# **City of Madison Operating Budget**

### **Departmental Request Worksheet**

**Year:** 2013 GN01

Agency Name: Common Council

Agency Number: 06

Budget Function: General Government

Services: <u>Number</u> <u>Title</u>

	Nulliber	Title
Α	2000	Common Council
В	3000	Column "B"
С	4000	Column "C"
D	5000	Column "D"
Ε	6000	Column "E"
F	7000	Column "F"
G	8000	Column "G"
Н	9000	Column "H"

Benefit Rates: Exec. Adopted

 Permanent Salary Rate=
 36.30%
 36.30%

 Hourly Salary Rate=
 7.65%
 7.65%

 Overtime Salary Rate=
 13.55%
 13.55%

First Page Narrative Heading: Requested Budget Highlights

Compensation Rate Adjustment Applied: 100.000%

Final Service Summary Column Title: Executive

# City of Madison Operating Budget Compensation Worksheet Common Council

# 2013 Departmental Request

Permanent Salaries							Percent	Allocation	on By Se	rvice		
			Total									
Position Title	CG-RG	FTE's	Annual Pay	2000	3000	4000	5000	6000	7000	8000	9000	T
Research Analyst	18-xx	-	\$ -	1.00								10
Administrative Assistant	17-14	1.00	56,010	1.00								10
Secretary 1	17-10	1.00	47,610	1.00								10
		-	0	1.00								10
		-	0	1.00								10
		-	0	1.00								10
		-	0	1.00								10
		-	0	1.00								10
	-					-	=	=	3	<u>-</u>	-	
Premium Pay		=		1.00								10
Workers Comp Pay		-		1.00								10
Vacation/Comp Accrual			0	1.00								10
		2.00	\$ 103,620									
Budgeted Salary Savings	2.00%		(2,072)									
Net Permanent Salaries			\$ 101,548									
Hourly Employee Pay			\$ 161,215	1.00								10
		ļ				1	<u> </u>	<u> </u>	1	1	<u> </u>	
Overtime Pay			\$ 1,095	1.00								10

# City of Madison Operating Budget Compensation Worksheet Common Council

# 2013 Request

Permanent Salaries

																Ro	unding
Position Title		2000	3000		4000	5000		6000		7000	8000		9000		Total	Diff	erence
Research Analyst		0	(	)	0		0		0	0		0	(	\$	0	\$	-
Administrative Assistant		56,010	(	)	0		0		0	0		0	(	)	56,010		-
Secretary 1		47,610	(	)	0		0		0	0		0	(	)	47,610		-
	0	0	(	)	0		0		0	0		0	(	)	0		-
	0	0	(	)	0		0		0	0		0	(	)	0		-
	0	0	(	)	0		0		0	0		0	(	)	0		-
	0	0	(	)	0		0		0	0		0	(	)	0		-
	0	0	(	)	0		0		0	0		0	(	)	0		-
Premium Pay		0	(	)	0		0		0	0		0	(	)	0		-
Workers Comp Pay		0	(	)	0		0		0	0		0	(	)	0		-
Vacation/Comp Accrual	_	0		)	0		0		0	0		0	(	<u> </u>	0		
	\$	103,620	\$ 0	\$	0	\$	0 \$		0 \$	0	\$	0 \$	(	\$	103,620	\$	-
<b>Budgeted Salary Savings</b>		(2,072)	(	)	0		0		0	0		0	(	) _	(2,072)		-
Net Permanent Salaries	\$	101,548	\$ (	\$	0	\$	0 \$		0 \$	0	\$	0 \$	(	<u>\$</u>	101,548	\$	
Hourly Employee Pay	\$	161,215	\$ 0	) \$	0	\$	0 \$		0 \$	0	\$	0 \$	(	<u>\$</u>	161,215	\$	
Overtime Pay	<u>\$</u>	1,095	\$ 0	) \$	0	\$	0 \$		<u>0</u> \$	0	\$	0 \$	(	<u>\$</u>	1,095	\$	
F: 5 %																	
Fringe Benefits:	Φ.	00.000	Φ	· •	0	Φ.	ο Φ		o •	0	•	0 0	,		00.000		
Permanent Salaries	\$	36,862		) \$	0	Ф	0 \$		0 \$	0	\$	0 \$		) \$	•		
Hourly Salaries Overtime Salaries		12,333 148	(		0		0 0		0	0		0	(	) 1	12,333 148		
	<u></u>					<u>e</u>					<u>•</u>	<u> </u>					
Total Fringe Benefits	\$	49,343	\$ (	\$	0	\$	0 \$		0 \$	0	\$	0 \$	(	<u>\$</u>	49,343		

