donations	-	-	-	(23,700)	(23,700)
Miscellaneous Revenue	(89,209)	(99,058)	(295,041)	(97,800)	(97,800)
Sale Of Assets	(946)	-	-	-	-
Fund Balance Applied	-	(475,014)	-	(499,916)	(598,857)
Transfer In From Other Restric	(4,210,713)	(2,911,745)	(2,912,245)	(3,127,788)	(3,127,788)
Transfer In From Insurance	(10,229)	-	-	-	-
<b>Total</b>	<b>\$ (14,206,236)</b>	<b>\$ (14,004,017)</b>	<b>\$ (14,175,486)</b>	<b>\$ (14,200,859)</b>	<b>\$ (14,299,800)</b>

## Transfers Out

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Transfer Out To General	338,200	-	-	-	-
<b>Total</b>	<b>\$ 338,200</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>





## Municipal Court

Function: General Government

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### *Agency Overview*

### Agency Mission

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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

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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 continue to provide an impartial forum for hearing cases brought by the City for violations of the Madison general ordinances. To achieve this goal, the Court will continue to use restorative justice practices and programs to address ordinance violations, increase funding for the homeless court pilot program, and continue to work on juvenile justice initiatives to reduce disproportionate minority impacts.

### 2017 Budget Highlights

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The 2017 Executive Budget reflects:

- A decrease in payments to the Community Development Division (CDD) for purchased service contracts to provide youth programming (\$21,640). The decrease is due to re-estimates of Court Fees and increased Municipal Court costs. The General Fund will absorb the loss of revenue in the CDD budget to maintain the current level of service.

# Municipal Court

Function: General Government

## Budget Overview

### Budget by Service (All Funds)

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Court Services	25,409	-	34,061	-	-
<b>TOTAL</b>	<b>\$ 25,409</b>	<b>\$ -</b>	<b>\$ 34,061</b>	<b>\$ -</b>	<b>\$ -</b>

### Budget by Fund & Major

Fund: General	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(623,088)	(669,704)	(649,942)	(650,000)	(659,519)
Salaries	328,595	331,805	336,832	331,795	340,446
Benefits	117,680	105,130	113,152	106,911	107,779
Supplies	21,451	22,000	20,921	22,000	22,000
Purchased Services	88,254	98,218	100,547	98,061	98,061
Inter Depart Charges	92,517	112,551	112,551	91,233	91,233
<b>TOTAL</b>	<b>\$ 25,409</b>	<b>\$ -</b>	<b>\$ 34,061</b>	<b>\$ -</b>	<b>\$ -</b>

*Service Overview*

**Service: Court Services**

*Service Description*

This service handles approximately 38,000 cases per year including traffic, parking, first offense drunk driving, disorderly conduct, trespassing, building code violations, juvenile violations, and truancy. The Judge also holds hearings in the Public Safety Building for those persons held in jail and issues warrants for arrest and inspections. If a forfeiture is not paid, the Municipal Court can suspend a driver's license, hunting or fishing license, issue a warrant for arrest, intercept a tax refund or start a collection action. The goals of this service are to continue to provide an impartial forum for hearing cases and to continue to use restorative justice practices and programs to address ordinance violations. The major initiatives planned for this service continue to work on the juvenile diversion program and the truancy court in the schools and to continue to work on the homeless court project.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(623,088)	(669,704)	(649,942)	(650,000)	(659,519)
Salaries	328,595	331,805	336,832	331,795	340,446
Benefits	117,680	105,130	113,152	106,911	107,779
Supplies	21,451	22,000	20,921	22,000	22,000
Purchased Services	88,254	98,218	100,547	98,061	98,061
Inter Depart Charges	92,517	112,551	112,551	91,233	91,233
Transfer Out	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 25,409</b>	<b>\$ -</b>	<b>\$ 34,061</b>	<b>\$ -</b>	<b>\$ -</b>

# Municipal Court

Function: General Government

*Position Summary*

	2016			Request		2017	
	CG	FTEs	Amount	FTEs	Amount	FTEs	Amount
JUD SUPPORT CLK	20	4.00	215,906	4.00	224,085	4.00	230,270
MUNICIPAL JUDGE	19	1.00	101,093	1.00	101,093	1.00	103,368
<b>TOTAL</b>		<b>5.00</b>	<b>\$ 316,999</b>	<b>5.00</b>	<b>\$ 325,178</b>	<b>5.00</b>	<b>\$ 333,638</b>

# Municipal Court

## Function: General Government

### Line Item Detail

#### Supplies

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Office Supplies	2,860	3,000	2,506	3,000	3,000
Copy Printing Supplies	2,832	2,000	2,921	2,000	2,000
Furniture	-	2,000	790	2,000	2,000
Postage	14,605	14,000	14,000	14,000	14,000
Books And Subscriptions	1,155	1,000	704	1,000	1,000
<b>Total</b>	<b>\$ 21,451</b>	<b>\$ 22,000</b>	<b>\$ 20,921</b>	<b>\$ 22,000</b>	<b>\$ 22,000</b>

#### Purchased Services

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Telephone	1,254	356	1,595	963	963
Facility Rental	-	21,062	-	21,062	21,062
Custodial Building Use Charges	21,721	-	21,062	-	-
Conferences And Training	1,271	1,500	1,400	1,500	1,500
Memberships	497	1,000	700	1,000	1,000
Collection Services	23,380	30,000	26,257	29,236	29,236
Storage Services	990	1,000	762	1,000	1,000
Security Services	32,955	36,000	43,607	36,000	36,000
Interpreters Signing Services	5,040	7,000	4,799	7,000	7,000
Transcription Services	396	200	66	200	200
Other Services And Expenses	750	-	300	-	-
Circuit Court Fee	-	100	-	100	100
<b>Total</b>	<b>\$ 88,254</b>	<b>\$ 98,218</b>	<b>\$ 100,547</b>	<b>\$ 98,061</b>	<b>\$ 98,061</b>

#### Inter-Departmental Charges

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Com Dev Blk Gnt	91,643	111,643	111,643	90,000	90,000
ID Charge From Insurance	594	642	642	990	990
ID Charge From Workers Comp	280	266	266	243	243
<b>Total</b>	<b>\$ 92,517</b>	<b>\$ 112,551</b>	<b>\$ 112,551</b>	<b>\$ 91,233</b>	<b>\$ 91,233</b>

#### Revenue

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Court Fees	(640,287)	(669,704)	(656,800)	(650,000)	(659,519)
Moving Violations	2,912	-	727	-	-
Uniform Citations	13,436	-	6,041	-	-
Parking Violations	422	-	25	-	-
Miscellaneous Revenue	429	-	65	-	-
<b>Total</b>	<b>\$ (623,088)</b>	<b>\$ (669,704)</b>	<b>\$ (649,942)</b>	<b>\$ (650,000)</b>	<b>\$ (659,519)</b>



## **Parking Utility**

**Function: Public Works & Transportation**

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### *Agency Overview*

### **Agency Mission**

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

### **Agency Overview**

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The Agency provides services across garage parking, lot parking, on street parking and parking operations.

### **2017 Budget Highlights**

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The 2017 Executive Budget includes funding for:

- Full year of revenue from new parking rates that were adopted in 2016.

## Parking Utility

Function: Public Works & Transportation

### Budget Overview

#### Budget by Service (All Funds)

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Garage Parking	(3,933,838)	(3,039,416)	(4,467,896)	(5,371,755)	(5,248,870)
Lot Parking	(761,577)	(967,105)	(760,570)	(1,033,609)	(1,033,367)
On Street Parking	(1,501,022)	(1,971,161)	(1,479,594)	(1,866,695)	(1,855,376)
Parking Operations	6,196,437	5,977,682	6,708,059	8,272,059	8,137,613
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

#### Budget by Fund & Major

Fund: Parking Utility	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(13,848,127)	(12,424,674)	(14,179,158)	(14,406,945)	(14,395,184)
Salaries	4,249,156	4,176,324	4,066,635	4,645,824	4,759,609
Benefits	1,471,522	1,545,345	1,358,829	1,568,116	1,584,481
Supplies	288,599	367,750	349,906	341,250	341,250
Purchased Services	1,934,697	1,931,859	1,810,457	2,077,398	2,077,398
Debt Other Financing	5,337,126	3,795,252	5,985,599	5,389,863	5,251,588
Inter Depart Charges	261,558	360,807	360,807	384,494	380,858
Inter Depart Billing	-	-	(412)	-	-
Transfer Out	305,470	247,337	247,337	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



## Parking Utility

Function: Public Works & Transportation

### Service Overview

#### Service: Garage Parking

##### Service Description

This service operates five city garages including Capitol Square North Garage, Government East Garage, Overture Center Garage, State Street Campus Garage and State Street Capitol Garage. The goal of the service is to increase the availability of convenient, short-term parking, especially during special events. The major initiatives planned for this service include replacement of the Parking Access Revenue Control System (PARCS) and various improvements and operational changes at the lower level of the State Street Capitol Garage to convert this area from "permit-only" to short-term public parking.

##### Service Budget by Major

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(10,064,632)	(8,740,537)	(10,451,877)	(10,418,132)	(10,406,371)
Salaries	3,109,872	3,388,670	3,012,778	3,622,340	3,719,502
Benefits	1,110,021	1,368,310	1,036,467	1,388,877	1,402,839
Supplies	76,508	-	127,602	10,000	10,000
Purchased Services	1,515,351	40	863,445	1,000	1,000
Debt Other Financing	-	944,101	944,101	-	-
Inter Depart Charges	25,521	-	-	24,160	24,160
Inter Depart Billing	-	-	(412)	-	-
Transfer Out	293,521	-	-	-	-
<b>TOTAL</b>	<b>\$ (3,933,838)</b>	<b>\$ (3,039,416)</b>	<b>\$ (4,467,896)</b>	<b>\$ (5,371,755)</b>	<b>\$ (5,248,870)</b>

#### Service: Lot Parking

##### Service Description

This service operates seven parking lots including Blair Lot, Brayton Lot, Buckeye Lot, Evergreen Lot, Lot 88, Wilson Lot and Wingra Lot including hourly and monthly parking. The primary customer of this service include residents and visitors. The goals of the service is 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. The major initiatives planned for this service include replacement of PARCS equipment, implementation of a bar code ticket system at the Brayton Lot, increasing utilization of surface lots during off-peak timeframes, and accommodating special event parking needs.

##### Service Budget by Major

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(1,058,562)	(978,761)	(1,050,631)	(1,068,504)	(1,068,504)
Salaries	112,154	7,614	99,309	9,052	9,261
Benefits	34,950	2,067	31,680	2,394	2,427
Supplies	12,842	-	5,939	-	-
Purchased Services	114,232	-	151,158	-	-
Debt Other Financing	-	1,975	1,975	-	-
Inter Depart Charges	22,807	-	-	23,449	23,449
<b>TOTAL</b>	<b>\$ (761,577)</b>	<b>\$ (967,105)</b>	<b>\$ (760,570)</b>	<b>\$ (1,033,609)</b>	<b>\$ (1,033,367)</b>

## Parking Utility

Function: Public Works & Transportation

### Service Overview

#### Service: On Street Parking

##### Service Description

This service operates on-street parking through meters in the downtown area and through a residential permit process in the nearby neighborhoods. The goals of this service include replacement of remaining coin-only meters with meters that accept payment by coin, credit card, and pay-by-cell and to improve the availability and increase turnover at on-street metered spaces in areas with high evening demand. The major initiatives of this service include conducting a pilot of single space "smart meters" and potential expansion of enforcement hours for on-street meters in the downtown area.

##### Service Budget by Major

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(2,680,199)	(2,574,397)	(2,553,313)	(2,804,309)	(2,804,309)
Salaries	743,015	346,039	618,618	405,133	415,022
Benefits	241,295	118,943	194,528	119,032	120,462
Supplies	29,781	-	42,131	-	-
Purchased Services	142,279	35,716	115,904	40,000	40,000
Debt Other Financing	-	102,538	102,538	320,000	320,000
Inter Depart Charges	22,807	-	-	53,449	53,449
<b>TOTAL</b>	<b>\$ (1,501,022)</b>	<b>\$ (1,971,161)</b>	<b>\$ (1,479,594)</b>	<b>\$ (1,866,695)</b>	<b>\$ (1,855,376)</b>

#### Service: Parking Operations

##### Service Description

This service includes the overall management and supervision of maintenance and revenue staff and the administrative staff in the Parking Utility, as well as all areas of parking not included above. The goals of this service include replacing the Government East Garage, beginning construction on the proposed Capitol East Garage and identifying and implementing options to improve the visitor experience. The major initiatives planned for this service include construction of the Judge Doyle Garage and potentially a Capitol East Garage and replacement of the Parking Access Revenue Control System.

##### Service Budget by Major

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(44,734)	(130,979)	(123,337)	(116,000)	(116,000)
Salaries	284,115	434,001	335,929	609,299	615,824
Benefits	85,256	56,025	96,155	57,813	58,753
Supplies	169,468	367,750	174,233	331,250	331,250
Purchased Services	162,834	1,896,103	679,949	2,036,398	2,036,398
Debt Other Financing	5,337,126	2,746,638	4,936,985	5,069,863	4,931,588
Inter Depart Charges	190,423	360,807	360,807	283,436	279,800
Transfer Out	11,949	247,337	247,337	-	-
<b>TOTAL</b>	<b>\$ 6,196,437</b>	<b>\$ 5,977,682</b>	<b>\$ 6,708,059</b>	<b>\$ 8,272,059</b>	<b>\$ 8,137,613</b>

# Parking Utility

Function: Public Works & Transportation

## Position Summary

	2016			2017		Executive	
	CG	FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN CLERK	20	4.00	217,312	3.00	155,872	3.00	160,174
ASST PKG UTIL MGR	18	1.00	102,113	1.00	83,197	1.00	85,494
CUSTODIAL WKR	16	1.00	53,145	1.00	54,716	1.00	56,226
ENGINEER	18	1.00	92,222	1.00	95,160	1.00	97,786
ENGR PROG SPEC	16	1.00	60,481	1.00	64,401	1.00	66,178
INFORMATION CLERK	20	1.75	71,663	1.75	74,567	1.75	76,625
PKG ANALYST	18	1.00	71,688	1.00	73,807	1.00	75,844
PKG CASHIER	16	32.15	1,157,288	32.15	1,208,133	32.15	1,241,477
PKG EQUIP MECH	16	2.00	106,850	3.00	216,796	3.00	222,780
PKG EQUIP TECH	16	2.00	117,753	2.00	122,519	2.00	125,900
PKG MAINT SUPV	18	1.00	71,307	1.00	73,414	1.00	75,440
PKG MAINT WKR	16	7.00	389,242	6.00	334,038	6.00	343,257
PKG OPER ASST	20	1.00	65,200	1.00	67,324	1.00	69,182
PKG OPER SUPV	18	1.00	81,827	1.00	84,246	1.00	86,571
PKG REVENUE CLK	20	1.00	48,610	1.00	50,279	1.00	51,667
PKG REVENUE LDWKR	16	3.90	210,480	3.90	221,350	3.90	227,459
PKG REVENUE SUPV	18	1.00	70,238	1.00	70,358	1.00	72,300
PKG SERVICE WKR	16	4.00	218,382	4.00	225,465	4.00	231,688
PKG TECH AIDE	16	2.00	107,495	2.00	108,171	2.00	111,157
PROG ASST	17	1.00	52,828	1.00	48,621	1.00	49,963
PROG ASST	20	-	-	1.00	56,622	1.00	58,185
<b>TOTAL</b>		<b>69.80</b>	<b>\$ 3,366,125</b>	<b>69.80</b>	<b>\$ 3,489,056</b>	<b>69.80</b>	<b>\$ 3,585,354</b>

## Parking Utility

## Function: Public Works & Transportation

### Line Item Detail

### Supplies

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Office Supplies	6,649	20,000	5,131	20,000	20,000
Copy Printing Supplies	12,436	13,000	10,792	18,000	18,000
Furniture	3,233	10,000	10,220	25,000	25,000
Hardware Supplies	15,772	20,000	18,485	25,000	25,000
Software Licenses & Supplies	445	3,000	411	5,000	5,000
Postage	4,954	7,000	4,076	6,000	6,000
Books And Subscriptions	70	750	297	750	750
Work Supplies	24,813	20,000	15,881	25,000	25,000
Janitorial Supplies	8,391	9,000	7,216	9,000	9,000
Medical Supplies	35	5,000	968	500	500
Safety Supplies	1,271	3,000	14,833	4,000	4,000
Snow Removal Supplies	7,155	10,000	11,611	10,000	10,000
Uniform Clothing Supplies	332	17,000	157	1,000	1,000
Building	35,361	15,000	15,107	25,000	25,000
Building Supplies	7,002	30,000	21,361	30,000	30,000
Electrical Supplies	5,174	5,000	10,925	10,000	10,000
HVAC Supplies	452	10,000	1,000	10,000	10,000
Plumbing Supplies	1,342	2,000	944	2,000	2,000
Machinery And Equipment	147,727	48,000	129,666	10,000	10,000
Equipment Supplies	76,845	120,000	70,825	105,000	105,000
<b>Total</b>	<b>\$ 359,459</b>	<b>\$ 367,750</b>	<b>\$ 349,906</b>	<b>\$ 341,250</b>	<b>\$ 341,250</b>

# Parking Utility

# Function: Public Works & Transportation

## Line Item Detail

### Purchased Services

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Natural Gas	13,501	23,000	14,233	23,000	23,000
Electricity	213,327	250,000	214,224	250,000	250,000
Water	19,527	31,320	17,745	28,000	28,000
Stormwater	2,870	2,500	2,608	3,500	3,500
Telephone	11,556	12,484	4,608	12,484	12,484
Cellular Telephone	6,936	7,042	7,825	10,000	10,000
Systems Communication Internet	15,557	34,000	29,915	34,000	34,000
Building Improv Repair Maint	479,841	135,000	135,000	135,000	135,000
Waste Disposal	440	-	-	-	-
Elevator Repair	14,403	35,000	45,919	30,000	30,000
Facility Rental	26,532	25,885	14,237	30,000	30,000
Landfill	451	500	-	500	500
Process Fees Recyclables	-	1,000	-	-	-
Landscaping	3,912	15,000	1,000	35,000	35,000
Snow Removal	133,218	250,000	250,000	250,000	250,000
Communication Device Rpr Main	4,975	65,000	44	15,000	15,000
Equip Improv Repair Maint	73,975	25,000	50,882	35,000	35,000
Lease Rental Of Equipment	4,492	2,000	2,630	25,000	25,000
Sidewalk Improv Repair Maint	-	6,000	6,022	6,000	6,000
Recruitment	1,132	1,000	84	3,000	3,000
Mileage	8,614	12,500	6,778	10,000	10,000
Conferences And Training	4,228	30,000	15,932	30,000	30,000
Memberships	1,307	2,000	1,387	2,000	2,000
Uniform Laundry	12,896	-	13,555	15,000	15,000
Arbitrator	-	500	-	500	500
Appraisal Services	-	2,500	-	2,500	2,500
Audit Services	4,000	7,649	-	7,649	7,649
Bank Services	35	11,765	14	11,765	11,765
Credit Card Services	441,986	510,000	510,053	520,000	520,000
Delivery Freight Charges	254	1,500	-	500	500
Consulting Services	131,982	100,000	113,472	200,000	200,000
Advertising Services	9,674	20,000	11,032	20,000	20,000
Parking Towing Services	38,077	35,714	51,200	40,000	40,000
Security Services	224,727	235,000	235,332	245,000	245,000
Other Services And Expenses	3,178	1,000	23,148	6,000	6,000
Taxes And Special Assessments	26,775	40,000	30,000	40,000	40,000
Permits And Licenses	320	-	1,580	1,000	1,000
<b>Total</b>	<b>\$ 1,934,697</b>	<b>\$ 1,931,859</b>	<b>\$ 1,810,457</b>	<b>\$ 2,077,398</b>	<b>\$ 2,077,398</b>

### Debt and Other Financing Uses

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Paying Agent Services	-	1,048,614	1,048,614	-	-
Payments In Lieu Of Taxes	1,258,857	1,443,096	1,443,096	1,763,096	1,763,096
Fund Balance Generated	4,078,269	1,303,542	3,493,889	3,626,767	3,488,492
<b>Total</b>	<b>\$ 5,337,126</b>	<b>\$ 3,795,252</b>	<b>\$ 5,985,599</b>	<b>\$ 5,389,863</b>	<b>\$ 5,251,588</b>

## Parking Utility

## Function: Public Works & Transportation

### Line Item Detail

#### Inter-Departmental Charges

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Information Tec	36,300	42,420	42,420	42,420	38,784
ID Charge From Treasurer	-	9,282	9,282	10,051	10,051
ID Charge From Engineering	37,269	37,269	37,269	37,269	37,269
ID Charge From Fleet Services	69,112	80,170	80,170	71,058	71,058
ID Charge From Streets	-	2,000	2,000	2,000	2,000
ID Charge From Traffic Enginee	28,925	57,940	57,940	57,771	57,771
ID Charge From Com Dev Blk Gnt	-	19,720	19,720	19,720	19,720
ID Charge From Insurance	41,639	53,178	53,178	71,126	71,126
ID Charge From Workers Comp	48,312	58,828	58,828	73,079	73,079
<b>Total</b>	<b>\$ 261,558</b>	<b>\$ 360,807</b>	<b>\$ 360,807</b>	<b>\$ 384,494</b>	<b>\$ 380,858</b>

#### Inter-Departmental Billings

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Billing To Human Resources	-	-	(127)	-	-
ID Billing To Community Devel	-	-	(285)	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (412)</b>	<b>\$ -</b>	<b>\$ -</b>

#### Revenue

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Reimbursement Of Expense	(3,854)	-	(1,187)	-	-
Parking	(780)	-	-	-	-
Cashiered Revenue	(8,609,419)	(7,362,749)	(9,128,291)	(9,108,893)	(9,108,893)
Metered Revenue	(2,917,703)	(2,806,881)	(2,837,669)	(3,007,392)	(3,007,392)
Parking Permits	(2,103,884)	(2,116,944)	(2,065,737)	(2,095,704)	(2,095,704)
Other Permits	(16,936)	-	(22,938)	(14,000)	(14,000)
Interest	(155,582)	(110,000)	(110,000)	(110,000)	(110,000)
Easements	(399)	-	-	-	-
Miscellaneous Revenue	(5,364)	(28,100)	(10,645)	(6,000)	(6,000)
Sale Of Assets	(37,488)	-	(2,691)	-	-
Fund Balance Applied	3,282	-	-	(64,956)	(53,195)
<b>Total</b>	<b>\$ (13,848,127)</b>	<b>\$ (12,424,674)</b>	<b>\$ (14,179,158)</b>	<b>\$ (14,406,945)</b>	<b>\$ (14,395,184)</b>

#### Transfers Out

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Transfer Out To General	293,521	247,337	247,337	-	-
Transfer Out To Capital Projec	11,949	-	-	-	-
<b>Total</b>	<b>\$ 305,470</b>	<b>\$ 247,337</b>	<b>\$ 247,337</b>	<b>\$ -</b>	<b>\$ -</b>

*Agency Overview***Agency Mission**

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

**Agency Overview**

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The agency is responsible for providing and park facilities, recreational experiences, and preserving natural areas. The goal of the Parks Division is to improve community engagement and increase revenues. To achieve these goals the Parks Division will complete an update to the Parks and Open Space Plan, and explore updating Parks Impact Fees. The Parks Division is an active participant in the Neighborhood Resource Team program.

**2017 Budget Highlights**

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The 2017 Executive Budget reflects:

- An increase to the Urban Forestry Special Charge from \$2.56 million to \$3.91 million to fully offset the cost of providing forestry services (\$720,330), see the Streets Division for additional offsets.
- Utilizing Room Tax proceeds to offset costs associated with operating Orllich Botanical Gardens, as authorized by the Room Tax Commission (\$325,000).
- The continuation of the Dog Park and Disc Golf programs fully funded through user fees (Other Restricted).

