

**2022 Agency Operating Budget  
Agency Briefing Slides**

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# Assessor

Michelle Drea, City Assessor

## 1. *Highlights & Major Changes:*

- Restores a \$3,000 reduction in postage and a \$5,000 reduction in mileage from the 2021 Adopted Budget. These items were reduced due to fewer in-person inspections in 2021 because of COVID-19.
  - In-person inspections will most likely resume in 2022. We have pivoted to online information temporarily as a safety measure but will need to resume field inspections to ensure the efficacy of our data.
- Provides \$2,000 to support escalating contract costs of the City's commercial real estate software subscription.
- Includes funding for 2.0 FTE, including an Appraiser and an Assessment Technician, which will start in July 2022 to support the Final Attachment of the Town of Madison (\$79,500)
  - In order to ensure equitable and accurate assessments for the Town of Madison, additional personnel are required. We will have one full-time appraiser responsible for all of the Town parcels paired with an Assessment Technician/Property Lister.

# Office of the City Attorney

Michael Haas, City Attorney

## 1. **Highlights & Major Changes:**

- The Office of the City Attorney's 2022 Executive Budget is basically cost to continue with a \$10,000 reduction.
- There was no elimination or reduction of hours to current full, part-time or hourly positions. We have the funds and ability to continue our Prosecution Intern, Public Interest, and Diversity Clerkship programs on a part-time basis.
- The OCA will continue to provide legal services to City Departments transitioning their services to former Town of Madison residents and supporting the City's other initiatives and priorities.

## 2. **Reduction Scenarios:**

- Office Supplies reduced by \$ 1,400
- Copy Services reduced by \$1,500
- Conferences and Training reduced by \$3,400
- Printing Services Reduced by 3,000
- Furniture reduced by \$700

## 3. **Supplemental Requests:**

- The OCA 2022 Executive Budget contains no Supplemental Requests

# Building Inspection Division

Matt Tucker, Building Inspection Division Director

## ***Agency Mission:***

The mission of Building Inspection is to ensure the wellbeing of people through ensuring the safety of property. The agency seeks to maintain public trust and confidence by improving the construction and maintenance of structures and property, administering codes and ordinances, continually improving codes, procedures, and regulations, providing information to its customers, and providing high quality services.

## ***Agency Overview***

The Agency is responsible for inspection, zoning and code enforcement, and consumer protection. The goal of Building Inspection is to ensure services are efficiently delivered and accessible to residents. Building Inspection will advance this goal by reviewing and updating Madison General Ordinances, proactively completing field observations of blighted areas, maximizing capacity by utilizing inspectors for less traditional roles, and standardizing processes.

## ***Our Services:***

- ***Consumer Protection***
- ***Health and Welfare***
- ***Inspection***
- ***Systematic Code Enforcement***
- ***Zoning and Signs***

# Building Inspection Division

Matt Tucker, Building Inspection Division Director

## 1. *Highlights & Major Changes:*

- Reductions of \$149,000 (or 3%) from Building Inspection's cost-to-continue to executive budget.
  - Holding two currently vacant Code Enforcement Officer positions (2.0 FTE) vacant for all of 2022 (One-time reduction: \$223,819).
- Transfer of a vacant Administrative Clerk position (1.0 FTE) from the Planning Division to Building Inspection to better align the budget with service delivery (Ongoing increase: \$68,904). This transfer has already been authorized by resolution in 2021.

# Community Development Authority (CDA)

Matt Wachter, Executive Director | Larry Kilmer, Deputy Director

## 1. Reduction Scenarios:

- Reduction Scenarios were not provided based on guidance from Finance due to the CDA's financial structure as an Enterprise Agency.

## 2. Highlights:

- Agency 91: Redevelopment
  - *Redevelopment – Cost to continue with an additional increase in CDA staff time due to an influx of Redevelopment involvement in items such as the State Street Pop-Up shops, Triangle Redevelopment, Public Housing Scattered Site Disposition, and Village on Park Redevelopment.*
- Agency 92: Public Housing & Voucher Program
  - *Public Housing - Budget is Cost to Continue with an increase in Agency Billings due to increases in HUD Capital Fund Revenue*
  - *Voucher Program – Budget is increased to allow for the addition of 2021 mainstream vouchers, American Rescue Act emergency vouchers, & an additional 10% of funding to the voucher program based off of early projections*
    - *Budget created with additional FTEs based on amount of additional funding & capacity needed to administer the additional vouchers*



# CIVIL RIGHTS

Norman D. Davis, Director

## 1. **Highlights & Major Changes:**

- Includes reductions of \$7,200 (or 0.3%) from the Department of Civil Rights' cost-to-continue to executive budget.
- Includes funding for a 0.6 FTE Community Connector position. This new bilingual and bicultural position will administer language access services and connect residents with City programs, services, and resources (Ongoing Increase: \$47,200).

