

2000
Program
of
Services

Service Areas

Community Maintenance

Public Safety

Leisure & Cultural

General Government

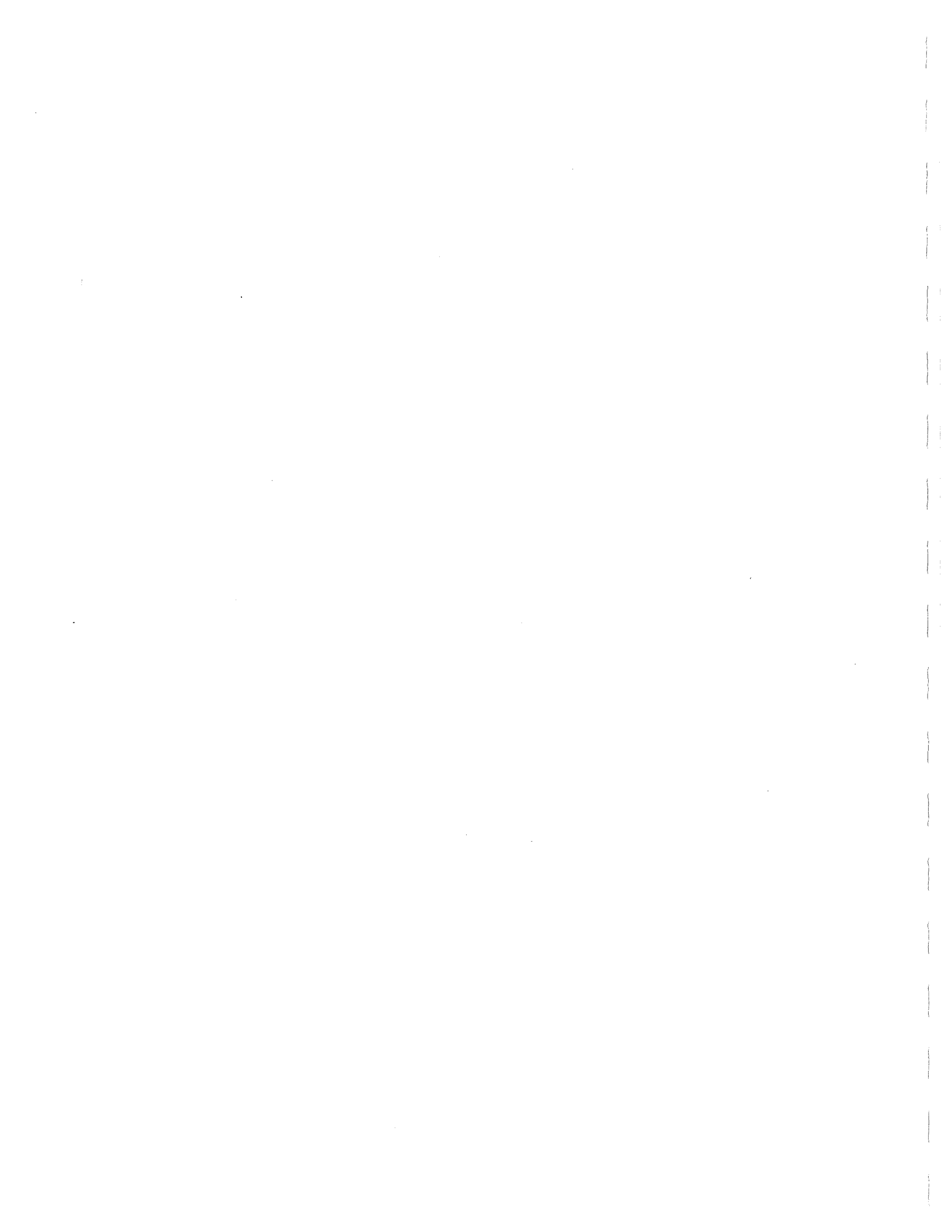
City of Eau Claire
Wisconsin

2000 Program of Services

Service Areas

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Summary By Service Area

The 2000 expenditures are presented by the four major functional services provided to the community:

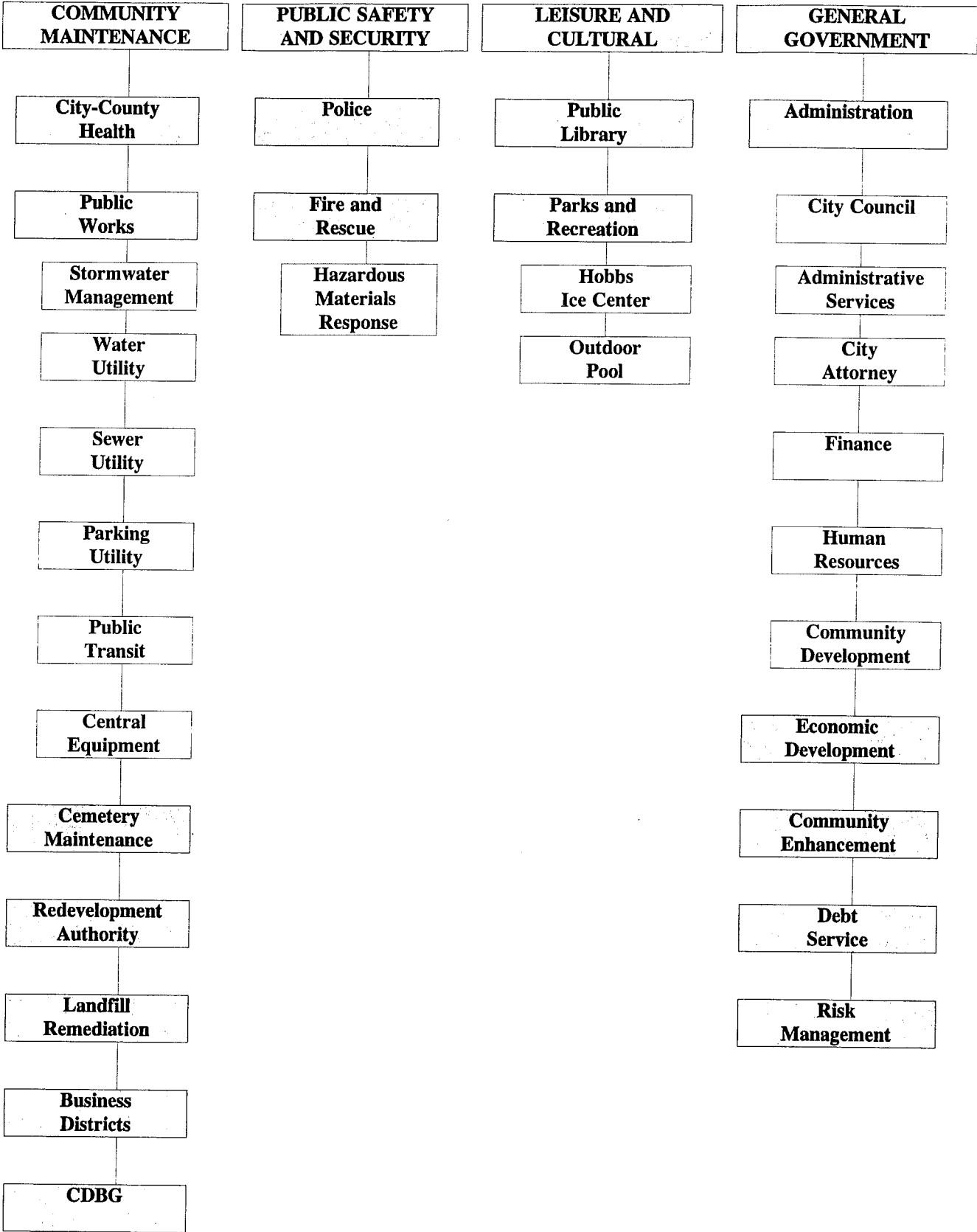
- Community Maintenance
- Public Safety
- Leisure & Cultural
- General Government

Each section provides financial plans, operation brochures and budget overviews.

The following chart shows how each department and fund fit into the services areas.

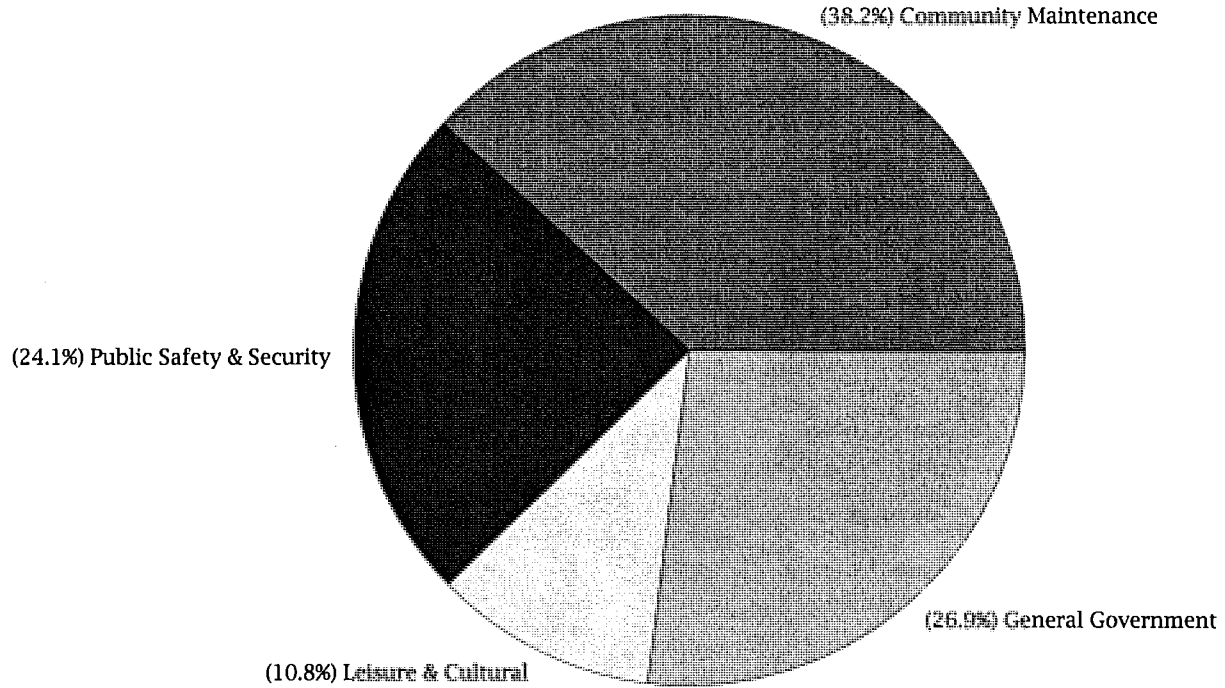


SUMMARY BY SERVICE AREA



SUMMARY BY SERVICE AREA

2000 Proposed Expenditures



Shown below is a summary of expenditures, both actual and proposed, for the major service areas.

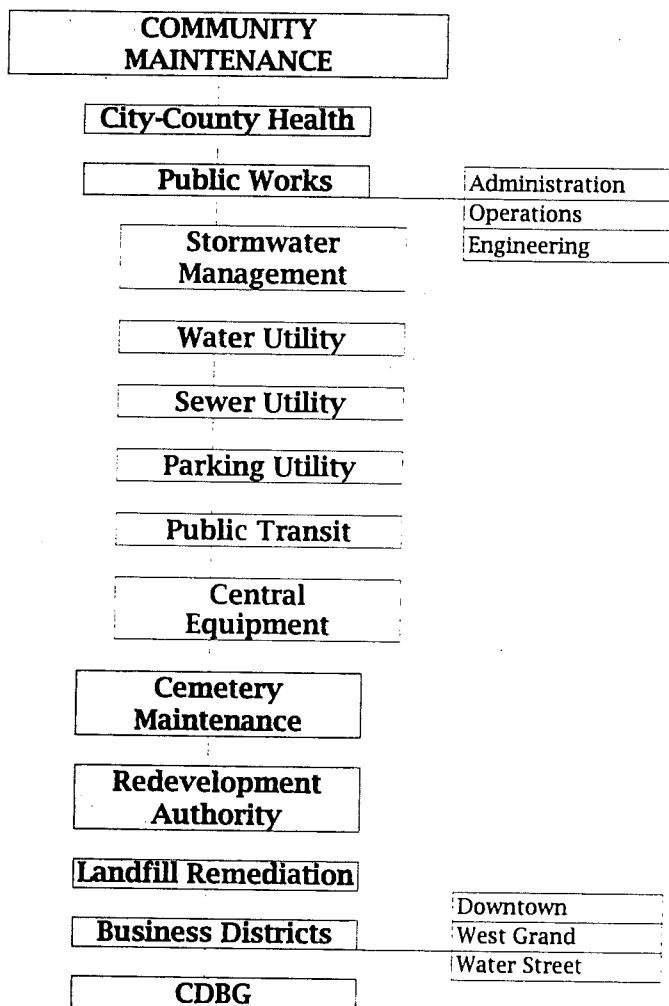
<u>Service Area</u>	<u>1998 Actual</u>	<u>1999 Adopted</u>	<u>1999 6 Month Actual</u>	<u>1999 Estimated</u>	<u>2000 Budget</u>
Community Maintenance	\$ 22,910,755	\$ 26,060,000	\$ 10,882,212	\$ 26,090,000	\$ 26,403,850
Public Safety & Security	15,450,941	16,118,800	7,426,888	16,289,740	16,668,500
Leisure & Cultural	6,244,385	7,222,300	2,921,500	7,222,800	7,442,600
General Government	<u>16,306,121</u>	<u>17,714,500</u>	<u>6,029,283</u>	<u>17,729,500</u>	<u>18,553,700</u>
Total - All Service Areas	\$ <u>60,912,202</u>	\$ <u>67,115,600</u>	\$ <u>27,259,883</u>	\$ <u>67,332,040</u>	\$ <u>69,068,650</u>

COMMUNITY MAINTENANCE

Overview

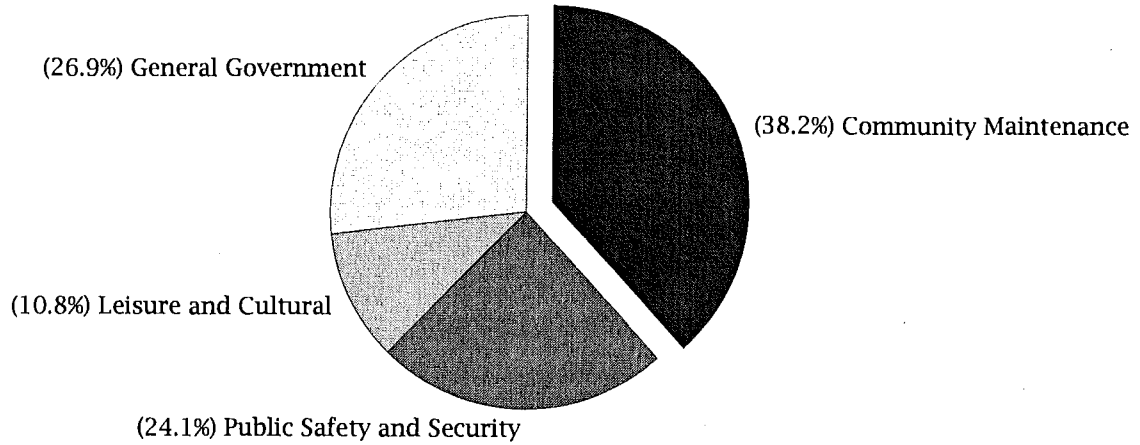
The Community Maintenance service area includes services of maintenance, safety and convenience for City residents. City-County Health maintains an environment that is conducive to the preservation of the community's health, comfort, safety, and well-being. Public Works maintains the City's buildings and streets, and is responsible for the design and construction of new streets and amenities. Stormwater Management constructs and maintains the stormwater drainage system and detention basins. The Water Utility provides an adequate, safe water supply for the City while the Sewer Utility maintains the sanitary sewer system and operates the Wastewater Treatment Plant for residential and industrial purposes. Parking Utility operates and maintains City-owned parking lots, ramps and meters. Public Transit operates and maintains the public transportation system. Central Equipment coordinates and maintains a centralized fleet management program for the City, including management of a facility in which to maintain the equipment. Cemetery Maintenance operates and maintains the City's two cemeteries. The Redevelopment Authority provides for acquisition and renovation or removal of properties in areas designated as blighted. Landfill Remediation is an expendable trust fund to account for revenues and expenditures related to the Remedial Investigation Feasibility Study of a former City landfill. The three Business Districts allow business property owners to develop and improve their areas of the City. Community Development provides decent housing and a suitable living environment primarily for persons of low and moderate income.

Organization



COMMUNITY MAINTENANCE

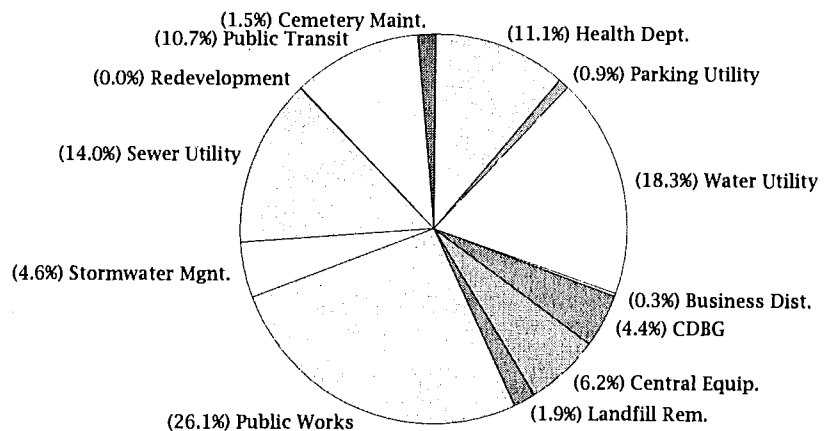
Service Areas



<u>Service Areas</u>	<u>2000 Budget</u>
Community Maintenance	\$ 26,403,850
Public Safety and Security	16,668,500
Leisure and Cultural	7,442,600
General Government	<u>18,553,700</u>
Total Budget	<u>\$ 69,068,650</u>

Community Maintenance

<u>Departments</u>	<u>2000 Budget</u>
Health Dept.	\$ 2,934,700
Public Works	6,899,000
Stormwater Mgnt.	1,218,200
Water Utility	4,833,200
Sewer Utility	3,686,600
Parking Utility	235,600
Public Transit	2,826,000
Central Equip.	1,628,300
Cemetery Maint.	399,600
Redevelopment	3,400
Landfill Rem.	500,000
Business Dist.	74,250
CDBG	<u>1,165,000</u>
Total Community Maintenance	<u>\$ 26,403,850</u>



COMMUNITY MAINTENANCE

	1998 <u>Actual</u>	1999 <u>Adopted</u>	1999 <u>6 Month Actual</u>	1999 <u>Estimated</u>	2000 <u>Budget</u>
<u>GENERAL FUND</u>					
PUBLIC WORKS					
Administration	\$ 226,656	\$ 255,800	\$ 108,334	\$ 255,800	\$ 269,200
Operations	4,569,204	5,153,600	2,303,382	5,153,600	5,279,500
Engineering	1,202,305	1,334,000	532,949	1,334,000	1,350,300
Total Public Works	<u>5,998,165</u>	<u>6,743,400</u>	<u>2,944,665</u>	<u>6,743,400</u>	<u>6,899,000</u>
<u>OTHER FUNDS</u>					
STORMWATER MANAGEMENT	<u>829,667</u>	<u>1,035,400</u>	<u>234,686</u>	<u>1,065,400</u>	<u>1,218,200</u>
CEMETERY MAINTENANCE	<u>364,542</u>	<u>432,400</u>	<u>169,128</u>	<u>432,400</u>	<u>399,600</u>
CDBG	<u>1,109,415</u>	<u>1,201,000</u>	<u>233,958</u>	<u>1,201,000</u>	<u>1,165,000</u>
CITY-COUNTY HEALTH	<u>2,640,585</u>	<u>2,858,500</u>	<u>1,348,261</u>	<u>2,858,500</u>	<u>2,934,700</u>
REDEVELOPMENT AUTHORITY	<u>349</u>	<u>406,200</u>	<u>102,161</u>	<u>406,200</u>	<u>3,400</u>
WATER UTILITY	<u>4,122,863</u>	<u>4,799,300</u>	<u>2,175,020</u>	<u>4,799,300</u>	<u>4,833,200</u>
SEWER UTILITY	<u>3,394,199</u>	<u>3,658,600</u>	<u>1,669,930</u>	<u>3,658,600</u>	<u>3,686,600</u>
PARKING UTILITY	<u>176,402</u>	<u>227,700</u>	<u>89,183</u>	<u>227,700</u>	<u>235,600</u>
PUBLIC TRANSIT	<u>2,271,544</u>	<u>2,559,100</u>	<u>1,069,382</u>	<u>2,559,100</u>	<u>2,826,000</u>
CENTRAL EQUIPMENT	<u>1,437,225</u>	<u>1,564,900</u>	<u>735,828</u>	<u>1,564,900</u>	<u>1,628,300</u>
LANDFILL REMEDIATION	<u>507,539</u>	<u>500,000</u>	<u>87,191</u>	<u>500,000</u>	<u>500,000</u>
DOWNTOWN BUSINESS DISTRICT	<u>42,699</u>	<u>55,000</u>	<u>16,654</u>	<u>55,000</u>	<u>55,000</u>
WEST GRAND BUSINESS DISTRICT	<u>9,734</u>	<u>9,000</u>	<u>2,446</u>	<u>9,000</u>	<u>9,750</u>
WATER STREET BUSINESS DISTRICT	<u>5,827</u>	<u>9,500</u>	<u>3,718</u>	<u>9,500</u>	<u>9,500</u>
TOTAL COMMUNITY MAINTENANCE	<u>\$ 22,910,755</u>	<u>\$ 26,060,000</u>	<u>\$ 10,882,212</u>	<u>\$ 26,090,000</u>	<u>\$ 26,403,850</u>

POSITION CONTROL SUMMARY

<u>COMMUNITY MAINTENANCE</u>	<u>1998</u>	<u>1999</u>	<u>2000</u>
City-County Health	44.59	46.11	45.00
General Fund:			
Public Works:			
Administration	3.50	3.50	3.50
Operations	46.00	46.00	46.00
Engineering	16.50	17.00	17.00
Stormwater Management	2.50	2.50	2.50
Water Utility	29.10	29.35	29.35
Sewer Utility	25.90	26.15	26.15
Parking Utility	2.25	2.25	2.25
Public Transit	35.50	40.50	40.50
Cemetery Maintenance	4.40	4.40	4.40
Central Equipment	8.50	8.50	8.50
Community Development Block Grant	3.00	3.00	3.00
TOTAL COMMUNITY MAINTENANCE	<u>221.74</u>	<u>229.26</u>	<u>228.15</u>

Note: This summary represents permanent full-time equivalent positions.

CITY-COUNTY HEALTH DEPARTMENT FINANCIAL PLAN

	1998 <u>Actual</u>	1999 Adopted <u>Budget</u>	2000 Proposed <u>Budget</u>	<u>% Change</u>
Revenue				
Tax	\$ 1,116,800	\$ 1,196,000	\$ 1,219,100	1.9%
Grants	466,073	459,700	578,500	25.8%
Licenses & Permits	194,486	193,200	204,200	5.7%
Charges for Services	146,188	130,200	146,000	12.1%
Services to Eau Claire County	678,277	696,700	732,500	5.1%
Miscellaneous	10,834	19,200	4,200	-78.1%
Other Sources	<u>21,583</u>	<u>25,100</u>	<u>26,200</u>	4.4%
Total operating revenue	2,634,241	2,720,100	2,910,700	7.0%
Fund balance	<u>6,344</u>	<u>138,400</u>	<u>24,000</u>	
Total revenue sources	<u>\$ 2,640,585</u>	<u>\$ 2,858,500</u>	<u>\$ 2,934,700</u>	2.7%
Expenses				
Personal Services	\$ 2,228,225	\$ 1,865,000	\$ 1,957,400	5.0%
Contractual Services	204,641	158,500	169,800	7.1%
Utilities	19,976	13,500	18,000	33.3%
Fixed Charges	24,969	27,700	24,300	-12.3%
Materials & Supplies	119,649	631,300	740,100	17.2%
Capital Outlay	<u>43,125</u>	<u>162,500</u>	<u>25,100</u>	-84.6%
Total expenses	<u>\$ 2,640,585</u>	<u>\$ 2,858,500</u>	<u>\$ 2,934,700</u>	2.7%

CITY-COUNTY HEALTH DEPARTMENT AUTHORIZED POSITIONS

	<u>1998</u>	<u>1999</u>	<u>2000</u>
Director	1.00	1.00	1.00
Administrative Services Manager	1.00	1.00	1.00
Confidential Secretary	1.00	1.00	1.00
Front Office Associate	2.39	2.39	2.39
PC Applications Specialist	0.60	0.60	0.60
Community Health Educator	-	1.00	1.00
Director of Nursing	1.00	1.00	1.00
Nursing Supervisor	1.00	1.00	1.00
Public Health Nurse	11.42	11.42	11.42
Public Health Aid	1.00	1.00	1.00
Bilingual Health Aide	1.40	1.40	1.40
Registered Dietician	-	-	0.05
Director of Environmental Health	1.00	1.00	1.00
Environmental Health Specialist	6.60	6.60	6.60
Laboratory Chemist	1.00	1.00	1.00
Microbiology Coordinator	1.00	1.00	1.00
Laboratory Technician	0.70	0.70	0.80
Environmental Health Technician	1.00	1.00	1.00
Environmental Health Aid	<u>0.23</u>	<u>0.23</u>	<u>0.23</u>
 Total FTE Positions	 <u>33.34</u>	 <u>34.34</u>	 <u>34.49</u>
 Grant Positions	 11.25	 11.77	 10.51

Authorized personnel are reported as the number of full-time equivalent (FTE) positions at the beginning of the budget year.

Eau Claire City-County Health Department



Serving all Citizens of Eau Claire City and County since 1941

Vision Statement

The Department will strengthen the health of the community by

- Providing public health leadership incorporating a visionary approach.
- Developing effective partnerships.
- Anticipating and responding to the changes impacting public health.

Mission Statement

The City-County Health Department is a local government agency providing public health services for all people of Eau Claire City and County. Activities serve to assess the health of the community, promote a healthy environment, promote positive health practices, prevent disease or disability, and increase the capability of individuals and families to cope with health and illness problems.

2000 Goals

- Ensure a healthy environment to help improve the health, safety and quality of life for city and county residents.
- Ensure safe drinking water for Eau Claire City and County residents.
- Promote positive health practices to prevent disease and disability for all city and county residents.
- Monitor the health of Eau Claire City and County citizens.
- Provide efficient and effective public health services with a sensitivity to community concerns.
- Promote public health awareness in the community.
- Increase the capability of individuals and families in Eau Claire City and County to cope with health and illness problems.

Board of Health

The Board of Health conducts monthly meetings and makes policy decisions on public health matters in a timely manner. Board of Health members serve five-year terms. State Statute specifies in Chapter 251.04 that a local Board of Health shall: (6)(a) Assess public health needs and advocate for the provision of reasonable and necessary public health services. (b) Develop policy and provide leadership that fosters local involvement and commitment, that emphasizes public health needs and that advocates for equitable distribution of public health resources and complementary private activities commensurate with public health needs. (7) A local board of health shall assure that measures are taken to provide an environment in which individuals can be healthy.

"Public Health is what we, as a society, do collectively to assure the conditions in which people can be healthy."

– Institute of Medicine, 1988

Public Health Nursing Services

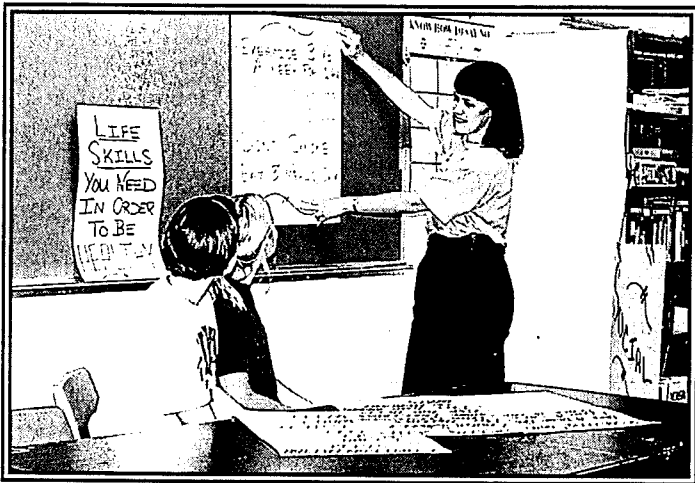
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Immunization Clinics

- Immunizations are administered through clinics to protect against diseases such as:
 - Polio
 - HiB
 - Mumps
 - Tetanus
 - Rubella
 - Hepatitis B for individuals less than 19 years old
 - Influenza
 - Measles
 - Whooping Cough
 - Diphtheria
 - Chicken Pox

School Nursing

- All Eau Claire City and County schools are served by public health nurses
- School personnel consult with nurses about health concerns of students



Adult Health Maintenance Clinics

- Blood pressure and blood sugar monitoring
- Nurses promote positive health practices
- Teach about the diagnosis, diet and medication

Sexually Transmitted Disease Clinics

- Testing, diagnosis and treatment of sexually transmitted diseases

Maternal and Child Health Services

- Home visits by nurses provide information about pregnancy, newborn care, breastfeeding, and child growth and development
- Case management services available for children with special health needs
- Prenatal care coordination available for high-risk pregnancies



Family Planning Clinic

- A nurse practitioner provides information about breast self-exams, contraceptive methods and reproduction
- Physical exams are performed, and contraceptives are available
- Clinic serves approximately 900 clients yearly

AIDS Counseling and Antibody Testing

- Public health nurses assess risk of infection and counsel patients about prevention and transmission of the AIDS virus
- Nurses take blood samples for AIDS antibody testing

Communicable Disease Control

- Protecting the public by minimizing the spread of diseases such as:
 - Hepatitis
 - Giardia
 - Chlamydia
 - Meningitis
 - E Coli
 - Tuberculosis
 - Salmonella

Public Health Nursing Services

3

Birth to Three Program

- Services to families with children from birth to three years of age who are significantly delayed in cognitive or physical development
- Provide identification and referral, screening and evaluation for children
- Provided nursing consultations to 141 children and service coordination for 78 children and families last year
- Provided nutrition consultations for eight children last year

WIC Program

- Supplemental food and nutrition program offered for pregnant or breastfeeding women, infants and children under age five
- Nutrition education and consultation provided
- Program's goal is to ensure good health through good nutrition
- Services provided to more than 2,000 individuals each month
- WIC food drafts redeemed at grocery stores and pharmacies in Eau Claire County totaled \$1,086,544 in 1998

Women's Cancer Control Program

- Program is designed to increase the number of women who are screened for breast and cervical cancers
- Program focus is on women 50 to 64 who are at or below 200 percent of the poverty level and who are without adequate insurance coverage
- In 1998, 136 women were screened

Adult Health Services

- Home visits by nurses teach patients about diet, medication, disease process and lifestyle modifications for individuals with acute and chronic diseases



Clinics

- Childhood and adult immunizations
- Sexually transmitted disease testing and treatment
- AIDS counseling and antibody testing
- Family planning
- Adult health maintenance and counseling
- Women, infants and children nutrition site (WIC)
- Annual influenza clinics in October



Environmental Health Services

4

Solid Waste Management

- Investigate approximately 300 human health hazards caused by improper storage or disposal of waste each year
- Enforce city and county regulations regarding refuse handling, storage and disposal
- Enforce revised city regulations regarding removal of recycling totes from curbside, storage of refuse containers behind dwelling front setbacks, and screening containers from view at dwellings with more than two apartments



Radiation Protection

- Radon Information Center provides consultation on radon testing and control
- Radon test kits available
- Emergency response team prepared to respond to radiological emergencies

Drinking Water and Ground Water Protection

- Conducted inspections of 280 new sewage systems and enforced correction of malfunctioning sewage systems last year
- Inspected 248 public and private wells to assess their sanitary condition
- Each year require proper abandonment of approximately 31 wells that are no longer in use
- Provide consultation to approximately 205 citizens on drinking water quality problems each year

Occupational Health and Air Quality

- Odor and air pollution complaints investigated
- Indoor air quality problems, such as radon, formaldehyde and carbon monoxide, are investigated for approximately 70 citizen requests on an annual basis

Laboratory Services

Bacteria Testing

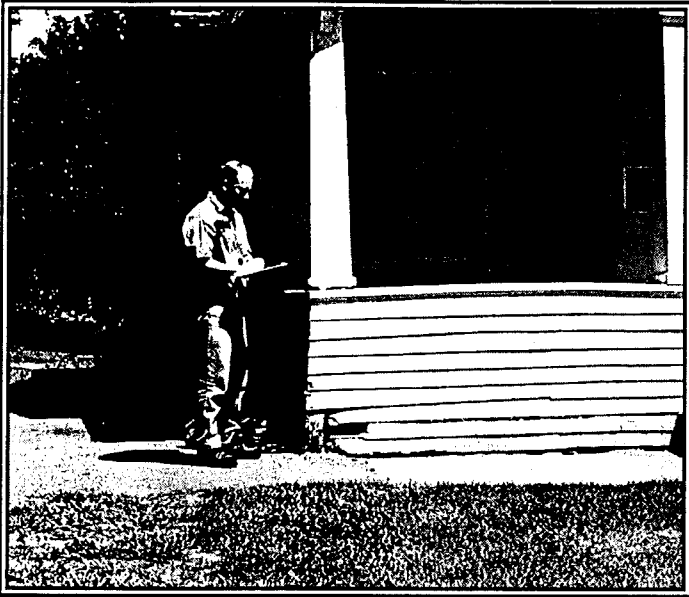
- Conduct approximately 14,000 microbiological examinations annually to test the safety of water, milk and food samples
- Water samples tested from public and private drinking water systems, swimming pools and beaches
- Milk and food samples collected from restaurants, retail food establishments and schools

Chemical Testing

- Conduct over 6,000 chemical analyses to test for contaminants in water, air, soil, paint, food and other environmental sources each year
- Drinking water supplies tested for volatile organic compounds, fluoride, nitrates, and metals such as lead, copper, chromium, and arsenic in drinking water
- Paint, air, food, and soil tested for lead and other chemical contaminants

Environmental Health Services

5



Housing Inspections and Surveys

- Housing Maintenance and Occupancy Code used as an enforcement tool in annual inspections of 176 licensed rooming houses and 317 other properties on a complaint basis and for the Intensified Housing Code Compliance Program to improve the condition of housing units
- Lead hazard inspections done for suspected lead poisoning cases
- Hotels and motels licensed and inspected on a routine basis to maintain health standards
- Mobile home parks inspected annually to assess compliance with local and state regulations

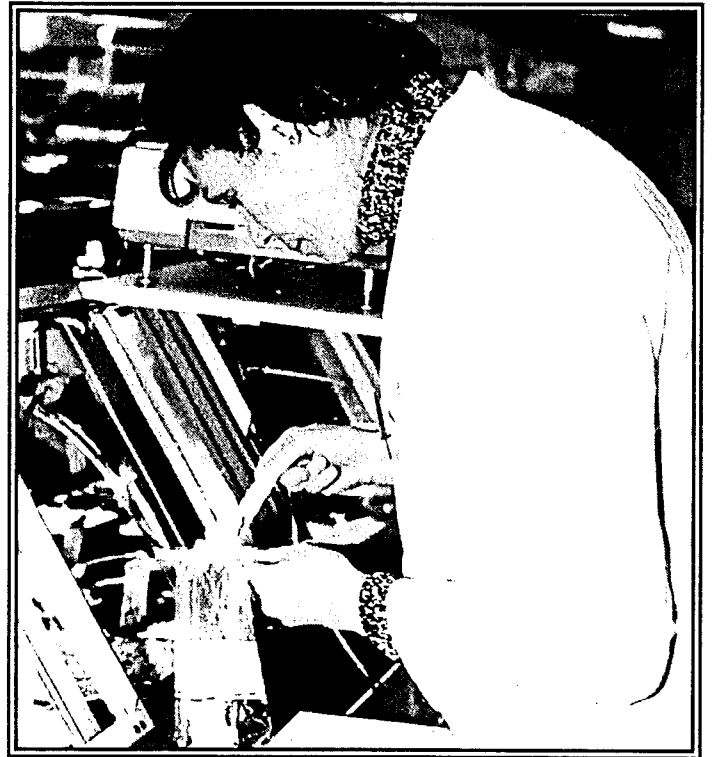
Recreational Sanitation

- Over 50 public swimming pools licensed and inspected annually
- All beaches and swimming pools are sampled routinely for water quality
- Parks and campgrounds inspected on an annual basis

Rodent and Vector/Rabies Control

- Follow-up is done each year for approximately 200 reported bites to humans, requiring a 10-day quarantine of the animal and laboratory testing to rule out rabies infections
- Traps available for catching nuisance animals
- Investigate insect and rodent infestation problems and provide consultation on control
- Conduct biannual rabies immunization clinics to vaccinate approximately 1,700 dogs and cats

Food Protection



- Staff inspect approximately 700 facilities each year such as restaurants, public and private schools, taverns, bakeries, grocery stores, vending machines and temporary food stands to assess their sanitary conditions
- A total of 36 complaints of food borne illness involving +5 individuals were investigated in 1998

Health Department Resources

Department Staff

The Department has 45 FTE:

Department Director, Director of Nursing, Director of Environmental Health, Nursing Supervisor, Community Health Educator, Administrative Services Manager, 4.87 support staff, 13.42 public health nurses, 1 public health aide, 1.5 bilingual health aides, 1 nurse practitioner, .5 outreach coordinator, .5 health educator for Women' Cancer Control Program, 7.28 environmental health specialists, 1 chemist, 1 microbiology coordinator, 1 laboratory technician, 1 environmental health technician, .23 environmental health aide, 4.7 staff in the Women, Infant and Children nutrition program.

Major Budget Issues

The 2000 budget contains plans to replace equipment on an annual basis to reduce major fluctuations in the tax levy. These plans include lab equipment, computer hardware and software, nursing equipment and office furniture.

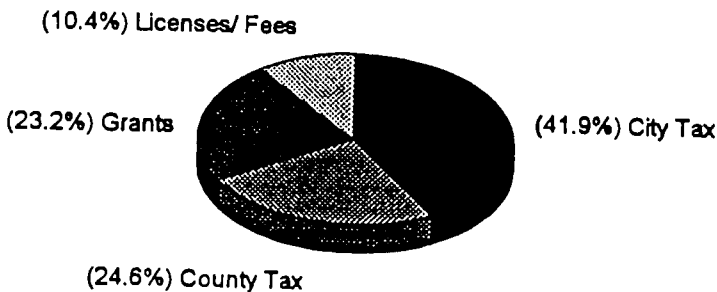
Cost Sharing Formula

A total of 23% of the funding for the Department comes from federal and state grants. Fees and permits are charges for various services and operating licenses. The balance of the budget (66%) is funded through City and County tax levies. The levy amount is split between the city and county based on the equalized value of property in each political jurisdiction.

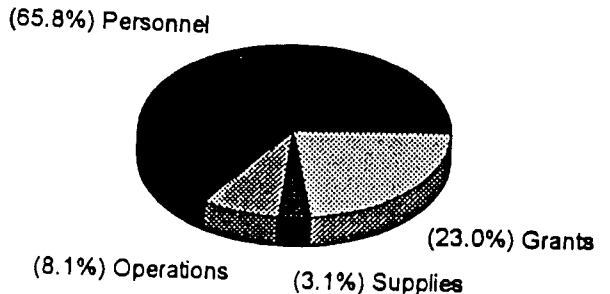
City Tax Levy	1,219,100
County Tax Levy	714,700
Licenses & Fees	302,400
<u>Grants</u>	<u>674,500</u>
Total	2,910,700

Personnel	1,931,200
Operations	237,200
Supplies	91,800
<u>Grants</u>	<u>674,500</u>
Total	2,934,700

2000 PROJECTED REVENUE



2000 PROJECTED EXPENDITURES

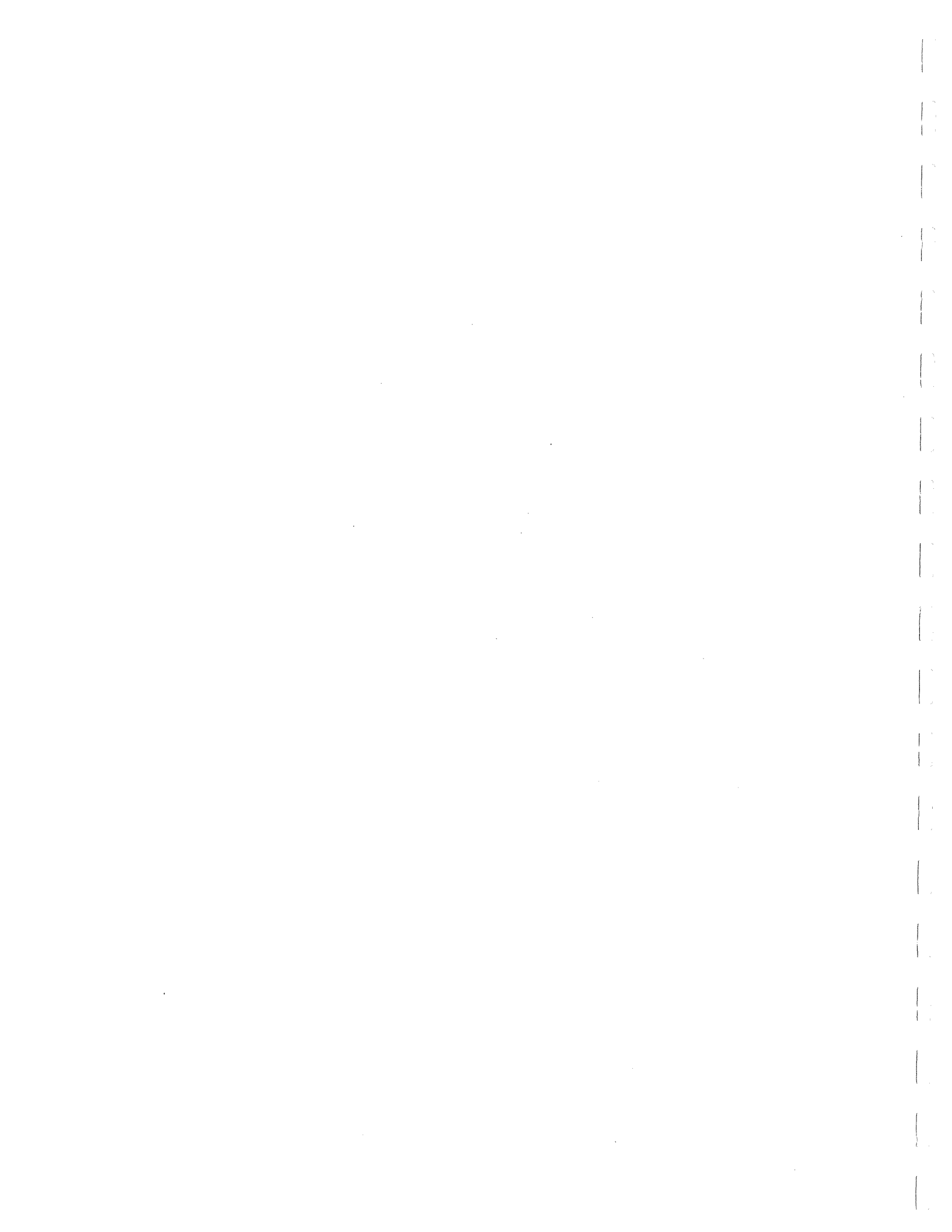


Eau Claire City-County Health Department Future Outlook

7

The Health Department will address several of these areas in the future:

- Be a leader in providing education about emerging public health issues in the community.
- Assess the health needs of our service area by collecting and analyzing community health data and continuing to build data sharing partnerships.
- Define the Health Department's role in meeting the health needs of an aging population through community collaboration.
- Expand nutrition education/services to increase knowledge of healthy food choices among people of all ages.
- Be an active partner and leader in the Healthy Communities 2000 effort over the next 10 years through communication and coalition building.
- Maintain quality standards that coincide with the State Public Health Administrative Rules and Statutes in order to remain a Level III local public health department. (Level III is the highest rating.)
- Continue to implement an integrated, comprehensive management information system for the Department over the next five years.
- Enhance laboratory capabilities to utilize new technology to test for specific disease agents and chemical contaminants in food and water.
- Implement additional measures to promote safe and healthy home environments as well as to achieve acceptable maintenance of the city's aging housing.
- Encourage partnerships and be a resource in developing tobacco reduction strategies and policies for the community.
- Expand the use of outcome measures as the preferred method for evaluating program results.
- Develop partnerships with appropriate medical providers regarding bioterrorism readiness and planning from a public health perspective.
- Continue efforts to reduce the public's exposure to environmental tobacco smoke.



CITY-COUNTY HEALTH DEPARTMENT

BUDGET OVERVIEW

REVENUES

TAX LEVY

The gross tax levy for the city for health services will increase 1.93% from \$1,196,000 to \$1,219,100.

PROPERTY TAX RATE

The estimated property tax rate in the city for health services will decrease (0.74%), from .540 per \$1,000 of assessed value to .536 per \$1,000 of assessed value in 2000.

FLU SHOT FEES

It is proposed to raise the cost of flu shots from \$7 to \$8 to cover the anticipated increased cost of the vaccine.

EXPENDITURES

PERSONNEL SERVICES

To aid in implementing the recommendations of the nutrition needs assessment, we propose a two-hour per week increase in registered dietician staff time. This will address two unmet needs: a) prevention-oriented nutrition programming targeted to Eau Claire County adults, and b) expanded nutrition guidance and promotion for families during the perinatal period, infancy, and early childhood. These activities will be accomplished through collaboration with the community health educator, public health nurses, and existing Healthy Communities 2000 individuals/groups and processes. The additional time will also enable nutritionist participation in annual analysis of county health data and integration of the nutrition perspective into the agency's general public health programming. The cost for 2000 would be \$2200.

A portion of the Laboratory Technician II has been supported from various grant monies. Due to a projected reduction of revenue from these grants, an additional four hours for this position is requested as part of the department budget. This change would maintain laboratory services at its current level for support of our public health programs as well as testing being done for the City and County. The cost to support this change will be offset by an increase in revenue from laboratory fees and from restaurant and retail food permit fees.

CONTRACTUAL SERVICES

Auto allowance reimbursement will increase to 30¢ per mile in 2000 from 29¢.

An increase in funding is being proposed to promote "Healthy Lifestyles and Healthy Choices". In 2000, the Community Health Educator will be developing plans to enhance education efforts to the public.

CONTRACTUAL SERVICES - Continued

The nursing training budget has been increased by \$500 for a total of \$4,300, to allow the 18 nursing staff an opportunity to obtain quality education to meet both ongoing and emerging public health needs.

UTILITIES

An increase of \$3,700 in the telephone line item is being proposed to cover the cost of phone lines used in conference rooms, for flu and immunization informational recordings, and for the community health educator.

MATERIALS & SUPPLIES

The cost for flu vaccine increased from \$3.00 to \$4.57 per dose in 1999. This has increased the line item by budget by \$10,200 for a total of \$25,200.

CAPITAL OUTLAY

One Beltone audiometer will be replaced for \$1,600. The new audiometer will have the capability for Puretone and Bone conduction testing. This audiometer is used during our school hearing-screening program to check children who have failed the initial Puretone screening. Our trained staff does bone conduction screening before a child is referred to a physician for follow up.

Equipment Replacement - Nursing category will be added for ongoing replacement of basic nursing equipment for 16 PHN's. Items to be replaced are outlined below.

Item	Annual Total
Nursing bags -- 2 per year @ \$55 each.....	\$ 110
Bag Implements -- 2 sets per year @ \$33 per set.....	66
Tape measurer -- \$3, Head circumference band -- \$3, Bandage scissors -- \$5	
Pen light -- \$4, Thermometer/battery/probe covers -- \$18	
BP cuffs -- 2 per year.....	120
Unit with adult size cuff @ \$33 each, additional large adult size cuff @ \$27 each.	
Stethoscopes -- 2 per year @ \$85 each.....	170
Adult scales -- 2 per year @ \$60 each.....	120
Glucometers -- One per year @ \$25 each.....	25
Recording thermometers used in refrigerators storing vaccine.....	400
Replace 1 of 4 each year	
Total in this category for year 2000.....	approx...\$1000

One of three public health nurses working in rural Eau Claire County began using a cellular phone in 1997. This has improved efficiency serving those clients without telephones, has avoided return trips to implement changes in the plan of care, and has enabled the nurse to receive requests for visits to new referrals or to implement other changes while still out in the geographic area. We propose implementing cellular phone service for one additional nurse in 2000 and a third will be added in 2001 Savings in staff time and mileage reimbursement will contribute to covering the \$800 annual cost.

Environmental Supplies/Replacements

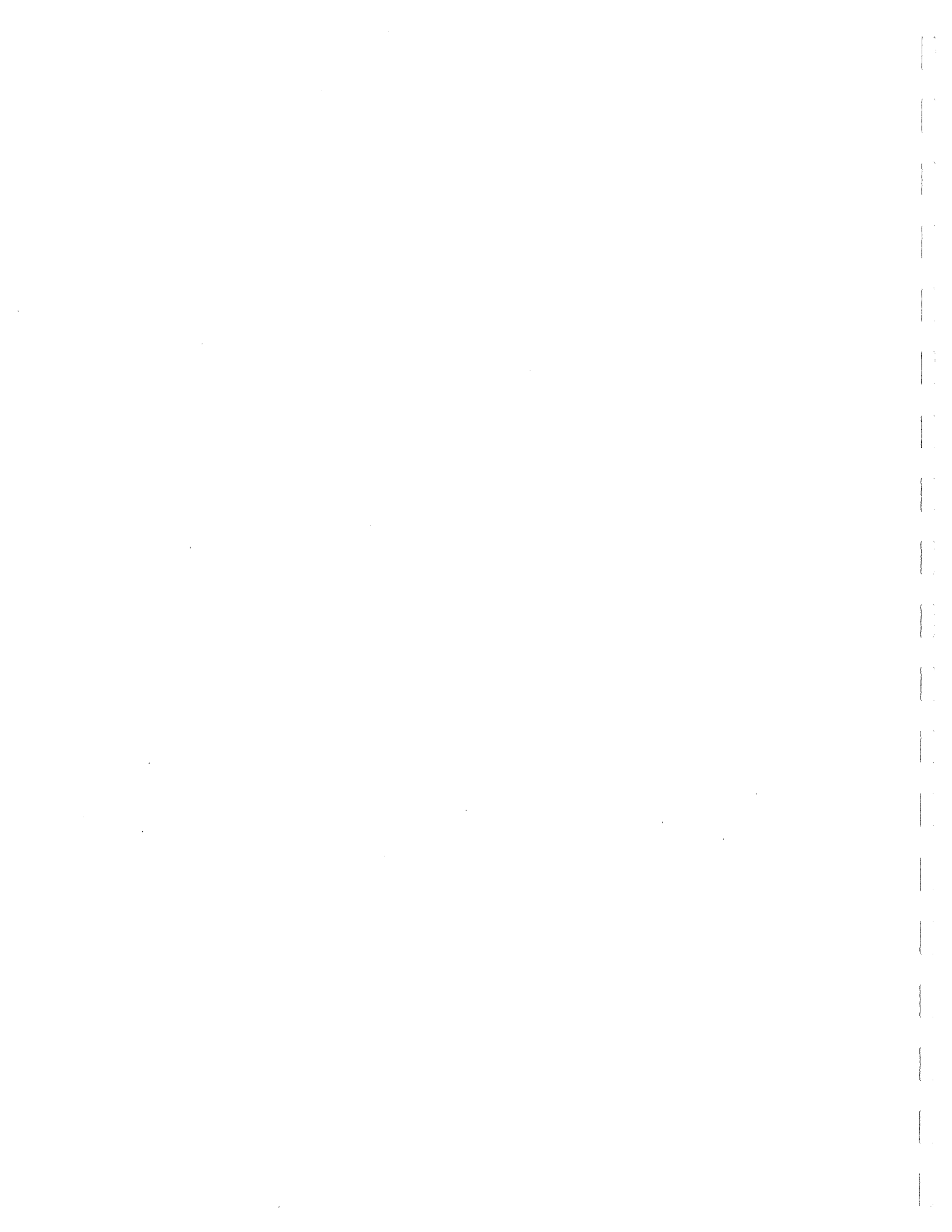
This line item has been redefined to include ongoing replacement of equipment for the environmental health section. The equipment needed has been reviewed and a schedule has been developed to stagger equipment replacement. Items to be replaced are:

	<u>Cost</u>	<u>Replacement Year</u>
Hygrometer	\$80	2010
Low flow pump	\$300	2009
Soil auger	\$200	2011
Explosive meter	\$300	2003
Thermo couple or infrared thermometer	\$200	2005
CO calibration gas	\$200	2000 need to replace every couple years
Refrigerator	\$350	2001

Lab Supplies have been increased by \$1,500 to purchase glassware used in preparing samples for additional chemical testing such as pesticides in drinking water. The gas chromatograph/mass spectrophotometer installed in 1999 provides an expanded capability to test for chemical contaminants. Initially, emphasis will be directed toward analyzing the herbicide "atrazine" in selected drinking water supplies. Atrazine has been identified as a contaminant in some drinking water wells in Eau Claire County. Testing for pesticides, such as atrazine, in private wells was included as a priority in the Eau Claire County Ground Water Management Plan.

An additional \$2,000 has been included in lab supplies to allow for the purchase of water testing media called Colilert 18. This test has a shorter incubation time and was extremely valuable in the process of achieving coliform free drinking water when the City of Eau Claire was having problems with coliform detections. Utilities staff have requested that we continue to use Colilert 18 which will reduce the potential of laboratory staff overtime cost. The shorter incubation time allows us to provide better testing services for our laboratory customers. Half of the additional cost for the supplies will be offset by an increase in lab fees.

Increased revenues - laboratory fees	\$1,000
Laboratory Supply costs	<u>\$2,000</u>
Net effect on tax levy	\$1,000



REVENUE DETAIL

CITY-COUNTY HEALTH

<u>Revenue Classification</u>	<u>1998 Actual</u>	<u>1999 Budget</u>	<u>1999 6-Month Actual</u>	<u>1999 Estimated</u>	<u>2000 Budget</u>
<u>TAXES</u>					
City	\$ 1,116,800	\$ 1,196,000	\$ 1,196,000	\$ 1,196,000	\$ 1,219,100
<u>INTERGOVERNMENTAL REVENUES</u>					
Federal aid	240,099	238,100	115,923	238,100	240,100
State aid	225,974	221,600	115,297	221,600	338,400
Total intergovernmental revenues	466,073	459,700	231,220	459,700	578,500
<u>LICENSES & PERMITS</u>					
Hotel and restaurant	76,237	73,100	53,837	73,100	73,900
Other	118,250	120,100	83,157	120,100	130,300
Total licenses & permits	194,487	193,200	136,994	193,200	204,200
<u>CHARGES FOR SERVICES</u>					
Miscellaneous	146,188	130,200	49,157	130,200	146,000
<u>CHARGES FOR SERVICES- INTERGOVERNMENTAL</u>					
Property taxes-county	659,600	679,200	283,000	679,200	714,700
Miscellaneous	18,677	17,500	7,692	17,500	17,800
Total charges for services - intergovernmental	678,277	696,700	290,692	696,700	732,500
<u>MISCELLANEOUS REVENUES</u>					
Miscellaneous	10,833	19,200	17,700	19,200	4,200
<u>OTHER FINANCING SOURCES</u>					
Transfers from other funds	21,583	25,100	9,307	25,100	26,200
Total revenues and other financing sources	\$ 2,634,241	\$ 2,720,100	\$ 1,931,069	\$ 2,720,100	\$ 2,910,700

REVENUE DETAIL BY FUND

CITY-COUNTY HEALTH

Taxes

The City-County Health Department is supported in part by a tax levy on property in the City of Eau Claire. In 2000, taxes on City properties provide 42% of total revenues.

Intergovernmental Revenues

The City-County Health department receives **FEDERAL AID** to support the Woman-Infant-Child (WIC) dietary and nutrition program. This grant will account for 8% of all revenues in 2000.

STATE AID grants are actively sought to help provide programs not supported by local property taxes, such as care for Refugee Health, AIDS testing, and Reproductive Health Grants are estimated to provide 12% of all revenues in 2000.

Licenses and Permits

HOTEL AND RESTAURANT LICENSES will account for 7% of revenue in 2000.

Charges for Services

Charges for services include taxes levied by Eau Claire County. In 2000 **COUNTY PROPERTY TAXES** will account for 25% of revenue.

MISCELLANEOUS charges for services include fees for services such as family planning, water testing, sewer and well evaluations, and flu shots.

Other Financing Sources

The City-County Health department receives **TRANSFERS FROM OTHER FUNDS**. The Community Development Block Grant Fund transfers money to carry out a project of intensified inspections for code compliance within neighborhoods consisting predominantly of persons of low and moderate income.

PUBLIC WORKS OPERATIONS FINANCIAL PLAN

	1998 <u>Actual</u>	1999 Adopted <u>Budget</u>	2000 Proposed <u>Budget</u>	<u>% Change</u>
Revenue				
Stormwater Mgmt Chg.	\$ 6,701	\$ 6,933	\$ 7,569	9%
Sewer Service Chg.	5,844	6,106	5,990	-2%
Water Service Chg.	7,393	8,044	8,026	-0%
Transit Admin. Chg.	0	0	7,750	
Other Service Chg.	1,653	2,520	2,556	1%
Miscellaneous Charges	18,313	30,500	20,100	-34%
Gen. Purpose (tax) Rev.	<u>4,755,958</u>	<u>5,355,297</u>	<u>5,496,709</u>	3%
Total revenue	<u>\$ 4,795,862</u>	<u>\$ 5,409,400</u>	<u>\$ 5,548,700</u>	3%
 Expenses				
Personal Services	\$ 2,508,504	\$ 2,701,100	\$ 2,778,100	3%
Contractual Services	1,201,353	1,404,800	1,467,700	4%
Utilities	576,534	730,100	692,700	-5%
Fixed Charges	130,712	94,400	94,400	0%
Materials & Supplies	373,654	471,900	509,500	8%
Capital Outlay	5,105	7,100	6,300	-11%
Other	0	0	0	
Total expenses	<u>\$ 4,795,862</u>	<u>\$ 5,409,400</u>	<u>\$ 5,548,700</u>	3%

PUBLIC WORKS
Administration
Building Maintenance
Street Maintenance

PUBLIC WORKS OPERATIONS AUTHORIZED POSITIONS

	<u>1998</u>	<u>1999</u>	<u>2000</u>
ADMINISTRATION			
Public Works Director	1.00	1.00	1.00
Assistant to Director of Public Works	1.00	1.00	1.00
Public Works Secretary	1.00	1.00	1.00
Clerk II	0.50	0.50	0.50
BUILDING AND STREET MAINTENANCE			
Public Works Operations Administrator	1.00	1.00	1.00
Street Maintenance Manager	1.00	1.00	1.00
Building and Grounds Superintendent	1.00	1.00	1.00
Supervisor	3.00	3.00	3.00
Building Services Supervisor	1.00	1.00	1.00
Clerk III	0.50	0.50	0.50
Account Clerk I	0.50	0.50	0.50
Skilled Worker II	1.00	1.00	1.00
Heavy Equipment Operator	12.00	12.00	12.00
Skilled Worker I	3.00	3.00	3.00
Skilled Worker / Sign Shop	3.00	3.00	3.00
Custodian	4.00	4.00	4.00
Tandem Operator	4.00	4.00	4.00
Light Equipment Operator	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>
 Total FTE Positions	 <u>49.50</u>	 <u>49.50</u>	 <u>49.50</u>

Authorized personnel are reported as the number of full-time equivalent (FTE) positions at the beginning of the budget year.

BUILDINGS & GROUNDS MAINTENANCE SERVICES



Buildings and Grounds Maintenance is in the Operations Division of the Public Works Department. Fourteen employees under the supervision of the Buildings and Grounds Superintendent maintain public buildings and grounds, parking lots and ramps, and street lighting. Contractors provide a variety of services including maintenance and repair of emergency sirens, street lighting, traffic signals, and building renovation.

FACILITIES & STAFF

City Hall

(203 S. Farwell Street)

- 53,950 sq. ft. - 3 story building
- Built in 1916, remodeled in 1979
- 3 Custodians

L.E. Phillips Library

(400 Eau Claire Street)

- 56,880 sq. ft. - 3 story building
- Built in 1976
- 3 Custodians

Parks & Recreation Community Center

(1300 First Avenue)

- 33,840 sq. ft. - 3 story building
- Built in 1932
- 1 Custodian

Central Maintenance Facility

(910 Forest Street)

Parks & Forestry Maintenance Building

(1040 Forest Street)

- 125,075 sq. ft. - 1 story building
- Built in 1954, remodeled in 1988
- 1 Custodian

Parking Lots and Ramps

- 12 Lots
- 2 Ramps
- 1 Skilled worker
- 2 Part-time ramp booth attendants
- .5 Custodian (temp)



Central Maintenance Facility



Custodian mowing grass.