# Parks Division

Function: Public Works & Transportation

## Budget Overview

### Budget by Service (All Funds)

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Community Recreation Services	1,099,812	610,847	1,009,568	813,052	838,308
Olbrich Botanical Gardens	1,226,213	1,249,670	1,246,428	1,217,405	918,350
Park Maintenance And Forestry	11,991,488	10,968,246	10,273,142	10,689,384	10,173,495
Planning And Development	534,119	350,175	713,807	762,719	780,127
Warner Park & Community Rec Center	400,745	348,180	365,968	355,504	363,753
<b>TOTAL</b>	<b>\$ 15,252,377</b>	<b>\$ 13,527,118</b>	<b>\$ 13,608,913</b>	<b>\$ 13,838,064</b>	<b>\$ 13,074,033</b>

### Budget by Fund & Major

Fund: General					
	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(3,120,307)	(5,044,242)	(4,841,118)	(5,044,242)	(6,089,581)
Salaries	9,816,084	9,768,798	10,106,748	10,419,187	10,665,260
Benefits	3,417,159	3,551,909	3,260,646	3,070,434	3,105,669
Supplies	1,201,280	1,058,856	988,132	1,075,806	1,075,806
Purchased Services	1,519,581	1,704,175	1,608,477	1,727,434	1,727,434
Inter Depart Charges	2,418,581	2,487,622	2,453,835	2,589,445	2,589,445
Inter Depart Billing	-	-	32,194	-	-
<b>TOTAL</b>	<b>\$ 15,252,378</b>	<b>\$ 13,527,118</b>	<b>\$ 13,608,913</b>	<b>\$ 13,838,064</b>	<b>\$ 13,074,033</b>

Fund: Other Restricted					
	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(2,841,080)	(694,674)	(343,603)	(337,097)	(340,513)
Salaries	257,122	229,926	87,462	107,878	110,859
Benefits	24,914	26,748	9,774	33,717	34,152
Supplies	40,657	50,000	3,857	40,000	40,000
Purchased Services	31,058	28,000	16,289	18,000	18,000
Debt Other Financing	251,166	-	43,539	12,502	12,502
Inter Depart Charges	12,260	-	2,683	-	-
Transfer Out	2,223,903	360,000	180,000	125,000	125,000
<b>TOTAL</b>	<b>\$ (0)</b>	<b>\$ -</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>\$ -</b>



*Budget Overview*

Change Table (General Fund)

<b>2016 Adopted</b>	<b>13,527,118</b>
<b>Adjustments with No Service Impact</b>	
Increase in Supplies	16,950
Decrease in Purchased Services	(16,299)
Contractual Salary Increase	244,045
Change in allocation of Worker's Compensation & Insurance costs	105,754
Change in allocation of Fleet charges	35,627
Ajdustment to staff costs & allocating costs across funds	206,177
Increase in Urban Forestry Special Charge to reflect 2017 rate	(720,339)
Use of Room Tax proceeds to offset costs at Olbrich	(325,000)
<b>2017 Executive Budget</b>	<b>13,074,033</b>

*Service Overview***Service: Community Recreation Services***Service Description*

This service is responsible for organizing and providing oversight to community events. This service is also responsible for lake access management, winter programming and concessions, beach management, volunteer management and the marketing and communications of the entire division. Major facilities included in this service area are Olbrich Botanical Gardens, Warner Park Community Recreation Center, and Goodman Pool. The primary customers of this service include permit holders, reservation customers, event organizers, athletic field reservation holders, and community partnerships. The service is working to enhance online information and permit processing, reservations and events, and maintain ranger patrols in all parks across the system.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(597,728)	(1,001,802)	(870,098)	(1,093,302)	(1,093,302)
Salaries	1,145,644	1,066,839	1,355,767	1,382,022	1,404,129
Benefits	269,908	250,515	277,338	251,018	254,167
Supplies	155,345	135,113	111,248	134,800	134,800
Purchased Services	92,955	91,920	83,356	93,420	93,420
Inter Depart Charges	33,687	68,262	51,774	45,094	45,094
Inter Depart Billing	-	-	183	-	-
<b>TOTAL</b>	<b>\$ 1,099,812</b>	<b>\$ 610,847</b>	<b>\$ 1,009,568</b>	<b>\$ 813,052</b>	<b>\$ 838,308</b>

**Service: Olbrich Botanical Gardens***Service Description*

This service oversees operations at Olbrich Gardens and provides horticultural displays and botanical collections. The goal of this service is to provide enhanced customer service and diverse programming to attract visitors. The major initiatives planned for this service include continuing the planning work associated with the expansion of the Olbrich Facility.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(303,557)	(336,940)	(309,375)	(333,440)	(658,440)
Salaries	862,688	875,433	885,901	888,998	911,747
Benefits	300,585	298,214	266,182	267,917	271,113
Supplies	123,591	139,700	132,550	130,088	130,088
Purchased Services	181,204	207,937	205,844	205,637	205,637
Inter Depart Charges	61,702	65,326	65,326	58,205	58,205
<b>TOTAL</b>	<b>\$ 1,226,213</b>	<b>\$ 1,249,670</b>	<b>\$ 1,246,428</b>	<b>\$ 1,217,405</b>	<b>\$ 918,350</b>

*Service Overview***Service: Park Maintenance and Forestry***Service Description*

This service is responsible for the maintenance of all park facilities, open spaces and park land. This includes dog parks and disc golf courses, these amenities are self funded through fees. This service includes General Park Maintenance, Facilities Maintenance, Conservation Park Maintenance, Mall/Concourse Park Maintenance, Parks Construction and the operation of the Forest Hill Cemetery. Forestry is responsible, under State statute and Madison ordinance, for all urban forestry maintenance services. The goal of this service is to provide quality customer service for special events and meet EAB goals for tree removal and replacement.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(4,858,228)	(4,182,674)	(3,802,464)	(3,737,097)	(4,460,852)
Salaries	7,385,965	7,587,573	7,175,149	7,393,467	7,575,181
Benefits	2,608,030	2,782,251	2,422,426	2,317,330	2,343,482
Supplies	933,235	803,219	718,341	820,594	820,594
Purchased Services	1,144,578	1,293,971	1,194,851	1,306,147	1,306,147
Debt Other Financing	251,166	-	43,539	12,502	12,502
Inter Depart Charges	2,302,840	2,323,906	2,309,290	2,451,440	2,451,440
Inter Depart Billing	-	-	32,011	-	-
Transfer Out	2,223,903	360,000	180,000	125,000	125,000
<b>TOTAL</b>	<b>\$ 11,991,488</b>	<b>\$ 10,968,246</b>	<b>\$ 10,273,142</b>	<b>\$ 10,689,384</b>	<b>\$ 10,173,495</b>

**Service: Planning and Development***Service Description*

This service is responsible for all park planning including design and construction for park improvements in over 6,000 acres of parks and open space in the City's park system. The service is responsible for developing the Capital Improvement Program for the parks system. In 2017 the service will begin updating the Park and Open Space Plan; and implementing the updated Park Impact Fee model.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Salaries	359,233	160,949	462,621	547,475	562,751
Benefits	118,644	145,272	199,950	168,695	170,827
Supplies	5,345	6,424	6,012	5,924	5,924
Purchased Services	35,925	22,600	30,294	26,100	26,100
Inter Depart Charges	14,973	14,930	14,930	14,525	14,525
<b>TOTAL</b>	<b>\$ 534,119</b>	<b>\$ 350,175</b>	<b>\$ 713,807</b>	<b>\$ 762,719</b>	<b>\$ 780,127</b>

*Service Overview*

**Service: Warner Park & Community Rec Center**

*Service Description*

This service oversees operations at Warner Park Community Recreation Center, a 31,750 square foot community recreational facility serving youth, families and senior citizens through a variety of recreation and social services. The goal of this service is to operate an energy efficient facility and maximize partnerships to enhance recreational opportunities. The major initiatives planned for this service include consideration of the planning process for facility expansion.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(201,874)	(217,500)	(202,785)	(217,500)	(217,500)
Salaries	319,676	307,930	314,772	315,102	322,310
Benefits	144,906	102,405	104,524	99,191	100,232
Supplies	24,421	24,400	23,838	24,400	24,400
Purchased Services	95,977	115,747	110,420	114,130	114,130
Inter Depart Charges	17,639	15,198	15,198	20,181	20,181
<b>TOTAL</b>	<b>\$ 400,745</b>	<b>\$ 348,180</b>	<b>\$ 365,968</b>	<b>\$ 355,504</b>	<b>\$ 363,753</b>

**Parks Division**

**Function: Public Works & Transportation**

*Position Summary*

	2016			2017			
	CG	Budget		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCOUNTANT	18	1.00	64,512	1.00	60,385	1.00	62,052
ADMIN CLERK	20	6.60	292,970	6.60	306,694	6.60	315,159
ADMIN ASST	20	1.00	60,921	1.00	62,721	1.00	64,452
ARBORIST	16	28.00	1,502,228	28.00	1,566,347	28.00	1,609,578
ASST PKS SUPERINTENDENT	18	2.00	207,583	2.00	213,718	2.00	219,616
BOTANICAL CENTER DIR	18	1.00	93,162	1.00	95,915	1.00	98,562
CARPENTER	71	2.00	119,817	2.00	125,230	2.00	128,686
CEMETERY OPRS LDWKR	16	1.00	53,680	1.00	56,633	1.00	58,196
CITY FORESTER	18	1.00	88,188	1.00	91,619	1.00	94,147
CLERK	20	1.00	47,054	1.00	48,852	1.00	50,201
CONS CURATOR ASST	16	1.00	52,083	1.00	48,926	1.00	50,276
CONS RESOURCE SUPV	18	1.00	77,953	1.00	60,385	1.00	62,052
CONSERVATION TECH	16	2.00	110,653	2.00	115,809	2.00	119,005
CUSTODIAL WKR	16	1.00	38,940	1.00	41,004	1.00	42,136
ELECTRICIAN FOREPERS	71	1.00	71,754	1.00	73,874	1.00	75,913
EQPT OPR	16	9.00	525,635	9.00	543,763	9.00	558,771
FACILITY MAINT WKR	16	2.00	105,892	2.00	110,654	2.00	113,708
FORESTRY OPR SUPV	18	1.00	72,685	1.00	75,345	1.00	77,424
FORESTRY SPEC	16	4.00	244,144	3.00	199,895	3.00	205,412
GARDENER	16	6.00	290,222	6.00	316,799	6.00	325,542
HORTICULTURE SUPV	18	1.00	77,256	1.00	79,539	1.00	81,735
HORTICULTURIST	16	1.00	67,400	1.00	69,391	1.00	71,306
LANDSCAPE ARCHITECT	18	4.00	299,807	4.00	302,786	4.00	311,143
LANDSCAPE CONSTR SUP	18	1.00	70,993	1.00	74,347	1.00	76,399
MAD PKS FD COORD	18	1.00	67,176	1.00	73,096	1.00	75,113
MAINT MECH	16	2.00	118,909	2.00	124,346	2.00	127,778
OLBR FAC/VOL COORD	18	1.00	61,079	1.00	63,025	1.00	64,765
PARKS SUPT	21	1.00	126,678	1.00	128,939	1.00	132,498
PKS COM REL COORD	18	1.00	66,530	1.00	68,495	1.00	70,386
PKS COMM SERVS MGR	18	1.00	76,223	1.00	86,509	1.00	88,897
PKS EQUIP MECH	16	3.00	187,019	3.00	192,929	3.00	198,254
PKS FAC/MAINT SUPV	18	1.00	85,698	1.00	88,231	1.00	90,666
PKS GEN SUPV	18	3.00	221,649	3.00	215,881	3.00	221,839
PKS MAINT MECHANIC	16	4.00	248,054	4.00	259,234	4.00	266,388
PKS MAINT WKR	16	43.00	2,279,271	42.00	2,301,958	42.00	2,365,492
PKS OPER MGR	18	1.00	76,223	1.00	84,190	1.00	86,514
PKS OPR LDWKR	16	2.00	130,309	3.00	190,119	3.00	195,367
PKS PLAN/DEV MGR	18	1.00	76,223	1.00	102,821	1.00	105,659
PLAYGROUND TECH	16	1.00	59,790	1.00	55,335	1.00	56,862
PLUMBER	71	1.00	66,733	1.00	68,705	1.00	70,602

**Parks Division**

**Function: Public Works & Transportation**

*Position Summary*

	CG	2016 Budget		2017 Request		2017 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
PROG ASST	17	1.00	54,490	1.00	57,325	1.00	58,907
PROG ASST	20	2.80	146,194	2.80	151,654	2.80	155,840
PUB WKS FORE	18	1.00	62,847	1.00	65,960	1.00	67,781
PUB WKS LEADWKR	16	4.00	241,353	4.00	239,569	4.00	246,181
RECR SERVS COORD	18	1.00	63,037	2.00	141,588	2.00	145,496
RECREATION SERVS ASST	16	2.35	96,216	2.35	98,831	2.35	101,559
STS USE STAFF TEAM COORD	18	1.00	64,517	1.00	66,726	1.00	68,568
SURVEYOR	18	1.00	72,920	1.00	75,063	1.00	77,135
TREE TRIMMER FORE	18	2.00	136,528	2.00	140,716	2.00	144,600
WARNER PK FACILTY MGR	18	1.00	67,682	1.00	71,657	1.00	73,635
WELDER	16	1.00	65,447	1.00	67,381	1.00	69,240
<b>TOTAL</b>		<b>164.75</b>	<b>\$ 9,654,326</b>	<b>164.75</b>	<b>\$ 10,020,914</b>	<b>164.75</b>	<b>\$ 10,297,491</b>

## Parks Division

## Function: Public Works & Transportation

### Line Item Detail

### Supplies

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Office Supplies	23,225	20,126	23,559	20,776	20,776
Copy Printing Supplies	36,715	33,320	28,175	35,420	35,420
Furniture	9,938	1,000	19,363	2,000	2,000
Hardware Supplies	13,419	9,500	11,304	10,500	10,500
Software Licenses & Supplies	877	-	463	-	-
Postage	43,667	26,100	27,951	28,000	28,000
Program Supplies	4,933	20,810	4,683	19,600	19,600
Books And Subscriptions	284	250	138	350	350
Work Supplies	140,439	170,810	120,330	167,550	167,550
Janitorial Supplies	34,486	43,210	28,394	41,398	41,398
Medical Supplies	536	-	7,422	1,200	1,200
Safety Supplies	29,387	30,484	20,831	31,674	31,674
Uniform Clothing Supplies	24,357	11,000	2,466	16,950	16,950
Food And Beverage	944	10,756	165	1,000	1,000
Building	53	-	-	-	-
Building Supplies	124,106	142,795	121,459	135,980	135,980
HVAC Supplies	19,933	15,000	12,209	11,000	11,000
Landscaping Supplies	37,291	-	55,479	56,050	56,050
Trees Shrubs Plants	15,104	49,000	8,990	20,000	20,000
Fertilizers And Chemicals	383,191	230,313	231,156	219,313	219,313
Machinery And Equipment	72,759	75,500	1,757	66,630	66,630
Equipment Supplies	172,555	187,270	222,885	184,115	184,115
Tires	10,532	1,000	223	1,000	1,000
Gasoline	497	1,600	-	500	500
Diesel	492	2,300	1,339	500	500
Propane Gas	2,961	-	2,656	5,000	5,000
Oil	4,794	6,040	3,864	7,300	7,300
Inventory	34,461	20,672	34,730	32,000	32,000
<b>Total</b>	<b>\$ 1,241,937</b>	<b>\$ 1,108,856</b>	<b>\$ 991,988</b>	<b>\$ 1,115,806</b>	<b>\$ 1,115,806</b>

## Parks Division

## Function: Public Works & Transportation

### Line Item Detail

#### Purchased Services

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Natural Gas	111,583	120,236	120,236	118,953	118,953
Electricity	451,223	470,384	470,384	466,262	466,262
Water	229,871	395,676	395,676	384,039	384,039
Stormwater	277,256	250,000	250,000	256,000	256,000
Telephone	26,668	25,246	26,604	26,633	26,633
Cellular Telephone	14,876	12,357	11,956	12,439	12,439
Systems Communication Internet	8,809	15,130	1,939	15,090	15,090
Building Improv Repair Maint	23,015	55,350	13,090	34,350	34,350
Waste Disposal	5,622	35,695	16,276	53,695	53,695
Pest Control	504	2,200	1,194	2,200	2,200
Elevator Repair	3,584	3,700	6,669	3,800	3,800
Facility Rental	1,130	62,577	-	62,577	62,577
Custodial Building Use Charges	64,535	-	62,577	-	-
Landfill	41,304	-	22,502	40,000	40,000
Grounds Improv Repair Maint	23,794	-	16,759	-	-
Landscaping	7,951	23,500	7,437	500	500
Equip Improv Repair Maint	33,491	29,365	16,898	29,350	29,350
System And Software Maintenanc	12,926	5,000	16,185	7,300	7,300
Lease Rental Of Equipment	32,773	48,285	30,919	48,535	48,535
Sidewalk Improv Repair Maint	-	2,000	-	2,000	2,000
Recruitment	4,946	3,000	3,400	3,000	3,000
Mileage	1,447	1,400	506	1,250	1,250
Conferences And Training	11,645	21,000	19,154	23,000	23,000
Memberships	11,051	7,000	9,237	6,560	6,560
Uniform Laundry	3,494	3,566	2,205	3,566	3,566
Credit Card Services	-	4,192	-	4,192	4,192
Storage Services	576	850	465	850	850
Consulting Services	9,250	-	1,000	-	-
Advertising Services	3,736	9,000	2,468	10,200	10,200
Engineering Services	22,946	15,000	25,000	18,000	18,000
Security Services	4,905	4,955	8,526	4,955	4,955
Program Services	1,534	1,500	184	2,500	2,500
Other Services And Expenses	68,431	64,111	32,916	66,238	66,238
Community Agency Contracts	32,459	32,000	32,000	32,000	32,000
Permits And Licenses	3,306	7,900	402	5,400	5,400
<b>Total</b>	<b>\$ 1,550,639</b>	<b>\$ 1,732,175</b>	<b>\$ 1,624,765</b>	<b>\$ 1,745,434</b>	<b>\$ 1,745,434</b>

#### Debt and Other Financing Uses

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Fund Balance Generated	251,166	-	43,539	12,502	12,502
<b>Total</b>	<b>\$ 251,166</b>	<b>\$ -</b>	<b>\$ 43,539</b>	<b>\$ 12,502</b>	<b>\$ 12,502</b>



## Parks Division

## Function: Public Works & Transportation

### Line Item Detail

#### Inter-Departmental Charges

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Treasurer	-	801	801	1,244	1,244
ID Charge From Police	-	10,000	-	10,000	10,000
ID Charge From Engineering	14,111	14,111	14,111	14,111	14,111
ID Charge From Fleet Services	1,977,176	2,012,659	2,012,659	2,048,286	2,048,286
ID Charge From Streets	6,660	40,000	40,000	-	-
ID Charge From Traffic Enginee	53,847	45,109	21,350	45,108	45,108
ID Charge From Insurance	149,766	166,550	166,550	241,792	241,792
ID Charge From Workers Comp	217,021	198,392	198,392	228,904	228,904
ID Charge From Water	12,260	-	2,656	-	-
<b>Total</b>	<b>\$ 2,430,841</b>	<b>\$ 2,487,622</b>	<b>\$ 2,456,518</b>	<b>\$ 2,589,445</b>	<b>\$ 2,589,445</b>

#### Inter-Departmental Billings

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Billing To Fleet Services	-	-	32,194	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 32,194</b>	<b>\$ -</b>	<b>\$ -</b>

#### Revenue

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Local Revenues Operating	(73,065)	(78,300)	(78,300)	(78,300)	(78,300)
Miscellaneous Chrgs For Servic	(33)	-	-	-	-
Parks Use Charges	(6,889)	(12,000)	(12,000)	(12,000)	(12,000)
Boat Launch	(205,919)	(255,000)	(200,000)	(255,000)	(255,000)
Catering Concessions	(179,539)	(210,000)	(182,000)	(204,750)	(204,750)
Facility Rental	(339,159)	(359,250)	(359,250)	(364,500)	(364,500)
Urban Forest Special Charge	(2,185,991)	-	-	-	-
Admissions	(209,324)	(248,042)	(248,042)	(248,042)	(248,042)
Lessons	(49,371)	(73,950)	(73,950)	(73,950)	(73,950)
Program Revenue	(58,824)	(66,000)	(58,000)	(66,000)	(66,000)
Memberships	(56,200)	(60,500)	(60,500)	(60,500)	(60,500)
Reimbursement Of Expense	(152,829)	(64,200)	(64,200)	(64,200)	(64,200)
Service Charges Commissions	(1,004)	-	-	-	-
Dog Park Permits	(351,991)	(430,000)	(247,865)	(273,000)	(273,000)
Other Permits	(207,241)	(55,000)	(137,606)	(55,000)	(55,000)
Spec Assessments Service	(319,298)	(480,000)	(480,000)	(480,000)	(480,000)
Late Fees	(1,968)	-	-	-	-
Interest	(3,146)	-	-	-	-
Contributions And Donations	(119,333)	(224,090)	(125,200)	(224,090)	(224,090)
Miscellaneous Revenue	(64,272)	(342,674)	(78,841)	(78,000)	(78,000)
Trade In Allowance	(45,800)	(43,000)	(43,000)	(43,000)	(43,000)
Fund Balance Applied	(121,311)	-	-	(64,097)	(67,513)
Transfer In From Other Restrict	(1,000,000)	(2,560,000)	(2,560,000)	(2,560,000)	(3,605,339)
Transfer In From Permanent	(200,478)	(176,910)	(175,075)	(176,910)	(176,910)
Transfer In From Insurance	(8,403)	-	(892)	-	-
<b>Total</b>	<b>\$ (5,961,387)</b>	<b>\$ (5,738,916)</b>	<b>\$ (5,184,722)</b>	<b>\$ (5,381,339)</b>	<b>\$ (6,430,094)</b>

#### Transfers Out

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Transfer Out To General	2,000,000	-	-	-	-
Transfer Out To Capital Projec	223,903	360,000	180,000	125,000	125,000
<b>Total</b>	<b>\$ 2,223,903</b>	<b>\$ 360,000</b>	<b>\$ 180,000</b>	<b>\$ 125,000</b>	<b>\$ 125,000</b>



*Agency Overview*

**Agency Mission**

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The mission of the Office of the Director is to provide leadership to the PCED Divisions.

**Agency Overview**

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The Agency is responsible for the overall leadership and management of PCED Divisions; Community Development, Economic Development, Planning, CDA Housing Operations, CDA Redevelopment, and Building Inspection. The PCED Director serves as the Secretary of the City's Plan Commission. The Office of the Director provides centralized administrative support and coordination, on Department initiatives to improve systems and customer service. The goal of the PCED Office of the Director is to enhance the efficiency and effectiveness of its divisions. To achieve this goal the Office of the Director will assist with the Comprehensive Plan update, and implementation of Connect Madison.

**2017 Budget Highlights**

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The 2017 Executive Budget maintains the current level of service.

**PCED Office Of Director**

**Function: Planning & Development**

*Budget Overview*

**Budget by Service (All Funds)**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
PI Cdd Edd Admin And Support	757,347	684,436	632,707	706,884	704,517
<b>TOTAL</b>	<b>\$ 757,347</b>	<b>\$ 684,436</b>	<b>\$ 632,707</b>	<b>\$ 706,884</b>	<b>\$ 704,517</b>

**Budget by Fund & Major**

Fund: General	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	-	(80,000)	-	-	-
Salaries	490,046	429,512	455,280	459,992	455,802
Benefits	183,199	155,415	130,667	145,296	147,119
Supplies	3,064	10,850	3,448	7,650	7,650
Purchased Services	57,955	150,850	25,503	75,752	75,752
Inter Depart Charges	23,083	17,809	17,809	18,194	18,194
<b>TOTAL</b>	<b>\$ 757,347</b>	<b>\$ 684,436</b>	<b>\$ 632,707</b>	<b>\$ 706,884</b>	<b>\$ 704,517</b>

**Change Table (General Fund)**

<b>2016 Adopted</b>	<b>684,436</b>
<b>Adjustments with No Service Impact</b>	
Increase in Salaries	12,242
Increase in Fringe	2,292
Decrease in Supplies	(3,200)
Increase in Purchased Services	4,902
2017 Pay Increase	14,048
Increase in Retirement Costs based on 2017 WRS rates	4,127
Adjustment to Health Insurance based on 2017 rates	(14,715)
Change in allocation of Worker's Compensation & Insurance costs	385
<b>2017 Executive Budget</b>	<b>704,517</b>

*Service Overview*

**Service: PL CDD EDD Admin and Support**

*Service Description*

This service provides for the overall administration of the Department of Planning and Community and Economic Development and provides centralized administrative support services to other divisions of the Department. The Administration Service also acts as Secretary for the Plan Commission, supervises a clerical pool, provides department-wide systems improvements among Units, and provides public information coordination and development. The goal of this service is to enhance the efficiency and effectiveness of the department and its divisions which include Planning, Building Inspection, Community Development, Economic Development, and Community Development Authority which includes Housing Operations. Primary customers of this service include the residents, businesses and visitors of the City of Madison. The major initiatives planned for this service include the Comprehensive Planning update; implementation of Connect Madison (Economic Development Strategy) with a focus on upward mobility for all through equitable economic growth, continued work on the creation of quality affordable housing, and continued work on improving services and systems for residents experiencing homelessness.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	-	(80,000)	-	-	-
Salaries	490,046	429,512	455,280	459,992	455,802
Benefits	183,199	155,415	130,667	145,296	147,119
Supplies	3,064	10,850	3,448	7,650	7,650
Purchased Services	57,955	150,850	25,503	75,752	75,752
Inter Depart Charges	23,083	17,809	17,809	18,194	18,194
<b>TOTAL</b>	<b>\$ 757,347</b>	<b>\$ 684,436</b>	<b>\$ 632,707</b>	<b>\$ 706,884</b>	<b>\$ 704,517</b>

**PCED Office Of Director**

**Function: Planning & Development**

*Position Summary*

	CG	2016 Budget		2017 Request		2017 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN ANAL	18	1.00	67,422	1.00	71,657	1.00	73,635
ADMIN CLERK	20	1.00	53,267	2.00	107,958	2.00	110,938
CLERK	20	1.00	47,015	-	-	-	-
GRAPHICS TECH	20	0.75	27,624	0.75	29,199	0.75	30,005
PLAN DEVELOP DIR OF	21	1.00	119,606	1.00	147,103	1.00	151,163
PROG ASST	17	1.00	59,251	1.00	61,001	1.00	62,685
WORD PROC OPR	20	2.00	102,726	2.00	105,878	2.00	108,800
<b>TOTAL</b>		<b>7.75</b>	<b>\$ 476,911</b>	<b>7.75</b>	<b>\$ 522,796</b>	<b>7.75</b>	<b>\$ 537,225</b>

**PCED Office Of Director**

**Function: Planning & Development**

*Line Item Detail*

**Supplies**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Purchasing Card Unallocated	-	-	788	-	-
Office Supplies	2,758	3,000	764	3,000	3,000
Copy Printing Supplies	127	5,000	-	2,000	2,000
Furniture	-	1,000	1,700	1,000	1,000
Hardware Supplies	10	1,500	106	1,500	1,500
Software Licenses & Supplies	99	-	-	-	-
Postage	71	150	89	150	150
Books And Subscriptions	-	200	-	-	-
<b>Total</b>	<b>\$ 3,064</b>	<b>\$ 10,850</b>	<b>\$ 3,448</b>	<b>\$ 7,650</b>	<b>\$ 7,650</b>

**Purchased Services**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Telephone	482	1,110	877	1,110	1,110
Cellular Telephone	64	240	-	240	240
System And Software Maintenanc	38	1,000	-	-	-
Conferences And Training	775	17,500	17,500	10,000	10,000
Appraisal Services	3,250	-	-	-	-
Consulting Services	16,000	121,000	7,000	54,402	54,402
Other Services And Expenses	37,346	10,000	126	10,000	10,000
<b>Total</b>	<b>\$ 57,955</b>	<b>\$ 150,850</b>	<b>\$ 25,503</b>	<b>\$ 75,752</b>	<b>\$ 75,752</b>

**Inter-Departmental Charges**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Engineering	16,245	16,245	16,245	16,245	16,245
ID Charge From Insurance	532	789	789	1,130	1,130
ID Charge From Workers Comp	6,306	775	775	819	819
<b>Total</b>	<b>\$ 23,083</b>	<b>\$ 17,809</b>	<b>\$ 17,809</b>	<b>\$ 18,194</b>	<b>\$ 18,194</b>

**Revenue**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Miscellaneous Revenue	-	(80,000)	-	-	-
<b>Total</b>	<b>\$ -</b>	<b>\$ (80,000)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>





*Agency Overview***Agency Mission**

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The Agency's mission is to develop and recommend urban development policies, improve the quality of the downtown and existing neighborhoods, plan for new neighborhoods and peripheral growth management. Additionally the Division compiles and analyzes statistical data relating to urban planning and management, and implements adopted City land use and development policies through the maintenance of development regulations and the review of specific development proposals.