### **Permanent Salary Detail**

# **Common Council**

2013

			FT	E's	Re	que	ested	Ex	ecuti	ve	A	dopte	d
Position Title		CG-RG	2011	2012	FTE's	F	Amount	FTE's	Am	ount	FTE's	Am	ount
Research Analyst		18-xx	1.00	-	-	\$	0	-	\$	0	-	\$	0
Administrative Assistant		17-14	1.00	1.00	1.00		56,010	-		0	-		0
Secretary 1		17-10	1.00	1.00	1.00		47,610	-		0	=		0
	0	0	-	-	-		0	-		0	-		0
	0	0	-	-	-		0	-		0	-		0
	0	0	-	-	-		0	=		0	=		0
	0	0	-	-	-		0	-		0	-		0
	0	0	-	-	-		0	-		0	-		0
Premium Pay			-	-	-		0	-		0	-		0
Workers Comp Pay			-	-	-		0	-		0	-		0
Vacation/Comp Accrual							0			0			0
			3.00	2.00	2.00	\$	103,620	-	\$	0	-	\$	0
<b>Budgeted Salary Savings</b>		2.00%					(2,072)			0			0
Net Permanent Salaries			3.00	2.00	2.00	\$	101,548		\$	0		\$	0

		2011 Actual	2012 Adopted	2012 Projected	2013 Request	2013 Executive	2013 Adopted
Comm	non Council						
	ditures						
	sed Services						
	Telephone Regular	1,117	1,375	1,375	1,375	0	0
	City-County Bldg Use Charge	9,204	10,051	10,051	10,283	0	0
	Records Storage	51	100	100	100	0	0
	Conference/Meetings	798	5,000	5,000	5,000	0	0
	Training/Travel	366	500	500	500	0	0
0	#N/A	0	0	0	0	0	0
0	#N/A	0	0	0	0	0	0
0	#N/A	0	0	0	0	0	0
0	#N/A	0	0	0	0	0	0
0	#N/A	0	0	0	0	0	0
0	#N/A	0	0	0	0	0	0
0	#N/A	0	0	0	0	0	0
0	#N/A	0	0	0	0	0	0
0	#N/A	0	0	0	0	0	0
0	#N/A	0	0	0	0	0	0
	Total	\$ 11,535	\$ 17,026	\$ 17,026	\$ 17,258	\$ 0	\$ 0
Supplies	S						
55110	General Office Supplies	1,961	3,000	3,000	3,000	0	0
55120	Subscription & Books	235	200	200	200	0	0
55130	Reproduction Copier/Fast Copy	5,351	5,800	5,800	5,800	0	0
	Postage	28,662	12,765	12,765	12,765	0	0
55540	Food & Beverages	718	0	0	0	0	0
0	#N/A	0	0	0	0	0	0
0	#N/A	0	0	0	0	0	0
0	#N/A	0	0	0	0	0	0
0	#N/A	0	0	0	0	0	0
0	#N/A	0	0	0	0	0	0
0	#N/A	0	0	0	0	0	0
0	#N/A	0	0	0	0	0	0
0	#N/A	0	0	0	0	0	0
0	#N/A	0	0	0	0	0	0
	Total	\$ 36,927	\$ 21,765	\$ 21,765	\$ 21,765	\$ 0	\$ 0
Inter-De	epartmental Charges						
	Insurance Fund-Inter-D(Pmts To)	3,311	238	238	3,370	0	0
	Workers Comp-Inter-D(Pmts To)	264	276	276	266	0	0
0	#N/A	0	0	0	0	0	0
0	#N/A	0	0	0	0	0	0
0	#N/A	0	0	0	0	0	0
0	#N/A	0	0	0	0	0	0
0	#N/A	0	0	0	0	0	0
0	#N/A	0	0	0	0	0	0
0	#N/A #N/A	0	0	0	0	0	0
0	#N/A #N/A	0	0	0	0	0	0
0	#N/A #N/A	0	0	0	0	0	0
0	#N/A #N/A	0	0	0	0	0	0
U	#N/A Total	\$ 3,575	\$ 514	\$ 514	\$ 3,636	\$ 0	\$ <u>0</u>