SERVICES

- Housekeeping
- Grounds maintenance
- Waste disposal & recycling
- Snow & ice control on public walkways
- Construction & renovation
- Pest control
- Plant maintenance
- Parking
- Signage
- Fire prevention and control

FUTURE OUTLOOK & ISSUES

City Hall

- Replace central air conditioning
- Replace south wing tile roof
- Update fluorescent lighting
- Remodel and renovate interior spaces (Public Works & Human Resources)
- Enlarge meeting room space

Parks & Recreation Building

- Tuck-pointing

Central Maintenance Facility

- Seal parking deck
- Long-term roof maintenance
- Automated sprinkling system
- Landscape hillside at Parks Maintenance

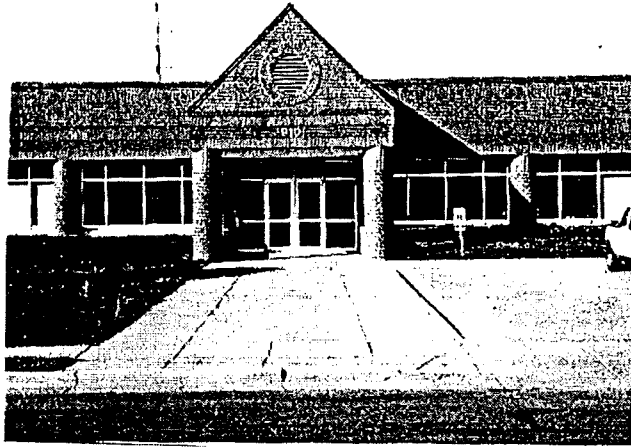
Library

- Renovations to accommodate technology upgrades
- Recarpet public areas



Library Custodian

STREET MAINTENANCE SERVICES



Street Maintenance is in the Operations Division of the Public Works Department. Under supervision of the Street Maintenance Manager, the Division is responsible for the repair and maintenance of over 310 miles of City streets, traffic signs, pavement markings, curb & gutter, catch basins, storm sewers, detention ponds and culverts.

FACILITIES

Base of Operations

Central Maintenance Facility (910 Forest Street)

- Sign Shop
- Carpentry Shop
- Salt Storage (500 tons)
- Storage yard for road maintenance materials and equipment



Sign Shop

STAFFING

The Street Maintenance staff is under the supervision of the Street Maintenance Manager. The labor pool is supplemented from other operating divisions as needed for snow removal and emergency responses.

- 34 Full-time Laborers
- 8 Seasonal Laborers
- 3 Street Supervisors
- 1 Street Manager
- 2 Clerical (equals 1 FTE)
- 1 Administrator

SERVICES

Crack Sealing

- Annual Program
- 450,000 feet of cracks sealed per year
- Sealed before chip seal is applied



Crack Sealing

Seal Coating

- Extend life expectancy of street surface
- 10-15 miles sealed each year
- Administer contract for annual chip seal program
- Sweep streets following application
- Complete repairs and crack sealing prior to seal coat



Street Sweeper

Street Sweeping

- Spring clean-up of sand and debris from winter maintenance operations
- 2 Full cycles in spring
- Multiple shifts employed
- 3 Mechanical sweepers and 1 vacuum sweeper used
- Fall sweeping - 1 full cycle
- 12,000 cu. yd. waste annually

Street Patching

- "Patch line" (552-PATCH) gives citizens opportunity to report potholes
- On average, 5 crews used in the spring
- 1,600 tons of patch material used annually
- Up to 30 pieces of equipment used in the spring
- Permanent patches constructed throughout the summer



Snow plow with wing



Patching Crew

Snow and Ice Control

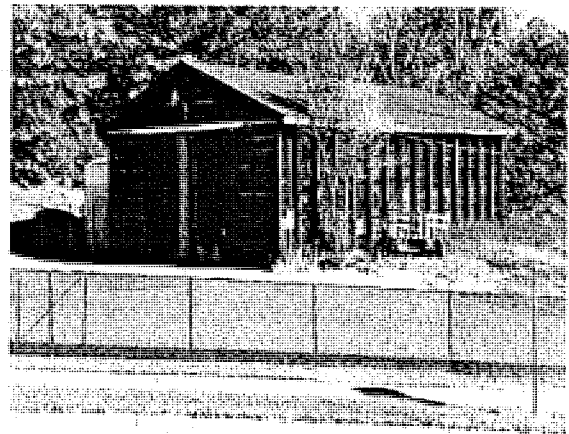
- 8 Salt routes - 71 miles
- 4 Sand routes
- Salting begins with first evidence of snow or ice
- 21 Primary snow routes - 72 miles
 - Arterial streets
 - Hills and collector streets
 - Continuous until snow stops
- 33 Secondary plow routes - 235 miles
 - Higher use streets plowed first
 - Two areas in each route, alternate starting location
 - Over 50 pieces of equipment used
- Haul snow from commercial areas and neighborhoods where sidewalk is directly adjacent to back of curb
- Remove snow from 15 bridges and overpasses
- Administer snow clearance from sidewalk ordinance
- Remove snow from 166 public sidewalk and step locations

Weed Control & Turf Maintenance

- Administer and enforce weed and long grass ordinance
- Cut areas of non-compliance and bill property owners
- 165 Notices - annual average
- 20 Locations require City action annually
- 132 City owned properties mowed
- 229 Road right-of-way areas maintained



Mowing Grass



Salt Shed

Off-Street Maintenance

- 65 Locations collect litter
- 300 dead animals picked up
(annual average)

FUTURE OUTLOOK & ISSUES

- Salt shed storage facility, upgrade to current environmental standards
- Expand storage yard facilities
- Adequate staffing for expanding areas
- Equipment upgrades where needed
- Street sweeping debris disposal sites
- Evaluate and implement site alternatives for deposit of snow haul
- Meeting the need of aging street surfaces

PUBLIC WORKS OPERATIONS

Includes Administration, Building and Street Maintenance

BUDGET OVERVIEW

PERSONAL SERVICES

Included in the budget is \$9,200 to expand the Public Works Department "On-Call" program to cover the summer months from April through October. The program is currently in place from November 1st to April 1st, to cover snow and ice control operations. Supervisory staff would be "On-Call" throughout the year on a 24-hour basis with the intent of improving response to summer after-hour emergencies such as wind and rain storm events.

CONTRACTURAL SERVICES

The contractual services for the annual sealcoat program was increased in the 1999 budget. The proposed 2000 budget includes a slight increase to provide for the sealcoating of approximately 14.2 miles of street. Eau Claire County Highway Department has been the low bidder for this work the past 2 years.

UTILITIES

The proposed budget includes a \$49,000 reduction in the cost of disposing of street sweeping waste. The bids, on a cubic yard basis, for disposal of the material at a licensed landfill as required by the Wis/DNR have been less than anticipated. The increased use of salt and less use of sand during snow and ice control has reduced the volume of material for disposal than experienced in previous years.

MATERIALS & SUPPLIES

The 2000 budget proposes an increase of \$23,500 for bituminous materials. The street maintenance division initiated a more aggressive program beginning in 1999 to repair older asphalt streets that are not included in the 5-year street improvement program. The additional funding would allow this program to continue.

The budget also includes a \$13,400 reduction in sand for snow and ice control. The street division has focused more on the use of salt for ice control and the reduction is a reflection of the anticipated need for sand material.

It is proposed to purchase the replacement of 10 hand held radios that are no longer reliable and are experiencing high maintenance costs. The acquisition of 3 portable generators and 6 pneumatic plugs for storm sewer lines to improve the flood control program is also planned.

The traffic sign portion of the Street Maintenance budget is proposed to increase by \$25,000 to begin installation of the Wayfinding Signage program. The signs would be manufactured at the Sign Shop by City personnel and installed with City crews at designated locations. The Sign Task Force of the Chippewa Valley Convention Bureau is expected to complete the initial signage plan along with a prototype sign by the end of 1999.

CAPITAL OUTLAY

The proposed budget includes purchase of a portable presentation projector and a digital camera. The Public Works Department plans to conduct informational meetings and become more active in the Neighborhood Associations. This equipment is necessary in order to provide information and make presentations to the public.

CAPITAL IMPROVEMENTS

The Capital Improvement Program (CIP) includes renovation of the Administration and Engineering portion of City Hall. The remodeling will provide ergonomically improved work areas for the staff and upgrade the ability for supervisors to perform, communicate and monitor the workflow. The tile roof over the south wing of City Hall is proposed to be replaced in 2000. The roof is leaking causing damage to walls and interior of the building. A requirement of the project will be to maintain and enhance the historical architectural integrity of the building. A program to improve the identification and signage of public buildings and facilities is proposed to be undertaken beginning with this budget.

Also included in the CIP is the construction of a new 2,000-ton capacity salt storage shed. A 72-foot diameter dome structure is proposed to be constructed within the fenced storage yard on the east side of Forest Street.

OPERATION HIGHLIGHTS

The Public Works Administration will be undertaking an organized internal evaluation of the department using the American Public Works Association (APWA) Self-Assessment Program. The work will include an evaluation of the current public works management practices and development of methods for improving the delivery of services. The completion of the assessment may result in recommended organizational and supervisory modifications. The evaluation will take approximately one year to complete.

The Street Maintenance Division will be participating in the Self-Assessment program. The evaluation process is anticipated to provide an opportunity to correct, update and improve outdated policies and procedures.

The Division will also be investigating alternate locations and methods for the hauling and disposal of snow from the City Center area. The goal of the study and evaluation will be to outline a long-term strategy for dealing with the issue of snow hauling.

PUBLIC WORKS ENGINEERING FINANCIAL PLAN

	1998 <u>Actual</u>	1999 Adopted <u>Budget</u>	2000 Proposed <u>Budget</u>	<u>% Change</u>
Revenue				
Stormwater Mgmt Chg.	\$ 82,642	\$ 85,507	\$ 93,351	9%
Sewer Service Chg.	125,650	131,279	128,785	-2%
Water Service Chg.	195,916	213,166	212,689	-0%
Other Service Chg.	0	0	0	
Gen. Purpose (tax) Rev.	798,096	904,048	915,475	1%
Total revenue	\$ <u>1,202,305</u>	\$ <u>1,334,000</u>	\$ <u>1,350,300</u>	1%
 Expenses				
Personal Services	\$ 1,026,288	\$ 1,119,700	\$ 1,146,900	2%
Contractual Services	96,163	128,700	115,700	-10%
Utilities	4,522	3,600	5,800	61%
Fixed Charges	13,180	19,400	19,400	0%
Materials & Supplies	37,306	43,600	48,500	11%
Capital Outlay	24,846	19,000	14,000	-26%
Other	0	0	0	
Total expenses	\$ <u>1,202,305</u>	\$ <u>1,334,000</u>	\$ <u>1,350,300</u>	1%

PUBLIC WORKS
Engineering and Traffic
GIS Mapping
Emergency Preparedness

PUBLIC WORKS ENGINEERING AUTHORIZED POSITIONS

	<u>1998</u>	<u>1999</u>	<u>2000</u>
ENGINEERING AND TRAFFIC, GIS MAPPING AND EMERGENCY PREPAREDNESS			
City Engineer	1.00	1.00	1.00
Senior Project Engineer	-	-	1.00
Project Engineer	2.00	2.50	1.50
Traffic Engineer	1.00	1.00	1.00
Engineering Services Manager	1.00	1.00	1.00
Survey Supervisor	1.00	1.00	1.00
Engineering Technician III	3.00	3.00	3.00
Engineering Technician II	2.00	2.00	2.00
Senior Technician - CADD	1.00	1.00	1.00
Engineering Technician/Administrative	1.00	1.00	1.00
Engineering Technician I	1.00	1.00	1.00
Clerk III	1.00	1.00	1.00
Clerk II	0.50	0.50	0.50
Engineering Aide II	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
 Total FTE Positions	 <u>16.50</u>	 <u>17.00</u>	 <u>17.00</u>

Authorized personnel are reported as the number of full-time equivalent (FTE) positions at the beginning of the budget year.

ENGINEERING SERVICES



North Crossing Construction

The Engineering Division is responsible for the design, survey, construction, and inspection of municipal facilities such as buildings, bridges, streets, water system, drainage systems, and sanitary sewer systems, and provides technical support to other departments including Planning and Parks.

FACILITIES & STAFFING

South Wing - Second Level City Hall (203 S. Farwell St.)

- 10 Intergraph/Microstation CADD Workstations
- 3 Geodimeter Total Station Survey Systems
- 2 Survey Vans
- 2 Full Size Plotters
- 1 Large Size Plain Paper Copier
- 1 Blueprint Copier
- 5 Survey Levels
- 1 Laser Level
- Miscellaneous Testing, Surveying, & Drafting Equipment

Staffing

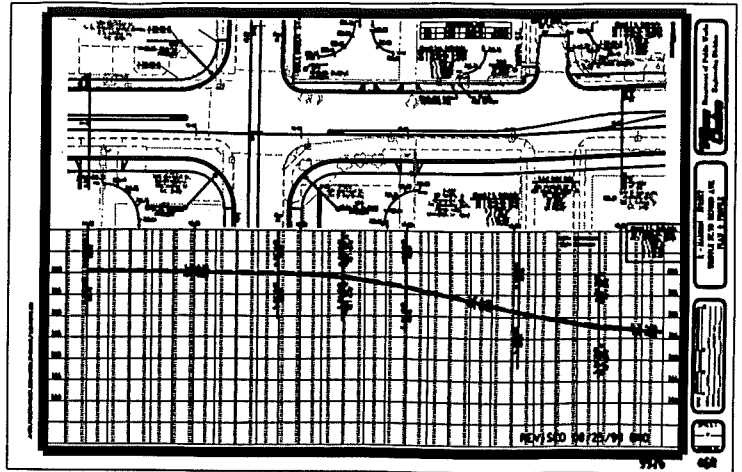
- 1 City Engineer
- 5 Registered Engineers (equals 4.5 FTE)
- 1 Surveyor
- 9 Technicians/Aides
- 2 Clerical (equals 1.5 FTE)
- 6 Seasonal - Construction



Survey Crew with Geodimeter

PRIMARY SERVICES

- 90 Projects designed, administered, monitored in 1999
- 400 Street Grades staked annually
- Special Assessment Program
- \$12 Million Annual Construction Program
- Sidewalk Repair Program
- Encroachments and street opening permits



500 Plan Sheets Produced Annually



Street & Utility Reconstruction on Vine St.

SUPPORT SERVICES

- GIS & Utility Mapping
- Pavement Management System (Micro Paver)
 - 1/3 Streets inspected each year
- Development Agreements
- Site Plan Review
- Coordinate & Monitor Flood Protection
- Certified Survey Maps

FUTURE OUTLOOK & ISSUES

- Maintain and upgrade computer drafting, mapping, and survey equipment
- Make available staff training to keep employees up-to-date and efficient in use of new technology
- Monitor staffing levels and consultant services to assure that annual construction program can be delivered
- Prepare and update 5-Year Street Reconstruction Program
- Storm water management issues including discharge permit
- Work with WIS/DOT on Highway 53 freeway design
- Determine infrastructure needs to accommodate the construction and development anticipated as a result of the Highway 53 Freeway Project

TRAFFIC & STREET LIGHTING SERVICES



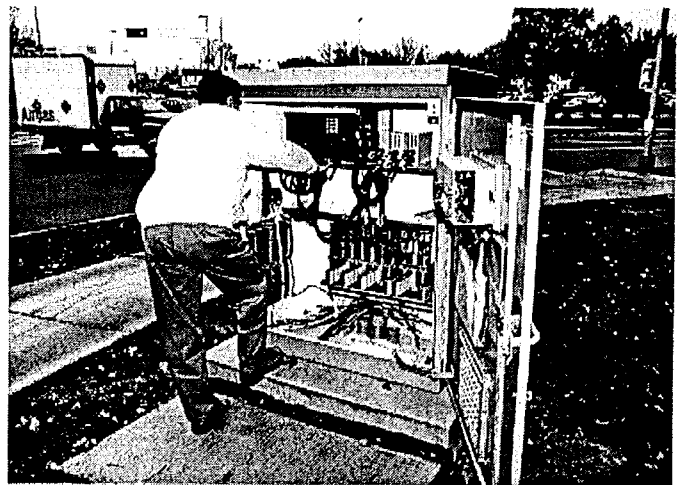
The maintenance and operation of traffic control including signals, signs, pavement markings, and street lighting is the responsibility of the Operations Division of the Public Works Department. Technical assistance is provided by the Engineering Division for design and installation of traffic control and lighting.

FACILITIES

- 26 Traffic Signals
- 9,000 Signs
- 600 Street Name Signs
- 50 Miles of Street Centerline Marking
- 200 Painted Crosswalks
- 200 Pavement Markings (arrows, school, etc.)
- 1,700 Street Lights on Main Thoroughfares
- Sign Shop at Central Maintenance Facility

STREET LIGHTING

- 2,660 Street Lights Leased from NSP at \$25 Per Year Plus Electricity
- Residential Lighting at Intersections and 500 Foot Spacing
- 197 Decorative Light Poles
 - Downtown (City Centre)
 - Water Street
 - Grand Avenue/First Avenue
 - Fifth Avenue/Bellinger Street
 - State Street
 - First Avenue
 - Bike Trail/River Trail



Traffic Engineer Programming Controller

TRAFFIC SIGNALS

- 29 Locations maintained by the City
- Signals on Hwy. 12 (Clairemont Ave.), Hwy. 53 (Hastings Way), Hwy. 93, Hwy. 37, and Hwy. 124 (North Crossing) maintained by WIS/DOT
- Electrical maintenance of signals performed by private contractor
- Traffic Engineer maintains signal controllers and timing



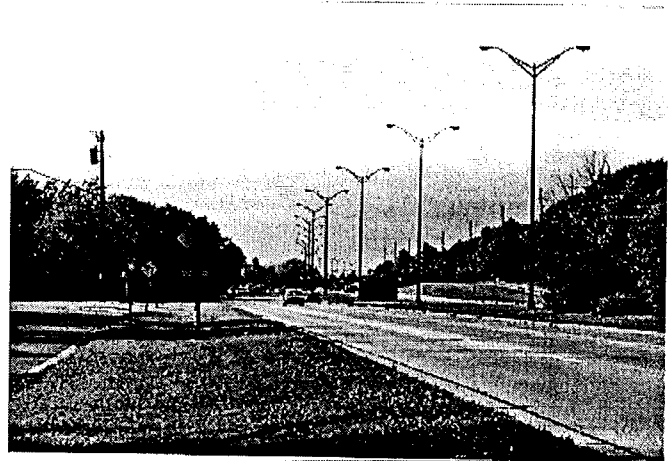
Traffic Signals at Farwell St. & Washington St.

PAVEMENT MARKINGS & SIGNS

- Paint crosswalks and centerlines annually
- Maintain and replace damaged or deteriorated signs
- Sign temporary detour route for construction
- Install new signs where directed by Council action



Crosswalk Painting



Whiteway Lighting along Clairemont Avenue

FUTURE OUTLOOK & ISSUES

- Replace street light poles on Clairemont Avenue and Hastings Way that are experiencing structural failure
- Monitor traffic volumes and accidents throughout the city and install additional traffic control devices as needed
- Acquire new traffic counting equipment
- Replace 15 aged traffic controllers with new computer components
- Electrical costs are anticipated to increase next year
- Work with the Convention & Tourism Task Force to design and implement a pathfinder and wayfinding signage system

PUBLIC WORKS ENGINEERING BUDGET OVERVIEW

PERSONAL SERVICES

It is proposed to partially reorganize the Engineering Division by upgrading one of the Project Engineer positions to a Senior Project Engineer. The purpose of the change is to reflect an increase in responsibility and accountability, with the goal of improving the supervision, timing and delivery of street, utility and infrastructure projects.

CONTRACTURAL SERVICES

The proposed budget includes a 60% reduction in training for the Engineering Division. The majority of the staff received intensified training in the use of the Engineering and Mapping software over the past two years, and the same level of training will not be required in the current budget.

UTILITIES

Telephone expenses will increase \$2,200 to cover the actual cost for telephone service, including cellular phone service used during the construction season. In increase will also provide for implementation of voice mail for better customer service.

MATERIALS & SUPPLIES

The use of computer-generated maps and drawings has increased the office supply needs for paper and ink cartridges. With completion of the digital mapping and delivery of the new topographic aerial photographs the Engineering Division has experienced a significant increase in requests for information from the public and other departments of the City.

CAPITAL OUTLAY

Items proposed for purchase include replacement of 7 hand held radios that have experienced a high degree of problems and failures in the past several years. New zip drives and a CD writer will be acquired to upgrade the computer and mapping capabilities. The replacement of 4 worn out LaserJet printers is also proposed. A large document paper copier, capable of making plain paper copies of documents larger than 11"x17" is proposed to be purchased to replace the 10 year old equipment that is experiencing high maintenance costs.

OPERATION HIGHLIGHTS

Remodeling of the Engineering Division office space will improve the ability of staff to communicate, supervise and monitor the flow of work. The staff will be focusing on methods for improving delivery of the local improvement program by implementing changes in plans and specifications as may be deemed appropriate. Awareness of property owner needs such as trees, access and utility coordination will be addressed with additional staff training in specific areas and an upgraded public information process.

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STORM WATER MANAGEMENT FINANCIAL PLAN

	1998 <u>Actual</u>	1999 Adopted <u>Budget</u>	2000 Proposed <u>Budget</u>	<u>% Change</u>
Revenue				
Charges for Services	\$ 973,292	\$ 1,061,000	\$ 1,189,000	12.1%
Other Operating Revenue	<u>14,471</u>	<u>5,000</u>	<u>10,000</u>	100.0%
Total operating revenue	987,763	1,066,000	1,199,000	12.5%
Fund balance			<u>19,200</u>	
Total revenue sources	<u>\$ 987,763</u>	<u>\$ 1,066,000</u>	<u>\$ 1,218,200</u>	14.3%
Expenses				
Personal Services	\$ 241,714	\$ 324,100	\$ 352,300	8.7%
Contractual Services	97,646	203,000	204,700	0.8%
Utilities	325	500	500	0.0%
Fixed Charges	223,358	235,700	256,900	9.0%
Materials & Supplies	31,724	22,500	42,300	88.0%
Capital Outlay	0	10,000	0	
Other Financing Uses	<u>234,900</u>	<u>239,600</u>	<u>361,500</u>	50.9%
Total expenses	<u>\$ 829,667</u>	<u>\$ 1,035,400</u>	<u>\$ 1,218,200</u>	17.7%

STORM WATER MANAGEMENT AUTHORIZED POSITIONS

	<u>1998</u>	<u>1999</u>	<u>2000</u>
STORM WATER MANAGEMENT			
Project Engineer	-	0.50	0.50
Utility Chemist	1.00	0.50	0.50
Engineering Technician - Admin	1.00	1.00	1.00
Account Clerk II	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
 Total FTE Positions	 <u>2.50</u>	 <u>2.50</u>	 <u>2.50</u>

Authorized personnel are reported as the number of full-time equivalent (FTE) positions at the beginning of the budget year.

STORM WATER MANAGEMENT SERVICES

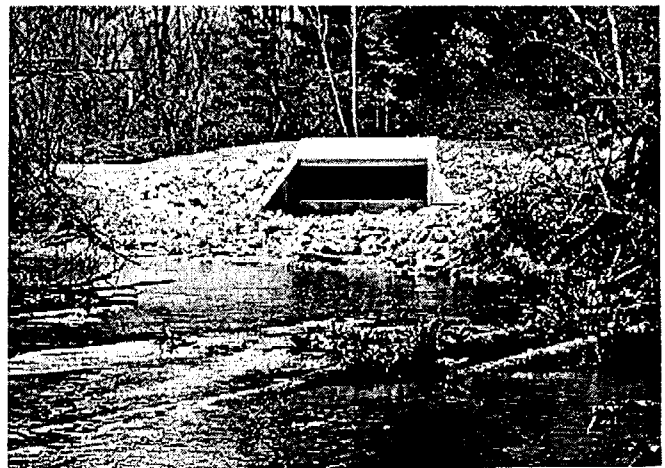


Lowes Creek Detention Basin

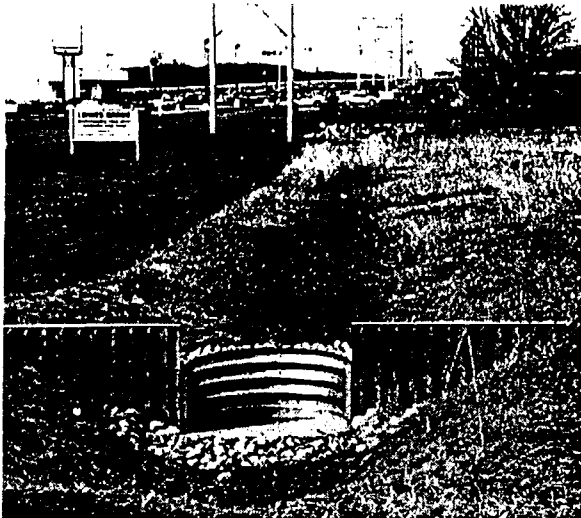
Storm water management is performed as a utility operation of the Public Works Department. Maintenance is performed by various divisions, depending on the work required with construction of conveyance facilities and review of new developments under the supervision and review of the Engineering Division. The Finance Department, Customer Service Division, is responsible for storm water utility billing.

FACILITIES

- 38 Square Mile Drainage Area
- 6 Major Drainage Basins
 - Upper Chippewa River
 - Lower Chippewa River
 - Sherman Creek
 - Eau Claire River
 - Otter Creek
 - Lowes Creek (Priority Watershed)
- 148 Miles of Storm Sewer Pipe (10" to 72" Diameter)
- 25 Storm Water Detention Facilities
- 5,000 Catch Basins and Inlets
- 120 Storm Sewer Outfalls
 - Otter Creek at Eastwind
 - Lowes Creek (Fairgrounds)
 - White Avenue (Airport)
 - North Crossing at Chippewa River
 - Sherman Creek (Menomonie St.)
 - Dells Pond (VFW)
 - Lowes Creek (I-94)
 - Otter Creek (Storrs Ave.)
 - Otter Creek (Bauer St.)



Otter Creek & Gateway Drive Outfall Structure



Storm Water Quality Grass Swale and Erosion Control Structure

FUTURE PROJECTS

- Sherman Creek Outfall (NW)
- Kohlhepp Road Detention Basin
- Princeton Valley & Hwy. 53 Drainage
- Highland Avenue Relief Sewer
- Westside Relief Sewer

STORM WATER UTILITY

- Fees Based on Equivalent Runoff Units (ERU)
- 3,000 Sq. Ft. of Impervious Area Equals 1 ERU
- 40,000 ERU's in the City
- Credits for Providing Storm Water Management

DUMP NO WASTE



DRAINS TO STREAM

FUTURE OUTLOOK & ISSUES

- Repair aging infrastructure pipes
- Increase conveyance capacity of system with installation of larger pipes and additional detention ponds
- Incorporate storm water management practices into new developments
- Compliance with EPA and WIS/DNR, Phase II Storm Water Discharge Permit Requirements
- Increased staff required to meet storm water permit requirements for monitoring and implementation to begin in 2000
- Incorporate water quality measures (BMP's) into existing infrastructure facilities
- Plan for future growth issues with respect to drainage
 - West along Sherman Creek to North Crossing
 - Highway 53 Freeway Corridor and Princeton Valley area

STORMWATER MANAGEMENT BUDGET OVERVIEW

REVENUES

Equivalent Runoff Units (ERU's) are the basis for the Storm Water Management Fund revenues. Each residential property is billed for 1 ERU. Nonresidential properties are billed 1 ERU for every 3,000 square feet of impervious area.

The revenue projections are based on 41,000 ERUs. Each \$1 annual fee increase will generate \$41,000 in revenue. The proposed \$2 rate increase to \$29/year is not sufficient to cover the debt service increases in this fund. However, the Storm Water Management Fund has been in a start up phase and not all of the prior years' funds have been spent. The proposed budget utilizes fund balance to minimize this year's increase. Debt Service and Best Management Practices (BMPs) will drive future rate increases into the \$4 and \$5 range.

PERSONAL SERVICES

The Utility Chemist position, shared jointly with the water and sewer utilities, was funded for half of 1999. A full year's share of the position is included in this budget.

CONTRACTUAL SERVICES

In 1999, the defense of the Plainwell Tissue lawsuit resulted in the need for specialized legal services. The 2000 budget does not include these fees but does reflect the annual appropriations for equipment rental, construction contracts, audit fees and mailing expenses.

FIXED CHARGES

The Storm Water Management Fund receives administrative and technical support from the General Fund, as do the water and sewer utilities. The administrative charge compensates the General Fund for these services, thereby reducing the levy. The increase in this category reflects the greater allocation of engineering time to Storm Water Management issues as compared to prior years.

MATERIALS AND SUPPLIES

Maintenance of the City's storm drainage ponds, underground pipes and outfalls requires piping rock, rip rap inlets, castings, and other drainage materials. The increased storm drainage efforts necessitate an increase in the supplies and repair accounts.

NONOPERATING OUTLAYS

Bond issues fund storm water improvements in the CIP. Outstanding debt as of December, 1999, is \$3.85 million. The 2000 to 2004 CIP is funded by an average of \$1.7 million in new debt each year. Debt service in the 2000 budget increased \$121,900, for a total appropriation of \$361,500.

OPERATION HIGHLIGHTS

The DNR has reviewed and approved the City's pre-application for a municipal stormwater permit. As a result of this approval, the City is required to submit an application by June 2001. In this period the City will perform various studies and analyses of the storm water runoff. Proposals to deal with the environmental impact will be included in the permit process. Cooperative agreements with the UWEC and Department of Transportation are expected to be negotiated within the next year, for submittal of a Group Permit application.

REVENUE DETAIL

STORMWATER MANAGEMENT

<u>Revenue Classification</u>	<u>1998 Actual</u>	<u>1999 Budget</u>	<u>1999 6-Month Actual</u>	<u>1999 Estimated</u>	<u>2000 Budget</u>
<u>CHARGES FOR SERVICES</u>					
Stormwater - Residential	\$ 450,812	\$ 486,000	\$ 197,866	\$ 486,000	\$ 544,500
Stormwater - Nonresidential	522,481	575,000	232,198	575,000	644,500
Total charges for services	973,292	1,061,000	430,064	1,061,000	1,189,000
<u>MISCELLANEOUS</u>					
Interest income	7,940	--	--	--	5,000
<u>OTHER OPERATING REVENUES</u>					
Forfeited discounts	6,532	5,000	5,362	5,000	5,000
<u>OTHER FINANCING SOURCES</u>					
Transfer from CIP fund	--	--	30,000	30,000	--
Total revenues	\$ 987,764	\$ 1,066,000	\$ 465,426	\$ 1,096,000	\$ 1,199,000

REVENUE DETAIL

STORMWATER MANAGEMENT

Charges for Services

Stormwater runoff is measured in equivalent runoff units (ERU). A single family residential property is considered one ERU. The impervious area of all commercial and industrial property is determined and the number of ERUs is calculated. All properties within the City limits pay a quarterly rate based on ERUs. The annual rate for 2000 is \$29 per ERU.

WATER UTILITY FINANCIAL PLAN

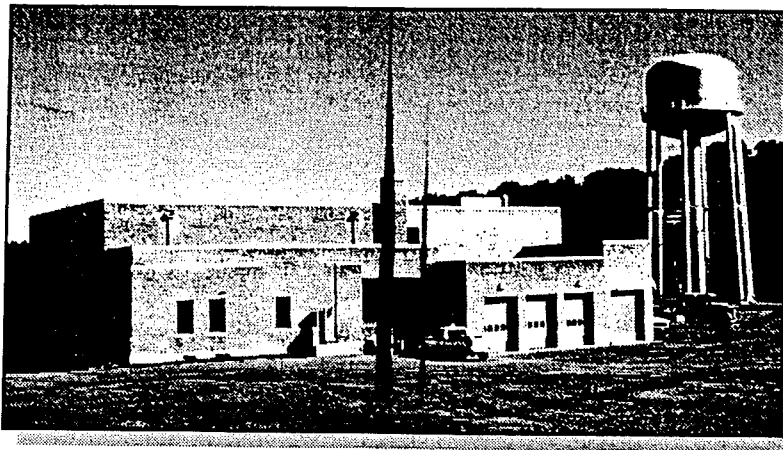
	1998 <u>Actual</u>	1999 Adopted <u>Budget</u>	2000 Proposed <u>Budget</u>	<u>% Change</u>
Revenue				
Charges for Services	\$ 5,472,884	\$ 5,651,500	\$ 5,763,500	2.0%
Other Operating Revenues	141,993	136,000	161,000	18.4%
Non-operating Revenues	<u>474,084</u>	<u>495,000</u>	<u>500,000</u>	1.0%
Total revenue	<u>\$ 6,088,961</u>	<u>\$ 6,282,500</u>	<u>\$ 6,424,500</u>	2.3%
Expenses				
Personal Services	\$ 1,229,564	\$ 1,581,000	\$ 1,635,700	3.5%
Contractual Services	336,551	235,700	257,700	9.3%
Utilities	256,255	307,200	312,300	1.7%
Fixed Charges	1,175,133	1,384,100	1,387,800	0.3%
Materials & Supplies	115,990	178,500	176,600	-1.1%
Capital Outlay	0	12,000	20,000	66.7%
Interest Expense	<u>1,009,369</u>	<u>1,100,800</u>	<u>1,043,100</u>	-5.2%
Total expenses	<u>\$ 4,122,862</u>	<u>\$ 4,799,300</u>	<u>\$ 4,833,200</u>	0.7%

WATER UTILITY AUTHORIZED POSITIONS

	<u>1998</u>	<u>1999</u>	<u>2000</u>
WATER UTILITY			
Utilities Administrator	0.50	0.50	0.50
Water System Superintendent	1.00	1.00	1.00
Utilities Chemist	0.40	0.65	0.65
Utilities Supervisor	1.00	1.00	1.00
Water Plant Supervisor	1.00	1.00	1.00
Utilities Engineer	0.30	0.30	0.30
Assistant Chemist	0.40	0.40	0.40
Clerk II	0.50	0.50	0.50
Operator II	1.00	1.00	1.00
Serviceman II	2.00	2.00	2.00
Operator I	8.00	8.00	8.00
Serviceman I	10.00	10.00	10.00
Serviceman	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
 Total FTE Positions	 <u>29.10</u>	 <u>29.35</u>	 <u>29.35</u>

Authorized personnel are reported as the number of full-time equivalent (FTE) positions at the beginning of the budget year.

WATER UTILITY SERVICES



The Water Treatment Plant and Water Main Distribution System are in the Utilities Division of the Public Works Department. There are 27 employees under the supervision of the Utilities Administrator. The plant is located at 2117 Riverview Drive.

FACILITIES

- Water Treatment Plant
- 15 Operating Wells
 - Average daily pumpage - 9.25 million gallons
 - Maximum daily pumpage - 22 million gallons
- 4 Water Booster Stations
- 322 Miles of Water Main (2" thru 30")
- Water Towers and Reservoirs - Total storage capacity = 15.5 million gallons
 - Oakwood Hills Tower - .5 million gallons
 - Damon Street Reservoir - 5 million gallons
 - Mt. Tom Reservoir - 3 million gallons
 - Mt. Washington Reservoir - 4 million gallons
 - Abbe Hill Reservoir - 1 million gallons
 - Folsom Street Tower - 2 million gallons
- 3,007 Fire Hydrants
- Meter Repair Shop located at Central Maintenance Facility
- 22,029 Customers and Water Service Connections

EQUIPMENT

Part of central equipment fund/replacement is funded by reserve

- 9 pickup trucks
- 3 customer service vans
- 1 hoist truck used to maintain hydrants and valves

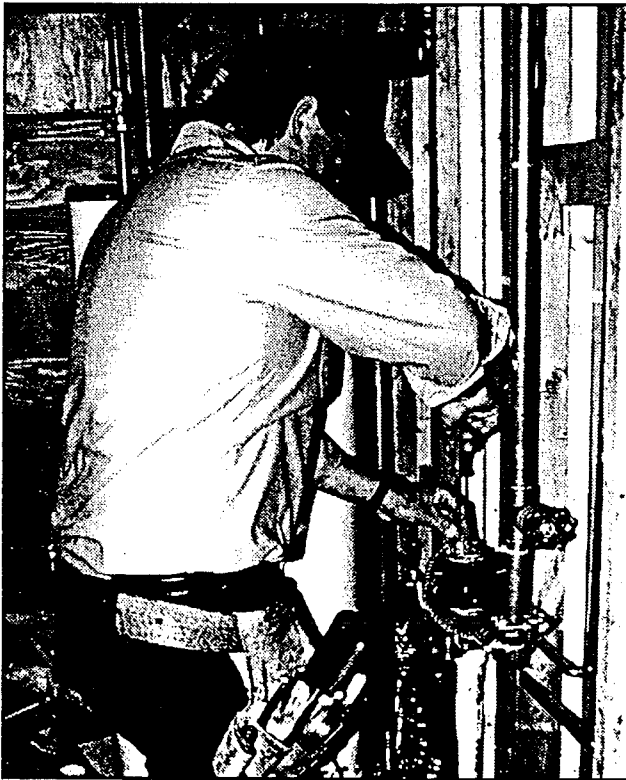
PROGRAM & SERVICES

Major Operations

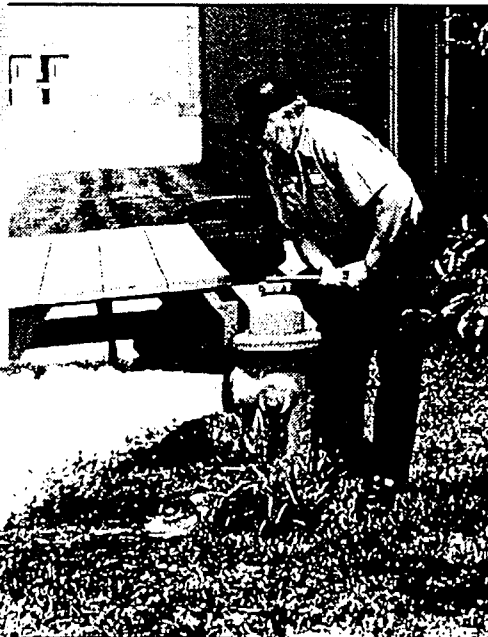
- Water Treatment Plant Operations
- Maintenance of Treatment Plant
- Valve and Hydrant Maintenance.
- Meter Reading/all meters read twice a year
- Water Meter Repair Shop

Services

- 24 hour per day operation of Water Treatment Facility
- Responding to citizen calls and emergencies
- Laboratory testing of water supply on continual basis
- Repairing and cleaning water mains
- Reading, installing and maintaining water meters
- Flushing fire hydrants
- Reservoir and tower maintenance
- Valve and hydrant maintenance
- Over 22,000 customers within city limits of City of Eau Claire—Plus former Washington Heights Sanitary District customers south of city



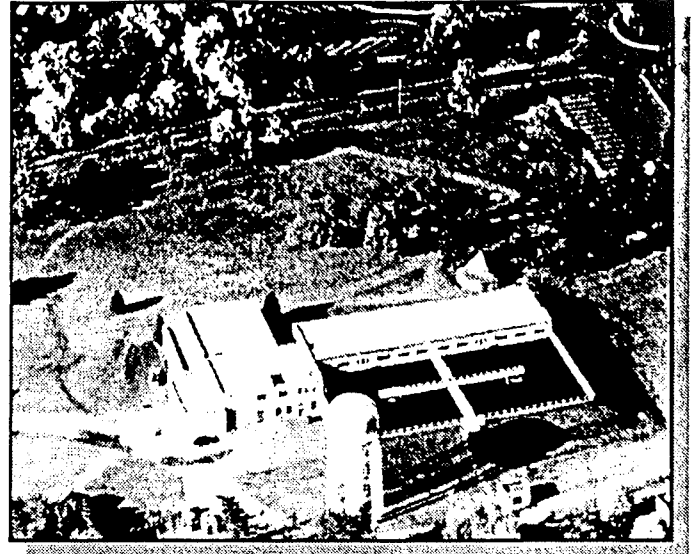
Above: Installing a meter.



Left: Hydrants are flushed to assure clean water lines.

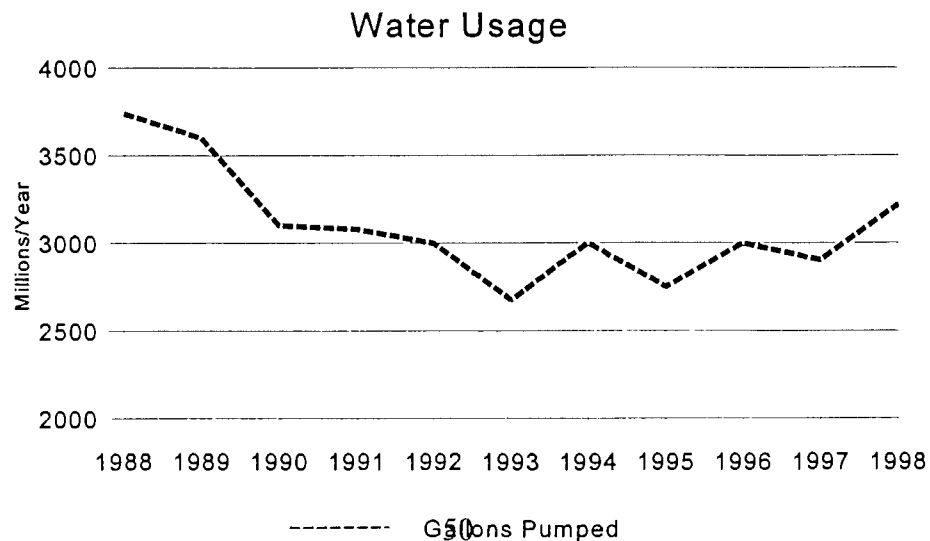


New 2 million gallon water tower on Folsom Street.



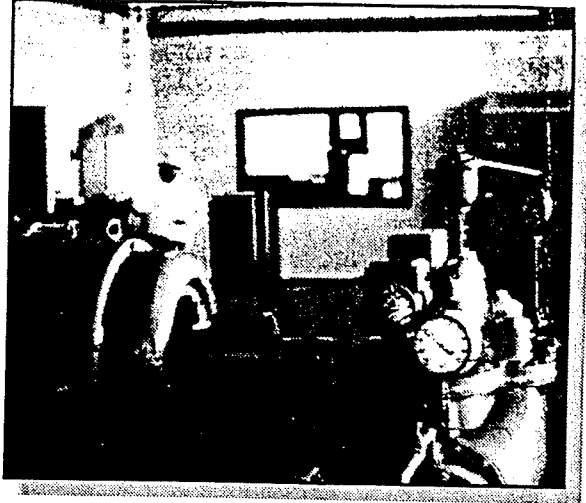
Aerial view of water treatment plant.

	1988	1993	1998
Average Number of Water Customers	19,098	20,264	22,029
Total Gallons Pumped (in thousands)	3,737,365	2,676,417	3,220,545
Average Water Used Per Person Per Day	195	135	152
Miles of Water Main	281	298	322
Average Quarterly Residential Bill	\$26.60	\$31.91	\$34.61

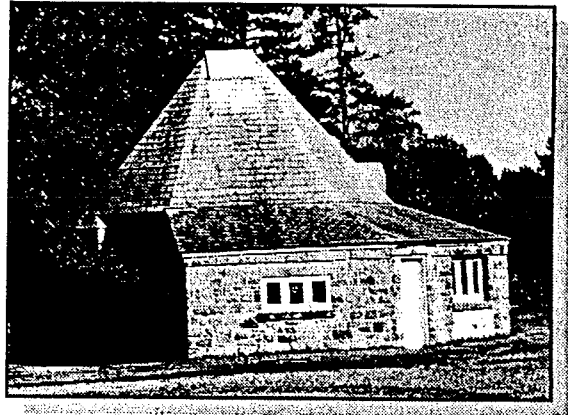


FUTURE OUTLOOK

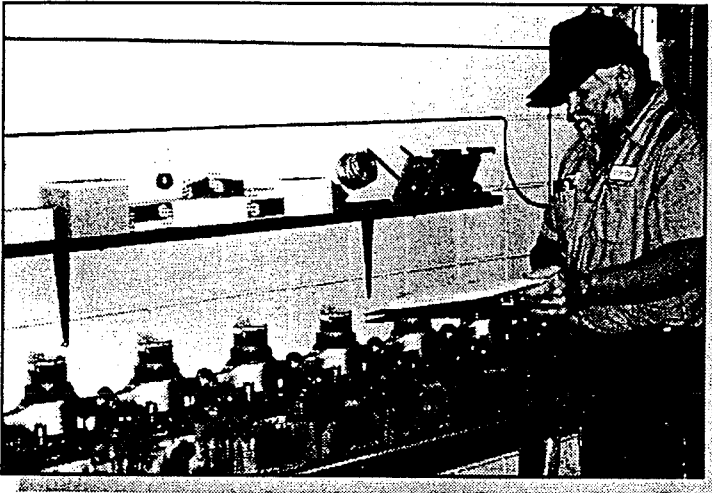
- Growth projected to continue in northwest and southern portions of the city
- Growth pattern may shift to north and northeast when Highway 53 Freeway is constructed (2002-2006)
- Major water plant renovation started in 1999 with completion in 2000
- Concern with future of volatile organic chemical (voc) treatment process
- Water Meter Replacement



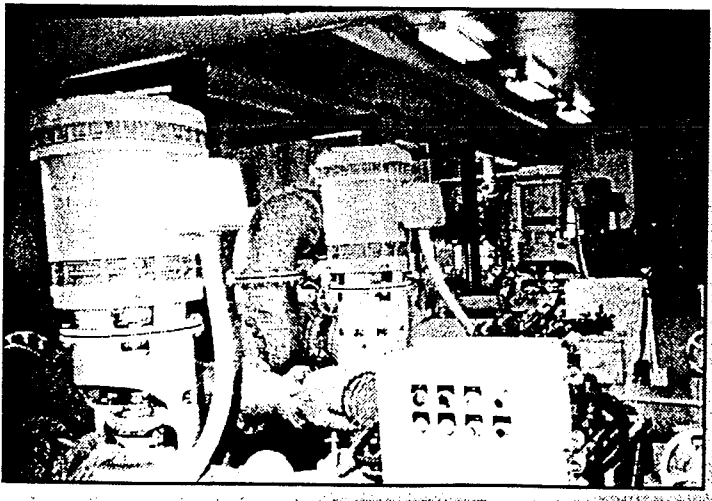
*Maximum daily pumpage - 22 million gallons.
Average daily pumpage - 9.25 million gallons.*



Fifteen city wells are located off Riverview Drive.



Over 21,000 water meters are maintained at the meter repair shop.



Water treatment plant removes iron and manganese, disinfects and adds flouride to water supply.

WATER UTILITY BUDGET OVERVIEW

REVENUES

Water Rates

Rate increases averaging 4% per year are projected in the Water Utility. The Public Service Commission determines these increases. Due to the length of the rate application process, the increases are projected on a biennial basis. A rate application will be submitted in 2000 with an anticipated 8% increase likely to become effective January 1, 2001. The last rate increase was 8% effective January 1, 1999.

Special Assessments

Special assessments are used to finance the construction of new water services, along with developer agreements and TIF Districts. Annexations on the City's northwest side will require the westerly extension of watermain from Kane Road to Mill Run Road and south to Old Town Hall Road. Funding for this project includes a development agreement and special assessments.

CONTRACTURAL SERVICES

The past 2 years the Water Utility has experienced a higher than normal number of water main breaks of a type that required expensive repairs. The City averaged less than 5 water main breaks per year from 1993 to 1997, but was required to fix 11 breaks in 1998 and undertake 6 repairs through the first 5 months of 1999. This trend may have been related to the mild winters that caused soil shifting that are not typical of Wisconsin winters. The budget for 2000 has not been increased significantly as it is hoped that this trend will not continue, but will need to be monitored.

MATERIALS AND SUPPLIES

The budget for materials and supplies includes funding for preparation, printing and mailing of the annual Consumer Confidence Report (CCR) which is now required by the U.S. Environmental Protection Agency (USEPA). The cost in 1999 to prepare and send 30,000 copies of the report to customers of the Water Utility was approximately \$8,000.

OPERATIONAL HIGHLIGHTS

The \$3.5 million renovation at the water treatment plant was started in 1999 and is scheduled for completion in late summer 2000. The improvements included replacement of high voltage electrical equipment, upgrading plant monitoring and control systems, new chemical feed systems modifications to the pumping equipment and building renovations. A considerable amount of the plant personnel time will be spent keeping the facility operating during the construction and coordinating with the contractors during start-up of new equipment.

Work in 2000 is planned to include that painting of several water storage tanks. Some customers may see a slight fluctuation in the pressure during these preventative maintenance operations that are important to extend the life of these facilities.

The average water usage has increased 1.5 million gallons per day, since a low of 7.3 million gallons per day in 1993. The design of new water supply well is included in the Capital Improvement Program (CIP), with construction tentatively planned for 2001, to address this increase demand for municipal water. The level of Volatile Organic Compounds (VOC's) in the water supply has been steadily decreasing as a result of the National Presto Industries (NPI) clean-up efforts. The long-term status of the Striping Towers, used to treat the VOC's is expected to be a subject of discussion, negotiations and debate over the next year.

The Water Utility's capital projects are proposed at \$2.2 million and \$2 million in 2000 and 2001. Although the largest project, the Northwest Watermain, will generate developer contributions and special assessments, the project will require initial debt financing. The CIP anticipates \$1 million bond issues in both 2000 and 2001, subject to cash flow availability.

In future years, water service projects associated with the construction of the Highway 53 Freeway, southeast Gateway Drive (Oakwood Hills) High Pressure System, and another Chippewa River watermain crossing may also require the issuance of water revenue bonds.

REVENUE DETAIL

WATER UTILITY

Revenue Classification	1998 Actual	1999 Budget	1999 6-Month Actual	1999 Estimated	2000 Budget
OPERATING REVENUES					
Charges for services:					
General customers:					
Residential	\$ 2,589,284	\$ 2,690,000	\$ 1,231,722	\$ 2,690,000	\$ 2,744,000
Commercial	1,031,637	1,060,000	515,452	1,060,000	1,081,000
Industrial	589,813	585,000	307,277	585,000	597,000
Public	259,865	256,000	111,717	256,000	261,000
Fire protection:					
Private	38,141	40,000	17,642	40,000	41,000
Public	913,767	970,000	476,596	970,000	989,000
Unmetered sales:					
Commercial	2,471	2,500	--	2,500	2,500
Public	47,906	48,000	--	48,000	48,000
Permits	--	--	1,370	--	--
Total charges for services	<u>5,472,884</u>	<u>5,651,500</u>	<u>2,661,776</u>	<u>5,651,500</u>	<u>5,763,500</u>
OTHER OPERATING REVENUES					
Service charges for sewer collection	50,733	52,000	150,000	52,000	70,000
Miscellaneous service revenue	37,848	34,000	19,606	34,000	40,000
Forfeited discounts	53,412	50,000	15,066	50,000	51,000
Total other operating revenues	<u>141,993</u>	<u>136,000</u>	<u>184,672</u>	<u>136,000</u>	<u>161,000</u>
NON-OPERATING REVENUES					
Interest:					
Investments	444,987	280,000	57,367	280,000	280,000
Advance to other funds	6,430	--	--	--	--
Special assessments	22,667	15,000	308	15,000	15,000
Total interest	<u>474,084</u>	<u>295,000</u>	<u>57,675</u>	<u>295,000</u>	<u>295,000</u>
Payment for shared expenses	--	200,000	--	200,000	205,000
Total non-operating revenues	<u>474,084</u>	<u>495,000</u>	<u>57,675</u>	<u>495,000</u>	<u>500,000</u>
Total revenues	<u>\$ 6,088,961</u>	<u>\$ 6,282,500</u>	<u>\$ 2,904,122</u>	<u>\$ 6,282,500</u>	<u>\$ 6,424,500</u>

REVENUE DETAIL

WATER UTILITY

Operating Revenues

CHARGES FOR SERVICES

Water Utility rates are regulated by the Public Service Commission. The following rates are effective January 1, 1999. Rates are based on a declining scale depending on usage as follows:

Quarterly Service Charge - 5/8" and 3/4" Meters: \$12.90

First 7,500 C.F. = \$1.08 per 100 C.F.
Next 742,500 C.F. = \$.95 per 100 C.F.
Over 750,000 C.F. = \$.58 per 100 C.F.

Water Utility Customers and Operating Revenue

	<u>1995</u>	<u>1996</u>	<u>1997</u>	<u>1998</u>	<u>1999</u>	<u>2000</u>
Number of Customers	20,907	21,232	21,597	22,300	22,400	22,700
Operating Revenue (000's)	\$4,697	\$4,779	\$5,122	\$5,392	\$5,788	\$5,924

Since July 1, 1995, the Water Utility has collected Public Fire Protection (PFP) charges directly from utility customers. The PFP charge is billed quarterly and based on meter size. The PFP charge provides revenue to cover the expense of production, storage, transmission, sale and delivery of water for Public Fire Protection purposes as defined in Wis. Statutes S.196.03(3)b.

A SERVICE CHARGE is assessed the Sewer Utility for processing sewer bills. It includes reimbursements to the Water Utility for meter reading, clerical staff operations and billing responsibilities.

The average residential customer's quarterly water bill is currently estimated at \$39.90 based on 25 ccf.

Non-Operating Revenues

INTEREST INCOME is earned by investing available cash for operations and capital projects in accordance with the City's investment policy.

SEWER UTILITY FINANCIAL PLAN

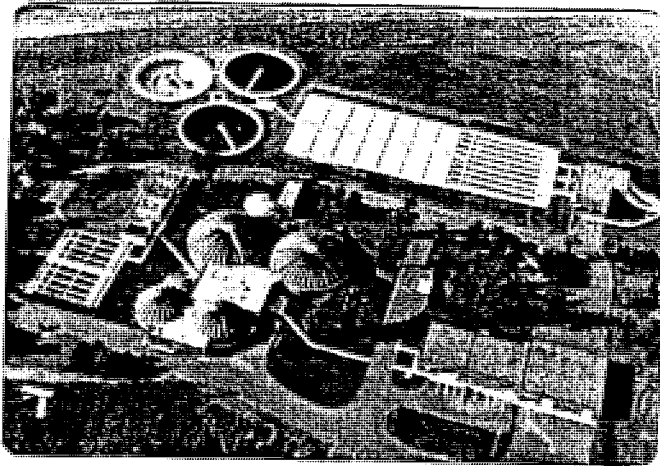
	1998 <u>Actual</u>	1999 Adopted <u>Budget</u>	2000 Proposed <u>Budget</u>	<u>% Change</u>
Revenue				
Charges for Services	\$ 5,690,233	\$ 5,675,500	\$ 5,927,800	4.4%
Other Operating Revenue	75,217	59,500	80,000	34.5%
Miscellaneous Revenue	<u>447,589</u>	<u>340,000</u>	<u>340,000</u>	0.0%
Total revenue	<u>\$ 6,213,039</u>	<u>\$ 6,075,000</u>	<u>\$ 6,347,800</u>	4.5%
Expenses				
Personal Services	\$ 1,441,852	\$ 1,546,600	\$ 1,596,400	3.2%
Contractual Services	604,021	687,000	673,600	-2.0%
Utilities	295,201	307,700	314,100	2.1%
Fixed Charges	373,771	389,200	383,700	-1.4%
Materials & Supplies	311,172	393,700	400,200	1.7%
Capital Outlay	0	0	2,000	
Interest Expense	<u>368,182</u>	<u>334,400</u>	<u>316,600</u>	-5.3%
Total expenses	<u>\$ 3,394,199</u>	<u>\$ 3,658,600</u>	<u>\$ 3,686,600</u>	0.8%

SEWER UTILITY AUTHORIZED POSITIONS

	<u>1998</u>	<u>1999</u>	<u>2000</u>
WASTEWATER UTILITY			
Utilities Administrator	0.50	0.50	0.50
Utilities Chemist	0.60	0.85	0.85
Wastewater Collection Superintendent	1.00	1.00	1.00
Wastewater Plant Supervisor	1.00	1.00	1.00
Utilities Engineer	0.70	0.70	0.70
Assistant Chemist	0.60	0.60	0.60
Clerk II	0.50	0.50	0.50
Operator II	2.00	2.00	2.00
Serviceman II	1.00	1.00	1.00
Laboratory Technician	1.00	1.00	1.00
Operator I	10.00	10.00	10.00
Serviceman	<u>7.00</u>	<u>7.00</u>	<u>7.00</u>
 Total FTE Positions	 <u>25.90</u>	 <u>26.15</u>	 <u>26.15</u>

Authorized personnel are reported as the number of full-time equivalent (FTE) positions at the beginning of the budget year.

WASTEWATER UTILITY SERVICES

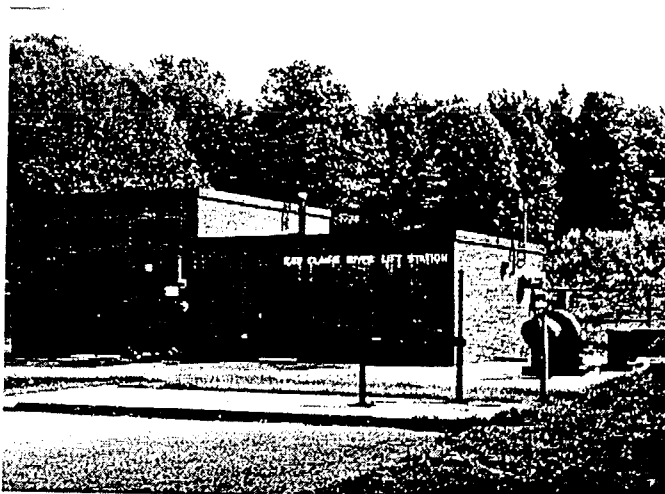


**Wastewater Treatment
Plant
1000 Ferry Street**

The Wastewater Treatment Plant and Sanitary Sewer Collection System are in the Utilities Division of the Public Works Department. There are 27 (equals 25.65 FTE) employees under the supervision of the Utilities Administrator responsible for Wastewater Utility Services.

FACILITIES

- Wastewater Treatment Plant
 - Capacity - 12 million gallons per day
 - Currently treating - 7.3 million gallons per day
- 21 Sewage Pump Stations - Various Locations
- 280 Miles of Sewer Main (8" to 48")
- Over 21,000 Customers and Connections to the Sewer System
- Testing Laboratory at the Wastewater Treatment Plant
- Sewer Maintenance Equipment and Staff are housed at the Central Maintenance Facility - 910 Forest Street.