**Agency Overview**

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The Agency carries out its mission by preparing and maintaining plan elements to guide and manage the growth and development of the City and manages long range transportation planning and programming of the City and metropolitan area. The goal of the Planning Division is to prepare and implement City-wide and neighborhood plans. To achieve this goal the Planning Division will focus on updating the City's Comprehensive Plan and various neighborhood plans. The Planning Division is an active participant in the Neighborhood Resource Team program.

**2017 Budget Highlights**

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The 2017 Executive Budget includes funding for:

- Updated salary allocations for Planning Staff based on anticipated work on TIF and Capital Projects (\$192,524).
- Shifts the budget for the Metropolitan Planning Organization to the City's grant fund; based on the anticipated grant award for 2017, the local match is \$139,122.
- Shifts funding for Upper State Street programming from EDD to Planning, this programming is carried out by the Business Improvement District (\$50,000).

# Planning

Function: Planning & Development

## Budget Overview

### Budget by Service (All Funds)

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Comp Planning And Dev Review	1,321,702	1,391,911	1,450,911	1,671,659	1,676,026
Metropolitan Planning Org	283,503	(136,567)	139,241	152,855	141,941
Neigh Planning Pres and Design	2,925,267	1,474,951	1,239,348	1,258,172	1,246,469
<b>TOTAL</b>	<b>\$ 4,530,472</b>	<b>\$ 2,730,295</b>	<b>\$ 2,829,500</b>	<b>\$ 3,082,686</b>	<b>\$ 3,064,436</b>

### Budget by Fund & Major

Fund: General	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(734,793)	(979,482)	(989,992)	(50,000)	(50,000)
Salaries	2,156,064	2,354,949	2,358,210	1,922,601	1,906,730
Benefits	726,724	742,578	700,290	629,508	638,043
Supplies	69,103	136,175	149,350	60,580	60,580
Purchased Services	2,224,519	428,619	564,186	273,640	273,640
Inter Depart Charges	88,855	88,956	88,956	87,821	87,821
Inter Depart Billing	-	(41,500)	(41,500)	(41,500)	(41,500)
Transfer Out	-	-	-	200,036	189,122
<b>TOTAL</b>	<b>\$ 4,530,472</b>	<b>\$ 2,730,295</b>	<b>\$ 2,829,500</b>	<b>\$ 3,082,686</b>	<b>\$ 3,064,436</b>

Fund: Other Grants	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	-	-	-	(1,062,976)	(1,062,976)
Salaries	-	-	-	676,516	676,516
Benefits	-	-	-	209,651	209,651
Supplies	-	-	-	28,046	28,046
Purchased Services	-	-	-	145,599	145,599
Inter Depart Charges	-	-	-	3,164	3,164
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

*Budget Overview*

**Change Table (General Fund)**

<b>2016 Adopted</b>	<b>2,730,295</b>
<b>Adjustments with No Service Impact</b>	
Increase in Salaries	12,853
Decrease in Fringe	(20,050)
Increase in Supplies	14,280
Decrease in Purchased Services	(26,281)
2017 Pay Increase	74,954
Increase in Retirement Costs based on 2017 WRS rates	20,527
Adjustment to Health Insurance based on 2017 rates	11,640
Change in allocation of Worker's Compensation & Insurance costs	(1,135)
Movement of MPO budget to Grant Fund	47,317
Local match for MPO	150,036
Downtown Programming funding for BID	50,000
<b>2017 Executive Budget</b>	<b>3,064,436</b>

*Service Overview*

**Service: Comp Planning and Dev Review**

*Service Description*

This service maintains the City's urban development and growth management policy through the preparation and maintenance of long-range and Comprehensive Plan elements and neighborhood plans, and the maintenance of the City's land development regulations (primarily zoning and subdivision regulations) and through the review and evaluation of specific land development proposals. This service provides data, information and mapping services; conducts needs assessment, inventories and analyzes urban development policy issues; and maintains the City's geographic database. The major initiatives planned for this service include: continued public engagement for the Comprehensive Plan Update; coordinating the implementation of the Madison in Motion Transportation Plan; and continued improvements to the development review process.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	-	(3,000)	(3,000)	(3,000)	(3,000)
Salaries	891,477	968,840	982,409	1,099,415	1,098,497
Benefits	319,098	296,821	278,162	382,163	387,448
Supplies	20,991	24,100	21,009	28,790	28,790
Purchased Services	47,291	62,271	129,453	71,790	71,790
Inter Depart Charges	42,846	42,879	42,879	42,501	42,501
Transfer Out	-	-	-	50,000	50,000
<b>TOTAL</b>	<b>\$ 1,321,702</b>	<b>\$ 1,391,911</b>	<b>\$ 1,450,911</b>	<b>\$ 1,671,659</b>	<b>\$ 1,676,026</b>

**Service: Metropolitan Planning Org**

*Service Description*

This service provides staff for the Metropolitan Planning Organization (MPO). The Madison Area Transportation Planning Board (TPB), the Metropolitan Planning Organization (MPO) for the Madison Area, is the designated policy body responsible for cooperative, comprehensive regional transportation planning and decision making for the Madison Metropolitan Planning Area. The responsibilities of the MPO include carrying out 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 for transportation investments to meet metropolitan transportation needs. The major initiatives planned for this service include: completing the update to the Regional Transportation Plan 2050; working with City Planning and Metro Transit staff to begin the next phase of study of Bus Rapid Transit to identify an initial project for which Federal funding will be sought; participating in and supporting ongoing WisDOT major corridor studies, including those for the Beltline, Stoughton Road, and the Interstate; working with WisDOT to implement the new federal requirements for performance based transportation planning and programming; preparing an annual update of the Transportation Improvement Program (TIP), which implements the Regional Transportation Plan.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(721,463)	(929,482)	(929,482)	(1,062,976)	(1,062,976)
Salaries	552,618	414,825	662,595	676,516	676,516
Benefits	178,018	156,319	200,774	209,651	209,651
Supplies	14,171	89,875	91,664	28,046	28,046
Purchased Services	256,994	128,698	110,491	145,599	145,599
Inter Depart Charges	3,164	3,198	3,198	5,983	5,983
Transfer Out	-	-	-	150,036	139,122
<b>TOTAL</b>	<b>\$ 283,503</b>	<b>\$ (136,567)</b>	<b>\$ 139,241</b>	<b>\$ 152,855</b>	<b>\$ 141,941</b>

*Service Overview*

**Service: Neigh Planning Pres and Design**

*Service Description*

This service maintains and strengthens existing residential and commercial neighborhoods focusing on the downtown, isthmus and central city, as well as protecting and enhancing the City's natural, cultural, aesthetic and historic resources. This service provides neighborhood planning services and technical services to neighborhoods, carries out the City's preservation planning program, administers the Municipal 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 major initiatives planned for this service include: continued work on the State Street-Capitol Square Area Plan; continued work on the Historic Preservation Plan and Comprehensive Plan; completion, and implementation of the Darbo-Worthington-Starkweather Neighborhood Plan; and adopting and implementing the Percent for the Arts Ordinance.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(13,330)	(47,000)	(57,510)	(47,000)	(47,000)
Salaries	711,969	971,284	713,205	823,186	808,233
Benefits	229,608	289,438	221,354	247,345	250,595
Supplies	33,941	22,200	36,677	31,790	31,790
Purchased Services	1,920,234	237,650	324,243	201,850	201,850
Inter Depart Charges	42,845	42,879	42,879	42,501	42,501
Inter Depart Billing	-	(41,500)	(41,500)	(41,500)	(41,500)
<b>TOTAL</b>	<b>\$ 2,925,267</b>	<b>\$ 1,474,951</b>	<b>\$ 1,239,348</b>	<b>\$ 1,258,172</b>	<b>\$ 1,246,469</b>

# Planning

Function: Planning & Development

*Position Summary*

	CG	2016 Budget		2017 Request		2017 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN CLERK	20	0.50	12,299	0.50	12,662	0.50	13,011
MAD ARTS PROG ADMIN	18	1.00	81,108	1.00	83,504	1.00	85,809
PLAN GIS SPECIALIST	18	3.00	207,677	3.00	217,852	3.00	223,864
PLAN TECH	20	2.00	124,700	2.00	132,218	2.00	135,868
PRINCIPAL PLANNER	18	3.00	284,630	3.00	321,326	3.00	330,195
PLANNER	18	20.00	1,458,798	23.00	1,727,431	23.00	1,775,108
PLANNING DIV DIR	21	1.00	117,399	1.00	119,495	1.00	122,793
PROG ASST	20	1.00	56,425	1.00	58,092	1.00	59,696
TRANSP PLANNING MGR	18	1.00	110,374	1.00	114,590	1.00	117,752
<b>TOTAL*</b>		<b>32.50</b>	<b>\$ 2,453,408</b>	<b>35.50</b>	<b>\$ 2,787,169</b>	<b>35.50</b>	<b>\$ 2,864,095</b>

\*The position count for the Planning Division does not represent an increase as the 2016 authorized number was understated by 3 FTEs

# Planning

## Function: Planning & Development

### Line Item Detail

#### Supplies

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Purchasing Card Unallocated	-	-	3,595	-	-
Office Supplies	3,675	8,200	6,375	4,280	4,280
Copy Printing Supplies	31,436	23,800	27,987	32,000	32,000
Furniture	1,530	4,500	5,606	2,750	2,750
Hardware Supplies	6,966	5,000	5,205	4,500	4,500
Software Licenses & Supplies	9,498	78,000	86,845	24,196	24,196
Postage	13,885	12,500	12,848	16,700	16,700
Books And Subscriptions	317	1,175	889	1,200	1,200
Food And Beverage	19	-	-	-	-
Building Supplies	1,748	3,000	-	3,000	3,000
Machinery And Equipment	29	-	-	-	-
<b>Total</b>	<b>\$ 69,103</b>	<b>\$ 136,175</b>	<b>\$ 149,350</b>	<b>\$ 88,626</b>	<b>\$ 88,626</b>

#### Purchased Services

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Telephone	6,465	4,900	7,188	4,000	4,000
Cellular Telephone	1,700	1,400	985	1,400	1,400
Facility Rental	51,854	43,804	42,891	44,874	44,874
Communication Device Rpr Main	26,230	14,681	-	-	-
Equip Improv Repair Maint	-	632	-	500	500
System And Software Maintenanc	-	-	1,592	-	-
Recruitment	1,267	-	2,861	-	-
Mileage	11	700	1	550	550
Conferences And Training	22,270	11,247	20,476	17,300	17,300
Memberships	8,025	6,500	12,000	8,200	8,200
Storage Services	3	-	4	360	360
Consulting Services	187,773	143,800	209,831	142,800	142,800
Advertising Services	25,402	16,450	12,931	29,250	29,250
Printing Services	37	-	-	-	-
Interpreters Signing Services	-	505	-	505	505
Transcription Services	-	750	-	750	750
Catering Vending Services	245	-	-	250	250
Other Services And Expenses	15,796	46,250	49,022	31,500	31,500
Grants	1,875,392	137,000	204,403	137,000	137,000
Community Agency Contracts	2,050	-	-	-	-
<b>Total</b>	<b>\$ 2,224,519</b>	<b>\$ 428,619</b>	<b>\$ 564,186</b>	<b>\$ 419,239</b>	<b>\$ 419,239</b>

#### Inter-Departmental Charges

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Engineering	79,364	79,364	79,364	79,364	79,364
ID Charge From Insurance	3,649	5,236	5,236	6,700	6,700
ID Charge From Workers Comp	5,842	4,356	4,356	4,921	4,921
<b>Total</b>	<b>\$ 88,855</b>	<b>\$ 88,956</b>	<b>\$ 88,956</b>	<b>\$ 90,985</b>	<b>\$ 90,985</b>

#### Inter-Departmental Billings

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Billing To Planning	-	(41,500)	(41,500)	(41,500)	(41,500)
<b>Total</b>	<b>\$ -</b>	<b>\$ (41,500)</b>	<b>\$ (41,500)</b>	<b>\$ (41,500)</b>	<b>\$ (41,500)</b>

# Planning

## Function: Planning & Development

### Line Item Detail

#### Revenue

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Federal Revenues Operating	-	(854,145)	(629,498)	(788,226)	(788,226)
State Revenues Operating	(10,510)	(15,000)	(25,510)	(62,020)	(62,020)
Local Revenues Operating	(21,828)	(26,564)	(26,564)	(49,038)	(49,038)
Other Unit Of Gov Revenues Op	(15,839)	(5,000)	(5,000)	-	-
Reproduction Services	(20)	(6,000)	(6,000)	(6,000)	(6,000)
Reimbursement Of Expense	-	(24,705)	(24,705)	-	-
Contributions And Donations	(2,800)	(13,000)	(13,000)	(13,000)	(13,000)
Fund Balance Applied	-	-	-	(28,656)	(28,656)
Transfer In From Grants	(683,795)	-	(224,647)	(150,036)	(150,036)
Transfer In From Capital Proje	-	(16,000)	(16,000)	(16,000)	(16,000)
Transfer In From Public Health	-	(19,068)	(19,068)	-	-
<b>Total</b>	<b>\$ (734,793)</b>	<b>\$ (979,482)</b>	<b>\$ (989,992)</b>	<b>\$ (1,112,976)</b>	<b>\$ (1,112,976)</b>

#### Transfers Out

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Transfer out to BID	-	-	-	50,000	50,000
Transfer Out To Other Restrict	-	-	-	150,036	139,122
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,036</b>	<b>\$ 189,122</b>



*Agency Overview***Agency Mission**

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The mission of the Madison Police Department (MPD) is to provide high-quality police services that are accessible to all members of the community.

**Agency Overview**

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The Agency ensures the dignity of all people and respects individual and constitutional rights in fulfilling the mission by adopting the Values of Trust-Based Policing including Citizen Involvement, Problem Solving and Quality Focus, Ethical Behavior, Recognition of Trust Challenges, Situational Leadership, and Employee Value. The goal of the Department is provide excellent police services that are rooted in partnership with the community. To achieve this goal, MPD will work to complete the Midtown District Station, address staffing deficits, address increasing violence, and expand community outreach. The Police Department is an active participant in the Neighborhood Resource Team program.

**2017 Budget Highlights**

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The 2017 Executive Budget includes funding for:

- An increase in funding for leave payouts and Premium Pay (\$1,068,400).
- The City's matching funds for the 2014 and 2015 COPS grant award (\$252,186).
- The 2017 Police recruit class (\$497,350).
- A vehicle and trailer for the Mounted Unit funded by private donations (\$74,000).
- Recently negotiated contracts between the City and the Madison Professional Police Officers Association and the Association of Madison Police Supervisors. The contract calls for a 1% increase in December of 2016 and a 2% increase in July of 2017 (\$735,616).
- Adds four Patrol officers by funding the continuation of Educational Resource Officers from the levy. Previously the Madison Metropolitan School District had funded 75% of the annual salary and benefits of the officers (\$360,000).

The Executive Budget includes \$2.1 million in anticipated grant and restricted revenues and expenditures.

Specific grants reflected in the recommended budget include:

- Various federal, state and other grant funding (\$1,595,000) for personnel, equipment and programming. The 2017 City match for these funds is \$409,255).
- State traffic grants focused on speeding, DUI, seatbelt and motorcycle enforcement, as well as pedestrian and bicycle safety (\$275,000).
- Grants and private donations providing training for law enforcement and community agencies on a wide variety of topics ranging from mental health interventions to trauma and first aid response (\$30,000).
- State training grants for MPD personnel (\$37,000).
- The Dane County Narcotics Task Force (\$441,650).
- Federal equitable sharing funds as part of the asset forfeiture program (\$15,000).

# Police Department

Function: Public Safety & Health

## Budget Overview

### Budget by Service (All Funds)

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Police Field	59,852,796	60,237,333	62,304,519	60,562,966	61,799,078
Police Support	6,480,939	7,274,872	6,542,923	7,939,776	8,081,109
<b>TOTAL</b>	<b>\$ 66,333,735</b>	<b>\$ 67,512,205</b>	<b>\$ 68,847,442</b>	<b>\$ 68,502,742</b>	<b>\$ 69,880,187</b>

### Budget by Fund & Major

Fund: General	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(1,729,734)	(1,381,249)	(1,276,567)	(1,505,617)	(1,145,617)
Salaries	44,889,503	45,280,393	46,221,495	46,396,839	47,258,918
Benefits	16,220,462	15,711,117	16,070,024	15,460,305	15,615,671
Supplies	1,188,872	1,271,331	1,345,154	1,421,350	1,421,350
Purchased Services	2,054,630	2,136,580	2,129,336	2,228,730	2,228,730
Inter Depart Charges	3,686,987	4,061,983	4,057,950	4,051,726	4,051,726
Inter Depart Billing	-	(10,000)	-	-	-
Transfer Out	23,015	442,050	300,050	449,409	449,409
<b>TOTAL</b>	<b>\$ 66,333,735</b>	<b>\$ 67,512,205</b>	<b>\$ 68,847,442</b>	<b>\$ 68,502,742</b>	<b>\$ 69,880,187</b>

Fund: Other Grants	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(23,015)	(1,016,253)	(1,016,253)	(2,379,170)	(2,349,405)
Salaries	-	573,425	573,425	1,017,747	992,747
Benefits	-	129,711	129,711	236,220	231,455
Supplies	-	91,470	91,470	273,476	273,476
Purchased Services	-	221,647	221,647	851,727	851,727
Debt Other Financing	23,015	-	-	-	-
<b>TOTAL</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Fund: Other Restricted	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(672,034)	(1,147,700)	(1,147,700)	(493,650)	(493,650)
Benefits	7	-	-	-	-
Supplies	254,392	485,700	485,700	183,850	183,850
Purchased Services	374,465	662,000	662,000	309,800	309,800
Debt Other Financing	33,682	-	-	-	-
Inter Depart Billing	9,488	-	-	-	-
<b>TOTAL</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

*Budget Overview*

**Change Table (General Fund)**

<b>2016 Adopted</b>	<b>67,512,205</b>
<b>Adjustments with Service Impact</b>	
Elimination of the contract with MMSD for the Educational Resource Officers	360,000
Increase in Contributions and Donations	(134,500)
Increase for a vehicle and trailer for the Mounted Unit based on anticipated donations	74,000
Increase in Training based on anticipated donations	19,000
<b>Adjustments with No Service Impact</b>	
Decrease in Revenue	10,132
Increase in Salaries	19,908
Increase in Fringe	74,633
Decrease in Supplies	(40,046)
Increase in Purchased Services	4,150
2017 Pay Increase	909,384
Increase in Retirement Costs based on 2017 WRS rates	725,776
Adjustment to Health Insurance based on 2017 rates	(367,485)
Change in allocation of Worker's Compensation & Insurance costs	161,548
Change in allocation of Fleet charges	(153,787)
Increase in funding for leave payouts and Premium Pay	1,068,423
Decrease in Hourly Wages	(19,190)
Decrease in Prior Service WRS	(528,370)
Increase in uniform clothing supplies to reflect actual trends	116,065
Increase in Towing contract	44,000
Increase in Software Maintenance/Cell Phones due to the new Parking Enforcement system	25,000
Decrease in ID Billings to Parks	10,000
Increase in City match for grants	7,359
Decrease in ID Charges from TE due to new equipment under warranty	(18,018)
<b>2017 Executive Budget</b>	<b>69,880,187</b>

*Service Overview*

**Service: Police Field**

*Service Description*

This service consists of the five patrol districts and their respective units which provide the following services: protects the constitutional rights of all people and resolves conflicts; responds to calls for police service; identifies criminal offenders, activities, and patterns; collects and analyzes forensic evidence; apprehends offenders and participates in court proceedings; develops foot, bicycle and car patrols throughout the City; works with the community to identify and resolve conflicts/problems; facilitates the safety of people and vehicles through enforcement of traffic and parking regulations; investigates traffic accidents; identifies public safety hazards and conditions; provides training for new recruits; and maintains public peace and order. The primary customers of this service are all Madison residents, those that commute to Madison for work, visitors to Madison, and federal, state, local and international governmental agencies that request assistance. The goals of this service are to address increasing violence and to expand community outreach efforts. The major initiatives planned for this service are to provide high quality police services accessible to all members of the community; to be mindful of the role of police as guardians while ensuring public safety; to develop and implement proactive strategies for addressing issues that negatively impact public safety, particularly crime and violence; to respond effectively and appropriately to calls for service; and to provide service with a high level of competence, offering continuous options for improvement.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(2,238,455)	(3,345,617)	(3,229,506)	(4,170,640)	(3,780,875)
Salaries	40,804,277	41,114,691	42,316,527	42,269,641	42,983,353
Benefits	14,817,444	14,019,215	14,837,907	14,202,826	14,335,461
Supplies	1,283,671	1,655,620	1,729,443	1,644,919	1,644,919
Purchased Services	1,892,663	2,506,575	2,499,331	2,863,742	2,863,742
Debt Other Financing	56,697	-	-	-	-
Inter Depart Charges	3,203,996	3,854,799	3,850,766	3,303,069	3,303,069
Inter Depart Billing	9,488	(10,000)	-	-	-
Transfer Out	23,015	442,050	300,050	449,409	449,409
<b>TOTAL</b>	<b>\$ 59,852,796</b>	<b>\$ 60,237,333</b>	<b>\$ 62,304,519</b>	<b>\$ 60,562,966</b>	<b>\$ 61,799,078</b>

*Service Overview*

**Service: Police Support**

*Service Description*

This service provides planning, financial management, grants management, recordkeeping, information access, property processing and storage, transcription of reports, services to municipal courts, maintenance of technology services, and continuing education and skill development. The primary customers of this service are Madison residents, those that commute to Madison, visitors to Madison, and federal, state, local and international governmental agencies that request assistance. The goals of this service are to address increasing violence and to expand community outreach. The major initiatives planned for this service include providing high quality services accessible to all members of the community with a high level of competence, providing exceptional support services to MPD personnel to enable them to effectively and efficiently perform their work, and to ensure compliance with various federal, state and local requirements for police-related services.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(186,328)	(199,585)	(211,014)	(207,797)	(207,797)
Salaries	4,085,226	4,739,127	4,478,393	5,144,945	5,268,312
Benefits	1,403,025	1,821,613	1,361,828	1,493,699	1,511,665
Supplies	159,592	192,881	192,881	233,757	233,757
Purchased Services	536,432	513,652	513,652	526,515	526,515
Inter Depart Charges	482,991	207,184	207,184	748,657	748,657
<b>TOTAL</b>	<b>\$ 6,480,939</b>	<b>\$ 7,274,872</b>	<b>\$ 6,542,923</b>	<b>\$ 7,939,776</b>	<b>\$ 8,081,109</b>

# Police Department

Function: Public Safety & Health

## Position Summary

Civilian Positions	2016			2017			
	CG	FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCOUNTANT	18	1.00	58,427	1.00	60,040	1.00	61,697
ACCT TECH	20	1.00	53,093	1.00	56,192	1.00	57,742
ADMIN ASST	17	1.00	52,606	1.00	55,981	1.00	57,526
ADMIN CLERK	17 & 20	5.00	237,824	6.30	295,687	6.30	303,848
AUTO SVS WKR	16	1.00	55,128	1.00	56,757	1.00	58,323
CLERK	20	13.00	581,382	13.00	593,728	13.00	610,115
CROSSING GUARD SUPV	18	1.70	84,410	1.70	86,966	1.70	89,367
FORENSIC LAB TECH	16	1.00	57,664	1.00	59,366	1.00	61,004
GRANTS ADMIN	18	1.00	71,688	1.00	73,807	1.00	75,844
IT SPEC	18	8.00	558,079	8.00	587,780	8.00	604,003
PKG ENFC FIELD SUPV	18	1.00	61,372	1.00	64,704	1.00	66,490
PKG ENFC LDWKR	16	1.00	63,114	1.00	64,980	1.00	66,773
PKG ENFC OFF	16	28.00	1,585,290	28.00	1,634,235	28.00	1,679,340
PKG ENFC SUPV	18	1.00	74,766	1.00	77,390	1.00	79,525
PO PUB INFO SPEC	18	1.00	80,167	1.00	83,504	1.00	85,809
POLICE ADMIN SERVICES MANAC	18	1.00	93,269	1.00	105,269	1.00	108,174
POLICE COURT SVS SUPV	18	1.00	62,399	1.00	65,960	1.00	67,781
POLICE INFO SYS COORD	18	1.00	80,342	1.00	82,716	1.00	84,999
POLICE PROPERTY CLK	16	5.00	245,165	5.00	263,048	5.00	270,309
POLICE PROPERTY SUPERVISOR	18	1.00	75,864	1.00	78,525	1.00	80,692
POLICE RCDS SVS CLK	20	9.00	429,241	9.00	448,337	9.00	460,711
POLICE RECORDS SEC MGR	18	1.00	85,706	1.00	101,368	1.00	104,165
POLICE RECORDS SVS SUPV	18	1.00	54,170	1.00	58,476	1.00	60,090
POLICE REPORT SUPV	18	1.00	60,453	1.00	64,840	1.00	66,629
POLICE RPT LEADWKR	20	1.00	51,770	1.00	53,424	1.00	54,899
POLICE RPT TYPIST	20	20.50	932,115	20.50	989,468	20.50	1,016,777
PROG ASST	20	6.00	329,529	6.00	340,255	6.00	349,646
<b>TOTAL</b>		<b>114.20</b>	<b>\$ 6,175,033</b>	<b>115.50</b>	<b>\$ 6,502,801</b>	<b>115.50</b>	<b>\$ 6,682,279</b>