## 2. **Reduction Scenarios:**

- Decreased memberships to maintain only certification-related memberships for credentialed positions (One-time Reduction: \$2,700)
- A reduction to the agency's other services and expense budget (One-time Reduction: \$4,500)

## 3. **Supplemental Requests:**

- The bilingual and bicultural 0.6 FTE Community Connector position will advance culturally appropriate language access services and connections in our community (Ongoing Increase: \$47,200).
- This position supplements the annual Language Access program funding of \$132,000, adding capacity to our Equity and Social Justice Division to better serve Spanish-speaking community members.
- Creates the opportunity to assess and refine community connection work in hopes of expanding to additional communities.



# City Clerk's Office

Maribeth Witzel-Behl, City Clerk

## 1. *Highlights & Major Changes:*

- Elections in February, April, August, November

## 2. *Reductions:* \$78,100 (or 2.2%)

- Fleet Services transports election equipment (Ongoing: \$28,100)
- Reducing advertising not legally required (Ongoing: \$10,000)
- Reducing polling place greeter positions (One-time: \$40,000)





# Community Development Division

Jim O'Keefe, Division Director

## 1. **Highlights & Major Changes:**

- Grants a reprieve from the 5% reduction in services
- Returns funding to the Community Building and Engagement Program that was put toward 2021 COVID Relief Fund
- Redirects Emerging Opportunities Program funds toward Homeless Services (\$150,000)
- Transfers CDD-administered peer support funds (\$200,000) to help implement Public Health-led Roadmap to Reducing Violence

## 2. **American Rescue Plan Act (one time funding):**

- Summer Youth Employment (\$650,000) – expand youth employment opportunities via new initiatives including Summer Service Corps and wage subsidy program
- Renter's Choice: Reducing Barriers to Renting (\$1 million) – create new program to help reduce barriers to housing caused by security deposit requirements
- Homeless Services Endowment Fund (\$2 million) – seed endowment to support future operating expenses for homeless shelter services
- Older Adults- healthy aging education & engagement (\$50,000) – develop strategies toward reaching more diverse population of older adults

# Economic Development Division

Matthew Mikolajewski, Director

## 1. **Highlights & Major Changes:**

- Madison Central Business Improvement District (BID) programming contribution shifted from Planning Division to Economic Development Division Budget (\$62,225)
- Otherwise, 2022 Executive Budget maintains current level of services and funding for the Economic Development Division

## 2. **Reduction Scenarios:**

- Holding a vacant Real Estate Specialist position (1.0 FTE) vacant for all of 2022 (One-time reduction: \$78,000)
- Decreasing the budget for Madison Region Economic Partnership (MadREP) membership to \$20,000 (Ongoing reduction: \$10,000)
- Reducing Madison Food Policy Council support from \$10,000 to \$3,000 to align budget with actual expenditures (Ongoing reduction: \$7,000)
- Allocating part of the EDD's director's hours to the Tax Incremental Financing (TIF) Districts (Ongoing reduction: \$14,000)

# Employee Assistance Program

Tresa Martinez, EAP Manager

## 1. *Highlights & Major Changes:*

2022 Executive Budget maintains the current service levels provided by the Employee Assistance Program.

- Includes a \$7,000 decrease for EAP's external employee assistance provider to bring the budget closer to actual spending.
- Includes \$6,000 to maintain external hosting of EAP data as it provides the best privacy.
- We have made efforts to expand the diversity of our EAP staff. We welcome two recent hires from the UW who are both Spanish speaking counselors. Both Arlyn and Mary have brought expertise in approaches supporting a diverse employee population by working to align organizational expectations with employee inclusion, equity, safety and a sense of belonging.