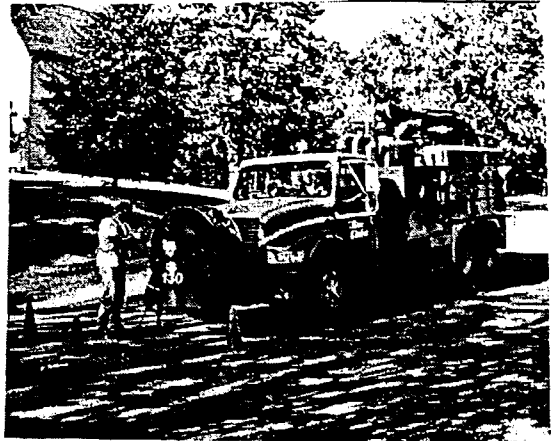


Eau Claire River Lift Station

PROGRAMS & SERVICES

Services Provided by Employees

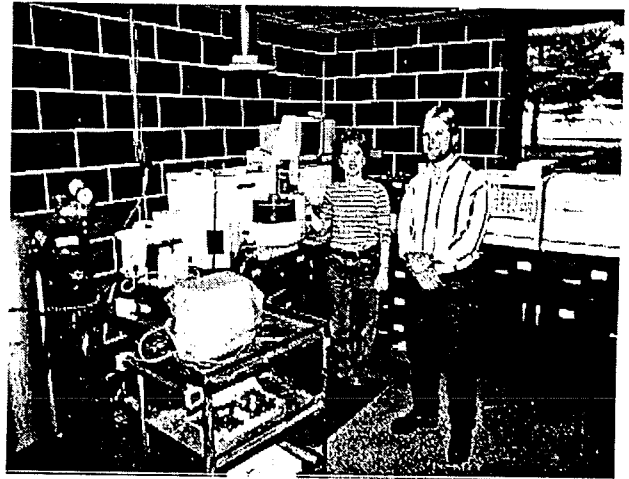
- Over 21,000 customers in Eau Claire and the Town of Washington. Wastewater treatment provided for the City of Altoona.
- 24-Hour per day operation of the Wastewater Treatment Plant
- Response to sewer emergencies and service requests
- Laboratory testing to meet state and federal requirements
- Repair and maintenance of sewer
- Flushing and jet cleaning of sanitary sewer pipes
- Administer industrial pretreatment program



Sanitary Sewer Pipe Cleaning

Areas of Employee Assignment

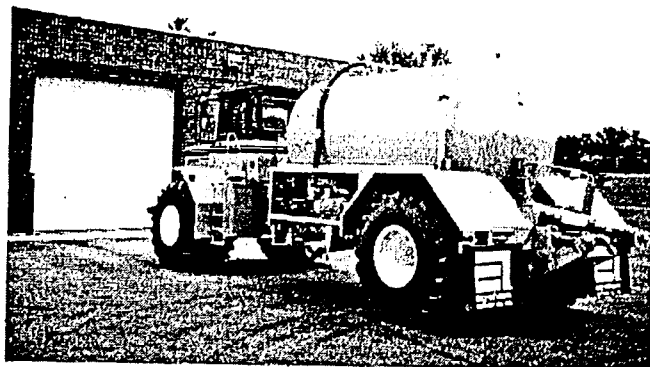
- Wastewater Treatment Plant operation and maintenance
- Laboratory
- Sewer system maintenance
- Sewer pump station maintenance



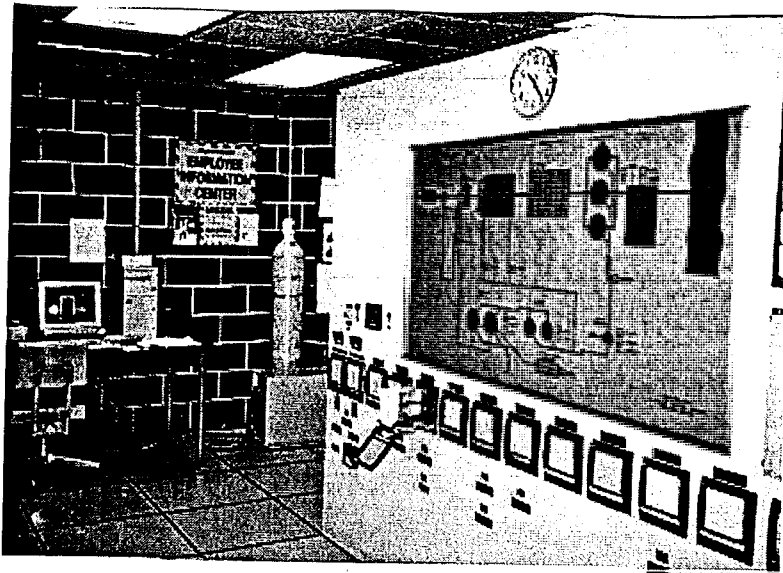
Lab Area at Wastewater Treatment Plant

EQUIPMENT

- 3 Pickup trucks
- 2 Vans
- 3 Sewer cleaning vehicles
- 2 Semi tankers
- 1 Biosolids injection vehicle
- 3 Emergency generators



Vehicle for field injection of biosolids



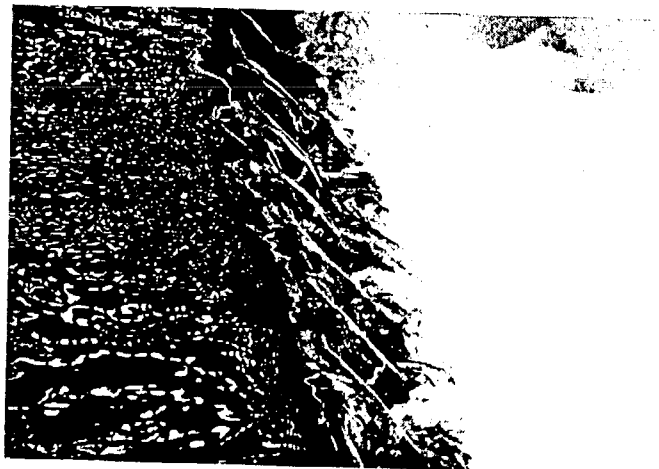
Wastewater Treatment Plant Control Panel

OPERATING STATISTICS

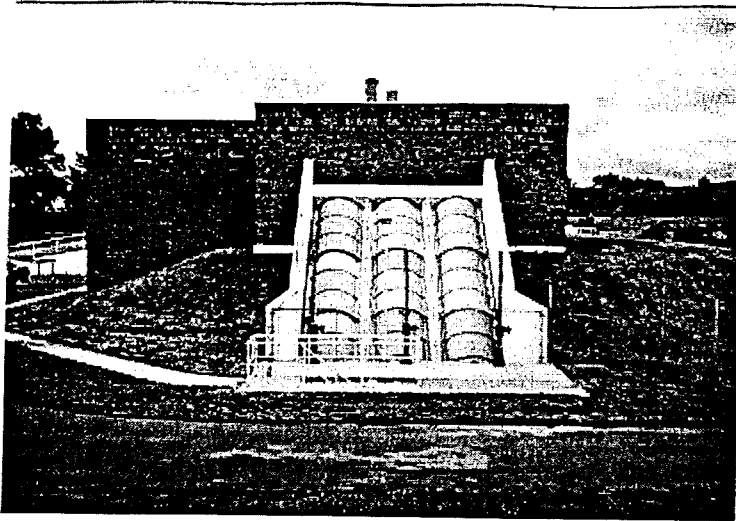
	<u>1988</u>	<u>1993</u>	<u>1998</u>
Average number of Sewer Utility Customers	18,698	19,916	21,362
Total gallons treated (in thousands)	1,886,468	1,747,822	1,905,068
Average gallons treated per person per day	94	82	86
Miles of sewers	221	232	280
Average quarterly residential bill	29.21	38.64	46.92

EFFLUENT QUALITY (Discharge to Chippewa River)

<u>Parameter</u>	<u>Permit Limits</u>	<u>1998 Average Discharge</u>
Oxygen Demand (BOD)	25 mg/l	9 mg/l
Suspended Solids (TSS)	30 mg/l	10 mg/l
pH	6-9	6.8
Phosphorous	1.0 mg/l	0.8 mg/l



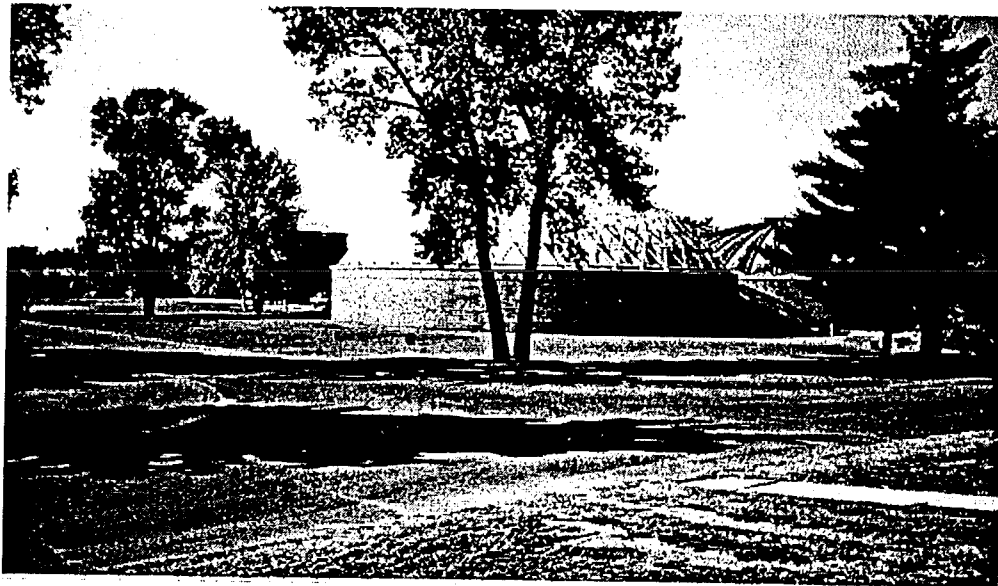
Clear Water in Chlorine Chamber



Headworks and screw pumps to be repaired and replaced.

FUTURE OUTLOOK

- Growth projected to continue in the northwest and southern portions of the City
- Seymour interceptor sewer to be needed in conjunction with the Highway 53 Freeway construction
- I-94/Highway 12 interchange expected to require service within next 5 years
- Plant reaching 20 year life; large mechanical equipment in need of replacement in the next 5 to 10 years



Additional biosolids storage facilities will be required.

SEWER UTILITY BUDGET OVERVIEW

REVENUES

Sewer Rates

The Sewer Utility has been on a pay as you go basis since 1995. The last rate increase was in January 1998. No rate increases are projected for this fund in 2000. With the permission of the federal government, the Utility has been able to apply replacement reserves to plant improvement projects., which has alleviated the need for revenue bonds in the immediate future.

Special Assessments

Special assessments are used to finance the construction of new sewer services, along with developer agreements and TIF Districts. Annexations on the City's northwest side will require the westerly extension of watermain from Kane Road to Mill Run Road and south to Old Town Hall Road. Funding for this project includes a development agreement and special assessments.

Northeast annexations will require completion of the interceptor sewer from the North Crossing to Melby Road. Special assessments and a development agreement will also be considered to finance this project which is scheduled for 2004.

CONTRACTURAL SERVICES

The Wisconsin Department of Natural Resources (Wis/DNR) has lowered the annual NR 101 environmental fee by approximately \$35,000. The reduced fee is partially due to the work done by the plant personnel that has improved the level of treatment at the facility and the resulting quality of the waterwater discharge to the Chippewa River.

MATERIALS AND SUPPLIES

The budget for materials and supplies includes a slight increase in the cost of chemicals for use in the removal of phosphorous from the waste stream. The new process was in operation for the full year in 1999 and has resulted in reducing the discharge of phosphorous to the Chippewa River to less than 0.8 ppm, which is below the permit limit.

OPERATIONAL HIGHLIGHTS

The wastewater treatment facility has experienced an increase in flow of approximately 1.0 million gallons per day since 1993. The recent growth in the City, including industrial development in the northwest area of the community has contributed to the increased wastewater discharge.

The current wastewater treatment plant was placed into operation in 1982, and is reaching the end of the 20-year design life for many of the large mechanical components. It is planned to begin a systematic program of upgrading and replacing the mechanical treatment systems to ensure the continued reliability of the facility. The work is expected to include replacement of the Rotating Biological Contactors (RBC's), final clarifier mechanisms and air handling systems, including blowers and diffuser piping. The design is scheduled to begin in 2004, with construction costs estimated to range from \$2.0 to \$5.0 million. This future project will likely require the issuance of sewer revenue bonds.

The Sewer Department will begin closed circuit camera inspection in 2000 as a result of purchasing the equipment necessary to undertake the pipe evaluation process. These services will now be provided in-house in lieu of contract services, which is expected to improve the ability to locate the cause of sewer problems and upgrade response to emergencies.

REVENUE DETAIL

SEWER UTILITY

<u>Revenue Classification</u>	<u>1998 Actual</u>	<u>1999 Budget</u>	<u>1999 6-Month Actual</u>	<u>1999 Estimated</u>	<u>2000 Budget</u>
<u>OPERATING REVENUES</u>					
Charges for services:					
Residential	\$ 2,598,033	\$ 2,630,000	\$ 1,314,762	\$ 2,630,000	\$ 2,682,600
Commercial	1,727,946	1,710,000	835,304	1,710,000	1,744,200
Industrial	583,576	550,000	300,346	550,000	606,000
Public	391,216	372,500	198,718	372,500	406,500
Industrial surcharge	154,811	150,000	111,005	150,000	225,000
Industrial pretreatment	36,983	38,000	--	38,000	38,000
Other sewer services	197,668	225,000	13,388	225,000	225,500
Total charges for services	<u>5,690,234</u>	<u>5,675,500</u>	<u>2,773,522</u>	<u>5,675,500</u>	<u>5,927,800</u>
<u>OTHER OPERATING REVENUES</u>					
Miscellaneous service revenues	16,214	14,500	6,305	14,500	20,000
Forfeited discounts	59,002	45,000	14,925	45,000	60,000
Total other operating revenues	<u>75,216</u>	<u>59,500</u>	<u>21,231</u>	<u>59,500</u>	<u>80,000</u>
<u>NON-OPERATING REVENUES</u>					
Interest:					
Investments	417,279	325,000	12,840	325,000	325,000
Advance to other funds	6,430	--	--	--	--
Special assessments	23,879	15,000	801	15,000	15,000
Total interest	<u>447,589</u>	<u>340,000</u>	<u>13,640</u>	<u>340,000</u>	<u>340,000</u>
Sale of capital assets	--	--	--	--	--
Total non-operating revenues	<u>447,589</u>	<u>340,000</u>	<u>13,640</u>	<u>340,000</u>	<u>340,000</u>
Total revenues	<u>\$ 6,213,039</u>	<u>\$ 6,075,000</u>	<u>\$ 2,808,393</u>	<u>\$ 6,075,000</u>	<u>\$ 6,347,800</u>

REVENUE DETAIL

SEWER UTILITY

Operating Revenues

CHARGES FOR SERVICES

Sewer User Fees are established by the City Council and are based on the amount of water used by a customer. The sewer charge rate effective January 1, 1998 is \$2.04 per 100 cubic feet of water used. Due to lawn and garden watering in the summer, sewer usage for residential customers is based on the winter quarter or current quarter, whichever is less. Usage for commercial and industrial customers and public authorities are computed on actual water consumption.

Effective January 1, 1986, the Sewer Utility implemented an industrial surcharge. The DNR established an acceptable limit of suspended solids and biochemical oxygen demand. Any industry whose concentrations of waste material is in excess of the approved limits is subject to this surcharge.

Sewer Utility Customers, Sewer Rates and Operating Revenues

	<u>1995</u>	<u>1996</u>	<u>1997</u>	<u>1998</u>	<u>1999</u>	<u>2000</u>
Number of Customers	20,326	20,628	20,964	21,400	21,700	22,000
User Rate Per 100 CF	\$1.86	\$1.92	\$1.98	\$2.04	\$2.04	\$2.04
Operating Revenue (000's)	\$5,136	\$5,080	\$5,302	\$5,619	\$5,735	\$6,008

The average residential customers's quarterly sewer bill is currently estimated at \$51.00.

Non-Operating Revenues

INTEREST INCOME is earned by investing available cash for operations and capital projects in accordance with the City's investment policy.

PARKING UTILITY FINANCIAL PLAN

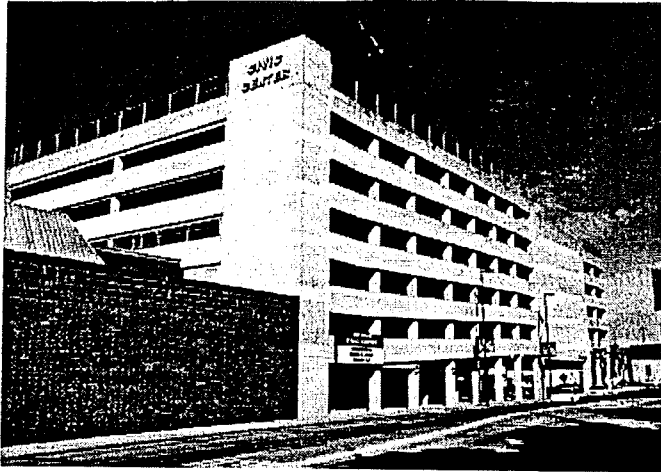
	1998 <u>Actual</u>	1999 Adopted <u>Budget</u>	2000 Proposed <u>Budget</u>	<u>% Change</u>
Revenue				
Charges for Services	\$ 243,200	\$ 280,100	\$ 288,400	
Total revenue	<u>\$ 243,200</u>	<u>\$ 280,100</u>	<u>\$ 288,400</u>	3.0%
Expenses				
Personal Services	\$ 96,443	\$ 112,900	\$ 117,700	4.3%
Contractual Services	34,088	50,600	50,700	0.2%
Utilities	32,267	43,500	43,600	0.2%
Fixed Charges	10,528	11,900	14,400	21.0%
Materials & Supplies	<u>3,076</u>	<u>8,800</u>	<u>9,200</u>	4.5%
Total expenses	<u>\$ 176,402</u>	<u>\$ 227,700</u>	<u>\$ 235,600</u>	3.5%

PARKING UTILITY AUTHORIZED POSITIONS

	<u>1998</u>	<u>1999</u>	<u>2000</u>
PARKING UTILITY			
Parking Attendants	1.25	1.25	1.25
Skilled Worker I	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
 Total FTE Positions	 <u>2.25</u>	 <u>2.25</u>	 <u>2.25</u>

Authorized personnel are reported as the number of full-time equivalent (FTE) positions at the beginning of the budget year.

MUNICIPAL PARKING SERVICES



**Civic Center Parking
Ramp
Farwell St. & Gibson St.
(406 Spaces)**

The Parking Utility provides for the operation and maintenance of Downtown Parking Ramps, City-owned parking lots, and on-street parking meters. Enforcement of parking regulations is provided by the Police Department and is not accounted for in the Parking Utility budget.

FACILITIES

Parking Structures	2
	540 Spaces
Surface Lots	12
	693 Spaces
On-street Meters	129
Off-street Meters	<u>314</u>
Total Meters	443

- On-street Parking Meters
Operating Time
9:00 a.m. to 6:00 p.m.
Monday through Friday,
except holidays
- Monthly permits available for
ramps and surface lots
- Meters located Downtown
and in selected lots



Bus Transfer Center Parking Lot

PROGRAM & SERVICES

Services Provided by Employees

- Parking Enforcement by the Police Department Community Service Officers (CSO)
- Ramp and surface lots maintenance and repair
- Parking meter operations and repair
- Collection of ramp and meter fees



CSO Chalking Tires

Staff

- 1 Skilled worker
- 2 Part-time ramp booth attendants equal to 1.25 FTE
- 0.5 Custodian position



Parking Meter Repair

Projected Revenue/Expenditures

	<u>1998</u>	<u>1999</u>	<u>2000</u>
Revenue			
Meters	\$46,750	\$49,700	\$56,000
Fees & Permits	\$196,450	\$238,700	\$232,400
Expenses			
Operations	\$176,400	\$227,700	\$235,600
Capital Imp.	\$125,000	\$160,000	\$125,000

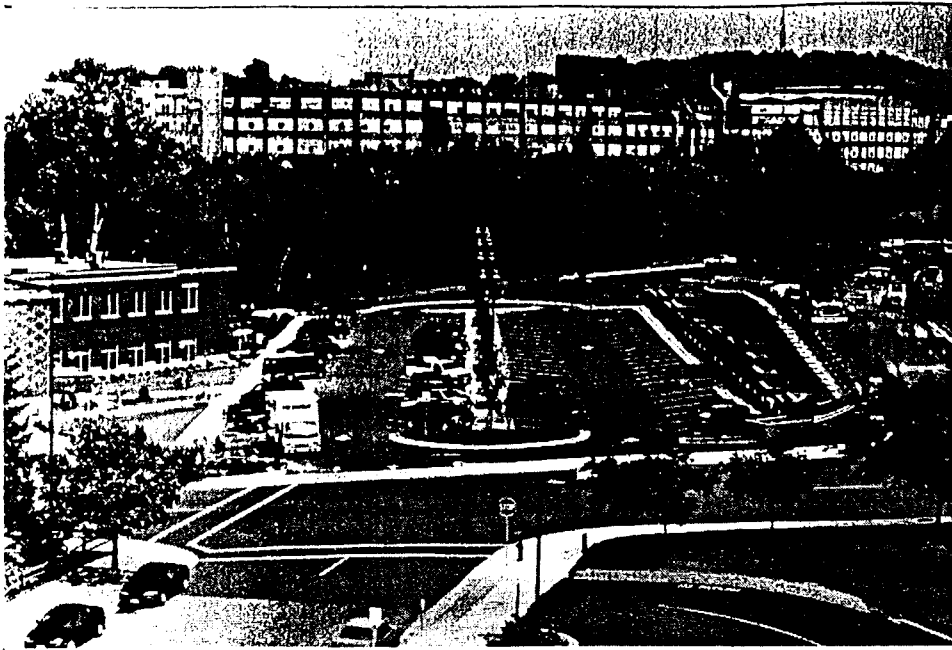
Parking Rates

On-street meters, Hourly	\$0.25
Off-street meters, Hourly	\$0.20 & \$0.25
Municipal Ramp, Hourly	\$0.40
Maximum, Daily	\$2.70
Municipal Permit, Quarterly	\$52.50*
Riverview Lot Permit, Quarterly	\$72.00*
Municipal Ramp, Monthly	\$29.00*
Riverside Deck-Upper Level, Quarterly Permit	\$90.00*
Riverside Deck-Lower Level, Quarterly (assigned stalls)	\$96.00*

*Plus 5.5% Sales Tax



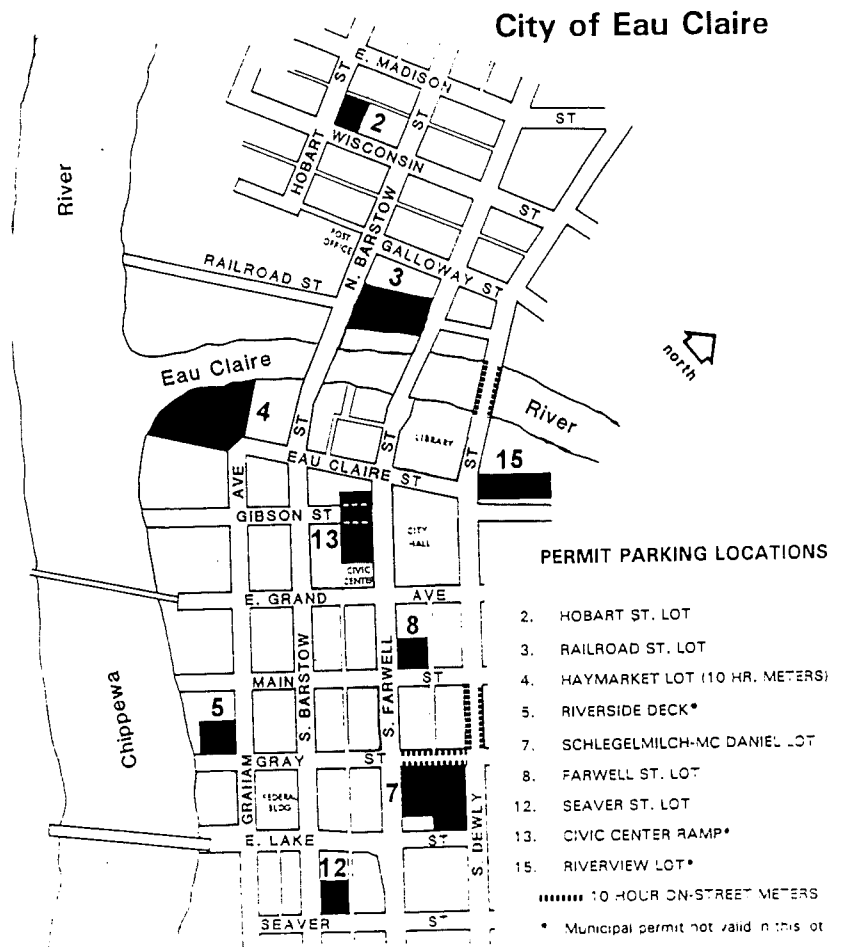
Parking Ramp Fee Collections



Riverview Parking Lot completed in spring, 1999 (101 additional spaces)

FUTURE OUTLOOK

- Need to upgrade and replace aging meters
- Future downtown parking needs including possible additional ramp
- Ultimate development of the Schlegelmilch-McDaniel Surface Lot and replacement of lost stalls.
- Continuing annual maintenance and repairs to the existing parking deck and ramp
- Coordination with the City Center Plan and Business Improvement Districts
- Review parking deck fees and charges for adjustment in 2000



Downtown Permit Parking Locations

PARKING LOTS

NUMBER	DESCRIPTION	RESERVED SPACES	PERMIT SPACES	METERED SPACES	HANDICAP SPACES	TOTAL SPACES
2.	Hobart Street Lot NE Corner of Wisconsin St. and Hobart Street Hours: 9 a.m. - 6 p.m. - M-F	-	-	15 (10-Hour) \$0.20/Hour	1	16
3.	Railroad Street Lot Between Farwell Street and Barstow Street Hours: 9 a.m. - 6 p.m. - M-F	-	-	72 (12-Hour) \$0.20/Hour	3	75
4.	Haymarket Lot NW Corner of Eau Claire Street and Graham Avenue Hours: 9 a.m. - 6 p.m. - M-F	1 Bike Rack	-	95 Total (20-2 Hour) (75-10 Hour) \$0.25/Hour	5	101
5.	Riverside Parking Deck-Upper Level Riverside Parking Deck-Lower Level Graham Avenue at Gray Street Hours: 7 a.m. - 6 p.m. - M-F	- -	50 69	13 0 (4-Hour) \$0.25/Hour	2 -	65 69
6.	Transfer Center Lot SW Corner of Main Street & Farwell Street Hours: 9 a.m. - 6 p.m. - M-F	-	-	45 (4-Hour) \$0.25/Hour	2	47
7.	Schlegelmilch-McDaniel Lot SE Corner of Gray Street and Farwell St. Hours: 9 a.m. - 6 p.m. - M-F	9	148	-	-	157
8.	Farwell Street Lot NE Corner of Farwell Street and Main Street Hours: 7 a.m. - 6 p.m. - M-F	-	34	9 (Total) (6-10 Hour) (3-2 Hour) \$0.25/Hour	2	45
9.	Barstow Street (Four Corners) Lot - 2 Hour Limit NE Corner of Barstow Street and Grand Avenue Hours: 9 a.m. - 6 p.m. - MON-SAT.	-	-	-	2	32
10.	Library Parking Lot NW Corner of Dewey Street and Eau Claire Street (During Library Hours)	-	-	21 (2-Hour) \$0.20/Hour	1	23
11.	Water Street Lot SE Corner of Water Street and Fifth Avenue Hours: 9 a.m. - 9 p.m. - MON-SAT	-	-	28 (2-Hour) \$0.25/Hour	2	30
12.	Seaver Street Lot NE Corner of Seaver Street and Barstow Street Hours: 7 a.m. - 6 p.m. - M-F	-	37	-	2	39
13.	Civic Center Parking Ramp Farwell Street and Gibson Street Hours: 8 a.m. - 6 p.m. - M-F	30	130 Varies	-	7	406
14.	Chippewa Street Lot - 2 Hour Limit SW Corner of Chippewa Street and Fourth Avenue Hours: 8 a.m. - 6 p.m. - MON-SAT	-	-	-	1	25
15.	Riverview Lot NE Corner of S. Dewey Street and Gibson Street Permit Hours: 7 a.m. - 6 p.m. - M-F Meter Hours: 9 a.m. - 6 p.m. - M-F	-	82	16 (4-Hour) \$0.25/Hour	5	103

ON-STREET METERS OPERATING TIME: 9 A.M. - 6 P.M. - M-F EXCEPT HOLIDAYS

PARKING UTILITY

BUDGET OVERVIEW

REVENUES

The Parking Utility operates 2 parking ramps and 12 public surface parking lots which contain 643 spaces. The utility also provides the operation and maintenance of 443 parking meters and a number of leased parking stalls. Revenues from these sources pay for the maintenance and operating expenses of the utility.

A parking rate increase is proposed at the Municipal Parking Ramp to be effective in 2000. The monthly rate is proposed to increase \$29.00 to \$30.00. The last rate increase at the parking ramps was in 1997. The hourly rates have not been adjusted since 1994 and are proposed to be increased by \$0.10 to a rate of \$0.50 for the first hour and increased by \$0.55 for a rate of \$3.25 for over 12 hours.

PERSONAL SERVICES

Increases in health insurance raise the projected wages and benefits 4.3%.

FIXED CHARGES

Special Assessments for street improvements increased \$2,500.

CAPTIAL OUTLAY

The budget includes replacement of the exit gates, card readers and ticket machine that were originally installed in 1975. The equipment has become a continuous maintenance problem, replacement parts are difficult to find and the system is no longer reliable.

OPERATION HIGHLIGHTS

The parking ramp repair program that was started in 1998 was originally scheduled to take place over a period of 4 years. Major work was completed in the last 2 years and only minor repairs are proposed in 2000. A larger project to complete the rehabilitation is scheduled 2001.

The Parking Utility has experienced a decrease in the purchase of quarterly parking permits in 1999 as a result of several businesses relocating from the Downtown area. Approximately 160 fewer permits have been purchased in 1999 than were obtained in 1998. This trend is not expected to continue, but will need to be monitored in future budget years.

Repair parts for the mechanical parking meters are becoming increasingly difficult to obtain. Replacement with new electronic/LED parking meters will need to be evaluated in the future.

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REVENUE DETAIL

PARKING UTILITY

<u>Revenue Classification</u>	<u>1998 Actual</u>	<u>1999 Budget</u>	<u>1999 6-Month Actual</u>	<u>1999 Estimated</u>	<u>2000 Budget</u>
<u>OPERATING REVENUES</u>					
Charges for services:					
On-street metered	\$ 15,116	\$ 16,000	\$ 9,048	\$ 16,000	\$ 16,000
Off-street metered	32,119	35,500	17,629	35,500	35,800
Off-street unmetered:					
Graham ramp	37,737	44,500	27,844	44,500	44,500
Farwell ramp	76,599	77,000	40,729	77,000	83,000
Soo Line ramp	--	14,000	1,944	14,000	20,000
Barstow St. Lot	--	--	--	--	--
10-hour parking permits	81,599	93,000	36,457	93,000	89,000
Miscellaneous	30	100	12	100	100
Total charges for services	<u>243,200</u>	<u>280,100</u>	<u>133,663</u>	<u>280,100</u>	<u>288,400</u>
 Total revenues	 <u>\$ 243,200</u>	 <u>\$ 280,100</u>	 <u>\$ 133,663</u>	 <u>\$ 280,100</u>	 <u>\$ 288,400</u>

REVENUE DETAIL BY FUND

PARKING UTILITY

Operating Revenues

CHARGES FOR SERVICES

The Parking Utility operates 2 parking ramps and 12 public parking lots containing 314 meters, plus 301 monthly rental stalls and 129 on-street meters. Revenue from these sources pay for maintenance and operating expenses of the utility.

PUBLIC TRANSIT FINANCIAL PLAN

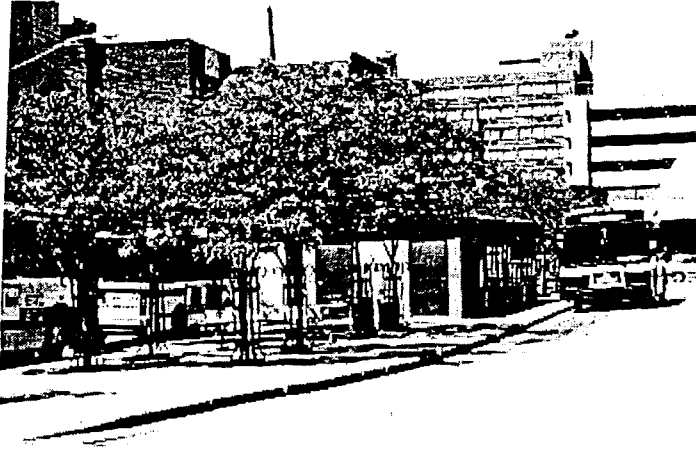
	1998 <u>Actual</u>	1999 Adopted <u>Budget</u>	2000 Proposed <u>Budget</u>	<u>% Change</u>
Revenue				
Charges for Services	\$ 299,012	\$ 407,200	\$ 440,500	8.2%
Other Operating	12,513	12,000	12,000	0.0%
Non-Operating	<u>1,960,014</u>	<u>2,143,100</u>	<u>2,373,500</u>	10.8%
	<u>\$ 2,271,539</u>	<u>\$ 2,562,300</u>	<u>\$ 2,826,000</u>	10.3%
Expenses				
Personal Services	\$ 1,481,565	\$ 1,635,500	\$ 1,848,000	13.0%
Contractual Services	483,283	516,500	526,800	2.0%
Utilities	5,374	6,300	6,800	7.9%
Fixed Charges	134,386	133,700	144,500	8.1%
Materials & Supplies	166,936	251,100	286,900	14.3%
Capital Outlay	<u>0</u>	<u>16,000</u>	<u>13,000</u>	-18.8%
Total expenses	<u>\$ 2,271,544</u>	<u>\$ 2,559,100</u>	<u>\$ 2,826,000</u>	10.4%

PUBLIC TRANSIT AUTHORIZED POSITIONS

	<u>1998</u>	<u>1999</u>	<u>2000</u>
PUBLIC TRANSIT			
Transit Manager	1.00	1.00	1.00
Working Shop Supervisor	1.00	1.00	1.00
Driver Supervisor	1.00	1.00	1.00
Transit Specialist	0.50	0.50	1.50
Clerk III	1.00	1.00	1.00
Account Clerk I	1.00	1.00	-
Bus Mechanic I	2.00	2.00	2.00
Bus Operator	22.00	26.00	26.00
Combination Serviceman	2.00	2.00	2.00
Park-Time Operator	<u>4.00</u>	<u>5.00</u>	<u>5.00</u>
 Total FTE Positions	 <u>35.50</u>	 <u>40.50</u>	 <u>40.50</u>

Authorized personnel are reported as the number of full-time equivalent (FTE) positions at the beginning of the budget year.

PUBLIC TRANSIT SERVICES



**BUS TRANSFER CENTER
Downtown
(Farwell Street & Main Street)**

Public Transportation Services are provided by the Operations Division of the Public Works Department. The Division is responsible for the bus system under the direction of the Eau Claire Transit Commission, which was established for maintenance and operation of a comprehensive unified local transportation system.

FACILITIES

Central Maintenance & Storage Facility (910 Forest Street)

- Indoor automatic bus wash
- Storage facility for approximately 30 buses
- Indoor fueling facility

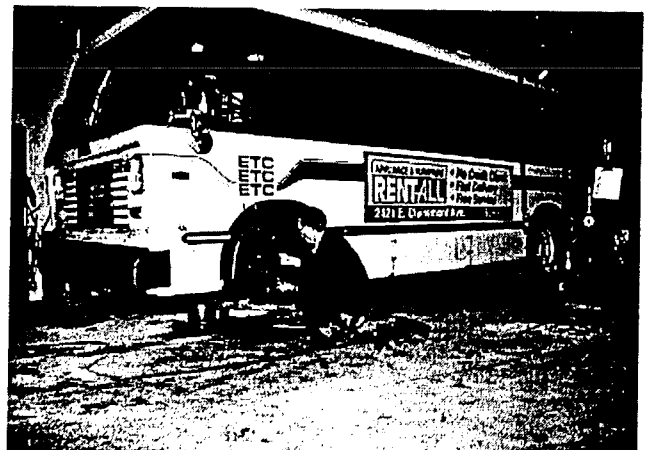
Downtown Transfer Center (Intersection of Farwell St. & Main St.)

- Waiting area for transferring passengers
- Staging area for 10 buses

Bus Fleet

- 6 - 1976 Flixible's (40 passenger)
- 2 - 1982 Grumman's (35 passenger)
- 8 - 1989 Chance's (24 passenger)
- 8 - 1997 New Flyer's (30 passenger)

Fleet maintenance is provided by mechanics located at the Central Maintenance Facility on Forest Street.



Shop area at the CMF

STAFFING

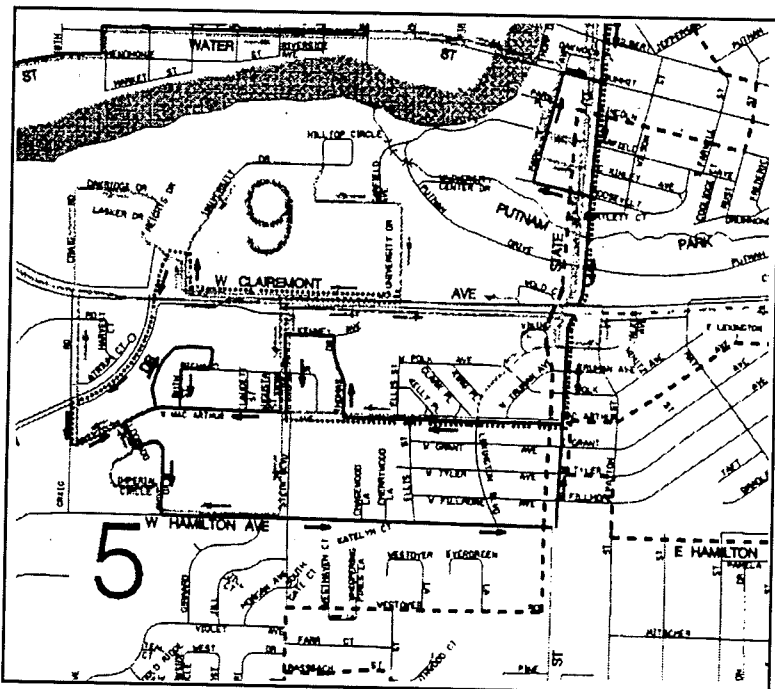
The Transit Manager is responsible for the daily operations. The Eau Claire Transit Commission provides oversight for the City Council of public transportation issues.

- 26 Full-time Bus Operators
- 10 Part-time Bus Operators equal to 5 FTE
- 1 Transit Manager
- 1 Driver Supervisor
- 1.5 Part-time Transit Specialists
- 1 Shop Supervisor
- 1 Clerk III
- 2 Combined Servicemen
- 2 Bus Mechanics



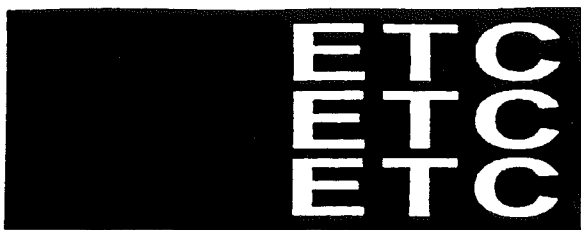
Passenger paying bus fare

SERVICES



Routes

- Margaret & Malls
- Mt. Washington/DeLong
- North High
- Locust Lane
- Rudolph Rd./West MacArthur
- Putnam Heights & Malls
- West Clairemont/Altoona
- Folsom & Vine/Memorial
- University/Stein Blvd./Water St.
- Fairfax/Alpine
- K-Mart/Hutchinson

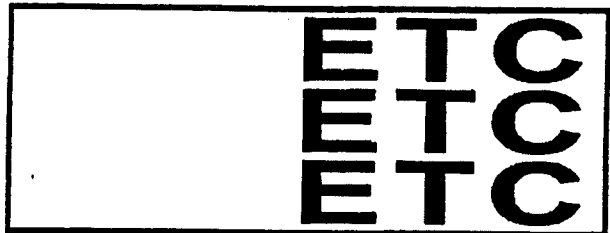


Hours of Operation

- Monday - Friday, 6:00 a.m. - 10:30 p.m.
- Saturday, 8:00 a.m. - 6:00 p.m.

Fare Structure

- Adult cash fare - \$.90, tokens 6/\$5.00
- Elderly/Disabled cash fare - \$.45, tickets 10/\$4.00
- Adult monthly pass - \$30.00
- Student MAX pass - \$20.00
- Elderly/Disabled pass - \$15.00



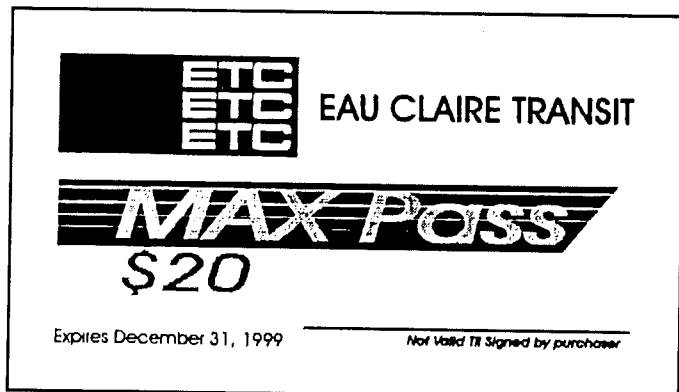
Bus used for special transportation

Paratransit Services

- City lead agency
- Current contract with Eau Claire Specialized Transportation, Inc.
- Available to anyone 62 years or older or anyone disabled who is not able to ride regular bus
- Paratransit funding
 - Federal 12.8%
 - State 40%
 - Eau Claire County 36%
 - City of Eau Claire 11.2%

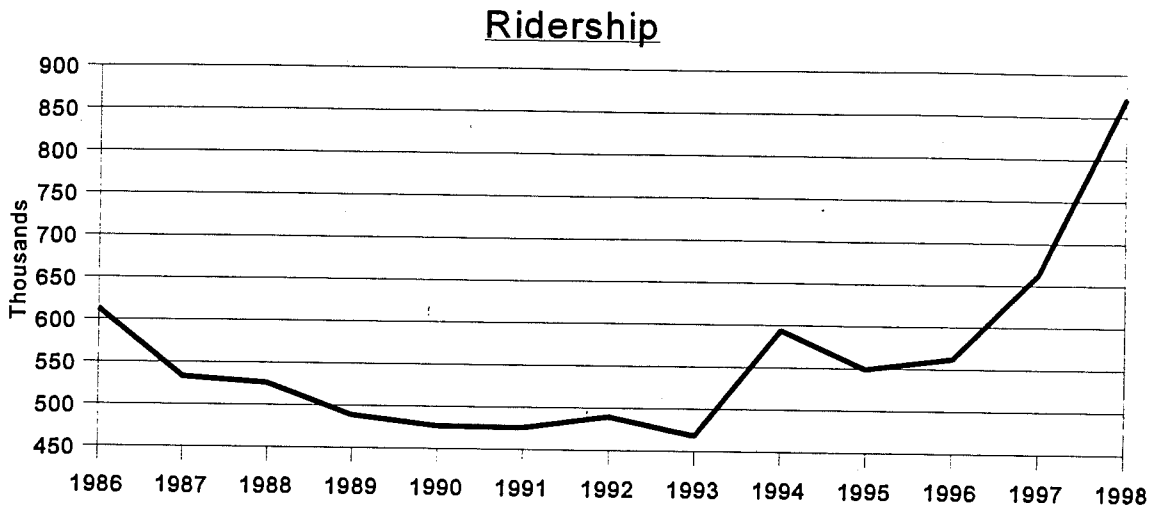
Operational Funding

- Federal Subsidy - 20%
- State Subsidy - 39%
- General Fund - 19%
- Farebox and Charter Revenues 21%



Operating Statistics

	1997	1998	%Change	1999	%Change
Service Miles	569,607	648,033	+13.18	680,000	+5.0
Service Hours	39,747	44,057	+10.18	45,800	+4.0
Ridership	664,709	872,116	+31.2	943,000	+8.1
Passenger Revenue	244,910	351,556	+43.5	420,000	+19.5



FUTURE OUTLOOK & ISSUES

- Replacement of aging bus fleet
- Meeting transit needs in expanding neighborhoods
- Addressing the transportation needs of the increasing senior population which is being dispersed throughout the community
- Maintaining the recent increase in ridership
- Continuous monitoring of route efficiency and effectiveness
- Long-term location for transfer center
- Maintenance of federal and state subsidy with respect to required general fund contributions
- Addressing the added reliance on transit by middle and high school students



1976 Fixible Bus

PUBLIC TRANSIT BUDGET OVERVIEW

REVENUES

State and Federal Funding

State and federal funding provide the primary revenues for the Transit Fund. We expect these revenues to account for approximately 60% of the Transit expenditures. Some differences arise because the funding formulas use averages and other measures to calculate the allowable expenditures. For example, the State may use an average fuel rate, which is less than the cost we experience locally. Since the State and federal funding for 1999 is slightly below our estimates, 59% is the amount used for the 2000 projection.

Fares and Charters

Fares and charter revenue account for 21% of the budget. Ridership increases are expected due to the new route from Kmart to HTI. The contract for University service has been renewed for one year with the option for annual renewal for an additional 4 years and is expected to generate \$155,000 for the 2000 budget. The University ridership has dramatically increased over the past two years of the contract. We now regularly run 2 buses per school day to accommodate the students. This has generated spin off rides to other areas and we have seen overall system ridership increase 8.1%.

General Fund Subsidy

The General Fund continues to provide approximately 20% of Transit funding. The 2000 budget increased significantly over the 1999 budget primarily due the addition of the Kmart route, the increase in fuel charges, and the reduced estimate for overall state and federal aids.

PERSONAL SERVICES

The first full year of the Kmart route will be 2000. The new route requires 4 full time operators and 2 part time positions. This provides service to the west side at 45-minute intervals from 6:15 a.m. to 9:45 p.m. No change is proposed in the number of Transit Division personnel in 2000.

UTILITIES

No appropriation for the storm water fee was included in the 1999 budget. The 2000 budget includes a \$200 provision for storm water charges.

FIXED CHARGES

Transit operations receive administrative support estimated at \$25,000 from various departments. In 2000 Transit will begin paying for these services in order to recover these costs from the state and federal formulas.

MATERIALS AND SUPPLIES

This category includes diesel fuel which has increased from the 1999 budget figure of .75 per gallon to .93 per gallon. The cost increase combined with additional mileage for the Kmart route requires an additional \$28,500 for fuel.

CAPITAL OUTLAY

A State Grant was received in 1999 to partially fund the replacement of the two-way communication radio system that was originally purchased in 1975. Installation is scheduled for 2000. The benches at the Downtown Transfer Center will also be replaced. The procurement process will begin in 2000 for the replacement of the used buses purchased in 1997.

OPERATION HIGHLIGHTS

- Efforts will focus on customer service and maintaining the recent increase in ridership that has been experienced.
- The newly initiated route on Clairemont Avenue from Kmart to HTI will continue to be marketed and monitored for ridership trends.
- Discussions will continue with CVTC on possible funding sources for the new route.
- The application and procurement process will be initiated for the replacement of the six (6) buses originally purchased from Orange County, California, which allowed for the expansion of service to the UWEC.

REVENUE DETAIL

PUBLIC TRANSIT

<u>Revenue Classification</u>	<u>1998 Actual</u>	<u>1999 Budget</u>	<u>1999 6-Month Actual</u>	<u>1999 Estimated</u>	<u>2000 Budget</u>
<u>OPERATING REVENUES</u>					
Charges for services:					
Passenger fares	\$ 299,012	\$ 407,200	\$ 223,257	\$ 407,200	\$ 440,500
<u>OTHER OPERATING REVENUES</u>					
Advertising	10,655	12,000	6,710	12,000	12,000
Miscellaneous	1,858	--	--	--	--
Total other operating revenues	<u>12,513</u>	<u>12,000</u>	<u>6,710</u>	<u>12,000</u>	<u>12,000</u>
<u>NON-OPERATING REVENUES</u>					
Operating subsidies:					
City of Eau Claire	497,079	456,000	--	456,000	539,700
Eau Claire County	128,443	134,000	102,034	134,000	150,000
City of Altoona	16,091	16,100	8,287	16,100	16,500
State operating assistance grant	845,825	1,028,500	247,879	1,028,500	1,102,100
Federal operating assistance grant	458,474	508,500	(394,349)	508,500	565,200
Total operating subsidies	<u>1,945,912</u>	<u>2,143,100</u>	<u>(36,149)</u>	<u>2,143,100</u>	<u>2,373,500</u>
Sale of capital assets	<u>14,102</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
Total non-operating revenues	<u>1,960,014</u>	<u>2,143,100</u>	<u>(36,149)</u>	<u>2,143,100</u>	<u>2,373,500</u>
Total revenues	<u>\$ 2,271,539</u>	<u>\$ 2,562,300</u>	<u>\$ 193,818</u>	<u>\$ 2,562,300</u>	<u>\$ 2,826,000</u>

REVENUE DETAIL BY FUND

PUBLIC TRANSIT

Operating Revenues

Operating revenues consist primarily of PASSENGER FARES. Fare revenue is projected to increase 17% in 2000.

Non-Operating Revenues

Since the early 1970s, when the operations of transit systems countrywide were transferred from for-profit private enterprise to a public service, STATE AND FEDERAL OPERATING ASSISTANCE has been the major source of revenue for public transit. Public transit provides an economical minimum level of mobility for urban citizens who have no other means of transportation. The basic source of State and Federal funding is from the gas tax.

Local Funding

As a service for local citizens, part of the cost (24%) of public transportation is paid for by local funds. The cities of Altoona and Eau Claire and Eau Claire County provide this service for their citizens.

Summary of Ridership and Revenue Sources

	<u>1995</u>	<u>1996</u>	<u>1997</u>	<u>1998</u>	<u>1999</u>	<u>2000</u>
Number of Riders:						
Eau Claire & Altoona	377,632	385,462	664,709	800,000	945,000	970,000
Operating revenue	\$231,272	\$239,949	\$348,293	\$308,800	\$419,200	\$440,500
State and Federal Assistance	\$990,245	\$971,428	\$1,071,295	\$1,235,000	\$1,537,000	\$1,667,300
Local subsidies:						
Eau Claire	\$376,472	\$447,026	\$380,723	\$631,100	\$456,000	\$539,700
Eau Claire County	\$50,061	\$75,380	\$97,542	\$133,000	\$134,000	\$150,000
Altoona	\$12,260	\$15,606	\$15,622	\$16,100	\$16,100	\$16,500

CENTRAL EQUIPMENT FINANCIAL PLAN

	1998 <u>Actual</u>	1999 Adopted <u>Budget</u>	2000 Proposed <u>Budget</u>	<u>% Change</u>
Revenue				
Operating	\$ 2,262,561	\$ 2,328,300	\$ 2,404,000	3.3%
Other Operating	130,771	126,000	130,000	3.2%
Non-Operating	<u>115,580</u>	<u>12,900</u>	<u>11,400</u>	-11.6%
Total revenue	<u>\$ 2,508,912</u>	<u>\$ 2,467,200</u>	<u>\$ 2,545,400</u>	3.2%
Expenses				
Personal Services	\$ 461,078	\$ 497,700	\$ 513,500	3.2%
Contractual Services	258,932	291,300	302,300	3.8%
Utilities	90,737	109,000	110,500	1.4%
Fixed Charges	188,860	158,400	158,400	0.0%
Materials & Supplies	433,083	498,500	522,400	4.8%
Capital Outlay	0	0	11,000	
Other	<u>4,535</u>	<u>10,000</u>	<u>10,200</u>	2.0%
Total expenses	<u>\$ 1,437,225</u>	<u>\$ 1,564,900</u>	<u>\$ 1,628,300</u>	4.1%

CENTRAL EQUIPMENT AUTHORIZED POSITIONS

	<u>1998</u>	<u>1999</u>	<u>2000</u>
CENTRAL EQUIPMENT			
Equipment Maintenance Superintendent	1.00	1.00	1.00
Account Clerk I	0.50	0.50	0.50
Mechanic III	5.00	5.00	5.00
Stores Clerk	1.00	1.00	1.00
Custodian	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
 Total FTE Positions	 <u>8.50</u>	 <u>8.50</u>	 <u>8.50</u>

Authorized personnel are reported as the number of full-time equivalent (FTE) positions at the beginning of the budget year.

CENTRAL EQUIPMENT & SUPPORT SERVICES



The Central Equipment and Stores Agency (CESA) is in the Operations Division of the Public Works Department. The Division maintains a parts and supply inventory along with responsibility for maintenance and repair of vehicles and equipment used by the Police, Fire, Parks, and Public Works Department. Staff from the Division also provide clerical and customer service support to other divisions within the Public Works Department.

FACILITIES

Central Maintenance Facility (910 Forest Street)

- Equipment and Vehicle Storage
- Central Stores Agency
- Reception Counter & 4 Clerical Work Stations
- Two Channel Radio System
- Shop Maintenance Area
 - 7 Vehicle Service Bays
 - 3 Two Post Lifts
 - 2 Car Lifts
 - 2 Steam Rooms
 - 10 Ton Bridge Crane
 - 2 Ton Monorail
 - Lubrication Dispensing System
- Bus Wash
- Supply Storage Area
- Automatic Fueling System
(36,000 Gallon Storage Capacity)
- Diggers Hotline Computer
- Wheel Balancer, Brake Lathe, and Various Tools
- Equipment Management System (EMS) Computer System



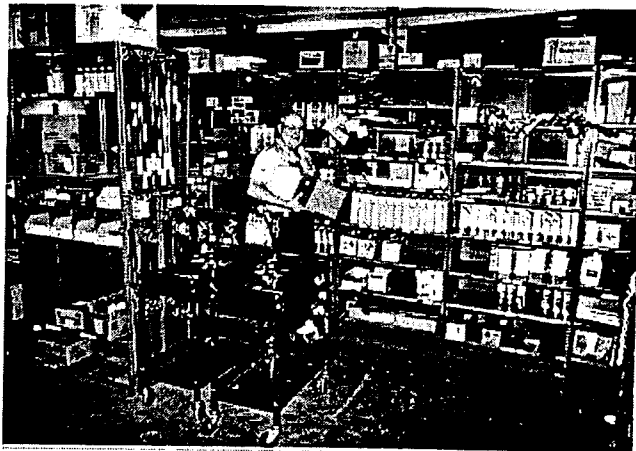
Vehicle on Hoist

EQUIPMENT MAINTAINED

- Rolling Fleet
 - 26 Fire Vehicles
 - 41 Police Vehicles
 - 161 Public Works Vehicles
 - Trucks
 - Motor Graders
 - Front End Loaders
 - Sweepers
 - 24 Transit Vehicles
- 194 Pieces of Miscellaneous Equipment for maintaining parks, cemeteries, streets, parking lots, and public areas
- Fleet Value \$10,000,000
- Average Age
 - Service Vehicles - 6 years
 - Transit Vehicles - 10 years



Motor Grader



Supply Storage Area

SHOP OPERATIONS

- Hours
 - 5:00 a.m. to 12:00 p.m. (M-F)
 - 7:00 a.m. to 8:30 p.m. (Sat.)
 - 24 Hour Emergency Repair
- Staffing
 - 5 Mechanics III
 - 1 Stores Clerk
 - 1 Equipment Maintenance Supt.
 - 1 Half-time Account Clerk
 - 1 Custodian

FUTURE OUTLOOK & ISSUES

- Continue monitoring equipment rental rates to assure that replacement, overhead, maintenance, and operating expenses are recovered.
- Replace equipment and vehicles on scheduled program.
- Upgrade the computer system to better utilize the customer service and work order modules.
- Monitor and upgrade the fueling system to meet UST requirements.

CENTRAL EQUIPMENT BUDGET OVERVIEW

REVENUES

The Central Equipment operation is funded from revenues derived from rental charges paid by various City departments for use of the rolling fleet and equipment. Vehicles are purchased by the City and maintained at the Central Maintenance Facility (CMF) located on Forest Street. The rental rate for each piece of equipment includes direct costs for labor, parts, and fuel together with indirect costs for overhead and depreciation. Rental rates are reviewed on an annual basis. The depreciation charges are funded each year for the replacement of the fleet vehicles.

Building rental is also charged to other departments, such as the Transit and Utility Divisions, which have office and operating space in the Central Maintenance Facility.

In 1990 and 1992, funds were advanced for the purchase of computer and voting equipment. The computer equipment has been repaid and the last payment for the voting equipment will be in 2000. Other miscellaneous non-operating revenues include the sale and auction of vehicles, equipment and fixed assets.

PERSONAL SERVICES

The Working Shop Supervisor that was primarily in charge of the bus maintenance retired in late 1999. Replacement of this position may facilitate some modifications in job responsibilities for supervision of the repair and maintenance of vehicles and equipment. The Central Equipment Operation has also undertaken repairs to Fire Department apparatus, when feasible. No changes in the number of personnel are proposed in the 2000 budget.

CONTRACTURAL SERVICES

An increase in the budget for repairs to tools and equipment for radio maintenance is proposed in the 2000 budget. The additional funding will provide for quarterly inspection and repair of the radio system which provides the critical communication link for daily and emergency operations. The quarterly inspections are anticipated to improve the reliability and performance of the system along with reducing long term repair costs by undertaking preventative maintenance.

MATERIALS AND SUPPLIES

An additional \$15,000 has been included in the building materials account to add shelving to Building "B".

CAPITAL OUTLAY

An additional air compressor is proposed to be purchased. The City has rented an additional air compressor for the past several years due to the increased street and utility maintenance efforts. An analysis indicated that a purchase in lieu of renting an air compressor would be more cost effective. Additional storage shelving and improved lighting in vehicle storage building together with improved lighting in the shop mechanic area is proposed in the 2000 budget. The new lighting will be more energy efficient and provide a safer working environment.

OPERATION HIGHLIGHTS

The Central Equipment Division will continue to monitor rental rates to assure that the replacement, overhead, maintenance and operating expenses are recovered. A review of the shop operations and supervision will be undertaken in 2000. The computer system will be upgraded to better utilize the customer service and work order capabilities of the software.

REVENUE DETAIL

CENTRAL EQUIPMENT

<u>Revenue Classification</u>	<u>1998 Actual</u>	<u>1999 Budget</u>	<u>1999 6-Month Actual</u>	<u>1999 Estimated</u>	<u>2000 Budget</u>
<u>OPERATING REVENUES</u>					
Charges for services:					
Equipment rental:					
General fund	\$ 1,772,913	\$ 1,910,000	\$ 934,166	\$ 1,910,000	\$ 1,950,000
Water utility	112,975	92,000	52,817	92,000	94,000
Sewer utility	216,302	224,500	107,068	224,500	229,000
Parking utility	13,457	15,800	6,371	15,800	15,000
Central equipment	21,353	23,000	10,589	23,000	23,000
Other funds	122,219	60,000	47,805	60,000	90,000
Miscellaneous	3,343	3,000	7,996	3,000	3,000
 Total charges for services	 <u>2,262,561</u>	 <u>2,328,300</u>	 <u>1,166,811</u>	 <u>2,328,300</u>	 <u>2,404,000</u>
 <u>OTHER OPERATING REVENUES</u>					
Building rental	<u>130,771</u>	<u>126,000</u>	<u>69,755</u>	<u>126,000</u>	<u>130,000</u>
 <u>NON-OPERATING REVENUES</u>					
Interest on advances to other funds	5,060	2,900	1,688	2,900	1,400
Sale of capital assets	<u>110,520</u>	<u>10,000</u>	<u>--</u>	<u>10,000</u>	<u>10,000</u>
 Total non-operating revenues	 <u>115,580</u>	 <u>12,900</u>	 <u>1,688</u>	 <u>12,900</u>	 <u>11,400</u>
 Total revenues	 <u>\$ 2,508,912</u>	 <u>\$ 2,467,200</u>	 <u>\$ 1,238,254</u>	 <u>\$ 2,467,200</u>	 <u>\$ 2,545,400</u>

REVENUE DETAIL BY FUND

CENTRAL EQUIPMENT

Operating Revenues

CHARGES FOR SERVICES

Revenues to operate Central Equipment are derived from rental charges paid by various City departments for use of rolling fleet equipment. Vehicles are purchased by the City and maintained at the shop. The rental rate charged for each piece of equipment takes into account direct costs (labor, parts, gasoline, etc.) and indirect costs (overhead and depreciation). The depreciation charges are funded each year for the replacement of the fleet vehicles. Rental rates are reviewed on an annual basis.

BUILDING RENTAL is charged to other departments which have office and operating space in the Central Maintenance facility.

Non-Operating Revenues

INTEREST ON ADVANCES TO OTHER FUNDS

In 1990 and 1992, funds were advanced for the purchase of computer and voting equipment. Repayment will continue through 1998 for the computer equipment and 2000 for the voting equipment at interest rates of 7.5% and 5.25%, respectively. Other miscellaneous non-operating revenues include the sale of fixed assets.

TAX INCREMENT FINANCING DISTRICT

OVERVIEW

Tax incremental financing is a mechanism for funding development and redevelopment projects. Wisconsin enacted its TIF laws in 1975 in an attempt to counteract an economic downturn by allowing cities and villages to work with the private sector to stimulate economic growth and employment through urban redevelopment projects. The law is targeted toward eliminating blighted areas, rehabilitating areas declining in value, and promoting industrial development.

Some typical TIF project costs include:

- Real property assembly - acquisition, relocation, demolition.
- Environmental remediation.
- Construction of parking facilities.
- Extension of streets, sewer and water lines, storm water facilities, and other infrastructure projects to serve a new industry.

Ineligible projects include:

- Construction or expansion of public buildings.
- General government operating expenses.
- Costs incurred prior to the creation of the tax increment district.
- Demolition of National and State registered historic buildings and sites.
- Promotion of residential and commercial development.

CRITERIA

- City and Village governments may create a Tax Increment District.
- 50% or more of area must be determined to be blighted - or - 50% must be zoned industrial.