			2011 Actual	2012 dopted	<u>Pr</u>	2012 ojected		013 quest	13 utive	13 pted
Common Co	ouncil									
Debt / Other Fir										
57710 Alder Ex	pense Accounts		12,364	 43,500		43,500		43,500	 0	 0
0	#N/A		0	0		0		0	0	0
0	#N/A		0	0		0		0	0	0
0	#N/A		0	0		0		0	0	0
0	#N/A		0	0		0		0	0	0
0	#N/A		0	0		0		0	0	0
0	#N/A		0	0		0		0	0	0
0	#N/A		0	0		0		0	0	0
0	#N/A		0	0		0		0	0	0
0	#N/A		0	0		0		0	0	0
0	#N/A		0	0		0		0	0	0
Total		\$	12,364	\$ 43,500	\$	43,500	\$	43,500	\$ 0	\$ 0
Inter-Agency Billings to Depa										
0	#N/A		0	0		0		0	0	0
0	#N/A		0	 0		0		0	0	 0
0	#N/A #N/A		0	0		0		0	0	0
0	#N/A #N/A		0	0		0		0	0	0
0	#N/A #N/A		0	0		0		0	0	0
0	#N/A		0	0		0		0	0	0
0	#N/A		0	0		0		0	0	0
Ö	#N/A		0	0		0		0	0	0
0	#N/A		0	0		0		0	0	0
0	#N/A		0	0		0		0	0	0
Total		\$	0	\$ 0	\$	0	\$	0	\$ 0	\$ 0
Other Sources										
70000 REVEN	UES	_	6,351	 0		6,000		0	 0	 0
0	#N/A		0	0		0	-	0	 0	0
0	#N/A		0	0		0		0	0	0
0	#N/A		0	0		0		0	0	0
0	#N/A		0	0		0		0	0	0
0	#N/A		0	0		0		0	0	0
0	#N/A		0	0		0		0	0	0
0	#N/A		0	0		0		0	0	0
0	#N/A		0	0		0		0	0	0
0	#N/A		0	0		0		0	0	0
Total		\$	6,351	\$ 0	\$	6,000	\$	0	\$ 0	\$ 0
Total Inter-Age	ency Billings	\$	6,351	\$ 0	\$	6,000	\$	0	\$ 0	\$ 0

### 2011 **ACTUAL**

#### **Summary by Major Object:**

Permanent Salaries Hourly Employee Pay Overtime Pay Fringe Benefits Purchased Services Supplies Inter-Departmental Charges Debt/Other Financing Uses Capital Assets Total Expenditures

Total Inter-Agency Billings Net Budget

	2000	<u>3000</u>	4000	<u>5000</u>	<u>6000</u>	7000	8000	9000	<u>Total</u>
\$	132,387	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 132,387
	127,246	0	0	0	0	0	0	0	127,246
	1,031	0	0	0	0	0	0	0	1,031
	52,241	0	0	0	0	0	0	0	52,241
	11,535	0	0	0	0	0	0	0	11,535
	36,927	0	0	0	0	0	0	0	36,927
	3,575	0	0	0	0	0	0	0	3,575
	12,364	0	0	0	0	0	0	0	12,364
_	0	0	0	0	0	0	0	0	0
\$	377,305	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 377,305
	6,351	0	0	0	0	0	0	0	6,351
\$	370,954	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 370,954