# Engineering

Rob Phillips – City Engineer

## 1. **Highlights & Major Changes:**

- Green Power Solar Trainee Program Expansion
  - Add third crew (1.0 FTE Electrician, 1.0 LTE Trainee and 1 hourly Trainee)
  - Funded entirely by Capital Budget
- Sidewalk Infrastructure Employment & Training Program (based on Green Power model) to provide employment and training opportunities, to increase diversity in construction trades and to create a pathway to permanent City employment
  - 1.0 FTE Public Works Foreperson added in 2022
  - 2.0 FTE Leadworkers, 1.0 FTE Equipment Operator 2's and 4 hourly Trainees added in 2023
  - Funded entirely by Capital Budget

## 2. **Reduction Scenarios:**

- Convert plantings at some medians to lower maintenance options such as concrete, low-mow fescue or turf (\$78,578 savings)
- Comprehensive analysis of how the majority of positions in the Engineering Division were being budgeted yielded various increases and decreases across the four Operating Budgets, netting to a \$174,690 savings to the Engineering Budget.

# Landfill

Rob Phillips – City Engineer

## 1. **Highlights & Major Changes:**

- 2022 Executive Operating Budget maintains the current level of services, with no change to the Landfill Remediation Fee schedule.
- Application of \$609,670 in Cash Reserves (Currently \$5.6 million Cash Balance)
- Executive Budget includes the following Landfill improvements:
  - Header Replacement at the Mineral Point Landfill (\$120,000)
  - Header Replacement at the Olin Landfill (\$90,000)
  - Additional Groundwater Well Nest at Sycamore Landfill (\$30,000)
  - Mineral Point Scrubber Condensate discharge piping (\$60,000)

# Sewer Utility

Rob Phillips – City Engineer

## 1. **Highlights & Major Changes:**

- Anticipated 5% Rate Increase (~\$1.61 per month for the average residential customer)
- Approximately \$296,000 savings in salaries and benefits from reallocation of budgeted staff time across all funds, particularly to Capital projects
- \$1.7 million projected increase to MMSD treatment charges (~5.9% increase over 2021 projected costs)
- \$123,000 reduction to vehicle and equipment repairs to reflect all outsourced repairs now flowing through Inter-D Charges from Fleet



# Stormwater Utility

Rob Phillips – City Engineer

## 1. *Highlights & Major Changes:*

- Anticipated 7% Rate Increase (~\$0.77 per month for the average residential customer)
- \$1,000,000 for continuation of Watershed Studies
- Approximately \$84,000 savings in salaries and benefits from reallocation of budgeted staff time across all funds, particularly to Capital projects

## 2. *Supplemental Requests:*

- Add 1.0 FTE Conservation Technician to replace a full time hourly Professional Assistant position and additional hourly funding to add two (for a total of four) greenway restoration interns (fully funded by Stormwater)

# Finance Department

David Schmiedicke, Finance Director

## **1. 2022 Highlights & Major Changes:**

- Create new Internal Audit Service; Internal Audit Manager position created through reclassification in 2021

## **2. 2022 Reduction Scenarios:**

- Reclass Document Services Specialist 2 to DSS 1 – saves \$19,000

## **3. 2022 Supplemental:**

- Printing of tax bills to former Town of Madison property owners -- \$4,000

# Fire Department

Steve Davis, Fire Chief

## 1. *Highlights & Major Changes:*

- Add \$1 million to fund 10.0 FTE firefighters to address overtime issues due to increased unplanned absences.
- Add 1.0 FTE Elevator Code Enforcement Officer position (\$86,700) and associated revenue with the increased inspections anticipated to be completed with the addition of the position (\$187,000).

## 2. *Reduction Scenarios:*

- Eliminate \$30,000 in equipment lease expenses; medical vending machines sold to Dane County in 2020 in joint venture to facilitate re-supply at area hospitals for Dane County EMS participants.

## 3. *Supplemental Requests:*

- Executive budget added 10.0 FTE firefighters (referenced above) from agency request of 16.0 FTE firefighters.

# Fleet

Mahanth S. Joishy, Fleet Superintendent

## 1. *Highlights & Major Changes:*

- Increases the Fleet agency billings by \$340,700. This is primarily driven by increased utility costs at the new Nakoosa Trail Fleet Facility that opened in Fall 2020, as well as ongoing costs of the Fleet GPS system. The utility costs of 4 operational facilities have been consolidated into one at Nakoosa Trail.
- Prioritizes growing our own diverse workforce by continuing the high school and technical college apprenticeship program- and helping expansion to other City departments. Currently we have 5 apprentices.
- Fleet auction program is bringing in record-setting revenue to the City in 2021 (\$1.3 million and counting).