TIF #2 - RIVERFRONT LOT DEVELOPMENT

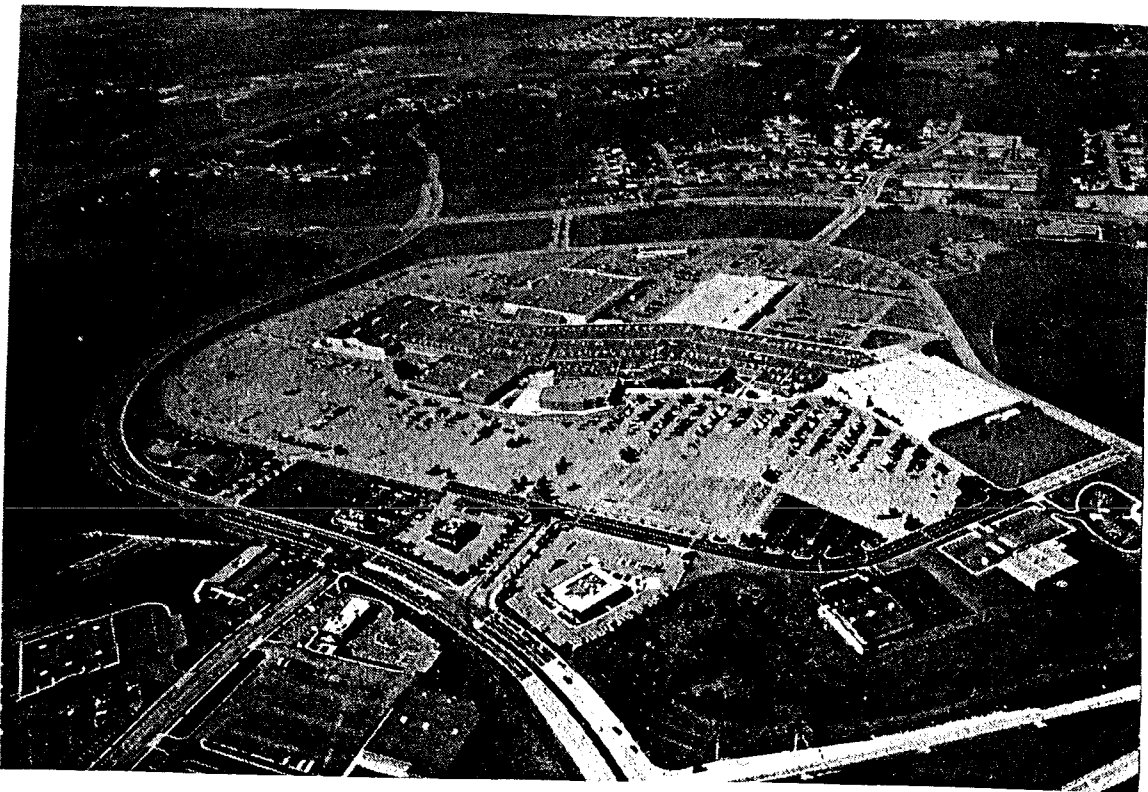
- Created in 1983; Closed effective January 1, 1998
- Bond Issue: \$1,175,000; Net interest rate: 8.813%
- Infrastructure: parking deck, pedestrian path.
- Development includes a six story 40,000 s.f. office building, 44 unit apartment building, 130 car parking deck.
- Incremental tax revenue: \$1,671,685
- Increase in tax base: \$5 million
- Private Sector Development:
 - River Plaza Apartments
 - Graham Avenue Business Center
 - Royal Credit Union
 - Minton Insurance Agency
 - BPA - Benefit Plan Administrators Co.
 - Office of U.S. Senator - Herb Kohl
 - Discover Net Service Corp.
 - Craig Kitchen, Attorney at Law
 - Garvey Anderson Johnson Gabler & Geraci Law Firm
 - Social Security Office of Hearing & Appeals
 - Indianhead Insurance Agency



RIVER PLAZA APARTMENTS

TIF #3 - OAKWOOD HILLS BUSINESS CENTER

- Created in 1984: Closed effective January 1, 1998
- Bond Issue: \$6,935,300 Net interest rate: 6.849%
- Infrastructure: streets, water & sewer mains, storm drainage, streets, lighting.
- Provided 41 acres of land suitable for wholesale, distribution, warehousing, and light manufacturing.
- Assessed value: \$53,031,000
- Incremental tax revenue: \$9,882,407
- Private Sector Development
 - Oakwood Mall - excluding Sears and JC Penney
 - Olive Garden
 - Baker's Square
 - A & W
 - Thor's Inc.
 - McDonalds
- Number of jobs created: 2,500 plus

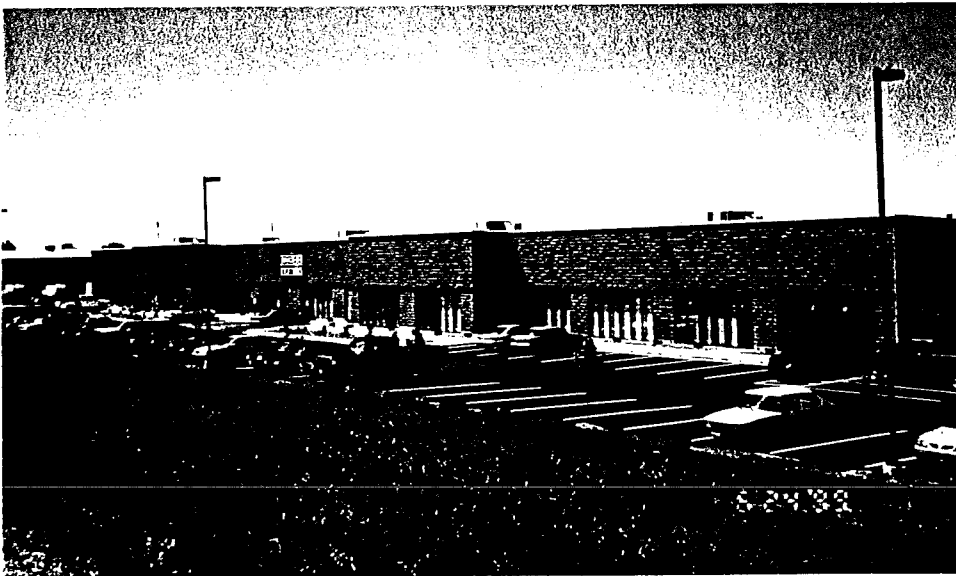


OAKWOOD MALL & SURROUNDING DEVELOPMENT

TIF #4 - GATEWAY WEST BUSINESS PARK

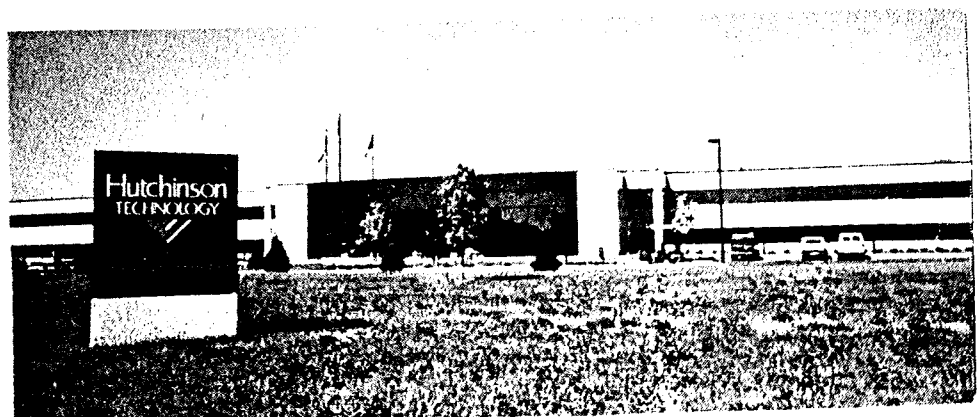
- Created in 1992 Status: Open, Recovery Phase
- Bond Issue: 1992-\$1.36 M Net interest rate: 6.43%
 1996-\$3 M 5.253%
 1997-\$2 M 5.04%
- Infrastructure: streets, water tower, water and sewer extension, storm drainage, whiteway lighting, and an industrial rail spur.
- Provided 800 acres of land for the development of wholesale, distribution, warehouse and transportation sectors. Light industry and manufacturing sales and service will also be accommodated.
- Private Sector Development:

Allen-Bradley	Bearing Headquarters	ChemMaster
Choice Products USA	Coco-Cola	Culligan
Hutchinson Technology	Indianhead Fed. Library Sys.	Miller Bradford
Monkey Business	Northwestern Motors	Silver Springs
TriCo	Viking Electric	Westburne Supply
Wiersgalla	W.L. Gore & Assoc.	Wyss Spec Building
- Number of jobs created: 3,238
- Equalized value: \$59 million
- Incremental tax revenue: \$3.1 million



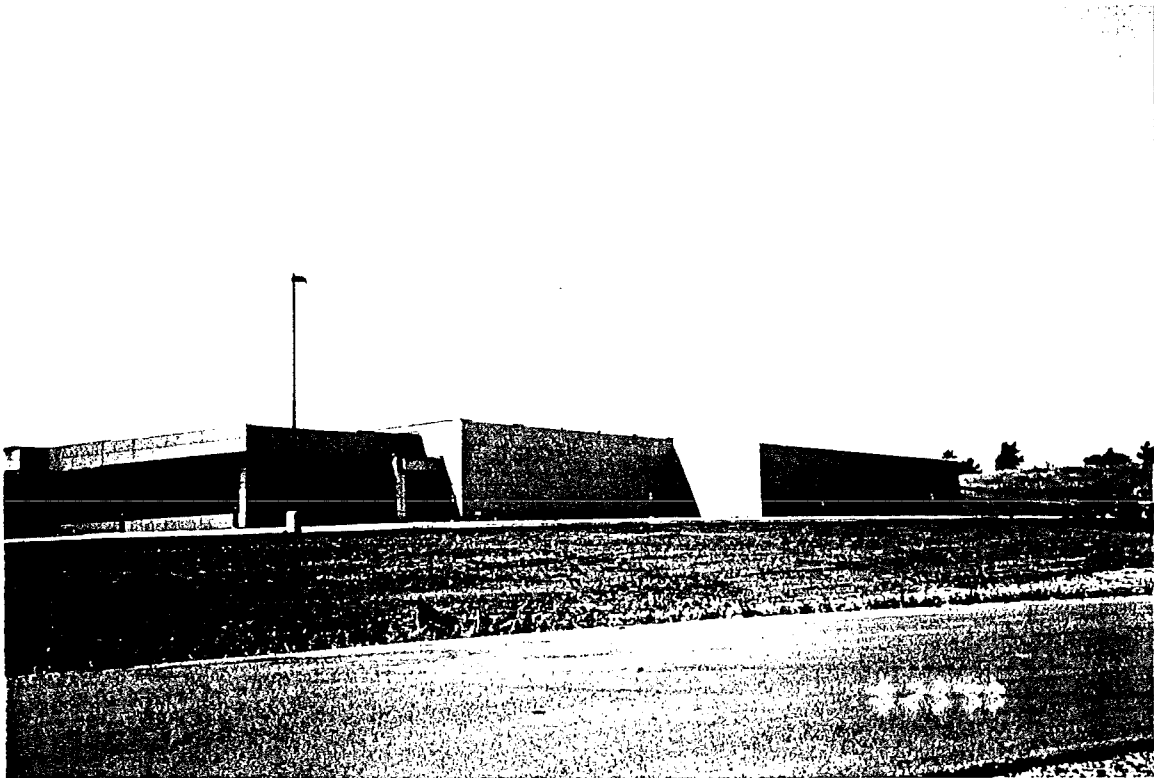
IDEXX informatics

Hutchinson Technology



TIF #5 - GATEWAY NORTHWEST BUSINESS PARK

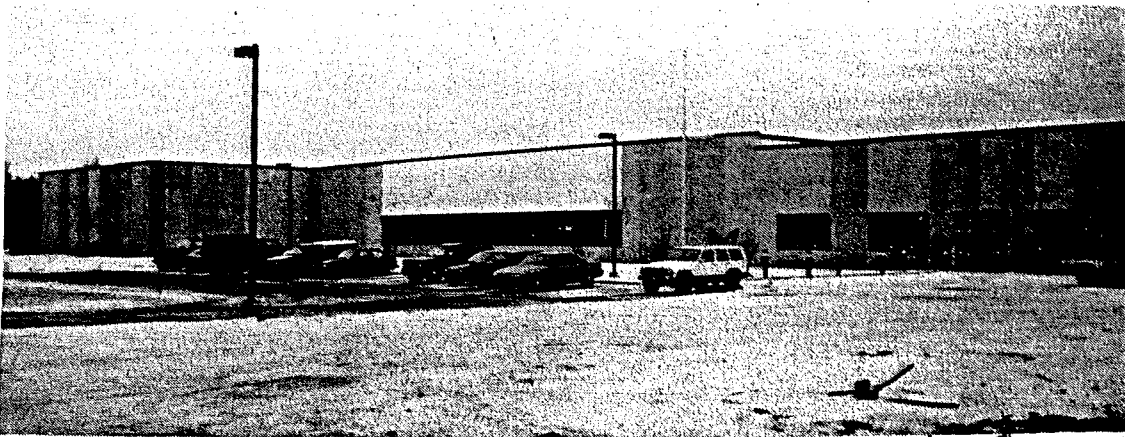
- Created in 1997 Status: Open, Construction Phase
- Bond Issue: \$1,460,000 Interest Rate: 5.18%
- Infrastructure: extension of streets, water and sewer lines, and storm water drainage.
- Phases II and III have been accelerated to accommodate the demand for industrial sites and will be development in year 2000. Water, sewer streets and storm water utilities will be extended to serve new development. Estimated project costs are \$1,395,000.
- Increase in tax base: \$1.2 million
- Private Sector Development:
 Chippewa Valley Manufacturing and Technology Center
- Number of jobs created: 35
- Equalized value: \$2.3 million
- Incremental tax revenue: \$2,289,700
- Number of jobs created: 35
- Equalized value: \$2.3 million



Chippewa Valley Manufacturing & Technology Center

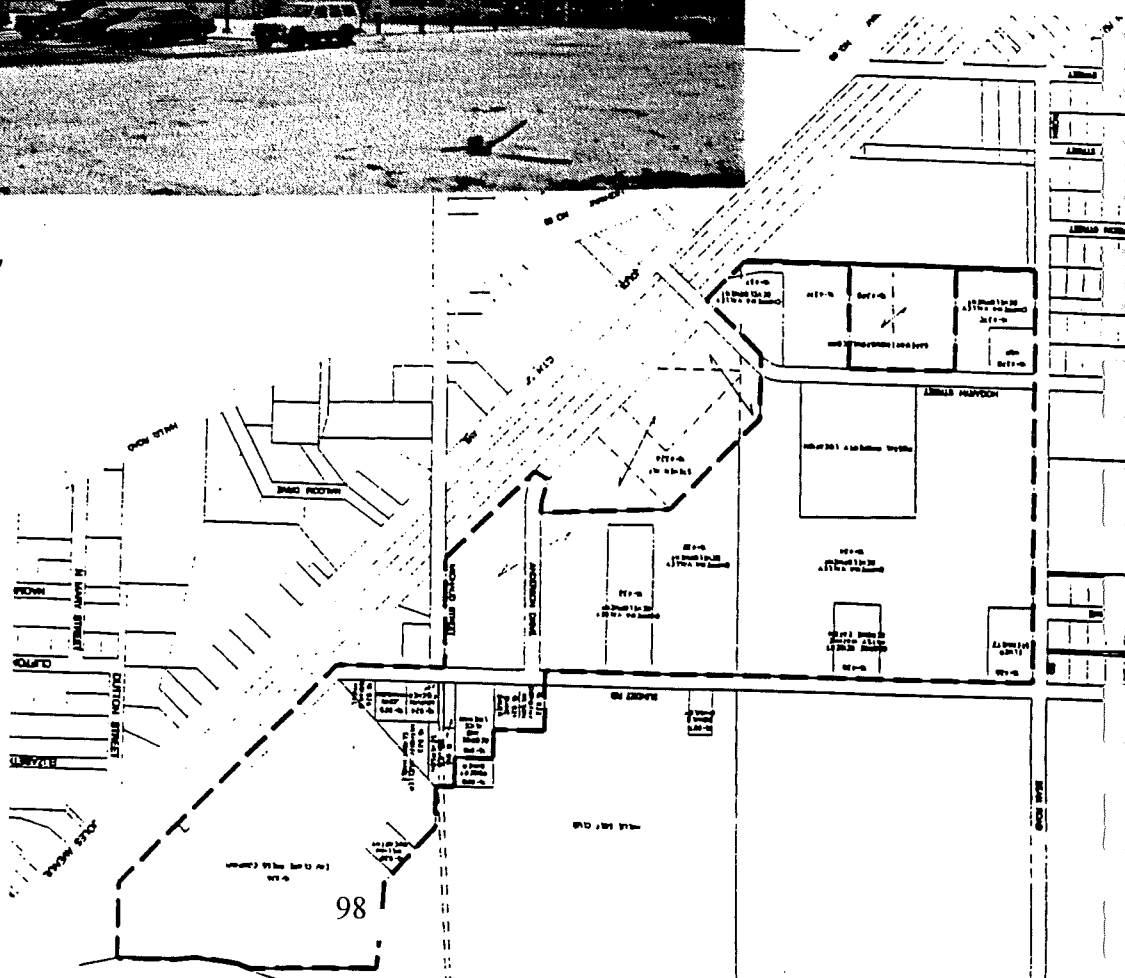
TIF #6- NORTHEAST INDUSTRIAL AREA

- Created in 1997 Status: Open, Construction Phase
- Bond Issue: 1997 - \$650,000 Net interest rate: 5.211%
 1999 - \$395,000 Net interest rate: 5.085%
- Infrastructure: extension of streets, water and sewer lines, sewage lift station and storm water detention facilities.
- Provided 104 acres located west of Highways 53 and 124 for high tech business, manufacturing, warehousing, distribution, wholesale sales and service and research and development.
- Private Sector Development:
 Eau Claire Press Company
- Total number of jobs: 103
- Equalized value: \$2.0 million
- Incremental tax revenue: \$1,999,350
- Phase II of the development was completed in 1999 and included the extension of Anderson Drive and the installation of related water, sewer, and storm water utilities.



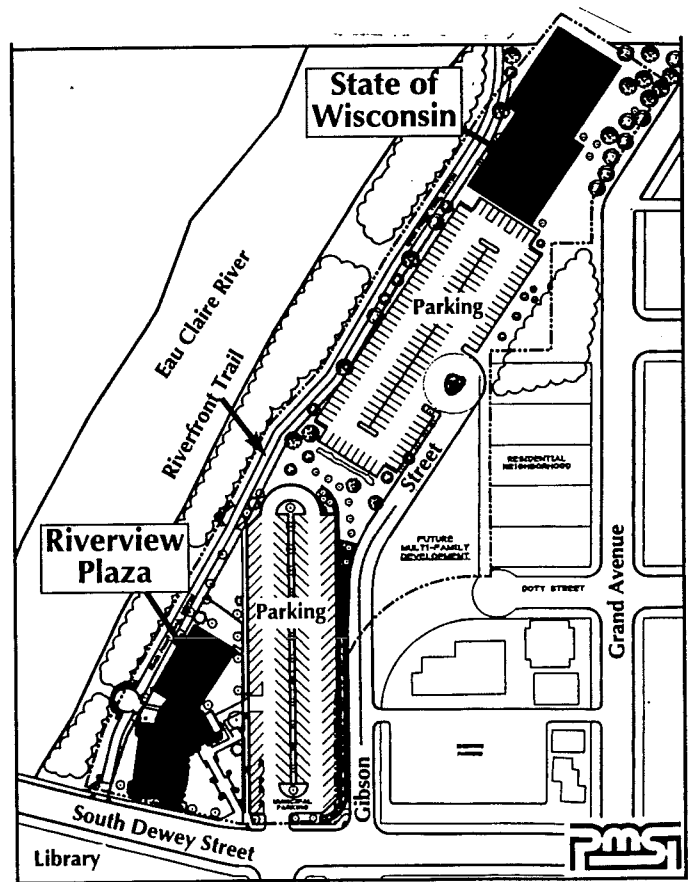
Eau Claire Press Company

TIF Boundary



TIF #7 - SOO LINE DEVELOPMENT AREA

- Created in 1997 Status: Open, Construction Phase
- Bond Issue: \$1,705,000 Net interest rate: 5.185%
- Infrastructure: acquisition and clearance, street construction, water and sewer extension, trail and overlook development, and a surface parking lot.
- Encompasses 18.6 acres located in the downtown area.
- Private Sector Development
 - Riverview Plaza
 - Professional Management Service, Inc.
 - Silicon Logic Engineering
 - WI Department of Health & Family Services
- Number of jobs: 138
- Equalized value: \$710,000
- Incremental tax revenue: \$565,000



Riverview Plaza Development

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CEMETERY MAINTENANCE FINANCIAL PLAN

	1998 <u>Actual</u>	1999 Adopted <u>Budget</u>	2000 Proposed <u>Budget</u>	<u>% Change</u>
Revenue				
Licenses & Permits	\$ 90,087	\$ 85,000	\$ 85,000	0.0%
Charges for Services	60,071	110,200	84,000	-23.8%
Miscellaneous Revenue	11,280	14,000	14,000	0.0%
Other Sources	<u>203,104</u>	<u>180,700</u>	<u>205,600</u>	13.8%
Total operating revenue	364,542	389,900	388,600	-0.3%
Fund balance		<u>42,500</u>	<u>11,000</u>	
Total revenue sources	<u>\$ 364,542</u>	<u>\$ 432,400</u>	<u>\$ 399,600</u>	-7.6%
Expenses				
Personal Services	\$ 279,406	\$ 298,000	\$ 306,500	2.9%
Contractual Services	36,358	38,200	38,100	-0.3%
Utilities	12,628	14,800	14,900	0.7%
Fixed Charges	8,789	15,100	6,100	-59.6%
Materials & Supplies	13,623	20,700	23,000	11.1%
Capital Outlay	13,738	3,100	0	
Other	<u>0</u>	<u>42,500</u>	<u>11,000</u>	-74.1%
Total expenses	<u>\$ 364,542</u>	<u>\$ 432,400</u>	<u>\$ 399,600</u>	-7.6%

CEMETERY MAINTENANCE AUTHORIZED POSITIONS

	<u>1998</u>	<u>1999</u>	<u>2000</u>
CEMETERY MAINTENANCE			
City Forester	0.40	0.40	0.40
Assistant Sexton	2.00	2.00	2.00
Semi-Skilled Worker	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
 Total FTE Positions	 <u>4.40</u>	 <u>4.40</u>	 <u>4.40</u>

Authorized personnel are reported as the number of full-time equivalent (FTE) positions at the beginning of the budget year.

CEMETERIES



The Eau Claire City Cemeteries are managed by the Forestry Division of the Parks and Recreation Department. There are two cemeteries owned and operated by the City. Lakeview Cemetery is located at 1500 Buffington Drive and Forest Hill Cemetery is located at 822 Emery Street.

FACILITIES

- Office/Maintenance building complex at each cemetery
- 13 mausoleums at Forest Hill Cemetery
- Two chapels listed on the historic register
- Two new columbariums - one in each cemetery
- Lakeview consists of 56.6 acres
- Forest Hill consists of 48.5 acres

STAFFING

- City Forester
- Two permanent employees at each cemetery (four total)
- Three seasonal employees at each facility during the Spring and Summer (4.4 FTE Equivalent)

EQUIPMENT

- 1 backhoe
- 6 50' mowers
- 2 pugs (all terrain vehicles)
- 2 pick-up trucks

SERVICES

- Cemetery lot sales - average approximately 150/yr
- Grave opening/closing (200)
- Maintenance of cemetery records - future computerization
- Deed issuance
- Coordinating burials with funeral directors
- Coordinating monument companies
- Providing information to, and working with, the family of a deceased
- Providing information to individuals performing genealogical studies
- Mowing and trimming of 135 acres
- Watering turf, trees, and flowers
- Pesticide and fertilizer applications
- Gravel road maintenance
- Putting out vet flags
- Snow removal from roads, sidewalks and burial sites as necessary
- Sanding of roads and sidewalks
- Restoring grade on sunken graves
- Maintenance of waterlines and faucets



CEMETERY MAINTENANCE

BUDGET OVERVIEW

REVENUES

Fees and Charges

Major sources of revenue for the Lakeview and Forest Hill Cemeteries include the sale of burial lots and charges for the opening and closing of graves. Other fees include permits for the setting of markers, charges for disinterments, and charges for chapel storage. In 1998, the first niches for cremains were sold in the new columbariums in each cemetery. These sales have not gone as fast as originally anticipated. Therefore, the 2000 revenue estimate has been reduced. Inflation increases in these fees will be proposed for 2000. Approximately half the cemetery operation is supported by an operating subsidy from the General Fund.

PERSONAL EXPENSES

The Cemeteries are under the direction of the City Forester. Each cemetery is staffed with an Assistant Sexton and semi-skilled laborer. Three seasonal workers are hired during the summer months. Personnel costs for the cemeteries total \$306,500 and represent 77% of the total expenses.

CONTRACTUAL SERVICES

Equipment rental fees of \$36,800 for mowers, pugs, and pick-up trucks are the second largest expense in this fund.

UTILITIES

The cost for water service to maintain the grass in the cemeteries is the largest single utility cost. However, it is anticipated that there will not be any significant increase in utility costs in 2000.

FIXED CHARGES

Expenditures in the Cemetery Fund will decrease by 7.5% or \$32,800. The majority of that decrease is attributable to a reduction in transfers to the CIP for capital projects.

MATERIALS AND SUPPLIES

Significant costs in this area include tools, repair parts for equipment and botanical supplies, such as black dirt and sod for graves. The material and supply area will increase due to proposed equipment purchases which include string trimmers, a 20" mower, and a pesticide sprayer.

CAPITAL OUTLAY

There are no capital purchases being proposed in the operating budget for 2000.

Included in 2000 CIP is an \$11,000 transfer to resurface the driveway and parking area at Forest Hill Cemetery, pave the road in front of the columbarium at Lakeview Cemetery, and complete some building maintenance in the workshop and garage at Forest Hill Cemetery.

OPERATION HIGHLIGHTS

In 2000, a new computerized recordkeeping program should be ready for operation. It will take some time to input all the records from the cemetery. However, retrieval of information will be more accurate and faster.

New areas for burials are being planned in each cemetery. Forest Hill will open a new area shortly and expansion of Lakeview and will start in 2001.

The columbariums in each cemetery are growing in popularity as an option to in-ground burials.

Proposed new state law may require the City to once again establish a perpetual care fund.

ISSUES

As the cemeteries continue to fill, a decision will need to be made concerning the future development of a third cemetery.

REVENUE DETAIL

CEMETERY MAINTENANCE

<u>Revenue Classification</u>	<u>1998 Actual</u>	<u>1999 Budget</u>	<u>1999 6-Month Actual</u>	<u>1999 Estimated</u>	<u>2000 Budget</u>
<u>LICENSES & PERMITS</u>					
Vault & burial permits	\$ 90,087	\$ 85,000	\$ 43,284	\$ 85,000	\$ 85,000
<u>CHARGES FOR SERVICES</u>					
Sale of lots	52,987	50,000	30,530	50,000	50,000
Columbarium Sales	2,700	57,000	5,612	57,000	30,000
Other cemetery charges	4,384	3,200	1,589	3,200	4,000
Total charges for services	60,071	110,200	37,731	110,200	84,000
<u>MISCELLANEOUS</u>					
Interest income	11,280	14,000	--	14,000	14,000
<u>OTHER FINANCING SOURCES</u>					
Transfer from General fund	203,104	180,700	--	180,700	205,600
Total revenues and other financing sources	\$ 364,542	\$ 389,900	\$ 81,015	\$ 389,900	\$ 388,600

REVENUE DETAIL BY FUND

CEMETERY MAINTENANCE

Licenses & Permits

GRAVE OPENINGS AND CLOSINGS account for the majority of revenues in this category.

MARKER PERMITS sold to monument companies are included in this category.

Charges for Services

SALE OF LOTS, which includes long-term care such as watering, cutting grass and removing decorations, are recorded in this category.

SALE OF COLUMBARIA, which includes plaques and grounds maintenance are included in this category.

Miscellaneous

INTEREST INCOME is earned by investing available funds in accordance with the City investment policy.

Other Financing Sources

The TRANSFER FROM GENERAL FUND provides the funding necessary in excess of revenue to meet the operating costs.

REDEVELOPMENT AUTHORITY FINANCIAL PLAN

	1998 <u>Actual</u>	1999 Adopted <u>Budget</u>	2000 Proposed <u>Budget</u>	<u>% Change</u>
Revenue				
Miscellaneous Revenues	\$ 5,060	\$ 0	\$ 7,000	
Other Financing Sources	<u>319,215</u>	<u>400,000</u>	<u>300,000</u>	
Total revenue	\$ <u>324,275</u>	\$ <u>400,000</u>	\$ <u>307,000</u>	-23.3%
Personal Services	\$ 187	\$ 0	\$ 0	
Contractual Services	40	1,700	1,700	
Utilities	122	500	500	
Fixed Charges	0	3,800	1,000	
Materials & Supplies	<u>0</u>	<u>200</u>	<u>200</u>	
Total expenses	\$ <u>349</u>	\$ <u>6,200</u>	\$ <u>3,400</u>	-45.2%

REDEVELOPMENT AUTHORITY

BUDGET OVERVIEW

OPERATIONAL HIGHLIGHTS

A redevelopment authority is an independent public body, authorized under State statute 66.431, which can be created by a municipality for the elimination and prevention of substandard deteriorated, slum and blighted areas or properties within the City. On July 9, 1991, the City council passed a resolution creating the Redevelopment Authority of the City of Eau Claire. The Authority can borrow money and issue tax-exempt revenue bonds, enter into contracts, buy or otherwise acquire real or personal property, and improve, lease and sell property.

The purpose of the Redevelopment Authority is to:

- Provide public assistance to reduce blight in selected areas.
- Acquire and improve or demolish property.
- Assist in economic development.
- Prepare general redevelopment plans.
- Carry out provisions of redevelopment plans.

No personnel are assigned to this program.

REVENUE DETAIL

REDEVELOPMENT AUTHORITY

<u>Revenue Classification</u>	<u>1998 Actual</u>	<u>1999 Budget</u>	<u>1999 6-Month Actual</u>	<u>1999 Estimated</u>	<u>2000 Budget</u>
MISCELLANEOUS					
Miscellaneous	\$ 5,060	\$ --	\$ 4,275	\$ --	\$ 7,000
 <u>OTHER FINANCING SOURCES</u>					
Transfers from CDBG:	273,469	400,000	98,750	200,000	100,000
Transfers from EDF	--	--	--	200,000	200,000
Sale of capital assets	<u>45,746</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
Total other financing sources	<u>319,215</u>	<u>400,000</u>	<u>98,750</u>	<u>400,000</u>	<u>300,000</u>
 Total revenues and other financing sources	 <u>\$ 324,275</u>	 <u>\$ 400,000</u>	 <u>\$ 103,026</u>	 <u>\$ 400,000</u>	 <u>\$ 307,000</u>

REVENUE DETAIL BY FUND

REDEVELOPMENT AUTHORITY

Other Financing Sources

The Redevelopment Authority receives TRANSFERS FROM OTHER FUNDS. The Community Development Block Grant and the Economic Development funds transfer money for the purpose of clearing blighted areas within the City.

LANDFILL REMEDIATION FINANCIAL PLAN

	1998 <u>Actual</u>	1999 Adopted <u>Budget</u>	2000 Proposed <u>Budget</u>	<u>% Change</u>
Revenue				
Charges for services	\$ 507,539	\$ 500,000	\$ 500,000	
Total revenue	<u>\$ 507,539</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>	0.0%
Expenses				
Materials & Supplies	<u>507,539</u>	<u>500,000</u>	<u>500,000</u>	
Total expenses	<u>\$ 507,539</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>	0.0%

LANDFILL REMEDIATION

BUDGET OVERVIEW

OPERATIONAL HIGHLIGHTS

In September 1965, the City of Eau Claire opened a municipal landfill in the Town of Union. The site is approximately three miles west of the City on Crescent Road. The 100-acre fill area stopped accepting all wastes in 1978 and the site was officially closed in 1982.

Subsequent to closure, routine monitoring of on-site monitoring wells and private water supply wells in the area revealed the presence of volatile organic compounds (“VOCs”) in the ground water.

The City is actively working with other parties that contributed waste to the site. Together, the Potentially Responsible Parties and the City are sharing the work and the funding required to address the problems relating to the landfill.

Expenditures from this fund are divided into several areas:

- Site investigation – Study of the site by environmental engineers to determine the appropriate remedial action.
- Legal fees – Fees associated with the environmental clean up process.
- Private well supply protection – Provide protection (or alternate water supplies) to private well owners in close proximity to the landfill.
- Install and operate interim remedial measures to provide protection to the private well owners located in close proximity to the landfill.
- Complete final investigation of the site.
- Conduct routine monitoring of wells in and around the landfill.

No Personnel Services are charged to this program.

REVENUE DETAIL

LANDFILL REMEDIATION

Revenue Classification	1998 Actual	1999 Budget	1999 6-Month Actual	1999 Estimated	2000 Budget
<u>CHARGES FOR SERVICES</u>					
Environment remediation	\$ <u>507,539</u>	\$ <u>500,000</u>	\$ <u>87,191</u>	\$ <u>500,000</u>	\$ <u>500,000</u>
Total revenues	\$ <u>507,539</u>	\$ <u>500,000</u>	\$ <u>87,191</u>	\$ <u>500,000</u>	\$ <u>500,000</u>

REVENUE DETAIL BY FUND

LANDFILL REMEDIATION

The Landfill Remediation Fund was authorized by Council in late 1993 to account for transactions relating to the remediation of environmental hazards at the former City landfill. The City and other potentially responsible parties (PRP's) have agreed to contribute funds for an ongoing remedial investigation and feasibility study.

Charges for Services

Contributions from PRP's are the proposed source of funds for the remedial investigation and feasibility study.

BUSINESS IMPROVEMENT DISTRICTS FINANCIAL PLAN

	1998 <u>Actual</u>	1999 Adopted <u>Budget</u>	2000 Proposed <u>Budget</u>	<u>% Change</u>
Revenue				
Taxes	\$ 68,018	\$ 73,500	\$ 74,250	
Other	<u>6,053</u>	<u>3,400</u>	<u>3,400</u>	
Total revenue	<u>\$ 74,071</u>	<u>\$ 76,900</u>	<u>\$ 77,650</u>	0.98%
Expenses				
Contractual Services	\$ 45,264	\$ 59,700	\$ 60,100	
Materials & Supplies	<u>12,996</u>	<u>13,800</u>	<u>14,150</u>	
Total expenses	<u>\$ 58,260</u>	<u>\$ 73,500</u>	<u>\$ 74,250</u>	1.02%

BUSINESS IMPROVEMENT DISTRICTS

BUDGET OVERVIEW

The City has established three Business Improvement Districts to enhance the economic atmosphere of the core city areas. A lapsing budget is established each year, funded entirely by special assessments paid by property owners in the district. The City will collect the funds through the tax roll and will maintain separate accounting records for all receipts and disbursements.

	Downtown BID	West Grand BID	Water Street BID
Creation Dates	November 29, 1984	November 24, 1987	October 23, 1990
Council Appointed Directors	15	15	11
Boundaries	Chippewa River, Railroad Street, Emery Street, and South Dewey Street	Commercial properties in the 100 block of West Grand Avenue and the adjoining commercial properties on the 700 and 800 blocks of First Avenue	Commercial properties between First Avenue and Tenth Avenue from Water Street to the Chippewa River.

No Personal Services are charged to these programs.

REVENUE DETAIL

DOWNTOWN BUSINESS DISTRICT

Revenue Classification	1998 Actual	1999 Budget	1999 6-Month Actual	1999 Estimated	2000 Budget
<u>TAXES</u>					
Special assessments	\$ 50,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000
<u>MISCELLANEOUS</u>					
Interest on investments	2,980	2,000	--	2,000	2,000
Total revenues	<u>\$ 52,980</u>	<u>\$ 57,000</u>	<u>\$ 55,000</u>	<u>\$ 57,000</u>	<u>\$ 57,000</u>

REVENUE DETAIL BY FUND

DOWNTOWN BUSINESS DISTRICT

Taxes

On November 29, 1984, the City Council approved the creation of a Business Improvement District, as provided in State Statute 66.608. The purpose of this district is to enhance the business atmosphere of downtown. A lapsing budget is established each year, funded primarily by **SPECIAL ASSESSMENTS** on the property in the district. The City collects the assessments through the tax roll and maintains separate accounting records for all receipts and disbursements.

Miscellaneous

All available funds for the district are invested in accordance with the City's investment policy. **INTEREST INCOME** is used for improvements within the district.

REVENUE DETAIL

WEST GRAND BUSINESS DISTRICT

<u>Revenue Classification</u>	<u>1998 Actual</u>	<u>1999 Budget</u>	<u>1999 6-Month Actual</u>	<u>1999 Estimated</u>	<u>2000 Budget</u>
<u>TAXES</u>					
Special assessments	\$ 8,500	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,750
<u>MISCELLANEOUS</u>					
Interest on investments	610	400	--	400	400
Principal payment from loans	833	--	--	--	--
Total miscellaneous	1,443	400	--	400	400
Total revenues	\$ 9,943	\$ 9,400	\$ 9,000	\$ 9,400	\$ 10,150

REVENUE DETAIL BY FUND

WEST GRAND BUSINESS DISTRICT

Taxes

In 1987, the City Council approved the creation of a Business Improvement District, as provided in State Statute 66.608. The purpose of this district will be to enhance the business atmosphere of the West Grand business area. A lapsing budget is established each year, funded primarily by **SPECIAL ASSESSMENTS** on the property in the district. The City collects the assessments through the tax roll and maintains separate accounting records for all receipts and disbursements.

Miscellaneous

All available funds for the district are invested in accordance with the City's investment policy. **INTEREST INCOME** is used for improvements within the district.

REVENUE DETAIL

WATER STREET BUSINESS DISTRICT

<u>Revenue Classification</u>	<u>1998 Actual</u>	<u>1999 Budget</u>	<u>1999 6-Month Actual</u>	<u>1999 Estimated</u>	<u>2000 Budget</u>
<u>TAXES</u>					
Special assessments	\$ 9,518	\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500
<u>MISCELLANEOUS</u>					
Interest on investments	1,630	1,000	--	1,000	1,000
Total revenues	<u>\$ 11,148</u>	<u>\$ 10,500</u>	<u>\$ 9,500</u>	<u>\$ 10,500</u>	<u>\$ 10,500</u>

REVENUE DETAIL BY FUND

WATER STREET BUSINESS DISTRICT

Taxes

In 1990, the City Council approved the creation of a Business Improvement District, as provided in State Statute 66.608. The purpose of this district will be to enhance the business atmosphere of the Water Street business area. A lapsing budget is established each year, funded primarily by **SPECIAL ASSESSMENTS** on the property in the district. The City collects the assessments through the tax roll and maintains separate accounting records for all receipts and disbursements.

Miscellaneous

All available funds for the district are invested in accordance with the City's investment policy. **INTEREST INCOME** is used for improvements within the district.

COMMUNITY DEVELOPMENT BLOCK GRANT FINANCIAL PLAN

	1998 <u>Actual</u>	1999 Adopted <u>Budget</u>	2000 Proposed <u>Budget</u>	<u>% Change</u>
Revenue				
Intergovernmental	\$ 757,452	\$ 899,000	\$ 905,000	0.7%
Miscellaneous	263,544	302,000	260,000	-13.9%
Total revenue	<u>\$ 1,020,996</u>	<u>\$ 1,201,000</u>	<u>\$ 1,165,000</u>	-3.0%
Expenses				
Personal Services	\$ 96,708	\$ 60,700	\$ 82,400	35.7%
Contractual Services	74,526	129,200	167,200	29.4%
Utilities	880	500	900	80.0%
Fixed Charges	1,332	0	0	
Materials & Supplies	12,886	3,300	4,000	21.2%
Capital Outlay	1,530	0	0	
Loans to other Agencies	921,553	1,007,300	910,500	-9.6%
Total expenses	<u>\$ 1,109,415</u>	<u>\$ 1,201,000</u>	<u>\$ 1,165,000</u>	-3.0%

COMMUNITY DEVELOPMENT BLOCK GRANT AUTHORIZED POSITIONS

	<u>1998</u>	<u>1999</u>	<u>2000</u>
COMMUNITY DEVELOPMENT BLOCK GRANT			
Administrator - Housing Division	0.50	0.50	0.50
Housing Rehabilitation Specialist	1.00	1.00	1.00
Assistant to Administrator - Housing	0.60	0.60	0.60
Clerk II	0.15	0.15	-
Office Associate	-	-	0.15
Project Assistant	-	-	0.60
Program Specialist	0.60	0.60	-
Rental Technician	<u>0.15</u>	<u>0.15</u>	<u>0.15</u>
 Total FTE Positions	 <u>3.00</u>	 <u>3.00</u>	 <u>3.00</u>

These positions are funded entirely by Federal grants and are not included in the Position Control Summary in the Support Information Section. These positions are staffed by the Public Housing Authority.

Community Development Block Grant (CDBG) And HOME Programs



The Community Development Block Grant (CDBG) program is funded by the U.S. Department of Housing and Urban Development (HUD). The program provides annual funding to entitled cities and counties to develop viable communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons.

At least 70 percent of the aggregate funds must directly benefit low- and moderate-income people.

The City of Eau Claire has been receiving an annual CDBG allocation since 1975. CDBG funds may be used for a variety of activities which include, but are not limited to:

- acquisition of real property,
- relocation and property clearance,
- rehabilitation of structures,
- public services, within certain limits,
- activities relating to energy conservation,
- public facilities and improvements,
- slum and blight removal, and
- economic development and job creation and retention activities.



New L.E. Phillips Senior Center – total CDBG contribution over \$1 million for land acquisition, clearance and new construction.

In June 1999, the Eau Claire City Council approved the following CDBG projects totaling \$1,165,000:

Grant (8-1-99 to 7-31-00)	\$905,000
Program Income	<u>\$260,000</u>
Total	<u>\$1,165,000</u>
 <u>Rehabilitation</u>	
Historic Residential Rehabilitation	\$20,000
Housing Rehabilitation Loans	\$255,000
 <u>Public Services</u>	
Bolton Refuge House – Vocational Advocate	\$12,000
Feed My People – Food Distribution	\$12,000
Hmong Association – Housing Liaison	\$19,000
Interfaith Hospitality – Homeless Assistance	\$12,000
Western Dairyland – Minority Business Asstce	\$10,000
Eau Claire Coalition for Youth	\$33,000
Police Department – Community Liaison	\$33,000
Chippewa Valley Free Health Clinic	\$12,000
Community Table – Meal Center	\$12,000
Building Families – Child Abuse Prevention	\$12,000
 <u>Intensified Code Enforcement</u>	
City/County Health Dept. Code Enforcement	\$26,200
 <u>Public Facilities and Improvements</u>	
Mt. Simon Baseball Fields: Irrigation	\$20,000
Runway Avenue Neighborhood Park	\$148,000
Head Start Center Rehabilitation	\$14,000
Omaha Street Tree Planting	\$10,900
Division Street Tree Planting	\$2,500
L.E. Phillips Senior Center: Completion of Lower Level	\$50,000
 <u>Acquisition, Relocation and Clearance</u>	
North Barstow Street Redevelopment	\$200,000
 <u>Planning</u>	
Northside Hill Neighborhood Association	\$3,000
Historic Randall Park Neighborhood Association	\$3,000
Runway Avenue Neighborhood Association	\$1,000
Consolidated Plan	\$15,000
Eau Claire City Center Corporation	\$24,900
 <u>Program Administration</u>	
Administration	\$144,000
 <u>Contingency</u>	
To cover cost overruns	\$60,500
TOTAL	<u>\$1,165,000</u>

"Since 1977 the City of Eau Claire has invested over \$24,000,000 of CDBG funds in various community development and housing related activities."

Housing Rehabilitation



The City of Eau Claire Housing Division's Housing Rehabilitation Loan Program has been operating since 1975. The program is available to low income homeowners and investors who agree to rent to low income tenants.

Since its inception, the Loan Program has assisted with the rehabilitation of over 700 homes in the City of Eau Claire. Over \$4,000,000 has been loaned to homeowners and investors to correct code deficiencies and improve substandard housing. The City Housing Division receives approximately \$290,000 per year from the repayment of these loans.

These repayments are sufficient to continue this program without additional funds from future CDBG grants.



Before Rehabilitation



After Rehabilitation

Tree Planting

Trees have been planted in several of Eau Claire's low income neighborhoods using CDBG funds totaling over \$120,000. Some of the streets which have received boulevard trees include:

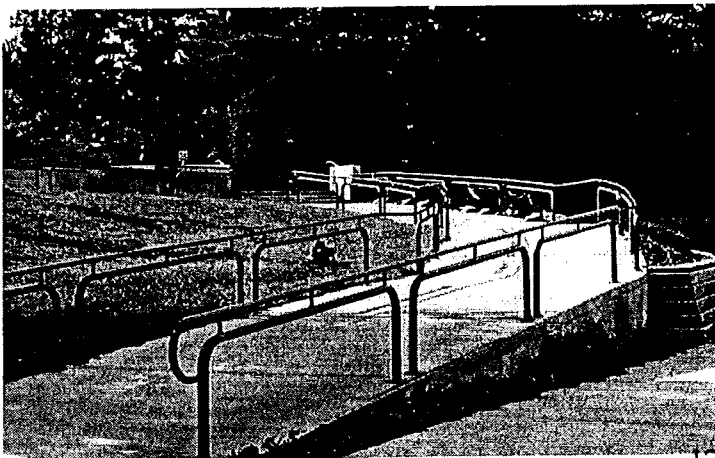
Water Street
Omaha Street
Broadway Street
Second Avenue
Hudson Street

Fifth Avenue
Niagara Street
Bellinger Street
E. Madison Street
Owen Park



Handicapped Accessibility Carson Park

In 1997 the transformation of Eau Claire's Carson Park Baseball Stadium was completed using private donations and federal funds. The CDBG assistance toward this project totaled \$313,000. The CDBG funds were allocated to making the stadium handicapped accessible and contributed to the new restrooms, ramps and handicapped seating.



Homeownership

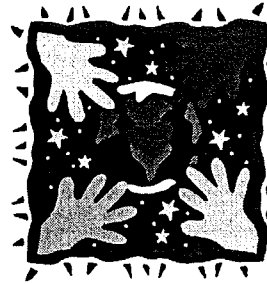
In 1991 12 single family homes were purchased for a lease-to-purchase homeownership program. Low- to moderate-income families rent these homes for five years, during which time a portion of the money they pay in rent will go toward reducing the final purchase price. Since 1991 most of these original homes have been sold to the residents.



In 1996 and 1998 ten additional homes were purchased for this program from the proceeds of the sales of the original homes. In 1999 four additional homes were purchased for this program.

Public Services

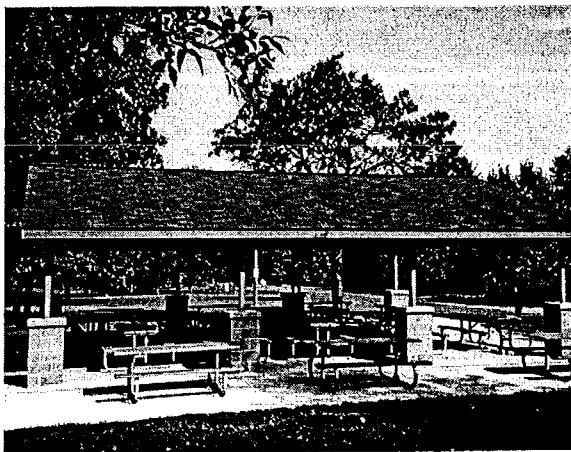
A maximum of fifteen percent of the City's annual CDBG allocation may go for public services which benefit low income persons. Approximately **\$1,660,000** has been allocated to area public service providers over the last ten years to increase and improve social service programs for the City's low income population. Programs which have received funding include:



- Feed My People – Local Food Bank
- Bolton Refuge House – Vocational Advocacy Program
- Building Families – Program to Prevent Child Neglect and Abuse
- Eau Claire Coalition for Youth – Recreational and social programs for youth
- Interfaith Hospitality Network – Emergency Shelter for Homeless Families
- Police Department, Community Liaison – Crime Awareness Program
- Chippewa Valley Free Clinic – Primary Health Care Services
- Western Dairyland – Case Management Services for Homeless Families
- Western Dairyland – Minority Business Start Up Assistance
- Salvation Army – Emergency Shelter Services for Homeless Individuals
- City of Eau Claire Minority Employment Internship Program
- Hmong Association – Hmong Housing Liaison Program

City Parks

Several City parks have benefited from CDBG funded improvements. Over **\$760,000** has been invested in the following community parks: Veteran's Park, Randall Park, McDonough Park, Kessler Park, Mt. Simon Park, Owen Park, Hobart Park and the future Forest Street, Lakeshore, and Runway Avenue Neighborhood Parks. Parks receiving CDBG funds must be located in low-moderate income neighborhoods.



Mt. Simon Park Pavilion



McDonough Park Basketball Courts

HOME Investment Partnership Program

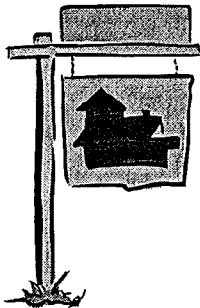


The federal HOME program, operated by the U.S. Department of Housing and Urban Development, provides annual funding to entitled cities to develop affordable housing opportunities for low- and moderate-income people. This can be done through new construction of rental or homeownership units, acquisition and rehabilitation of rental or homeownership units, tenant based rental assistance, and assistance to first-time homebuyers. The City of Eau Claire has received an annual HOME grant since 1994.

1999 HOME Activities	
1. Down Payment Assistance	\$92,500
2. Weatherization/Rehabilitation	\$77,000
3. Affordable Housing Development (CHDO)	\$72,000
4. CHDO Operating Expenses	\$7,200
5. Unprogrammed Funds—to be awarded 2000	\$183,300
6. Program Administration	\$48,000
Total	<u>\$480,000</u>



Down Payment Assistance



Up to \$2,500 is available for first-time, low-income homebuyers. The money is available as a five-year loan - with one-fifth of the loan forgiven each year. A family still residing in the home after five years will have the full amount forgiven. Since 1993, 127 families have been assisted by this program. Conventional bank financing is obtained for the remaining mortgage.

Transitional Housing

Ten units of transitional housing for homeless families with children have been developed in the City of Eau Claire utilizing HOME funds. The Housing Authority of the City of Eau Claire has constructed three single family units (see photo above), **Bolton Refuge House** has constructed a four-plex, **Western Dairyland** has acquired and rehabilitated a duplex, and the **Hmong Mutual Assistance Association** has purchased and rehabilitated a large single family home with funding available for a second property.

Transitional housing is used for families exiting emergency homeless shelters. These programs offer families case management services and employment and financial counseling to help avoid homelessness in the future and move families toward self-sufficiency.

Weatherization Assistance

Since 1994, 95 low-income homeowners, and investors who rent to low-income tenants, have received weatherization assistance through the City of Eau Claire Housing Division and Western Dairyland's HOME Weatherization program.

Through this program, grants are available of up to \$3,500 (through the Housing Division) to make homes more energy efficient.

These funds are often used in conjunction with the City's CDBG Rehabilitation loan program.



Tenant Based Rental Assistance

Rental subsidies are available for low-income tenants on a limited basis. Under the HOME program, tenants pay 30% of their income for rent and utilities and the HOME program pays the remainder. Tenants are restricted to the type and price of unit they rent. These subsidies are available for a limited period of time and are meant to help families until permanent rental subsidies, through the Housing Authority's Section 8 or Public Housing programs, become available.

Future Outlook and Issues

- The CDBG program has proven itself a good program for providing federal funds for improved parks, housing rehabilitation, public services, public facilities, etc. It is anticipated that the City of Eau Claire will continue to receive CDBG funds from the federal government for many years to come. Since the program's inception, CDBG has been a Congressional favorite by which federal tax funds are returned directly to communities.
- The City of Eau Claire has received federal funds since 1975 with funding ranging from a low of \$555,000 in 1990 to over \$900,000 in the mid-1990's.
- The CDBG Housing Rehabilitation program is financially self-sufficient. Since the program's inception, funds have been provided to homeowners through installment or deferred loans. Annually, the Rehabilitation Program receives approximately \$260,000 in loan repayments that HUD allows the City to retain when used for housing rehabilitation. With over 700 properties improved in Eau Claire, this program continues to be a good investment in the housing stock of our community.

HOUSING

The Housing Division is one of four divisions in the City's Community Development Department. The Housing Division is responsible for administering the City's Public Housing programs, the CDBG program, and the HOME Investment Partnership program. Public Housing programs are implemented under the guidance and oversight of the Housing Authority and the five member Housing Authority board of commissioners appointed by the City Council. Administrative offices for the Housing Division are located in City Hall at 203 S. Farwell Street.

HOUSING AUTHORITY

- The Housing Authority was created by the City Council in 1973. Five commissioners are appointed to the Housing Authority board and each serve staggered five year terms.
- The Housing Authority, although an integral part of the City organization, is an autonomous public agency.
- The Housing Authority operates using federal funds, receiving no funds from the City's general operating budget.
- The Housing Authority operates under three jurisdictions;
 - the federal government, which regulates programs and provides a large portion of its funding through the U.S. Department of Housing and Urban Development,
 - the State, which provides some funding through the Wisconsin Housing and Economic Development Authority (WHEDA), and
 - the City Council, who established the Housing Authority to conduct housing and renewal operations in the city and to help meet the housing needs of its low and moderate income residents.
- Because all funding for the Housing Authority properties are subsidized by HUD, the Housing Authority is required to strictly follow HUD regulations. Annual budgets are approved by HUD, WHEDA and the Housing Authority Board.
- The Housing Authority pays the highest allowable payment in lieu of tax that the state legally allows.

"In 1998 the Housing Authority of the City of Eau Claire earned HUD designation as a "High Performing Housing Authority" on the national Public Housing Management Assessment Program (PHMAP) Certification earning a 100% rating." This certification is completed annually and the Housing Authority has received a "High Performing Housing Authority" score since the federal rating system started in 1992.



Park Tower Apartment Tenants



The Housing Authority organizes several events for the public housing developments each year. Some of these events include; neighborhood meetings, neighborhood picnics, National Night Out Against Crime events, and neighborhood clean ups.

The picture above shows several of the children of one of the public housing developments at a recent picnic and neighborhood get-together.

Public Housing

- Traditional public housing is a HUD housing program and is made available only to Public Housing Authorities. Under this program, the federal government provides the funds to construct or rehabilitate housing, then the Housing Authority operates the project from the rents it collects from its low-income tenants. The Housing Authority currently operates 110 one- and two-family dwellings scattered throughout the city. Most of the housing was constructed 1978 – 1980 with additional units acquired 1984 – 1992.



Public Housing Unit

Certificates

- This program provides subsidies to private landlords on behalf of eligible low-income families. Under this program, the Housing Authority uses federal funds which pay the difference between 30 percent of the tenant's monthly adjusted income and the actual rent up to a federally set maximum. The Housing Authority currently administers 218 Certificates.

Vouchers

- Under the Voucher program a payment standard is set based on a percentage of the HUD established fair market rent. The housing assistance payment provided by the Housing Authority is the difference between the payment standard and 30 percent of the tenant's monthly adjusted income. Housing assistance payments are paid directly to private landlords by the Housing Authority on behalf of the tenant. Presently, the Authority administers 163 Vouchers.



Large Family Homeownership Unit

Homeownership Programs

- Under the Homeownership programs, low- to moderate-income working families rent homes with an option to purchase the property at the end of five years. The program participants will pay 30 percent of their adjusted income for rent, with 25 percent of the rent payment credited towards the home's final purchase price. The Homeownership program's homes consist of two, three or four bedrooms.

• *As of December 31, 1998, the Housing Authority owned or subsidized 734 units of low- and moderate income housing in the city of Eau Claire.*

Family Composition of Tenants in Housing Authority Owned Units

Elderly & Disabled	49%
Small Family (2 & 3 bedroom)	42%
Large Family (4,5 & 6 bedroom)	9%
Total	100%

Family Composition of Tenants in Certificate & Voucher Program

Elderly & Disabled	50%
Small Family (2 & 3 bedroom)	47%
Large Family (4,5 & 6 bedroom)	3%
Total	100%

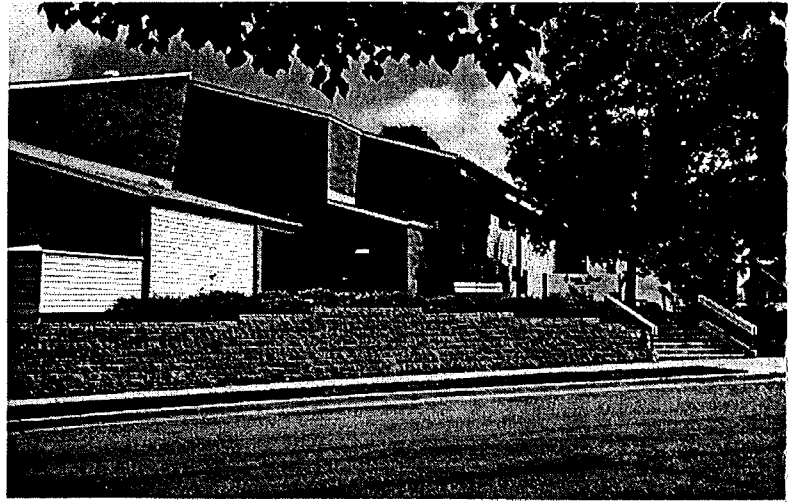
STAFFING
Housing Authority, CDBG and HOME

- Administrator
- Assistant to Administrator
- Accountant
- 3.5 Occupancy Specialists
- Project Assistant
- Rental Technician
- Network Coordinator/Acctg Asst.
- Office Associate
- Rehabilitation Specialist
- Housing Inspector
- Maintenance Team Leader
- 3 Maintenance Specialists
- 1.5 Maintenance & Grounds Tech.
- 2 part-time Cleaning

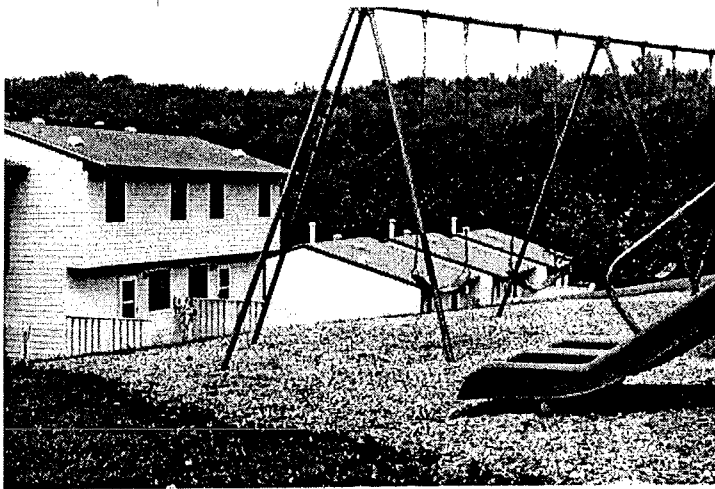
PROGRAMS AND SERVICES

Owen Rust Apartments

- This housing development consists of 23 apartments for the elderly and handicapped and was financed through the sale of housing bonds in 1978. This project is subsidized by the federal government. The property is located at 300 William Street.



Owen Rust Apartments



Park Tower Townhouses

Park Tower Apartments and Townhouses

- This development consists of 122 units of elderly/handicapped housing located at 901 S. Farwell St., and 30 units of family and handicapped family housing located in the 2800 and 2900 block of Conrad Street. Funding for this project is provided by the U.S. Department of Housing and Urban Development and the Wisconsin Housing and Economic Development Authority (WHEDA).



Park Tower Apartments



Future Outlook and Issues



Need for Affordable Housing

- The need for affordable housing in Eau Claire remains evident by the 315 households currently on the Housing Authority's waiting list for subsidized housing. Of the 315 households waiting for housing assistance, 41% are elderly, handicapped or disabled households, the remaining 59% are families with children or single persons.
- While the vast majority of low income persons under the age of 62 are employed, many of the jobs they hold do not pay a wage sufficient to provide adequate food, clothing and shelter and many low paying jobs do not provide benefits such as health insurance.
- The W-2 program has had a detrimental effect on some families in our community causing need for low cost housing. The average household income of families on the waiting list is only \$8,602.00.
- Although the Housing Authority attempts to assist as many households as possible with affordable, safe housing, there is a greater need than available resources.

Future Outlook

- Because the Housing Authority is the owner of over 300 rental units and manages a large number of other programs, the future of the agency is not dependent on any one federal program. This leaves the Housing Authority in a more stable financial position than many other housing agencies who specialize in only one area. The Housing Authority of the City of Eau Claire will continue to maintain safe, affordable housing.

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COMMUNITY DEVELOPMENT BLOCK GRANT BUDGET OVERVIEW

REVENUES

The grant award is expected to be in the range of \$905,000 in 2000 which represents a .7% increase over budget year 1999.

Miscellaneous revenues consist of payments received on rehabilitation loans. These payments average approximately \$260,000 per year.

PERSONNEL SERVICES

The Rehabilitation Specialist's position is allocated on a varying basis between the CDBG Program and the HOME Program.

CONTRACTUAL SERVICES

Contingency amounts remain unallocated at the beginning of the CDBG year. These amounts are appropriated through an amendment process during the fiscal year.