# Police Department

Function: Public Safety & Health

*Position Summary*

*Sworn Positions*

	CG	FTEs	Amount	FTEs	Amount	FTEs	Amount
ASST POLICE CHIEF	12	3.00	373,111	3.00	380,649	3.00	388,148
DETECTIVE	11	69.00	5,441,934	68.00	5,453,063	68.00	5,560,488
DETECTIVE SERGEANT	11	2.00	167,460	2.00	170,664	2.00	174,026
POLICE CAPT	12	10.00	1,090,200	10.00	1,103,175	10.00	1,124,908
POLICE CHIEF	21	1.00	148,859	1.00	151,516	1.00	155,698
POLICE INVESTIGATOR	11	12.00	951,548	13.00	1,047,490	13.00	1,068,125
POLICE LT.	12	23.00	2,182,759	23.00	2,219,238	23.00	2,262,957
POLICE OFFICER	11	296.00	20,498,831	296.00	21,057,730	296.00	21,472,567
POLICE SGT	11	45.00	3,732,926	45.00	3,755,489	45.00	3,829,472
<b>TOTAL</b>		<b>461.00</b>	<b>\$ 34,587,628</b>	<b>461.00</b>	<b>\$ 35,339,013</b>	<b>461.00</b>	<b>\$ 36,036,389</b>

**TOTAL AUTHORIZED FTEs**

**575.20**

**576.50**

**576.50**

**Police Department****Function: Public Safety & Health***Line Item Detail***Supplies**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Office Supplies	58,063	55,418	55,418	54,500	54,500
Copy Printing Supplies	53,055	63,000	63,000	63,000	63,000
Furniture	-	10,045	10,045	-	-
Hardware Supplies	40,436	38,000	38,000	38,300	38,300
Software Licenses & Supplies	14,264	36,300	36,300	-	-
Postage	75,089	69,200	69,200	58,400	58,400
Books And Subscriptions	3,723	3,200	3,200	3,300	3,300
Work Supplies	255,799	281,873	298,623	476,271	476,271
Gun Ammunition Supplies	155,568	183,850	183,850	170,900	170,900
Lab And Photo Supplies	21,902	21,000	21,000	25,000	25,000
Uniform Clothing Supplies	366,103	326,235	398,363	432,000	432,000
Food And Beverage	18,739	26,600	26,600	13,900	13,900
Building Supplies	648	800	800	800	800
Trees Shrubs Plants	681	800	800	800	800
Machinery And Equipment	149,755	407,750	391,000	252,000	252,000
Equipment Supplies	223,806	317,930	319,625	282,205	282,205
Gasoline	5,632	6,500	6,500	7,300	7,300
<b>Total</b>	<b>\$ 1,443,264</b>	<b>\$ 1,848,501</b>	<b>\$ 1,922,324</b>	<b>\$ 1,878,676</b>	<b>\$ 1,878,676</b>



# Police Department

# Function: Public Safety & Health

## Line Item Detail

### Purchased Services

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Natural Gas	30,718	38,500	38,500	38,000	38,000
Electricity	119,999	131,000	131,000	128,000	128,000
Water	20,587	30,625	30,625	27,000	27,000
Stormwater	163	-	-	-	-
Telephone	24,893	28,200	28,200	25,250	25,250
Cellular Telephone	69,288	73,000	73,000	74,600	74,600
Systems Communication Internet	65,876	107,930	107,930	75,030	75,030
Building Improv Repair Maint	45,098	47,295	47,295	48,890	48,890
Pest Control	1,173	1,125	1,125	1,125	1,125
Facility Rental	249,591	264,255	264,255	185,050	185,050
Custodial Building Use Charges	462,256	448,235	448,235	448,235	448,235
Process Fees Recyclables	-	32,335	-	-	-
Communication Device Rpr Main	8,013	8,000	8,000	29,080	29,080
Equip Improv Repair Maint	11,387	20,000	20,000	24,640	24,640
System And Software Maintenan	479,912	499,880	499,880	470,605	470,605
Vehicle Repair And Maintenance	69,944	52,750	52,750	27,650	27,650
Lease Rental Of Equipment	20,792	22,400	22,400	25,250	25,250
Conferences And Training	87,091	116,195	116,195	174,268	174,268
Memberships	5,265	6,100	6,100	6,200	6,200
Medical Services	39,982	44,800	44,800	42,270	42,270
Arbitrator	-	1,200	1,200	1,200	1,200
Delivery Freight Charges	1,420	1,300	1,300	1,400	1,400
Storage Services	1,766	1,900	1,900	1,900	1,900
Consulting Services	4,867	70,948	70,948	21,050	21,050
Advertising Services	12,219	13,000	13,000	13,000	13,000
Printing Services	14,595	13,500	13,500	26,700	26,700
Parking Towing Services	176,562	176,000	201,000	219,600	219,600
Prisoner Holding Services	48,350	55,300	55,300	53,000	53,000
Investigative Services	75,119	52,000	52,091	72,000	72,000
Security Services	28,480	29,440	29,440	29,140	29,140
Interpreters Signing Services	488	500	500	500	500
Transcription Services	268	500	500	500	500
Other Services And Expenses	176,858	450,480	450,480	534,229	534,229
Community Agency Contracts	58,963	163,874	163,874	546,925	546,925
Taxes And Special Assessments	17,114	17,660	17,660	17,970	17,970
<b>Total</b>	<b>\$ 2,429,095</b>	<b>\$ 3,020,227</b>	<b>\$ 3,012,983</b>	<b>\$ 3,390,257</b>	<b>\$ 3,390,257</b>

### Debt and Other Financing Uses

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Fund Balance Generated	56,697	-	-	-	-
<b>Total</b>	<b>\$ 56,697</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

### Inter-Departmental Charges

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Engineering	531,289	533,701	529,701	536,303	536,303
ID Charge From Fleet Services	1,970,671	2,053,513	2,053,513	1,899,726	1,899,726
ID Charge From Traffic Enginee	220,712	220,620	220,587	200,000	200,000
ID Charge From Insurance	194,587	422,813	422,813	672,914	672,914
ID Charge From Workers Comp	769,728	831,336	831,336	742,783	742,783
<b>Total</b>	<b>\$ 3,686,987</b>	<b>\$ 4,061,983</b>	<b>\$ 4,057,950</b>	<b>\$ 4,051,726</b>	<b>\$ 4,051,726</b>

# Police Department

# Function: Public Safety & Health

## Line Item Detail

### Inter-Departmental Billings

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Billing To Police	9,488	(10,000)	-	-	-
<b>Total</b>	<b>\$ 9,488</b>	<b>\$ (10,000)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

### Revenue

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Federal Revenues Operating	7,796	(451,537)	(446,537)	(1,352,982)	(1,352,982)
State Revenues Operating	(115,818)	(471,961)	(342,447)	(538,714)	(513,714)
Payment For Municipal Service	(2,000)	-	-	(2,000)	(2,000)
Local Revenues Operating	(596,999)	(536,485)	(548,843)	(640,047)	(280,047)
Other Unit Of Gov Revenues Op	(59,200)	(244,000)	(244,000)	(183,650)	(183,650)
Police Services	(161,784)	(161,500)	(161,540)	(165,000)	(165,000)
Special Duty	(290,069)	(217,000)	(225,000)	(299,370)	(299,370)
Background Checks	(70)	(250)	(252)	(250)	(250)
Facility Rental	(110,527)	(90,000)	(100,000)	(110,000)	(110,000)
Reimbursement Of Expense	(17,317)	(15,000)	(15,000)	(14,000)	(14,000)
Asset Forfeitures	(461,856)	(598,750)	(598,750)	(205,000)	(205,000)
Interest	(9,912)	(178,655)	(178,655)	(11,050)	(11,050)
Contributions And Donations	(41,645)	(107,200)	(90,600)	(246,700)	(246,700)
Miscellaneous Revenue	(12,109)	(4,100)	(15,000)	(15,000)	(15,000)
Sale Of Assets	(7,630)	(20,000)	(20,000)	(10,000)	(10,000)
Fund Balance Applied	(94,257)	-	-	(130,500)	(130,500)
Transfer In From General	(23,015)	(318,814)	(318,814)	(454,174)	(449,409)
Transfer In From Grants	(428,374)	-	(3,215)	-	-
Transfer In From Fleet Service	-	(129,950)	(129,950)	-	-
Transfer In From Insurance	-	-	(1,917)	-	-
<b>Total</b>	<b>\$ (2,424,784)</b>	<b>\$ (3,545,202)</b>	<b>\$ (3,440,520)</b>	<b>\$ (4,378,437)</b>	<b>\$ (3,988,672)</b>

### Transfers Out

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Transfer out to Grants	23,015	442,050	300,050	449,409	449,409
<b>Total</b>	<b>\$ 23,015</b>	<b>\$ 442,050</b>	<b>\$ 300,050</b>	<b>\$ 449,409</b>	<b>\$ 449,409</b>

*Agency Overview***Agency Mission**

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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**

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The Agency is a joint agency between the City of Madison and Dane County and is responsible for promotion of wellness, prevention of disease and the provision of a healthful environment. The goal of PHMDC is to reduce the incidence and prevalence of death and disease. To achieve this goal, PHMDC will develop a Community Health Improvement Plan (CHIP); continue to partner with the Madison Fire Department, Madison Police Department, Dane County Sheriff's Office, Dane County Emergency Management, Dane County Human Services, Safe Communities and others to develop a strategic, coordinated response to the increasing challenge of opioid use and abuse in our community; continue to support the Early Childhood Zones (ECZ) by providing Nurse Family Partnership, Prenatal Care Coordination or other public health services as part of a coordinated care model for ECZ residents; develop an online license application for new establishments and online renewal process for existing licenses; and implement and evaluate an agency-wide health and racial equity plan.

**2017 Budget Highlights**

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- Public Health is a joint venture with tax levy support divided between the City and the County based upon equalized valuation. Joint costs for 2017 total \$9,858,154 net of revenues received from grants and fees. City levy will support \$4,287,782 (43%) of the joint costs, and County general purpose revenues will carry the remaining \$5,570,372 (57%).
- In addition to sharing joint costs, the City of Madison will provide additional funding for community agency contracts, including \$188,000 for Access Community Health Center and \$20,000 for the Safe Communities Coalition. With these contracts, along with support for the Heroin/Opiates Poisoning Initiative (\$78,276) and Equity tools (\$10,000).
- The recommended budget includes the application of \$936,858 in reserves to reduce City and County tax levy support. Reserves equivalent to 5% of the annual operating budget will be retained per the requirements of the Intergovernmental Agreement. The fund balance as of December 2015 is \$3.2M.
- A county-proposed cost of living increase of 2% in January of 2017 and an additional 1% in July of 2017 (\$290,100).

**Public Health Madison Dane**

**Function: Public Safety & Health**

*Budget Overview*

**Budget by Service (All Funds)**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Administration	2,995,648	1,347,432	3,580,298	1,010,131	927,828
Animal Services	197,814	849,982	540,983	809,653	819,801
Community Health	1,969,070	440,808	(420,152)	1,875,568	1,886,677
Emergency Response Planning	(98,013)	96,001	28,219	(83,141)	(81,336)
Environmental Protection	(98,160)	(10,986)	(76,786)	442,217	461,718
Laboratory	192,702	491,830	385,118	742,003	755,091
Licensed Establishments	(1,009,441)	(23,047)	(400,241)	(1,582,193)	(1,576,152)
Policy Programming And Evaluat	639,084	1,601,246	1,155,827	1,292,916	1,315,129
<b>TOTAL</b>	<b>\$ 4,788,704</b>	<b>\$ 4,793,266</b>	<b>\$ 4,793,266</b>	<b>\$ 4,507,153</b>	<b>\$ 4,508,755</b>

**Budget by Fund & Major**

Fund: Public Health Madison Dane					
	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(11,640,626)	(11,772,236)	(11,855,272)	(12,035,088)	(12,317,049)
Salaries	9,190,986	9,852,027	8,767,170	9,806,062	10,043,894
Benefits	3,718,365	4,104,078	4,233,745	3,984,486	3,984,548
Supplies	450,529	334,325	441,876	378,675	378,675
Purchased Services	2,336,475	2,078,648	2,073,922	2,258,011	2,258,011
Debt Other Financing	662,947	133,420	1,068,820	121,131	166,800
Inter Depart Charges	86,990	238,004	238,004	188,876	188,876
Inter Depart Billing	(38,187)	(185,000)	(185,000)	(205,000)	(205,000)
Transfer Out	16,320	10,000	10,000	10,000	10,000
<b>TOTAL</b>	<b>\$ 4,783,800</b>	<b>\$ 4,793,266</b>	<b>\$ 4,793,266</b>	<b>\$ 4,507,153</b>	<b>\$ 4,508,755</b>

*Budget Overview*

## Change Table (Public Health Fund)

<b>2016 Adopted</b>	<b>4,793,266</b>
<b>Adjustments with Service Impact</b>	
Increase in Community Agency Contracts for Opioid contract	51,222
<b>Adjustments with No Service Impact</b>	
Decrease in Revenue	34,209
Decrease in Salaries	(45,533)
Decrease in Fringe	(75,702)
Decrease in Supplies	(5,650)
Increase in Purchased Services	128,141
Decrease in Debt & Other Financing	(12,289)
Increase in Inter Departmental Charges	(20,000)
2017 Pay Increase	290,100
Increase in Retirement Costs based on 2017 WRS rates	(23,828)
Adjustment to Health and Dental Insurance based on 2017 rates	(72,700)
Change in allocation of Worker's Compensation & Insurance costs	(59,226)
Change in allocation of Fleet charges	10,098
Decrease in lab contract from Madison Water Utility	42,000
Decrease in contract from Wisconsin Well Woman Program	37,000
Decrease in contract from Women Infants Children Program	34,000
Decrease in contract from WisFund	11,000
Increase for computer replacements	50,000
Increase in Debt Service	45,669
Increase in Fund Balance Applied	(703,022)
<b>2017 Executive Budget</b>	<b>4,508,755</b>

*Service Overview***Service: Administration***Service Description*

This service includes the work of the Director, Public Information Officer, Director of Operations, payroll and purchasing. The primary customers for this service are PHMDC staff and managers and colleagues in city and county government. The goal of this service is to create systems and processes for administrative functions. The major initiatives planned for this service include creating and implementing a system to review, update, and increase accessibility of PHMDC internal policies and procedures; increasing transparency, understanding, and communication of the budget to PHMDC management and staff; creating and implementing a department communications plan to support a culture of clear and inclusive internal communications, public relations, and community engagement; implementing and evaluating an agency-wide health and racial equity plan; and developing a Workplace Culture Plan integrating health and racial equity and workplace culture assessments.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(1,027,232)	(1,534,416)	(1,577,138)	(2,115,027)	(2,280,610)
Salaries	1,342,571	1,357,060	1,576,969	1,532,806	1,570,355
Benefits	724,537	811,143	1,310,188	643,008	643,070
Supplies	166,395	53,950	207,130	147,534	147,534
Purchased Services	1,056,926	491,580	959,634	594,851	594,851
Debt Other Financing	667,851	133,420	1,068,820	121,131	166,800
Inter Depart Charges	48,279	24,695	24,695	75,828	75,828
Transfer Out	16,320	10,000	10,000	10,000	10,000
<b>TOTAL</b>	<b>\$ 2,995,648</b>	<b>\$ 1,347,432</b>	<b>\$ 3,580,298</b>	<b>\$ 1,010,131</b>	<b>\$ 927,828</b>

**Service: Animal Services***Service Description*

This service serves the health, public safety, and welfare needs of people and animals in the City of Madison and Dane County by 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 primary customers of this service are residents, visitors and animals (domestic and wild) of City of Madison and Dane County. The goals of this service are to respond to all animal related complaints in a timely fashion with priority given to those with the greatest impact on animal welfare, public health, and safety and to minimize the risk of rabies in the community by facilitating testing, enforcing quarantine orders, and public education. The major initiatives planned for this service include continuing to build relationships among animal service and law enforcement officers throughout Dane County; implementing a dog licensing education program to boost licensing of dogs in City of Madison and Dane County communities; working with community and state partners to implement a coyote management plan; and finishing the implementation of the data system for this service.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(498,857)	(244,500)	(244,500)	(244,500)	(244,500)
Salaries	436,754	428,350	426,788	419,198	429,346
Benefits	184,276	187,302	189,291	188,552	188,552
Supplies	1,000	2,325	23,779	2,325	2,325
Purchased Services	64,427	428,547	97,667	427,990	427,990
Inter Depart Charges	10,214	47,958	47,958	16,087	16,087
<b>TOTAL</b>	<b>\$ 197,814</b>	<b>\$ 849,982</b>	<b>\$ 540,983</b>	<b>\$ 809,653</b>	<b>\$ 819,801</b>

*Service Overview***Service: Community Health***Service Description*

This service is made up of the following program areas: Outbreak Management — including investigations of communicable disease; The Women, Infants, and Children Supplemental Nutrition Program (WIC); Health Promotion; and Chronic Disease Prevention. The primary customers of this service are all residents for some programs, such as communicable disease, while other programs, such as WIC, have certain eligibility criteria. The goals of this service are to minimize the impact and incidence of infectious disease; support evidence-based programs and policies for infants, children and their caregivers; and to ensure everyone has the ability to choose if and when to get pregnant. The major initiatives planned for this service include improving immunization rates in Madison and Dane County residents; implementing prenatal care coordination evaluation findings; increasing program participant enrollment to assure healthy outcomes; and developing a sustainable coalition to implement action plans to improve sexual and reproductive health.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(4,827,431)	(6,725,409)	(6,726,409)	(6,513,903)	(6,630,281)
Salaries	4,208,559	4,385,550	3,933,032	5,266,212	5,393,699
Benefits	1,643,454	1,743,905	1,634,897	2,185,865	2,185,865
Supplies	123,455	101,950	49,594	103,200	103,200
Purchased Services	798,909	843,383	597,305	773,246	773,246
Inter Depart Charges	22,123	91,429	91,429	60,948	60,948
<b>TOTAL</b>	<b>\$ 1,969,070</b>	<b>\$ 440,808</b>	<b>\$ (420,152)</b>	<b>\$ 1,875,568</b>	<b>\$ 1,886,677</b>

**Service: Emergency Response Planning***Service Description*

This service plans for the initiation of response activities during the first 24 hours of an emergency or disaster. This is done so in conjunction with existing emergency operations, plans, procedures, guidelines, resources, assets and incident management systems. The primary customers of this service are PHMDC staff and emergency response partners. The goals of this service are to engage the three main preparedness capabilities (Medical Surge, Non-Pharmaceutical Intervention, and Volunteer Management) as a framework for strengthening emergency preparedness plans and systems within PHMDC, Madison, and Dane County. The major initiatives planned for this service include reviewing the PHMDC capability planning guide to identify three gaps from each of the main capabilities; developing and implementing a plan of correction to address the identified gaps; developing a first responder medical countermeasure dispensing plan; and engaging in local and regional emergency preparedness exercises and partner meetings.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(389,829)	(240,452)	(240,452)	(240,452)	(240,452)
Salaries	158,307	197,198	135,349	74,565	76,370
Benefits	62,434	75,990	55,938	32,376	32,376
Supplies	45,490	40,025	48,787	20,025	20,025
Purchased Services	25,424	20,359	25,715	28,550	28,550
Inter Depart Charges	162	2,881	2,881	1,795	1,795
<b>TOTAL</b>	<b>\$ (98,013)</b>	<b>\$ 96,001</b>	<b>\$ 28,219</b>	<b>\$ (83,141)</b>	<b>\$ (81,336)</b>

*Service Overview***Service: Environmental Protection***Service Description*

This service protects environmental health for the City of Madison. The service goal is to provide protection by conducting septic inspections and environmental epidemiology. In 2017 initiatives include West Nile Virus control and radon protection.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(934,544)	(528,549)	(528,139)	(601,150)	(601,150)
Salaries	535,926	435,491	406,274	805,539	825,040
Benefits	187,814	157,519	149,173	340,871	340,871
Supplies	3,200	9,050	26,260	8,550	8,550
Purchased Services	108,585	89,944	44,086	89,327	89,327
Inter Depart Charges	858	10,559	10,559	4,079	4,079
Inter Depart Billing	-	(185,000)	(185,000)	(205,000)	(205,000)
<b>TOTAL</b>	<b>\$ (98,160)</b>	<b>\$ (10,986)</b>	<b>\$ (76,786)</b>	<b>\$ 442,217</b>	<b>\$ 461,718</b>

**Service: Laboratory***Service Description*

This service provides sample collection, analysis, interpretation and advice on environmental sample quality; responds to environmental spills and hazardous materials releases; and collaborates with other municipal, state and federal agencies on environmental projects. The primary customers of the service are City of Madison and Dane County residents, visitors and businesses. The goals of the service are to assure of adequate water quality and regulatory testing compliance for municipal water customers and private well testing and consultation for home owners in solving water quality problems; to provide reporting of lakes and shoreline waters for chemical and microbiological indicators; monitor discharges of chemicals from local industries and maintain permits for their facilities; monitor lakes and rivers to evaluate trends and changes in water quality and address special issues, such as road salt; assure compliance with WI Admin Code Chapter NR 507 mandate of environmental monitoring for five closed landfills to prevent contaminant migration out of the landfills to drinking water and surface water resources; and to assure compliance with the State storm water regulation mandates. The major initiatives planned for this service include continuing to monitor activities and surveillance and work with City, County, academic and community partners to evaluate strategies to improve water quality programs; increase environmental awareness and educate citizens/violators to reduce contaminant release; and to work with City Engineering on any program changes for the landfill program.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(560,409)	(367,092)	(367,092)	(103,337)	(103,337)
Salaries	495,088	536,426	466,110	540,644	553,732
Benefits	174,724	197,952	180,091	202,390	202,390
Supplies	97,807	94,575	67,449	71,575	71,575
Purchased Services	23,062	16,415	25,006	25,443	25,443
Inter Depart Charges	617	13,554	13,554	5,288	5,288
Inter Depart Billing	(38,187)	-	-	-	-
<b>TOTAL</b>	<b>\$ 192,702</b>	<b>\$ 491,830</b>	<b>\$ 385,118</b>	<b>\$ 742,003</b>	<b>\$ 755,091</b>



*Service Overview***Service: Licensed Establishments***Service Description*

This service includes inspections of 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 primary customers of this service are food establishment operators and employees and the general public. The goals of this service are to participate in the Voluntary National Retail Food Regulatory Program Standards (Retail Program Standards) to provide a highly effective and responsive program for the regulation of food establishments. The major initiatives planned for this service are developing a timeline and action plan for meeting the criteria listed in the nine Retail Program Standards for the next four years; applying for FDA grant funding in the fall 2016 that will be available in 2017 to complete a baseline risk factor survey with food establishments; creating an educational program to reduce the occurrence of the identified risk factors; and to meet the criteria in at least two Standards and have them audited within six months of completion.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(2,600,504)	(1,918,247)	(1,918,247)	(2,007,404)	(2,007,404)
Salaries	1,090,756	1,279,611	1,002,876	249,545	255,586
Benefits	396,303	494,468	383,661	88,872	88,872
Supplies	7,836	9,950	14,483	5,950	5,950
Purchased Services	94,257	90,802	96,618	68,154	68,154
Inter Depart Charges	1,910	20,369	20,369	12,690	12,690
<b>TOTAL</b>	<b>\$ (1,009,441)</b>	<b>\$ (23,047)</b>	<b>\$ (400,241)</b>	<b>\$ (1,582,193)</b>	<b>\$ (1,576,152)</b>

**Service: Policy Programming and Evaluat***Service Description*

This service provides program planning, surveillance and analysis, research, and evaluation and is the defacto technical assistance branch of PHMDC. The primary customers of this service are elected officials (City/County) and legislative staff; nonprofit organizations; county school districts, including Madison Metropolitan School District; City and County Agencies, Boards and Committees; community coalitions; and health systems. The goals of the service are to support coordinated prevention efforts to reduce the misuse and reduce the harm of opioids; support health and equity as core outcomes for the City of Madison comprehensive plan and City Parks and Open Space Plan; continue to identify opportunities to improve food security; and increase the capacity of the Dane County Children's Mental Health Collaborative to address needs in early childhood. The major initiatives planned for the service include reviewing high-use EMS cases, identifying pathways to prevent reliance on EMS among those with mental health, substance use disorders, and/or chronic disease; partnering with City of Madison Parks staff to incorporate health into Parks and Open Space Planning and Madison's Comprehensive Planning processes; and creating a Community Health Improvement Planning process that will identify a core set of shared goals for health and equity.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(801,819)	(213,571)	(253,295)	(209,315)	(209,315)
Salaries	923,025	1,232,341	819,772	917,553	939,766
Benefits	344,822	435,799	330,508	302,551	302,551
Supplies	5,345	22,500	4,394	19,516	19,516
Purchased Services	164,884	97,618	227,889	250,450	250,450
Inter Depart Charges	2,827	26,559	26,559	12,161	12,161
<b>TOTAL</b>	<b>\$ 639,084</b>	<b>\$ 1,601,246</b>	<b>\$ 1,155,827</b>	<b>\$ 1,292,916</b>	<b>\$ 1,315,129</b>