## 2. *Reduction Scenarios:*

- Eliminates two vacant positions (2.0 FTE) and change an existing Auto Maintenance Worker position to a Fleet Technician to support work from the two position reductions (Ongoing net reduction: \$132,100).
- Reduces discretionary overtime (Ongoing reduction: \$25,000).
- For the first time in recorded memory, the City fleet is rightsizing, or reducing the total number of assets to maintain and replace. Estimated savings is \$50,000 annually beginning in 2022.

# HUMAN RESOURCES DEPARTMENT

Harper Donahue, IV, Director

## 1. *Highlights & Major Changes:*

- \$50,000 in ongoing funding for new software to manage personnel documents and streamline processes related to employee onboarding.
- A one-time \$25,000 reduction in funding for training and consultant services.
- Reduced funding for city-wide drug-testing (Ongoing reduction - \$10,000).

## 2. *Supplemental Requests:*

- The \$50,000 in ongoing funding for a software-based employee onboarding system will assist in meeting sustainability goals by digitizing and eliminating many paper-based forms required for employee onboarding. As a result, the system should reduce the need for employees to travel from their worksites to Human Resources to attend orientation sessions and drop off hiring documents. In addition, HR staff efficiency should increase as future digital hiring documents will be able to be processed more quickly.

# Information Technology

Sarah Edgerton, IT Director

## ***Highlights & Major Changes***

- Annual increase to software subscriptions/maintenance costs (\$85,000)
- New annual subscription/maintenance costs for Microsoft 365 (\$1.5 million)

## ***Reduction Scenarios***

- Holding the IT Technical Services Manager position (1.0 FTE) vacant for half of 2022 and under filling by one range lower than originally budgeted (One-time reduction: \$53,000)
- Under filling three IT Specialist positions (3.0 FTE) (One-time reduction: \$13,000)

## ***Supplemental Requests***

- New IT Specialist position (1.0 FTE) that provides services to Public Health and is entirely funded by Public Health
- New Media Team position to support audiovisual needs for the City of Madison. Funded by the Audiovisual Systems capital program at an estimated ongoing cost of \$75,000



# Library

Greg Mickells, Library Director

## 1. *Highlights & Major Changes:*

- Reduction of \$98,000 from cost to continue budget.

## 2. *Reduction Scenarios:*

- Reductions to programing services and supplies, \$30,000.
- Elimination of any furniture purchases in 2022, \$22,964.
- Elimination of third party provider for remote telephone services, replaced with an internal system, \$17,400.
- Discontinuation of armored car services, \$13,600.
- Reductions to printing maintenance and marketing, \$14,000.
- Reduction of debt service payments, \$151,081 brings Library's total reductions to \$247,355.

# Metro Transit

Justin Stuehrenberg, General Manager

## 1. *Highlights & Major Changes:*

- Metro's 2022 Operating Budget includes \$15 million of federal economic recovery grants to support a return to pre-pandemic service levels by mid-2022. Funds are being used to supplement lost revenue due to decreased ridership, resulting from the pandemic. Ridership and associated revenues aren't expected to fully recover until 2024.
- In order to help offset the 50% reduction (\$8.8m) in state transit aid made by the State Legislature, Metro is receiving a \$5.2m grant from the State of Wisconsin through its share of American Rescue Plan Act (ARPA) funding.
- Includes a \$400,000 line item for consulting services, in order to conduct an onboard rider survey as required for Title VI. Metro was awarded a grant to cover 80% of the cost.
- Budget Neutral Personnel Changes:
  - Addition of 2 FTE Transit Service Worker positions. To be offset with a reduction in overtime costs for current staff.
  - Convert 3 FTE vacant Bus Cleaner positions to a Data Analyst (1 FTE) and Administrative Assistant (1 FTE).

## 2. *Special Notes for Future Operating Costs:*

- For 2022, Metro was able to take advantage of positive positions in the fuel markets during the pandemic and book gallons at a much lower cost than we've seen in recent history, saving \$1m. This is not a cost savings that we expect we can maintain in the coming years.
- Metro is looking to gain future operational savings with dollars requested in the Capital Budget, which allow us to make one-time purchases with the benefit of annual cost savings through increased efficiencies.