LOANS TO OTHER AGENCIES

Funding for other agencies is determined through the CDBG budget process in the spring of each year.

OPERATIONAL HIGHLIGHTS

The fundamental objective of the Community Development Block Grant program is the development of viable communities by providing decent housing and suitable living environment and expanding economic opportunities, primarily for persons of low and moderate income. This program is the only City operating fund with a non-lapsing budget. All accounting for this fund falls under the guidelines of the Federal Community Development Block Grant Program. All funding for this program comes from the U. S. Department of Housing and Urban Development. No City tax dollars are used to fund these activities. The annual Community Development Block Grant is received August 1 of each year.

PURPOSE OF PROGRAM

- Code compliance.
- Conservation and expansion of the City's housing stock.
- Expansion and improvement of community services essential for sound community development.
- Restoration and the preservation of properties with special or historical values.
- Elimination of slums and blight.
- Spatial deconcentration of low income housing.
- More rational use of land.

REVENUE DETAIL

COMMUNITY DEVELOPMENT BLOCK GRANT

Revenue Classification	1998 Actual	1999 Budget	1999 6-Month Actual	1999 Estimated	2000 Budget
INTERGOVERNMENTAL REVENUES					
Block grant funds	\$ 757,452	\$ 899,000	\$ 411,039	\$ 899,000	\$ 905,000
MISCELLANEOUS					
Program income	263,544	302,000	149,272	302,000	260,000
Total revenues	\$ <u>1,020,996</u>	\$ <u>1,201,000</u>	\$ <u>560,311</u>	\$ <u>1,201,000</u>	\$ <u>1,165,000</u>

REVENUE DETAIL BY FUND

COMMUNITY DEVELOPMENT BLOCK GRANT

Intergovernmental Revenues

The City of Eau Claire receives an annual entitlement grant from the U.S. Department of Housing and Urban Development for Community Development Block Grant programs. The Community Development Block Grant Program was developed to give priority to activities which benefit low and moderate income persons or aid in the prevention or elimination of slums and blight. Activities under this program included loans for rehabilitation and economic development, and property acquisition and clearance. The grant for 2000 is \$905,000.

Miscellaneous

Loan repayments for 2000 are estimated at:

Rehab Installment Loan Repayments	\$200,000
Rehab Deferred Loan Repayments	45,475
Economic Development and Other Loan Repayments	14,525
Total	<u>\$260,000</u>

The City of Eau Claire's CDBG grant year begins August 1st of each year. The Eau Claire City Council approved the 1998 budget of \$1,165,000, June 8, 1999 for the period ending July 31, 2000.

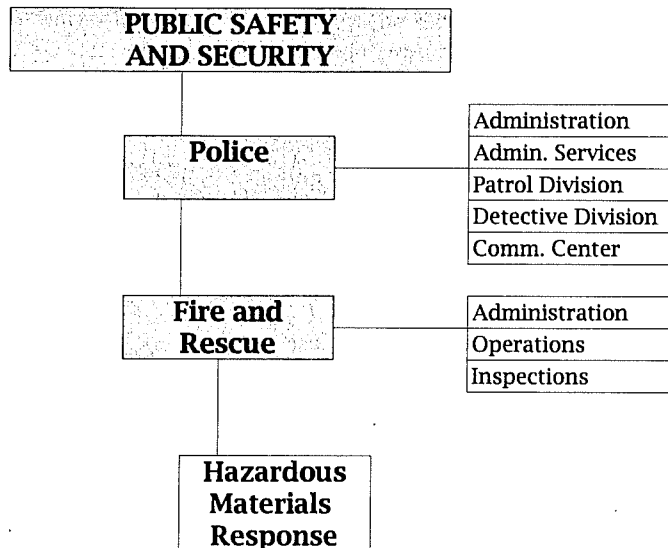
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PUBLIC SAFETY AND SECURITY

Overview

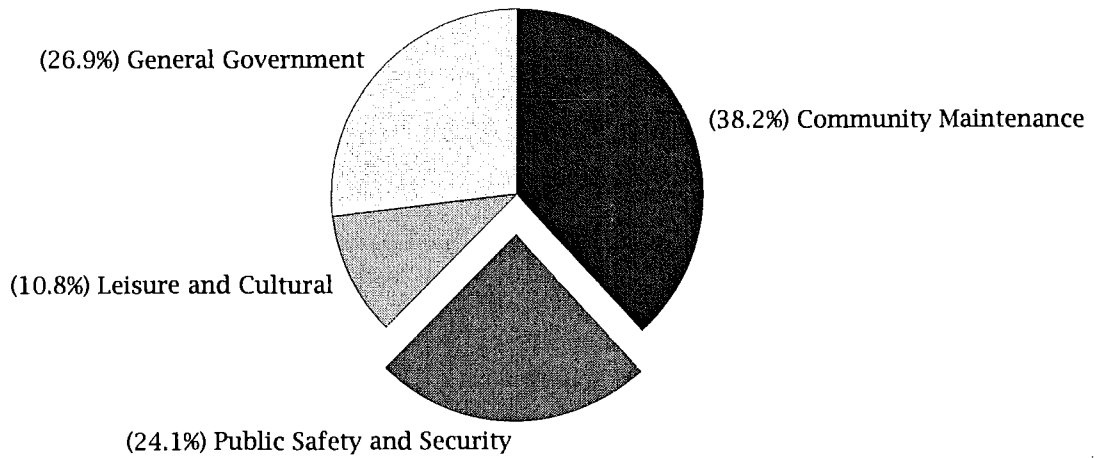
The Public Safety and Security service area includes the Police and Fire Department. The Police Department's main function is to provide a safe environment in the City. This is achieved by several means, including presenting a visible police presence, apprehending criminal offenders, facilitating safe movement of vehicles and pedestrian traffic, and generating voluntary compliance with the citizenry. The department also conducts investigations and provides educational and safety programs to the community. The Fire Department is in charge of fire prevention, fire suppression, and emergency medical services, including training, support services, and development of safety programs. The Hazardous Materials Response program provides for response in a 16-county area of northwestern Wisconsin for spills of hazardous materials.

Organization



PUBLIC SAFETY AND SECURITY

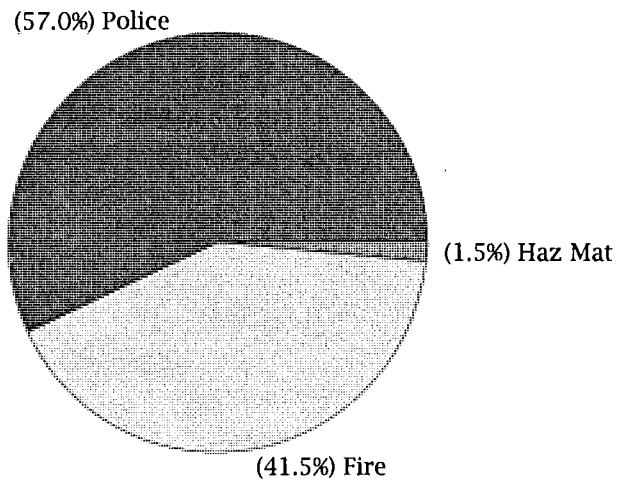
Service Areas



<u>Service Areas</u>	<u>2000 Budget</u>
Community Maintenance	26,403,850
Public Safety and Security	16,668,500
Leisure and Cultural	7,442,600
General Government	\$ 18,553,700
Total Budget	\$ 69,068,650

Public Safety and Security

<u>Departments</u>	<u>2000 Budget</u>
Police	\$ 9,504,900
Fire & Rescue	6,917,700
Hazardous Materials	245,900
Total Public Safety and Security	\$ 16,668,500



PUBLIC SAFETY AND SECURITY

	1998 <u>Actual</u>	1999 <u>Adopted</u>	1999 6 Month <u>Actual</u>	1999 <u>Estimated</u>	2000 <u>Budget</u>
<u>GENERAL FUND</u>					
POLICE					
Administration	\$ 533,113	\$ 567,000	\$ 222,437	\$ 565,000	\$ 472,500
Administrative Services	865,648	907,200	428,808	924,100	1,051,300
Patrol Division	5,180,276	5,287,500	2,593,402	5,374,800	5,466,800
Detective Division	1,262,266	1,342,000	634,859	1,342,000	1,426,600
Communication Center	<u>996,505</u>	<u>1,052,400</u>	<u>454,901</u>	<u>1,080,400</u>	<u>1,087,700</u>
Total Police	<u>8,837,808</u>	<u>9,156,100</u>	<u>4,334,407</u>	<u>9,286,300</u>	<u>9,504,900</u>
FIRE					
Administration	467,069	477,300	216,003	478,200	496,400
Operations	5,547,622	6,001,100	2,657,796	6,013,640	6,129,800
Inspection	<u>308,685</u>	<u>277,400</u>	<u>139,426</u>	<u>304,700</u>	<u>291,500</u>
Total Fire	<u>6,323,376</u>	<u>6,755,800</u>	<u>3,013,224</u>	<u>6,796,540</u>	<u>6,917,700</u>
<u>OTHER FUNDS</u>					
HAZARDOUS MATERIALS RESPONSE					
	<u>289,758</u>	<u>206,900</u>	<u>79,257</u>	<u>206,900</u>	<u>245,900</u>
TOTAL PUBLIC SAFETY AND SECURITY	<u>\$ 15,450,941</u>	<u>\$ 16,118,800</u>	<u>\$ 7,426,888</u>	<u>\$ 16,289,740</u>	<u>\$ 16,668,500</u>

POSITION CONTROL SUMMARY

<u>PUBLIC SAFETY AND SECURITY</u>	<u>1998</u>	<u>1999</u>	<u>2000</u>
General Fund:			
Police:			
Administration	3.00	3.00	3.00
Administrative Services	14.00	14.00	15.00
Patrol Division	74.00	74.00	74.00
Detective Division	18.00	18.00	19.00
Communication Center	19.00	19.00	19.00
Fire:			
Administration	3.00	3.00	3.00
Operations	87.00	87.00	87.00
Inspection	4.00	4.00	4.00
TOTAL PUBLIC SAFETY AND SECURITY	<u>222.00</u>	<u>222.00</u>	<u>224.00</u>

Note: This summary represents permanent full-time equivalent positions.

POLICE DEPARTMENT FINANCIAL PLAN

	1998 <u>Actual</u>	1999 Adopted <u>Budget</u>	2000 Proposed <u>Budget</u>	<u>% Change</u>
Revenue				
Intergovernmental:				
Federal Aid-Other	\$ 568,780	\$ 500,000	\$ 190,000	-62%
State Aid-Mun. Services	210,759	180,000	244,485	36%
Fines & Forfeits:				
Court Penalties & Costs	194,008	168,750	168,750	0%
Parking Violations	200,426	150,000	150,000	0%
Charges for Services:				
Police Dept. Fees	38,995	25,000	35,000	40%
Liason Officer Reimburse.	82,910	75,000	85,500	14%
Other	78,975	79,300	80,900	2%
Gen. Purpose (tax) Rev.	<u>6,466,449</u>	<u>6,925,650</u>	<u>7,462,565</u>	8%
Total revenue	<u>\$ 7,841,302</u>	<u>\$ 8,103,700</u>	<u>\$ 8,417,200</u>	4%
 Expenses				
Personal Services	\$ 6,776,762	\$ 6,924,200	\$ 7,210,200	4%
Contractual Services	771,757	827,900	850,300	3%
Utilities	29,611	28,400	31,200	10%
Fixed Charges	112,686	139,700	139,700	0%
Materials & Supplies	128,909	173,500	170,300	-2%
Capital Outlay	21,577	10,000	15,500	55%
Other	0	0	0	
Total expenses	<u>\$ 7,841,302</u>	<u>\$ 8,103,700</u>	<u>\$ 8,417,200</u>	4%

POLICE DEPARTMENT
Administration
Administrative Services
Patrol Division
Detective Division

POLICE DEPARTMENT AUTHORIZED POSITIONS

	<u>1998</u>	<u>1999</u>	<u>2000</u>
ADMINISTRATION			
Police Chief	1.00	1.00	1.00
Assistant Chief of Police	1.00	-	-
Police Secretary	1.00	1.00	1.00
ADMINISTRATIVE SERVICES			
Captain/Deputy Chief	-	1.00	1.00
Lieutenant	1.00	1.00	1.00
Investigator (Special Services)	3.00	3.00	3.00
Investigator (Court Officer)	1.00	1.00	1.00
Investigator (Property Officer)	1.00	1.00	1.00
Records Bureau Supervisor	1.00	1.00	1.00
Law Enforcement Support Assistant	7.00	7.00	8.00
PATROL			
Captain/Deputy Chief	-	1.00	1.00
Captain	1.00	-	-
Lieutenant	3.00	3.00	3.00
Sergeant	10.00	10.00	10.00
Hit and Run Investigator	1.00	1.00	1.00
Police Officer	59.00	59.00	59.00
DETECTIVE			
Captain/Deputy Chief	-	1.00	1.00
Captain	1.00	-	-
Lieutenant	1.00	1.00	1.00
Sergeant	2.00	2.00	2.00
Investigator	13.00	13.00	14.00
Law Enforcement Support Assistant	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
 Total FTE Positions	 <u>109.00</u>	 <u>109.00</u>	 <u>111.00</u>

Authorized personnel are reported as the number of full-time equivalent (FTE) positions at the beginning of the budget year.

COMMUNICATION CENTER FINANCIAL PLAN

	1998 <u>Actual</u>	1999 Adopted <u>Budget</u>	2000 Proposed <u>Budget</u>	<u>% Change</u>
Revenue				
Miscellaneous Revenue:	\$	\$	\$	
Com Center Reimburse.	731,360	799,000	874,500	9%
Gen. Purpose (tax) Rev.	265,145	253,400	213,200	-16%
Total revenue	<u>\$ 996,505</u>	<u>\$ 1,052,400</u>	<u>\$ 1,087,700</u>	3%
Expenses				
Personal Services	\$ 834,201	\$ 914,300	\$ 973,700	6%
Contractual Services	65,972	90,100	83,900	-7%
Utilities	9,796	12,400	15,600	26%
Fixed Charges	3,620	4,700	4,700	0%
Materials & Supplies	9,426	13,900	9,800	-29%
Capital Outlay	73,490	17,000	0	
Other	0	0		
Total expenses	<u>\$ 996,505</u>	<u>\$ 1,052,400</u>	<u>\$ 1,087,700</u>	3%

COMMUNICATION CENTER AUTHORIZED POSITIONS

	<u>1998</u>	<u>1999</u>	<u>2000</u>
COMMUNICATION CENTER			
Law Enforcement Information System Manager	1.00	1.00	1.00
Communication Center Supervisor	3.00	3.00	3.00
Telecommunicator I	<u>15.00</u>	<u>15.00</u>	<u>15.00</u>
Total FTE Positions	<u>19.00</u>	<u>19.00</u>	<u>19.00</u>

Authorized personnel are reported as the number of full-time equivalent (FTE) positions at the beginning of the budget year.

Eau Claire Police Department

The Police Department is responsible for providing law enforcement services that include responding to and addressing citizen complaints, investigating crimes, and apprehending violators of Federal, State, and Local laws and ordinances. The Department facilitates orderly movement of pedestrian and vehicular traffic, and is also proactively engaged in cooperative community efforts that reduce crime and disorder and improve the quality of life for the people who live in and visit our city. Police Headquarters is located at 740 Second Avenue in the County Courthouse complex.

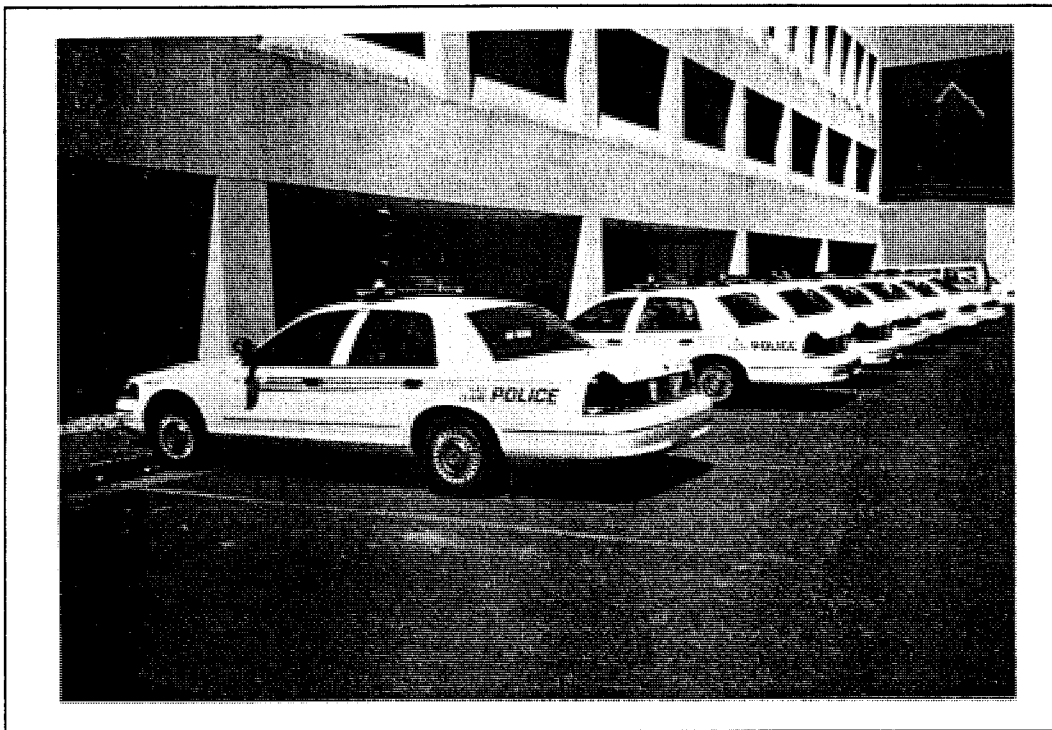


POLICE HEADQUARTERS
740 Second Avenue

EQUIPMENT

The police officers in Eau Claire wear body armor and have individually assigned radios, in addition to the full-police uniforms and equipment assigned to them.

Each marked squad car is equipped with a mobile computer, a radio, and over twenty other equipment items.



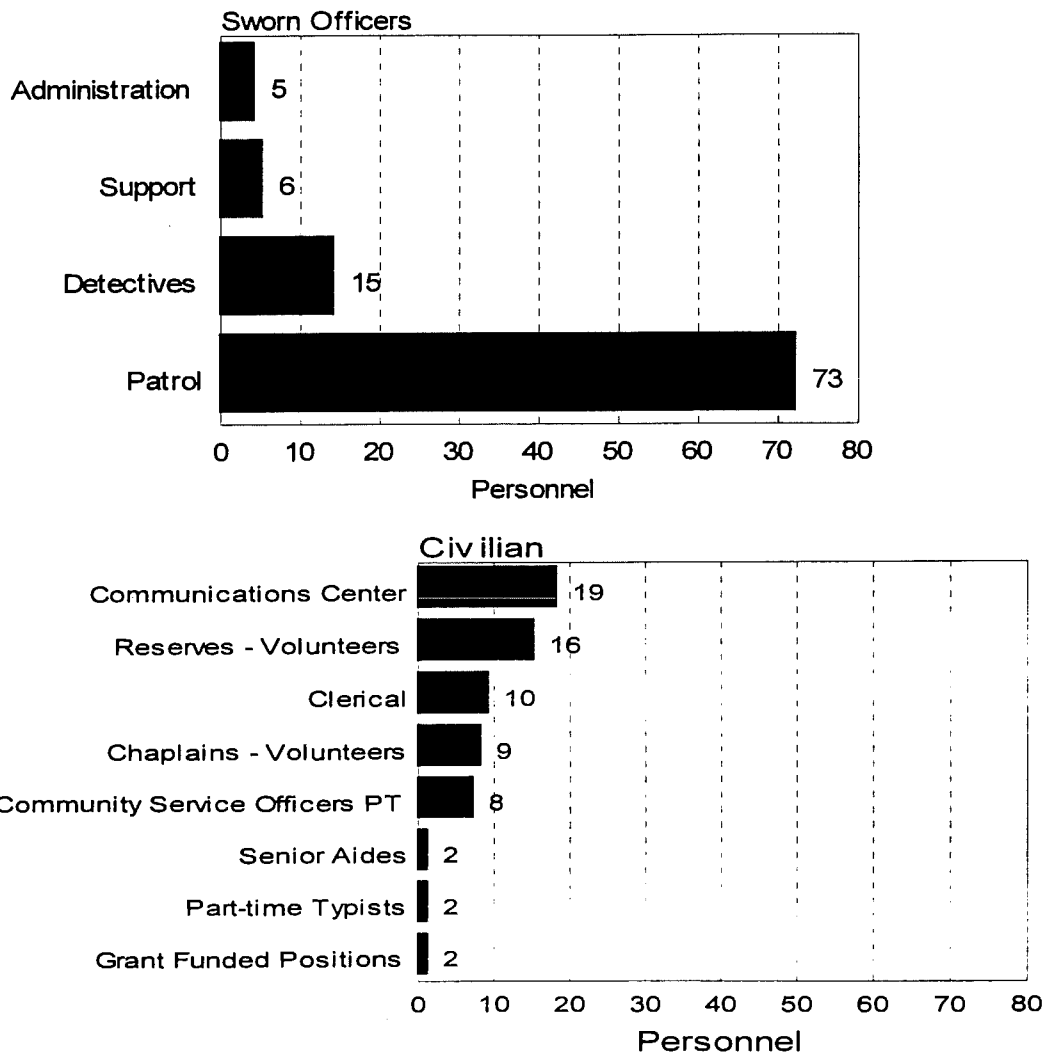
- The Police Department utilizes the following vehicles.
 - 21 marked squad cars
 - 14 unmarked vehicles
 - 3 animal control / parking vehicles
 - 1 tactical response vehicle
 - 1 evidence tech van
 - 1 special service van

STAFFING

- The Police Department has authorized staffing as follows.
 - 99 Sworn Officers
 - 19 Communications Center staff
 - 10 Records & Clerical staff
 - 8 Part-time Community Service Officers (parking/animal control)
 - 2 Part-time Evening Typists
 - 2 Full-time Grant funded positions
 - 2 Federally funded Senior Aides

The proposed 2000 budget includes the addition of one detective and one law enforcement support assistant.

Police Department Assignments



FACILITIES

In 1997, the Police Department leased about 18,500 sq. ft. of the north ground level in the Eau Claire County Courthouse. Since the inception of Community Policing and community problem solving, officers have used two offices/meeting spaces in two neighborhoods. Additional space needs require the use of other storage buildings at three locations in the city.

County-wide Communications Center

Located in the Eau Claire County Courthouse.

Two Storage Buildings

Buildings hold property and evidence. Located at 900 Ninth Avenue, and 1000 Forest Street.

Garage Space at Fire Station #10

Special Vehicles and Equipment are stored in the garage space at the #10 Fire Station, 559 North Hastings Way.

Blue Valley Range and Training Facility

Located about 3 miles west of the city on Crescent Avenue.

Two Neighborhood Offices

These offices, for Community Policing and neighborhood activities, are located in the North Riverfront and Historic Randall Park areas.

**North Riverfront
Neighborhood Office**
414 North Farwell Street

**Historic Randall Park
Neighborhood Office**
402 Water Street "Suite B"

PROGRAMS & SERVICES

- Overview
 - 24 hour City of Eau Claire Patrol coverage and emergency response
 - 24 hour county-wide emergency communication center
 - Investigations including regional polygraph services and drug enforcement
 - Community Policing in strategic neighborhoods
 - Community Service Officers provide parking enforcement and animal control

	<u>1993</u>	<u>1995</u>	<u>1997</u>
Department Case Load	32,787	33,091	33,361

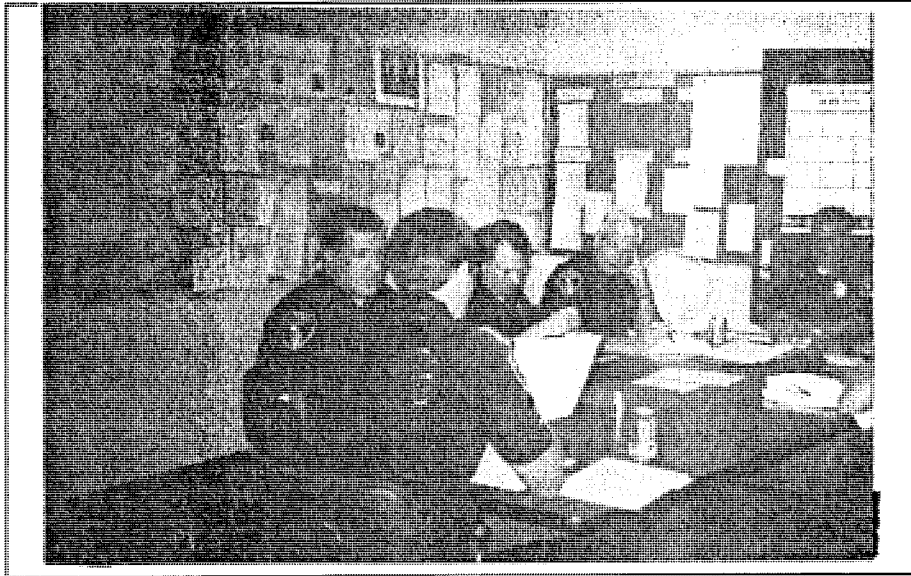
- Officers responded to an average of 91.4 calls for service every 24 hours.
- Officers were involved in enforcement and community problems solving activities approximately 195 times each day.
- Approximately 39% of all cases involve persons from outside the Eau Claire area.

	<u>1993</u>	<u>1995</u>	<u>1997</u>
Serious Crimes in Eau Claire	2,983	3,139	2,784

Patrol

The Patrol Division provides 24-hour city coverage and emergency response in seven geographical patrol areas. Uniform officers respond to all calls for service, investigate crimes, and traffic problems, and actively seek creative methods to improve quality of life issues.

Because there are overlapping shifts and assignments, the Patrol Division holds at least eight separate briefings during a 24-hour period. These briefings allow officers to learn about some of the cases that happened on the other shifts.



Community Policing

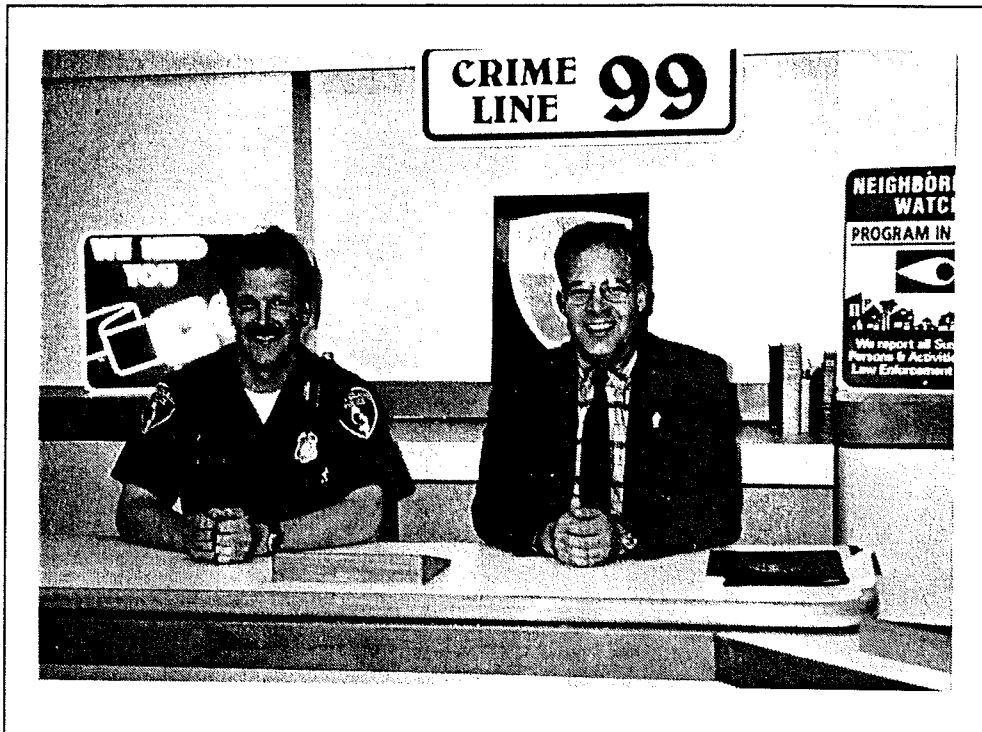
The Community Oriented Policing officers are assigned to the Patrol Division, but have offices in the neighborhoods that they serve. These officers work closely with community members to generate collaborative efforts that impact on crime and disorder. Neighborhood meetings and activities are held regularly at the Community Policing offices. At this gathering, an officer entertains neighborhood youngsters, their parents, and other interested community members.



Special Services Bureau

The Special Services Bureau provides proactive education for community members, businesses, service organizations, and the elementary schools. These officers stress personal safety as well as general security in their presentations.

Crime Line 99

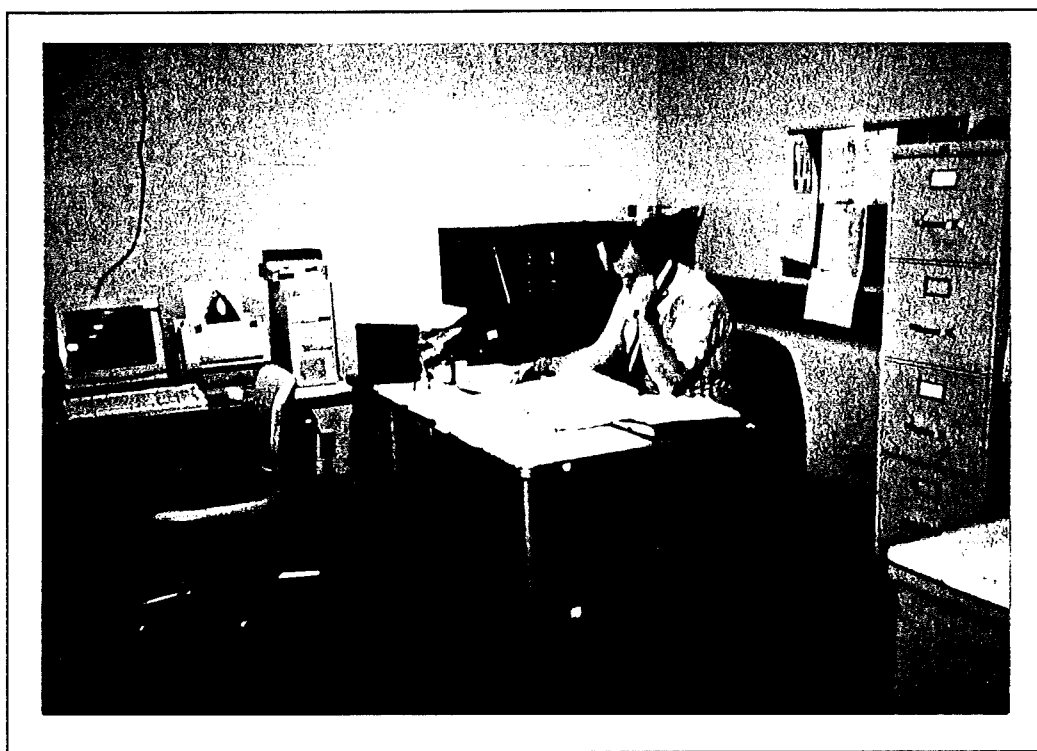


In June of 1999, the Eau Claire Police Department initiated "Crime Line 99" on Public Access Community TV, Cable Channel 11 in Eau Claire. The 30-minute show hosted by Officers Jeryl Vonderhead and Bruce Van Valkenburg from the Special Services Bureau includes segments on officers, wanted persons and traffic law issues. The show is televised on Wednesdays at noon and on Fridays at 6:30 p.m.

Detective

The Detective Division provides follow-up investigations on cases that cannot be completed by the Patrol Division. Detectives also process evidence by developing fingerprints and other identifiable features. This division is divided into task functions that include general crimes (burglary, theft, assault, etc.), juvenile, and white collar (fraud, forgery, internal thefts, etc.). The polygraph operator and the school liaison officers are assigned to the Detective Division.

In 1998, thousands of cases were reviewed. About one-third of those cases are assigned for follow-up investigations.



Community Services

The Community Services Officers are part-time civilian employees that handle parking enforcement and animal control. They are also assigned to the Patrol Division.

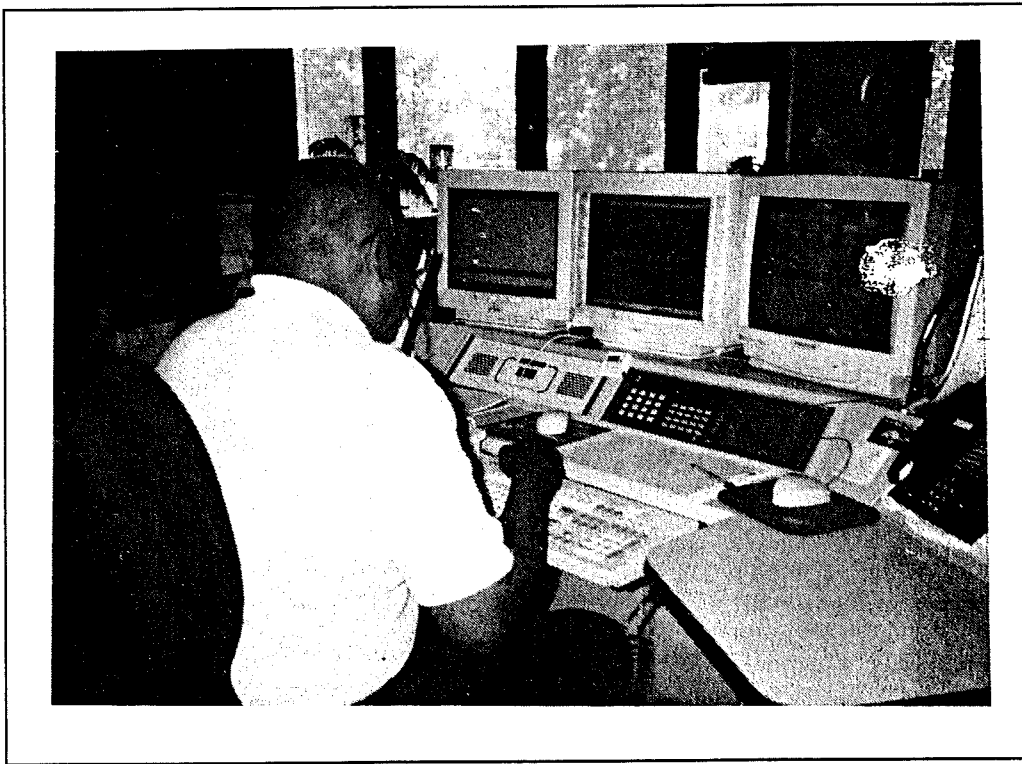
Other Services

Court services, property/evidence, K-9, high-risk tactical response, Coalition for Youth, and Community Liaison are other Police Department services.

Communication Center

The purpose of the Communication Center is to provide emergency communications for public safety agencies within the City and County of Eau Claire. This is accomplished by utilization of the 9-1-1 Emergency Communication system together with non-emergency capabilities. Both emergency and non-emergency calls for the entire county have been handled since the combined center's inception in 1970

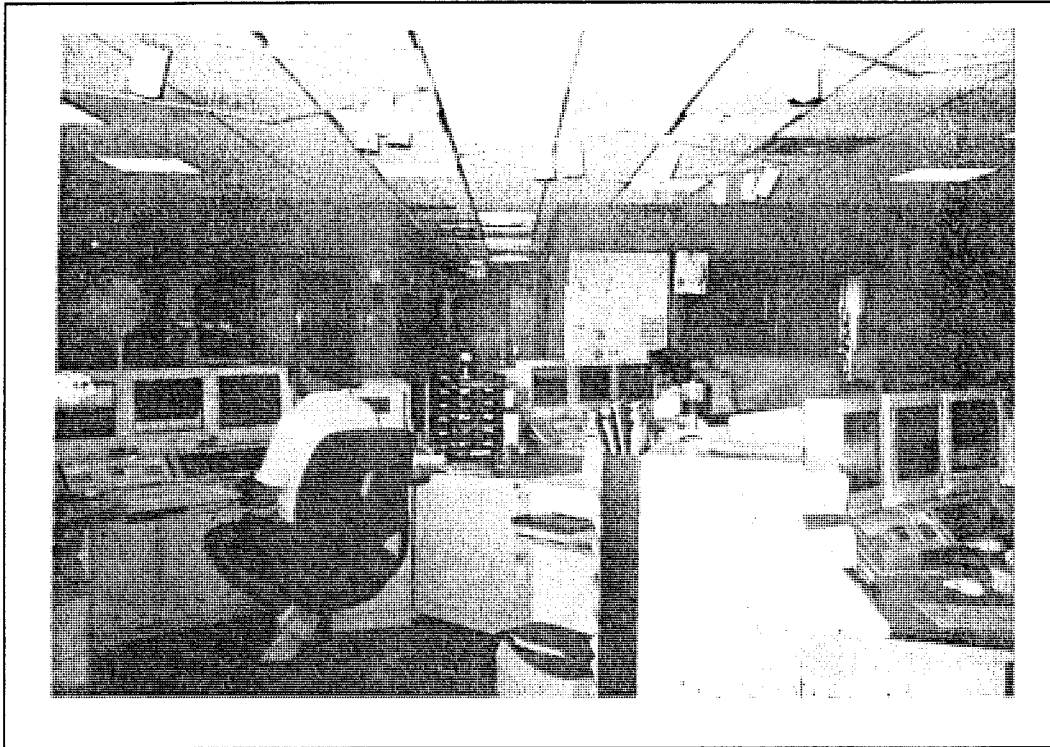
The center is staffed 24-hours a day with Telecommunicators trained in handling a multitude of situations. They are not police officers, fire fighters, or paramedics, but trained dispatch professionals. The total staff consists of 15 Telecommunicators, 3 Communication Center supervisors and one Director.



Telecommunicators have 12 phone lines and 22 radio frequencies at their consoles. They dispatch for 14 police, fire, and medical agencies in Eau Claire County. The Communications Center is a very busy area as evidenced by the following 1998 data.

- case numbers assigned	55,737
- 911 calls received	15,300
- radio receives	1,017,607
- radio transmissions	685,573
- TIME system messages	177,056

Computer technology enhances the Telecommunicators' ability to provide quality service to the community. The radio dispatch consoles are computerized as is the access to the great number of computerized data bases and records programs that are needed in public safety dispatch. A voice logging machine records all the radio and telephone traffic.



This photo shows 3 of the 4 consoles in the Communication Center. Also shown are the 3 computers needed to handle the technology for each station.

The current Communication Center is located in the Eau Claire County Courthouse. Room remodeling was finished and occupancy taken on November 1, 1994. There are four console positions located in a large main handicapped accessible dispatch area. The Director's office and equipment room join a small locker room, kitchen and rest room in making up the rest of the facility.

The Communication Center staff utilize the EMD (emergency medical dispatch) cards in determining the required level of EMS response and in giving pre-arrival care. In addition to handling calls for law enforcement, fire, and medical services, the staff act as a resource center for public safety agencies and the community.

As the Chippewa Valley grows, so does the demand for the types of services the Eau Claire Communication Center provides. The current facility does have room for an additional console position which will undoubtedly be accompanied by a request for increased staff.

The Communication Center provides the following services:

- answer telephones, radios, faxes
- dispatch calls for service-emergency and non-emergency through the CAD system
- page out emergency units
- assign case numbers and track each case -- from receipt through dispatch through arrival through clear
- monitor critical incidents
- maintain daily logs
- follow Emergency Medical Dispatch procedure
- maintain/monitor 20 minute timer
- provide weather watch and warning functions
- emergency government link
- public and agency resource center
- central TIME system computers provide driver status, vehicle registration, probation/parole status, criminal history
- maintain sex offender files, warrant files, runaway files, and stolen files, and more...

Eau Claire Communication Center: Agencies Served

Police	Fire	EMS
Eau Claire Police	Eau Claire Fire	Eau Claire Rescue
Eau Claire Sheriff	Township Fire	Emergicare
Altoona Police	Altoona Fire	Altoona Rescue
Fall Creek Police	Fall Creek Fire	Fall Creek Rescue
Augusta Police	Augusta Fire	Augusta Rescue
Fairchild Police	Fairchild Fire	Fairchild Rescue
University Police	Osseo Fire	Osseo Ambulance
Township Constables: Union Washington Seymour	DNR Fire	Gold Cross Ambulance
DNR Wardens	Chippewa Vly Airport Fire	Mayo I
	Boyd Fire	Boyd Ambulance
	Mondovi Fire	Mondovi Ambulance
	Stanley Fire	

Future Outlook & Issues

- Growth of city and service populations will necessitate expanded facilities and will impact an increase in service demands.
- Police officers will become more involved at the neighborhood level and will facilitate partnerships that lead to problem solving.
- City wide / county wide coalitions and partnerships are identifying basic social problems. Police officers will be involved with diverse groups to reduce the causes of social disorder and crime.
- Transient crime will increase as Eau Claire grows and as planned regional highways are completed.
- Government mandates and an evolving police role will require new and specialized training.
- Personnel growth, new technology, and providing more services means that a larger police facility is needed.

POLICE DEPARTMENT

BUDGET OVERVIEW

REVENUES

General Purpose (Tax)

Approximately 85% of Police expenditures in 2000 will be derived from the tax levy. This proposed year 2000 figure is higher than 1998 (73.2%) and the expected 1999 figure of 79%. This increase is due largely to reductions in Federal Aid from the Universal Hiring Grant.

Court Penalties and Costs

These funds which are associated with fines and forfeitures fluctuate slightly from year to year and will constitute about 2% of the budget. Parking violations are also equal to about 2% of the annual police budget.

Charges for Services

Police Department fees, Liaison Officer reimbursement (from the Eau Claire School District) and other charges account for about 2% of the proposed police budget. This figure may improve slightly if the department initiates fees for what has been "courtesy civilian fingerprinting".

Universal Hiring Grant

The year 2000 will be the final year of the grant that helped fund twelve new officers in 1997. It is anticipated that the grant will provide \$190,000 in 2000.

PERSONNEL SERVICES

One officer and one civilian Law Enforcement Support Assistant (L.E.S.A.) position will be added to the Police Department in 2000. The officer position will allow an additional detective to be assigned to that division. This will allow detectives to provide more investigations in a more timely manner than is currently being provided. For some time, "workable" cases with good "solve ability factors" have either not been assigned or investigations have been delayed up to one month. The additional detective will help alleviate that situation, which has been frustrating to the public and the officers.

The L.E.S.A. position will allow the Records Bureau to more effectively handle the incoming, 24-hour continuous workload and to provide more timely support for numerous clerical duties, not only within the Records Bureau, but for the department and citizens as well.

Personnel Service costs will increase in 2000 resulting from the addition of the two positions and the projected bargained wage/benefit increases.

CONTRACTUAL SERVICES

In 1999, contractual services will account for about 10% of police budget expenditures. The largest portion of this budget includes equipment rental. Police vehicles are purchased through the Central Equipment Fund which assesses a fixed monthly charge or a per mile amount, generally in the range of \$.48/mile to \$.51/mile. Contractual services include \$160,000 for building rental fees, which are paid to Eau Claire County. Other accounts which have increased this year include "lab/medical testing," and "boarding of animals".

UTILITIES

Utilities for the Police department are low as the rental agreement with Eau Claire County includes sewer, electric, water, etc. Telephone costs account for the bulk of utility expenditures. The Blue Valley range does require electricity and gas for its operation.

FIXED CHARGES

Insurance coverage costs and required workers compensation expenditures account for Police department fixed charges.

MATERIALS AND SUPPLIES

Office supplies, supplies and repair parts (all divisions), uniforms and clothing (Patrol) and ordinance (Administrative Services) account for about 85% of material and supply expenditures.

- Examples of office supplies have included software, computer replacements, film and developing, monthly copy charges, and all materials required to make the department function. Other items include printers, keyboards, arrest forms, parking tickets, warning forms, and other form printing.
- Supplies and repair parts include such items as firearm maintenance parts, radio batteries, replacement cameras, fire extinguisher charging, key replacement, fuses, etc.
- Uniforms and clothing include major purchases yearly from Lark Uniform, Advanced Protective Devises, Badger Uniform, Galls Inc., and others.
- Ordinance includes ammunition for all department weapons including nonlethal rounds. It also includes pepper spray, targets, and cleaning materials.
- Equipment purchases account for the remaining 15% of the expenditures in this category. Examples include headsets for Tactical Response Team officers, replacement furniture, typewriters, printers, body armor, replacement firearms, stopstix, portable radios, etc.

Beginning in 2000, this account (6590) and the capital outlays account (7202) will be used to replace police equipment on a preplanned schedule.

CAPITAL OUTLAYS

Please see replacement schedule.

OPERATION HIGHLIGHTS

- Crimeline 99 - Crimeline 2000
- MARTY
- Community Policing Neighborhoods
- Staff Increases
- School Liaison
- W.C.D.E.G. Meth. Problem anticipated, increasing more

**POLICE DEPARTMENT
SCHEDULE OF EQUIPMENT REPLACEMENT**

	<u>2000</u> <u>Budget</u>	<u>2001</u> <u>Budget</u>	<u>2002</u> <u>Budget</u>	<u>2003</u> <u>Budget</u>	<u>2004</u> <u>Budget</u>
<u>Resources:</u>					
Equipment Purchased <\$1,000 (6590)	34,200	34,900	35,600	36,300	37,000
Capital Purchases >\$1,000(7202)	9,500	9,700	9,900	10,100	10,300
Transfer from Building Rental	6,000	6,000	6,000	6,000	6,000
Total Funding Resources	<u>49,700</u>	<u>50,600</u>	<u>51,500</u>	<u>52,400</u>	<u>53,300</u>
<u>Projected Costs</u>					
Surveillance Equip.	0	0	0	4,000	4,000
Stop Sticks	0	0	0	2,500	2,500
Range Work	4,000	3,000	0	0	0
Cell Phones	5,000				
Portable Radios	23,100	28,600			
Body Armor	13,000	13,000	13,000		
Mobile Computers	4,500	5,000	15,000	15,000	20,000
Rifles/Shotguns	1,000	1,000	1,000	1,000	10,000
Service Weapons	<u>0</u>	<u>0</u>	<u>22,500</u>	<u>30,400</u>	<u>17,300</u>
Total Project Estimates	<u>50,600</u>	<u>50,600</u>	<u>51,500</u>	<u>52,900</u>	<u>53,800</u>
Estimated Ending Balance	<u>-900</u>	<u>0</u>	<u>0</u>	<u>-500</u>	<u>-500</u>

COMMUNICATION CENTER

BUDGET OVERVIEW

REVENUES

The Communication Center is funded jointly by the City (30%) and County (70%) of Eau Claire. Beginning in 2000, the County has agreed to fund capital outlays at an annual rate of \$35,000. The County will continue to reimburse the City for capital expenditures for years prior to 2000 through amortization over the useful lives of the assets.

SALARIES AND BENEFITS

Salaries and benefits in the Communication Center are increasing slightly higher than the citywide average due to the additional costs for 50% of the Information Services staff person added at mid year in 1999. Step increases for four of the staff plus health insurance benefits for staff not previously covered also resulted in higher payroll costs.

Overtime

In the budget preparation, the Communication Center overtime was reduced \$15,000 or 42%, reflecting the staffing levels after a full year of operations with the additional three telecommunicators hired in 1998. However, an adjustment in payroll for the Fair Labor Standards Act will require the recognition of additional overtime. The net overtime reduction in 2000 will be \$7,000 or 20%.

CONTRACTUAL SERVICES

There is a decrease of 23.8% in this area, largely due to a decrease in the annual maintenance on the two RS6000 file servers and a decrease in building rental.

MATERIALS AND SUPPLIES

The purchase of materials and supplies has been reduced, reflecting the replacement of the Communication Center computers through an account in the Land, Building and Equipment Fund.

UTILITIES

The amount of \$4,200 has been transferred to the telephone account to pay the Mobile Data Computer (MDC) and ring down line charges.

CAPITAL OUTLAY

The City and County have agreed upon a \$35,000 annual appropriation for computer, software and other equipment replacement in the Communication Center. As stated previously, the County has agreed to pay its 70% share on an annual basis rather than over the life of the assets.

OPERATION HIGHLIGHTS

- Dispatch for 14 Law Enforcement, Fire and EMS agencies encompassing all of Eau Claire County
- Fully enhanced 9-1-1
- Functional Backup Communication Center located at the CVTC / Fire Station Training Center in the Gateway West Business Park.
- Utilization of the Emergency Medical Dispatch (EMD) system (priority determination by using scripted questions)

FIRE DEPARTMENT FINANCIAL PLAN

	1998 <u>Actual</u>	1999 Adopted <u>Budget</u>	2000 Proposed <u>Budget</u>	<u>% Change</u>
Revenue				
Intergovernmental:	\$	\$	\$	
State Aid-Fire Ins. Tax	70,292	65,000	80,000	23%
State Aid-Under. Tanks	19,277	20,000	20,000	0%
State Aid-Mun. Services	257,595	220,000	298,815	36%
Charges for Services:				
Fees	17,015	12,100	12,100	0%
Ambulance Fees	596,936	675,000	675,000	0%
Haz-Mat B Response	34,000	34,000	34,000	0%
Gen. Purpose (tax) Rev.	<u>5,328,262</u>	<u>5,729,700</u>	<u>5,797,785</u>	1%
Total revenue	<u>\$ 6,323,377</u>	<u>\$ 6,755,800</u>	<u>\$ 6,917,700</u>	2%
 Expenses				
Personal Services	\$ 5,544,100	\$ 5,955,900	\$ 6,104,100	2%
Contractual Services	448,960	413,200	441,100	7%
Utilities	45,242	60,700	57,800	-5%
Fixed Charges	78,635	127,900	127,900	0%
Materials & Supplies	179,703	177,300	171,700	-3%
Capital Outlay	26,737	20,800	15,100	-27%
Other	0	0	0	
Total expenses	<u>\$ 6,323,377</u>	<u>\$ 6,755,800</u>	<u>\$ 6,917,700</u>	2.4%

FIRE DEPARTMENT
Administration
Operations
Inspections

FIRE DEPARTMENT AUTHORIZED POSITIONS

	<u>1998</u>	<u>1999</u>	<u>2000</u>
ADMINISTRATION			
Fire Chief	1.00	1.00	1.00
Assistant Fire Chief	1.00	1.00	1.00
Fire Secretary	1.00	1.00	1.00
OPERATIONS			
Deputy Chief	1.00	1.00	1.00
*Battalion Chief	4.00	4.00	4.00
*Fire Captain	6.00	6.00	6.00
*Fire Lieutenant	12.00	12.00	12.00
*Fire Equipment Operator	21.00	21.00	21.00
*Firefighter	43.00	43.00	43.00
INSPECTION			
Deputy Chief	1.00	1.00	1.00
*Fire Inspector	2.00	2.00	2.00
Clerk III	-	-	1.00
Clerk II	<u>1.00</u>	<u>1.00</u>	<u>-</u>
 Total FTE Positions	 <u>94.00</u>	 <u>94.00</u>	 <u>94.00</u>

Authorized personnel are reported as the number of full-time equivalent (FTE) positions at the beginning of the budget year.

Eau Claire Fire Rescue

The Eau Claire Fire Rescue Department is responsible for rendering fire prevention, fire suppression, special rescue and emergency medical services for the City of Eau Claire. The Department also manages the Hazardous Materials Response (Haz Mat) program to provide response in a 16-county area of West-Central Wisconsin. The Department Administrative offices are located at 216 South Dewey Street.



*Confined Space, Dive Rescue, Hazardous Materials, Paramedic, Firefighter, Inspector, Clerical, Administrative
(Personnel pictured represent the array of services provided)*

Staffing

The Police and Fire Commission, a five-member citizen board appointed by the City Council, is responsible for appointing the Fire Chief and approving the appointments of subordinate officers and firefighters. There are currently 92 officers and firefighters with 2 clerical staff on the Department. The organization is divided into three divisions responsible for the following duties:

Administration

- Budget
- Planning
- Personnel Management

Fire Prevention

- Public Education
- Building Inspections
- Fire Investigations

Operations

- Fire Suppression
- Emergency Medical Services
- Hazardous Materials Response
- Water/Dive Rescue Team
- Confined Space Rescue Team
- High-Angle Rescue Team
- Training

Facilities

Station 2 - 216 South Dewey Street

- 5 Personnel per day
 - Fire Engine
 - Heavy Rescue Unit
 - Hazardous Materials Assessment Vehicle
 - Hazardous Materials Equipment Trailer
 - Battalion Chief Command Car
- Administrative Offices

Station 5 - 2500 Patton Street

- 5 Personnel per day
 - Fire Engine
 - Paramedic Ambulance

Station 6 - 3020 Golf Road

- 3 Personnel per day
 - Fire Engine

Station 8 - 3510 Starr Avenue

- 3 Personnel per day
 - Fire Engine

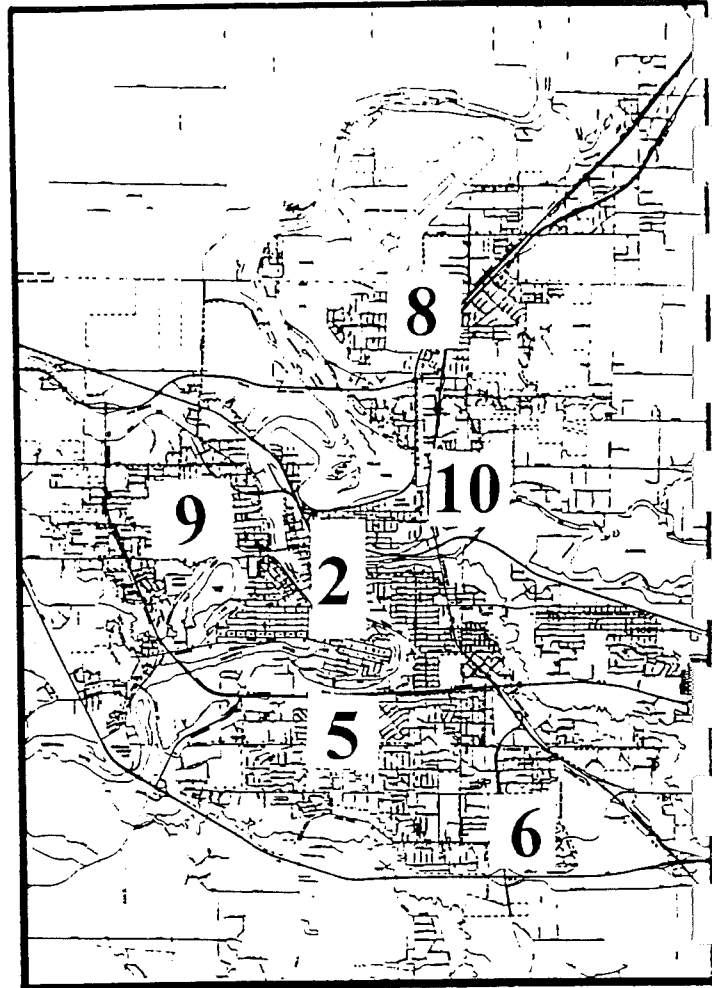
Station 9 - 3611 Campus Road

- 5 Personnel per day
 - Fire Engine
 - Paramedic Ambulance

Station 10 - 559 North Hastings Way

- 3 Personnel per day
 - Fire Engine
 - Paramedic Ambulance

- *Average of 24 Firefighters on duty daily*
- *Total of 41,730 square feet of Fire Stations*
(Cleaning and light maintenance of Stations are performed by assigned personnel)

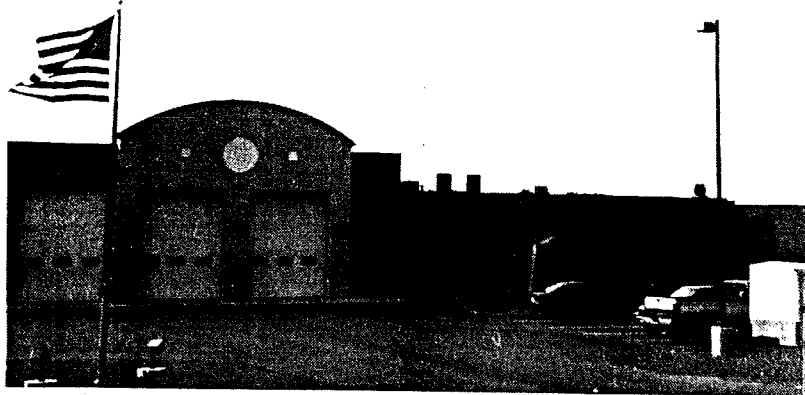


Station 5 - 2500 Patton Street

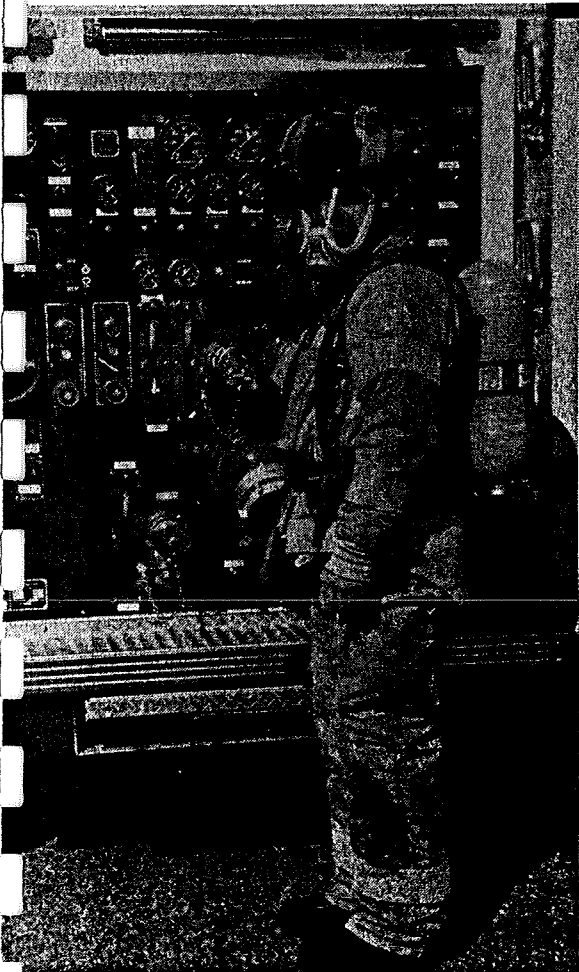
Equipment

- Major Equipment

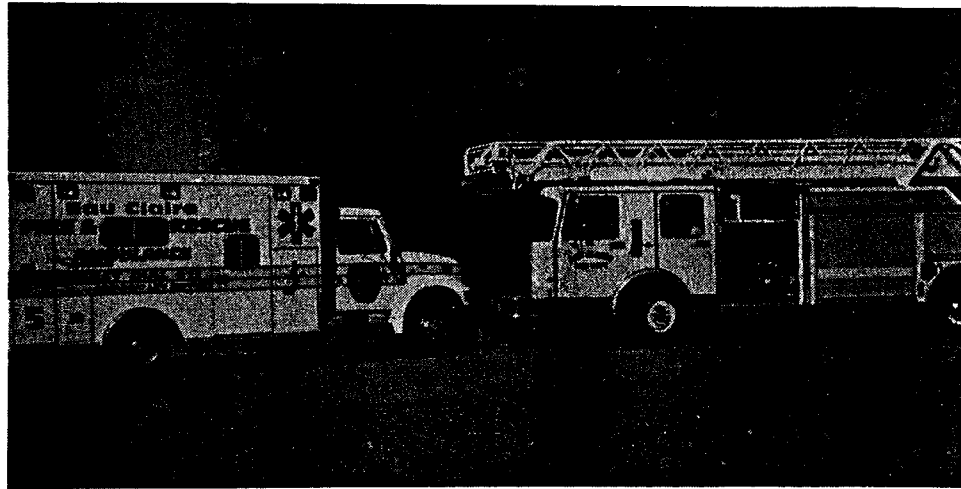
- Breathing Apparatus (\$3,500 per unit)
- Portable Radio (\$1,500 per unit)
- Ventilation Saw (\$1,200 per unit)
- Hose (\$500 per 100' of 5")
- Nozzles (\$250 per unit)
- Jaws of Life (\$5000 per set)
- Ambulance Cot (\$250 per unit)
- Defibrillator (\$4,000 per unit)
- Hazardous Materials Suit (\$600 per suit)



New Fire Station - \$1,000,000



Cost of Protective Clothing and Breathing Gear for Interior Firefighting - \$6,000



*Replacement Cost for Rescue Ambulance - \$150,000
Replacement Cost for Pumper/Ladder - \$450,000*

- Personal Equipment

- Firefighting Coat & Pants
- Helmet
- Boots
- Gloves
- Fireproof Hood
- Safety Equipment