### 2012 ADOPTED

#### **Summary by Major Object:**

	2000	3000		4000		5000		6000		7000		8000		9000		Total
Permanent Salaries	\$ 101,395	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$ 101,395
Hourly Employee Pay	158,962		0		0		0		0		0		0		0	158,962
Overtime Pay	1,129		0		0		0		0		0		0		0	1,129
Fringe Benefits	49,120		0		0		0		0		0		0		0	49,120
Purchased Services	17,026		0		0		0		0		0		0		0	17,026
Supplies	21,765		0		0		0		0		0		0		0	21,765
Inter-Departmental Charges	514		0		0		0		0		0		0		0	514
Debt/Other Financing Uses	43,500		0		0		0		0		0		0		0	43,500
Capital Assets	 0		0		0		0		0		0		0		0	 0
Total Expenditures	\$ 393,411	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$ 393,411
Total Inter-Agency Billings	 0		0		0		0		0		0		0		0	 0
Net Budget	\$ 393,411	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$ 393,411

# 2012 PROJECTED

### **Summary by Major Object:**

Permanent Salaries Hourly Employee Pay
Overtime Pay
Fringe Benefits
Purchased Services
Supplies
Inter-Departmental Charges
Debt/Other Financing Uses
Capital Assets
Total Expenditures
Total Inter-Agency Billings
Net Budget

 <u>2000</u>	<u>3000</u>	<u>4000</u>	<u>50</u>	<u>00</u>	<u>6000</u>	<u>7000</u>	<u>8000</u>	<u>9000</u>	<u>Total</u>
\$ 101,395	\$ 0	\$ 0	\$	0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 101,395
158,962	0	0		0	0	0	0	0	158,962
1,129	0	0		0	0	0	0	0	1,129
49,120	0	0		0	0	0	0	0	49,120
17,026	0	0		0	0	0	0	0	17,026
21,765	0	0		0	0	0	0	0	21,765
514	0	0		0	0	0	0	0	514
43,500	0	0		0	0	0	0	0	43,500
0	0	0		0	 0	 0	 0	0	 0
\$ 393,411	\$ 0	\$ 0	\$	0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 393,411
 6,000	 0	0		0	0	0	0	 0	 6,000
\$ 387,411	\$ 0	\$ 0	\$	0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 387,411

# 2013 REQUESTED

### **Summary by Major Object:**

	2000	3000		4000		<u>5000</u>		6000		7000		8000		9000		Total
Permanent Salaries	\$ 101,548	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$ 101,548
Hourly Employee Pay	161,215		0		0		0		0		0		0		0	161,215
Overtime Pay	1,095		0		0		0		0		0		0		0	1,095
Fringe Benefits	49,343		0		0		0		0		0		0		0	49,343
Purchased Services	17,258		0		0		0		0		0		0		0	17,258
Supplies	21,765		0		0		0		0		0		0		0	21,765
Inter-Departmental Charges	3,636		0		0		0		0		0		0		0	3,636
Debt/Other Financing Uses	43,500		0		0		0		0		0		0		0	43,500
Capital Assets	 0		0		0		0		0		0		0		0	 0
Total Expenditures	\$ 399,360	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$ 399,360
Total Inter-Agency Billings	 0		0		0		0		0		0		0		0	0
Net Budget	\$ 399,360	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$ 399,360

# 2013 EXECUTIVE

### **Summary by Major Object:**

	2000		3000		<u>4000</u>		<u>5000</u>		6000		7000		8000		9000		<u>Total</u>	
Permanent Salaries	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0
Hourly Employee Pay		0		0		0		0		0		0		0		0		0
Overtime Pay		0		0		0		0		0		0		0		0		0
Fringe Benefits		0		0		0		0		0		0		0		0		0
Purchased Services		0		0		0		0		0		0		0		0		0
Supplies		0		0		0		0		0		0		0		0		0
Inter-Departmental Charges		0		0		0		0		0		0		0		0		0
Debt/Other Financing Uses		0		0		0		0		0		0		0		0		0
Capital Assets		0		0		0		0		0		0		0		0	 	0
Total Expenditures	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0
Total Inter-Agency Billings		0		0		0		0		0		0		0		0		0
Net Budget	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0