# Monona Terrace Community and Convention Center

Connie Thompson, Executive Director

## ***Highlights & Major Changes:***

- ❖ Includes a 5% (\$618,000) increase in operating expenses compared to Monona Terrace's 2021 Adopted Budget.
  - Monona Terrace reduced 2021 budgeted expenditures by \$1.62 million (17%) to offset revenue losses.
  - Budgeted increases in 2022 are needed to align with scheduled events, projected revenues, and the need to hire back some of the positions held open in 2021 due to budget constraints.
  - The open positions that we plan on filling will be analyzed through the Equitable Hiring Tool, prioritizing diversity in our workforce.
  - These ongoing increases include:
    - Permanent Wages and Benefits (\$285,000)
    - Hourly Wages (\$107,000)
    - Supplies (\$75,000)
    - Purchased Services (\$125,000)
- ❖ Assumes a slight increase in event revenue based on 2022 event analysis (\$46,000).
- ❖ Increases Room Tax net operating subsidy as approved by the Room Tax Commission (\$403,000).

# Municipal Court

Daniel P. Koval, Municipal Judge

## 1. **Highlights & Major Changes:**

- Includes reductions of \$11,900 (or 5%) to various supply and services budgets to reflect changes in service delivery. (Ongoing reduction: \$11,900)

## 2. **Reduction Scenarios (if applicable):**

- \$2,659 reduction in overtime
- \$9,241 reduction in purchased services

# Parking Division

Sabrina Tolley, Assistant Parking Utility Manager

## 1. **Highlights & Major Changes:**

- Recreates three vacant part-time cashier positions into an Accountant 1 position.
- Retains position authorization but removes funding for three vacant part-time positions and creates a 1.0 Admin Clerk 1 position for Parking Enforcement operations.
- Reduced revenue projections by \$242,500 for license/permit revenues compared to 2021 due to continued COVID-19 impacts on parking demand.
- Creation of a fifth service in the Operating Budget for Parking Enforcement activities previously budgeted under other services (no fiscal impact).
- Utilizes \$6.2M in reserve fund balance to cover continued revenue losses and operating deficits resulting from COVID-19 related impacts. The reserve fund balance is projected to be \$4.6M by year-end 2022, reflecting a \$17M decrease in reserve funds from the beginning of 2020 (\$21.6M balance) to year-end 2022.
- Includes \$120K in funding for potentially leasing a facility to house enforcement personnel, equipment, and supplies.

# Parks Division

Eric Knepp, Parks Superintendent

## ***2022 Highlights & Major Changes:***

- **Community Recreation Services:**
  - Transition two 0.8 FTE Park Ranger positions to two 1.0 FTE Park Ranger positions, net neutral within salaries and benefits major
  - Reduce \$12K in purchased supplies
- **Olbrich Botanical Gardens:**
  - Increase of \$60K for revenue from concessions, facility rental, and admissions due to complete expansion of Olbrich
  - Reduce \$18K of funding for overtime and hourly laborers
- **Park Maintenance Service:**
  - Addition of \$67.4K for 1.0 FTE Conservation Tech Trainee Program as part of Equitable Green Job Initiative
  - Support of \$11K for the Town of Madison Final Attachment on October 31, 2022
  - Reduce \$39.3K of funding for hourly wages along with \$15K of purchased supplies
- **Planning & Development Services:**
  - Transition one 1.0 FTE Landscape Architect position to be fully supported by capital funding, reduction of \$45.6K in operating budget
- **Warner Park & Community Center:**
  - The 2022 Executive Budget maintains the current level of service.



# Parks Division

Eric Knepp, Parks Superintendent

## ***2022 Reduction Scenarios:***

- **Community Recreation Services – Reduction of \$12K in purchased supplies (8% of purchased supplies budget)**
  - Impact: Parks programming and volunteer material support will be reduced.
- **Olbrich Botanical Gardens – Reduction of \$18K for overtime and hourly laborers (10% of salaries budget)**
  - Impact: Staff ability to maintain new building facilities, gardens and amenities will be reduced or delayed.
- **Park Maintenance Service – Reduction in Supplies and Hourly wages total \$54.3K**
  - Impacts:
    - Reduction in Purchased Supplies will reduce administrative and operational support resources by 2.4% compared to total supply
    - Reduction of \$39.3K in Hourly wages (6.3% compared to hourly wages) will reduce (2,358 of seasonal laborer hours) in the following services:
      - Reduce shelter restroom availability
      - Reduce trash picking
      - Reduce median string trimming
      - Reduce Mall bus stop power washing
      - Reduce park trail maintenance
- **Planning & Development Services: – Reduction of \$45.6K in salaries and benefits**
  - Impact: Staff time available to complete non-capital work such as neighborhood planning, future park planning work, impact fee management and GIS development/management will be reduced.