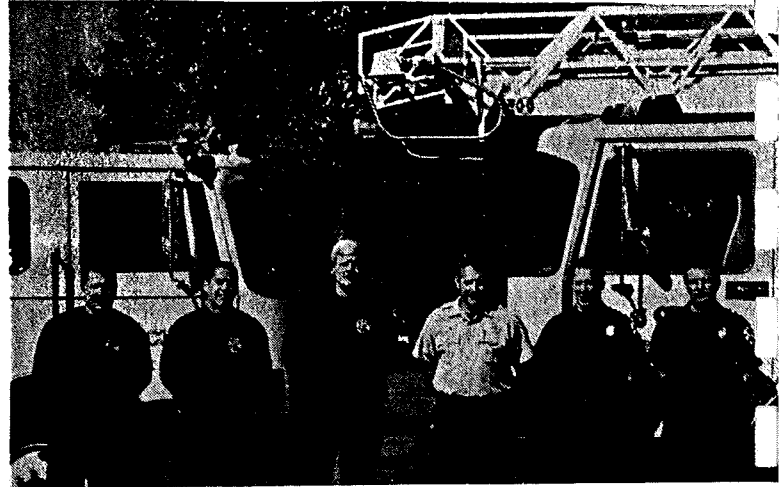
Total Cost: \$2,500 per Firefighter

(Yearly additional costs per firefighter include the required items of medical, exams, training and uniform costs)

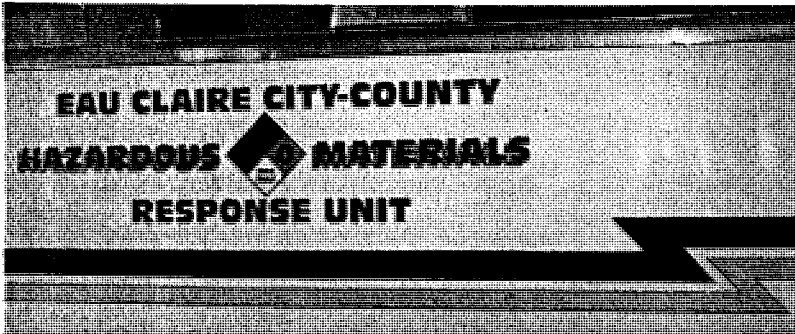
Services Provided

(24 Hours per day, 365 days per year)

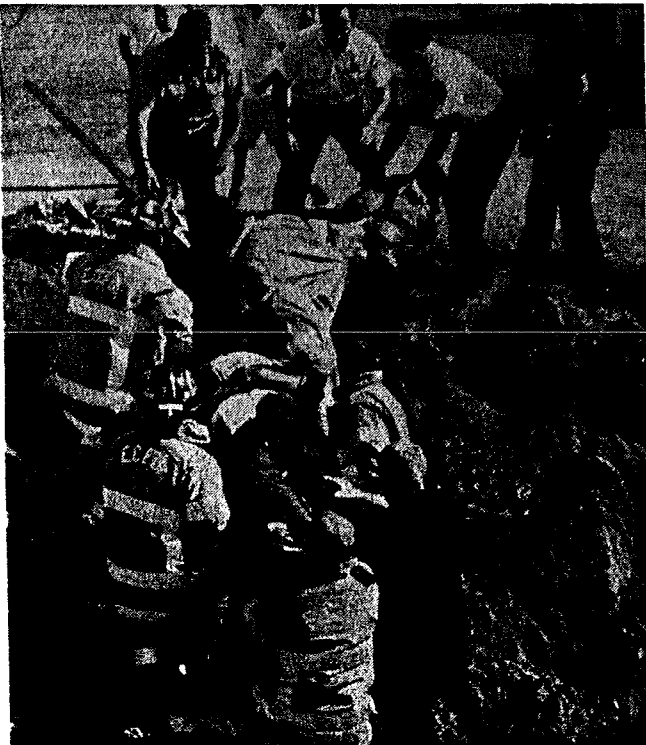
- Fire Response
- Paramedic Level Ambulance
 - Supported by EMT Engines
- Special Operations
 - Hazardous Materials Response
 - Water Dive-Rescue Team
 - Confined Space Rescue
 - High Angle Rescue
- Fire Prevention/Public Education
- Fire Investigations
- Fire Safety/Hazard Inspections
- County Mutual Aid Agreements
- County and State Hazardous Materials Contracts



Typical Staffing for a Quint(Ladder) truck and an Engine(Pumper)



Water/Dive Rescue Team Members



Technical Rescue Team Members

Vehicles

- 8 - Engines/Quints (6 Front-line, 2 Reserve)
- 5 - Ambulances (3 Front-line, 2 Reserve)
- 1 - Heavy Rescue Unit
- 1 - Hazardous Materials Assessment Vehicle
- 1 - Hazardous Material Equipment Trailer
- 1 - Brush Fire Unit
- 5 - Water Rescue Boats
- 1 - Inspection Van
- 3 - Command Vehicles

Emergency Medical Services

• 65 Percent of Fire Department Calls for Service

• 24 Nationally Certified Paramedics
68 State and Nationally Certified Emergency Medical Technicians

• 3 Paramedic Ambulances in Service
(2 Reserve Ambulances on Standby)

• Purchase and Inventory a large Volume of Medical Supplies and Drugs

• Over 60 Saves from Full Cardiac Arrest in the past 10 years
Cardiac Defibrillators on Each Fire Department Engines and Ambulances



- Ongoing Commitment to Quality:
 - Work with Hospital Medical Control Physicians for Program Quality Assurance (Dr. Wesley from Sacred Heart Hospital and Dr. Massey from Luther Hospital)
 - Foster Good Relations with Local Hospital Officials
 - Work with Eau Claire County Emergency Medical Services Council for Program Planning
 - Maintains Quality Relationships with other Regional Emergency Medical Services Providers

Public Safety Awareness Activities:

- Blood Pressure Screening
- Health Fairs
- Job Shadowing Programs
- Special Events Coverage
- Community Awareness Programs
- Preceptor Ride-Along Training

• Constant Commitment to Training



1998 Activities

1998 Incidents

4223 Total Incidents

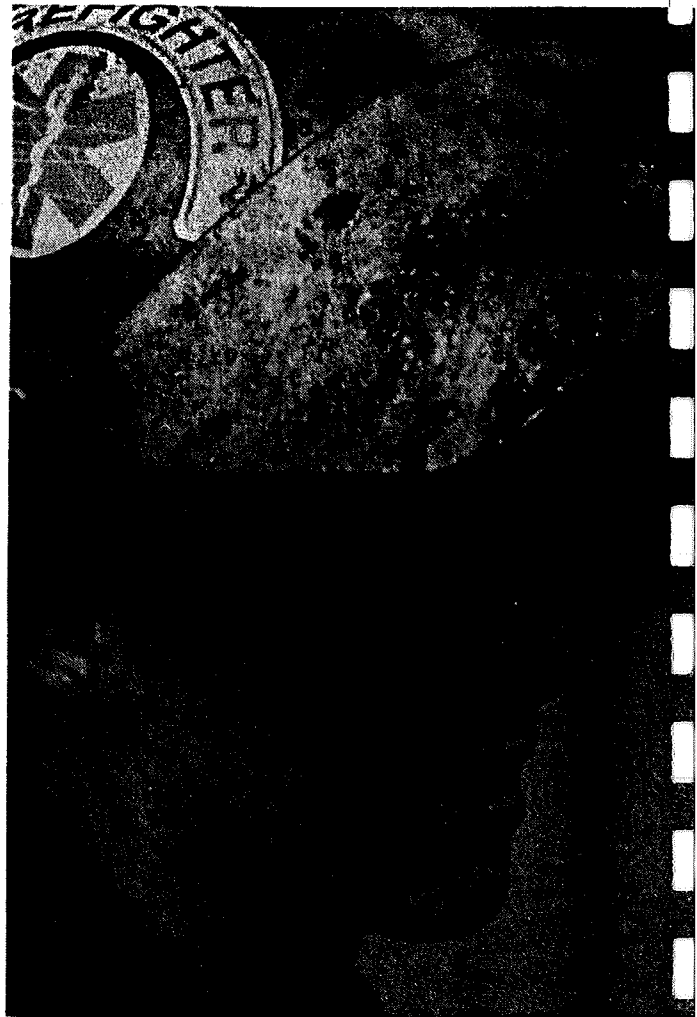
- 2728 Medical Responses (64.6%)
- 1118 Rescue Responses (26.5%)
- 197 Fire Responses (4.7%)
- 180 Hazardous Materials Responses (4.3%)

Response Summation

- 4.75 Minutes - Average Response Time
- 11,792 Personnel Hours Dedicated to Responses

- 39.2 Minutes - Average length of EMS Response
- 4.68 Personnel - Utilized on Average EMS Response
- 2.82 Personnel Hours - Spent on Average EMS Response

- 48.7 Minutes - Average Length of Fire Response
- 6.64 Personnel - Utilized on Average Fire Response
- 8.55 Hours Personnel - Spent on Average Fire Response



Station	Responses	Average Response Time
2	800	4.1 Minutes
5	1074	4.5 Minutes
6	369	5.8 Minutes
8	364	5.6 Minutes
9	871	4.6 Minutes
10	745	4.3 Minutes

4552 Fire Safety Building/Housing Inspections

5663 Hours of Public Education

11,434 Hours of Personnel Training

REVENUES

General Fund

EMS Receipts	\$675,000
Fire Protection (State Owned Facilities)	\$257,500
Fire Inspections (State 2% Dues)	\$ 80,000
Hazardous Materials Response/Contract	\$ 34,000
ILHR 10 (Underground Storage Tanks)	\$ 20,000

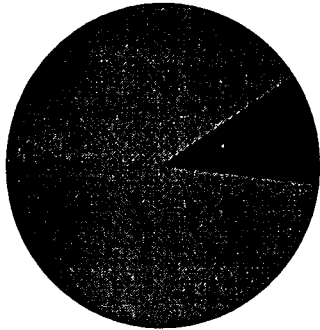
Other

State Hazardous Materials Contract (And Related Charges)	\$258,000
Act 102 (State EMS Funds)	\$ 5,425
Grants (Student Housing Safety)	\$ 46,835

Total: \$1,376,760

1999 Budget

Budget Breakdown



■ Payroll
■ Non-Payroll

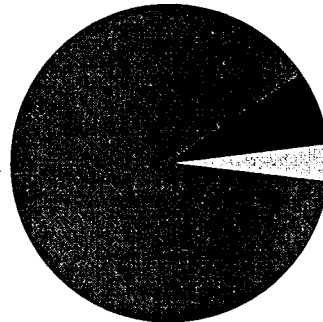
\$6.76 Million

Wages and Benefits = 88.2%

Non-Payroll = 11.8%

- operating expenses
- training requirements
- response equipment/supplies
- maintenance

1999 Budget by Division



■ Operations
■ Administration
□ Prevention

Fire Operations

- required & specialized training
- technical rescue equipment
- tires - uniforms
- hoses - station supplies
- fuel - equipment/supplies

Ambulance/Rescue

- emergency medical supplies
- required and specialized training
- medical response equipment

Fire Prevention

- public education / relations materials
- required & specialized training
- codes/reference library
- grant and special project administration

Fire Administration

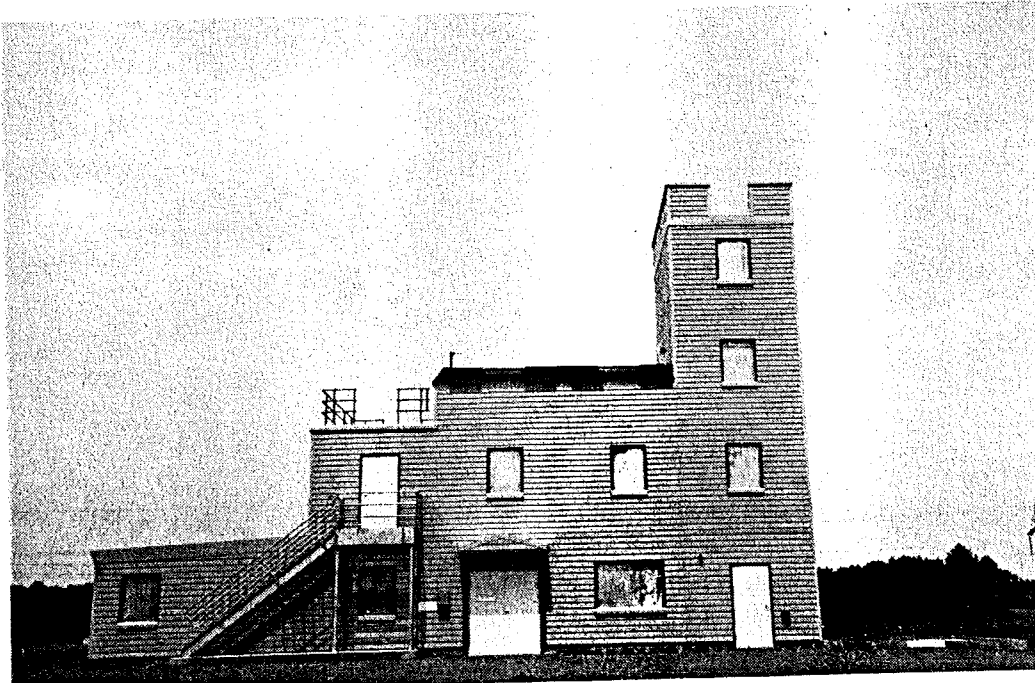
- office / administrative operating costs
- fire station operating and maintenance costs
- general supplies for office and fire stations
- pre- Ss. 62.13 retirement related wage & benefit costs



New Special Events Rescue Vehicle

Future Outlook and Issues

- Fire Station Relocation
 - Relocate Station 10 (Birch Street) to Accommodate Community Growth and Transportation Changes
 - Relocate Station 8 (Starr Avenue) to Accommodate Community Growth
 - Replace Station 2 (South Dewey Street) to Address Aging Facility and Accommodate Escalating Facility Requirements
- Additional Clerical Support for Expanding Administrative Demands
- Additional Operations and Prevention Division Personnel
- Administrative Space
- Development of a Financial Plan for Major Equipment Replacement



Fire Rescue Training Tower at the New Station 9 and CVTC Emergency Services Training Complex – 3611 Campus Road

- Improvements to State and Municipal Fire / Building Codes
- Regionalization of Emergency Services
- Impact of HMO's and Federal Regulations on Local Emergency Medical Services
- Impact of Volunteerism on Mutual Aid Agreements
- Demand for Services beyond Political Boundaries
- Consider the Value/Impact of Automatic Aid Agreement with Surrounding Fire Departments

FIRE DEPARTMENT

BUDGET OVERVIEW

REVENUE

Payment for Municipal Services

The State provides a payment in lieu of tax for police and fire services for state facilities in the City. The amount fluctuates on the ratio of the value of state buildings in Eau Claire to total facilities throughout the State.

Ambulance Fees

Annual rate increases based upon the cost of living were approved by Council effective 1999. This revenue provides 9.76% of the fire department's operating budget.

PERSONAL SERVICES

The Fire Department is not seeking additional Operations division personnel in the year 2000 budget. In lieu of a staffing request the Department has proposed a test period utilizing overtime to staff for periods of peak demand. It is believed that the overtime account coupled with close management of the approved salary lines will fund the proposal.

In the near future as the City continues to grow, additional staffing will likely be necessary in the Inspection, Operations and Administrative divisions.

CONTRACTUAL SERVICES

Payment for Prior Service Cost

This line provides pension funding for those employees who retired under a previous Wisconsin Retirement System plan. It is a variable line, based on the number of living retirees who are drawing on the system. It was inadvertently funded lower than it needed to be in 1999 and an adjustment was made for 2000.

Postage and Shipping

In previous budgets, each division was assigned postage and shipping line. This generated some confusion for the clerical staff, and lines varied depending on the divisional emphasis of the mail. To simplify the process, all Department mail will be paid from one administrative budget line for 2000.

Repairs to Tools and Equipment

This line can be a very volatile line, depending on what equipment failures occur during the year. The Department has a preventative maintenance schedule, which has helped reduce routine maintenance problems, but items such as radiator or fuel system failures, or fire pump or ladder problems are very difficult to anticipate. The line has been adjusted over the years in an attempt

to find the optimum funding level. Improved record keeping along with better analysis of previous repairs is helping us to stabilize this line.

Training/Meetings

The wide diversification of services that are provided by the fire department require a wide range of specialty training and continuing education requirements. Paramedics for example, must complete 24 hours each of continuing education requirements that can be obtained in a variety of settings.

UTILITIES

All utility lines were adjusted according to NSP's recommendations, based on their rate prediction for the upcoming year.

MATERIALS & SUPPLIES

Office Supplies is another budget line that is being consolidated from three lines to one for 2000. All divisions use common office supplies, and rather than 'take turns' at purchasing items such as printer cartridges from each division, a common line will streamline budget operations for this category.

EQUIPMENT/CAPITAL PURCHASES

These purchases are divided into two classifications: equipment under \$1,000 and that over \$1,000. The adjustments to these lines are occurring for two reasons. The first ties in with the Payment for Prior Service Cost line, where monies transferred from this line to the equipment line caused the noted pension line funding shortage in 1999. The 2000 budget readjusts these lines to the appropriate levels. The second adjustment comes as a result of budgeting more than was required for the equipment line for medical supplies, and a shortage of funding for the chemical use line (such as IV fluids). This is an internal transfer of funds, which does not effect the overall figures.

CAPITAL IMPROVEMENT PROGRAM

Apparatus Refurbishment

Two of the department's front line engines, 1987 Pierce Dash's are scheduled for refurbishment in 2000. This is part of the department's regular scheduled Capital Improvement Plan. The refurbishing of the engines will be completed by the manufacturer, bringing them up to current safety standards, as well as extend the service life of the apparatus for approximately 10 years.

OPERATIONAL HIGHLIGHTS

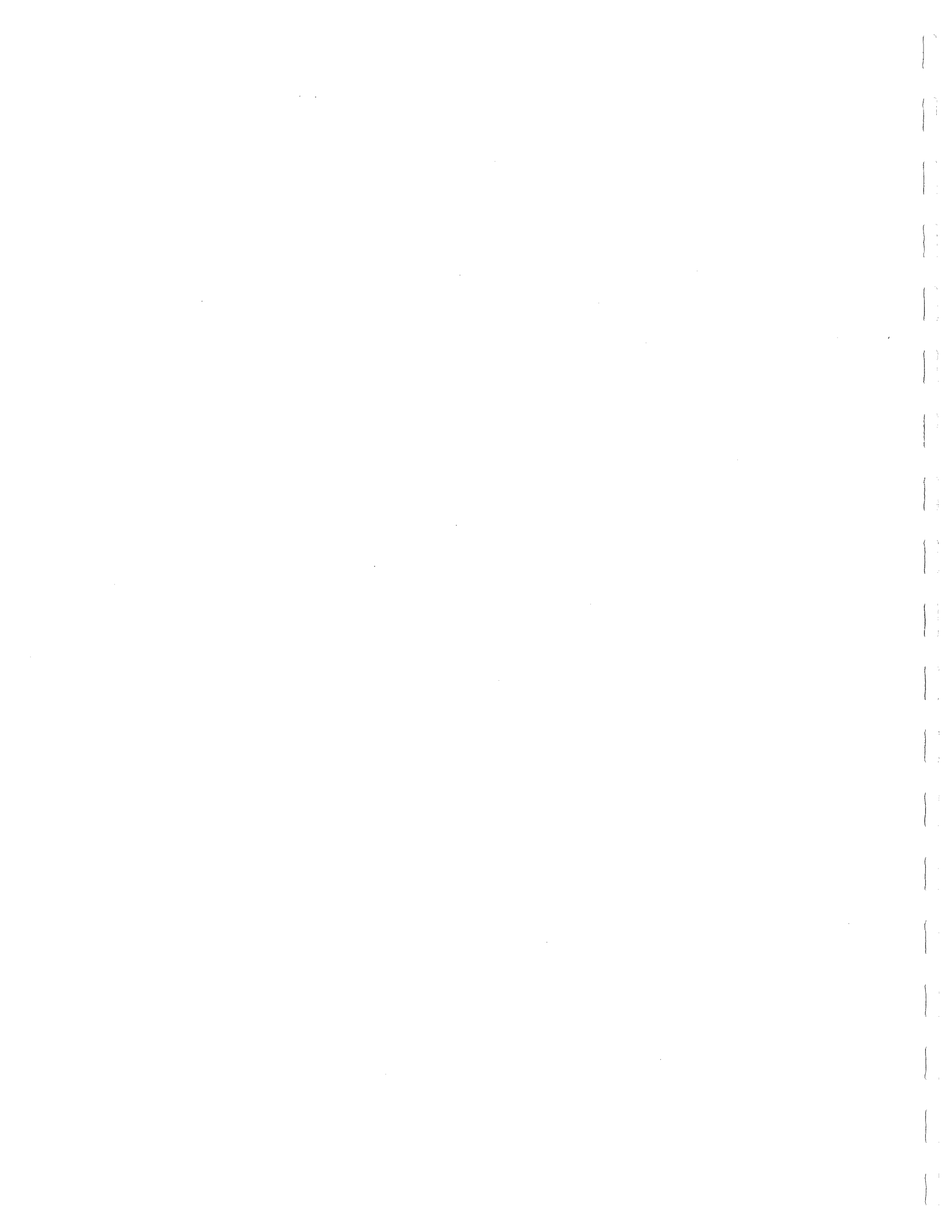
Administrative office space continues to be a problem. The concept of a joint Public Safety Facility, incorporating police, fire and county sheriff may be the answer.

Because of the excessive lead-time necessary to properly plan for the relocation or additions to the City's fire station facilities, the CIP identifies funding in 2002 for an evaluation of a joint Public Safety Facility.

One fire company remains on combination status (# 10 Birch St. Station). A recommendation to add a sufficient number of personnel to place this company on full Engine and Ambulance status will be submitted in a future budget.

The extremely high cost of emergency response vehicles causes concern about the level of funding being set aside for future fleet purchases. A combination of cash and lease financing may be needed at a future point.

Major equipment cost is also a concern for the future. The CIP allocates \$40,000 in 2000 and similar amounts thereafter to fund the replacement of service gear, defibrillators, and breathing apparatus.



HAZARDOUS MATERIALS RESPONSE FINANCIAL PLAN

	1998 <u>Actual</u>	1999 Adopted <u>Budget</u>	2000 Proposed <u>Budget</u>	<u>% Change</u>
Revenue				
Intergovernmental Revenue	\$ 221,675	\$ 221,600	\$ 250,000	12.82%
Charges for Services	16,673	5,000	5,000	0.00%
Miscellaneous	<u>7,900</u>	<u>3,000</u>	<u>3,500</u>	16.67%
Total revenue	<u>\$ 246,248</u>	<u>\$ 229,600</u>	<u>\$ 258,500</u>	12.59%
Expenses				
Personal Services	\$ 48,010	\$ 42,900	\$ 49,100	14.45%
Contractual Services	4,966	27,800	25,800	-7.19%
Utilities	1,020	3,000	3,000	0.00%
Fixed Charges	14,026	18,000	16,000	-11.11%
Materials & Supplies	12,918	44,600	44,000	-1.35%
Contrib. & Other Pay	42,863	40,000	40,000	0.00%
Capital Outlay	<u>165,955</u>	<u>30,600</u>	<u>68,000</u>	122.22%
Total expenses	<u>\$ 289,758</u>	<u>\$ 206,900</u>	<u>\$ 245,900</u>	18.85%

HAZARDOUS MATERIALS RESPONSE BUDGET OVERVIEW

REVENUE

The State contract for Regional Hazardous Materials response ends in June of 2000. State officials have indicated interest in renewing this contract by July 1, 2000. Information related to a renewed contract and a recommendation for Council to consider will be forthcoming in the first half of 2000. The County Level-B contract was renewed in September of this year.

PERSONAL SERVICES

Overtime has been increased by \$5,000 to reflect the costs incurred for a Hazardous A response. The overtime is reimbursed to the City by either the party responsible for the response event or by the State.

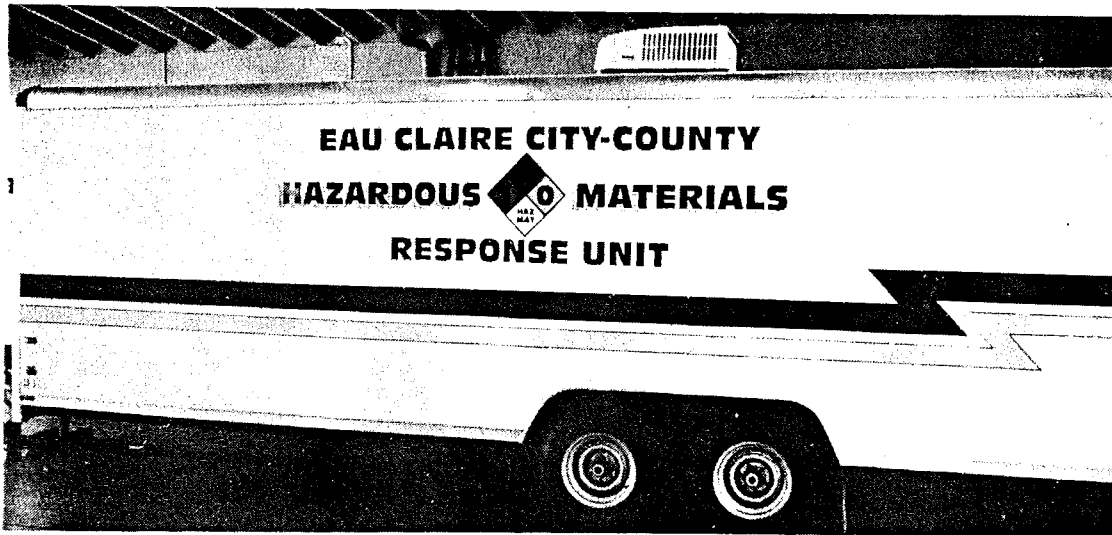
CAPITAL OUTLAY

The State contract provides funding for equipment related to Hazardous A responses. The department plans to acquire a compressed air recharging system, breathing apparatus, radios and technical equipment with these funds.

No personnel are assigned to this program.

Regional Hazardous Materials Response Team

- Contracted with the State of Wisconsin to Deliver Regionalized Level "A" Hazardous Material Response.
- City of Eau Claire Funds were not used to Develop or Operate the Team. Funding is Supplied by the State of Wisconsin.
- The Team Provides Hazardous Materials Response to 16 Counties in West-Central Wisconsin.
- Joint Hazardous Materials Team Operation between The Eau Claire Fire Rescue and Chippewa Falls Fire Department.



Hazardous Materials 28' Equipment Trailer



*Hazardous Materials Decontamination
Training Exercise*

- 40 Personnel are Assigned to the Team
 - 28 Members from Eau Claire Fire
 - 12 Members from Chippewa Fire
- Response Team Equipment
 - Eau Claire
 - Heavy Rescue Unit
 - Hazardous Materials Assessment Vehicle
 - Hazardous Material Equipment Trailer
 - Command Vehicle
 - Chippewa Falls
 - Hazardous Materials Vehicle
 - Hazardous Material Equipment Trailer
 - Command Vehicle



REVENUE DETAIL

HAZARDOUS MATERIALS RESPONSE

<u>Revenue Classification</u>	<u>1998 Actual</u>	<u>1999 Budget</u>	<u>1999 6-Month Actual</u>	<u>1999 Estimated</u>	<u>2000 Budget</u>
INTERGOVERNMENTAL REVENUES					
State aid	\$ 221,675	\$ 221,600	\$ --	\$ 221,600	\$ 250,000
CHARGES FOR SERVICES					
Hazardous response charges	16,673	5,000	--	5,000	5,000
MISCELLANEOUS					
Interest income	7,900	3,000	--	3,000	3,500
Total miscellaneous	7,900	3,000	--	3,000	3,500
Total revenues	\$ 246,248	\$ 229,600	\$ --	\$ 229,600	\$ 258,500

REVENUE DETAIL

HAZARDOUS MATERIALS RESPONSE

Intergovernmental Revenues

The City of Eau Claire and the City of Chippewa Falls have accepted a five year grant from the State of Wisconsin to provide emergency response for hazardous material spills over a 16 county area in northwestern Wisconsin. This grant provides for training, supplies and equipment.

Charges for Services

The costs of labor, equipment and materials used in response to a hazardous spill is billed back to the company or individual who was responsible. This account reflects reimbursements collected for those costs.

Miscellaneous

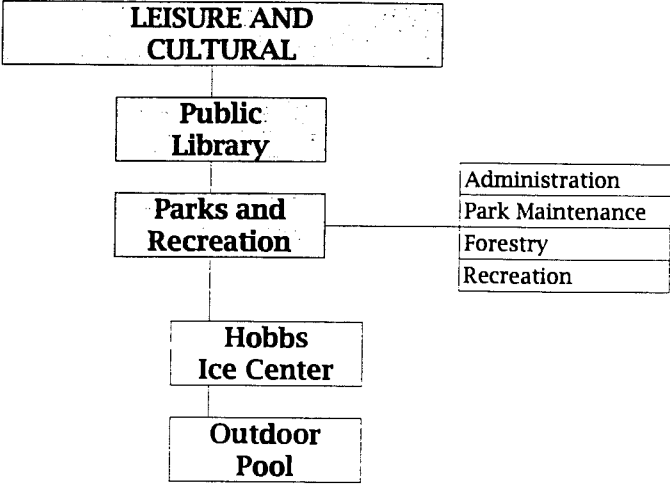
INTEREST INCOME is earned by investing available funds in accordance with the City investment policy.

LEISURE AND CULTURAL

Overview

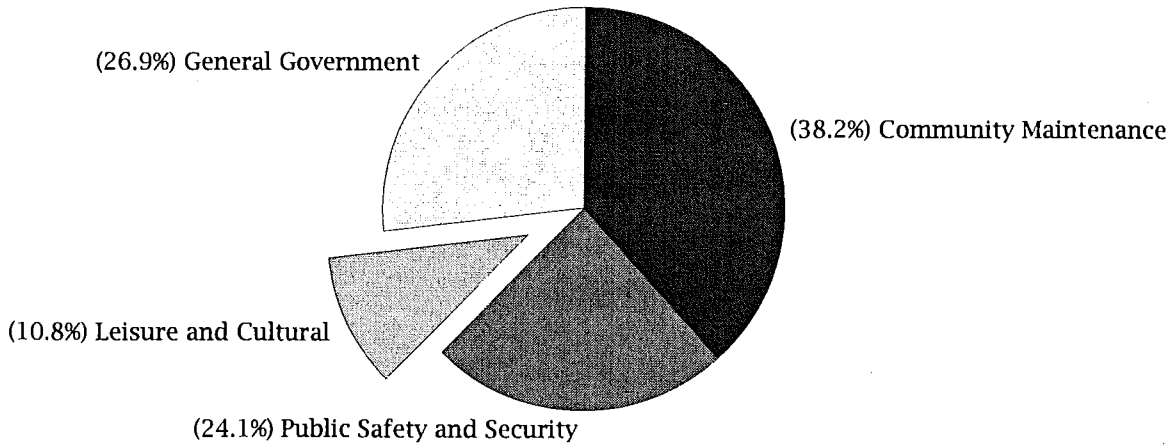
The Leisure and Cultural service area includes departments providing for the recreational, educational, and cultural needs of the City's residents. The Library's purpose is to provide a comprehensive collection of materials and programming for children and adults. The Parks and Recreation Department is responsible for maintaining City parks and open spaces, providing recreation opportunities and facilities and forestry projects. Hobbs Ice Center operates and maintains a quality ice skating facility, and the Municipal Pool manages a quality municipal swimming facility.

Organization



LEISURE AND CULTURAL

Service Areas



Service Areas

2000 Budget

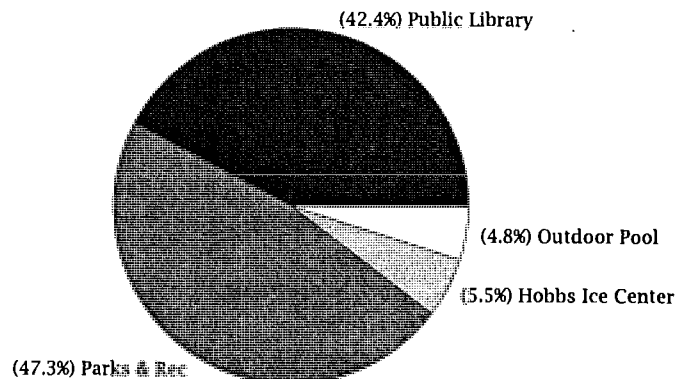
Community Maintenance	\$ 26,403,850
Public Safety and Security	16,668,500
Leisure and Cultural	7,442,600
General Government	<u>18,553,700</u>
 Total Budget	 \$ <u>69,068,650</u>

Leisure and Cultural

Departments

2000 Budget

Public Library	\$ 3,153,400
Parks & Rec	3,522,900
Hobbs Ice Center	410,500
Outdoor Pool	<u>355,800</u>
 Total Leisure and Cultural	 \$ <u>7,442,600</u>



LEISURE AND CULTURAL

	1998 <u>Actual</u>	1999 <u>Adopted</u>	1999 6 Month <u>Actual</u>	1999 <u>Estimated</u>	2000 <u>Budget</u>
<u>GENERAL FUND</u>					
PARKS AND RECREATION					
Administration	\$ 251,229	\$ 272,600	\$ 107,008	\$ 272,600	\$ 276,400
Park Maintenance	1,886,138	2,005,900	889,530	2,005,900	2,082,600
Forestry	423,095	386,800	183,212	386,800	391,100
Recreation	<u>670,041</u>	<u>768,100</u>	<u>271,090</u>	<u>768,600</u>	<u>772,800</u>
Total Parks and Recreation	<u>3,230,503</u>	<u>3,433,400</u>	<u>1,450,840</u>	<u>3,433,900</u>	<u>3,522,900</u>
<u>OTHER FUNDS</u>					
PUBLIC LIBRARY	<u>2,332,600</u>	<u>3,033,700</u>	<u>1,221,479</u>	<u>3,033,700</u>	<u>3,153,400</u>
HOBBS ICE CENTER	<u>367,435</u>	<u>393,200</u>	<u>181,148</u>	<u>393,200</u>	<u>410,500</u>
OUTDOOR POOL	<u>313,846</u>	<u>362,000</u>	<u>68,034</u>	<u>362,000</u>	<u>355,800</u>
TOTAL LEISURE AND CULTURAL	\$ <u>6,244,385</u>	\$ <u>7,222,300</u>	\$ <u>2,921,500</u>	\$ <u>7,222,800</u>	\$ <u>7,442,600</u>

POSITION CONTROL SUMMARY

<u>LEISURE AND CULTURAL</u>	<u>1998</u>	<u>1999</u>	<u>2000</u>
Public Library:			
Library staff	30.63	36.76	35.75
Custodial	3.00	3.00	3.00
General Fund:			
Parks and Recreation:			
Administration	3.00	3.00	3.00
Park Maintenance	24.75	25.75	25.75
Forestry	4.60	4.60	4.60
Recreation	3.00	3.00	3.00
Hobbs Ice Center	3.00	3.00	3.00
TOTAL LEISURE AND CULTURAL	<u>71.98</u>	<u>79.11</u>	<u>78.10</u>

Note: This summary represents permanent full-time equivalent positions.

PUBLIC LIBRARY FINANCIAL PLAN

	1998 <u>Actual</u>	1999 Adopted <u>Budget</u>	2000 Proposed <u>Budget</u>	<u>% Change</u>
Revenue				
Taxes	\$ 1,709,580	\$ 2,206,000	\$ 2,247,000	1.9%
Intergovern. Revenues	0	16,000	16,000	0.0%
Fines, Forfeits, Penalties	96,236	86,300	96,000	11.2%
Charges for Services	10,076	10,200	32,700	220.6%
Charges - Intergovern.	491,110	654,600	701,900	7.2%
Miscellaneous Revenue	19,070	20,300	19,500	-3.9%
Other Sources	<u>316</u>	<u>300</u>	<u>300</u>	0.0%
Total operating revenues	2,326,388	2,993,700	3,113,400	4.0%
Fund balance	<u>6,212</u>	<u>40,000</u>	<u>40,000</u>	
Total financing sources	<u>\$ 2,332,600</u>	<u>\$ 3,033,700</u>	<u>\$ 3,153,400</u>	3.9%
 Expenses				
Personal Services	\$ 1,531,786	\$ 1,740,500	\$ 1,862,300	7.0%
Contractual Services	176,376	325,600	379,800	16.6%
Utilities	69,903	78,600	85,500	8.8%
Fixed Charges	31,573	22,400	22,800	1.8%
Materials & Supplies	374,709	413,900	448,000	8.2%
Contributions, Other Pay	7,577	7,600	7,900	3.9%
Capital Outlay	37,876	77,900	54,900	-29.5%
Other Uses	<u>102,800</u>	<u>367,200</u>	<u>292,200</u>	-20.4%
Total expenses	<u>\$ 2,332,600</u>	<u>\$ 3,033,700</u>	<u>\$ 3,153,400</u>	3.9%

PUBLIC LIBRARY AUTHORIZED POSITIONS

	<u>1998</u>	<u>1999</u>	<u>2000</u>
PUBLIC LIBRARY			
Library Director	1.00	1.00	1.00
Associate Director	1.00	1.00	1.00
Librarian III	2.00	2.00	2.00
Librarian I	4.75	4.00	4.00
Library Associate II	4.71	6.93	6.98
Library Associate I	2.48	2.57	2.69
Library Assistant II	3.70	4.78	4.73
Library Assistant I	8.14	9.73	9.91
Desk Clerk	2.85	4.75	3.44
Custodians	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
 Total FTE Positions	 <u>33.63</u>	 <u>39.76</u>	 <u>38.75</u>

Authorized personnel are reported as the number of full-time equivalent (FTE) positions at the beginning of the budget year.

The L.E. Phillips Memorial Public Library (LEPMPL) is located at 400 Eau Claire Street in downtown Eau Claire. The library serves the residents of the City of Eau Claire, as well as residents of Eau Claire County through a contractual agreement. It is the largest library in west central Wisconsin and the resource library for the ten-county Indianhead Federated Library System.

The library's policies and operations are overseen by the City of Eau Claire and governed by a ten-member library board that is appointed by the City Council, and includes two representatives from Eau Claire County.

STAFF AND FACILITIES

The library has 38.75 full-time equivalent (FTE) employees and 31 part-time pages that equate to 9.66 FTE positions under the supervision of Library Director Mark Morse. The staff are organized into four divisions: Administrative Services, Circulation & Children's Services, Information & Audiovisual Services and Technical Services. The library is open 63 hours per week, seven days a week, from September through May. The library is not open on Sundays in the summer.

The library building has a total of 41,154 square feet of space, excluding service and utility areas, on three floors. It is fully handicapped accessible, with elevator service between all floors.

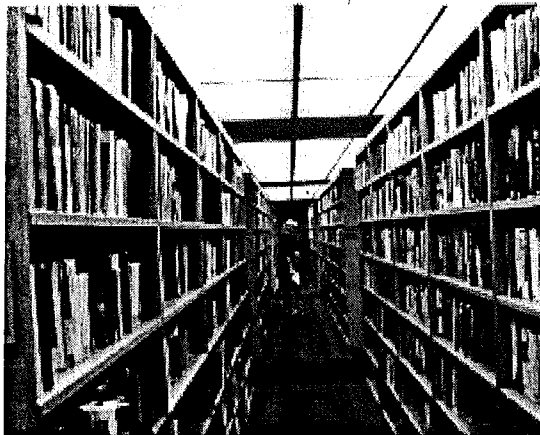


COLLECTION AND SERVICES

The library collection consists of a variety of print and audiovisual media for every age and interest, including...

- bestselling books
- mysteries, westerns, romances and classics
- children's picture books, award-winning children's books and popular children's series
- non-fiction books, including biographies, history, how-to, travel and technology
- access to articles from almost 900 magazines
- local, regional and national newspapers
- investment, business, legal and job search information
- new reader materials
- music cassettes and compact discs
- videos and books on cassette
- word-processing computer and printer
- young adult area with books and magazines
- large print books
- tax forms, telephone books and Wisconsin census records and information
- electronic resources, including full-text magazine and newspaper articles and telephone and business listings

The library provides a wide range of services to Eau Claire residents, such as...



- answering questions in person , by phone or e-mail
- borrowing materials from other libraries
- delivering materials to the homebound
- referrals to community agencies and services
- Internet access
- reader's advisory service
- meeting rooms
- self-service reserves for library materials
- access by modem to the library's online catalog

1998 ANNUAL STATISTICS

At the end of 1998, the library collection included:

Total circulation	789,861	Books	219,360
Circulation per capita	8.5	Audiocassettes	3,701
Total registered borrowers	37,541	Compact discs	6,320
Percentage of population		Books on cassette	3,553
that are registered borrowers	34%	Videocassettes	8,779
Reference questions answered	82,108	Art prints.....	100
Total number of library visitors.....	359,924	Other	17,899
		TOTAL	259,712

PROGRAMS

The library sponsors and coordinates a broad spectrum of programs for all ages. In 1998, participation in library programs increased overall--16,538 children and young adults attended programs at the library, while 2,158 adults attended programs. In 1998, nearly 2,000 children registered for the Summer Library Program and 208 adults registered for Club Read, a summer reading program for adults and young adults. Each year, thousands of library visitors view the library's art exhibits, which feature the work of local and regional artists, as well as many displays of interest to children and adults.



Other programs include:

- book discussion groups
- author visits and poetry readings
- hobby and history programs
- writing workshops for young adults
- ArtsWest, a regional juried art show held annually
- concerts

LOOKING TO THE FUTURE

Expansion of the Shared Automated Library System

The shared automated library system (named 'MORE'), which LEPMPL will implement in fall, 1999, along with at least nine other libraries in the region, is expected to expand over the next three years to twenty participating libraries. One major advantage of a shared system for library customers is that all of the items owned by all of the participating libraries are listed in a single unified catalog.



A customer at LEPMPL who is looking for a book on attention-deficit hyperactivity disorder (ADHD), for example, will see a single list of all the books and videos about ADHD that are owned by the participating libraries. The customer can see which items are checked out and which are available, and can directly place an electronic order for the desired items, no matter which library owns them. The electronic order will go, without any staff intervention, to those libraries which have the available items. Staff members will get the items from their shelves and send them to LEPMPL, where the customer

originated the order. Since the average delivery time will be two or three days, the customer will essentially have access to a single, very large library with twenty locations.

Statewide Linking of Many Shared Automated Library Systems

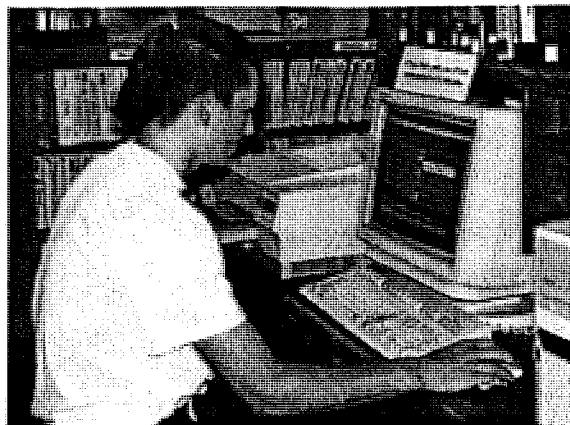
The Wisconsin Department of Public Instruction has already allocated funds to study how to electronically link all of the shared automated library systems that are developing around the state. The intention is to design a linkage that would allow customers at any participating public library in the state to instantly identify needed items available in the collection at any of the other participating libraries and, most importantly, to get delivery of them within three days.

Integration of Library Resources

The introduction of a shared automated system is a key component of the library's plan to provide its customers with electronic access to an expanding universe of resources. As this network develops, the aim is to integrate these resources so that information from the shared system, the Internet and a host of subscription databases can be easily and quickly accessed by our customers wherever they may be.

By the end of 2000, the library will have 42 computer workstations in support of this network, including 6 new workstations in an expanded Audiovisual area of Children's Services and 8 in a new microlab adjacent to the Reference area of the library. The Children's Services workstations will offer educational and recreational software with the potential for access to all of the other electronic services of the library.

The microlab will include workstations that can be used to provide instruction to groups such as seniors; young adults; people with a special interest in, for example, investments, small business, travel, or genealogy, and customers who want to learn more about using the library. Library staff will be working with community members and groups to provide the highest level of expertise available for these educational sessions and, in addition to providing more personalized assistance with library resources day-to-day, will be developing specialized guides on topics of particular interest to library customers that will be available through the library website as well as in print form.



Higher Profile in the Community

The library became a presence on the World Wide Web in mid-1999 with the introduction of its own website, located at www.eauclaire.lib.wi.us. The library will use the website to inform the public about library services, materials and events, and also as a clearinghouse for community information, including area events, and information on local businesses, organizations, educational institutions and government agencies.

The library has begun to place more of an emphasis on raising its profile within the community. New ideas such as colorful banners outside the building to announce special events and make the library more inviting are being implemented. Staff presentations to area groups and cooperative publicity and information sharing with other organizations are also part of this effort.

The library has begun a campaign of increased community outreach with a presence at area fairs, festivals, expositions and schools and special high interest inter-generational programs. Children's Services staff will be expanding its outreach and programming efforts to include new audiences, such as pre-toddlers in a new lapsit program, beginning in the fall of 1999, and developing more programs year-around that focus on elementary and middle-school children.

The library will continue to investigate ways to make itself more visible within the community and to make residents more aware of its rich resources.

Statewide Shared Reference Services: 24 Hours a Day, 7 Days a Week

The library's print and electronic information sources are arranged to make self service as easy as possible, whether the customer is searching in the library or at home. Customers may need help from librarians, however, because of inexperience with searching, the complexity of the information sources or, as in the case of the Internet, inefficiently organized information.

The expertise that librarians provide is their knowledge of information sources and their ability to search the information sources efficiently and productively. Customers find the information they are searching for and save a great deal of time with the assistance of librarians.

In the future, public libraries will be devising ways to provide needed assistance, at any time of day or night, to customers who are at home doing searches on the Internet. The Internet, in fact, has raised customers' expectations for availability of service. Many companies doing business on the Internet provide customer assistance 24 hours a day, 7 days a week.

While it would never be economically feasible for this or any public library to establish and operate its own reference service 24 hours a day, 7 days a week, discussions among Wisconsin libraries have already begun to determine how they can work together to develop a shared system of statewide reference service that is available 24 hours a day without an undue burden on any single library.

Improved Connections with the Libraries of the Eau Claire School District and UW-Eau Claire

Over the next year the library will be working with the Eau Claire Area Schools and UW-Eau Claire to provide easy-to-use links between their electronic catalogs and the L.E. Phillips Memorial Public Library's electronic catalog. This will be accomplished through the implementation of a communications standard called Z39.50.

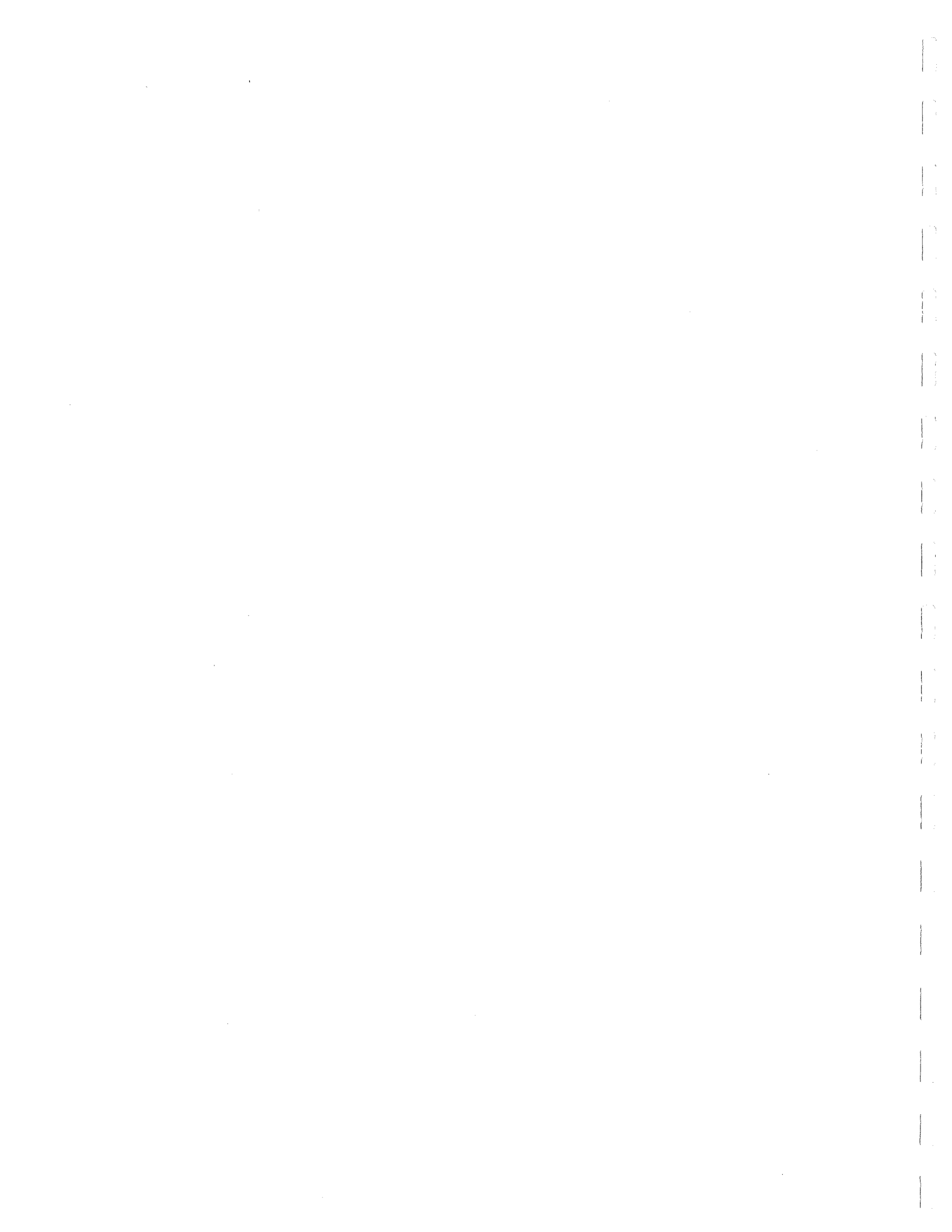
In addition, the library will be investigating the feasibility of working with the school district to establish a seamless connection which would allow students who have done some work in an electronic format at school to access their work from the public library after school. This would permit them to continue working on school projects at the public library.

Enhancing Cultural, Educational and Recreational Experiences at the Library

At the same time the library is expanding electronic connections with other libraries, the library will be evaluating new possibilities for improving the cultural, educational and recreational experiences that customers have when visiting the library. While library customers many times simply want information delivered in the fastest, simplest manner possible, those same customers are, at other times, looking for a more relaxed, inviting experience, when they can browse and sample the depth and richness of library resources.

After completion of the re-carpeting project which City Council approved for 1999, the library will be investigating other ways to make the library's interior more attractive and hospitable for customers. Improvements to the Young Adult Lounge will be considered, along with possible relocation of the lounge to the second floor.

The library will also study the feasibility of creating a small area for a kind of electronic theater in which various media relating to a chosen subject could be presented. As an example, images from the



LE PHILLIPS MEMORIAL PUBLIC LIBRARY BUDGET OVERVIEW

REVENUES

Total revenues are up 4% over 1999, primarily due to an anticipated \$60,000 reimbursement payment from the Indianhead Federated Library System (IFLS) for our costs of acting as the host for the shared automated library system (called "MORE").

GROSS TAX LEVY - CITY

The gross tax levy in the city for library purposes will rise 1.9%, from \$2,206,000 in 1999 to \$2,247,000.

ESTIMATED PROPERTY TAX RATE - CITY

The estimated property tax rate in the city for library purposes will fall seven tenths of a percent, from \$0.995348 to \$0.98853.

CHARGES FOR SERVICES

Charges for services include \$24,000 as a new fee to cover the cost of mailing materials to the library's customers.

CHARGES - INTERGOVERNMENTAL

The County contribution to the library declined \$9,500 due to the shift in the proportion of the County circulation to the total circulation. As mentioned above, the payment from the Indianhead Federated Library System (IFLS) will increase approximately \$60,000 for the MORE system. The IFLS payment for interlibrary loan is projected to decrease slightly due to the effect of the MORE system.

BUDGETED EXPENDITURES

The library's total budgeted expenditures will rise 3.9%, from \$3,033,700 in 1999 to \$3,153,400.

PERSONAL SERVICES

This account reflects an increase of 3% due to the impact of wage settlements. \$10,000 is also included for continuing the commitment that the Library Board established in the 1999 operating budget to provide popular programming while maintaining the library's strong tradition of arts and cultural programming.

CONTRACTUAL SERVICES

Contractual services expenditures will be up 24.8% in 2000 due to the library's payment for its portion of the costs of the shared automated library system and delayed implementation of the increased expenditures for electronic reference data base licenses which were approved by City Council last year for the 1999 budget.

UTILITIES

An expenditure increase of 9.1% for utilities is caused by higher telephone charges due to the library's selection as the host site for the shared automated library system (for which the library is reimbursed) and the additional phone charges resulting from initiation of automated reserve and renewal services for local residents, which comes as part of the shared automated library system.

MATERIALS & SUPPLIES

The increase of \$30,000 in materials and supplies is due to the purchase of additional books and other collection items in response to greater borrowing from our partners in the shared automated library system, and to increased supplies relating to publicity for popular programs.

CAPITAL OUTLAY

There is a \$43,000 reduction in expenditures for capital replacement items because of the replacement of more than the usual number of items in 1999.

OTHER USES

The transfer to the reserve for capital projects is reduced by \$75,000. This is consistent with the five year plan.

OPERATION HIGHLIGHTS

2000 will be the first full year of operation for the shared automated library system. As of September, 1999 there are 13 libraries which have signed agreements to participate in the shared system and there are several other communities which are in the process of considering joining before mid-November, 1999. The shared computer system will be operated out of the L.E. Phillips Memorial Public Library.

REVENUE DETAIL

PUBLIC LIBRARY

<u>Revenue Classification</u>	<u>1998 Actual</u>	<u>1999 Budget</u>	<u>1999 6-Month Actual</u>	<u>1999 Estimated</u>	<u>2000 Budget</u>
<u>TAXES</u>					
City	\$ 1,709,580	\$ 2,206,000	\$ 2,206,000	\$ 2,206,000	\$ 2,247,000
<u>INTERGOVERNMENTAL REVENUES</u>					
Federal aid	--	16,000	--	16,000	16,000
<u>FINES & FORFEITS</u>					
Library fines	88,401	78,300	44,016	78,300	88,000
Miscellaneous	7,835	8,000	4,518	8,000	8,000
Total fines & forfeits	96,236	86,300	48,534	86,300	96,000
<u>CHARGES FOR SERVICES</u>					
Miscellaneous	10,076	10,200	4,330	10,200	32,700
<u>CHARGES FOR SERVICES- INTERGOVERNMENTAL</u>					
County	397,259	560,000	280,267	560,000	550,500
Indianhead Federated System	92,302	92,300	25,493	92,300	148,600
Miscellaneous	1,548	2,300	732	2,300	2,800
Total charges for services - intergovernmental	491,110	654,600	306,491	654,600	701,900
<u>MISCELLANEOUS</u>					
Grant revenue	2,075	--	--	--	--
Miscellaneous	16,995	20,300	11,260	20,300	19,500
Total miscellaneous	19,070	20,300	11,260	20,300	19,500
<u>OTHER FINANCING SOURCES</u>					
Sale of capital assets	317	300	--	300	300
Total revenues and other financing sources	\$ 2,326,388	\$ 2,993,700	\$ 2,576,616	\$ 2,993,700	\$ 3,113,400

REVENUE DETAIL BY FUND

PUBLIC LIBRARY

Taxes

The L.E. Phillips Public Library is primarily supported through a City tax levy. The 2000 TAX LEVY is 72% of total revenues.

Intergovernmental Revenues

INTERGOVERNMENTAL revenue is periodically received from Federal grants which support additional Library services.

Fines & Forfeits

FINES AND FORFEITS include overdue fines and reimbursements for lost items.

Charges for Services

CHARGES FOR SERVICES include copy charges, equipment rental, meeting room rental, and other user fees.

Charges for Services - Intergovernmental

INTERGOVERNMENTAL revenue is received from a contract for library services for municipalities of Eau Claire County and a contract with the Indianhead Federated Library System (IFLS). In 2000, the Eau Claire County contract payment will represent 17.5% of the total revenues for the Library operations. The IFLS revenue funds the interlibrary loan program and reference services provided to all members of the library system, and accounts for 4.8% of revenues.

Miscellaneous

MISCELLANEOUS revenue reflects reimbursements of budgeted expenditures, gifts, donations, and book bag sales.

Other Financing Sources

OTHER FINANCING SOURCES includes proceeds from the sale of capital assets.

PARKS ADMINISTRATION & RECREATION FINANCIAL PLAN

	1998 <u>Actual</u>	1999 Adopted <u>Budget</u>	2000 Proposed <u>Budget</u>	<u>% Change</u>
Revenue				
Charges for Services:	\$	\$	\$	
Pool Admission Fees	4,072	3,000	3,000	0%
Softball Fees	44,236	50,000	45,000	-10%
Instructional Fees	160,891	150,400	157,100	4%
Athletic Activity Fees	0	0	0	
WPRA Ticket Sales	1,341	1,000	1,000	0%
Other Recreation Fees	14,655	9,400	10,000	6%
Miscellaneous Revenue	45,000	45,000	65,500	46%
Gen. Purpose (tax) Rev.	651,076	781,900	767,100	-2%
Total revenue	<u>\$ 921,270</u>	<u>\$ 1,040,700</u>	<u>\$ 1,048,700</u>	1%
 Expenses				
Personal Services	\$ 638,222	\$ 739,600	\$ 735,500	-1%
Contractual Services	186,870	194,600	204,200	5%
Utilities	8,035	6,800	7,100	4%
Fixed Charges	19,280	14,700	14,700	0%
Materials & Supplies	67,564	85,000	84,700	-0%
Capital Outlay	1,299	0	2,500	
Other	0	0	0	
Total expenses	<u>\$ 921,270</u>	<u>\$ 1,040,700</u>	<u>\$ 1,048,700</u>	1%

PARKS & RECREATION
Administration
Recreation

PARKS ADMINISTRATION & RECREATION AUTHORIZED POSITIONS

	<u>1998</u>	<u>1999</u>	<u>2000</u>
ADMINISTRATION			
Director of Parks and Recreation	1.00	1.00	1.00
Parks and Recreation Secretary	1.00	1.00	1.00
Clerk II	1.00	1.00	1.00
RECREATION			
Superintendent of Recreation	1.00	1.00	1.00
Program Supervisor	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
 Total FTE Positions	 <u>6.00</u>	 <u>6.00</u>	 <u>6.00</u>

Authorized personnel are reported as the number of full-time equivalent (FTE) positions at the beginning of the budget year.

RECREATION DIVISION

The Recreation Division is one of three divisions in the Eau Claire Parks and Recreation Department. The Recreation Division is responsible for offering a community-wide leisure time program for adults and youth. Three program brochures distributed annually (circulation of 25,000) to city residents.

- A variety of activities will be offered to meet the needs of the community
- The program emphasis will be to encourage participation and to teach life long skills
- Competition will be an element of both youth and adult sports, with an emphasis on sportsmanship and fair play
- Several activities will be planned to allow family participation
- Program fees will be set with consideration for individual and family budgets
- Several free programs will be included in program offerings



FACILITIES

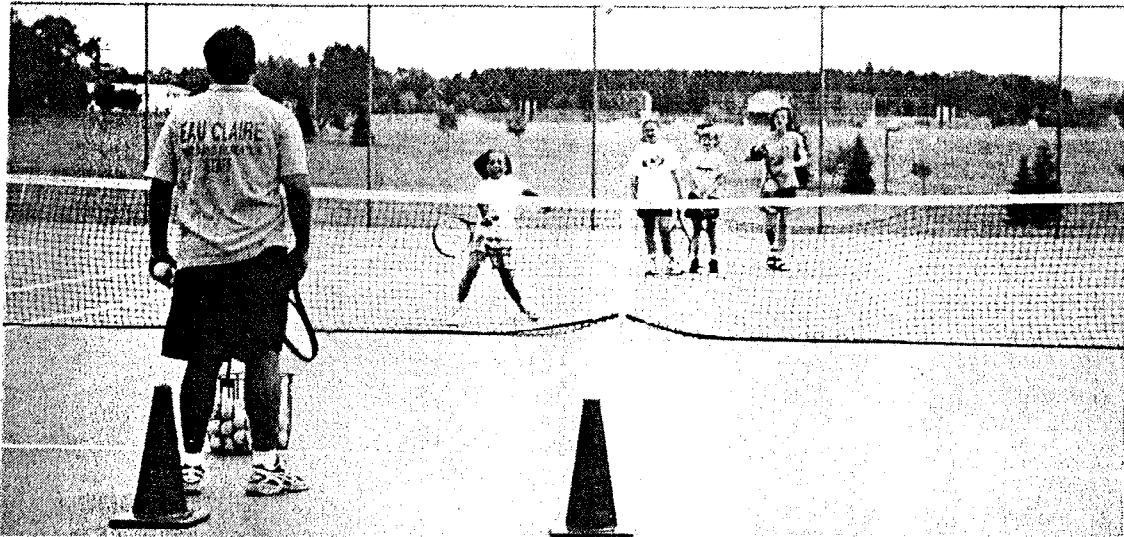
- Hobbs Municipal Ice Center
- Fairfax Park Municipal Swimming Pool
- Parks and Recreation Community Center
- School Facilities (swimming pools, athletic fields, gyms)
- 18 neighborhood playgrounds (eight to ten week summer session); activities include games, arts & crafts, special events
- 13 supervised neighborhood skating rinks
- 2 new shelter houses have been constructed – Grover Heights & Lakeshore School
- Program for special needs children offered at Putnam Heights School

STAFFING

The Recreation Division includes 4 full-time employees and one half-time employee:

- Supt. of Recreation
- Program Supervisor (Athletics/Playgrounds, Art Programs)
- Program Supervisor (Aquatics/Fitness and Instructional Programs)
- Program Supervisor (Ice Center Manager/Youth Soccer & Hockey)
- Clerk II
- Half-time Recreation Aide (Special Events/Youth Programs, and Concession Operations)

In addition, approximately 350 part-time employees are hired each year as sport officials, swim instructors, lifeguards, playground leaders, skating rink supervisors, etc. Volunteers are used extensively as coaches in our youth sport programs.