**Public Health Madison Dane**

Function: **Public Safety & Health**

*Position Summary*

	2016			2017			
	CG	Budget		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCOUNT CLERK	-	1.00	55,330	1.00	47,482	1.00	48,631
ADMINISTRATIVE ASSISTANT	-	1.00	58,090	1.00	59,381	1.00	60,819
CHEMICAL ANALYST	-	2.00	157,999	2.00	160,098	2.00	163,973
CHRONIC DISEASE SPECIALIST	-	1.00	54,685	1.00	55,827	1.00	57,179
CLERK	-	2.10	118,730	2.35	133,291	2.35	136,517
CLERK TYPIST	-	8.80	444,553	8.80	441,145	8.80	451,825
COMMUNITY HEALTH ED. SPEC.	-	1.00	82,205	1.00	83,242	1.00	85,257
DIETETIC SPECIALIST	-	6.80	327,738	7.30	366,220	7.30	375,086
ENV. HEALTH SERVICES SUPERV.	-	2.00	191,303	2.00	193,274	2.00	197,952
ENVIRON. TECH SERV. SUPER.	-	1.00	92,791	1.00	94,500	1.00	96,787
ENVIRON. HEALTH TECHNICIAN	-	3.00	149,121	3.00	159,521	3.00	163,383
GRANTS AND BILLING SPEC.	-	1.00	44,179	1.00	48,239	1.00	49,407
HEALTH EDUCATION COOR.	-	0.80	65,764	0.80	66,593	0.80	68,205
HEALTH EQUITY COOR.	-	2.00	145,794	2.00	135,099	2.00	138,370
COMM. DIS. OUTREACH SPEC.	-	1.90	133,831	1.90	123,076	1.90	126,056
HUMANE OFFICER	-	6.00	332,777	6.00	340,597	6.00	348,843
LEADWORKER	-	8.70	698,074	8.90	684,427	8.90	700,996
MEDICAL INTERPRETER	-	2.65	148,643	2.65	153,046	2.65	156,751
MICROBIOLOGIST	-	1.00	75,022	1.00	76,086	1.00	77,928
NURSE FAMILY PRTRNSP COOR..	-	1.00	65,520	1.00	67,506	1.00	69,141
PUBLIC HEALTH ANALYST	-	1.00	67,369	1.00	71,683	1.00	73,419
PUBLIC HEALTH CLINIC AIDE	-	0.50	29,033	0.50	29,679	0.50	30,397
PUBLIC HEALTH DIRECTOR	-	1.00	124,967	1.00	125,840	1.00	128,886
PUBLIC HEALTH DIV. DIRECTOR	-	4.00	398,932	4.00	412,255	4.00	422,235
PH EPIDEMIOLOGIST	-	4.00	320,183	4.00	310,157	4.00	317,665
PUBLIC HEALTH NURSE	-	26.30	2,071,986	25.55	1,996,161	25.55	2,044,485
PUBLIC HEALTH PLANNER	-	4.00	284,209	4.00	281,942	4.00	288,767
PH PREPAREDNESS COOR.	-	1.00	75,022	1.00	76,086	1.00	77,928
PUBLIC HEALTH SPECIALIST	-	2.00	100,683	2.00	107,826	2.00	110,436
PUBLIC HEALTH SUPERVISOR	-	11.00	910,251	11.00	952,343	11.00	975,397
PUBLIC HEALTH AIDE	-	7.00	363,925	7.00	375,406	7.00	384,494
PUBLIC INFORMATION OFF.	-	1.00	79,346	1.00	80,475	1.00	82,423
PH PROGRAM COOR.	-	2.00	135,595	2.00	146,598	2.00	150,147
SANITARIAN	-	15.00	1,227,075	15.00	1,207,792	15.00	1,237,031
SPECIAL PROJECTS MANAGER	-	1.00	92,791	1.00	93,787	1.00	96,058
WELL WMN CASE MGMT. SPEC.	-	1.00	49,217	1.00	52,696	1.00	53,972
WELL WMN PROGRAM SPEC.	-	1.00	63,323	1.00	65,998	1.00	67,596
<b>TOTAL</b>		<b>137.55</b>	<b>\$ 9,836,055</b>	<b>137.75</b>	<b>\$ 9,875,376</b>	<b>137.75</b>	<b>\$ 10,114,443</b>

**Public Health Madison Dane**

**Function: Public Safety & Health**

*Line Item Detail*

**Supplies**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Office Supplies	20,460	17,425	82,420	15,925	15,925
Copy Printing Supplies	25,538	33,400	19,607	33,400	33,400
Furniture	5,527	1,200	40,169	50,000	50,000
Hardware Supplies	112,236	18,500	132,287	68,500	68,500
Software Licenses & Supplies	4,768	-	29,050	500	500
Postage	16,679	27,700	12,201	16,500	16,500
Books And Subscriptions	3,996	2,200	3,021	3,950	3,950
Work Supplies	55,401	96,665	15,748	73,665	73,665
Lab And Photo Supplies	94,092	93,000	67,411	70,000	70,000
Medical Supplies	57,475	37,500	24,193	37,500	37,500
Uniform Clothing Supplies	581	900	26	900	900
Food And Beverage	2,152	840	2,750	2,840	2,840
Building Supplies	13,949	-	-	-	-
HVAC Supplies	19,211	-	-	-	-
Machinery And Equipment	18,463	-	12,995	-	-
Equipment Supplies	-	4,995	-	4,995	4,995
<b>Total</b>	<b>\$ 450,529</b>	<b>\$ 334,325</b>	<b>\$ 441,876</b>	<b>\$ 378,675</b>	<b>\$ 378,675</b>

**Public Health Madison Dane**

**Function: Public Safety & Health**

*Line Item Detail*

**Purchased Services**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Natural Gas	5,906	9,500	6,418	9,500	9,500
Electricity	48,319	57,000	43,229	49,000	49,000
Water	617	2,610	630	1,500	1,500
Sewer	736	-	645	500	500
Telephone	23,011	30,330	31,772	30,522	30,522
Cellular Telephone	55,129	45,000	45,837	45,331	45,331
Systems Communication Internet	1,215	100	228	100	100
Building Improv Repair Maint	42,763	61,100	152,621	49,073	49,073
Waste Disposal	1,011	1,850	968	1,850	1,850
Facility Rental	394,238	412,615	402,975	472,036	472,036
Custodial Building Use Charges	117,146	-	137,877	85,597	85,597
Process Fees Recyclables	112	-	-	-	-
Communication Device Rpr Main	7,986	13,825	-	13,300	13,300
Equip Improv Repair Maint	7,127	11,000	15,445	11,000	11,000
System And Software Maintenanc	-	-	1,133	7,569	7,569
Vehicle Repair And Maintenance	-	1,000	-	1,000	1,000
Lease Rental Of Equipment	1,188	700	878	850	850
Recruitment	500	1,200	332	500	500
Mileage	131,373	169,100	94,737	108,128	108,128
Conferences And Training	82,786	73,556	113,280	114,479	114,479
Memberships	6,404	38,250	5,130	5,750	5,750
Medical Services	127,593	94,900	30,155	94,900	94,900
Audit Services	9,600	9,200	3,406	9,600	9,600
Bank Services	4,494	-	-	-	-
Storage Services	1,924	2,150	1,625	3,438	3,438
Consulting Services	55,861	183,536	160,811	200,602	200,602
Advertising Services	1,828	1,600	6,564	1,850	1,850
Printing Services	1,280	2,890	-	2,890	2,890
Lab Services	550	5,000	-	5,000	5,000
Parking Towing Services	1,035	1,330	-	830	830
Interpreters Signing Services	61,267	93,400	45,658	45,000	45,000
Transcription Services	1,411	8,000	1,653	3,000	3,000
Transportation Services	3,121	5,400	800	5,400	5,400
Catering Vending Services	-	3,120	227	2,820	2,820
Other Services And Expenses	216,099	46,810	96,582	37,798	37,798
Grants	34,864	40,000	-	40,000	40,000
Community Agency Contracts	667,115	651,276	661,506	795,998	795,998
Housing Assistance Payments	10,796	-	-	-	-
Other Insurance	182,423	-	-	-	-
Permits And Licenses	27,648	1,300	10,800	1,300	1,300
<b>Total</b>	<b>\$ 2,336,475</b>	<b>\$ 2,078,648</b>	<b>\$ 2,073,922</b>	<b>\$ 2,258,011</b>	<b>\$ 2,258,011</b>

**Debt and Other Financing Uses**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Interest	24,363	18,498	18,498	14,242	21,562
Principal	115,324	114,922	114,922	106,889	145,238
Fund Balance Generated	528,165	-	935,400	-	-
<b>Total</b>	<b>\$ 667,851</b>	<b>\$ 133,420</b>	<b>\$ 1,068,820</b>	<b>\$ 121,131</b>	<b>\$ 166,800</b>

**Public Health Madison Dane**

**Function: Public Safety & Health**

*Line Item Detail*

**Inter-Departmental Charges**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Engineering	13,130	13,130	13,130	13,130	13,130
ID Charge From Fleet Services	55,019	56,923	56,923	67,021	67,021
ID Charge From Traffic Enginee	1,141	530	530	530	530
ID Charge From Insurance	17,700	654	654	4,295	4,295
ID Charge From Workers Comp	-	166,767	166,767	103,900	103,900
<b>Total</b>	<b>\$ 86,990</b>	<b>\$ 238,004</b>	<b>\$ 238,004</b>	<b>\$ 188,876</b>	<b>\$ 188,876</b>

**Inter-Departmental Billings**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Billing To Public Health M	-	(185,000)	(185,000)	(205,000)	(205,000)
ID Billing To Landfill	1,155	-	-	-	-
ID Billing To Stormwater	(4,515)	-	-	-	-
ID Billing To Water	(34,827)	-	-	-	-
<b>Total</b>	<b>\$ (38,187)</b>	<b>\$ (185,000)</b>	<b>\$ (185,000)</b>	<b>\$ (205,000)</b>	<b>\$ (205,000)</b>

**Revenue**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Federal Revenues Operating	(1,813)	(1,926,236)	(1,977,458)	(1,919,129)	(1,919,129)
State Revenues Operating	(2,253,281)	(390,937)	(390,937)	(325,237)	(325,237)
Payment For Municipal Service	(16,913)	(222,000)	(222,000)	(258,000)	(258,000)
Local Revenues Operating	(28,701)	(30,310)	(30,310)	(30,310)	(30,310)
Local Revenues Captial	-	-	-	(29,000)	(29,000)
Other Unit Of Gov Revenues Op	(5,660,696)	(5,628,060)	(5,658,839)	(5,394,323)	(5,570,322)
Reproduction Services	(720)	-	-	-	-
Well And Sanitation Services	-	(404,000)	(404,000)	(461,601)	(461,601)
Lab Fees	(292,859)	(117,092)	(117,092)	(42,092)	(42,092)
Clinic Fees	(273,453)	(90,100)	(90,100)	(91,500)	(91,500)
Inspect And Reinspect Fees	(57,715)	(70,600)	(70,600)	(70,600)	(70,600)
Reimbursement Of Expense	(14,168)	(34,200)	(34,200)	(32,400)	(32,400)
Application Fees	(267,351)	(600)	(600)	(600)	(600)
Utility Fee	-	(220)	(220)	(220)	(220)
Animal Licenses	(243,000)	(244,500)	(244,500)	(244,500)	(244,500)
Clerks Licenses	(1,888,484)	(1,845,147)	(1,845,147)	(1,936,804)	(1,936,804)
Other Licenses	(22,685)	-	-	-	-
Other Permits	(321,386)	-	-	(38,000)	(38,000)
Interest	(15,008)	-	-	-	-
Net (Increase) Decr Fmv Invest	5,610	-	-	-	-
Contributions And Donations	(278,834)	(226,500)	(226,500)	(262,473)	(262,473)
Miscellaneous Revenue	(6,835)	(10,500)	(2,590)	(11,500)	(11,500)
Sale Of Assets	(2,334)	-	-	-	-
Fund Balance Applied	-	(279,234)	(288,179)	(861,554)	(967,516)
Transfer In From Other Restrict	-	(187,000)	(187,000)	(2,000)	(2,000)
Transfer In From Water Utility	-	(65,000)	(65,000)	(23,245)	(23,245)
<b>Total</b>	<b>\$ (11,640,626)</b>	<b>\$ (11,772,236)</b>	<b>\$ (11,855,272)</b>	<b>\$ (12,035,088)</b>	<b>\$ (12,317,049)</b>

**Transfers Out**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Transfer Out To Other Restrict	-	10,000	10,000	10,000	10,000
Transfer Out To Debt Service	16,320	-	-	-	-
<b>Total</b>	<b>\$ 16,320</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>



## **Sewer**

**Function: Public Works & Transportation**

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### *Agency Overview*

### **Agency Mission**

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The mission of the Sewer Utility is to provide waste water collection for the City of Madison.

### **Agency Overview**

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The Agency oversees the collection, conveyance, and treatment of City waste water for the customers of the City's Sewer Utility. The services of the Sewer Utility provide for the transfer of the waste water via design, construction, and maintenance of the sewer and lift station system throughout the City.

### **2017 Budget Highlights**

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The Executive Budget will maintain the current level of service. A rate increase of 4-6% is anticipated for Sewer Utility customers. The increase is attributed to projected debt service and increased sewage treatment charges.

**Sewer****Function: Public Works & Transportation***Budget Overview***Budget by Service (All Funds)**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Sewer Engineering And Admin	-	(768,867)	(1,232,652)	(13,030)	(63,328)
Sewer Operations	-	768,867	1,232,652	13,030	63,328
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Budget by Fund & Major**

Fund: Sewer Utility	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(34,202,375)	(34,417,209)	(34,282,209)	(37,029,456)	(37,115,282)
Salaries	3,054,447	2,146,983	2,697,666	2,922,472	2,997,596
Benefits	917,894	738,585	994,237	1,220,685	1,231,387
Supplies	328,838	469,390	562,462	474,600	474,600
Purchased Services	19,814,032	20,800,347	22,467,988	22,519,295	22,519,295
Debt Other Financing	7,075,011	7,772,136	5,070,088	7,170,108	7,170,108
Inter Depart Charges	2,967,013	3,053,768	3,053,768	3,052,296	3,052,296
Inter Depart Billing	(378,051)	(604,000)	(604,000)	(380,000)	(380,000)
Transfer Out	423,191	40,000	40,000	50,000	50,000
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



**Sewer**Function: **Public Works & Transportation***Service Overview***Service: Sewer Engineering and Admin***Service Description*

This service is responsible for: (1) the inspection, design, evaluation, and construction of sewer collection system, (2) reviewing and inspecting permits related to sanitary sewer system excavation and plugging. The goal of this service is to centrally plan and monitor the City's sewer system. In 2017 the service will evaluate a possible restaurant customer class for sewer billings, and perform an equity analysis of the Sewer Utility's billing rate structure.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(12,258,787)	(10,868,307)	(10,733,307)	(11,612,486)	(11,698,312)
Salaries	1,777,879	(503,416)	854,118	1,105,960	1,137,146
Benefits	430,961	(201,442)	427,624	343,542	347,884
Supplies	129,506	182,790	301,596	244,500	244,500
Purchased Services	108,573	281,464	279,322	293,020	293,020
Debt Other Financing	7,075,011	7,772,136	5,070,088	7,170,108	7,170,108
Inter Depart Charges	2,691,718	2,790,408	2,790,408	2,772,326	2,772,326
Inter Depart Billing	(378,051)	(262,500)	(262,500)	(380,000)	(380,000)
Transfer Out	423,191	40,000	40,000	50,000	50,000
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ (768,867)</b>	<b>\$ (1,232,652)</b>	<b>\$ (13,030)</b>	<b>\$ (63,328)</b>

**Service: Sewer Operations***Service Description*

This service is responsible for the City's sanitary collection system operation and maintenance for the 760 miles of sanitary sewer mains. The goal of the service is to effectively maintain, repair, rehabilitate, and construct the sewer system infrastructure. In 2017 the service will implement a new Computerized Maintenance Management System (CMMS).

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(21,943,588)	(23,548,902)	(23,548,902)	(25,416,970)	(25,416,970)
Salaries	1,276,568	2,650,399	1,843,548	1,816,512	1,860,450
Benefits	486,934	940,027	566,613	877,143	883,503
Supplies	199,332	286,600	260,867	230,100	230,100
Purchased Services	19,705,459	20,518,883	22,188,666	22,226,275	22,226,275
Inter Depart Charges	275,295	263,360	263,360	279,970	279,970
Inter Depart Billing	-	(341,500)	(341,500)	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 768,867</b>	<b>\$ 1,232,652</b>	<b>\$ 13,030</b>	<b>\$ 63,328</b>

**Sewer**

**Function: Public Works & Transportation**

*Position Summary*

	CG	2016 Budget		2017 Request		2017 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN CLERK	20	1.00	54,409	1.00	56,536	1.00	58,097
ENGINEER	18	2.00	166,717	2.00	171,981	2.00	176,728
ENGR FIELD AIDE	15	1.00	59,613	1.00	61,375	1.00	63,068
ENGR OPER CLK	15	1.00	59,081	1.00	60,827	1.00	62,505
ENGR OPER LDWKR	15	1.00	67,267	1.00	69,254	1.00	71,166
IT SPEC	18	1.00	73,080	1.00	75,240	1.00	77,316
PUB WKS GEN FORE	18	2.00	133,206	2.00	140,764	2.00	144,649
S/D MAINT TECH	15	10.00	580,759	10.00	604,805	10.00	621,497
SSMO	15	15.00	769,535	15.00	800,067	15.00	822,149
SURVEYOR	15	1.00	67,923	1.00	71,795	1.00	73,776
<b>TOTAL</b>		<b>35.00</b>	<b>\$ 2,031,591</b>	<b>35.00</b>	<b>\$ 2,112,643</b>	<b>35.00</b>	<b>\$ 2,170,952</b>

**Sewer****Function: Public Works & Transportation***Line Item Detail***Supplies**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Purchasing Card Unallocated	-	-	131,842	-	-
Office Supplies	5,554	5,900	3,101	5,900	5,900
Copy Printing Supplies	5,907	3,000	4,299	6,000	6,000
Furniture	494	2,500	194	5,000	5,000
Hardware Supplies	890	8,000	8,305	2,500	2,500
Software Licenses & Supplies	3,513	1,000	-	2,500	2,500
Postage	9,436	8,000	8,794	9,500	9,500
Books And Subscriptions	516	500	-	500	500
Work Supplies	126,824	200,000	142,965	150,000	150,000
Safety Supplies	17,602	10,000	4,013	10,000	10,000
Uniform Clothing Supplies	-	5,000	6,338	5,000	5,000
Food And Beverage	34	-	113	-	-
Building Supplies	10	500	-	-	-
Landscaping Supplies	163	-	-	-	-
Trees Shrubs Plants	-	100	-	200	200
Machinery And Equipment	66,283	144,890	169,800	177,500	177,500
Equipment Supplies	91,611	80,000	82,698	100,000	100,000
<b>Total</b>	<b>\$ 328,838</b>	<b>\$ 469,390</b>	<b>\$ 562,462</b>	<b>\$ 474,600</b>	<b>\$ 474,600</b>

# Sewer

## Function: Public Works & Transportation

### Line Item Detail

#### Purchased Services

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Natural Gas	7,355	11,952	15,658	11,250	11,250
Electricity	77,127	84,575	87,921	84,800	84,800
Water	893	28,287	926	21,290	21,290
Sewer	1,208	1,656	2,611	1,580	1,580
Stormwater	3,974	5,570	3,415	4,430	4,430
Telephone	3,102	3,445	4,326	3,290	3,290
Cellular Telephone	4,997	2,204	1,073	2,305	2,305
Building Improv Repair Maint	7,415	2,000	8,210	5,000	5,000
Waste Disposal	19,279,493	20,010,000	21,677,924	21,717,500	21,717,500
Custodial Building Use Charges	26,968	26,153	26,153	27,125	27,125
Landfill	3,613	2,500	5,366	3,600	3,600
Equip Improv Repair Maint	34,356	20,000	30,158	35,000	35,000
System And Software Maintenanc	28,845	35,830	59,302	32,815	32,815
Vehicle Repair And Maintenance	107,304	115,000	99,017	115,000	115,000
Lease Rental Of Equipment	147	1,000	32	1,000	1,000
Street Improv Repair Maint	82,708	100,000	105,478	100,000	100,000
Plant In Service Improv Repair	49,351	250,000	250,000	250,000	250,000
Recruitment	165	500	260	500	500
Mileage	4,350	4,300	1,909	4,400	4,400
Conferences And Training	15,317	14,000	16,671	15,000	15,000
Memberships	1,407	1,655	520	1,790	1,790
Uniform Laundry	4,379	5,000	4,450	5,000	5,000
Medical Services	2,312	2,000	403	2,400	2,400
Audit Services	3,400	5,000	7,000	5,200	5,200
Delivery Freight Charges	710	1,000	419	1,000	1,000
Storage Services	686	720	538	720	720
Consulting Services	4,016	5,000	1,179	5,000	5,000
Advertising Services	942	1,500	443	1,500	1,500
Inspection Services	-	150	-	150	150
Locating Marking Services	11,436	11,600	11,500	11,900	11,900
Lab Services	7,170	8,000	152	8,000	8,000
Parking Towing Services	1,283	1,500	815	1,500	1,500
Security Services	719	750	727	750	750
Other Services And Expenses	28,351	31,000	33,886	30,000	30,000
Taxes And Special Assessments	958	-	1,597	1,000	1,000
Permits And Licenses	7,578	6,500	7,948	7,500	7,500
<b>Total</b>	<b>\$ 19,814,032</b>	<b>\$ 20,800,347</b>	<b>\$ 22,467,988</b>	<b>\$ 22,519,295</b>	<b>\$ 22,519,295</b>

#### Debt and Other Financing Uses

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Interest	1,221,609	1,190,000	1,190,000	1,330,000	1,330,000
Bond Notes Issuance Services	-	110,000	110,000	-	-
Paying Agent Services	2,150	2,500	2,500	2,500	2,500
Principal	-	2,605,000	2,605,000	3,160,000	3,160,000
Contingent Reserve	-	985,838	985,838	2,677,608	2,677,608
Fund Balance Generated	5,851,252	2,878,798	176,750	-	-
<b>Total</b>	<b>\$ 7,075,011</b>	<b>\$ 7,772,136</b>	<b>\$ 5,070,088</b>	<b>\$ 7,170,108</b>	<b>\$ 7,170,108</b>

# Sewer

## Function: Public Works & Transportation

### Line Item Detail

#### Inter-Departmental Charges

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Information Tec	15,726	15,756	15,756	15,726	15,726
ID Charge From Engineering	64,164	51,920	51,920	64,167	64,167
ID Charge From Fleet Services	129,986	162,458	162,458	178,653	178,653
ID Charge From Landfill	56,970	60,000	60,000	60,000	60,000
ID Charge From Traffic Enginee	4,151	5,407	5,407	4,295	4,295
ID Charge From Com Dev Blk Gnt	-	49,721	49,721	-	-
ID Charge From Insurance	32,321	35,082	35,082	25,285	25,285
ID Charge From Workers Comp	41,501	-	-	-	-
ID Charge From Stormwater	219,121	200,000	200,000	220,000	220,000
ID Charge From Water	2,403,073	2,473,424	2,473,424	2,484,170	2,484,170
<b>Total</b>	<b>\$ 2,967,013</b>	<b>\$ 3,053,768</b>	<b>\$ 3,053,768</b>	<b>\$ 3,052,296</b>	<b>\$ 3,052,296</b>

#### Inter-Departmental Billings

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Billing To Engineering	(70,688)	-	-	(70,000)	(70,000)
ID Billing To Landfill	(19,471)	-	-	(20,000)	(20,000)
ID Billing To Sewer	-	(341,500)	(341,500)	-	-
ID Billing To Stormwater	(287,892)	(262,500)	(262,500)	(290,000)	(290,000)
<b>Total</b>	<b>\$ (378,051)</b>	<b>\$ (604,000)</b>	<b>\$ (604,000)</b>	<b>\$ (380,000)</b>	<b>\$ (380,000)</b>

#### Revenue

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Federal Revenues Operating	(142,481)	(144,380)	(144,380)	(133,910)	(133,910)
State Revenues Capital	6,958	-	-	-	-
Miscellaneous Chrgs For Servic	(50,026)	(50,000)	(50,000)	(50,000)	(50,000)
Engineering Services	(61,701)	(200,000)	(65,000)	(50,000)	(50,000)
Sale Of Recyclables	(4,189)	(8,000)	(8,000)	(5,000)	(5,000)
Reimbursement Of Expense	(245,698)	(188,388)	(188,388)	(250,000)	(250,000)
Utility Fee	(5,965,913)	(6,303,535)	(6,303,535)	(6,534,840)	(6,534,840)
Residential	(15,152,529)	(15,676,641)	(15,676,641)	(16,597,520)	(16,597,520)
Commercial	(5,898,576)	(6,139,325)	(6,139,325)	(6,461,080)	(6,461,080)
Industrial	(1,157,321)	(1,346,912)	(1,346,912)	(1,267,690)	(1,267,690)
Public Authorities	(4,166,072)	(3,840,599)	(3,840,599)	(4,563,360)	(4,563,360)
Building Permits	(1,360)	(1,600)	(1,600)	(1,600)	(1,600)
Street Opening Permits	(2,200)	(4,500)	(4,500)	(4,500)	(4,500)
Other Permits	(9,550)	(30,000)	(30,000)	(15,000)	(15,000)
Spec Assessments Capital	(811,766)	-	-	(500,000)	(500,000)
Late Fees	(124,209)	(120,000)	(120,000)	(120,000)	(120,000)
Interest	(344,709)	(264,000)	(264,000)	(344,700)	(344,700)
Contributions And Donations	(367,037)	-	-	-	-
Miscellaneous Revenue	(10,207)	(3,320)	(3,320)	(3,320)	(3,320)
Sale Of Assets	(22,839)	(5,000)	(5,000)	-	-
Trade In Allowance	(57,150)	(82,000)	(82,000)	(60,000)	(60,000)
(Gain) Loss On Sale Of Asset	406,997	-	-	-	-
Fund Balance Applied	-	(9,009)	(9,009)	(66,936)	(152,762)
Transfer In From Insurance	(20,798)	-	-	-	-
<b>Total</b>	<b>\$ (34,202,375)</b>	<b>\$ (34,417,209)</b>	<b>\$ (34,282,209)</b>	<b>\$ (37,029,456)</b>	<b>\$ (37,115,282)</b>

**Sewer****Function: Public Works & Transportation***Line Item Detail***Transfers Out**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Transfer Out To Capital Projec	392,279	40,000	40,000	50,000	50,000
Transfer Out To Stormwater Uti	30,912	-	-	-	-
<b>Total</b>	<b>\$ 423,191</b>	<b>\$ 40,000</b>	<b>\$ 40,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>

## Stormwater

Function: **Public Works & Transportation**

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### *Agency Overview*

### Agency Mission

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The mission of the Stormwater Utility is to provide stormwater management services to the City of Madison with an equitable rate structure.