# Parks Division

Eric Knepp, Parks Superintendent

## ***2022 Supplemental Requests:***

- Conservation Tech Trainee Program \$67.4K
  - Change: Funding to support a trainee position focused on land stewardship including maintenance, restoration and volunteer coordination.
  - Impacts:
    - Provide career opportunities and diversify the workforce by creating a technical trainee program.
    - Develop sustainable land stewardship practices of natural areas within the system.
    - Provide for experience, training and support to obtain relevant credentials.
    - Amplify efforts through intentional engagement with communities of color and partnering organizations through volunteer coordination.

# Golf Enterprise

Eric Knepp, Parks Superintendent

## ***2022 Highlights & Major Changes:***

- 2022 Golf Enterprise Executive Budget maintains current operating model and level of service
- Reopening of Glenway Golf Course to golf in 2022
  - Community-centered programming to increase access and sense of belonging to the course
  - Improved golfing experience and expanded sustainable land management practices
- Ongoing major concerns with failing infrastructure of courses, buildings and equipment impacting profitability
  - Stormwater and drainage issues resulting in course closures in wet years/periods
  - Deteriorating mechanical and structural systems of clubhouse, maintenance and restroom buildings
  - Aging fleet of equipment requiring regular repair, resulting in delays in course maintenance
- Anticipate further implementation of the Golf Task Force's recommendations, including potential hole closure

# PCED Office of the Director

Matt Wachter – PCED Director

## 1. **Highlights & Major Changes:**

- 2022 Executive Budget maintains current level of services and funding for the agency

## 2. **Supplemental Request:**

- Recreate vacant Admin Clerk position as a Public Information Officer for PCED
- Position will focus on creating proactive communications and enable the Department to better inform the public on large projects and initiatives

# Planning Division

Heather Stouder, Director

## 1. **Highlights & Major Changes:**

- 2022 Executive Budget maintains current staffing levels with very slight changes in service provision

## 2. **Reduction Scenarios:**

- (\$10,000) removing budget for Mayor's Neighborhood Conference
- (\$5,000) reduction from 2021 for Placemaking Funds to reflect actual spending
- (\$62,225) transfer to Economic Development Division for support of the Downtown BID
- (\$69,000) transfer to Building Inspection for support of Information Clerk position (already approved by resolution in 2021)

## 3. **Supplemental Requests:**

- \$24,000 increase for Town of Madison Communications effort to total of \$54,000 in 2022
- \$1,000 increased contribution to the Greater Madison Metropolitan Planning Organization to take full advantage of federal matching funds

# Police Department

Chief Shon F. Barnes

## 1. **Highlights & Major Changes:**

- The 2022 Executive Budget maintains the current level of services, plus supplemental request.
- **Executive Budget Theme: Equitable Services to Town of Madison**
  - Addition of 8 commissioned positions to extend services to new residents, plus one-time transitional costs in supplies/services

## 2. **Reductions:**

- Eliminate 1 vacant PRT hourly position, eliminate ProTraining, realize systems licenses savings (\$103,000 total)
- Eliminate Crimestoppers/Social Media Officer; replace with civilian Community Relations Specialist (results in net savings)

## 3. **Supplemental Request: “Police Data, Innovation and Reform Initiative”**

- **Executive Budget Theme: Innovation in Violence Prevention and Public Safety**
  - Goal: to create an improved structure around data collection, analysis supporting data-informed decision making, violence reduction and crime prevention within MPD
  - Addition of civilian Police Reform and Innovation Director
  - Upgrade two Detectives to a Detective Sergeant for Professional Standards & Internal Affairs and a Sergeant for the Gang Neighborhood Crime Abatement Team
  - Excluding the Town of Madison resources, these changes result in a net *decrease* of commissioned authorized strength.

# Public Health Madison and Dane County

Janel Heinrich, Director

## 1. *Highlights & Major Changes:*

- COVID-19 response and recovery activities will continue into 2022 and are supported by Federal grant dollars distributed to PHMDC via the WI Department of Health Services.
- Includes transferring funds currently in the Community Development Division – Community Support Services budget to Public Health’s Policy, Planning, and Evaluation budget to support of (gun) violence prevention efforts. This will be fully funded by the City.
- With the exception of the above changes, the 2022 Executive Budget maintains current level of services and funding for the agency with no major changes to programs.