PROGRAMMING GUIDELINES

- Two recreation program brochures distributed annually to City residents with a circulation of 25,000
- Approximately 8,500 individual program registrations (does not include adult sport registrations)
- 730 picnic pavilion reservations
- 85 high school and college varsity softball, baseball, and softball game reservations in Carson Park
- Approximately 75 to 80 special event reservations coordinated by staff

1998 Enrollment Figures - from our most popular programs

Instruction

Adult Golf	183
Youth Baton	106
Youth Gymnastics	345
Youth Tennis	302
Youth Karate	86
Youth Golf	145

Athletic Programs

Men's Basketball	159
Adult Volleyball	979
Youth Baseball	423
Youth Basketball	105
Youth Hockey	366
Youth Soccer	685

Indoor Aquatics

Youth Swim Lessons	2,663
Adult Water Fitness	274

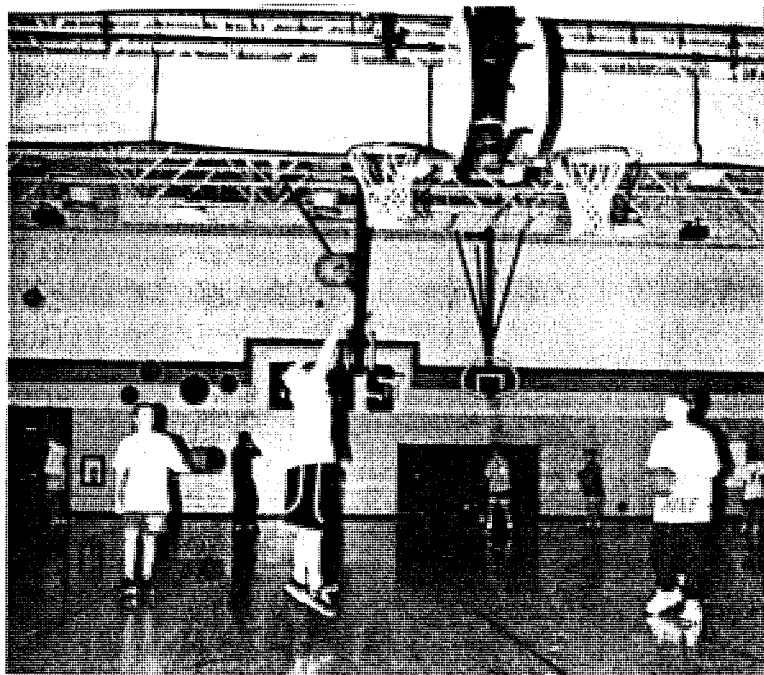
(five indoor school pools utilized for lap swim, open swim, and water fitness)

Softball Programs

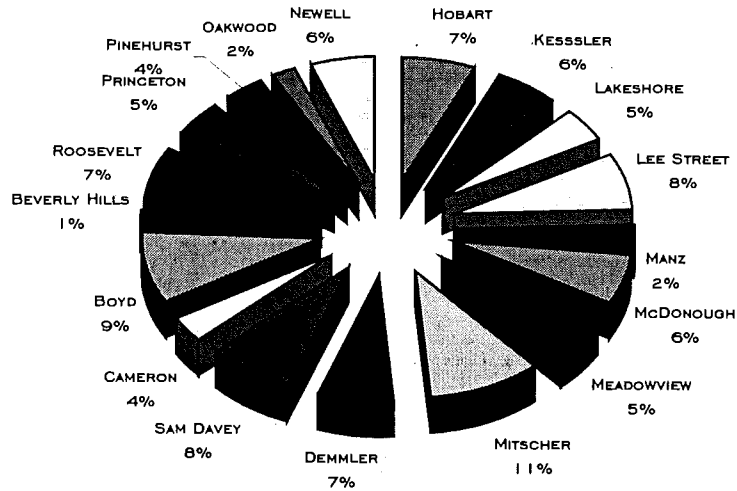
Adult Softball	1,622
Girls Fastpitch	189

Community Programs

- Approximately 65 different organizations are utilizing the Community Center as a meeting site in 1999
- Approximately 1,555 meetings scheduled in 1999 at the Community Center
- Average weekly attendance at Par-te-Rec, a program for the cognitively and physically disabled is 100+
- Summer community programs in Owen Park – includes Municipal Band Concerts and a free family movie series

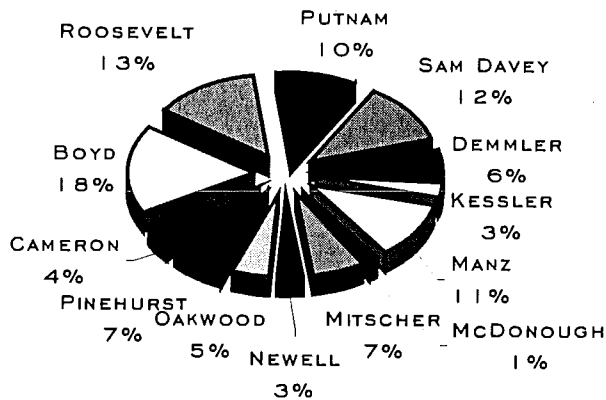


1998 Playground Attendance



- Mitscher Park - # 1 site, average 36 kids/day
- Total attendance in 1998 = 15,501

1998-99 Skating Rink Attendance



- Boyd Rink - #1 site average 31 skaters per day
- Total attendance in 1998-99 was 10,497

PARKS ADMINISTRATION AND RECREATION BUDGET OVERVIEW

REVENUES

Fees and Charges

Revenues in the administration area and in the recreation division include charges for recreation programs, such as instructional programs, adult and youth athletic programs, softball fees, and indoor pool admissions. These fees are reviewed on an annual basis. Fees for recreation instructional or athletic programs are set to recover 50% of costs for youth programs and 100% of costs for adult programs. This policy does not cover free programs, such as neighborhood playgrounds, the municipal band, or open gym programs.

Revenues also include fees that are collected from the sale of tickets for attractions in Wisconsin Dells. The Community Enhancement fund will provide \$45,000; \$10,000 of this money is allocated to the Paul Bunyan Camp for grounds maintenance and \$35,000 covers the costs associated with special events.

PERSONAL SERVICES

Expenditures include salaries for full-time professional staff as well as the wages for all of the part-time employees hired in the recreation division. The department currently has three full-time staff people in the administrative area and three in the recreation division, plus a half-time temporary position. Approximately 300 to 400 part-time employees are hired in the recreation division. No major changes are being proposed to this funding level. However, if a minimum wage increase is passed by the legislature, payroll costs will be impacted.

CONTRACTUAL SERVICES

Expenditures include such things as printing and mailing the recreation program brochures, providing Hepatitis B shots to covered employees, contracting for the Fourth of July fireworks, and payment for employees that are hired by contract. It is not anticipated that these expenditures will increase by more than a small percentage.

MATERIALS AND SUPPLIES

Expenditures include office supplies, uniforms that are sold back to part-time recreation division employees, supplies for recreation programs, awards for recreation programs, and supplies for concession stands that are operated by our department during softball tournaments and the Fourth of July.

CAPITAL OUTLAY

Two phone lines will be added to the TouchTone Registration program. This would give the department a total of four lines.

OPERATION HIGHLIGHTS

Three full-time employees and a half-time temporary assistant direct the programming for over 13,000 families. Some of the larger programs offered by the division include swimming lessons, softball, volleyball, soccer, baseball, hockey, and golf. Other programs include cooking, art, water aerobics, and theatre.

The recreation division is responsible for the operation of 19 different playground sites in the summer and 16 different skating rink sites in the winter.

The Fairfax Outdoor Pool, Hobbs Municipal Ice Center, and the Parks and Recreation Community Center are managed by the recreation division.

Throughout the year the recreation division offers special programming for the physically and cognitively disabled.

ISSUES

- Accommodate increasing programming requests in the area of family and pre-school programming.
- Recruit enough part-time employees to adequately run programs and facilities.
- Fund the salary costs anticipated if the minimum wage is increased.

PARK MAINTENANCE FINANCIAL PLAN

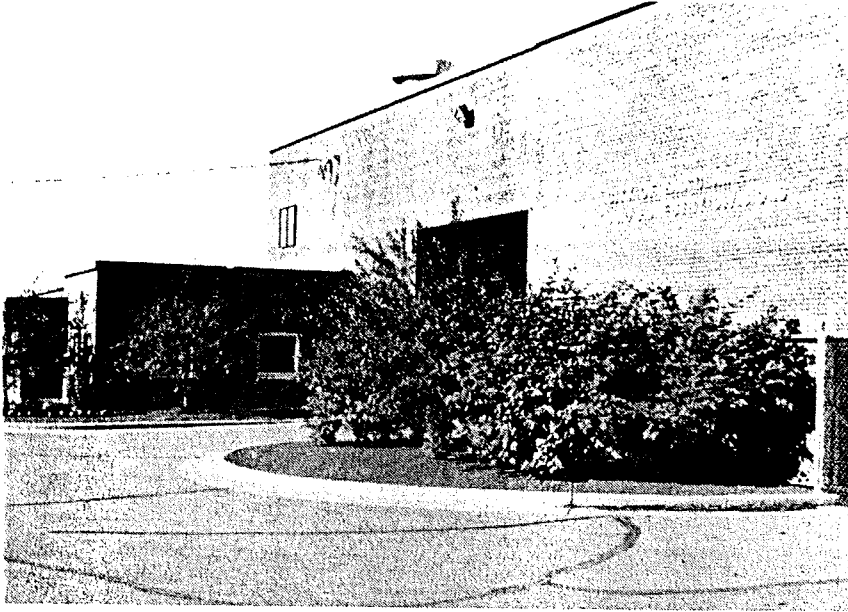
	1998 <u>Actual</u>	1999 Adopted <u>Budget</u>	2000 Proposed <u>Budget</u>	<u>% Change</u>
Revenue				
Charges for Services:	\$	\$	\$	
Park Reimbursements	16,059	14,500	15,000	3%
Gen. Purpose (tax) Rev.	<u>1,870,078</u>	<u>1,991,400</u>	<u>2,068,100</u>	4%
Total revenue	<u>\$ 1,886,137</u>	<u>\$ 2,005,900</u>	<u>\$ 2,083,100</u>	4%
Expenses				
Personal Services	\$ 1,397,672	\$ 1,459,500	\$ 1,511,100	4%
Contractual Services	252,563	312,400	317,600	2%
Utilities	97,089	96,700	104,600	8%
Fixed Charges	56,743	34,500	34,500	0%
Materials & Supplies	81,315	94,900	99,800	5%
Capital Outlay	755	7,900	15,500	96%
Other	<u>0</u>	<u>0</u>	<u>0</u>	
Total expenses	<u>\$ 1,886,137</u>	<u>\$ 2,005,900</u>	<u>\$ 2,083,100</u>	4%

PARK MAINTENANCE AUTHORIZED POSITIONS

	<u>1998</u>	<u>1999</u>	<u>2000</u>
PARK MAINTENANCE			
Superintendent of Maintenance	1.00	1.00	1.00
Supervisor	2.00	2.00	2.00
Clerk II	0.75	0.75	0.75
Construction Skilled Worker	1.00	1.00	1.00
Mechanical Skilled Worker II	1.00	1.00	1.00
Mechanical Skilled Worker	1.00	1.00	1.00
Heavy Equipment Operator	1.00	1.00	1.00
Skilled Worker I	9.00	10.00	10.00
Stores Clerk	1.00	1.00	1.00
Semi-Skilled Worker	<u>7.00</u>	<u>7.00</u>	<u>7.00</u>
 Total FTE Positions	 <u>24.75</u>	 <u>25.75</u>	 <u>25.75</u>

Authorized personnel are reported as the number of full-time equivalent (FTE) positions at the beginning of the budget year.

PARK MAINTENANCE



The Park Maintenance Division is one of three divisions in the Parks and Recreation Department. The Park Maintenance facilities are located at the Central Maintenance Facility at 1040 Forest Street. The Park Maintenance Division is responsible for maintaining approximately 650 acres of park land.

FACILITIES

- Park Maintenance Building
- 9 community and neighborhood parks, including:
 - Owen Park
 - Rod & Gun Park
 - Riverview Park
 - Carson Park
 - Mt. Simon Park
 - Randall Park
 - Wilson Park
 - University Park
 - Fairfax Park
- Hobbs Ice Center
- Fairfax Pool



- 8 miles of cross-country ski trails, including:
 - Carson Park
 - City Wells
 - Fairfax Park
- 15 neighborhood playgrounds, including:
 - Beverly Hills
 - Boyd
 - Buffington
 - Cameron
 - Demmler
 - Grover Heights
 - Hobart
 - Kessler
 - Lee Street
 - McDonough
 - Mitscher
 - Newell
 - Oakwood Hills
 - Pinehurst
 - Zephyr Hill
- 6 neighborhood playgrounds on elementary school sites, including:
 - Lakeshore
 - Locust Lane
 - Manz
 - Putnam Heights
 - Roosevelt
 - Sam Davey



Athletic & Sport Facilities

- 15 softball fields
- 3 baseball fields; 6 little baseball league fields; 2 Babe Ruth baseball fields)
- Football fields (1 in Carson Park; 17 school fields - laying out and painting of field)
- Soccer fields (9 soccer fields at Soccer Park and 53 fields as support to soccer programs at school location)
- 5.6 miles of bike trail
- 20 ice rinks
- 7 tennis courts
- 9 pavilions
- 5 volleyball courts
- 5 boat landings (1 in Carson Park; 1 at Half Moon Beach; 1 in Mt. Simon; 1 at Riverview; 1 at Hobbs Ice Center)

Special Areas

- Mt. Tom
- Pinehurst
- Half Moon Beach
- Bay View Park
- Putnam Heights Softball
- Archery Park
- Kappus
- Kessler Bowl

SERVICES

- Mowing of many acres of park land
- Ballfield maintenance including: dragging, marking and painting foul lines
- Establishing of football and soccer fields at 3 middle and high schools
- Flooding of 20 ice rinks
- Planting and maintaining of 42 flower beds with 10,977 annual flowers
- Cleaning of 24 restroom facilities and 8 pavilions
- Maintenance of 16 modular play structures
- Maintenance of 17 shelter houses
- Garbage collection seven days a week to 250 waste receptacles
- Support to recreation programs
- Snow plowing of sidewalks and support to street snow plowing operation
- Harvesting weeds on Half Moon Lake
- Support to community festivals



EQUIPMENT

- 5 Dump Trucks
- 9 Pick-Up Trucks
- 1 End Loader
- 1 Grader
- 2 Municipal Tractors
- 2 Tractor
- 1 Garbage truck
- 3 Vans
- 3 Trailers
- 11 Mowers
- 1 Aquatic Weed Harvester



STAFFING

- Supt. of Parks Maintenance
- 2 Park Supervisors
- 1 Skilled Worker II
- 1 Mechanical Skilled Worker
- 1 Heavy Equipment Operator
- 1 Stores Clerk
- 1 Construction Skilled Worker
- 10 Skilled Workers
- 7 Semi-Skilled Workers
- 25 Summer Seasonal Workers
 - 13 3-Month
 - 12 7-Month
- .75 Clerk II

Areas of Assignment

- Park Maintenance Building
- 6 parks have maintenance personnel assigned full-time from April to September (2 at Owen Park; 1 at Rod and Gun; 1 at Riverview Park; 6-8 at Carson Park; 1 at Mt. Simon Park; and 1 at Fairfax Park)
- 4-8 maintenance personnel maintain athletic fields on a daily basis from April to November. One to two mowing crews are assigned on a daily basis from April to October

PARK MAINTENANCE BUDGET OVERVIEW

REVENUES

Revenues in this division are generated from reimbursements for some additional services that are requested by outside organizations and special events. This may include moving extra picnic tables for large picnics, lining ballfields on weekends and charges to Festival in the Pines and Harvest Festival.

PERSONAL SERVICES

The Park Division includes three management people, a three-quarter-time secretary that also works for the Forestry Division, 22 full-time unionized park workers, and 25 seasonal workers. No additional positions are being proposed. This workforce is responsible for maintaining over 700 acres of community park land, playground and neighborhood parks, and special areas. This division is also responsible for providing support services to the recreation division and other recreation groups throughout the city.

UTILITIES

Sewer and water charges increased by 26% (\$5,500) due to the increase in field watering.

CONTRACTUAL SERVICES

The Parks Division contributes \$260,900 to the equipment rental account to replace equipment and vehicles as needed.

MATERIAL AND SUPPLIES

The materials and supplies account has increased 5% (\$4,900) over the 1999 budget. This increase is partially related to the increase of chemicals and botanical supplies for the Soccer Park, stadium and ballfields.

CAPITAL OUTLAY

The following items will be purchased in 2000:

- Plasma Cutter for Welding Shop
- Public Address System Replacement
- Turf Blanket
- Temporary Outfield Fence Replacement

OPERATION HIGHLIGHTS

This division maintains all parks, playgrounds, and recreation areas and manages the department's capital improvement projects.

New facilities include the Soccer Park, Grover Heights Playground, Lakeshore Playground, additional recreation trail, and improvements at Fairfax Park, which include the construction of an interior road, a park and the establishment of a prairie.

ISSUES

- Staffing levels, particularly in the summer months, continue to be an issue. Although two seasonal workers were added in 1999, several additional facilities have been added to the workload.
- The hiring of seasonal employees continues to be a problem. At no time during the summer of 1999 was the Park Division fully staffed. In addition, the dependability of seasonal workers has decreased because many other jobs are available.
- Expectations of the public have increased. The department and the City are being held to a much higher standard of maintenance in all areas of operations.

FORESTRY FINANCIAL PLAN

	1998 <u>Actual</u>	1999 Adopted <u>Budget</u>	2000 Proposed <u>Budget</u>	<u>% Change</u>
Revenue				
Miscellaneous Rev:	\$	\$	\$	
Dutch Elm Reimb.	725	0	0	
Gen. Purpose (tax) Rev.	<u>422,371</u>	<u>386,800</u>	<u>391,100</u>	1%
Total revenue	<u>\$ 423,095</u>	<u>\$ 386,800</u>	<u>\$ 391,100</u>	1%
Expenses				
Personal Services	\$ 288,870	\$ 270,200	\$ 275,900	2%
Contractual Services	118,894	97,800	95,800	-2%
Utilities	910	1,000	1,100	10%
Fixed Charges	7,827	7,100	7,100	0%
Materials & Supplies	6,594	10,700	11,200	5%
Capital Outlay	0	0	0	
Other	0	0	0	
Total expenses	<u>\$ 423,095</u>	<u>\$ 386,800</u>	<u>\$ 391,100</u>	1%

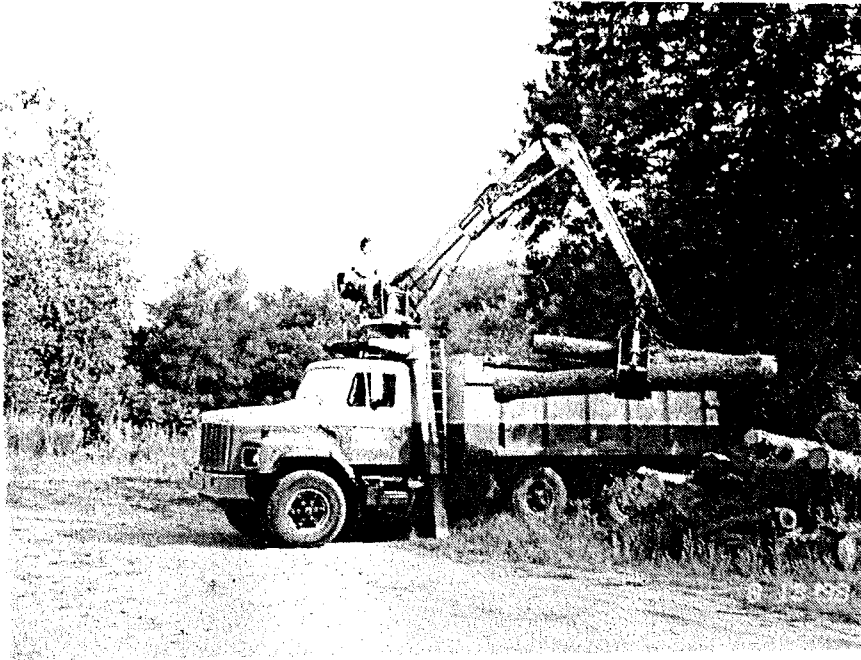
FORESTRY

AUTHORIZED POSITIONS

	<u>1998</u>	<u>1999</u>	<u>2000</u>
FORESTRY			
City Forester	0.60	0.60	0.60
Tree Trimmer II	1.00	1.00	1.00
Arborist	1.00	1.00	1.00
Tree Trimmer I	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total FTE Positions	<u>4.60</u>	<u>4.60</u>	<u>4.60</u>

Authorized personnel are reported as the number of full-time equivalent (FTE) positions at the beginning of the budget year.

FORESTRY DIVISION



The Forestry Division is one of three divisions of the Parks and Recreation Department. The offices for the Forestry Division are located at the Central Maintenance Facility at 1040 Forest Street. The Forestry Division is responsible for the trees along all City boulevards as well as other public lands.

EQUIPMENT

- 1 Aerial Basket (50')
- 1 Triaxle Truck w/Prentice Loader
- 2 Pick-up Trucks
- 2 Brush Chippers
- 1 Stump Router
- Chain Saws

STAFFING

- City Forester
- 1 Tree Trimmer II
- 2 Arborist I
- Arborist
- 3 Seasonal Workers

PROGRAMS AND ACTIVITIES

Service Area

- Boulevard (310 miles of streets)
- Residential lots
- Commercial properties
- Parks
- Riverbanks
- Bike trail
- Parking lots
- Wood lots
- Miscellaneous wooded areas

Tree Maintenance on Public Property

- Tree removals (200/yr)
- Pruning of trees (1000-4000/yr)
- Hazard abatement (300/yr)
- Tree planting (750/yr)
- Watering trees (1500/yr) - as necessary
- Disease and insect control
- Storm damage clean-up
- Navigational buoys - Riverview Park
- Disposal of wood waste
- Stump routing on public property (200/yr)
- Park lighting
- Weed control by herbicide application
- Nuisance animal control (beaver and Whitetail Deer)
- Flag maintenance in parks and other public places
- Half Moon Lake aeration



Private Property Consultation with Residents

- Oak Wilt Disease (175/yr)
- Dutch Elm Disease (100/yr)
- Landscape planning (20/yr)
- Plant selections (120/yr)
- Ordinance enforcement (100/yr)
- Insect infestations (100/yr)
- Disease management and control (300/yr)
- Hazard assessments (varies)
- Nuisance animals (20/yr)
- Pesticide and fertilization advise (20/yr)
- Cabling and bracing advise (10/yr)
- Timber stand improvements



SPECIAL PROGRAMS/PROJECTS

- Christmas tree recycling
- Arbor Day programs at area elementary schools
- City-wide beaver trapping
- In-City deer hunting season
- Boulevard Shade Tree replacements
 - rebates (150/yr)
 - public improvement projects (750/yr)
 - accident replacement (10/yr)

OUTSIDE ORGANIZATIONS

- WDNR
 - Annual in city deer hunt
 - Grant programs
 - Tree City USA programs
 - Seminars
- USDA
 - Gypsy moth trapping
 - Other insect and disease problems
- NSP
 - Tree planting around utilities
 - Tree removal around utilities
 - Line clearance program
- UWEX
 - Disease and insect related problems
 - Seminars
- EC County
 - Brush disposal site
 - Christmas tree recycling
- Chippewa Valley Museum
 - Landscaping
 - Procuring plant materials
 - Tree and shrub maintenance
- Schools
 - Arbor Day functions
 - Nature trail planning
 - Landscaping
 - Purchasing plant materials





- Paul Bunyan Camp Museum
 - Landscaping
 - Pesticide applications
 - Displays
 - Tree/shrub maintenance

FORESTRY

BUDGET OVERVIEW

PERSONAL SERVICES

The Forestry Division includes a City Forester, two tree trimmers and an arborist. The City Forester also supervises the Cemetery Division. The Forestry Division shares a three-quarter-time Clerk II with the park division. Three seasonal workers are hired during the summer months.

OPERATIONAL EXPENSES

The Forestry Division is primarily a service-based operation. The two major costs are for employee salaries and equipment rental. Some other contractual money is spent to have private contractors remove some trees and stumps.

CAPITAL OUTLAY

Three chainsaws will be purchased at a total cost of \$1,400.

ISSUES

The issue of handling trees on street construction projects has recently come to the forefront. It is anticipated that substantial additional forestry staff time is going to be needed if the forestry staff is to be involved with street design and/or on-site supervision during street construction projects.

Although the Dutch Elm era is basically over, the Oak Wilt problem isn't. Dealing with Oak Wilt, maintaining the trees that are planted on the boulevards and cleanup from windstorms throughout the year has led to the need for additional workers.

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HOBBS ICE CENTER FINANCIAL PLAN

	1998 <u>Actual</u>	1999 <u>Adopted Budget</u>	2000 <u>Proposed Budget</u>	<u>% Change</u>
Revenue				
Operating	\$ 290,563	\$ 328,000	\$ 328,000	0.0%
Miscellaneous	0	0	5,000	
Non-Operating	<u>76,610</u>	<u>65,200</u>	<u>77,500</u>	18.9%
Total revenue	<u>\$ 367,173</u>	<u>\$ 393,200</u>	<u>\$ 410,500</u>	4.4%
Expenses				
Personal Services	\$ 187,251	\$ 182,500	\$ 186,700	2.3%
Contractual Services	23,598	29,700	42,200	42.1%
Utilities	142,042	159,000	157,900	-0.7%
Fixed Charges	7,675	9,100	9,100	0.0%
Materials & Supplies	<u>6,869</u>	<u>12,900</u>	<u>14,600</u>	13.2%
Total expenses	<u>\$ 367,435</u>	<u>\$ 393,200</u>	<u>\$ 410,500</u>	4.4%

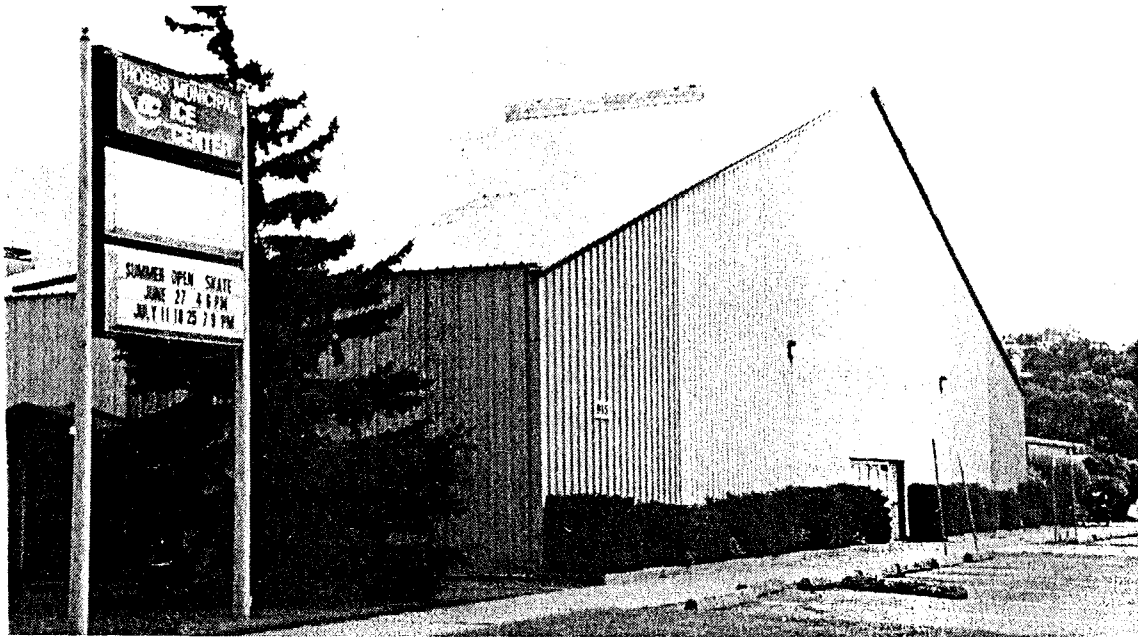
HOBBS ICE CENTER AUTHORIZED POSITIONS

HOBBS ICE CENTER	<u>1998</u>	<u>1999</u>	<u>2000</u>
Program Supervisor	1.00	1.00	1.00
Skilled Worker I	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total FTE Positions	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>

Authorized personnel are reported as the number of full-time equivalent (FTE) positions at the beginning of the budget year.

HOBBS MUNICIPAL ICE CENTER

Hobbs Municipal Ice Center is in the Recreation Division of the Parks and Recreation Department and is located at 915 Menomonie Street.



FACILITIES

O'Brien Rink - constructed in 1975

- Regulation size rink, 85' x 200'
- 6" concrete floor
- Artificial ice
- Heated facility
- Seating capacity for 1,000
- Four locker rooms, restrooms
- Concession stand

Hughes Rink – constructed in 1998

- Practice size rink, 65" x 150'
- Natural ice
- Outdoor facility

Akervik Rink – constructed in 1978, covered in 1985

- Regulation size rink, 85' x 200'
- 6" concrete floor
- Artificial Ice
- Heated facility
- Seating capacity for 300
- Four team rooms (no showers), restrooms

O'Brien Room

- Meeting room – approximate capacity is 75 rooms
- TV/VCR available for coaches/referee/player training

STAFFING

- Hobbs Manager*
- Maintenance employees (2 full-time)
- 10-12 part-time employees in the winter
- 1-3 part-time employees in the summer

*The Manager is responsible for recreational programming which utilizes 25% of his time.

PROGRAMS & SERVICES

Annual Schedule

Weeks Open

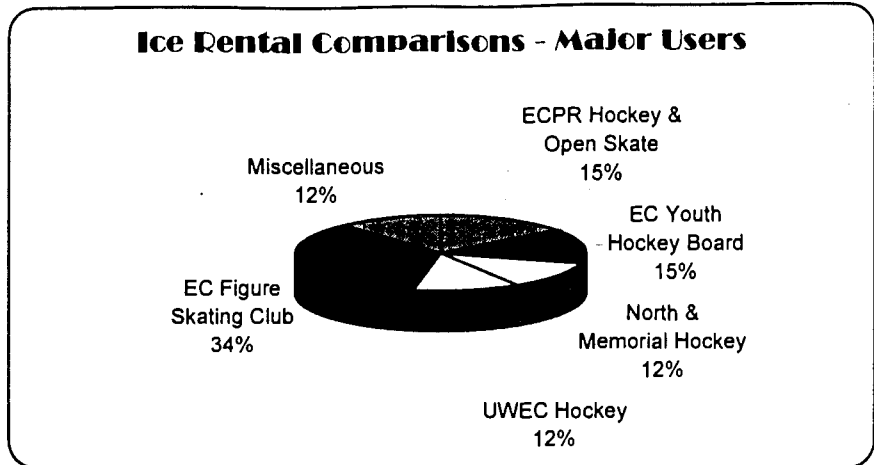
	1998	1997	1996	1995	1994	1993
O'Brien	30	31	30	31	31	31
Akervik	38	40	30	25	23	23
Summer	11	13	11	11	10	9

- 4 hours/week of public skating offered September - April
- Special open skate hours offered during school vacations and Christmas holiday
- New Year's Eve open skate
- Drop-In hockey (adult) offered 1.5 hours/week September - April



Major Users

- 3,338 total hours rented in 1998
- 2,232 total hours rented in 1993
- 1,663 total hours rented in 1988
- Home rink for Varsity Hockey teams:
@ UW-EC, North & Memorial High Schools
- Home rink for the Eau Claire Figure Skating Club
- Home rink for Eau Claire Youth Hockey Association



Revenue Generated

	1998	1997	1996	1995	1994	1993
Revenues	\$290,563	\$317,286	\$271,077	\$261,117	\$249,095	\$245,906
Expenses Wo dep	\$367,435	\$386,400	\$340,862	\$310,663	\$295,006	\$290,738
Net Income	(\$76,872)	(\$68,483)	(\$69,785)	(\$49,546)	(\$45,911)	(\$44,832)

1998-99 Fees & Charges

Hourly Charges

Ice Rental- Prime Time*	\$ 90.00
Ice Rental- Non Prime Time	\$ 80.00
Ice Rental- Summer Ice	\$ 87.00
Dry Floor (In-Line Skate)	\$ 45.00
Outdoor Rink	\$ 25.00

*Prime time hours are 7AM to 11PM daily
Non-city groups are charged an additional \$10.00/hour for ice rental

Daily Charges

Dry Floor (Special Event)# \$175.00
#Groups renting the facility for dry floor events must also pay any overtime expenses related to their event

Open Skating

Adult	\$ 3.00
Youth	\$ 2.00
15 Skate Punch Card (Adult)	\$ 40.00
15 Skate Punch Card (Youth)	\$ 25.00
Skate Rental	\$ 1.00
Hockey - Adult	\$ 4.00

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HOBBS ICE CENTER

BUDGET OVERVIEW

REVENUES

This year some increases in the fees and charges have been approved by the City Council that will generate additional revenues in the last quarter of 1999 and into 2000.

PERSONAL SERVICES

The ice center has two full-time maintenance workers and several part-time seasonal workers who serve as skateguards, ticket takers, etc. A program supervisor in the Recreation Division manages the ice center. However, 25% of his responsibilities include organizing other programs in the division.

CONTRACTUAL SERVICES

The largest contractual expense is the equipment rental that is paid to the Central Equipment Agency for the replacement of two ice resurfacing machines. In addition, the facility itself is approaching its 25th anniversary and repairs to the building and major equipment are becoming more costly.

UTILITIES

Although the expense for electricity has stabilized, it is still the highest single expense other than personnel. Gas service is also a large utility expense. A new gas boiler installed this year will be more energy efficient. Also, plans are being completed to replace the compressors for the system in 2001. New compressors will also be more energy efficient.

MATERIALS AND SUPPLIES

The materials and supplies account was increased by \$2,000 to purchase 12 folding tables for special events and to purchase 20 pairs of adult size rental skates.

CAPITAL OUTLAY

No capital outlay is being proposed in the 2000 operating budget. The CIP includes \$70,000 to replace the cooling system and construct a garage for the ice resurfacers.

OPERATION HIGHLIGHTS

The Ice Center is the home rink for North and Memorial High Schools, and the University Varsity Hockey teams, as well as the Eau Claire Youth Hockey Club, the Eau Claire Figure Skating Club, and the Parks and Recreation skating programs.

The University is currently elevating the women's hockey club program, which has been in existence for a few years, to varsity status.

Revenue generated from a full year's operations of the third rink (outdoor) will be realized in 1999.

ISSUES

The ice center has reached the maximum number of weeks that each rink can be operated. Growth in revenue from ice rental can only occur if groups schedule skate time much earlier or later in the day, or if the ice fee is increased.

The main rink at the ice center opened in 1975. As the facility continues to age, the need for repair and/or renovation will increase.

The Youth Hockey Club has requested that they take over the operation of the Parks and Recreation Hockey Program. This request will need to be evaluated to see what the benefits from such a move might be.

Due to the fact that skaters have become accustomed to quality indoor ice, the demand for a third sheet of indoor ice will continue to grow.

REVENUE DETAIL

HOBBS ICE CENTER

Revenue Classification	1998 Actual	1999 Budget	1999 6-Month Actual	1999 Estimated	2000 Budget
<u>OPERATING REVENUES</u>					
Charges for services:					
Hobbs arena	\$ 287,434	\$ 325,000	\$ 184,628	\$ 325,000	\$ 325,000
Youth hockey concessions	3,129	3,000	1,218	3,000	3,000
Total charges for services	<u>290,563</u>	<u>328,000</u>	<u>185,847</u>	<u>328,000</u>	<u>328,000</u>
<u>NON-OPERATING REVENUES</u>					
Transfer from General fund	<u>76,610</u>	<u>65,200</u>	<u>--</u>	<u>65,200</u>	<u>72,500</u>
Total revenues	<u>\$ 367,173</u>	<u>\$ 393,200</u>	<u>\$ 185,847</u>	<u>\$ 393,200</u>	<u>\$ 400,500</u>

REVENUE DETAIL BY FUND

HOBBS ICE CENTER

Operating Revenues

CHARGES FOR SERVICES is revenue generated from ice rental fees. Various groups and organizations, including UW-Eau Claire, Eau Claire School District, Youth Hockey Association, Figure Skating Club and the City Parks and Recreation Department rent ice time.

Rates for ice time are reviewed annually by the Parks and Recreation Department and approved by City Council.

Non-Operating Revenues

Hobbs Ice Center was established as an enterprise fund January 1, 1979. Since that time, a GENERAL FUND SUBSIDY has been required to meet operational expenses.

Summary of General Fund Subsidies

<u>1994</u>	<u>1995</u>	<u>1996</u>	<u>1997</u>	<u>1998</u>	<u>1999</u>	<u>2000</u>
\$45,911	\$49,546	\$69,785	\$68,483	\$76,610	\$65,200	\$77,500

OUTDOOR POOL FINANCIAL PLAN

	1998 <u>Actual</u>	1999 Adopted <u>Budget</u>	2000 Proposed <u>Budget</u>	<u>% Change</u>
Revenue				
Operating	\$ 170,064	\$ 163,000	\$ 167,000	2.5%
Non-Operating	<u>143,782</u>	<u>199,000</u>	<u>188,800</u>	-5.1%
Total revenue	<u>\$ 313,846</u>	<u>\$ 362,000</u>	<u>\$ 355,800</u>	-1.7%
Expenses				
Personal Services	\$ 138,100	\$ 163,600	\$ 162,200	-0.9%
Contractual Services	12,270	21,900	21,200	-3.2%
Utilities	33,342	42,900	40,000	-6.8%
Fixed Charges	9,260	5,400	5,400	0.0%
Materials & Supplies	33,354	38,200	40,000	4.7%
Capital Outlay	0	2,500	0	
Interest Expense	<u>87,520</u>	<u>87,500</u>	<u>87,000</u>	-0.6%
Total expenses	<u>\$ 313,846</u>	<u>\$ 362,000</u>	<u>\$ 355,800</u>	-1.7%

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FAIRFAX PARK MUNICIPAL SWIMMING POOL

Fairfax Park Municipal Swimming Pool is in the Recreation Division of the Parks and Recreation Department and is located at 4200 Fairfax Street. The pool opened to the public in June, 1991.

FACILITIES

Main Pool

- 17,600 square feet
- 450,518 gallons of water
- 164 ft (50m) x 60 ft (18m)
- 3'6" to 5'6" deep
- Pool capacity – 1,173
- Waterslide – 153' long x 22' high
- Mini-slide – 8 ft ride

Other Amenities

- Concession stand
- Juice & Sport Drink vending machines
- Children's playground
- Picnic pavilion
- Sand volleyball court
- Free transportation provided for North and West Eau Claire Residents, two days/week

Diving Pool

- 1,890 square feet
- 148,300 gallons of water
- 42 ft (13m) x 45 ft (14m)
- 13' deep
- 1 meter & 3 meter diving boards

STAFFING

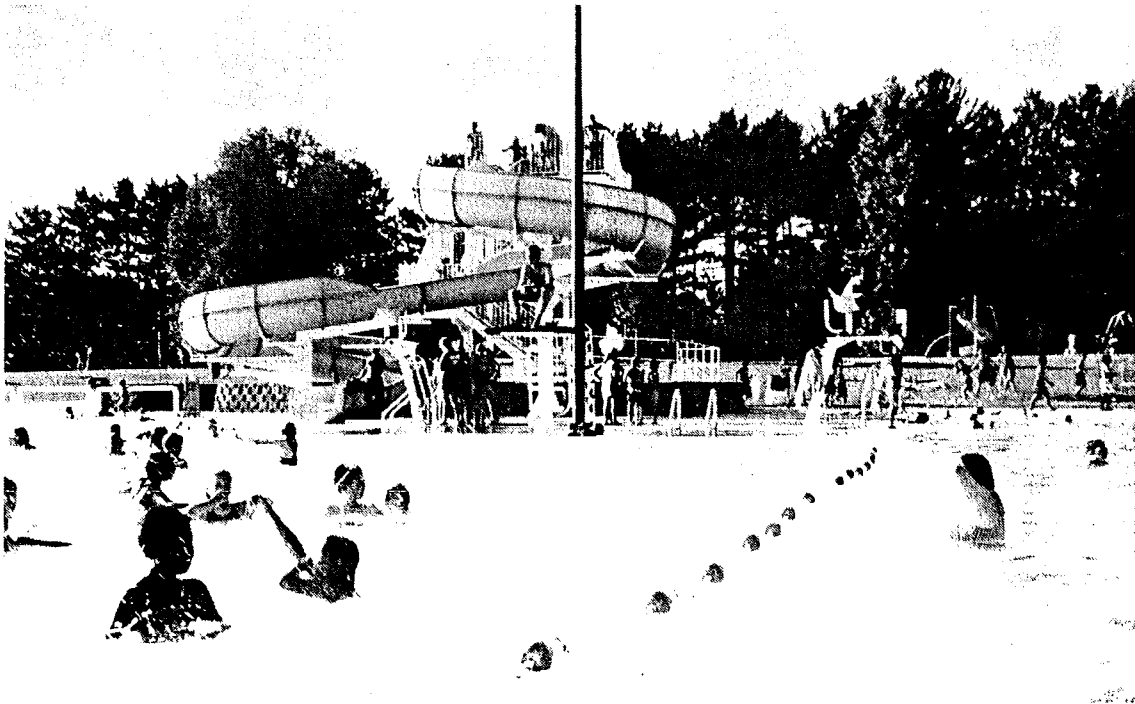
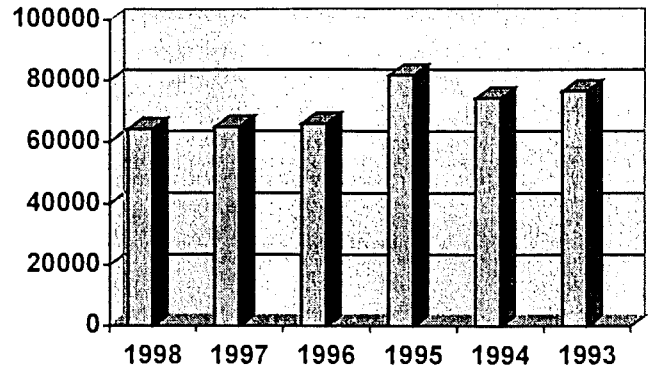
- Lifeguard operations directed by a Department Program Supervisor
- Maintenance, concessions & administration coordinated by the Supt. of Recreation
- Park Maintenance employee assigned to the pool 1/2 days during the season
- No full time staff assigned exclusively to Fairfax Pool
- 60 seasonal staff employed in 1999 (lifeguards, cashiers)

PROGRAM & SERVICES

Annual Schedule

- 13- week season (approximately May 30 - August 30)
- Public swim offered 7 days/week
- Lap swim offered mornings & evenings
- Water Aerobics classes offered week-day mornings
- Facility available for rent by private groups on Sunday evenings
- Home to the Chippewa Valley Swim, Inc. Summer Meet (2 day event) involving 500 to 700 swimmers

Season Attendance Figures



REVENUE GENERATED

	1998	1997	1996	1995	1994	1993
Revenues	\$170,064	\$170,320	\$156,706	\$168,981	\$151,175	\$132,388
Expenses Wo/depreciation & interest exp	\$226,327	\$210,813	\$204,423	\$204,960	\$239,947	\$205,519
Net Income	(\$56,263)	(\$40,493)	(\$47,717)	(\$35,979)	(\$88,772)	(\$73,131)

1999 FEES & CHARGES

Daily Admission

Infant (under 3)	FREE
Youth (3-17)	\$ 2.00
Adult	\$ 3.00
Lap Swim	\$ 2.00
Aerobics Class	\$ 2.00
Twilight Admission*	\$ 2.00

Season Pass Rates

Resident Youth	\$ 35.00
Resident Adult	\$ 45.00
Resident Family^	\$ 85.00
Non-Resident Youth	\$ 55.00
Non-Resident Adult	\$ 65.00
Non-Resident Family^	\$125.00
Additional Family	\$ 5.00

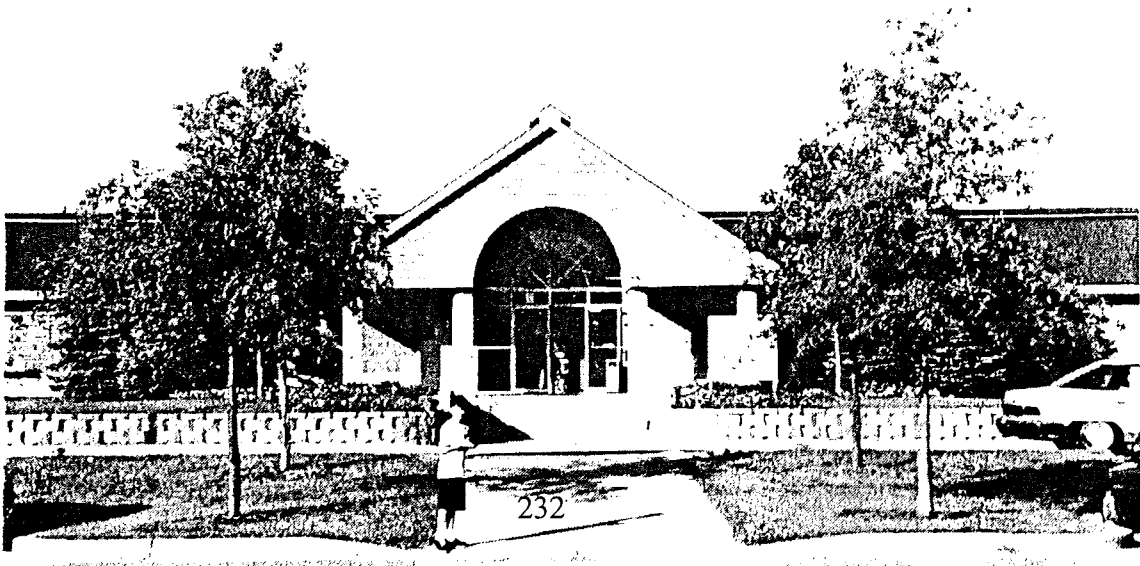
*Everyone in after 6:30 PM pays the youth rate

^Family pass includes five members only

Punch Cards

(10 swims for the price of 9)

Youth	\$ 18.00
Adult	\$ 27.00



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OUTDOOR POOL BUDGET OVERVIEW

REVENUES

Revenues at the pool are mostly weather dependent. Over the past five years operating revenue has ranged from \$151,200 to \$170,300 with an average of \$163,500. Admission fees are reviewed annually. A punch card and twilight fees have been initiated in order to give residents an option for admission charges.

PERSONAL SERVICES

Staffing from the outdoor pool is made up mostly of seasonal part-time people. In addition, one full-time permanent employee from the park division is assigned as a maintenance worker for approximately five months of the year. The maintenance worker does have some additional responsibilities in Fairfax Park. Program supervisors from the Recreation Division have oversight responsibility for the operation of the pool, the concessions, and the admissions. No additional staff has been proposed for 2000. However, if the minimum wage rate is raised, it will have a negative impact on operations.

CONTRACTUAL SERVICES

Services in this area include any repairs or preventive maintenance that is contracted. A local plumbing firm has been under contract to help start the pool up in the spring and shut the pool down in the fall. It is not anticipated that these costs will increase significantly in 2000.

UTILITIES

Electricity and gas service are two of the major costs other than personnel. Sewer service has increased significantly in the last year resulting in a budget increase of \$1,600.

MATERIALS AND SUPPLIES

This area includes expenditures for janitorial supplies, food and beverage supplies, and chemicals, among other items. Staff members purchase their own uniforms. It is not anticipated that these costs will rise significantly in 2000.

CAPITAL OUTLAY

No capital outlay is being proposed in the 2000 operating budget. The CIP includes \$10,000 to repair or replace such equipment as pumps, filters and heaters.

OPERATION HIGHLIGHTS

A record attendance figure of 69,074 was reached in 1999.

A small plastic slide was added to the amenities at the pool.

The Fairfax Swim Meet was run by the YMCA Marlin Swim Team for the first time since the meet was first implemented. The meet was reduced from three days to two.

ISSUES

If the minimum wage rate is increased, it will have negative impact on the operation of this facility.

Attracting qualified employees to staff the pool continues to be a problem.

As the pool reaches the ten-year-old mark, it is anticipated that repair and renovation costs will start to increase.

No personnel are assigned to this program.

REVENUE DETAIL

OUTDOOR POOL

<u>Revenue Classification</u>	<u>1998 Actual</u>	<u>1999 Budget</u>	<u>1999 6-Month Actual</u>	<u>1999 Estimated</u>	<u>2000 Budget</u>
<u>OPERATING REVENUES</u>					
Charges for services:					
Pool admissions	\$ 123,677	\$ 125,000	\$ 74,727	\$ 125,000	\$ 125,000
Pool concessions	34,866	31,000	10,698	31,000	33,000
Miscellaneous	11,521	7,000	8,376	7,000	9,000
Total charges for services	<u>170,064</u>	<u>163,000</u>	<u>93,802</u>	<u>163,000</u>	<u>167,000</u>
<u>NON-OPERATING REVENUES</u>					
Transfer from General fund	<u>143,782</u>	<u>199,000</u>	<u>--</u>	<u>199,000</u>	<u>188,800</u>
Total revenues	<u>\$ 313,846</u>	<u>\$ 362,000</u>	<u>\$ 93,802</u>	<u>\$ 362,000</u>	<u>\$ 355,800</u>

REVENUE DETAIL BY FUND

OUTDOOR POOL

Operating Revenues

CHARGES FOR SERVICES includes receipts from pool admission, rental for special events and concessions. Fees are reviewed annually and are set by the City Council.

Non-Operating Revenues

The Outdoor Pool was established as an enterprise fund in 1990. Since that time, a GENERAL FUND SUBSIDY has been required to meet the operational expenses and the annual debt payment.

Summary of General Fund Subsidies

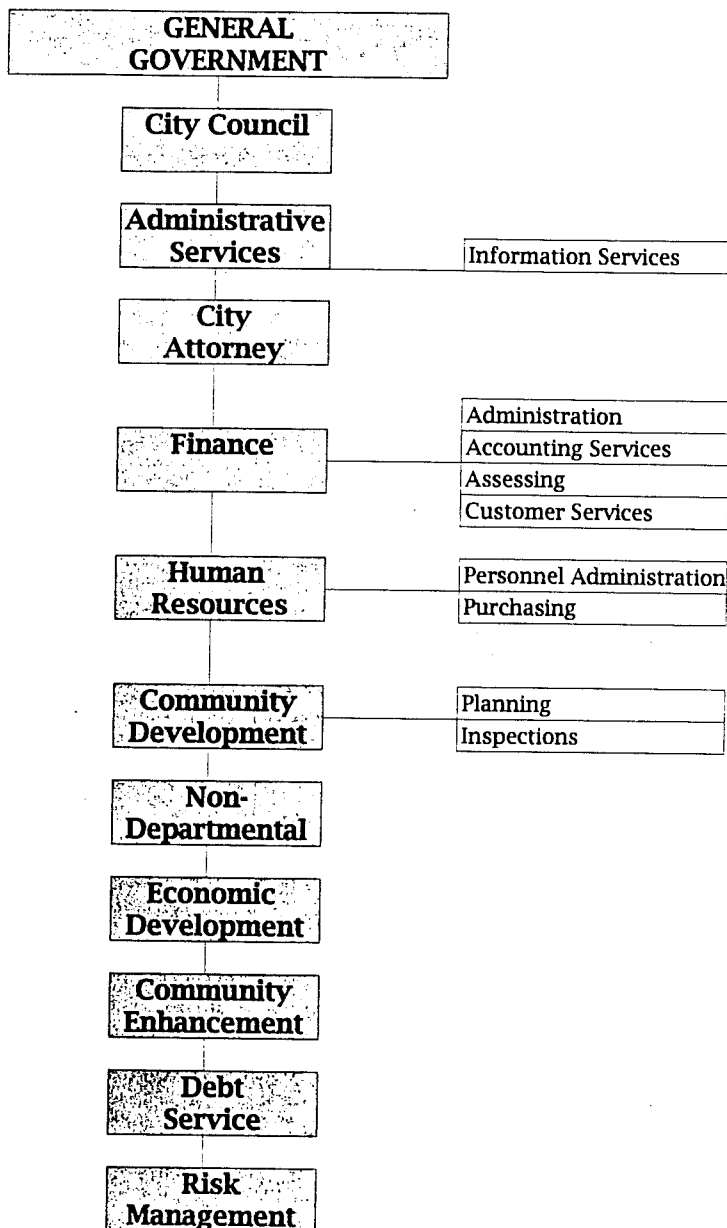
<u>1994</u>	<u>1995</u>	<u>1996</u>	<u>1997</u>	<u>1998</u>	<u>1999</u>	<u>2000</u>
\$188,621	\$141,515	\$148,976	\$132,889	\$143,782	\$199,000	\$188,800

GENERAL GOVERNMENT

Overview

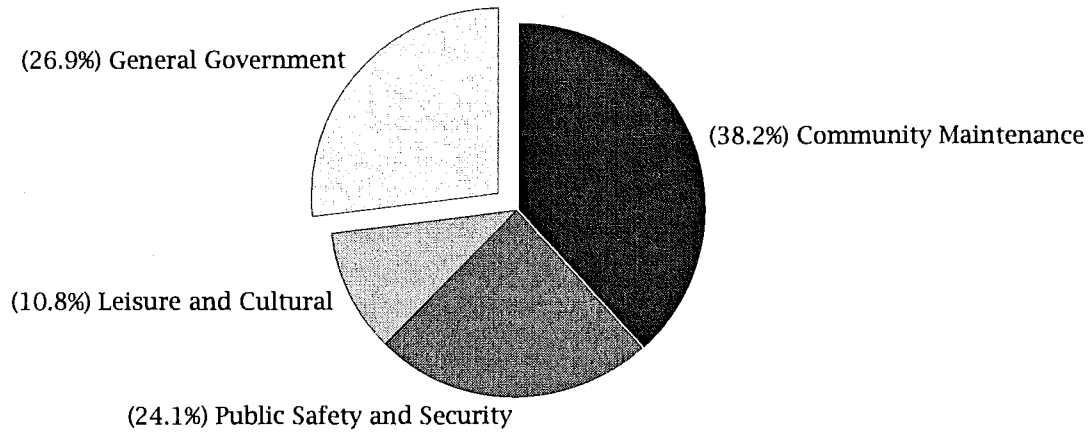
The General Government service area includes departments that provide administration for the City. The City Council, Administrative Services, City Attorney, Finance, and Human Resources handle general City administration. Also included are Community Development and Economic Development which promote new developments and administer existing codes. The Community Enhancement fund distributes room tax funds to outside organizations for benefit to the entire community. The Debt Service fund handles City debt and the Risk Management fund manages City insurance and safety.

Organization



GENERAL GOVERNMENT

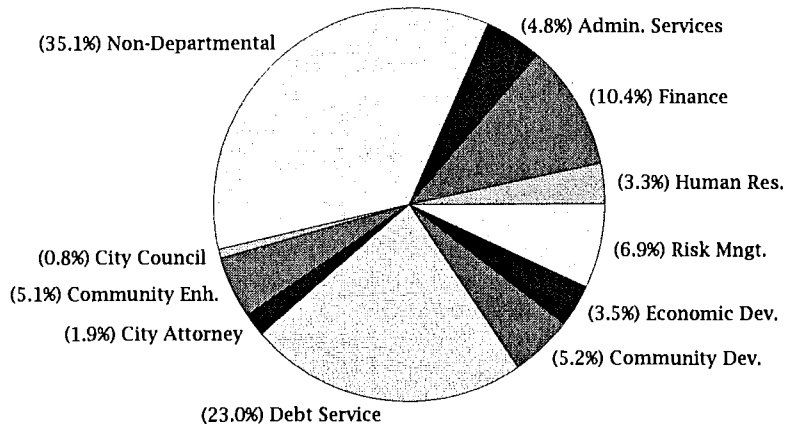
Service Areas



<u>Service Areas</u>	<u>2000 Budget</u>
Community Maintenance	\$ 26,403,850
Public Safety and Security	16,668,500
Leisure and Cultural	7,442,600
General Government	<u>18,553,700</u>
Total Budget	<u>\$ 69,068,650</u>

General Government

<u>Departments</u>	<u>2000 Budget</u>
City Council	\$ 141,400
Admin. Services	884,800
City Attorney	360,400
Finance	1,925,800
Human Res.	620,400
Community Dev.	959,000
Non-Departmental	6,522,100
Economic Dev.	646,600
Community Enh.	942,800
Debt Service	4,276,200
Risk Mngt.	<u>1,274,200</u>
Government	<u>\$ 18,553,700</u>



GENERAL GOVERNMENT

<u>GENERAL FUND</u>	1998 <u>Actual</u>	1999 <u>Adopted</u>	1999 6 Month <u>Actual</u>	1999 <u>Estimated</u>	2000 <u>Budget</u>
GENERAL ADMINISTRATION					
CITY COUNCIL	\$ 122,541	\$ 136,700	\$ 73,963	\$ 136,700	\$ 141,400
ADMINISTRATIVE SERVICES	323,556	334,200	153,780	334,200	348,000
Information Services	421,380	511,400	212,238	511,400	536,800
Total Administrative Services	744,936	845,600	366,018	845,600	884,800
CITY ATTORNEY	343,537	360,500	172,615	360,500	360,400
FINANCE					
Administration	209,687	220,500	98,425	220,500	227,500
Accounting Services	416,447	447,800	208,181	447,800	506,000
Assessing	411,411	435,200	192,139	435,200	455,000
Customer Services	622,263	675,100	290,685	675,100	737,300
Total Finance	1,659,807	1,778,600	789,431	1,778,600	1,925,800
HUMAN RESOURCES					
Personnel Administration	367,158	379,400	156,908	379,400	398,900
Purchasing	200,181	215,500	100,846	215,500	221,500
Total Human Resources	567,340	594,900	257,753	594,900	620,400
COMMUNITY DEVELOPMENT					
Planning & Development	366,512	377,800	175,116	377,800	398,800
Inspections	512,727	536,700	249,993	536,700	560,200
Total Community Development	879,239	914,500	425,109	914,500	959,000
TOTAL GENERAL ADMINISTRATION	4,317,400	4,630,800	2,084,889	4,630,800	4,891,800
NON-DEPARTMENTAL	5,407,583	6,131,700	425,930	6,146,700	6,522,100
OTHER FUNDS					
ECONOMIC DEVELOPMENT	1,315,840	789,900	205,163	789,900	646,600
COMMUNITY ENHANCEMENT	792,700	891,500	429,023	891,500	942,800
DEBT SERVICE FUNDS	4,118,692	4,521,600	2,594,877	4,521,600	4,276,200
RISK MANAGEMENT	775,285	1,260,400	501,638	1,260,400	1,274,200
TOTAL GENERAL GOVERNMENT	\$ 16,306,121	\$ 17,714,500	\$ 6,029,283	\$ 17,729,500	\$ 18,553,700

POSITION CONTROL SUMMARY

<u>GENERAL GOVERNMENT</u>	<u>1998</u>	<u>1999</u>	<u>2000</u>
General Fund:			
Administrative Services	4.00	4.00	4.00
Information Services	6.00	8.00	8.00
City Attorney	4.00	4.00	4.00
Finance:			
Administration	3.00	3.00	3.00
Accounting	8.00	8.00	8.00
Assessing	6.60	6.60	6.60
Customer Services	10.25	10.25	10.25
Human Resources:			
Personnel Administration	3.25	3.50	3.50
Purchasing	3.50	3.50	3.50
Community Development:			
Planning	5.00	5.00	5.00
Inspections	8.00	8.00	8.00
Economic Development	1.00	2.00	2.00
Risk Management	1.50	1.50	1.50
TOTAL GENERAL GOVERNMENT	<u>64.10</u>	<u>67.35</u>	<u>67.35</u>

Note: This summary represents permanent full-time equivalent positions.