### Agency Overview

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The Stormwater Utility is responsible for reducing flooding, improving the water quality of the lakes and waterways, and complying with the Wisconsin Pollutant Discharge Elimination System (WPDES) discharge permit. The goals of the agency include reducing the total suspended solids (TSS) and total phosphorous (TP) within the City's stormwater runoff by working with neighboring municipalities, regulatory agencies, and public watershed organizations.

### 2017 Budget Highlights

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The Executive Budget will maintain the current level of service. A rate increase of 4-6% is anticipated for Stormwater Utility customers. The increase is attributed to staffing costs for the Street Sweeping and Leaf Collection services.

**Stormwater****Function: Public Works & Transportation***Budget Overview***Budget by Service (All Funds)**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Stormwater Engineering And Adm	(3,947)	(415,049)	(495,886)	530,683	449,316
Stormwater Operations	3,947	415,049	495,886	(530,683)	(449,316)
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Budget by Fund & Major**

Fund: Stormwater Utility	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(21,733,371)	(18,203,424)	(17,325,724)	(16,718,500)	(16,266,784)
Salaries	4,603,208	4,864,581	3,625,274	4,244,406	4,355,093
Benefits	1,099,368	970,105	1,222,320	1,317,113	1,333,002
Supplies	356,137	369,395	250,916	427,140	427,140
Purchased Services	833,559	726,217	954,087	733,258	733,258
Debt Other Financing	13,507,267	9,388,907	9,388,907	8,697,438	8,119,146
Inter Depart Charges	1,561,959	1,864,219	1,864,219	1,599,645	1,599,645
Inter Depart Billing	(299,263)	-	-	(300,500)	(300,500)
Transfer Out	71,137	20,000	20,000	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



# Stormwater

Function: Public Works & Transportation

## Service Overview

### Service: Stormwater Engineering and Adm

#### Service Description

This service is responsible for the design and inspection of stormwater infrastructure construction, and the general administration of stormwater utility permits and records. The goal of this program is to centrally monitor the overall operations of the Stormwater Utility. Planned initiatives for 2017 include an evaluation of the stormwater system for the preparedness of increased frequency and intensity of storm events.

#### Service Budget by Major

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(17,028,170)	(13,360,372)	(12,482,672)	(10,767,358)	(10,315,642)
Salaries	2,206,070	2,011,869	948,494	1,371,547	1,411,149
Benefits	311,561	465,762	317,953	387,841	393,448
Supplies	133,762	155,155	78,605	188,000	188,000
Purchased Services	553,991	417,219	746,416	444,843	444,843
Debt Other Financing	13,507,267	9,388,907	9,388,907	8,697,438	8,119,146
Inter Depart Charges	539,699	486,411	486,411	508,872	508,872
Inter Depart Billing	(299,263)	-	-	(300,500)	(300,500)
Transfer Out	71,137	20,000	20,000	-	-
<b>TOTAL</b>	<b>\$ (3,947)</b>	<b>\$ (415,049)</b>	<b>\$ (495,886)</b>	<b>\$ 530,683</b>	<b>\$ 449,316</b>

### Service: Stormwater Operations

#### Service Description

This service is responsible for the operation and maintenance of Stormwater Utility system infrastructure of storm sewer mains, basins, and greenways. The goal of the service is to maintain, repair, rehabilitate, and construct the stormwater system infrastructure in accordance with design and improvements. Planned initiatives include the implementation of a Computerized Maintenance Management System (CMMS).

#### Service Budget by Major

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(4,705,201)	(4,843,052)	(4,843,052)	(5,951,142)	(5,951,142)
Salaries	2,397,139	2,852,712	2,676,780	2,872,859	2,943,944
Benefits	787,807	504,343	904,367	929,272	939,554
Supplies	222,374	214,240	172,311	239,140	239,140
Purchased Services	279,568	308,998	207,671	288,415	288,415
Inter Depart Charges	1,022,260	1,377,808	1,377,808	1,090,773	1,090,773
<b>TOTAL</b>	<b>\$ 3,947</b>	<b>\$ 415,049</b>	<b>\$ 495,886</b>	<b>\$ (530,683)</b>	<b>\$ (449,316)</b>

# Stormwater

Function: Public Works & Transportation

*Position Summary*

	CG	2016 Budget		2017 Request		2017 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ASSESS SERVS SUPV	18	1.00	56,816	-	-	-	-
CONSTRUCT INSP	15	1.00	68,302	1.00	70,480	1.00	72,425
ENGINEER	18	3.00	242,846	4.00	315,345	4.00	324,049
ENGR OPER LDWKR	15	1.00	58,382	1.00	62,885	1.00	64,620
ENGR PROG SPEC	16	1.00	72,542	1.00	80,961	1.00	83,196
SSMO	15	4.00	218,730	4.00	226,663	4.00	232,919
<b>TOTAL</b>		<b>11.00</b>	<b>\$ 717,620</b>	<b>11.00</b>	<b>\$ 756,334</b>	<b>11.00</b>	<b>\$ 777,209</b>

**Stormwater****Function: Public Works & Transportation***Line Item Detail***Supplies**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Purchasing Card Unallocated	-	-	11,813	-	-
Office Supplies	6,576	5,918	3,384	5,918	5,918
Copy Printing Supplies	9,273	10,458	10,520	10,758	10,758
Furniture	441	2,909	135	5,209	5,209
Hardware Supplies	1,701	5,209	6,591	2,209	2,209
Software Licenses & Supplies	2,846	7,500	-	500	500
Postage	18,078	19,322	6,125	19,922	19,922
Books And Subscriptions	92	870	-	870	870
Work Supplies	182,539	164,158	148,917	187,558	187,558
Janitorial Supplies	3,200	208	1,036	208	208
Medical Supplies	91	175	70	175	175
Safety Supplies	10,228	2,321	7,105	6,321	6,321
Uniform Clothing Supplies	4,560	6,414	5,531	5,914	5,914
Food And Beverage	17	-	103	-	-
Building Supplies	352	1,878	45	1,378	1,378
Landscaping Supplies	7,335	5,000	-	6,200	6,200
Trees Shrubs Plants	529	1,500	451	1,500	1,500
Fertilizers And Chemicals	202	-	1,760	-	-
Machinery And Equipment	59,576	103,555	11,427	122,500	122,500
Equipment Supplies	48,501	32,000	35,904	50,000	50,000
<b>Total</b>	<b>\$ 356,137</b>	<b>\$ 369,395</b>	<b>\$ 250,916</b>	<b>\$ 427,140</b>	<b>\$ 427,140</b>

# Stormwater

# Function: Public Works & Transportation

## Line Item Detail

### Purchased Services

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Natural Gas	3,982	18,835	-	18,825	18,825
Electricity	18,737	35,328	8,484	35,667	35,667
Water	276	7,839	911	7,373	7,373
Sewer	340	417	283	370	370
Stormwater	95,639	121,340	84,935	117,160	117,160
Telephone	2,157	3,250	3,543	3,140	3,140
Cellular Telephone	4,748	3,139	2,612	3,352	3,352
Building Improv Repair Maint	6,913	4,993	8,305	6,493	6,493
Waste Disposal	-	-	4,404	-	-
Pest Control	314	204	350	204	204
Facility Rental	300	300	600	300	300
Custodial Building Use Charges	18,781	18,210	18,210	18,893	18,893
Landfill	95,101	62,284	91,281	56,594	56,594
Grounds Improv Repair Maint	92,683	6,000	6,860	13,500	13,500
Landscaping	85,642	90,000	36,214	55,000	55,000
Equip Improv Repair Maint	41,734	7,296	23,153	42,296	42,296
System And Software Maintenan	31,072	31,610	38,606	34,960	34,960
Vehicle Repair And Maintenance	52,040	60,000	57,325	60,000	60,000
Lease Rental Of Equipment	123	5,000	22	1,000	1,000
Street Improv Repair Maint	-	1,000	-	1,000	1,000
Plant In Service Improv Repair	(196,348)	2,500	(2,725)	2,500	2,500
Recruitment	445	306	260	656	656
Mileage	4,350	4,300	1,909	4,500	4,500
Conferences And Training	13,100	11,942	12,345	13,042	13,042
Memberships	22,474	28,396	18,135	29,805	29,805
Uniform Laundry	3,999	3,947	3,914	3,947	3,947
Medical Services	545	750	403	750	750
Work Study Services	2,984	-	-	-	-
Appraisal Services	-	-	900	-	-
Audit Services	2,700	4,300	2,800	4,500	4,500
Legal Services	884	-	-	-	-
Delivery Freight Charges	546	550	135	550	550
Storage Services	478	480	375	480	480
Mortgage And Title Services	-	-	600	-	-
Consulting Services	125,011	23,000	126,861	25,000	25,000
Advertising Services	939	2,581	434	2,581	2,581
Engineering Services	4,773	5,000	7,550	5,000	5,000
Inspection Services	-	200	-	200	200
Locating Marking Services	5,469	5,700	5,500	5,700	5,700
Lab Services	3,859	500	1,502	2,000	2,000
Parking Towing Services	552	350	437	550	550
Security Services	437	450	885	450	450
Other Services And Expenses	232,519	63,337	193,478	74,337	74,337
Taxes And Special Assessments	24,928	50,000	147,831	50,000	50,000
Permits And Licenses	28,335	40,583	44,460	30,583	30,583
<b>Total</b>	<b>\$ 833,559</b>	<b>\$ 726,217</b>	<b>\$ 954,087</b>	<b>\$ 733,258</b>	<b>\$ 733,258</b>

**Stormwater****Function: Public Works & Transportation***Line Item Detail***Debt and Other Financing Uses**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Interest	1,077,437	1,030,155	1,030,155	1,008,400	998,268
Principal	-	4,956,754	4,956,754	5,105,200	5,028,158
Contingent Reserve	-	3,401,998	3,401,998	2,092,720	2,092,720
Fund Balance Generated	12,429,829	-	-	491,118	-
<b>Total</b>	<b>\$ 13,507,267</b>	<b>\$ 9,388,907</b>	<b>\$ 9,388,907</b>	<b>\$ 8,697,438</b>	<b>\$ 8,119,146</b>

**Inter-Departmental Charges**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Information Tec	18,145	18,180	18,180	18,180	18,180
ID Charge From Public Health M	36,002	36,214	36,214	23,500	23,500
ID Charge From Engineering	46,661	40,063	40,063	46,933	46,933
ID Charge From Fleet Services	748,094	1,117,361	1,117,361	875,641	875,641
ID Charge From Landfill	28,491	22,500	22,500	28,500	28,500
ID Charge From Traffic Enginee	8,648	7,774	7,774	8,393	8,393
ID Charge From Com Dev Blk Gnt	-	25,629	25,629	-	-
ID Charge From Insurance	23,494	14,538	14,538	10,478	10,478
ID Charge From Workers Comp	52,813	-	-	-	-
ID Charge From Sewer	287,892	265,000	265,000	290,000	290,000
ID Charge From Water	311,719	316,960	316,960	298,020	298,020
<b>Total</b>	<b>\$ 1,561,959</b>	<b>\$ 1,864,219</b>	<b>\$ 1,864,219</b>	<b>\$ 1,599,645</b>	<b>\$ 1,599,645</b>

**Inter-Departmental Billings**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Billing To Engineering	(71,553)	-	-	(72,000)	(72,000)
ID Billing To Landfill	(8,589)	-	-	(8,500)	(8,500)
ID Billing To Sewer	(219,121)	-	-	(220,000)	(220,000)
<b>Total</b>	<b>\$ (299,263)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (300,500)</b>	<b>\$ (300,500)</b>

# Stormwater

# Function: Public Works & Transportation

## Line Item Detail

### Revenue

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Federal Revenues Operating	(56,075)	(51,869)	(51,869)	(41,860)	(41,860)
Other Unit Of Gov Revenues Cap	(3,900)	-	-	-	-
Engineering Services	(808)	(80,000)	(80,000)	(5,000)	(5,000)
Sale Of Recyclables	(1,639)	(5,000)	(5,000)	(5,000)	(5,000)
Reimbursement Of Expense	(403,395)	(275,000)	(275,000)	(275,000)	(275,000)
Utility Fee	(1,064,370)	(1,134,279)	(1,134,279)	(1,204,640)	(1,204,640)
Erosion Control Fee	(124,691)	(120,000)	(120,000)	(120,000)	(120,000)
Stormwater Mgmt Fee	(97,441)	(75,000)	(75,000)	(75,000)	(75,000)
Stormwater Only	(3,027,131)	(2,766,425)	(2,766,425)	(3,426,080)	(3,426,080)
Residential	(4,566,394)	(3,903,463)	(3,903,463)	(5,168,210)	(5,168,210)
Commercial	(3,625,251)	(3,109,447)	(3,109,447)	(4,103,030)	(4,103,030)
Industrial	(146,345)	(125,644)	(125,644)	(165,630)	(165,630)
Public Authorities	(1,480,943)	(939,810)	(939,810)	(1,676,120)	(1,676,120)
Street Opening Permits	(2,500)	(4,000)	(4,000)	(2,500)	(2,500)
Spec Assessments Capital	(275,369)	-	-	(250,000)	(250,000)
Late Fees	(47,138)	(48,000)	(48,000)	(48,000)	(48,000)
Interest	(107,093)	(85,000)	(85,000)	(107,000)	(107,000)
Contributions And Donations	(7,336,532)	-	-	-	-
Miscellaneous Revenue	(36,049)	(30,000)	(30,000)	(30,430)	(30,430)
Sale Of Assets	(38,386)	(26,000)	(26,000)	-	-
Trade In Allowance	-	-	-	(15,000)	(15,000)
(Gain) Loss On Sale Of Asset	935,043	-	-	-	-
Fund Balance Applied	-	(5,424,487)	(4,546,787)	-	451,716
Transfer In From Sewer Utility	(30,912)	-	-	-	-
Transfer In From Insurance	(196,052)	-	-	-	-
<b>Total</b>	<b>\$ (21,733,371)</b>	<b>\$ (18,203,424)</b>	<b>\$ (17,325,724)</b>	<b>\$ (16,718,500)</b>	<b>\$ (16,266,784)</b>

### Transfers Out

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Transfer Out To Capital Projec	71,137	20,000	20,000	-	-
<b>Total</b>	<b>\$ 71,137</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ -</b>

*Agency Overview***Agency Mission**

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The mission of the Streets Division is to provide a clean, safe, welcoming atmosphere for City of Madison residents, businesses, and guests by providing high quality, cost-effective, and essential public work services.

**Agency Overview**

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The Agency provides for the City's recycling program, roadside clean up, snow and ice control, solid waste management, and street maintenance. The goal of the agency is to effectively provide these services for the City of Madison with an emphasis on customer service and reduced environmental impact. In 2017 a zero-waste policy work group will be developed to identify desired service outcomes for each service area. The Streets Division is an active participant in the Neighborhood Resource Team program.

**2017 Budget Highlights**

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The 2017 Executive Budget includes funding for:

- 5.5 general snow plow events down from 7 in the base budget. This reduction is consistent with the average number of general snow plow events over the past 30 years (\$500,017); funding for 1 additional snow plow event is budgeted in the 2017 Contingent Reserve
- Increased salary costs resulting from a change in allocating staff time to Capital Projects and the Stormwater Utility (\$218,870)
- Three additional Street Maintenance Operator positions to support the Emerald Ash Borer program; these positions are fully funded by the capital budget.
- An increase in the Urban Forestry Special Charge from \$2.56 million to \$3.91 million to fully offset costs of providing forestry related services (\$620,147). See the Parks Division for additional offsets.
- An increase in Fleet charges attributed to the large proportion of assets assigned to the Streets Division (\$1,241,734).

## Streets Division

Function: Public Works & Transportation

### Budget Overview

#### Budget by Service (All Funds)

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Recycling	6,481,496	7,033,759	6,667,838	7,544,092	7,483,556
Roadside Cleanup	1,509,599	1,033,760	1,656,801	1,144,831	521,227
Snow And Ice Control	5,305,036	6,706,972	5,065,627	6,510,784	5,979,936
Solid Waste Management	8,805,797	8,611,106	8,022,271	9,094,625	9,040,766
Street Repair And Maintenance	1,690,066	1,596,834	2,107,257	2,061,940	2,063,648
Street Sweeping	310,918	89	280,020	92,354	90,923
<b>TOTAL</b>	<b>\$ 24,102,913</b>	<b>\$ 24,982,520</b>	<b>\$ 23,799,814</b>	<b>\$ 26,448,626</b>	<b>\$ 25,180,056</b>

#### Budget by Fund & Major

Fund: General	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(1,349,983)	(1,695,610)	(1,535,058)	(1,695,610)	(2,315,757)
Salaries	8,694,195	9,364,549	9,198,414	9,577,197	9,817,696
Benefits	3,506,448	3,822,074	3,451,624	3,522,369	3,455,131
Supplies	1,135,283	1,743,460	1,234,129	1,711,460	1,461,460
Purchased Services	4,576,196	5,063,125	4,739,542	5,063,108	4,813,108
Inter Depart Charges	7,552,069	7,275,331	7,301,572	8,860,511	8,538,827
Inter Depart Billing	(11,295)	(590,409)	(590,409)	(590,409)	(590,409)
<b>TOTAL</b>	<b>\$ 24,102,913</b>	<b>\$ 24,982,520</b>	<b>\$ 23,799,814</b>	<b>\$ 26,448,626</b>	<b>\$ 25,180,056</b>

#### Change Table (General Fund)

2016 Adopted	24,982,520
<b>Adjustments with No Service Impact</b>	
2017 Pay Increase	234,277
Increase in Salaries due to change in allocating staff time to Capital and Stormwater Utility	218,870
Increase in Retirement Costs based on 2017 WRS rates	(42,293)
Adjustment to Health Insurance based on 2017 rates	(174,452)
Change in allocation of Worker's Compensation & Insurance costs	21,762
Decrease in Fringe	(48,198)
Change in allocation of Fleet charges	1,241,734
Reduction in budgeted general plow snow events from 7 to 5.5	(500,017)
Removal of one-time funding for stump grubbing mats	(32,000)
Decrease in tool allowance	(102,000)
Increase in Urban Forestry Special Charge to reflect 2017 rate	(620,147)
<b>2017 Executive Budget</b>	<b>25,180,056</b>



*Service Overview*

**Service: Recycling**

*Service Description*

This service is responsible for the City's recycling program. Specific functions of the service include: Bi-weekly curbside collection of recyclables; curbside yard waste and leaf collection; operation of three City yard waste drop-off sites; and curbside brush collection. The goal of this service is to collect recyclables and yard waste on a timely basis for City residents. Planned initiatives in 2017 include analysis of an improved recycling strategy for end-of-life products discarded by residents.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(1,047,665)	(1,101,000)	(1,194,607)	(1,101,000)	(1,101,000)
Salaries	2,592,921	2,697,871	2,571,291	2,949,280	3,020,913
Benefits	953,774	995,616	1,008,837	978,668	989,037
Supplies	108,121	157,314	95,508	172,314	172,314
Purchased Services	1,047,918	1,183,665	1,086,516	1,243,661	1,243,661
Inter Depart Charges	2,826,427	3,100,468	3,100,468	3,301,344	3,158,806
Inter Depart Billing	-	(176)	(176)	(176)	(176)
<b>TOTAL</b>	<b>\$ 6,481,496</b>	<b>\$ 7,033,759</b>	<b>\$ 6,667,838</b>	<b>\$ 7,544,092</b>	<b>\$ 7,483,556</b>

**Service: Roadside Cleanup**

*Service Description*

This service is responsible for the removal of noxious weeds and stumps, as well as the eradication of graffiti. The goal of this service is to improve the aesthetics and community safety in the City. Planned initiatives in 2017 include improving the response time for stump removal due to the anticipated increase in the removal of trees infected with the Emerald Ash Borer.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	-	(269,610)	(5,000)	(269,610)	(889,757)
Salaries	686,727	345,589	607,688	598,332	617,313
Benefits	287,487	124,451	206,130	256,633	259,372
Supplies	50,098	32,000	38,967	-	-
Purchased Services	9,410	1,000	8,687	999	999
Inter Depart Charges	475,877	800,330	800,330	558,477	533,300
<b>TOTAL</b>	<b>\$ 1,509,599</b>	<b>\$ 1,033,760</b>	<b>\$ 1,656,801</b>	<b>\$ 1,144,831</b>	<b>\$ 521,227</b>

*Service Overview*

**Service: Snow And Ice Control**

*Service Description*

This service is responsible for the removal of snow and ice from all Madison streets and bicycle paths. The goal of the service is to maintain the desired response times for salting, sanding, and snow plowing through the use of the Street Division’s 90 pieces of equipment and private contractors. The goal of this service is to provide community safety on the City’s roadways and paths. Service initiatives in 2017 include “sensible salting” which provides resourcefulness by prioritizing salt to roadways which cover bus routes, main streets, connecting streets, and streets leading to and from schools.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(4,141)	(50,000)	(50,000)	(50,000)	(50,000)
Salaries	1,791,870	2,697,663	2,178,261	1,960,173	2,003,362
Benefits	658,950	972,304	640,253	574,386	580,625
Supplies	680,632	1,316,260	787,153	1,346,260	1,096,260
Purchased Services	563,881	805,900	545,116	805,895	555,895
Inter Depart Charges	1,625,140	978,294	978,294	1,887,519	1,807,243
Inter Depart Billing	(11,295)	(13,450)	(13,450)	(13,450)	(13,450)
<b>TOTAL</b>	<b>\$ 5,305,036</b>	<b>\$ 6,706,972</b>	<b>\$ 5,065,627</b>	<b>\$ 6,510,784</b>	<b>\$ 5,979,936</b>

**Service: Solid Waste Management**

*Service Description*

This service is responsible for the collection and disposal of solid waste materials. The goal of this service is to collect all City refuse in accordance with the scheduled pick-up days throughout the City. In 2017, planned initiatives include evaluation of strategies for reducing the volume and toxicity of discarded products.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(298,176)	(275,000)	(285,451)	(275,000)	(275,000)
Salaries	2,789,455	3,549,292	2,990,853	3,143,675	3,226,782
Benefits	1,257,644	1,347,025	1,232,831	1,376,417	1,286,424
Supplies	237,251	143,873	215,302	133,873	133,873
Purchased Services	2,798,289	2,951,610	2,948,189	2,891,605	2,891,605
Inter Depart Charges	2,021,336	1,497,330	1,497,330	2,400,838	2,353,865
Inter Depart Billing	-	(576,783)	(576,783)	(576,783)	(576,783)
<b>TOTAL</b>	<b>\$ 8,805,797</b>	<b>\$ 8,637,347</b>	<b>\$ 8,022,271</b>	<b>\$ 9,094,625</b>	<b>\$ 9,040,766</b>

**Streets Division****Function: Public Works & Transportation***Service Overview***Service: Street Repair and Maintenance***Service Description*

This service is responsible for routine street maintenance such as filling of potholes, replacing damaged pavement, and sealing cracks. The goal of this service is to provide safe roadways for commuters in the City and to extend the useful lives of the roadways.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Salaries	694,925	380,898	729,616	925,737	949,326
Benefits	262,115	113,411	256,103	315,607	319,015
Supplies	56,828	94,012	89,428	59,012	59,012
Purchased Services	147,656	120,949	144,546	120,947	120,947
Inter Depart Charges	528,541	887,564	887,564	640,637	615,348
<b>TOTAL</b>	<b>\$ 1,690,066</b>	<b>\$ 1,596,834</b>	<b>\$ 2,107,257</b>	<b>\$ 2,061,940</b>	<b>\$ 2,063,648</b>

**Service: Street Sweeping***Service Description*

This service is responsible for removing leaves, refuse, and other debris from the City's streets by using the Streets Division's nine 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.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Salaries	138,297	(306,764)	120,705	-	-
Benefits	86,479	269,267	107,470	20,658	20,658
Supplies	2,354	-	7,772	-	-
Purchased Services	9,041	-	6,487	-	-
Inter Depart Charges	74,747	37,586	37,586	71,696	70,265
<b>TOTAL</b>	<b>\$ 310,918</b>	<b>\$ 89</b>	<b>\$ 280,020</b>	<b>\$ 92,354</b>	<b>\$ 90,923</b>

**Streets Division**

**Function: Public Works & Transportation**

*Position Summary*

	CG	2016 Budget		2017 Request		2017 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN CLERK	17	1.00	48,412	1.00	51,294	1.00	52,709
ADMIN CLERK	20	2.00	106,371	2.00	109,515	2.00	112,537
ASST STREETS SUPER	18	-	-	1.00	111,306	1.00	114,378
MAINT MECH	15	2.00	123,822	2.00	127,486	2.00	131,004
OPERATING ASST	15	1.00	64,660	1.00	66,571	1.00	68,408
OPERATING MAINT WKR	15	6.00	334,693	6.00	360,809	6.00	370,768
OPERATIONS CLERK	16	2.00	110,472	2.00	109,734	2.00	112,763
PROCESS PLANT SUPV	18	1.00	77,953	1.00	80,256	1.00	82,471
PUB WKS GEN FORE	18	10.00	717,260	10.00	754,419	10.00	775,241
PUB WKS GEN SUPV	18	2.00	171,396	2.00	176,461	2.00	181,332
SMO	15	144.00	7,459,005	144.00	7,666,419	147.00	8,018,332
SSMW	15	10.00	495,661	10.00	529,742	10.00	544,363
STREETS SUPT	21	1.00	117,570	1.00	119,669	1.00	122,972
STS GEN SUPV	18	2.00	155,208	2.00	159,795	2.00	164,205
STS OPER ANAL	18	1.00	78,813	1.00	81,140	1.00	83,380
STS OPER MANAGER	18	1.00	103,168	-	-	-	-
STS PUB INFO/REC	18	-	-	1.00	72,126	1.00	74,117
STS/PW SIC	18	1.00	94,108	-	-	-	-
<b>TOTAL</b>		<b>187.00</b>	<b>\$ 10,258,574</b>	<b>187.00</b>	<b>\$ 10,576,742</b>	<b>190.00</b>	<b>\$ 11,008,979</b>