## 2. *Supplemental Requests:*

- Add two positions to the PHMDC roster. Expenses will be offset with PHMDC fund balance. The two positions include:
  - IT Specialist within the City of Madison IT department to support the ongoing technical needs of PHMDC.
  - Senior Accountant to the Budget & Finance team to support the increasing workload and complexity of work of this unit.
- A strong administrative infrastructure supports the robust delivery of services.
  - Increasing capacity to support IT and Budget & Finance functions supports the goal of the Administration service: clear, accessible, and efficient systems and well-documented processes for all administrative functions. This allows program areas to focus additional attention and capacity on addressing gaps, removing barriers, and more equitably distributing services, as well as improving engagement with community partners and clients.

# Room Tax Commission

David Schmiedicke, Finance Director (staff to commission)

## 1. **2022 Highlights & Major Changes:**

- \$14.25 million in revenues (25% below 2019) -- \$9.975 million to Room Tax Commission and \$4.275 million to General Fund
- Monona Terrace – \$4.1 million (up \$350,000)
- Overture -- \$1.6 million (up \$100,000)
- Destination Madison -- \$4.1 million (up \$200,000)
- Sister Cities -- \$20,000 (up \$2,000)
- City Tourism -- \$125,000 (down \$15,000 – 2021 included one-time \$45,000 allocation for Music Tourism Study)

## 2. **2020 and 2021 -- Recent Reductions and Actions:**

- 2020 revenues down 70% compared to 2020 pre-pandemic forecast; original allocations to programs cut 50%; no transfer to General Fund; \$1.8 million deficit.
- 2021 revenues down 33% compared to original 2021 forecast; projected \$5.1 million deficit.
- 2021 Mid-Year Appropriation Resolution -- \$2.4 million transfer into Room Tax Fund from TID 25 surplus; forego \$2.7 million transfer of room tax revenue to General Fund



# STREETS DIVISION

Charlie Romines, Streets & Urban Forestry Superintendent

## 1. *Highlights & Major Changes:*

- Sorting Special Charge to support the costs of the City's recycling service. The Sorting Special Charge would be charged to customers that receive the City's recycling service, and would support costs associated with the City's recycling contracts and staff time for recycling collection. The Executive Budget recommends that the Sorting Special Charge would be implemented in July 2022 to allow time for implementation, such that it would be fully phased in by 2023 (Revenue increase of \$1.5m in 2022; Ongoing revenue increase of \$3.0m per year beginning in 2023).
- Includes \$124,900 for the Town of Madison Final Attachment on October 31, 2022. Four Street Machine Operators (4.0 FTE) in the 4th quarter of 2022 (ongoing: \$124,900). Supplies and other services are also included in the budget for Town of Madison Annexation.
- Moves 2 Parks Arborists to the Urban Forestry Special Charge from Capital and General Fund support, partially funds a GIS position. In total the proposed increase is 4.8% (\$176k) which translates to \$0.28 per month for a residential household.

## 2. *Reduction Scenarios:*

- Includes Seasonal Hourly reductions of \$73,800 from the Streets Division's cost-to-continue to executive budget. Changes include:
  - Reducing funding for seasonal and hourly staffing for solid waste collection, including refuse collection, large item pickup, and transfer station scale hours (Ongoing reduction: \$36,700). **Scheduled Brush collection service will be reduced from six annual collections to five. This is down from nine in 2019. FTE staff will likely be pulled from non scheduled services like Street repair, mowing and island\median cleaning in order to fill jobs normally covered by seasonal laborers in Large Item & Solid Waste collection services.**
  - Reducing funding for hourly positions for drop-off sites (Ongoing reduction: \$25,500). **Closing and moving the Badger Rd Drop off Site to Southpoint beginning in mid March. Likely required anyway as part of the Spring of 2022 Badger Rd Salt storage building construction.**
  - Reducing funding for seasonal and hourly workers to support leaf collection (Ongoing reduction: \$11,700). **Service level will be covered with available OT as needed.**

## 3. *Supplemental Requests:*

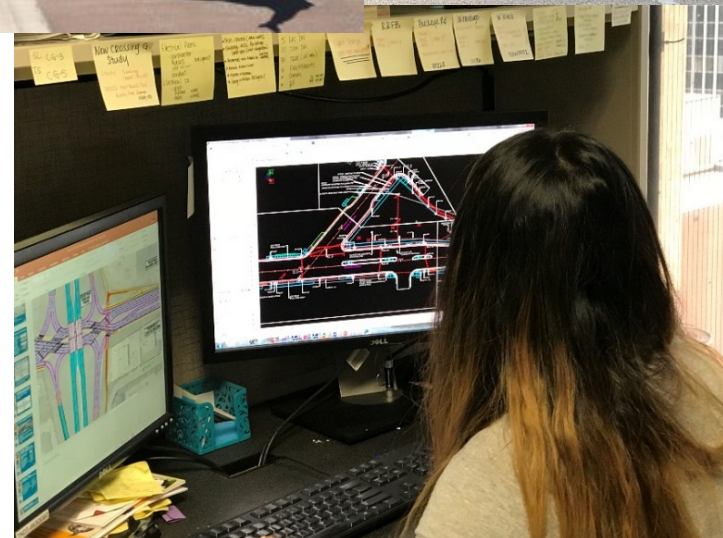
- Provides funding for two Streets Division Trainee positions, the cost of which is partially offset by a \$40,000 reduction in hourly wages (ongoing net increase: \$49,000).