GENERAL ADMINISTRATION FINANCIAL PLAN

	1998 <u>Actual</u>	1999 Adopted <u>Budget</u>	2000 Proposed <u>Budget</u>	<u>% Change</u>
Revenue				
Licenses & Permits	\$ 990,334	\$ 862,700	\$ 918,500	6%
Fines & Forfeits	138,378	109,250	109,250	0%
Charges for Services	21,163	15,700	15,700	0%
Intergovernmental Service	492,087	515,045	541,484	5%
Gen. Purpose (tax) Rev.	<u>2,675,437</u>	<u>3,128,105</u>	<u>3,306,866</u>	6%
Total revenue	\$ <u>4,317,400</u>	\$ <u>4,630,800</u>	\$ <u>4,891,800</u>	6%
Expenses				
Personal Services	\$ 3,544,106	\$ 3,750,200	\$ 3,959,200	6%
Contractual Services	592,563	662,500	717,000	8%
Utilities	25,868	28,600	25,000	-13%
Fixed Charges	33,123	33,500	33,500	0%
Materials & Supplies	107,800	132,400	139,000	5%
Capital Outlay	13,940	23,600	18,100	-23%
Other	<u>0</u>	<u>0</u>	<u>0</u>	
Total expenses	\$ <u>4,317,400</u>	\$ <u>4,630,800</u>	\$ <u>4,891,800</u>	6%

GENERAL ADMINISTRATION

City Council

Administrative Services: Manager, City Clerk, Information Systems

City Attorney

Finance: Administration, Accounting, Assessing, Customer Service

Human Resources: Personnel, Purchasing

Community Development: Planning, Inspections

GENERAL ADMINISTRATION AUTHORIZED POSITIONS

	<u>1998</u>	<u>1999</u>	<u>2000</u>
CITY COUNCIL			
City Council President	1.00	1.00	1.00
City Council Members	10.00	10.00	10.00

The above are temporary positions that are not included in the position control summary of the Support Information section.

	<u>1998</u>	<u>1999</u>	<u>2000</u>
ADMINISTRATIVE SERVICES			
City Manager	1.00	1.00	1.00
Executive Assistant/Secretary	1.00	1.00	1.00
City Clerk/Record Services Coordinator	1.00	1.00	1.00
Secretary	1.00	1.00	1.00
INFORMATION SERVICES			
Information Services Manager	1.00	1.00	1.00
Information Services Technician 3	4.00	5.00	5.00
Information Services Technician 2	1.00	1.00	1.00
PC Coordinator	-	1.00	1.00
CITY ATTORNEY			
City Attorney	1.00	1.00	1.00
Assistant City Attorney	2.00	2.00	2.00
Legal Secretary/Deputy City Clerk	1.00	1.00	1.00
FINANCE ADMINISTRATION			
Director of Finance	1.00	1.00	1.00
Projects and Acquisitions Coordinator	1.00	1.00	1.00
Account Clerk II	1.00	1.00	1.00
ACCOUNTING SERVICES			
Manager of Accounting Services	1.00	1.00	1.00
Accountant Analyst	1.00	1.00	1.00
Accountant I	1.00	1.00	1.00
Payroll Specialist	1.00	1.00	1.00
Account Clerk I	4.00	4.00	4.00
ASSESSING			
City Assessor	1.00	1.00	1.00
Property Assessor II	4.60	4.60	4.60
Assessing Technician	1.00	1.00	1.00

CUSTOMER SERVICES

Customer Services Manager	1.00	1.00	1.00
Accounting Supervisor	1.00	1.00	1.00
Election Clerk	0.75	0.75	0.75
Account Clerk II	2.00	2.00	2.00
Account Clerk I	5.50	5.50	5.50

PERSONNEL ADMINISTRATION

Director of Human Resources/Risk Manager	0.50	0.50	0.50
Assistant to Director of Human Resources	1.00	1.00	1.00
Human Resources Secretary	1.00	1.00	1.00
Personnel Technician	0.75	1.00	1.00

PURCHASING

Purchasing Manager	1.00	1.00	1.00
Buyer	1.00	1.00	1.00
Purchasing Clerk	1.00	1.00	1.00
Mail and Duplicating Clerk	0.50	0.50	0.50

PLANNING

Director of Community Development/Asst. City Manager	1.00	1.00	1.00
City Planner	1.00	1.00	1.00
Project Coordinator	1.00	1.00	1.00
Associate Planner	1.00	1.00	1.00
Community Development Secretary	1.00	1.00	1.00

INSPECTIONS

Administrator, Inspection & Zoning	1.00	1.00	1.00
Inspectors:			
Building and Land Use	1.00	1.00	1.00
Building, Heating, & Asst. Electrical	1.00	1.00	1.00
Plumbing	1.00	1.00	1.00
Heating, Plumbing, & Asst. Building	1.00	1.00	1.00
Electrical & Asst. Mechanical	1.00	1.00	1.00
Code Compliance	1.00	1.00	1.00
Inspections Technician	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>

Total FTE Positions	<u>61.60</u>	<u>63.85</u>	<u>63.85</u>
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Authorized personnel are reported as the number of full-time equivalent (FTE) positions at the beginning of the budget year.



GENERAL ADMINISTRATION



General Administration provides for the overall management and administrative support of the City organization and includes the operations of Administrative Services, City Attorney's Office, Finance and Human Resources. All administrative and support offices are located at City Hall, 203 South Farwell Street.

STAFFING

Administrative Services

Administrative Services includes the Office of the City Manager, the City Clerk and the Information Services Division. The City Manager implements the policies and directives of the City Council and provides general management for all City operations. The City Clerk records the proceedings of City Council meetings, oversees elections, and maintains all official City records. The Information Services Division designs and supports the City's information technology systems, including both mainframe and desktop computer operations.

Finance

The Finance Department is responsible for administering and implementing the budgetary and financial policies of the City. This Department includes Accounting, Assessing and Customer Services Divisions. Accounting is responsible for preparing and distributing the annual financial audit, operating budgets and other financial reports. Assessing is responsible for maintaining fair and equitable assessments of real and personal property. Customer Services is responsible for generating City utility bills and collecting all payments to the City.

Human Resources

The Human Resources Department is responsible for administering the City's personnel policies, conducting labor negotiations, administering employee benefits, recruiting employees, coordinating the City's risk management program, and implementing the City's purchasing policies.

City Attorney's Office

The City Attorney's Office acts as legal counsel and advisor to the City Council, City staff and City boards and commissions. The Attorney's Office also prosecutes municipal ordinance violations.

PROGRAMS AND SERVICES

The total program costs for General Administration represent approximately 6% of the total 2000 Program of Services expenditures.

Administrative Services

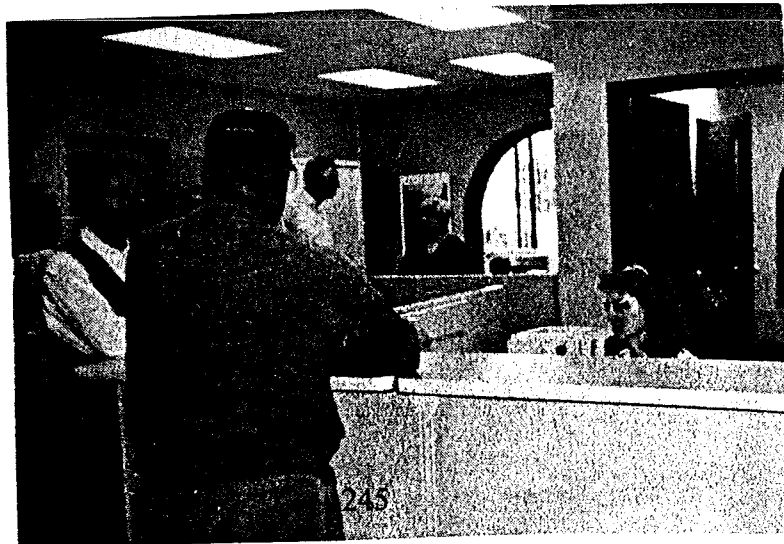
Principal activities include:

- Providing administrative support to the City Council
- Responding to 26,000-27,000 citizen requests annually
- Preparing public notices, news releases, and community newsletter
- Providing computer systems support
- Preparing Council packets for 1,100 to 1,200 agenda items annually
- Coordinating compliance with open meetings law
- Preparing background information for Council adoption and publication of over 100 ordinances annually
- Maintaining data base and coordinating appointments for City boards and committees
- Preparing minutes of all City Council meetings

City Attorney's Office

Principal activities include:

- Providing legal advice and opinions to staff, Council and the public
- Drafting legal documents
- Drafting ordinances, resolutions and motions for City Council and City boards
- Processing over 2,000 municipal violations annually
- Representing City in litigation
- Reviewing personnel and labor grievance matters
- Responding to over 5,000 citizen contacts annually
- Serving as counsel to Library, Health and Housing Boards; also serving as Housing Authority attorney
- Monitoring the update of the City Code of Ordinances



Finance

Principal activities include:

- Preparing budget and capital improvement plan
- Overseeing over \$80 million in appropriations
- Preparing annual audit and state and federal financial reports
- Administering grants and contracts
- Collecting accounts receivable
- Issuing and collecting 80,000 utility bills annually
- Administering debt service for over 30 existing bond issues
- Administering over \$31 million in payroll and benefits expenditures
- Disbursing \$1.5 million weekly in payments
- Maintaining over 23,000 assessment records
- Completing 15-20 property acquisitions annually
- Reconciling annual tax collection payments
- Investing City funds
- Issuing over 84 categories of licenses
- Marketing and issuing bonds
- Maintaining real estate and utility billing records

Human Resources

Principal activities include:

- Providing support for Police and Fire Commission and Affirmative Action Committee
- Processing over 3,500 applications annually
- Maintaining all employee records and fringe benefit programs for 500 full-time and 350 seasonal and part-time employees
- Administering City personnel policies
- Conducting labor negotiations with 11 employee bargaining groups
- Administering City drug and alcohol testing program
- Coordinating employee training
- Administering City self-insurance program
- Implementing City safety programs and policies
- Handling all liability, workers compensation, and property loss claims
- Completing 70-80 major procurements and over 5,000 purchase orders annually



FUTURE OUTLOOK AND ISSUES

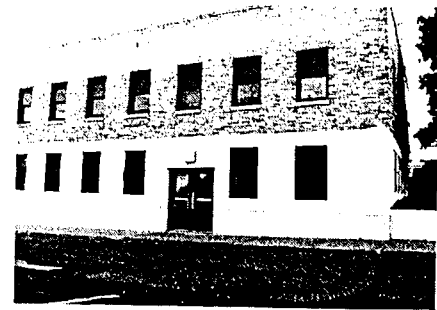
- Continuing pressures to increase the tax levy and other City fees and charges as a result of ongoing loss of state shared revenues
- Improving citizen access to information about City programs and services
- Changing state legislation to allow the City to contract with the County to administer elections
- Implementing an ongoing three-year reassessment cycle for all taxable property in the City
- Coordinating remediation and cleanup of former landfill in the Town of Union
- Increasing legal and administrative workload as a result of expanded state and federal requirements concerning the administration of employee benefits
- Maintaining real estate and utility data bases
- Continuing to monitor investments to obtain the best yield
- Increased workload due to town challenges to annexations and incorporation efforts.
- Expanding the City's web site to provide online access for citizens to City information and services

Information Services

Information Services (IS) is a division of the Administrative Services Department, and is responsible for the design and support of the City's information technology systems, including both mainframe and desktop computer operations. Information Services provides assistance to all City Departments.

Facilities

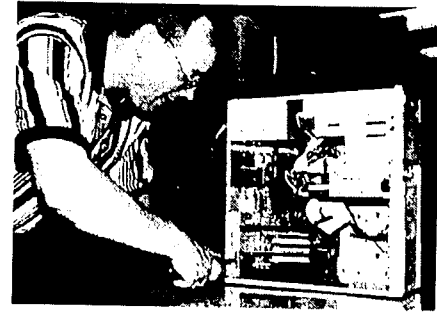
- The Information Services office is located at 414 East Grand in the lower level of the Fire Station #2 building.
- Remote network servers are located at the Police Department, Parks & Recreation Administration, Parks Maintenance, and Central Maintenance Facilities.



Main Entrance to Information Services

Services

- Provide PC (Personal Computer) network support and direction to all City employees. Examples include: maintain network rights, security, login, backups, etc. Implement solutions to networking needs such as cabling, switching, routing, and file servers.
- Provide system support for installation of networks.
- Provide assistance to departments in all areas of technology. Examples include Intranet and Internet E-mail, and file and application storage. IS upgrades all PC software/hardware and printers.
- Configure and install new computer hardware and software.
- Provide system administration support for Computer Aided Mapping. This consists of aerial photos, city streets, utilities, and legal land descriptions. The information is used for land use planning, zoning, development, street and utility maintenance.
- Convert mainframe systems to run on PC's.
- Continue support of mainframe systems.



PC Coordinator in Action

Areas of Employee Assignment

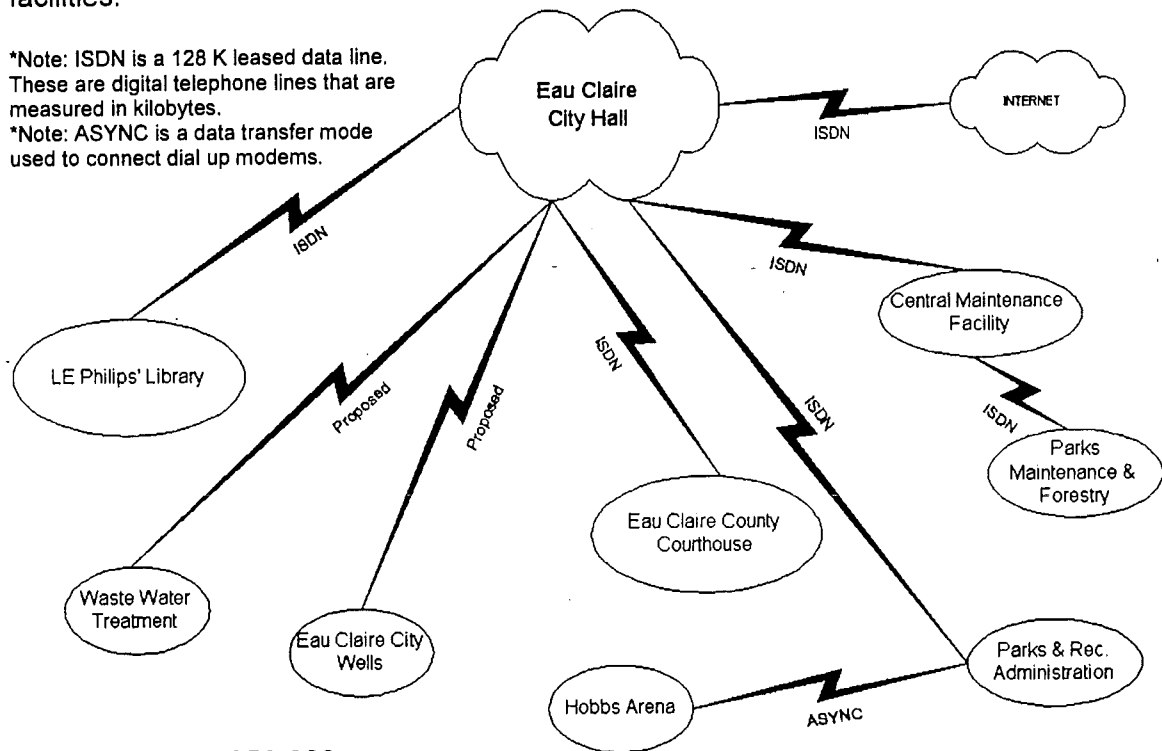
The Information Services Division has 9 employees. Employees are trained to perform the following tasks.

- Network Administration – this consists of upgrading and maintaining the network operating systems, protocols, backup procedures, etc.
- Desktop Application Administration – this consists of upgrading and maintaining desktop applications such as E-mail, word processing, spreadsheets, and databases.
- Desktop hardware configuration and installation.
- Technology project improvement management.
- COBOL program maintenance. COBOL is the computer programming language that the property tax system is written in.

Information Services Network

This diagram shows the network connections between the different City of Eau Claire facilities.

*Note: ISDN is a 128 K leased data line. These are digital telephone lines that are measured in kilobytes.
 *Note: ASYNC is a data transfer mode used to connect dial up modems.



- Support 250-300 users.
- 250 City employees have Internet access.
- 200 internal e-mail users.
- 7 miles of network cable to connect PC's to the network inside City buildings.

- 3 miles of serial cable for mainframe connections.
- Buildings are connected over a distance of 5 miles with ISDN network lines.
- HP 3000 mainframe disk usage: 4,290,000,000 bytes.
- HP 3000 mainframe CPU (Central Processing Unit) usage: 4,163,000 CPU seconds per year.
- Server disk space usage: 64 GB.

Major Equipment

The equipment listed below allows users to share information, communicate with the State and Federal Government and to perform their job function. The list of equipment in use:

- 14 Servers
- 2 HP 3000 mainframes
- 250 PC's
- 7 routers
- 28 HUBs & Switches (connects file servers, PC's, printers, etc. together on the network)
- 27 Print Servers
- 17 Uninterrupted Power Supplies (UPS's)



Computer Room

Future Outlook and Issues

- Develop and implement a preventative maintenance program for computer hardware to decrease PC hardware down time.
- Improve hardware and software tracking for warranty verification, asset tracking, and speed up solutions to system disruptions.
- Maintain the three-year replacement schedule for PC's.
- Create a knowledge base so users will have 24-hour support on how to handle common computer problems.
- Standardize desktop software to improve written and electronic communication within the city and between the city and outside agencies.
- Develop policy and procedures for WEB based services that will allow the City and citizens to communicate.

PLANNING AND INSPECTIONS

The Planning and Inspections Divisions are part of the Community Development Department and are located in City Hall, 203 S. Farwell Street. The Planning Division is responsible for community and neighborhood planning, zoning, development review, historic preservation, and annexations. The Inspections Division is responsible for enforcing all city and state codes and ordinances pertaining to construction and remodeling, zoning, signs, and other land use permits. Inspections also works with the Health and Fire Departments in enforcing property maintenance related codes.

STAFFING

Director of Community Development

- Administrator, Inspections & Zoning

- 7 inspectors

- building (2)
- plumbing
- electrical
- heating
- code compliance
- zoning

- 3 planners

- City Planner
- Associate Planner
- Project Coordinator

- 2 secretaries

BOARDS AND ASSOCIATIONS

Planning and Inspections provides direct support (including hearing and property notices, meeting presentations, agendas and minutes, and application reviews and reports) to city boards and community organizations.

City Boards and Commissions

- Plan Commission (twice monthly)
- Board of Zoning Appeals (monthly)
- Redevelopment Authority (monthly)
- Waterways Commission (monthly)
- Landmarks Commission (monthly)
- Building Code Committee (as needed)
- Heating Examiners and Appeals Board (as needed)

Neighborhood Associations

- North Riverfront Neighborhood (monthly)
- North Side Hill Neighborhood (monthly)
- Historic Randall Park (monthly)
- Third Ward Neighborhood (monthly)

Business Associations

- Downtown BID (monthly)
- West Grand Avenue BID (monthly)
- Water Street BID (monthly)
- City Center Corporation

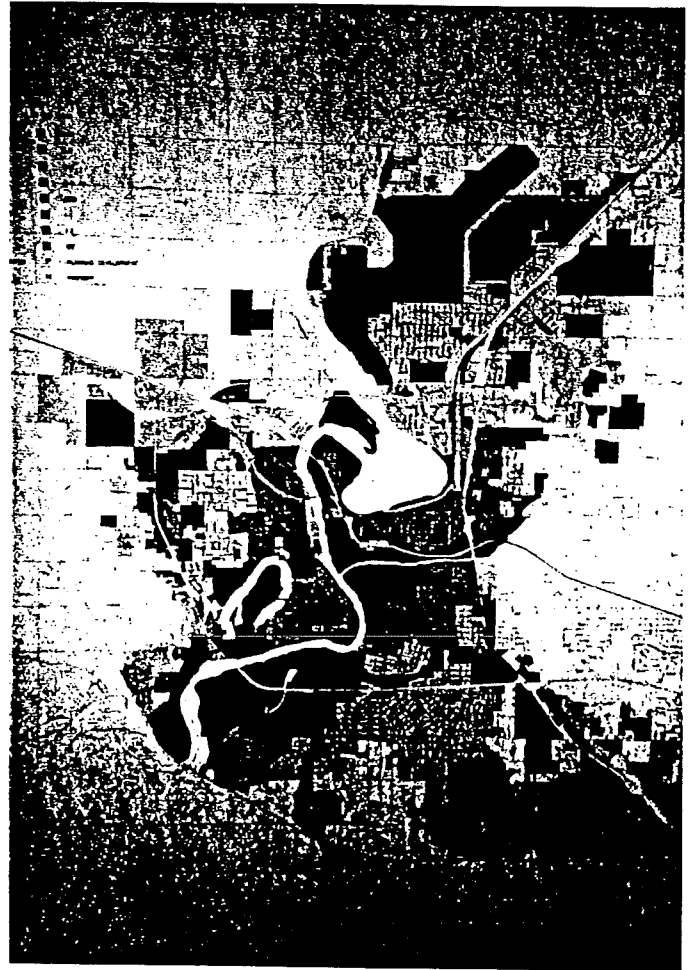
PROGRAMS AND SERVICES

Statutes and Codes

- Wisconsin state statutes require a city to adopt a master plan for the overall growth and development of the community. Eau Claire's Comprehensive Plan is a continuous program of monitoring development activity and updating plans as needed.
- Various codes have been adopted by the City Council which regulate the growth and development of the city. Planning and Inspections staff maintain these codes in accordance with state law and local development needs.

Services

- Provide development review assistance to developers, applicants, and interested citizens.
- Provide written review reports to city boards and commissions on over 200 formal applications annually.



- Prepare ordinance revisions for development related codes.
- Prepare and update community and neighborhood plans, including:
 - Comprehensive Plan
 - City Center Plan
 - Parks and Waterways Plan
 - Carson Park Plan
 - Historic Preservation Plan
 - West Side Neighborhood Plan
 - North River Fronts Neighborhood Plan
 - North Side Hill Neighborhood Plan
 - Water Street Commercial District Plan
 - Third Ward Neighborhood Plan
- Provide assistance and information to citizens concerning development proposals, protest petitions, and community planning.
- Issue over 4,000 permits and conduct over 13,000 inspections annually.
- Complete over 800 inspections annually on municipal ordinance violations.
- Prepare the annual Development Map and Report and monthly Development Updates newsletter.
- Respond to 20,000 citizen requests for information annually.

	Total	Rezoning	Conditional Use	Site Plan	Appeal	Plats
1999(Aug.)	133	37	22	46	17	11
1998	207	43	49	82	27	8
1997	188	39	53	68	19	9
1996	179	43	32	69	28	7
1995	190	37	47	62	31	13
1994	175	38	46	66	20	5
1993	149	29	32	60	21	7
1992	127	24	31	48	21	3
1991	129	19	37	34	34	5
1990	151	46	41	32	30	2



Building Inspection Services provides plan examinations and site inspection services for construction projects. Community Development Services provides a "one stop shop" service to persons needing information or permits for a development or construction activity. A permit issued is equivalent to about 3 inspections for all projects. Permits issued for construction seasons in the 1990s are provided below:

	Total Permits	Building	Electrical	Plumbing	Heating	Others	Est. Insp.
1999(July)	2,593	879	554	452	617	91	7,779
1998	4,796	1,516	1,062	888	1,117	213	14,388
1997	4,607	1,441	944	891	1,111	272	13,821
1996	4,491	1,472	953	790	1,064	212	13,473
1995	4,427	1,321	924	820	1,144	218	13,281
1994	4,216	1,341	860	732	1,092	191	12,648
1993	4,065	1,121	862	833	1,080	169	12,195
1992	3,702	996	809	749	965	183	11,106
1991	3,503	797	734	681	1,123	168	10,509
1990	3,327	846	618	698	934	122	9,981

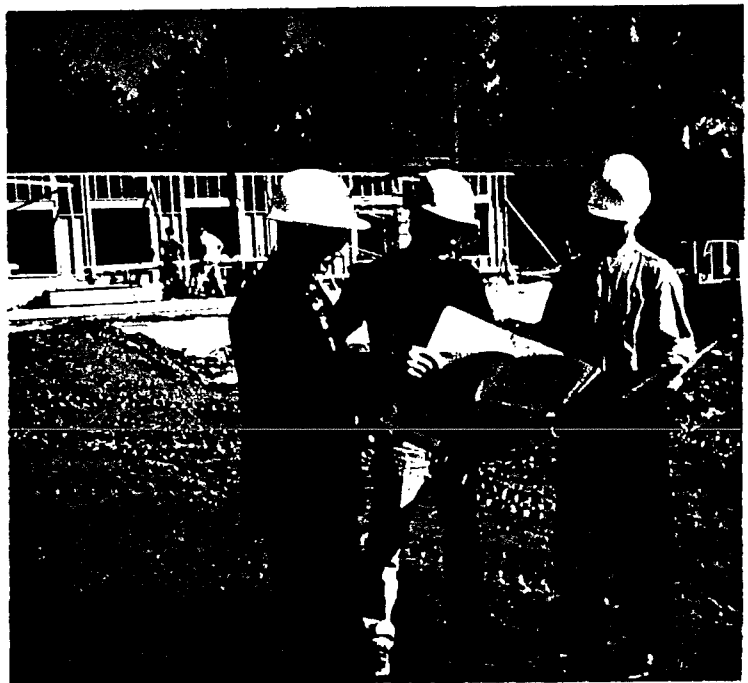
Revenues

Fees collected by Community Development Services include the building and development review fees as established by City Council in City Code. Revenues for construction activity collected by year in the 1990s are:

	<u>Fees</u>
1999 (Sept.)	\$292,866
1998	\$438,467
1997	\$366,513
1996	\$366,657
1995	\$435,637
1994	\$381,962
1993	\$291,332
1992	\$259,470
1991	\$213,530
1990	\$225,752

FUTURE OUTLOOK AND ISSUES

- Providing inspections on a timely basis given the expanded area of the community and a 38% increase in the number of inspections since 1990.
- Complying with new state requirements concerning additional inspections for erosion control.
- Increases in development review activities has placed greater demands on staff time, leaving less time for Comprehensive Planning projects.
- The City Center Plan is in need of updating in 2000.



GENERAL ADMINISTRATION

BUDGET OVERVIEW

REVENUES

Licenses and Permits

Television franchise fees are project to increase by \$25,000 to a total of \$400,000 in 2000. Fees related to building inspections are estimated to increase by \$30,000.

Intergovernmental Services

Charges for administrative services to other funds have increased. The Transit utility is being charged for administrative costs for the first time in 2000. Transit will receive state and federal aid for these costs.

PERSONAL SERVICES

The personal service expenses are projected to increase by 6% due to reclassifications, the per diem for Council in the amount of \$2,500, the addition of temporary labor to cover the presidential election and pollworker pay, temporary labor for the major software conversion, and an increase in overtime and auto allowance associated with the increase in number of building inspections.

CONTRACTUAL SERVICES

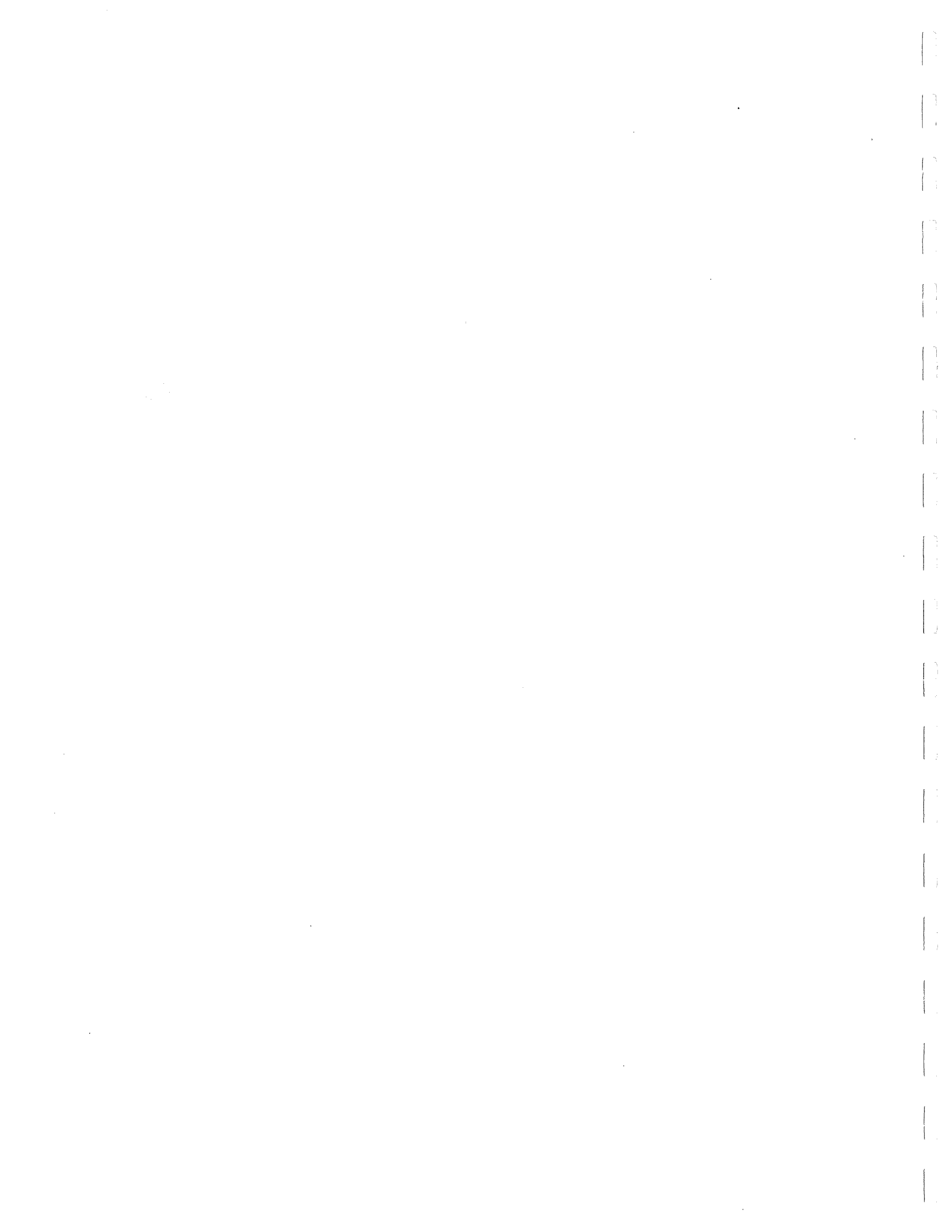
Contractual services have been increased to cover banking services charges (that will be offset by interest income), an increase in legal and professional services for contract negotiations, postage and mailing for the 2000 Census, audit fees for labor contracts, repairs to equipment and computer service charges relating to the ISDN lines.

UTILITIES

Telephone expenses relating the rent of ISDN lines (\$6,500) were reclassified and are tracked in the Contractual Services category. The use of cell phones by the building inspectors has increased the telephone costs.

CAPITAL OUTLAY

Items proposed to be purchased include office furniture, storage cabinets, network cable tester, and a new postage machine.



NON-DEPARTMENTAL FINANCIAL PLAN

	1998 <u>Actual</u>	1999 Adopted <u>Budget</u>	2000 Proposed <u>Budget</u>	<u>% Change</u>
Revenue				
Special Assess. Taxes	\$ 713,308	\$ 515,000	\$ 420,000	-18%
Miscellaneous Revenue	850,424	777,400	699,000	-10%
Working Capital	46,297	2,904,100	2,750,300	-5%
Gen. Purpose (tax) Rev.	<u>3,797,554</u>	<u>1,935,200</u>	<u>2,652,800</u>	37%
Total revenue	<u>\$ 5,407,583</u>	<u>\$ 6,131,700</u>	<u>\$ 6,522,100</u>	6%
 Expenses				
Personal Services	\$ 269,807	\$ 273,300	\$ 295,300	8%
Contractual Services	10,121	40,000	40,000	0%
Utilities	341	0	0	
Fixed Charges	49,056	178,600	178,600	0%
Materials & Supplies	0	0	0	
Capital Outlay	0	0	0	
Other	<u>5,078,258</u>	<u>5,639,800</u>	<u>6,008,200</u>	7%
Total expenses	<u>\$ 5,407,583</u>	<u>\$ 6,131,700</u>	<u>\$ 6,522,100</u>	6%

NON-DEPARTMENTAL

Includes several different programs that have city-wide implications and are not identified with a particular department.

- Disability payments
- Health Insurance for Retirees
- Contingency
- Organizations:
 - Landmark Commission
 - Public Access Center
 - Senior Central
- Transfers to Proprietary and Capital Funds

NON-DEPARTMENTAL BUDGET OVERVIEW

REVENUES

Special Assessment Taxes

Since 1995, the special assessments for street improvements are recorded in the debt service fund to pay for the 10-year special assessment bonds. Payments on the outstanding balances of pre-1995 special assessments are recorded as revenue in the General Fund. All of this revenue will be received by 2004.

Miscellaneous Revenue

Interest on the pre-1995 outstanding special assessments and interest on the advances to the Water and Sewer Utilities are declining as the debt is paid off.

PERSONAL SERVICES

Insurance and retirement costs associated with the retired personnel are charged to this program and are projected to increase by 8%.

CONTRACTUAL SERVICES

An amount of \$40,000 has been included in contractual services to cover miscellaneous costs not properly charged to any one department such as miscellaneous legal fees and studies, the razing of buildings that have been condemned by the health and building inspectors, and administrative charges relating to the Flexben program.

FIXED CHARGES

Projected payments for liability insurance and special assessments have not increased.

OTHER CHARGES

This category includes transfers to the Capital Improvement Program totaling \$2,605,000, a transfer to debt service in the amount of \$1,637,000, payments to Public Access, the Humane Association, Senior Central and Landmarks and operating transfers from General Fund to Transit, Hobbs, and the Municipal Pool.

No personnel are assigned to this program. The amount charged to Personal Services is the amount paid to former employees who receive disability payments for permanent work-related injuries and the amount paid for health insurance for retired City employees.

ECONOMIC DEVELOPMENT FINANCIAL PLAN

	1998 <u>Actual</u>	1999 Adopted <u>Budget</u>	2000 Proposed <u>Budget</u>	<u>% Change</u>
Revenue				
Miscellaneous Revenues	\$ 538,877	\$ 460,000	\$ 453,800	-1.3%
Non-operating Revenues	382,779	240,000	240,000	0.0%
Other Financing Sources	<u>150,675</u>	<u>150,000</u>	<u>150,000</u>	0.0%
Total revenue	<u>\$ 1,072,331</u>	<u>\$ 850,000</u>	<u>\$ 843,800</u>	-0.7%
Expenses				
Personal Services	\$ 107,202	\$ 114,200	\$ 122,800	7.5%
Contractual Services	18,422	93,600	87,700	-6.3%
Utilities	17,205	13,500	22,700	68.1%
Fixed Charges	128	1,400	1,400	0.0%
Materials & Supplies	2,886	4,000	3,500	-12.5%
Contributions	0	0	0	
Capital Outlay	9,097	6,700	0	
Other: Loans	1,160,900	556,500	408,500	-26.6%
Other	<u>0</u>	<u>0</u>	<u>0</u>	
Total expenses	<u>\$ 1,315,840</u>	<u>\$ 789,900</u>	<u>\$ 646,600</u>	-18.1%

ECONOMIC DEVELOPMENT AUTHORIZED POSITIONS

	<u>1998</u>	<u>1999</u>	<u>2000</u>
ECONOMIC DEVELOPMENT			
Economic Development Specialist	1.00	1.00	1.00
Business Assistance Specialist	-	1.00	1.00
	<hr style="width: 100%;"/>	<hr style="width: 100%;"/>	<hr style="width: 100%;"/>
Total FTE Positions	<u>1.00</u>	<u>2.00</u>	<u>2.00</u>

Authorized personnel are reported as the number of full-time equivalent (FTE) positions at the beginning of the budget year.

ECONOMIC DEVELOPMENT - 1999

The City of Eau Claire's Economic Development Division, located at 203 S Farwell Street, implements the city's Economic Development Strategy. The Division is involved in development and redevelopment for industrial, commercial and City Center activity. Major areas of emphasis include; industrial, warehouse and distribution, service, office, redevelopment of the City Center and commercial/retail.

STAFF

The City's Economic Development Division has one full-time Economic Development Administrator and one full-time Business Assistance Specialist. The Economic Development Division also receives assistance from a University of Wisconsin-Eau Claire intern each college semester.

PROGRAMS & SERVICES

The Economic Development Division serves approximately 62705 citizens, 3,800 businesses, 170 manufacturers, and 500 City Center businesses. Major services provided include:

One-Stop Shop

- Cut red tape
- Lead and support customers through the development process
- Direct customers through permit process
- Organize and attend meetings

Community Information

- Development statistics
- Demographics
- Maps
- Economic Profiles
- Cost of living index

Infrastructure

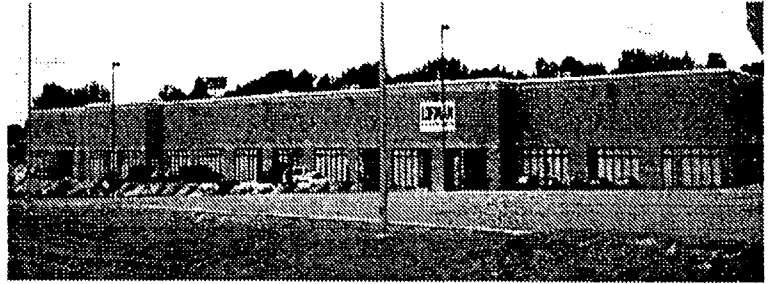
- Coordination of utilities and streets in the industrial parks
- Land and buildings inventory (sites)
- Information technology
- Parking in the City Center
- Management of Sky Park Industrial Center



State of Wisconsin Department of Health & Family Services expansion

Business Retention and Expansion

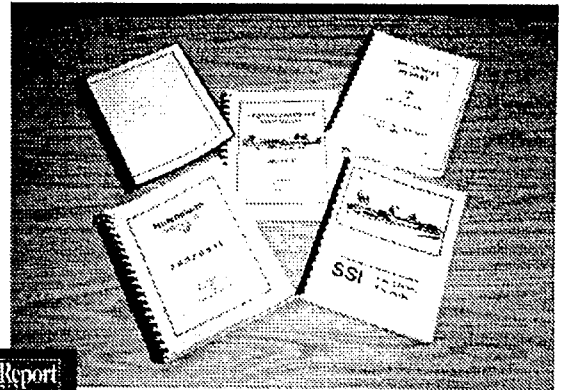
- Liaison to the business community
- Problem solving
- Business call program
- Financial assistance
- Project coordination
- Entrepreneur start-up assistance



Lorman Business Center expansion

Marketing and Recruitment

- Promotions
- Call Trips
- Trade Shows
- Proposals to prospects
- Presentations to community groups
- Site selection assistance

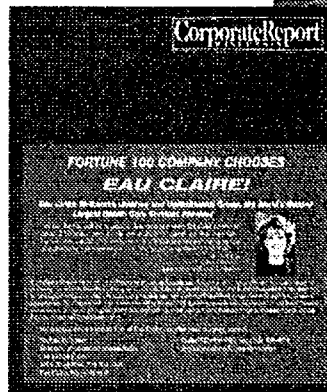


Business recruitment proposals

Education

- Coordinate with local educational institutions
- National Technological University (NTU)
- Chippewa Valley Manufacturing Technology Center
- Internships

Ad to congratulate
Uniprise on their new
facility



Financing

- Economic Development Loan Fund (EDF)
 - # of loans = 43
 - \$ amount of loans = \$8,770,002
 - (includes Gateway and Clearwater loans)
 - # of jobs created & saved = 900+

- Façade & Downtown Loan Pools* (EDF)
 - # of loans = 21 (13 façade)
 - \$ amount of loans = \$614,767
 - (\$35,717 façade)
 - # of jobs created & saved = 78

*The Downtown Loan Pool Program is inactive

- Revolving Loan Fund (RLF)
 - # of loans = 22
 - \$ amount of loans = \$704,100
 - # of jobs created & saved = 257

- Development Zone
 - # of businesses certified = 37
 - \$ amount certified = \$1,918,500
 - # of jobs created & saved = 700+



ENCOR Technologies' new facility

COMMUNITY COMMITTEES AND BOARDS

The Economic Development Division provides technical assistance and staffing to the following Boards and committees:

- Gateway Industrial Park Corporation Board
- Eau Claire Area Industrial Development Corporation
 - Board of Directors
 - Executive Committee
 - Business Committee
- Eau Claire Redevelopment Authority
- City Center Corporation
 - Board of Directors
 - Executive Committee
 - Economic Restructuring Committee
- Clearwater Development Corporation
 - Board of Directors
 - Executive Committee
- Momentum Chippewa Valley
 - Promotions Committee
- Development Zone Board
- Revolving Loan Fund Board
- Eau Claire Area Chamber of Commerce
 - Work Force Committee
- National Technological University Board
- Economic Policy Advisory Committee

CITY FUNDING FOR DEVELOPMENT ORGANIZATIONS

The City of Eau Claire has many partners in Economic Development and provides significant funding to the following organizations:

	1999 Funding	1999 Total Budget
Gateway Industrial Park Corporation	(A)	
Eau Claire Area Industrial Development Corp	\$115,000	\$358,500
Eau Claire Redevelopment Authority	\$400,000 ^(B)	\$400,000
Eau Claire City Center Corporation	\$76,900 ^(B)	\$166,900
Momentum Chippewa Valley	\$24,500	\$133,812
Eau Claire Innovation Center	\$15,000	\$47,000 ^(C)
Eau Claire Area Convention and Tourism Bureau	\$460,000	\$807,000

(A) The City has made loans to Gateway.

(B) Includes EDF & CDBG.

(C) The City provided \$365,000 of CDBG funds to construct the Innovation Center.

FUTURE OUTLOOK AND ISSUES

- The supply of Industrial Park land as a whole is low. Most of the available acreage is in one park; Gateway Northwest, with half of the park not presently served by utilities or streets. The following issues will need to be addressed:
 - Acceleration of capital improvements in TIF #5 to provide roads, sewer and water in Gateway Northwest Business Park.
 - Purchase of additional industrial land.
 - The changing uses and mixes of tenants in Business Parks and how to categorize businesses such as software companies.
 - Lack of available sites with railroad access.
 - Shortage of locations for the small industrial, warehouse and distribution businesses and heavy industrial businesses.
 - The ability to provide utilities and water plant treatment capacity for companies with extensive water needs and metal discharge.
- Existing industrial buildings for sale or lease are limited. There is currently no spec building to market. Banbury Place is full in the industrial sections of the facility. National Presto also has only a small amount of industrial space remaining and the privately owned spec buildings are being utilized.
- Economic Development incentive programs are still competitive. However, our job credit policy may need to be reviewed to determine if credit should be given toward large capital investments for equipment. The Wisconsin Department of Commerce is also reviewing this policy change for the State's economic development incentive programs.
- Availability of labor force is an issue that is of concern to some businesses in the Eau Claire area. The retail, service, hospitality and lower paying manufacturing firms seem to be the ones most effected. The Eau Claire citizens have more choices for employment and area firms are competing for the employees by raising wages and benefits. There is increasing pressure on economic development agencies to help businesses with workforce issues.
- The City Center has become a major emphasis of our economic development activities. There is a need to create additional sites for redevelopment purposes. Vacant land in the downtown for development purposes is almost non-existent. To address this, the Redevelopment Authority will need additional funding.
- There is a need to replenish the Clearwater Loan Pool to continue to make loans in the City Center area.
- There is also a continual need for adjacent parking to serve existing buildings and new redevelopment sites in the City Center. The feasibility of public parking ramps should be addressed for all large projects.
- Future staffing issues include clarifying the division's role in City Center and the Clearwater Development Corporation. We anticipate the need to hire a summer intern annually and have allocated funds in our 2000 budget for this purpose.

ECONOMIC DEVELOPMENT BUDGET OVERVIEW

REVENUES

Economic development revenues consist mainly of loan repayments and rents from buildings. The 2000 budget estimate reflects a slight decrease of 0.7%.

PERSONAL SERVICES

The Economic Development Division has two full-time employees, the Economic Development Administrator and the Business Assistance Specialist. In 1999 Council approved converting the Business Assistance Specialist position from limited-term to a permanent position. The 2000 budget increase for personal services is 7.5% and reflects normal step increases for the two positions.

CONTRACTUAL SERVICES

The 2000 budget reflects a decrease of 6.3% for contractual services. The decrease is in the area of "repairs to buildings".

UTILITIES

The 2000 budget shows an increase for utilities of \$9,200 or 68%. The reason for the increase is the usage of electricity by Badger Custom Windows and DADCO Food Products in the city-owned facility on Davey Street. The City is reimbursed for all utility costs incurred by the two companies.

CONTRIBUTIONS AND OTHER PAYMENTS

The 2000 budget shows a slight increase of \$2,000 which is part of a pre-determined increase in the City's contribution to the City Center Corporation. Funding requests from the other three organizations, Chippewa Valley Innovation Center, Eau Claire Area Industrial Development Corporation, and Momentum Chippewa Valley remain the same as in 1999.

OPERATION HIGHLIGHTS

In 1999 \$150,000 was budgeted for the Phoenix Park and Trailhead study and development. This was a one-time request. The 2000 budget shows a decrease of \$150,000 or 42.8%. A \$200,000 transfer to the Redevelopment Authority is budgeted for 2000.

In 2000 the Economic Development Division will continue to work with existing businesses and to provide technical assistance and support where needed. We will respond to requests by new businesses and encourage the educational community to provide the skills needed by employees of our existing businesses. The Year 2000 will be the second year of providing marketing space to businesses at the Chippewa Valley Regional Airport. The division will work closely with the Public Works Department to develop streets and utilities in the Gateway Northwest Business Park in 2000.

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REVENUE DETAIL

ECONOMIC DEVELOPMENT

Revenue Classification	1998 Actual	1999 Budget	1999 6-Month Actual	1999 Estimated	2000 Budget
<u>MISCELLANEOUS</u>					
Interest income	\$ 348,670	\$ 275,000	\$ --	\$ 275,000	\$ 275,000
Other interest	123,362	120,000	110,796	120,000	117,800
Building rental	66,845	65,000	40,746	65,000	61,000
Total miscellaneous	<u>538,877</u>	<u>460,000</u>	<u>151,542</u>	<u>460,000</u>	<u>453,800</u>
<u>NON-OPERATING REVENUES</u>					
Principal payment on loans	<u>382,779</u>	<u>240,000</u>	<u>238,264</u>	<u>240,000</u>	<u>240,000</u>
<u>OTHER FINANCING SOURCES</u>					
Transfer from General fund	150,000	150,000	--	150,000	150,000
Sale of capital assets	675	--	74,475	--	--
Total other financing sources	<u>150,675</u>	<u>150,000</u>	<u>74,475</u>	<u>150,000</u>	<u>150,000</u>
Total revenues and other financing sources	<u>\$ 1,072,331</u>	<u>\$ 850,000</u>	<u>\$ 464,281</u>	<u>\$ 850,000</u>	<u>\$ 843,800</u>

REVENUE DETAIL BY FUND

ECONOMIC DEVELOPMENT

The Economic Development Fund was created by City Council in 1980 (Ordinance 3.30) to form a working partnership with business, labor and the public. Funding was originally provided from the former Federal Revenue Sharing program. Expenditures by this fund are directed toward creating long-term employment opportunities, expanding the local tax base and promoting diversification of the commercial and industrial economy.

Use of funds includes loans for the following:

- Infrastructure for industrial park development
- Public infrastructure necessary for economic development
- Renovation of commercial and industrial properties
- Revitalization of Central Business District
- Land acquisition for industrial and commercial uses
- Energy development projects
- City project management for economic development

Miscellaneous

INTEREST INCOME is earned by investing available funds in accordance with the City investment policy.

OTHER INTEREST is earned from economic development loans.

BUILDING RENTAL is received from industrial buildings owned by the city and leased to local businesses at below market rates as part of an economic development program.

Other Financing Sources

TRANSFER FROM OTHER FUNDS is primarily an operating subsidy from General Fund to provide an increasing reserve for the economic development loan program. Principal repayment on outstanding loans also provides for a revolving loan pool.

COMMUNITY ENHANCEMENT FINANCIAL PLAN

	1998 <u>Actual</u>	1999 Adopted <u>Budget</u>	2000 Proposed <u>Budget</u>	<u>% Change</u>
Revenue				
Room Tax Revenue	\$ 858,674	\$ 815,000	\$ 870,000	6.75%
Miscellaneous	3,940	2,000	3,200	60.00%
Fund Balance Applied	<u>0</u>	<u>85,000</u>	<u>69,600</u>	-18.12%
Total revenue	<u>\$ 862,614</u>	<u>\$ 902,000</u>	<u>\$ 942,800</u>	4.52%
 Expenses				
Contractual	\$ 200	\$ 300	\$ 300	0.00%
Contributions	619,500	686,200	722,000	5.22%
Other	<u>173,000</u>	<u>205,000</u>	<u>220,500</u>	7.56%
Total expenses	<u>\$ 792,700</u>	<u>\$ 891,500</u>	<u>\$ 942,800</u>	5.75%

COMMUNITY ENHANCEMENT BUDGET OVERVIEW

ROOM TAX REVENUE

Room tax revenue is generated by the 7% room tax on hotel and motel room rates.

CONTRIBUTIONS

A separate document "2000 Organization Requests" outlines in detail the proposed appropriations to the outside organizations.

No Personal Services are charged to this program.

REVENUE DETAIL

COMMUNITY ENHANCEMENT

Revenue Classification	1998 Actual	1999 Budget	1999 6-Month Actual	1999 Estimated	2000 Budget
<u>TAXES</u>					
Room tax funds	\$ 858,674	\$ 815,000	\$ 389,984	\$ 815,000	\$ 870,000
<u>MISCELLANEOUS</u>					
Interest income	3,940	2,000	--	2,000	3,200
Total revenues	\$ <u>862,614</u>	\$ <u>817,000</u>	\$ <u>389,984</u>	\$ <u>817,000</u>	\$ <u>873,200</u>

REVENUE DETAIL BY FUND

COMMUNITY ENHANCEMENT

The Community Enhancement fund was created to account for receipt and expenditure of room tax funds. Activities supported by these funds must have community-wide impact in promoting conventions and tourism. A major share of the funds have been used to subsidize the operation of the Eau Claire Convention Bureau.

Taxes

A HOTEL-MOTEL ROOM TAX was established in 1975 and was used in part to subsidize the operation of the Civic Center. A rate of 2% of gross receipts was levied through March, 1979. In April, 1979, the rate was increased to 4% of gross receipts and on January 1, 1986 the rate was increased to the present rate of 7% which is the maximum allowed by State law.

Miscellaneous

INTEREST INCOME is earned on available cash balances invested in accordance with the City investment policy.

DEBT SERVICE FINANCIAL PLAN

	1998 <u>Actual</u>	1999 Adopted <u>Budget</u>	2000 Proposed <u>Budget</u>	<u>% Change</u>
Revenue				
Taxes	\$ 1,765,530	\$ 2,150,000	\$ 2,175,000	1.16%
Miscellaneous	313,918	280,000	280,000	0.00%
Other Financing Sources	<u>1,931,394</u>	<u>1,892,000</u>	<u>2,136,300</u>	12.91%
Total revenue	<u>\$ 4,010,842</u>	<u>\$ 4,322,000</u>	<u>\$ 4,591,300</u>	6.23%
 Expenses				
Contractual Services	\$ 489	\$ 5,200	\$ 5,200	0.00%
Debt Payments	<u>4,118,201</u>	<u>4,516,400</u>	<u>4,271,000</u>	-5.43%
Total expenses	<u>\$ 4,118,690</u>	<u>\$ 4,521,600</u>	<u>\$ 4,276,200</u>	-5.43%

DEBT SERVICE BUDGET OVERVIEW

REVENUE

Taxes

Taxes are generated by special assessments and TIF increments

Other Financing Sources

Transfers from the General Fund, the Library and the Storm Water Utility are other sources of debt service payments.

EXPENSES

Debt Payments

The 2000 debt service is projected to decrease from the 1999 level because of two significant repayments:

- The final \$545,000 payment for TIF #2 (Riverfront Lot Development) was made in 1999.
- A \$200,000 lump sum repayment from TIF #4 (Gateway West Business Park) was made to the Water and Sewer Utilities.

No Personal Services are charged to this program.

REVENUE DETAIL

DEBT SERVICE

<u>Revenue Classification</u>	<u>1998 Actual</u>	<u>1999 Budget</u>	<u>1999 6-Month Actual</u>	<u>1999 Estimated</u>	<u>2000 Budget</u>
<u>TAXES</u>					
Incremental taxes-T.I.F. #2	\$ 154,458	\$ --	\$ --	\$ --	\$ --
Incremental taxes-T.I.F. #3	371,630	--	--	--	--
Incremental taxes-T.I.F. #4	--	1,300,000	905,939	1,300,000	1,400,000
Current special assessments	575,076	600,000	808,500	600,000	625,000
Special assessments-advance payment	664,365	250,000	151,251	250,000	150,000
Total taxes	<u>1,765,529</u>	<u>2,150,000</u>	<u>1,865,690</u>	<u>2,150,000</u>	<u>2,175,000</u>
<u>MISCELLANEOUS</u>					
Interest income-debt service	253,718	180,000	210,042	180,000	180,000
Interest income-T.I.F. #2	22,800	--	--	--	--
Interest income-T.I.F. #3	37,400	--	--	--	100,000
Interest income-T.I.F. #4	--	100,000	6,613	100,000	--
Total miscellaneous	<u>313,918</u>	<u>280,000</u>	<u>216,655</u>	<u>280,000</u>	<u>280,000</u>
<u>OTHER FINANCING SOURCES</u>					
Transfers from other funds:					
General fund	1,109,100	1,463,000	--	1,463,000	1,637,000
Library	--	189,400	--	189,400	137,800
Other funds	822,294	239,600	--	239,600	361,500
Total other financing sources	<u>1,931,394</u>	<u>1,892,000</u>	<u>--</u>	<u>1,892,000</u>	<u>2,136,300</u>
Total revenues and other financing sources	<u>\$ 4,010,842</u>	<u>\$ 4,322,000</u>	<u>\$ 2,082,345</u>	<u>\$ 4,322,000</u>	<u>\$ 4,591,300</u>

REVENUE DETAIL BY FUND

DEBT SERVICE

The Debt Service fund is an operating fund which reflects payments of current requirements for general obligation debt.

Tax Incremental Financing districts are created under State law and can incur debt which is repaid by segregating taxes resulting from growth within the district. Other revenue sources can include income that is a direct result of the project construction.

Taxes

Any growth in assessed value within a TIF district is applied against the mill levy for the property. The **INCREMENTAL TAXES** resulting are segregated for use within the district to offset project construction costs.

Beginning in 1995, special assessments from street capital projects are designed to pay debt service on this construction and will be receipted to the Debt Service Fund.

Miscellaneous

INTEREST INCOME is earned by investing available funds in accordance with the City investment policy.

Other Financing Sources

Debt issued for a specific purpose of another fund is paid by the resources of that fund. **TRANSFERS FROM OTHER FUNDS** are payments from General fund to account for general obligation debt which was issued for use by proprietary funds. Transfers also include General fund transfers required from the tax levy for debt service.

RISK MANAGEMENT FINANCIAL PLAN

	1998 <u>Actual</u>	1999 Adopted <u>Budget</u>	2000 Proposed <u>Budget</u>	<u>% Change</u>
Revenue				
Operating	\$ 1,041,311	\$ 992,100	\$ 992,300	0.0%
Other Operating	71,244	70,000	40,000	-42.9%
Non-operating	<u>360,986</u>	<u>290,000</u>	<u>306,000</u>	5.5%
Total revenue	<u>\$ 1,473,541</u>	<u>\$ 1,352,100</u>	<u>\$ 1,338,300</u>	-1.0%
Expenses				
Personal Services	94,796	97,400	101,700	4.4%
Contractual Services	39,740	72,800	39,800	-45.3%
Utilities	5,543	6,000	6,000	0.0%
Fixed Charges	630,628	1,058,500	1,118,900	5.7%
Materials & Supplies	4,578	5,200	5,300	1.9%
Capital Outlay	<u>0</u>	<u>20,500</u>	<u>2,500</u>	-87.8%
Total expenses	<u>\$ 775,285</u>	<u>\$ 1,260,400</u>	<u>\$ 1,274,200</u>	1.1%

RISK MANAGEMENT AUTHORIZED POSITIONS

	<u>1998</u>	<u>1999</u>	<u>2000</u>
RISK MANAGEMENT			
Director of Human Resources/Risk Manager	0.50	0.50	0.50
Risk Management Technician	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
 Total FTE Positions	 <u>1.50</u>	 <u>1.50</u>	 <u>1.50</u>

Authorized personnel are reported as the number of full-time equivalent (FTE) positions at the beginning of the budget year.

RISK MANAGEMENT BUDGET OVERVIEW

REVENUES

Service Charges

Eleven years ago, the City established a Risk Management Fund and began to self-insure certain risks. Dollars previously spent in the insurance market place (which could rise and fall dramatically from year to year) were set aside in the Risk Management Fund or paid to municipal insurance pools for catastrophic loss protection. For the past 11 years, Risk Management Fund charges to other city funds and departments have remained constant or increased at less than the rate of inflation. The fund has provided a low and stable cost of risk to the City of Eau Claire budget process. Year 2000 Risk Management charges to other funds and departments will remain the same as 1999 charges.

CONTRACTUAL SERVICES

In prior years, the electrical bill for the former landfill site was paid from Risk Management. This expense has been transferred to the Landfill Remediation Fund to be paid by the PRP group (Potentially Responsible Parties).

FIXED CHARGES

This category includes various insurance payments. Actuary projections for Workmen's Compensation coverage have increased from \$520,000 to \$607,900.

REVENUE DETAIL

RISK MANAGEMENT

<u>Revenue Classification</u>	<u>1998 Actual</u>	<u>1999 Budget</u>	<u>1999 6-Month Actual</u>	<u>1999 Estimated</u>	<u>2000 Budget</u>
<u>OPERATING REVENUES</u>					
Charges for services:					
General fund	\$ 504,437	\$ 503,800	\$ 251,900	\$ 503,800	\$ 503,800
Stormwater	--	4,600	--	4,600	4,600
Library	21,480	22,100	10,950	22,100	22,300
Cemetery maintenance	--	6,100	--	6,100	6,100
Sewer	88,520	77,700	38,850	77,700	77,700
Water	66,680	79,500	28,637	79,500	79,500
Hobbs	7,040	8,500	4,250	8,500	8,500
Municipal pool	8,190	4,200	2,100	4,200	4,200
Parking	8,990	8,100	4,050	8,100	8,100
Transit	120,360	105,200	52,600	105,200	105,200
Risk management	--	3,700	--	3,700	3,700
Central equipment	206,740	158,200	79,100	158,200	158,200
Economic development	--	1,200	--	1,200	1,200
Public housing	--	9,200	--	9,200	9,200
Other	8,873	--	7,800	--	--
Total charges for services	<u>1,041,311</u>	<u>992,100</u>	<u>480,237</u>	<u>992,100</u>	<u>992,300</u>
<u>OTHER OPERATING REVENUES</u>					
Repayment of claims	<u>71,244</u>	<u>70,000</u>	<u>130,844</u>	<u>70,000</u>	<u>46,000</u>
<u>NON-OPERATING REVENUES</u>					
Interest income	<u>360,986</u>	<u>290,000</u>	<u>2,866</u>	<u>290,000</u>	<u>300,000</u>
Total revenues	<u>\$ 1,473,540</u>	<u>\$ 1,352,100</u>	<u>\$ 613,947</u>	<u>\$ 1,352,100</u>	<u>\$ 1,338,300</u>

REVENUE DETAIL BY FUND

RISK MANAGEMENT

Operating Revenues

CHARGES FOR SERVICES

Revenues for the Risk Management fund are derived from a service charge assessed all funds which participate in the City's self-insurance program. Charges to the General fund comprise 51% of the total service charge, followed by Central Equipment 16%, Transit 11%, Water 8% and Sewer 8%. The remaining funds comprise 6% of the total.

REPAYMENT OF CLAIMS includes reimbursements from insurance companies and individuals for damages covered by the self-insurance program.

Non-Operating Revenues

INTEREST INCOME is earned by investing available cash in the Risk Management fund in accordance with the City's investment policy.