## Streets Division

## Function: Public Works & Transportation

### Line Item Detail

### Supplies

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Purchasing Card Unallocated	-	-	69,255	-	-
Office Supplies	4,887	7,582	6,463	7,582	7,582
Copy Printing Supplies	8,195	13,542	3,567	13,542	13,542
Furniture	1,319	1,791	568	1,791	1,791
Hardware Supplies	6,290	1,791	10,171	1,791	1,791
Postage	2,542	8,178	4,258	8,178	8,178
Books And Subscriptions	-	630	-	630	630
Work Supplies	273,733	356,621	314,021	324,621	324,621
Asphalt Repair Materials	-	-	26,032	-	-
Janitorial Supplies	23,089	4,792	10,000	4,792	4,792
Medical Supplies	606	1,825	440	1,825	1,825
Safety Supplies	22,814	9,000	10,658	9,000	9,000
Snow Removal Supplies	623,329	1,193,000	750,000	1,193,000	943,000
Uniform Clothing Supplies	26,917	28,086	17,255	28,086	28,086
Building	264	-	-	-	-
Building Supplies	2,518	6,622	1,716	6,622	6,622
Machinery And Equipment	-	-	5,467	-	-
Equipment Supplies	138,780	110,000	4,258	110,000	110,000
<b>Total</b>	<b>\$ 1,135,283</b>	<b>\$ 1,743,460</b>	<b>\$ 1,234,129</b>	<b>\$ 1,711,460</b>	<b>\$ 1,461,460</b>

# Streets Division

# Function: Public Works & Transportation

## Line Item Detail

### Purchased Services

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Natural Gas	50,368	72,675	59,207	72,675	72,675
Electricity	108,299	99,693	116,494	99,693	99,693
Water	48,891	65,747	57,131	65,747	65,747
Stormwater	7,125	10,970	6,341	10,970	10,970
Telephone	6,107	7,150	8,733	7,150	7,150
Cellular Telephone	6,727	6,023	6,199	6,006	6,006
Systems Communication Internet	1,524	5,000	3,900	5,000	5,000
Building Improv Repair Maint	29,186	31,507	28,069	31,507	31,507
Waste Disposal	213,765	198,000	213,848	198,000	198,000
Pest Control	1,974	1,796	1,986	1,796	1,796
Elevator Repair	1,641	-	3,322	-	-
Landfill	2,333,605	2,438,406	2,265,219	2,438,406	2,438,406
Process Fees Recyclables	799,346	846,300	846,300	846,300	846,300
Resource Recovery	221,194	386,000	380,000	386,000	386,000
Grounds Improv Repair Maint	84,396	100,000	94,027	100,000	100,000
Snow Removal	-	-	500,010	-	-
Equip Improv Repair Maint	28,960	20,704	25,479	20,704	20,704
Lease Rental Of Equipment	518,803	700,000	828	700,000	450,000
Street Improv Repair Maint	45,979	5,000	39,706	5,000	5,000
Sidewalk Improv Repair Maint	1,631	-	-	-	-
Recruitment	189	844	-	844	844
Mileage	1,336	1,500	86	1,500	1,500
Conferences And Training	8,799	4,458	292	4,458	4,458
Memberships	-	600	6	600	600
Uniform Laundry	8,350	6,653	9,127	6,653	6,653
Consulting Services	5,450	2,100	20,000	2,100	2,100
Advertising Services	19,687	23,919	22,128	23,919	23,919
Printing Services	79	-	-	-	-
Other Services And Expenses	15,172	18,663	21,604	18,663	18,663
Community Agency Contracts	342	-	-	-	-
Permits And Licenses	7,271	9,417	9,500	9,417	9,417
<b>Total</b>	<b>\$ 4,576,196</b>	<b>\$ 5,063,125</b>	<b>\$ 4,739,542</b>	<b>\$ 5,063,108</b>	<b>\$ 4,813,108</b>

### Inter-Departmental Charges

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Engineering	46,927	55,152	55,152	55,152	55,152
ID Charge From Fleet Services	6,983,883	6,662,450	6,662,450	8,225,868	7,904,184
ID Charge From Traffic Enginee	35,037	29,534	29,534	29,534	29,534
ID Charge From Insurance	142,302	154,143	154,143	175,437	175,437
ID Charge From Workers Comp	343,920	400,293	400,293	374,520	374,520
<b>Total</b>	<b>\$ 7,552,069</b>	<b>\$ 7,301,572</b>	<b>\$ 7,301,572</b>	<b>\$ 8,860,511</b>	<b>\$ 8,538,827</b>

### Inter-Departmental Billings

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Billing To Streets	-	(575,409)	(575,409)	(575,409)	(575,409)
ID Billing To Traffic Enginee	(1,425)	-	-	-	-
ID Billing To Parks	(6,660)	-	-	-	-
ID Billing To Transit	(1,050)	-	-	-	-
ID Billing To Water	(2,160)	(15,000)	(15,000)	(15,000)	(15,000)
<b>Total</b>	<b>\$ (11,295)</b>	<b>\$ (590,409)</b>	<b>\$ (590,409)</b>	<b>\$ (590,409)</b>	<b>\$ (590,409)</b>

**Streets Division****Function: Public Works & Transportation***Line Item Detail***Revenue**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Local Revenues Operating	(5)	(100,000)	(100,000)	(100,000)	(100,000)
Other Unit Of Gov Revenues Op	-	(5,000)	(5,000)	(5,000)	(5,000)
Miscellaneous Chrgs For Servic	-	(170,000)	(170,000)	-	-
Appliance Collection	(207,961)	(220,000)	(220,000)	(220,000)	(220,000)
Refuse Collection	(264,952)	-	(104,058)	(170,000)	(170,000)
Sale Of Recyclables	(841,013)	(906,000)	(906,000)	(906,000)	(906,000)
Graffiti Removal	-	(5,000)	(5,000)	(5,000)	(5,000)
Miscellaneous Revenue	(30,107)	-	-	-	-
Sale Of Assets	-	(25,000)	(25,000)	(25,000)	(25,000)
Transfer In From Capital Proje	-	(264,610)	-	(264,610)	(884,757)
Transfer In From Insurance	(5,945)	-	-	-	-
<b>Total</b>	<b>\$ (1,349,983)</b>	<b>\$ (1,695,610)</b>	<b>\$ (1,535,058)</b>	<b>\$ (1,695,610)</b>	<b>\$ (2,315,757)</b>





### *Agency Overview*

#### Agency Mission

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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

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The Agency manages transportation planning and operations to ensure safe, efficient, affordable, reliable and convenient movement of people and goods, using many traffic study techniques and counter measures. The goal of the agency is to efficiently maintain City infrastructure and facilities while providing a high level of customer service and improved safety to customers. The Traffic Engineering Division is an active participant in the Neighborhood Resource Team program.

#### 2017 Budget Highlights

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The 2017 Executive Budget reflects:

- Transferring a portion of Pedestrian & Bike salaries to the Grant Fund (\$90,000).
- Decreasing charges to agencies for equipment under warranty (\$84,720).
- Decreasing work supplies for one-time funding for 2016 for pavement marking equipment (\$30,000).

# Traffic Engineering

Function: Public Works & Transportation

## Budget Overview

### Budget by Service (All Funds)

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Bicycle & Pedestrian Services	370,135	286,011	384,997	297,763	300,483
Communications	440,201	1,205,268	837,449	790,027	810,939
Pavement Markings	872,448	613,040	639,252	617,705	624,804
Services	943,029	1,168,490	1,045,270	1,101,003	1,123,595
Signals	989,901	700,988	869,019	748,393	787,061
Signing	1,134,369	1,162,629	1,384,741	1,041,029	1,070,681
Streetlighting	1,784,606	518,830	1,491,403	1,126,030	1,138,441
<b>TOTAL</b>	<b>\$ 6,534,690</b>	<b>\$ 5,655,255</b>	<b>\$ 6,652,130</b>	<b>\$ 5,721,950</b>	<b>\$ 5,856,004</b>

### Budget by Fund & Major

Fund: General					
	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(618,913)	(1,364,750)	(1,022,188)	(1,421,476)	(1,421,476)
Salaries	3,858,487	3,256,459	4,005,724	3,188,964	3,306,297
Benefits	1,367,526	1,441,386	1,278,906	1,426,013	1,442,734
Supplies	470,551	507,304	534,761	477,304	477,304
Purchased Services	1,750,487	1,872,920	1,939,233	1,872,808	1,872,808
Inter Depart Charges	468,694	563,885	537,644	698,950	698,950
Inter Depart Billing	(762,141)	(621,949)	(621,949)	(538,613)	(538,613)
Transfer Out	-	-	-	18,000	18,000
<b>TOTAL</b>	<b>\$ 6,534,690</b>	<b>\$ 5,655,255</b>	<b>\$ 6,652,130</b>	<b>\$ 5,721,950</b>	<b>\$ 5,856,004</b>

Fund: Other Grants					
	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	-	-	-	(90,000)	(90,000)
Salaries	-	-	-	90,000	90,000
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

*Budget Overview*

Change Table (General Fund)

<b>2016 Adopted</b>	<b>5,655,255</b>
<b>Adjustments with Service Impact</b>	
Increases in Streetlighting and Signal Revenue based on anticipated projects	(66,126)
<b>Adjustments with No Service Impact</b>	
Decrease in Revenue	9,400
Increase in Salaries	39,243
Increase in Fringe	7,739
Decrease in Purchased Services	(112)
Increase in Inter Departmental Charges	(1,384)
2017 Pay Increase	118,595
Increase in Retirement Costs based on 2017 WRS rates	12,020
Adjustment to Health Insurance based on 2017 rates	(18,411)
Change in allocation of Worker's Compensation & Insurance costs	60,903
Change in allocation of Fleet charges	100,403
Transfer of Ped/Bike Salaries to Grant Fund for Ped/Bike Safety Grant	(90,000)
Decrease in Work Supplies for one-time funding for 2016 (pavement marking equipment)	(30,000)
Decrease in charges to Agencies for equipment under warranty	58,479
<b>2017 Executive Budget</b>	<b>5,856,004</b>

*Service Overview*

**Service: Bicycle & Pedestrian Services**

*Service Description*

This service is dedicated to Bicycle and Pedestrian infrastructure improvements and program administration. The primary customers of this service are all users of the bicycle and pedestrian facilities and school age children who receive bicycle safety education from Traffic Engineering staff. The goals of this service are to continue to improve the accommodations for bicyclists, pedestrians and wheelchair users throughout the City. Special audible accommodations for vision impaired pedestrians are provided at selected signalized intersections. The major planned initiatives for this service include continuing to improve and maintain the City’s bike path system; continuing to add and maintain bike lanes throughout the City where possible; installing and maintaining rectangular rapid flashing beacons at strategic locations to improve pedestrian/bicycle crossings; installing and maintaining driver feedback signs at strategic locations to manage traffic speed; and to maintain the City’s pedestrian and bike infrastructure.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(44,007)	(70,000)	(21,812)	(90,000)	(90,000)
Salaries	236,027	154,907	192,468	176,025	178,400
Benefits	69,678	45,292	57,463	26,120	26,465
Supplies	10,071	4,000	4,597	4,000	4,000
Purchased Services	6,910	81,857	82,326	81,857	81,857
Inter Depart Charges	91,456	69,955	69,955	81,761	81,761
Transfer Out	-	-	-	18,000	18,000
<b>TOTAL</b>	<b>\$ 370,135</b>	<b>\$ 286,011</b>	<b>\$ 384,997</b>	<b>\$ 297,763</b>	<b>\$ 300,483</b>

**Service: Communications**

*Service Description*

This service installs, repairs, calibrates, modifies and tests two-way radios and associated electronic equipment; and plans, designs and installs municipal communications systems. This service also plans, designs, modifies and installs communications equipment for the City, the 911 Center, and other public entities. The primary customers of this service are City of Madison Police, Fire and Public Works Departments, the Dane County 911 Center, the Dane County Sheriff Department and other state and county agencies. The goals of this service are the continuation of the Public Safety Radio System project. The major planned initiative of this service is the migration of Department of Public Works users onto the digital radio system .

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(117,364)	(150,600)	(239,521)	(143,000)	(143,000)
Salaries	651,039	924,599	662,262	918,638	936,910
Benefits	235,117	229,779	223,610	227,980	230,620
Supplies	42,897	62,837	70,035	62,837	62,837
Purchased Services	53,397	58,872	41,282	58,852	58,852
Inter Depart Charges	103,783	79,781	79,781	103,833	103,833
Inter Depart Billing	(528,667)	-	-	(439,113)	(439,113)
<b>TOTAL</b>	<b>\$ 440,201</b>	<b>\$ 1,205,268</b>	<b>\$ 837,449</b>	<b>\$ 790,027</b>	<b>\$ 810,939</b>

## Traffic Engineering

Function: Public Works & Transportation

### Service Overview

#### Service: Pavement Markings

##### Service Description

This service performs an annual pavement marking inventory. The service is also responsible for the maintenance of the following: centerline, lane line, crosswalk, bike path, speed hump, and other similar markings. The primary customers of this service are users of the public transportation system, motorists, bicyclists and pedestrians. 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 pavement markings. The major initiatives planned for this service include the installation of green colored pavement marking to highlight path crossings at several new locations, the installation of additional bike lane markings, and the installation of additional crosswalk markings.

#### Service Budget by Major

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(2,490)	(8,608)	(4,319)	(8,608)	(8,608)
Salaries	398,512	232,739	278,983	224,616	230,818
Benefits	117,630	69,621	73,715	70,233	71,130
Supplies	109,939	135,602	117,145	105,602	105,602
Purchased Services	162,148	148,667	138,709	148,667	148,667
Inter Depart Charges	86,708	35,019	35,019	77,195	77,195
<b>TOTAL</b>	<b>\$ 872,448</b>	<b>\$ 613,040</b>	<b>\$ 639,252</b>	<b>\$ 617,705</b>	<b>\$ 624,804</b>

#### Service: Services

##### Service Description

This service, in conjunction with the Pedestrian Bicycle Motor Vehicle Commission, provides overall leadership for traffic safety programs and assists on the overall transportation and traffic planning, design and transportation engineering for the City. Staff assist neighborhoods and other government entities in planning transportation improvements. The primary customers of this service are all transportation system users, neighborhoods, other City agencies, private developers, and other government entities such as Dane County Regional Planning and Madison Area Transportation Planning Board. The goals of this service are providing high quality transportation and traffic planning, design and engineering services for the City, collaborating with various stakeholders to achieve best development projects possible, and working closely with neighborhoods on neighborhood traffic management programs. The major initiatives planned for this service are conducting regular and specialized data collection, carrying out engineering studies for various projects, developing better electronic inventory and asset management systems, developing a GIS based signal and streetlight record management system, incorporating a multi-modal approach to development review, and continuing to develop various neighborhood traffic management programs.

#### Service Budget by Major

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Salaries	577,546	700,790	628,824	602,435	622,384
Benefits	252,304	254,771	217,093	239,512	242,155
Supplies	8,414	43,313	30,084	43,313	43,313
Purchased Services	5,319	11,651	11,304	11,611	11,611
Inter Depart Charges	99,446	157,965	157,965	204,132	204,132
<b>TOTAL</b>	<b>\$ 943,029</b>	<b>\$ 1,168,490</b>	<b>\$ 1,045,270</b>	<b>\$ 1,101,003</b>	<b>\$ 1,123,595</b>

## Traffic Engineering

Function: Public Works & Transportation

### Service Overview

#### Service: Signals

##### Service Description

This service is responsible for the installation, operation and upkeep of traffic signals. This section performs studies, planning and design associated with new installations as well as the regular review, revision and modernization for the signalized intersections that Traffic Engineering maintains, including sixty-five signals that are and paid for by other units of government. Other work activity includes the installation and maintenance of fiber optics. The primary customers of this service are all users of the roadway system, including motorists, bicyclists, pedestrians, busses, commercial trucks, emergency vehicles, and trains. The goals of this service are to continue to add signal corridors onto the centralized Advanced Transportation Management System (ATMS). The major initiatives planned for this service include new traffic signals to be installed at: Bassett Street-University Avenue, Mineral Point Road-Yellowstone Drive, Muir Field Road-McKee Road; upgrading signals at Acewood-Cottage Grove and Atlas-Cottage Grove to include overhead monotube mounted traffic signals; and reconstruction of signals at High Point Road-McKee Road and Maple Grove Drive-McKee Road intersections.

### Service Budget by Major

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(275,425)	(538,000)	(560,200)	(657,126)	(657,126)
Salaries	776,332	586,798	757,999	742,419	776,202
Benefits	266,025	365,538	260,460	406,128	411,013
Supplies	76,131	49,993	33,027	49,993	49,993
Purchased Services	286,739	136,301	303,617	136,281	136,281
Inter Depart Charges	(54,385)	100,358	74,117	80,698	80,698
Inter Depart Billing	(85,515)	-	-	(10,000)	(10,000)
<b>TOTAL</b>	<b>\$ 989,901</b>	<b>\$ 700,988</b>	<b>\$ 869,019</b>	<b>\$ 748,393</b>	<b>\$ 787,061</b>

#### Service: Signing

##### Service Description

This service is responsible for fabricating, installing, replacing, repairing, and maintaining street signs. The service performs an annual inventory of all signs as to condition and proper location; studies to evaluate the need for new signs or removal/alteration of existing signs; surveys and reports on sight distance problems and sign obstructions; and upkeep and maintenance of signs and guardrails. The service also installs and removes barricades and signs for special events and provides barricades and signs to individuals with street-use permits. The primary customers of this service are users are motorists, bicyclists and pedestrians. The goals of this service are 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. The major initiatives planned for this service are installing enhanced path crossing signage at several new locations; additional bike lanes signage; and additional enhanced pedestrian crossing signage.

### Service Budget by Major

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(80,432)	(213,542)	(49,920)	(213,542)	(213,542)
Salaries	782,772	767,660	831,025	722,088	747,996
Benefits	263,748	331,731	260,952	307,585	311,329
Supplies	179,514	167,259	256,145	167,259	167,259
Purchased Services	20,121	48,298	25,316	48,266	48,266
Inter Depart Charges	116,605	61,223	61,223	98,873	98,873
Inter Depart Billing	(147,959)	-	-	(89,500)	(89,500)
<b>TOTAL</b>	<b>\$ 1,134,369</b>	<b>\$ 1,162,629</b>	<b>\$ 1,384,741</b>	<b>\$ 1,041,029</b>	<b>\$ 1,070,681</b>

*Service Overview*

**Service: Streetlighting**

*Service Description*

This service provides city-wide street lights. Staff repair and maintain light poles, bases and luminaries, and repair all damage resulting from crashes. This service is responsible for the design of new lighting installations and evaluates the need for changes in the existing systems and lighting units for specific neighborhood needs. The primary customers of this service are all nighttime users of the roadway and path systems. The goals of this service are to design and install LED lighting fixtures on all new arterial road and bike path construction projects where new lighting is to be installed and to work with Madison Gas & Electric and Alliant Energy to include LED streetlights in new residential areas. The major initiatives planned for this service include new LED streetlight installations for: CTH-PD: CTH-M to Maple Grove Drive; Highpoint Road: D’Onofrio Road to south of the Beltline Highway; Capitol City Path: Vondron Road to Wagon Trail and Buckeye Road to Dondee Road.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(99,194)	(384,000)	(146,416)	(399,200)	(399,200)
Salaries	436,259	(111,034)	654,163	(107,257)	(96,413)
Benefits	163,023	144,655	185,614	148,455	150,022
Supplies	43,585	44,300	23,728	44,300	44,300
Purchased Services	1,215,854	1,387,274	1,336,679	1,387,274	1,387,274
Inter Depart Charges	25,079	59,584	59,584	52,458	52,458
Inter Depart Billing	-	(621,949)	(621,949)	-	-
<b>TOTAL</b>	<b>\$ 1,784,606</b>	<b>\$ 518,830</b>	<b>\$ 1,491,403</b>	<b>\$ 1,126,030</b>	<b>\$ 1,138,441</b>

# Traffic Engineering

Function: Public Works & Transportation

## Position Summary

	2016			2017			
	CG	FTEs	Amount	Request		Executive	
				FTEs	Amount	FTEs	Amount
ADMIN CLERK	20	0.65	21,978	0.65	22,731	0.65	23,358
ASST CITY TRAFFIC ENGR	18	1.00	112,354	1.00	115,674	1.00	118,866
BIC REGISTRATION COORD	20	0.60	17,500	0.60	17,802	0.60	18,293
CITY TRAFF ENGR/PKG MGR	21	1.00	141,957	1.00	144,490	1.00	148,478
CIVIL TECH	16	3.00	158,432	3.00	169,458	3.00	174,135
COM OPER LDWKR	16	1.00	81,131	1.00	64,230	1.00	66,003
COMMUNIC OPER SUPV	18	1.00	94,109	1.00	96,890	1.00	99,564
COMMUNIC TECH	16	6.00	376,375	6.00	398,973	6.00	409,985
COMMUNICATION WKR	16	2.00	116,004	2.00	119,835	2.00	123,143
ENGINEER	18	2.00	117,582	3.00	179,744	3.00	184,705
ENGR PROG SPEC	16	3.00	206,605	3.00	217,910	3.00	223,924
MAINT MECH	16	1.00	63,114	1.00	63,239	1.00	64,985
MAINT PAINTER	16	3.00	174,725	3.00	171,577	3.00	176,313
PED BICYCLE COORD	18	1.00	71,307	1.00	73,414	1.00	75,440
PED BICYCLE SAFETY ASST	20	1.00	54,433	1.00	56,420	1.00	57,977
PROG ASST	17	1.00	50,165	1.00	52,865	1.00	54,325
SECRETARY	20	1.00	51,981	1.00	53,517	1.00	54,994
SIGN PAINTER	16	2.00	126,229	2.00	129,960	2.00	133,547
STOREKEEPER	16	1.00	59,800	1.00	61,567	1.00	63,266
TRAFF CONT MAINT WKR	16	6.00	313,623	6.00	328,199	6.00	337,258
TRAFF ENGR	18	6.00	510,329	5.00	444,616	5.00	456,887
TRAFF ENGR DEV COORD	18	1.00	84,223	1.00	87,492	1.00	89,907
TRAFF OPER LDWKR	16	2.00	127,294	2.00	131,967	2.00	135,609
TRAFF OPER MGR	18	1.00	108,111	1.00	111,306	1.00	114,378
TRAFF OPER SUPV	18	1.00	79,140	1.00	83,504	1.00	85,809
TRAFF SIG ELECTR	16	7.00	468,440	7.00	487,660	7.00	501,119
TRAFF SIG MAINT WKR	16	5.00	264,378	5.00	278,943	5.00	286,642
TRAFF SIGNAL ELECT	16	1.00	72,714	1.00	75,383	1.00	77,464
TRAFF SYS/NET SPEC	16	1.00	88,866	1.00	91,493	1.00	94,018
TRANSP OPNS ANAL	18	1.00	80,342	1.00	82,716	1.00	84,999
<b>TOTAL</b>		<b>64.25</b>	<b>\$ 4,293,246</b>	<b>64.25</b>	<b>\$ 4,413,575</b>	<b>64.25</b>	<b>\$ 4,535,390</b>



# Traffic Engineering

# Function: Public Works & Transportation

## Line Item Detail

### Supplies

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Office Supplies	8,845	8,000	5,521	8,000	8,000
Copy Printing Supplies	4,965	5,000	2,011	5,000	5,000
Furniture	2,618	3,000	2,804	3,000	3,000
Hardware Supplies	20,323	7,000	31,787	7,000	7,000
Software Licenses & Supplies	10,677	-	644	-	-
Postage	4,335	6,000	2,166	6,000	6,000
Books And Subscriptions	-	268	322	268	268
Work Supplies	292,277	341,000	363,106	311,000	311,000
Janitorial Supplies	4,435	4,000	4,922	4,000	4,000
Medical Supplies	409	600	382	600	600
Safety Supplies	10,977	15,000	14,380	15,000	15,000
Building	516	500	400	500	500
Building Supplies	3,948	1,136	1,280	1,136	1,136
Electrical Supplies	3,827	500	685	500	500
HVAC Supplies	376	300	55	300	300
Plumbing Supplies	57	-	-	-	-
Machinery And Equipment	-	20,000	25,405	20,000	20,000
Equipment Supplies	10,997	6,000	38,406	6,000	6,000
Street Light Supplies	36,315	40,000	19,882	40,000	40,000
Traffic Signal Supplies	49,346	45,000	17,770	45,000	45,000
Inventory	5,309	4,000	2,834	4,000	4,000
<b>Total</b>	<b>\$ 470,551</b>	<b>\$ 507,304</b>	<b>\$ 534,761</b>	<b>\$ 477,304</b>	<b>\$ 477,304</b>

### Purchased Services

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Natural Gas	7,682	13,000	9,205	13,000	13,000
Electricity	1,371,801	1,510,000	1,510,000	1,510,000	1,510,000
Water	1,277	1,300	1,222	1,300	1,300
Telephone	10,214	10,000	7,824	10,000	10,000
Cellular Telephone	7,234	3,000	7,353	2,888	2,888
Systems Communication Internet	81,370	32,400	85,921	32,400	32,400
Building Improv Repair Maint	2,845	600	200	600	600
Waste Disposal	473	-	-	-	-
Landfill	2,457	-	-	-	-
Communication Device Rpr Main	24,578	35,000	26,817	35,000	35,000
Equip Improv Repair Maint	24,505	9,000	28,756	9,000	9,000
System And Software Maintenanc	5,224	-	-	-	-
Lease Rental Of Equipment	5,743	2,000	2,633	2,000	2,000
Street Improv Repair Maint	160,000	170,000	170,000	170,000	170,000
Mileage	1,493	1,200	686	1,200	1,200
Conferences And Training	12,086	15,000	13,633	15,000	15,000
In Service Training	695	-	-	-	-
Memberships	6,220	2,500	6,406	2,500	2,500
Delivery Freight Charges	481	1,750	-	1,750	1,750
Storage Services	26	50	20	50	50
Advertising Services	8	39,920	41,876	39,920	39,920
Printing Services	3,205	5,000	7,750	5,000	5,000
Locating Marking Services	17,658	16,500	16,402	16,500	16,500
Security Services	-	1,700	-	1,700	1,700
Other Services And Expenses	3,113	-	2,182	-	-
Permits And Licenses	101	3,000	350	3,000	3,000
<b>Total</b>	<b>\$ 1,750,487</b>	<b>\$ 1,872,920</b>	<b>\$ 1,939,233</b>	<b>\$ 1,872,808</b>	<b>\$ 1,872,808</b>

## Traffic Engineering

## Function: Public Works & Transportation

### Line Item Detail

#### Inter-Departmental Charges

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Engineering	(53,153)	54,540	54,540	54,540	54,540
ID Charge From Fleet Services	447,841	352,175	352,175	452,578	452,578
ID Charge From Streets	1,425	1,000	1,000	1,000	1,000
ID Charge From Traffic Enginee	2,393	-	-	-	-
ID Charge From Insurance	17,109	-	-	39,497	39,497
ID Charge From Workers Comp	53,079	81,170	54,929	76,335	76,335
ID Charge From Parking	-	75,000	75,000	75,000	75,000
<b>Total</b>	<b>\$ 468,694</b>	<b>\$ 563,885</b>	<b>\$ 537,644</b>	<b>\$ 698,950</b>	<b>\$ 698,950</b>

#### Inter-Departmental Billings

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Billing To Clerk	(930)	-	-	-	-
ID Billing To Information Tec	(31,542)	-	-	-	-
ID Billing To Fire	(271,859)	-	-	(101,619)	(101,619)
ID Billing To Police	(87,956)	-	-	(200,000)	(200,000)
ID Billing To Public Health M	(1,141)	-	-	(510)	(510)
ID Billing To Engineering	(106,979)	-	-	(15,092)	(15,092)
ID Billing To Fleet Services	(7,185)	-	-	(619)	(619)
ID Billing To Streets	(46,613)	-	-	(35,354)	(35,354)
ID Billing To Traffic Enginee	-	(621,949)	(621,949)	-	-
ID Billing To Library	(3,351)	-	-	(1,784)	(1,784)
ID Billing To Parks	(55,068)	-	-	(35,449)	(35,449)
ID Billing To Building Inspec	(3,023)	-	-	(2,116)	(2,116)
ID Billing To Monona Terrace	(360)	-	-	-	-
ID Billing To Parking	(28,925)	-	-	(57,771)	(57,771)
ID Billing To Sewer	(314)	-	-	-	-
ID Billing To Stormwater	(6,076)	-	-	-	-
ID Billing To Transit	(74,822)	-	-	(82,936)	(82,936)
ID Billing To Water	(33,330)	-	-	(5,363)	(5,363)
ID Billing To CDA Management	(2,668)	-	-	-	-
<b>Total</b>	<b>\$ (762,141)</b>	<b>\$ (621,949)</b>	<b>\$ (621,949)</b>	<b>\$ (538,613)</b>	<b>\$ (538,613)</b>

## **Treasurer**

**Function: Administration**

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### *Agency Overview*

### **Agency Mission**

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The mission of the City Treasurer's Office is to receipt, safeguard and invest all City revenues and to maintain tax assessment/payment records.