# Traffic Engineering

Yang Tao, Ph.D., P.E., City Traffic Engineer

## 1. Highlights & Major Change:

- 7 major services
  - Bicycle & Pedestrian Services
  - Communications: Radio and Municipal
  - Pavement Markings
  - Signing
  - Streelighting
  - Traffic Signals
  - Data, Mapping and Engineering Services
  
- Systematically converting streetlights to LED and anticipating significant reduction in energy use and savings in electricity cost
  
- More proactively addressing the needs of a growing community and promoting greater public safety with a stronger focus on equity and engagement



# Traffic Engineering

Yang Tao, Ph.D., P.E., City Traffic Engineer

## 2. Reduction Scenarios

- Energy savings from the Streetlight LED Conversion Project (\$120,000): positive impact
- Paper Bicycle maps (\$3,800 + staff time): minimal impact
- Payroll charges to capital projects (\$60,000): moderate impact
- Communication Tech 1 position vacant in 2022 (\$75,000): moderate impact on delay in service

## 3. Supplemental Request:

- Electrical Operations Supervisor position to coordinate electrical field work and improve equity in service delivery. (\$104,000 in personnel cost and \$2,000 in supplies costs)

<b>Traffic Control Device Quantity</b>	<b>2014</b>	<b>2021</b>
Signalized Intersections (Located in the City and the County)	313	352 (up 12%)
RRFBs (Pedestrian warning signals)	15	97 (up 480%)
Speed Display Boards	18	78 (up 333%)
Traffic Condition Cameras	51	200 (up 292%)
City maintained Streetlight Circuits	309	340 (up 10%)
Diggers Hotline/mark TE facilities for underground projects		Up 50% in 10 years



# Transportation

Tom Lynch – Director of Transportation

## 1. *Highlights* :

- Manage the three transportation divisions
  - Traffic Engineering
  - Parking
  - Metro Transit
  
- Lead Major Transportation Planning Efforts
  - Bus Rapid Transit
  - Metro Initiatives
  - Transportation Demand Management
  - Complete Green Streets (w TE)
  - Vision Zero (w TE)



# Transportation

Tom Lynch – Director of Transportation

## 2. *Change - Supplemental Requests:*

- Includes the addition of an Engineer 3 (1.0 FTE) to support transportation planning and conceptual engineering. The Executive
  - Budget adds \$12,500 to fund the full 1.0 FTE with the remaining cost of the position covered within Transportation's existing cost-to-continue budget.
- Includes \$15,000 in hourly wages to fund a Code Enforcement Officer.
  - This position would administer a proposed Transportation Demand Management (TDM) program. Spending of this hourly funding will only occur if a TDM ordinance is passed in the fall of 2021.



# Water Utility

Krishna Kumar – General Manager

## *Total 2022 Budget Request: 46.8M*

2022 Executive Budget maintains current level of services and funding for the Water Utility

### MAJOR ITEMS:

▪ Operations & Maintenance:	19.6 M
▪ Debt Service:	19.5
▪ Transfer to the City (PILOT)	<u>7.7</u>
<b>Total (City Budgeting)</b>	<b>46.8</b>
▪ Transfer to Construction Fund	<u>2.6</u>
<b>Total (Fund Balance)</b>	<b>49.4M</b>

## Fund Balance Summary (in Million \$)

	FY 2020 Actual	FY 2021 Estimate	FY 2022 Request
<b>Opening Fund Balance</b>	<b>5.1</b>	<b>8.8</b>	<b>9.2</b>
Earned Revenues	45.7	46.6	46.8
Expenditures	(42.0)	(46.2)	(49.4)
Surplus (Deficit)	3.7	0.4	(2.6)
<b>Ending Fund Balance</b>	<b>8.8</b>	<b>9.2</b>	<b>6.6</b>