# 2013 ADOPTED

# **Summary by Major Object:**

	2000		3000		4000		5000		6000		7000		8000		9000		Total	
Permanent Salaries	\$ 	0	\$ 	0	\$ 	0												
Hourly Employee Pay		0		0		0		0		0		0		0		0		0
Overtime Pay		0		0		0		0		0		0		0		0		0
Fringe Benefits		0		0		0		0		0		0		0		0		0
Purchased Services		0		0		0		0		0		0		0		0		0
Supplies		0		0		0		0		0		0		0		0		0
Inter-Departmental Charges		0		0		0		0		0		0		0		0		0
Debt/Other Financing Uses		0		0		0		0		0		0		0		0		0
Capital Assets		0		0		0		0		0		0		0		0		0
Total Expenditures	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0
Total Inter-Agency Billings		0		0		0		0		0		0		0		0		0
Net Budget	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$	0	\$ •	0	\$	0

Final column of service summa	ry should poi	nt to: E	executive					
	2000	3000	<u>4000</u>	<u>5000</u>	6000	<u>7000</u>	8000	9000
Total Expenditures	0	0	0	0	0	0	0	0
Total Inter-Agency Billings	0	0	0	0	0	0	0	0

# **Common Council**

Agency Number: 06

Budget Function: General Government

The Common Council has responsibility for the management and control of City property, finances, highways, navigable waters, and public service; and has the power to act for the government and the good order of the City, for its commercial benefit and for the health, safety, and welfare of the public. It may carry out its power by license, regulation, suppression, borrowing of money, tax levy, appropriation, fine, imprisonment, confiscation and other necessary or convenient means. (Section 62.11 Wisconsin Statutes.)

Major Service	 2011 Actual	 2012 Adopted	<u> P</u>	2012 Projected	2013 Request	 013 cutive		2013 Adopted
Common Council	 370,954	 393,411		387,411	399,360	 0	_	0
Agency Total	\$ 370,954	\$ 393,411	\$	387,411	\$ 399,360	\$ 0	\$	0

#### **Requested Budget Highlights**

The Budget includes:

1.

#### **Common Council**

#### **Budget Service Descriptions:**

#### **Common Council**

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

The Council office provides staffing through the Administrative Assistant and the Secretary 1, who perform various administrative, management, and clerical functions for Council members.

Service Summary												
		2011 Actual		2012 Adopted		013 cutive						
Total Expenditures Less Inter-Agency Billings	\$	377,305 6,351	\$	393,411 0	\$	0						
Net Total	\$	370,954	\$	393,411	\$	0						

# Common Council Summary by Major Object of Expenditure

	2011 Actual		2012 Adopted		2012 Projected			2013 Request	2013 Executive			2013 Adopted
Permanent Salaries	\$	132,387	\$	101,395	\$	101,395	\$	101,548	\$	0	\$	0
Hourly Employee Pay		127,246		158,962		158,962		161,215		0		0
Overtime Pay		1,031		1,129		1,129		1,095		0		0
Fringe Benefits		52,241		49,120		49,120		49,343		0		0
Purchased Services		11,535		17,026		17,026		17,258		0		0
Supplies		36,927		21,765		21,765		21,765		0		0
Inter-Departmental Charges		3,575		514		514		3,636		0		0
Debt/Other Financing Uses		12,364		43,500		43,500		43,500		0		0
Capital Assets		0	_	0	_	0	_	0		0	_	0
Total Expenditures	\$	377,305	\$	393,411	\$	393,411	\$	399,360	\$	0	\$	0
Inter-Agency Billings		6,351		0		6,000		0		0		0
Net Budget	\$	370,954	\$	393,411	\$	387,411	\$	399,360	\$	0	\$	0