### **Agency Overview**

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The Agency is responsible for the receipt and investment of all City revenues. The agency's primary goals are to enhance the ability of taxpayers to avoid delinquency; increase collection prior to July 31st; and to meet or exceed the budget goal for interest earnings, while minimizing the end-of-year adjustment for "mark to market." To achieve these goals, the Treasurer's Office will continue to convert municipal services bills to an Electronic Bill Presentment and Payment model and implement changes to the website that allow taxpayers to set up reminders and alerts.

### **2017 Budget Highlights**

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The Executive Budget will maintain the current level of service.

**Treasurer**Function: **Administration***Budget Overview***Budget by Service (All Funds)**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Treasurer	676,474	515,204	518,004	531,312	536,846
<b>TOTAL</b>	<b>\$ 676,474</b>	<b>\$ 515,204</b>	<b>\$ 518,004</b>	<b>\$ 531,312</b>	<b>\$ 536,846</b>

**Budget by Fund & Major**

Fund: General					
	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(930)	(11,000)	(51,738)	(11,000)	(11,000)
Salaries	191,853	188,437	209,039	190,060	194,906
Benefits	53,144	50,607	73,540	65,170	65,858
Supplies	122,484	123,850	112,255	123,850	123,850
Purchased Services	309,045	234,458	246,056	185,388	185,388
Inter Depart Charges	878	1,111	1,111	1,033	1,033
Inter Depart Billing	-	(72,259)	(72,259)	(23,189)	(23,189)
<b>TOTAL</b>	<b>\$ 676,474</b>	<b>\$ 515,204</b>	<b>\$ 518,004</b>	<b>\$ 531,312</b>	<b>\$ 536,846</b>

**Change Table (General Fund)**

<b>2016 Adopted</b>	<b>515,204</b>
<b>Adjustments with No Service Impact</b>	
Increase in Salaries	1,621
Increase in Fringe	479
2017 Pay Increase	4,848
Increase in Retirement Costs based on 2017 WRS rates	789
Adjustment to Health Insurance based on 2017 rates	13,983
Change in allocation of Worker's Compensation & Insurance costs	(78)
<b>2017 Executive Budget</b>	<b>536,846</b>

**Treasurer****Function: Administration***Service Overview***Service: Treasurer***Service Description*

This service processes over one million payments per year with more payments through electronic payment channels which requires 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 "mark to market." The major initiatives planned for this service include the continue development and expansion of Electronic Bill Presentment and Payment.

**Service Budget by Major**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(930)	(11,000)	(51,738)	(11,000)	(11,000)
Salaries	191,853	188,437	209,039	190,060	194,906
Benefits	53,144	50,607	73,540	65,170	65,858
Supplies	122,484	123,850	112,255	123,850	123,850
Purchased Services	309,045	234,458	246,056	185,388	185,388
Inter Depart Charges	878	1,111	1,111	1,033	1,033
Inter Depart Billing	-	(72,259)	(72,259)	(23,189)	(23,189)
<b>TOTAL</b>	<b>\$ 676,474</b>	<b>\$ 515,204</b>	<b>\$ 518,004</b>	<b>\$ 531,312</b>	<b>\$ 536,846</b>

**Treasurer**

Function: Administration

*Position Summary*

	CG	2016 Budget		2017 Request		2017 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCT CLERK	20	-	-	2.00	116,185	2.00	119,391
ADMIN CLERK	20	3.00	159,796	1.00	46,133	1.00	47,407
CITY TREASURER	21	1.00	108,225	1.00	110,160	1.00	113,200
CLERK	20	1.00	34,555	1.00	38,448	1.00	39,509
FIN OPER LDWKR	20	1.00	57,922	1.00	59,634	1.00	61,279
<b>TOTAL</b>		<b>6.00</b>	<b>\$ 360,499</b>	<b>6.00</b>	<b>\$ 370,559</b>	<b>6.00</b>	<b>\$ 380,787</b>

**Treasurer****Function: Administration***Line Item Detail***Supplies**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Office Supplies	5,095	4,000	2,476	4,000	4,000
Copy Printing Supplies	31,717	24,000	24,000	24,000	24,000
Postage	85,236	93,000	85,236	93,000	93,000
Books And Subscriptions	435	350	543	350	350
Work Supplies	-	2,500	-	2,500	2,500
<b>Total</b>	<b>\$ 122,484</b>	<b>\$ 123,850</b>	<b>\$ 112,255</b>	<b>\$ 123,850</b>	<b>\$ 123,850</b>

**Purchased Services**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Telephone	833	2,800	1,243	1,923	1,923
Cellular Telephone	376	650	683	700	700
Facility Rental	-	11,751	-	12,075	12,075
Custodial Building Use Charges	23,145	-	16,171	-	-
Communication Device Rpr Main	-	21,340	-	21,340	21,340
Equip Improv Repair Maint	-	1,200	-	1,200	1,200
System And Software Maintenanc	17,181	-	33,953	-	-
Conferences And Training	764	3,000	3,035	3,000	3,000
Memberships	50	1,000	110	1,000	1,000
Bank Services	107,331	121,335	107,330	94,000	94,000
Credit Card Services	138,828	65,842	65,842	44,300	44,300
Armored Car Services	4,487	2,140	2,487	2,450	2,450
Storage Services	811	1,000	619	1,000	1,000
Printing Services	14,380	-	14,380	-	-
Other Services And Expenses	861	2,400	204	2,400	2,400
<b>Total</b>	<b>\$ 309,045</b>	<b>\$ 234,458</b>	<b>\$ 246,056</b>	<b>\$ 185,388</b>	<b>\$ 185,388</b>

**Inter-Departmental Charges**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Insurance	607	856	856	778	778
ID Charge From Workers Comp	271	255	255	255	255
<b>Total</b>	<b>\$ 878</b>	<b>\$ 1,111</b>	<b>\$ 1,111</b>	<b>\$ 1,033</b>	<b>\$ 1,033</b>

**Inter-Departmental Billings**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Billing To Treasurer	-	(72,259)	(72,259)	(23,189)	(23,189)
<b>Total</b>	<b>\$ -</b>	<b>\$ (72,259)</b>	<b>\$ (72,259)</b>	<b>\$ (23,189)</b>	<b>\$ (23,189)</b>

**Revenue**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Other Unit Of Gov Revenues Op	-	(10,000)	(10,000)	(10,000)	(10,000)
Miscellaneous Chrgs For Servic	(930)	-	(40,738)	-	-
Reimbursement Of Expense	-	(1,000)	(1,000)	(1,000)	(1,000)
<b>Total</b>	<b>\$ (930)</b>	<b>\$ (11,000)</b>	<b>\$ (51,738)</b>	<b>\$ (11,000)</b>	<b>\$ (11,000)</b>





*Agency Overview***Agency Mission**

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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**

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The Agency manages a vast network of pipes, wells, and pump stations throughout the City. The replacement and rehabilitation of Madison's water supply infrastructure plays a crucial role in maintaining the City's public health, safety, and economic well-being.

**2017 Budget Highlights**

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The Executive Budget will maintain the current level of service. An increase in the 2017 Water Utility rate of 8% is anticipated. Rate changes for the Water Utility are planned to take effect mid-year.

**Water****Function: Public Works & Transportation***Budget Overview***Budget by Service (All Funds)**

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Water Supply	-	-	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Budget by Fund & Major**

Fund: Water Utility					
	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(33,585,198)	(38,011,715)	(38,011,715)	(43,958,864)	(43,958,864)
Salaries	8,066,825	8,726,835	8,114,766	8,671,056	8,901,340
Benefits	2,912,928	2,959,551	2,819,188	2,954,693	2,987,694
Supplies	2,218,630	3,007,663	3,040,589	3,292,000	3,292,000
Purchased Services	4,723,477	6,408,599	5,860,917	7,701,380	7,701,380
Debt Other Financing	17,641,192	18,939,966	20,207,154	23,359,297	23,092,376
Inter Depart Charges	727,320	759,485	759,485	800,234	803,870
Inter Depart Billing	(2,744,724)	(2,790,384)	(2,790,384)	(2,819,796)	(2,819,796)
Transfer Out	39,551	-	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>\$ -</b>

# Water

Function: Public Works & Transportation

## Service Overview

### Service: Water Supply

#### Service Description

This service provides approximately 11 billion gallons of water per year for more than 66,000 customers throughout Madison through the operation of 22 wells and 840 miles of water main. The goal of the service is to maintain and upgrade the water supply system to provide the best quality water service for all customers in the City. Service initiatives for 2017 include developing a Strategic Asset Management Plan for improved efficiencies in the water supply system, as well as completing a water rate equity study.

#### Service Budget by Major

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Revenue	(33,585,198)	(38,011,715)	(38,011,715)	(43,958,864)	(43,958,864)
Salaries	8,066,825	8,726,835	8,114,766	8,671,056	8,901,340
Benefits	2,912,928	2,959,551	2,819,188	2,954,693	2,987,694
Supplies	2,218,630	3,007,663	3,040,589	3,292,000	3,292,000
Purchased Services	4,723,477	6,408,599	5,860,917	7,701,380	7,701,380
Debt Other Financing	17,641,192	18,939,966	20,207,154	23,359,297	23,092,376
Inter Depart Charges	727,320	759,485	759,485	800,234	803,870
Inter Depart Billing	(2,744,724)	(2,790,384)	(2,790,384)	(2,819,796)	(2,819,796)
Transfer Out	39,551	-	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Water

Function: Public Works & Transportation

## Position Summary

	2016			2017			
	CG	Budget		Request		Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCOUNTANT	18	2.00	137,685	2.00	145,169	2.00	149,175
ACCT CLERK	20	1.00	51,891	1.00	53,424	1.00	54,899
ADMIN CLERK	20	6.00	298,225	6.00	309,800	6.00	318,351
ASSET MGR	18	1.00	63,423	1.00	78,777	1.00	80,952
AUTO MECH	16	1.00	63,114	1.00	58,018	1.00	59,619
CIVIL TECH	16	2.00	117,760	2.00	123,954	2.00	127,375
COMP MAP/GIS COORD	18	1.00	81,774	1.00	84,190	1.00	86,514
CROSS CONNECT CTRL INSPEC	16	3.00	208,995	3.00	215,171	3.00	221,110
CUST SERV SUPV	18	1.00	89,791	1.00	68,495	1.00	70,386
DISPATCHER	16	1.00	55,811	1.00	57,723	1.00	59,316
ELECTRICIAN FOREPERS	71	1.00	78,023	1.00	80,329	1.00	82,546
ELECTRONIC MTN TECH	16	2.00	122,631	2.00	127,644	2.00	131,167
ENGINEER	18	4.00	331,510	4.00	342,675	4.00	352,133
ENGR AIDE	16	1.00	54,994	1.00	56,619	1.00	58,182
ENGR PROG SPEC	16	1.00	59,787	1.00	63,767	1.00	65,527
EQPT OPR	16	20.00	1,104,565	19.00	1,078,912	19.00	1,108,690
FIELD SERV LDWKR	16	1.00	67,400	1.00	69,391	1.00	71,306
FIELD SERV REP	16	6.00	333,475	6.00	348,175	6.00	357,785
FIELD SERVICE ANALYST	16	3.00	194,105	3.00	187,005	3.00	192,167
FIN OPER LDWKR	20	1.00	57,062	1.00	59,101	1.00	60,732
MAINT MECH	16	7.00	426,087	5.00	311,275	5.00	319,866
MAINT WORKER	16	-	-	2.00	119,569	2.00	122,869
MASTER MECHANIC	16	1.00	67,400	1.00	69,391	1.00	71,306
OPERATIONS CLERK	16	1.00	54,390	1.00	56,654	1.00	58,218
PAINTER	71	1.00	52,343	1.00	55,307	1.00	56,833
PRINICIPAL ENGR WATER	18	1.00	110,292	1.00	113,635	1.00	116,772
PROG ASST	20	2.00	103,867	2.00	108,306	2.00	111,295
PUB WKS GEN FORE	18	3.00	202,764	3.00	209,881	3.00	215,674
PUB WKS GEN SUPV	18	1.00	85,698	1.00	88,231	1.00	90,666
PUB WKS LEADWKR	16	1.00	58,973	1.00	60,901	1.00	62,582
PUB WKS MAINT WKR	16	16.00	853,657	17.00	927,159	17.00	952,749
SURVEYOR	18	1.00	68,259	1.00	71,657	1.00	73,635
WATER COMM OUTREACH SPEC	18	1.00	57,732	1.00	62,034	1.00	63,747
WATER CONSTR INSP	16	4.00	228,112	4.00	239,151	4.00	245,751
WATER CONSTR SUPV	18	1.00	66,034	1.00	67,515	1.00	69,378
WATER HYDRANT INSPEC	16	3.00	179,650	3.00	184,957	3.00	190,062
WATER ONE CALL COORD	16	3.00	176,381	3.00	184,150	3.00	189,233
WATER PIO	18	1.00	65,707	1.00	72,171	1.00	74,163
WATER QUALITY AIDE	16	2.00	105,572	2.00	111,091	2.00	114,157
WATER QUALITY MGR	18	1.00	97,641	1.00	100,527	1.00	103,301

# Water

Function: Public Works & Transportation

*Position Summary*

	CG	2016 Budget		2017 Request		2017 Executive	
		FTEs	Amount	FTEs	Amount	FTEs	Amount
WATER SUPPLY MGR	18	1.00	102,247	1.00	105,903	1.00	108,826
WATER UTIL ACCT/COMP SPEC	20	1.00	51,518	1.00	55,346	1.00	56,874
WATER UTIL FIN MGR	18	1.00	99,424	1.00	110,112	1.00	113,151
WATER UTIL GEN MGR	21	1.00	138,850	1.00	141,327	1.00	145,228
WATER UTIL MAINT SUPV	18	1.00	60,783	1.00	82,696	1.00	84,978
WATER UTIL OPR LDWKR	16	5.00	332,437	5.00	328,400	5.00	337,464
WATER UTIL OPR MGR	18	1.00	103,168	1.00	111,306	1.00	114,378
WATERWKS MAINT WKR	16	-	-	1.00	56,225	1.00	57,777
WATERWKS OPR	16	9.00	561,054	8.00	529,101	8.00	543,705
<b>TOTAL</b>		<b>130.00</b>	<b>\$ 8,082,061</b>	<b>130.00</b>	<b>\$ 8,342,319</b>	<b>130.00</b>	<b>\$ 8,572,567</b>

# Water

## Function: Public Works & Transportation

### Line Item Detail

#### Supplies

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Purchasing Card Unallocated	-	-	51,387	-	-
Office Supplies	7,342	75,000	5,255	20,000	20,000
Copy Printing Supplies	3,259	-	1,476	3,500	3,500
Hardware Supplies	18,976	171,033	24,697	100,420	100,420
Software Licenses & Supplies	8,210	15,000	24,536	15,000	15,000
Postage	324,306	390,000	339,094	375,000	375,000
Books And Subscriptions	545	-	1,075	1,000	1,000
Work Supplies	1,122,484	1,000,000	1,090,575	1,200,000	1,200,000
Asphalt Repair Materials	60,629	65,000	97,415	70,000	70,000
Janitorial Supplies	8,597	10,000	8,743	10,000	10,000
Lab And Photo Supplies	-	10,000	-	22,900	22,900
Safety Supplies	32,673	46,630	50,194	43,930	43,930
Uniform Clothing Supplies	6,093	5,000	7,324	47,500	47,500
Building	4,224	-	305	63,250	63,250
Building Supplies	3,736	10,000	2,718	4,000	4,000
Electrical Supplies	5,314	-	7,561	7,500	7,500
HVAC Supplies	2,137	-	6,393	5,000	5,000
Plumbing Supplies	3,403	-	5,327	5,000	5,000
Easements And Encroachments	-	-	1,000	-	-
Fertilizers And Chemicals	-	-	164,273	165,000	165,000
Machinery And Equipment	405,131	885,000	967,422	775,000	775,000
Equipment Supplies	86,983	140,000	155,439	148,000	148,000
Tires	17,942	-	25,000	25,000	25,000
Gasoline	61,466	120,000	51	120,000	120,000
Diesel	35,179	65,000	1,644	65,000	65,000
Lubricants	-	-	1,685	-	-
<b>Total</b>	<b>\$ 2,218,630</b>	<b>\$ 3,007,663</b>	<b>\$ 3,040,589</b>	<b>\$ 3,292,000</b>	<b>\$ 3,292,000</b>

# Water

## Function: Public Works & Transportation

### Line Item Detail

#### Purchased Services

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Natural Gas	49,229	63,000	49,000	63,000	63,000
Electricity	2,434,563	2,500,000	2,423,376	2,600,000	2,600,000
Stormwater	-	-	29,281	35,000	35,000
Steam	151,153	-	81,052	165,000	165,000
Telephone	16,666	20,000	15,328	20,000	20,000
Cellular Telephone	10,663	220	10,792	15,000	15,000
Television	433	750	552	750	750
Systems Communication Internet	361	-	633	600	600
Building Improv Repair Maint	70,193	1,735,000	1,288,015	1,906,550	1,906,550
Waste Disposal	481	-	819	500	500
Facility Rental	-	5,000	-	-	-
Landfill	2,066	-	377	5,000	5,000
Grounds Improv Repair Maint	13,164	5,000	16,429	20,000	20,000
Office Equipment Repair	-	-	50	-	-
Equip Improv Repair Maint	78,527	100,000	16,343	-	-
System And Software Maintenan	168,768	526,277	360,053	558,170	558,170
Vehicle Repair And Maintenance	23,718	9,000	27,787	25,000	25,000
Lease Rental Of Equipment	8,361	-	854	-	-
Street Improv Repair Maint	433,190	300,000	636,200	700,000	700,000
Sidewalk Improv Repair Maint	160,417	10,000	-	10,000	10,000
Plant In Service Improv Repair	25,296	-	22,200	-	-
Mileage	1,636	1,000	2,164	3,500	3,500
Conferences And Training	35,616	151,500	39,279	158,810	158,810
Memberships	11,063	45,000	68,825	45,000	45,000
Uniform Laundry	1,757	-	3,184	4,000	4,000
Audit Services	31,252	15,000	-	15,000	15,000
Bank Services	63,765	14,367	-	72,854	72,854
Credit Card Services	107,975	18,000	56,260	25,000	25,000
Delivery Freight Charges	338	5,000	106	1,000	1,000
Mortgage And Title Services	-	-	400	-	-
Consulting Services	10,623	-	189,861	40,000	40,000
Advertising Services	8,190	20,000	1,232	15,000	15,000
Printing Services	138,822	140,000	109,701	140,000	140,000
Inspection Services	3,740	7,500	6,768	7,500	7,500
Locating Marking Services	16,408	17,000	32,902	17,000	17,000
Lab Services	69,464	44,767	19,130	128,270	128,270
Parking Towing Services	85	-	620	100	100
Other Services And Expenses	385,272	400,218	270,698	598,776	598,776
Grants	103,934	250,000	41,439	250,000	250,000
Community Agency Contracts	1,715	-	-	-	-
Taxes And Special Assessments	40,578	-	-	-	-
Permits And Licenses	43,998	5,000	39,204	55,000	55,000
<b>Total</b>	<b>\$ 4,723,477</b>	<b>\$ 6,408,599</b>	<b>\$ 5,860,917</b>	<b>\$ 7,701,380</b>	<b>\$ 7,701,380</b>

# Water

## Function: Public Works & Transportation

### Line Item Detail

#### Debt and Other Financing Uses

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Interest	5,485,900	6,375,000	6,375,000	6,534,500	6,570,264
Bond Notes Issuance Services	179,947	-	-	-	-
Paying Agent Services	-	66,531	66,531	66,531	66,531
Principal	5,935,000	6,120,000	6,120,000	8,130,000	8,219,040
Payments In Lieu Of Taxes	6,040,346	6,325,880	6,325,880	6,912,099	6,912,099
Fund Balance Generated	-	52,555	1,319,743	1,716,167	1,324,442
<b>Total</b>	<b>\$ 17,641,192</b>	<b>\$ 18,939,966</b>	<b>\$ 20,207,154</b>	<b>\$ 23,359,297</b>	<b>\$ 23,092,376</b>

#### Inter-Departmental Charges

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Charge From Human Resources	54,747	55,842	55,842	55,842	55,842
ID Charge From Information Tec	108,871	107,868	107,868	107,868	111,504
ID Charge From Treasurer	-	52,164	52,164	-	-
ID Charge From Public Health M	34,827	-	-	-	-
ID Charge From Fleet Services	46,682	8,480	8,480	69,571	69,571
ID Charge From Streets	2,160	15,000	15,000	15,000	15,000
ID Charge From Traffic Enginee	33,330	20,000	20,000	20,000	20,000
ID Charge From Com Dev Blk Gnt	-	54,928	54,928	54,928	54,928
ID Charge From Insurance	80,000	80,147	80,147	119,370	119,370
ID Charge From Workers Comp	366,703	365,056	365,056	357,655	357,655
<b>Total</b>	<b>\$ 727,320</b>	<b>\$ 759,485</b>	<b>\$ 759,485</b>	<b>\$ 800,234</b>	<b>\$ 803,870</b>

#### Inter-Departmental Billings

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
ID Billing To Information Tec	(668)	-	-	-	-
ID Billing To Landfill	(17,005)	-	-	-	-
ID Billing To Parks	(12,260)	-	-	(35,800)	(35,800)
ID Billing To Sewer	(2,403,073)	-	-	(2,485,976)	(2,485,976)
ID Billing To Stormwater	(311,719)	-	-	(298,020)	(298,020)
ID Billing To Water	-	(2,790,384)	(2,790,384)	-	-
<b>Total</b>	<b>\$ (2,744,724)</b>	<b>\$ (2,790,384)</b>	<b>\$ (2,790,384)</b>	<b>\$ (2,819,796)</b>	<b>\$ (2,819,796)</b>

#### Revenue

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Federal Revenues Operating	(229,032)	-	-	(160,000)	(160,000)
Payment For Municipal Service	(29,187,206)	-	-	(35,878,864)	(35,878,864)
Facility Rental	(385,823)	(415,000)	(415,000)	(250,000)	(250,000)
Utility Fee	(29,201)	(37,072,661)	(37,072,661)	-	-
Spec Assessments Service	(455,291)	-	-	-	-
Late Fees	-	(252,511)	(252,511)	(110,000)	(110,000)
Interest	(149,628)	(234,000)	(234,000)	(200,000)	(200,000)
Net (Increase) Decr Fmv Invest	(16,787)	-	-	-	-
Miscellaneous Revenue	(154,210)	(37,543)	(37,543)	(160,000)	(160,000)
Sale Of Assets	(47,456)	-	-	-	-
Revenue Bond Issue	-	-	-	(7,200,000)	(7,200,000)
Fund Balance Applied	(2,921,155)	-	-	-	-
Transfer In From Insurance	(9,409)	-	-	-	-
<b>Total</b>	<b>\$ (33,585,198)</b>	<b>\$ (38,011,715)</b>	<b>\$ (38,011,715)</b>	<b>\$ (43,958,864)</b>	<b>\$ (43,958,864)</b>



# Water

## Function: Public Works & Transportation

*Line Item Detail*

### Transfers Out

	2015 Actual	2016 Adopted	2016 Projected	2017 Request	2017 Executive
Transfer Out To Capital Projec	39,551	-	-	-	-
<b>Total</b>	<b>\$ 39,551</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



**FINANCE DEPARTMENT**  
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